

SACRED HEART SCHOOL

Sacred Heart School, 17 Mangate Street, Swaffham, Norfolk, PE37 7QW

DATE OF VISIT

12 July 2016

CHARACTERISTICS OF THE SCHOOL

Sacred Heart School is a co-educational boarding and day school in the market town of Swaffham, Norfolk. The Daughters of Divine Charity founded the school in 1914 and continue to hold the statutory responsibilities as its trustees. Two of the trustees, the Provincial Superior and the headmistress, live in the adjacent convent and oversee the school. An advisory board provides guidance to the trustees and to the leadership and management. The Senior School, originally a weekly boarding school for girls, first accepted day boys in 2009. The school is divided into three sections: the Early Years Foundation Stage (EYFS), the Lower School for pupils between the ages of 5 and 11 years and the Senior School for those between the ages of 11 and 16 years. Boarding remains available for a small number of girls.

A total of 110 pupils (77 girls and 33 boys) attend the school. There are 12 children in the EYFS. Three boarders are accommodated in the convent and board on a weekly basis. The school has identified 24 pupils who have special educational needs and/or disabilities (SEND) and three of these have statements of educational needs. There are 8 pupils for whom English is an additional language (EAL). The previous inspection was in November 2015.

PURPOSE OF THE VISIT

This was an unannounced visit carried out at the request of the DfE to check that the school has fully implemented the action plan submitted by the school following the regulatory compliance inspection on 17 to 18 November 2015. The focus of the visit was on safeguarding and leadership and management, with particular regard to the training of staff.

INSPECTION FINDINGS

Welfare, health and safety – safeguarding [ISSR Part 3, paragraphs 7(a) and (b), 8 (a) and (b), NMS 11 and EYFS 3.4 to 3.8]; Provision of information to parents [ISSR Part 6, paragraph 32 (1) (c)].

The school meets the Regulations and Standard.

The school meets the requirements for providing information relating to safeguarding to parents. Particulars of the arrangements for safeguarding are published on the school's website.

The school has an appropriate policy for safeguarding which provides suitable arrangements to safeguard and promote the welfare of pupils at the school.

Safeguarding procedures are implemented consistently to ensure the welfare of pupils, including boarders, and children in the EYFS by means that pay due regard to current statutory guidance.

The DSL and deputy DSL have appropriate levels of safeguarding training for their roles, which includes working with external agencies. The school liaises closely with Norfolk LSCB and participates in early interventions for children in need and case conferences relating to children at risk, ensuring that children receive the right help to minimise risks. Suitable procedures are in place to deal with any disclosures from pupils and with any allegations against members of staff. Child protection records are detailed, held securely and demonstrate that any concerns or necessary referrals are promptly addressed.

All members of staff, including those with boarding, EYFS and online safety roles, have received appropriate safeguarding training, which is regularly updated and in line with locally agreed procedures. Staff induction is well-planned and includes all required safeguarding elements, ensuring that all new staff understand their safeguarding responsibilities. Training records are held by the leadership in the form of a database register of safeguarding training, which includes confirmation that all members of staff have read Keeping Children Safe in Education (KCSIE) Part 1 (July 2015) as required. Staff interviewed demonstrated familiarity with both KCSIE and the school's safeguarding policy and had a clear understanding of the procedures to follow in the event of a concern. The school liaises appropriately with parents in relation to safeguarding concerns and ensures that parental wishes do not override the best interests of the child. Appropriate arrangements are in place to monitor online activity by the pupils. The pupils interviewed affirmed that they feel safe at school, receive appropriate guidance as to how to keep safe including on the internet, and feel able to speak to a member of staff should they have any concerns about their safety.

The quality of leadership and management [ISSR Part 8, paragraph 34]

The school meets the Regulation.

The trustees, guided by the advisory board, ensure that the leadership and management demonstrate good skills and knowledge, and fulfil their responsibilities effectively so that these standards are consistently met, and actively promote the wellbeing of the pupils.

The school's leadership has appropriately implemented all action points from the previous inspection. All key personnel and the staff as a whole receive appropriate levels of safeguarding training. The leadership of the school has been restructured with the appointment of a compliance officer (who is also designated safeguarding lead for EYFS). The leadership has put into place training schedules for all staff including induction training and has ensured that records of training are monitored regularly. The advisory board appropriately monitors safeguarding and has carried out an annual safeguarding review. The school has already noted the changes required by the latest version of KCSIE and has a clear plan in place to implement these.

REGULATORY ACTION POINTS

The school meets the requirements of the Education (Independent School Standards) Regulations 2014, National Minimum Standards for Boarding Schools 2015 and requirements of the Early Years Statutory Framework: namely, ISSR Part 3, Welfare, health and safety, paragraph 7 and 8, NMS 11 and EYFS 3.4 to 3.8;

ISSR Part 6, Provision of information to parents, paragraph 32 (1) (c); and ISSR Part 8, the Quality of leadership and management, paragraph 34 (a), (b) and (c).