Inspection of further education colleges with residential provision for young people aged 16 and 17

Form

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| Name of college |  |
| URN |  |

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| The form is to be completed by or on behalf of the college principal.  **All information should be valid on the date this form is completed.** |

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| 1. Principal/College details | |  |
| Name of principal | |  |
| Address of college | |  |
| Fax | |  |
| Telephone | |  |
| Email |  | |

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| 2. Staff member nominated for child protection liaison with children’s services |  |

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| 3. Does the college have a governing body or equivalent? |  |
| Name of chair of governors or the person or body responsible for the college |  |
| Chair of governors’ telephone number |  |

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| 4. Date and outcome of last inspection by the fire service (dd/mm/yyyy) |  |

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| 5. Date and outcome of last inspection by the environmental health service (dd/mm/yyyy) |  |

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| **6. Does the college have more than one site on which residential accommodation is provided?** | Yes | No |
| If you answer ‘yes’, please give details (including full addresses and postcodes). |  |  |
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| **7. Please provide numbers of current residential students. Include all part-time (usually less than termly or weekly) residential students who are not counted elsewhere.** | | | | |
| --- | --- | --- | --- | --- |
| Age of students | Students: full residential students | Students: weekly residential students | Students: part-time residential students | **Total** |
| Under 16 years |  |  |  |  |
| 16 years |  |  |  |  |
| 17 years |  |  |  |  |
| 18 years |  |  |  |  |
| 19+ years |  |  |  |  |
| **Total** |  |  |  |  |

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| 8. Please provide number of day students (aged 16- to 17-years-old). Do not include those counted above. |  |

| **9. Please describe the college's residential provision.** | | | | |
| --- | --- | --- | --- | --- |
| Name of house | Age range | Current number of residents | Brief description of house/unit | Number and structure of house/unit staff group |
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Continue on a separate sheet if necessary.

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| 10. Does the college arrange accommodation for young people aged 16 or 17 in lodgings, including college staff housing? | Yes | No |
| If you answer ‘yes’, please give details below but do not provide any names. | | |
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| 11. Please outline the nature and extent of any arrangements made by the college to accommodate students elsewhere, including field study centres, activity centres or accommodation owned or rented abroad. |
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| 12. Please outline the nature and extent of any arrangements made by the college to accommodate students during college holidays, either on site or elsewhere, including lodgings or staff accommodation. |
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| 13. Please give details of any arrangements made by the college to accommodate 16-and 17-year-olds other than students of the college. |
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| 14. Are there any residents with special educational needs and/or disabilities currently at the college? | Yes | No |
| If you answer ‘yes’, please state number. |  | |
| Please list any special provision (adaptations, equipment, support, assistance) for young people with disabilities or special communication needs. | | |
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| 15. When was the college's statement of principles and practice last reviewed? (dd/mm/yyyy) | | |
| Was it amended? | Yes | No |
| If yes, please summarise the amendments. | | |
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| 16. Please list any activities for residents that involve external supervisors or instructors not on the college staff. | | |
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| 17. Person responsible for health and safety matters. | |
| Name |  |
| Telephone |  |
| Email |  |

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| 18. Who is/are the college counsellor, ‘independent listener’, or other person outside college in relation to welfare matters? | |
| Name |  |
| Telephone |  |
| Email |  |
| Name |  |
| Telephone |  |
| Email |  |
| Name |  |
| Telephone |  |
| Email |  |
| Name |  |
| Telephone |  |
| Email |  |
| Name |  |
| Telephone |  |
| Email |  |

Continue on a separate sheet if necessary.

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| 19. Does the college employ any registered nurses? | Yes | No |  |
| If ‘yes’, please state how many. |  | | |

| 20. Have any of the following events occurred since your last residential inspection?  If ‘yes’, please describe. | Yes | No | Description |
| --- | --- | --- | --- |
| Dismissal or resignation of a member of staff because of concerns about their suitability to work with young people |  |  |  |
| Exclusion of a resident student |  |  |  |
| Any allegation of abuse of a student (day or resident ) while looked after by the college |  |  |  |
| Accident or injury to a resident while looked after by the college, requiring in-patient treatment |  |  |  |
| Death of any student while looked after by the college |  |  |  |

| 21. Have you, since your last residential inspection, taken any action, or identified any action as needed, as a result of any of the following?  If ‘yes’, please describe. | Yes | No | Description |
| --- | --- | --- | --- |
| Any incidence of police involvement at the college (among residential students) |  |  |  |
| High levels of non-attendance, suspension or exclusion (among residential students) |  |  |  |
| High levels of unauthorised absences (among residential students) |  |  |  |
| Child protection referrals made to local authority children’s services |  |  |  |
| Students who you have considered to be at risk of child sexual or child criminal exploitation |  |  |  |
| Students who you have considered to be subject to child sexual or child criminal exploitation |  |  |  |
| Residential staff recruitment |  |  |  |

| 22. Is there anything else you would like to tell us? |
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Thank you for completing this form. Please complete the details below to confirm that the information you have provided is true and accurate. The lead inspector may ask you about the details provided.

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| Completed by |  |
| Position within the college |  |
| Date |  |