



ISI Independent
Schools
Inspectorate

Progress Monitoring Inspection Report

St Francis School, Pewsey

November 2022

School's details

School	St Francis School, Pewsey			
DfE number	865/6010			
Early Years registration number	EY552671			
Registered charity number	298522			
Address	St Francis School Pewsey Wiltshire SN9 5NT			
Telephone number	01672 563228			
Email address	schooloffice@st-francis.wilts.sch.uk			
Headmaster	Mr David Lee			
Chair of governors	Mr Philip Humphries-Cuff			
Age range	0 to 13			
Number of pupils on roll	207			
	EYFS	72	Pre-prep	31
	Prep – junior	84	Prep-senior	20
Date of inspection	4 November 2022			

1. Introduction

Characteristics of the school

- 1.1 St Francis School is an independent co-educational day school. It comprises an Early Years Foundation Stage (EYFS) setting which includes a nursery for children from nought to four years of age and a Reception class; a pre-prep section for pupils in Years 1 and 2; a junior prep department for those in Years 3 to 6; and a secondary prep department for those in Years 7 and 8. The school is overseen by a board of governors on behalf of the Hayfran Trust. This inspection does not include the registered nursery for children up to two years of age, which is inspected currently by Ofsted. The school has identified 22 pupils as having special educational needs (SEND). One pupil in the school has an education, health and care (EHC) plan. No pupils have English as an additional language (EAL). The school's previous inspection was an educational quality inspection with focused compliance in March 2022.

Purpose of the inspection

- 1.2 This was an unannounced progress monitoring inspection at the request of the Department for Education (DfE) to check that the school has fully implemented the action plan submitted following the focused compliance inspection on 15 to 18 March 2022. The inspection focused on the school's compliance with the Education (Independent School Standards) Regulations 2014 (ISSRs) and the requirements of the Early Years Statutory Framework.

Regulations which were the focus of the inspection	Team judgements
Part 3, paragraph 7 (safeguarding)	Met
Part 3, paragraph 9 (behaviour)	Met
Part 3, paragraph 11 (health and safety)	Met
Part 3, paragraph 16 (risk assessment)	Met
Part 4, paragraphs 18 to 21 (suitability of staff, supply staff and proprietors)	Met
Part 5, paragraph 25 (premises and accommodation)	Met
Part 6, paragraph 32(1)(c) (provision of information)	Met
Part 8, paragraph 34 (quality of leadership in and management)	Met

2. Inspection findings

Welfare, health and safety of pupils – safeguarding [ISSR Part 3, paragraph 7]

Safeguarding policy

- 2.1 The school meets the requirements.
- 2.2 The school has an appropriate policy for safeguarding which provides suitable arrangements to safeguard and promote the welfare of pupils at the school.

Safeguarding implementation

- 2.3 The school meets the standard.
- 2.4 Appropriate safeguards are in place in line with statutory guidance and the school implements its safeguarding policy effectively. This was confirmed by scrutiny of records, discussions with leadership, governance, staff and pupils. Records of safeguarding and behaviour are kept appropriately and enable accurate categorisation of behavioural incidents, for example as incidents of bullying, child-on-child abuse, sexual harassment or abuse linked to the protected characteristics. Records also identify pupils' pastoral and mental health needs. Detailed notes demonstrate that appropriate action is taken following any incident or concern. This includes liaison with external agencies and referral to the multi-agency safeguarding hub (MASH) and to the designated officer for allegations (DOFA) where necessary. A suitable record is maintained which shows that safeguarding records have been appropriately passed on to a pupil's next school. The school carries out appropriate checks prior to the start of employment. These now include checks of the barred list, the lists of those prohibited from teaching and for disqualification from childcare. Appropriate evidence of the checks that have been carried out is maintained in well-organised files.
- 2.5 Those responsible for safeguarding hold appropriate senior positions within the school, are suitably knowledgeable and effectively trained, including multi-agency working. Training for other staff and governors is now effectively implemented. This includes guidance to enable understanding and implementation of the most recent government guidance and legislation. Effective procedures are in place to ensure that staff who miss training are updated. New staff receive an induction that includes a discussion with the DSL and the need to demonstrate understanding of the school's safeguarding policies and procedures. During discussions staff demonstrated a comprehensive understanding with regard to government guidance including contextual safeguarding, low-level reporting, the management of children's mental well-being and child-on-child abuse. They are aware of the requirements of the staff code of conduct, whistleblowing policy and procedures, and the procedures for managing a disclosure and making a referral. Senior leaders show clear awareness of the need to refer any safeguarding concerns regarding staff promptly to the appropriate external agency.
- 2.6 Pupils state confidently that there are members of staff to whom they can turn if they are worried or concerned and that they will be listened to sympathetically. Records confirm that the school takes suitable action to support pupils without delay including risk assessment and appropriate liaison with parents. The school monitors the use of technology appropriately. Pupils know how to stay safe online. The school liaises effectively with parents to highlight the wider dangers children are exposed to when online and ways in which they may be protected.
- 2.7 The governor responsible for safeguarding meets regularly with the designated safeguarding lead (DSL) and deputies in order to maintain suitably rigorous monitoring of safeguarding policies and their implementation. An appropriate annual review of safeguarding takes place which follows the guidance of Wiltshire safeguarding partnership.

