

Advice note for a pre-registration inspection of an academy/free school/studio school/university technical college (UTC)

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| School name | Cathedral Primary School |
| DfE registration number | N/A |
| Unique reference number (URN) | 1461 |
| Inspection number | 422365 |
| Inspection dates | 1 August 2013 |
| Reporting inspector | Mick Pye |

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Information about the inspection

This inspection was conducted by Ofsted at the request of the registration authority for independent schools. It was carried out under section 99 of the Education and Skills Act 2008.

Context of the school

The proposed primary free school is to be located in one of the ancient buildings surrounding Bristol Cathedral. Refurbishment is about to begin. During the next twelve months the school will be situated in a smaller refurbished building, again on the cathedral's campus. The school is due to open on 4 September 2013 and for this year it will cater only for children in the Early Years Foundation Stage. The school has applied to be registered to admit 120 boys and girls in the age range of four to 11 years of age. Currently it has 30 applications for entry this year. The school aims to offer a musically enriched and personalised curriculum, with pupils also benefiting from a broad academic grounding. The Cathedral Choir School is situated on the campus and caters for secondary-aged pupils. The intention is for close links to be forged with the primary school.

Compliance with the regulations

Spiritual, moral, social and cultural development of pupils

The school is likely to meet all the regulations, but implementation was not seen. The spiritual, moral, social and cultural development of pupils is to be addressed through assemblies and the personal, social, and health education (PSHE) programme. The PSHE programme is to be taught for twenty minutes every school day using the 'circle time' approach. An initial curriculum project is entitled 'All About Me'. It seeks to explore individual attributes and thereby encourages self-knowledge, self-esteem and a growing confidence. The PSHE programme will give pupils an insight into the working of public institutions and the civil and criminal law. Within the cathedral environment there is ample opportunity for pupils to develop a sense of reflection, spirituality and an increased understanding of the culture of the United Kingdom. Whilst situated in a manifestly Christian setting, the school's religious education programme will reinforce the pupils' understanding of living in a multicultural society through exploring other faiths and celebrating a wide range of festivals. The school's inclusion policy is very clear about the expectation of tolerance and mutual respect. These attributes are also reinforced, as is knowledge of right and wrong, through the clearly written behaviour and anti-bullying policies. The pupils' social and cultural development is to be supported through the planned programme of visits from people in the local community and through the pupils' involvement in the cathedral community. The promotion of music, including singing in the community, will help the pupils contribute to their wider local community. The school's teaching and learning policy makes very clear the expectation for a balanced

and non-partisan approach to the discussion of political issues, whether in class or as part of extra-curricular activities.

Welfare, health and safety of pupils

The school is likely to meet most of the requirements. There are detailed policies regarding behaviour, safeguarding and child protection, all of which give a very clear commitment to prioritising the welfare, health and safety of pupils. The anti-bullying policy has insufficient detail regarding cyber bullying and e-safety. Designated officers have been named and are to undergo the updating of their safeguarding and child protection training before the school opens. Other staff will receive their training as part of the induction programme prior to the school opening so that requirements are likely to be met. Appropriate attention has been paid to ensuring the suitability of staff to work with children. There is provision in place for sufficient staff to be trained in first aid before the school opens; this includes paediatric first aiders for the benefit of the Reception children. Appropriate policies for health and safety are in place, including a general risk assessment on the premises, although a post-refurbishment fire risk assessment will be required. There is also a need for the identification of one person whose responsibility it is to establish and monitor fire preventative and protective measures. The school has yet to develop a three-year accessibility improvement plan to meet the requirements of the Equality Act 2010. In order to meet the requirements in full, the school should:

- refer clearly in the anti-bullying policy to aspects of cyber bullying and e-safety (paragraph 10)
- develop a fire risk assessment for the premises and identify a competent person with responsibility for fire protection and preventative measures (paragraph 13)
- develop a three-year accessibility improvement plan.

Suitability of staff, supply staff, and proprietors

Regulations are likely to be met. The school has a rigorous set of policies and procedures designed to ensure safe recruitment. In the initial job advertisements there are clear messages about the school conducting barring checks, collecting appropriate references and checking the continuity of employment of prospective employees. There is a clear commitment to obtaining the necessary checks, along with medical fitness statements, prior to appointment. A single central record has been established and this shows that appropriate checks have taken place on the current employees. It is the intention of the school not to employ supply staff immediately, but there are procedures in place to check the identity and gain evidence that the necessary checks have been conducted on any external supply staff or contractors.

Premises of and accommodation at the school

Building plans were consulted, a site walk of the cathedral site took place, and also an inspection of the school's playing fields, situated four miles away. It is likely that most regulations will be met. The building plans show four classroom areas and two

recreational areas for the children entering Reception this September. The larger permanent building has a suitable number of classrooms, together with access to shared specialist areas in the secondary school, such as science laboratories and physical education areas. The primary pupils will have weekly access to the secondary school's large and attractive off-site playing fields with appropriate shower and toilet facilities. The temporary building has an adequate provision of washrooms with hot water temperature controls. Fresh drinking water is to be provided, with the children in the temporary building making use of individual water bottles. Food is provided by the established on-site cafeteria. The plans show that appropriate attention has been paid to lighting, but the school was unable to provide evidence that acoustic checks have been carried out on the buildings; this is especially relevant given the commitment to music performance and the nearby main road. Security considerations have been well addressed with access through the use of electronic pendant cards worn by staff. Building plans demonstrate that the medical needs of the pupils will be met through the provision of appropriate facilities. The Department for Education will wish to continue to monitor progress with the premises directly with the school proprietors.

In order to meet the requirements in full, the school should:

- ensure that the appropriate acoustic checks are carried out on the accommodation (paragraph 23D).

Provision of information

The provision is likely to meet almost all the regulations. However, the governing body chairperson's name and contact address have not yet been uploaded onto the school website or distributed to parents in hard copy.

In order to meet the requirements in full, the school should:

- publish the name and contact address of the chairperson of the governing body (paragraph 24(1)(a)).

Manner in which complaints are to be handled

The provision meets all regulations.

Recommendation to the Department for Education

Registration

YES. The school can be registered and allowed to open on receipt by DfE of evidence of improvement in relation to the following matters:

- refer clearly in the anti-bullying policy to cyber bullying and e-safety (paragraph 10)
- develop a fire risk assessment and identify a competent person with responsibility for fire protection and preventative measures (paragraph 13)

- develop a three-year accessibility plan
- ensure that the appropriate acoustic checks are carried out on both the temporary and permanent buildings (paragraph 23D)
- publish the name and contact address of the chairperson of the governing body (paragraph 24(1)(a)).

Recommended number of day pupils: 120

Recommended number of boarders: 0

Recommended age range: 4–11 years

Recommended gender of pupils: Mixed

Recommended type of special educational needs: N/A.