

Advice note for a pre-registration inspection of a free school

School name	West London Free School
DfE registration number	Not yet assigned
Unique reference number (URN)	Not yet assigned
Inspection number	384785
Inspection dates	10 August 2011
Reporting inspector	Sheila Nolan

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Context of the school

The West London Free School plans to open as a mixed, non-denominational secondary school with provision in its first year for 120 places for Year 7. It is sited in a quiet street within a busy urban area of West London. Pupils will join the school from over 53 primary schools. For its first two years, the school will be sited in temporary but refurbished accommodation before moving to its permanent building within the same area. The future intake of pupils is phased to match the further planned development of the school buildings, to a total of 840 students. The headteacher, seven full-time and three part-time teachers have already been appointed to start in September.

The school aims to offer a classical liberal education, striving for high achievement and good behaviour. There will be a special focus on Latin and music and all pupils will study three separate sciences from Year 7. Drama, art and sport will enrich the curriculum further.

Compliance with the regulations

Spiritual, moral, social and cultural development of pupils

The requirements of this standard are met, subject to satisfactory implementation, through the planned curriculum. The intended ethos of the school emphasises the pupils' personal development, particularly through the personal, social, health and economic programmes and the activities of the 'habits of mind' themes distributed throughout the school year. The planned provision clearly emphasises the development of the pupils' confidence, self-knowledge and their understanding of taking responsibility for their behaviour and actions. The annual cycle of assemblies and celebrations across faith groups is built into the calendar so that pupils can grow in their awareness of, and respect for, traditions and cultures other than their own. Visitors and visits appropriate to the age range are also planned so that pupils can develop an understanding of public institutions and services in England.

Welfare, health and safety of pupils

All essential policies and procedures have been prepared and comply with current guidance, including that on behaviour and anti-bullying. The safeguarding policy meets requirements and provides clear guidance to staff. A member of staff, already trained, is designated as the school's child protection officer and training for all staff is part of the induction process prior to the school opening date. The newly appointed staff team includes a qualified first aider with other staff members already signed up for courses leading to first-aid qualifications.

The school has devised detailed and suitable procedures to assess and manage safety risks around the school site. There are written policies to promote students' good behaviour with clear codes of conduct and an appropriate set of sanctions and

rewards. The health and safety policy is in line with expectations and has been drawn up with the welfare of the pupils at its heart. Currently, the admission and attendance registers are blank but are likely to meet requirements. The premises are being adapted to meet the requirements of the Equality Act 2010. A three-year access improvement plan is prepared, taking into account the temporary nature of the current site and the refurbishment of the future site. Arrangements are in hand for the necessary fire safety checks when the building is deemed ready for the school. Evacuation procedures in the case of fire have been carefully considered. The school meets all the regulations that could be evaluated. The implementation of policies and procedures could not be seen as the school is not operating.

Suitability of staff, supply staff, and proprietors

Recruitment procedures meet the current guidance. All appointed staff are appropriately vetted and there is a single central record that contains all the required checks on the headteacher and staff. Members of the directorial board already have the necessary checks, or these have been applied for. The school does not intend to employ supply staff but has planned systems and procedures in place to meet the regulations should this become necessary. Systems are also in place for volunteers and other groups, such as caterers, to be checked in time for the opening of the school. All requirements are likely to be met.

Premises of and accommodation at the school

All requirements are likely to be met. Building work is still underway on the site, but the architect's plans and this site visit confirm that the premises are on track to meet the regulations in time for the proposed school opening. The building needed for September is likely to meet the regulations for heating, lighting, ventilation, decoration and floor covering. The classrooms are of a good size as are the hall and other shared areas. Washrooms are planned to meet requirements. Play areas have been carefully considered and surfaces matched to the needs of the pupils. There is provision for both on- and off-site games. Appropriate furniture and fittings are on order. Access is already in place on the ground floor of the temporary building for those with disabilities. A medical room is included in the plans and is planned to be fitted out appropriately in time for the school opening.

Provision of information

The school website and on-line prospectus provide all of the required information. All policies are readily available to prospective parents on the website. Regular reports to parents on the achievement of pupils are already part of the planned school year.

The provision is likely to meet all the regulations.

Manner in which complaints are to be handled

The school's complaints policy meets the regulations. However, as the school has not yet opened, there have been no formal complaints.

Recommendation to the Department for Education Registration

Is registration recommended?

YES. This school is likely to meet all regulations and is recommended for registration.

For number of day pupils: 840

For age range: 11–18

For gender of pupils: Mixed.