

## Report for a Progress Monitoring Visit

<b>School name</b>	The Pointer School
<b>DfE number</b>	203/6065
<b>Address</b>	The Pointer School 19 Stratheden Road Blackheath London SE3 7TH
<b>Headmaster</b>	Mr Robert Higgins
<b>Proprietor</b>	Mr Robert Higgins
<b>Date of visit</b>	28 November 2018

## 1. Introduction

### Characteristics of the school

- 1.1 The Pointer School is an independent day school for boys and girls between the ages of three and eleven years. It is situated near Blackheath in south-east London. The main premises, which accommodate Years 2 to 6, are located a short walk away from the building which houses the Early Years Foundation Stage (EYFS) and Year 1. The sole proprietor is also the headmaster and is assisted by an advisory board.
- 1.2 At the time of the visit there were 353 pupils on roll (165 girls and 188 boys), of whom 110 were in the EYFS. The school has 58 pupils who require support for special educational needs and/or disabilities, none of whom has a statement of special educational needs or an education, health and care plan. One hundred and five pupils speak English as an additional language. The school's previous inspection was a regulatory compliance inspection in May 2018.

### Purpose of the visit

- 1.3 This was an unannounced progress monitoring visit at the request of the Department for Education (DfE) to check that the school has fully implemented the action plan submitted following the regulatory compliance inspection on 23 to 24 May 2018.

Regulations which were the focus of the visit	Team judgements
Part 3, paragraph 7 (a) and (b) (safeguarding)	<b>Met</b>
Part 4, paragraphs 18(2)(c)(iv); 18(3); 21(1); 21(3)(a)(iv); 21(3)(a)(vii) (the suitability of staff)	<b>Met</b>
Part 8, paragraph 34(1)(a), (b) and (c) (the quality of leadership and management)	<b>Met</b>

## 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 standards.
- 2.4 Safeguarding arrangements to ensure the welfare of pupils are implemented effectively. The personnel with designated safeguarding lead (DSL) responsibilities have all received suitable training from their local authority so that on each site there is a trained DSL and a deputy. A further four staff are trained at this higher level to ensure adequate provision at all times. On taking up appointment, staff complete induction training online, and all staff including support staff undertook refresher training at the beginning of the academic year which focused on changes to statutory guidance. Their understanding was appropriately checked and they receive regular updates from the DSL. Staff interviewed demonstrated a good understanding of safeguarding procedures and of supporting documents such as the staff code of conduct, and internet safety and whistleblowing policies.
- 2.5 Staff report any concerns promptly to the DSL. Records confirm that all concerns, which are mostly low level, are carefully monitored, with external support and advice where necessary. The school makes timely referrals to local safeguarding agencies and follows any advice given. The proprietor maintains suitable oversight, such as through weekly learning walks as well as through meetings with senior leaders, supported by the advisory body. The school keeps efficient records of safeguarding concerns as well as of staff training. The school acted swiftly to obtain prohibition from teaching checks on staff where these were found lacking at the previous inspection, and now makes these checks for all staff as appropriate prior to confirmation of their appointment.

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

- 2.6 The school meets the standards.
- 2.7 Since the previous inspection the school has undertaken an audit of its recruitment procedures. The recruitment policy has been re-written and this, together with new checklists for each category of staff, provides suitable guidance designed to ensure the correct checks are carried out prior to staff taking up appointment. The qualifications of all staff have been checked retrospectively, where evidence was not previously available. Copies of qualifications are now retained in personnel files. The single central register of appointments has been re-worked to ensure it shows when the required checks were carried out. It now provides an accurate record which shows that correct checks have been undertaken on all staff, further confirmed by scrutiny of staff personnel files. Both the senior leadership team and the proprietor now carry out regular checks of the single register and staff files to ensure that correct procedures are being sustained.

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

- 2.8 The school meets the standards.
- 2.9 The school's leadership and management now demonstrate good skills and knowledge so that the Independent School Standards are met consistently and pupils' well-being is promoted. Since the previous inspection, senior leaders have attended training on recruitment and wider compliance issues and advice has been taken from external consultants. This has enabled them to develop their knowledge and to fulfil their responsibilities effectively. All the shortcomings of the previous inspection have been rectified and procedures are now in place to enable continued compliance with the Independent School Standards.

### **3. Regulatory action points**

- 3.1 For the regulations which were the focus of this visit, 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 visit.

## 4. Summary of evidence

### Written materials

- Safeguarding policy
- Children missing education policy
- Code of conduct for staff
- E-safety policy
- Whistleblowing policy
- Records of safeguarding training for the headmaster and all staff including the DSLs
- Records and correspondence relating to safeguarding incidents and concerns including evidence of any referrals/consultations with Children's Services or the LADO.
- Minutes relating to the annual review of the child protection policy and procedures
- Minutes of meetings related to implementation of the school's action plan
- Staff recruitment policy
- Single central register of appointments
- A sample of staff files chosen by inspectors

### Meetings with school personnel

- Introductory meeting with headmaster – to discuss arrangements for the day and to provide initial thoughts on areas specified as focus for the visit
- Meeting with the DSL – to discuss implementation of safeguarding policy, DSL training, staff training and induction of new staff, details of contact with Children's Services and the LADO
- Meeting with the business manager responsible for carrying out staff recruitment checks – to review school's recruitment procedures, to scrutinise single central register of appointments and to check staff recruitment files
- Meeting with a group of teaching and non-teaching staff, selected by inspectors

### Activities on site

- Further scrutiny and evaluation of implementation of policies and documentation (as detailed above)
- Meeting of inspectors then feedback to senior leaders