Welfare, health and safety of pupils – behaviour [ISSR Part 3, paragraph 9]

- 2.8 The school meets the standard.
- 2.9 A suitable behaviour policy is supported by a code of conduct for pupils which makes clear the expectations of good pupil behaviour. These policies are implemented effectively and are reviewed on an annual basis. During discussions, pupils demonstrated a mature understanding of respect and stated strongly that respect and kindness were important and could be seen in action throughout the school. Records of misbehaviour include appropriate categories including those which enable links to safeguarding to be made clearly. Entries are detailed and information is collated and reviewed regularly by senior pastoral leaders, DSLs and governors. This enables trends to be identified and the effectiveness of any sanctions or interventions to be evaluated in cases where individuals or groups of pupils are involved. Discussions and actions effectively take into account individual pupils' personal circumstances and any additional needs they may have, including those detailed in EHC plans.

Welfare, health and safety of pupils – health and safety [ISSR Part 3, paragraph 11]

- 2.10 The school meets the standard.
- 2.11 The school has a comprehensive health and safety policy which is reviewed annually through the safeguarding committee. Senior leaders and managers oversee health and safety effectively supported by the services of an external company. Regular and suitable reports are made to the board of governors with detailed records of timely action taken if there are any concerns. All staff have effective health and safety induction training, with further regular training and updates provided in staff meetings. Supervision of pupils is effectively managed to take into account the rural nature of the site and the proximity of houses to the school site where access is required. The school is maintained to a good standard including regular monitoring of the outside areas, boundaries and security of the site. Security arrangements are appropriate including the monitoring of visitors and restricted access to buildings. Vehicle movements on site are suitably controlled.

Welfare, health and safety of pupils – risk assessment [ISSR Part 3, paragraph 16]

- 2.12 The school meets the standard.
- 2.13 An efficient and effective approach is taken to managing risk to ensure the welfare of all pupils in the school. This includes a comprehensive strategic overview of risk management. An appropriate risk assessment policy is implemented, and all staff have received appropriate training in assessing risk for their respective areas and for organising school outings. Risk assessment documents show that appropriate evaluations of risk are undertaken across all age groups. This includes consideration of the needs of vulnerable pupils, in particular those with SEND and those who have EHC plans. Risk assessments are consistent, appropriate and comprehensive, identifying possible risks and appropriate control measures to mitigate them. All risk assessments are reviewed regularly and signed off by senior leaders. Governors, through the safeguarding committee, provide suitable monitoring and oversight of the arrangements.

Suitability of staff, supply staff and proprietors [ISSR Part 4, paragraphs 18 to 21]

- 2.14 The school meets the standards.
- 2.15 The school carries out all required checks on adults working or holding a position within the school prior to commencing their association with the school. It maintains a suitable and accurate electronic register in which the required information is recorded. This includes dates when adults have been

checked in the following areas where appropriate: an identity check; a barred list check; a check against the lists of those prohibited from management and/or teaching; a check of qualifications; an enhanced criminal record check; a check of the right to work in the United Kingdom and any overseas check. All staff complete a medical self-declaration form. Part-time staff, volunteers and governors are all subject to the appropriate checking procedures. Appropriate supporting documentation is maintained in well-organised personnel files. The register and documentation are monitored regularly and effectively by the DSL and the governor responsible for safeguarding.

Premises and accommodation – maintenance [ISSR Part 5, paragraph 25]

- 2.16 The school meets the standard.
- 2.17 The school site is maintained to an appropriate standard as confirmed by a tour of the premises including recreation areas and boundaries. All visitors are directed straight to the school reception where they sign in and out, receive a visitor's badge and safeguarding instructions. Visitors are suitably accompanied at all times by a member of staff. The site is checked on a daily basis using CCTV and through site tours conducted by maintenance staff to ensure that security measures including the locking of gates are in place. Records indicate that maintenance requirements including those linked to site security are prioritised, and any health and safety concerns are managed without delay. Governors provide suitable oversight through inspections of the site and discussions in the safeguarding committee which includes a detailed plan to ensure site security.

Provision of information [ISSR Part 6, paragraph 32(1)(c)]

- 2.18 The school meets the requirements for providing information relating to safeguarding to parents. Particulars of the arrangements for safeguarding are published on the school's website.

Quality of leadership and management [ISSR Part 8, paragraph 34]

- 2.19 The school meets the standard.
- 2.20 Leadership and management ensure that the required policies, procedures and records are in place and that they are regularly reviewed and updated. Appropriate monitoring is in place by senior leaders and governors in order to ensure that the school standards are met consistently. Leaders and governors promote the wellbeing of pupils and demonstrate appropriate skills and knowledge to enable them to do so. Governors receive regular, detailed and relevant reports from school leaders. These, including an annual review of safeguarding, are discussed appropriately during governance meetings and timely action is taken when required.

3. Regulatory action points

- 3.1 For the regulations which were the focus of this inspection, the school meets all of the requirements of the Education (Independent School Standards) Regulations 2014 and requirements of the Early Years Statutory Framework, and no further action is required as a result of this inspection.

4. Summary of evidence

- 4.1 The inspectors held discussions with the head, senior leaders and other members of staff and met with the chair of governors and the governor responsible for safeguarding. They visited different areas of the school and talked with groups of pupils and staff. They scrutinised a range of documentation, records and policies.

Inspectors

Dr Patricia Preedy

Reporting inspector

Miss Sue Duff

Assistant reporting inspector