

## **WESTBROOK HAY PREP SCHOOL**

London Road, Hemel Hempstead, Hertfordshire, HP1 2RF

**12 MARCH 2018**

### **CHARACTERISTICS OF THE SCHOOL**

Westbrook Hay Prep School is a co-educational day school for pupils aged from 2 to 13 years located in a rural setting outside Hemel Hempstead. Founded in 1892, the school became a charitable trust in 1983, administered by a board of governors. There are 329 pupils on roll, of whom 117 are girls and 212 are boys. There are 59 pupils in the EYFS. The number of pupils requiring support for special educational needs and/or disabilities (SEND) is 26. No pupils have a statement of special educational needs or an education, health and care (EHC) plan. Three pupils have English as an additional language. The previous ISI inspection took place in June 2017.

### **PURPOSE OF THE VISIT**

This was an unannounced progress monitoring visit at the request of the Department for Education to check that the school has fully implemented the action plan submitted following the Regulatory Compliance inspection on 21 to 22 June 2017. The focus of the visit was on safeguarding pupils' welfare, health and safety; the suitability of staff, supply staff and proprietors; and the quality of leadership and management.

### **INSPECTION FINDINGS**

#### **Welfare, health and safety of pupils – safeguarding [ISSR Part 3, paragraphs 7 (a) and (b); EYFS requirements 3.4 to 3.8]; Provision of information to parents [ISSR Part 6, paragraph 32 (1) (c)]**

The school meets the regulations.

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.

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

The school implements the correct procedures for safeguarding children's welfare, which are fully in line with the most recent statutory guidance, *Keeping Children Safe in Education (KCSIE September 2016)*. The staff code of conduct provides appropriate guidance and the policy for the safer recruitment of staff clearly sets out all the checks required pre-appointment. Appropriate support is in place for all pupils. The school liaises appropriately with outside agencies.

Safeguarding is correctly managed, and procedures are regularly reviewed. The designated safeguarding lead (DSL) and the two deputy DSLs are members of the senior leadership team. Suitable arrangements are in place to ensure the correct referral process for allegations against staff (including the DSL), volunteers and the head. All staff, including those with designated responsibility for safeguarding, have appropriate training which includes

awareness of the dangers of extremism and radicalisation. Appropriate arrangements are in place for the induction of new staff, including training in safeguarding. During interviews staff demonstrated a strong understanding of their responsibilities and are aware of how to refer concerns. Staff have read and understood the latest version of Part 1 of *KCSIE* and those involved in working with children have read Annex A of the same document. Procedures are in place for reporting a disclosure of abuse or allegation against an adult working in the school.

The governing body maintains careful oversight of safeguarding and ensures regular review of policies and procedures, including procedures for safer recruitment. Required checks on members of staff have been carried out, including barred list and prohibition from teaching and these checks are completed before each person starts work at the school.

**The suitability of staff, supply staff and proprietors [ISSR Part 4, paragraphs 18(2) (f); 21(3)(a)(i-viii) and (b); EYFS requirements 3.9 to 3.13]**

The school meets the regulations and requirements.

Recruitment checks, including checks on the barred list and prohibition from teaching, are completed before staff commence employment at the school. Staff files contain the required information. The single central register is accurately maintained to include detail on all the required checks and the dates on which these took place. The register and associated staff files are appropriately monitored and maintained.

**Quality of leadership and management [ISSR Part 8, paragraph 34(1)(a) (b) and (c)]**

The school meets the regulation.

The school's leaders and managers fulfil their responsibilities effectively so that the independent standards are met and they actively promote pupils' well-being. Governors provide appropriate oversight through monitoring arrangements so that relevant regulations are consistently met. The action points from the previous inspection have been appropriately addressed.

**REGULATORY ACTION POINTS**

The school meets all of the requirements of the Education (Independent School Standards) Regulations 2014 and requirements of the Early Years Statutory Framework.