

De Aston School Boarding Inspection Action plan June 2018

To be sent no later than 18 July 2018 by Headteacher to: SocialCare.Midlands@ofsted.gov.uk

Communication of the OFSTED inspection report.

1. Ofsted report received by school 18 June 2018.
2. Student friendly version talked through with boarders – weekend of 25th June 2018 by APQ (Head of Boarding)
3. Ofsted inspection report sent to parents by APQ (Head of Boarding) Monday 2 July 2018.
4. Ofsted report published on school website by Monday 2 July 2018.

Compliance with National Minimum Boarding Standards

The school does not meet the following national minimum standards for boarding schools:

- Suitable sleeping accommodation is provided for boarders. (National Minimum Standard 5.1)

Action: See boarding repair and refurbishment plan. Purchase of mattresses and beds will be completed over this term. They will be in place for September and then a rolling programme for replacement based on regular audit by AS and AQ.

Timescale: this term then a rolling programme from next term.

Actioned by: premises manager AS and Head of Boarding AQ.

- All boarders, including those with special dietary, medical or religious needs, are provided with meals which are adequate in nutrition, quantity, quality, choice and variety. (National Minimum Standard 8.1)

Action: Head of Boarding APQ and governor with oversight of boarding JM will work with Taylor Shaw to diversify the catering to meet the needs of boarders as identified.

Timescale: this term to establish changes for implementation at start of next term.

Actioned by: Head of Boarding APQ and JM senior governor.

- The school's leadership and management consistently fulfil their responsibilities effectively so that the standards are met. (National Minimum Standard 13.4)

Action: The school has agreed to employ a new role within the structure for boarding. This will be a Deputy Head of Boarding post at a wage of circa £28k per annum. The post is full time and permanent. The job description has been drafted and will go to advert before the end of this term for employment for the new academic year. The purpose of this role is to specifically address the issues arising from the inspection and to provide the head of boarding with adequate management structure for delegation and also a necessary senior member of staff in addition to the senior house parents. Post and expenditure agreed at the governor resource meeting June 2018.

Timescale: post holder to be employed to start next term.

Actioned by: Head of Boarding APQ , headteacher SKP and governing body.

- Any staff member or volunteer employed or volunteering in a position working with boarders receives regular reviews of their boarding practice, with opportunities for training and continual professional development in boarding. (National Minimum Standard 15.1)

Action: Head of Boarding APQ (monitored by Headteacher SKP) will put in place regular meetings with boarding staff that are both developmental as well as conduits for information. Boarding staff will have a CPD plan to upskill them. APQ will conduct performance management reviews and these will inform the process of CPD and personal development in relation to expectations.

Timescale: these meetings have already taken place since the inspection and are now calendared as part of a continual process.

Actioned by: Head of Boarding APQ with supervision by headteacher SKP

Recommendations

- Consider holding regular meetings of the safeguarding team to discuss current cases and formalise reporting procedures. (Linked to National Minimum Standard 11)

Action 1: MB (DSL) will meet weekly with the other DSLs (AQ and SF – JB will provide female DSL cover when SF is on maternity from October). These meetings will take place from the start of next term, they will be minuted and will be in addition to the strategic safeguarding meetings with a wider group of safeguarding leaders in school and boarding.

In addition, the deputy boarding post will also be DSL trained for additional safeguarding within boarding as a back-up.

Actioned by: MB (DSL)

Timescale: from start of next term.

Action 2: The school has taken the suggestion/recommendation of the HMI and has purchased CPOMS. The school has committed at the June governor budget meeting to the annual renewal of this software. The software is designed for the safeguarding and protection in schools. We will use it to replace the current systems. recording and monitoring function that we will adopt.

Actioned by: MB (DSL)

Time line: expected to be in place for start of next term. The school has already had the CPOMS rep in school and purchase should be completed before the end of the first week in July.

- Consider centralising records of complaints from children to enable clear tracking of patterns and trends. (Linked to National Minimum Standard 17)

Action: The school has taken the suggestion/recommendation of the HMI and has purchased CPOMS. The school has committed at the June governor budget meeting to the annual renewal of this software. The software has a complaints recording and monitoring function that we will adopt.

Actioned by: SKP Headteacher – operationally will be set up by ALM (SKP's PA and senior administrator in the school).

Time line: expected to be in place for start of next term.

- Consider completing a maintenance audit of the boarding house to ensure that all areas requiring maintenance are addressed. (Linked to National Minimum Standard 6.2)

Action: A full audit was completed by site manager AS in the last few days. A full list of repairs (most urgent were already completed during the inspection), refurbishments and capital developments already planned and new capital developments has been completed by AS and in conjunction with APQ (Head of Boarding). The work on this has already begun. The headteacher (SKP) and the governing body have approved the initial £18k to be transferred for these needs and a further sum from boarding reserves for completion.

Actioned by: SKP Headteacher strategically– operationally will be set up by AS (site manager), APQ (Head of Boarding)

Time line: already begun and priority schedule in place for works this term, over the summer and into next term. Rolling programme of regular audits by AS and APQ will be scheduled and works from these to be timetabled by priority need.

30 June 2018