

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

School name	Ingleby Manor Free School and Sixth Form
DfE registration number	808/4004
Unique reference number (URN)	140949
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Reporting inspector	David Young

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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 2008.¹

Context of the school

Ingleby Manor Free School and Sixth Form is to be located in Thornaby, near Stockton-on-Tees. The school is sponsored by The School Partnership Trust. Work has not yet commenced on the construction of the proposed new school which is to be located in Ingleby Barwick. The school will admit up to 750 students in the age range 11 to 18 years. These new premises are due to be completed by September 2016.

The school is due to open in temporary premises located on an industrial estate on the edge of Thornaby, with an intake of up to 120 students into Year 7, in September 2014. The temporary premises will be retained for two years and a further 120 students will be admitted in September 2015.

The school is not yet operating and the implementation of its policies and procedures could not be seen.

Compliance with the regulations

Spiritual, moral, social and cultural development of pupils

All the regulations in this part are likely to be met although implementation could not be seen. The school's prospectus states that, 'our vision is to ensure that your child leaves their time with us as a successful learner, a confident individual and a responsible citizen'. The school's policy for the spiritual, moral, social and cultural development of students states that: 'students will learn the difference between right and wrong. They will be aware that their actions affect others. They will be encouraged to value themselves and others'.

The personal development policy indicates that students will learn about performing service within the school and in the local community. Themes within the personal development programme include 'working together' in which students will consider ways in which to work cooperatively with people in the local and wider communities. The programme also includes consideration of public services and institutions, including the role of banking, advertising, local government, places of worship, and inspirational people in the local and wider communities.

¹ www.legislation.gov.uk/ukpga/2008/25/section/99

A theme on 'authority' is planned to enable students to understand the significance of rules and their impact on self and others. The legal system and constraints on individual licence are to be studied through themes comparing 'the law of the jungle' with an understanding of authority.

The school's 'wider world' curriculum includes appreciation of different religions, cultures and traditions, including views about marriage, life and death. The emphasis is on developing understanding which enables tolerance, respect and appreciation. Plans include the celebration of a variety of festivals, together with visits to places of worship.

The school's personal development programme includes a statement requiring any controversial political issues to be approached in a balanced and non-partisan manner.

Welfare, health and safety of pupils

The school is likely to meet all the regulations, although the implementation of policies could not be checked. The school has prepared suitable policies to meet the requirements of the welfare, health and safety regulations. These include policies and procedures for safeguarding, the management of behaviour and the prevention of bullying. Appropriate rewards and sanctions are identified. Additional policies meet the requirements for first aid and off-site visits. The deputy headteacher is already trained to fulfil the role of designated person for child protection and is booked to attend update training in the autumn term 2014. Senior staff in the Trust are trained to a similar level. One member of staff is trained in first aid. Firm arrangements are in place for an induction programme for all staff, to take place before the school opens. This is to include training in child protection and fire safety, together with first aid training for an additional six members of staff.

Senior staff in the Trust have been trained in safe recruitment and all the required checks on previous professional history, professional and character references, and medical fitness have been completed for staff already appointed. These are entered on a suitable single central register for the new academy. The school has purchased an electronic information management system which will record any serious incidents and sanctions, together with suitable admission and attendance registers, and fire safety records. Arrangements are in place for a commercial company to complete a fire risk assessment for the premises. This will be completed as soon as the premises are handed over to the school (anticipated date is 29 August 2014). Confirmation of the fire safety of the building will be included in the building standards compliance certificate on completion of refurbishment.

An accessibility improvement plan is due for completion once the premises refurbishment is completed.

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

- prepare a fire risk assessment and ensure that the school's building standards compliance certificate is obtained on completion of the refurbishment work (paragraph 13)
- produce an accessibility plan in line with the requirements of the Equality Act 2010.

Suitability of staff, supply staff, and proprietors

All regulations in this part are likely to be met. A suitable single central register has been prepared and details of all required checks on staff, proprietors and governors are being entered as they are completed. Enhanced disclosures, together with checks against the barred list are being sought for all staff engaged in regulated activity. No member of staff, to date, has required an overseas check although the structure of the register allows for such checks. The academy has not appointed any agency supply staff but is aware of the necessary checks.

Premises of and accommodation at the school

The temporary accommodation, to be used from September 2014 until September 2016, is likely to meet all the regulations. The temporary accommodation consists of the refurbishment of a commercial unit on an industrial estate. This is due for handover to the Trust on 29 August 2014. The site was visited and plans discussed with the headteacher. The Education Funding Agency, the Department's delivery agent, is managing the building process on behalf of the academy. The Department will wish to continue to monitor progress with the premises directly with the Agency.

The premises are securely fenced on all boundaries and suitable travel plans have been agreed for the safety of students. The accommodation includes suitable toilet arrangements for boys and girls and separate facilities for staff and visitors. The plans for the accommodation include appropriate arrangements for the supply of cold and regulated hot water, together with separate provision of labelled drinking water. A suitable medical room with the required facilities is included in the accommodation. Acoustic and lighting conditions are planned to meet requirements. There is suitable outside space for play and recreation. Agreements have been put in place with various local providers for physical education and games to take place in a variety of off-site facilities which have suitable facilities for changing and showers.

Provision of information

The provision meets all regulations.

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:**
 - prepare a fire risk assessment and ensure that the school's building standards compliance certificate is obtained on completion of the refurbishment work (paragraph 13)
 - produce an accessibility plan in line with the requirements of the Equality Act 2010.

Recommended number of day pupils: 240 (in the temporary accommodation)

Recommended number of boarders: 0

Recommended age range: 11 to 13 (in the temporary accommodation)

Recommended gender of pupils: Mixed

Recommended type of special educational needs: Not applicable.

Note

The temporary accommodation is to be used for two years while the building works are completed for the permanent premises and accommodation.

The intended capacity for the permanent accommodation is 750 students in the age range 11 to 18 years. It is not possible at this stage to judge the suitability of these proposed permanent premises and accommodation.