

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

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| School name | St Wilfrid's Academy |
| DfE registration number | 371/ |
| Unique reference number (URN) | 1663 |
| Inspection number | 446885 |
| Inspection dates | 9 June 2014 |
| 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

St Wilfrid's Academy is a free school which is part of the School Partnership Trust. It is to be located in Cantley, in the refurbished premises of a former local authority primary school. The academy proposes to provide alternative provision, part-time or full-time, for up to 150 students (boys and girls) in the age range four to 16 years. The majority of students will be enrolled into Key Stages 3 and 4 and will typically be at risk of exclusion from their maintained schools as a result of behavioural, emotional and social difficulties. Some prospective students are already on the roll of another provision operated by the Trust and will transfer to St Wilfrid's under a managed arrangement.

Refurbishment work on the premises has not yet commenced; the academy is not yet operating and implementation of policies and procedures could not be checked. The academy is planned to open, on completion of the refurbishment work, during mid-September 2014.

Compliance with the regulations

Spiritual, moral, social and cultural development of pupils

All regulations are likely to be met although implementation could not be checked. The planned curriculum, including provision for personal, social, health and citizenship education, places a strong emphasis on the development of the emotional and social well-being of students. Each student will have a personal learning mentor who will have responsibility for ensuring that the bespoke timetable for the individual is continuously monitored and developed in response to the students' personal development needs.

A number of planned activities in the curriculum provide opportunities for students to contribute to the local community, including growing fruit and vegetables for local elderly residents, a community café, art and drama workshops and the sponsorship of local charities. The Duke of Edinburgh Award scheme is to be used as the vehicle for providing students with a broad knowledge and experience of public institutions and services. Local democratic processes through the operation of a Student Council, will be used as the starting point for work on national values of the rule of civil law, individual liberty and responsibility and mutual respect. Globalisation projects, including a link with a school in South Africa, together with the celebration of diverse

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

cultures through dance, drama and festivals are planned to develop respect and tolerance of diversity of faith and belief. A statement in the staff handbook makes clear the academy's commitment to a balanced presentation of political views and the avoidance of any partisan perspectives.

Welfare, health and safety of pupils

The academy is likely to meet all but two of the regulations although implementation of policies could not be checked. Suitable policies and procedures have been prepared to safeguard and ensure the safety of students, including those for the management of behaviour, the prevention of bullying, first aid, and arrangements for off-site activities. A senior staff member has been trained to the required level to act as the designated person for child protection and arrangements are in place for training a second member of staff. Similar suitable arrangements have been implemented for first aid training. Firm plans are built into the induction arrangements for all staff for training in child protection and introduction to the academy's policies and procedures.

Senior staff in the Trust have been trained in safe recruitment and all required checks on previous employment history, professional and character references and medical fitness are completed. The academy's electronic information management system is appropriately prepared to accommodate records of serious incidents and sanctions, together with the admission and attendance registers. A fire risk policy has been prepared and the electronic management system is also prepared for the entry of all required regular checks on fire safety.

As the refurbishment work has not commenced, the academy has been unable to complete a fire risk assessment. The Trust has informed the local fire service of the proposed refurbishment and reinstatement of the premises. Confirmation of the fire safety of the building will be included in the building standards compliance certificate on completion of refurbishment. An accessibility plan has not yet been completed although the academy does have a clear commitment to equality of access in its equality statement.

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

- prepare a suitable 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

The academy is likely to meet all the regulations. Arrangements for the appointment of staff, including the required suitability checks, have been implemented systematically. All required details of checks on staff, and the proprietorial body are

included in a single central register. The academy does not intend to employ supply staff but is aware of the required checks should it do so in future.

Premises of and accommodation at the school

The academy is likely to meet all the regulations. The academy is to be located on the premises of a former local authority primary school. This is in sound structural condition and plans for refurbishment have been approved. The transfer of the premises to the Trust is expected to be concluded by the end of June 2014. A contractor has been engaged to commence work as soon as the transfer is concluded. Plans for the premises and accommodation were scrutinised and discussed with the headteacher and the Trust's facilities manager. The Education Funding Agency, the Department's delivery agent, is managing the preparation and refurbishment process on behalf of the academy. The Department will wish to continue to monitor progress with the premises directly with the Agency.

Plans for refurbishment are based on the retention of current teaching and administration spaces, with the replacement of all windows. Some remodelling of toilet and washing facilities is planned but will retain existing separate arrangements for male and female students and for staff. A suitable medical room with the required facilities is included in the plans. Acoustic and lighting conditions, internal and external meet requirements. No changing rooms or showers are planned for the premises but physical education activities will take place off-site at local authority facilities with suitable changing rooms and showers. There is extensive outside space available for recreation and for learning activities. The refurbishment plans include arrangements for improvements to some of the hard surface areas, together with the improvement of grass and bedding areas. It is planned to extend the secure stockade fencing to all external boundaries of the grounds so that security requirements will be met before opening.

Provision of information

The academy must meet the regulations identified in the check sheet.

Manner in which complaints are to be handled

The academy must meet the regulations identified in the check sheet.

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 suitable 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
- meet the regulations identified in Parts 6 and 7 of the check sheet.

If registration is recommended, please state:

Recommended number of day pupils: 150

Recommended number of boarders: not applicable

Recommended age range: 4–16 years

Recommended gender of pupils: mixed

Recommended type of special educational needs: behavioural, emotional and social difficulties.