



INDEPENDENT SCHOOLS INSPECTORATE

ST TERESA'S SCHOOL

**BOARDING WELFARE
INTERMEDIATE INSPECTION**

INDEPENDENT SCHOOLS INSPECTORATE

St Teresa's School

| | | | |
|---------------------------|--|------------|-----------------|
| Full Name of School | St Teresa's School | | |
| DfE Number | 936/6418 | | |
| Registered Charity Number | 1095103 | | |
| Address | St Teresa's School St Teresa's Effingham Surrey RH5 6ST | | |
| Telephone Number | 01372 452037 | | |
| Fax Number | 01372 450311 | | |
| Email Address | info@st-teresas.com | | |
| Headmaster | Mr Michael Farmer | | |
| Chairman of Governors | Revd Ian Wells | | |
| Age Range | 11 to 18 | | |
| Total Number of Pupils | 302 | | |
| Gender of Pupils | Girls | | |
| Number of Day Pupils | Total: | 220 | |
| Number of Boarders | Total: | 82 | Full: 74 |
| | Weekly: | 7 | Flexi: 1 |
| Inspection dates | 05 Mar 2013 to 07 Mar 2013 | | |

PREFACE

This inspection report follows the *ISI schedule* for intermediate inspections, focusing primarily on compliance with the National Minimum Standards for Boarding Schools (NMS). The inspection occurs over a period of two and a half continuous days in the school.

The Independent Schools Inspectorate (ISI) is the body approved by the Secretary of State for the purpose of inspecting schools belonging to the Independent Schools Council (ISC) Associations and reporting on compliance with the Education (Independent School Standards) (England) Regulations 2010, as amended. From September 2011 the inspection of boarding welfare forms part of the inspection process. This inspection focuses on the school's compliance with the National Minimum Standards for Boarding Schools. It comments on the progress made by the school in meeting the recommendations set out in the most recent statutory boarding inspection. Boarding inspections were previously carried out by the Office for Standards in Education (Ofsted), Children's Services and Skills. The relevant Ofsted report refers to an inspection in October 2009 and can be found at www.ofsted.gov.uk.

The inspection of the school is from an educational perspective and provides limited inspection of other aspects, although inspectors comment on any significant hazards or problems they encounter which have an adverse impact on children. The inspection does not include:

- (i) an exhaustive health and safety audit
- (ii) an in-depth examination of the structural condition of the school, its services or other physical features
- (iii) an investigation of the financial viability of the school or its accounting procedures
- (iv) an in-depth investigation of the school's compliance with employment law.

Inspectors may be aware of individual safeguarding concerns, allegations and complaints as part of the inspection process. Such matters will not usually be referred to in the published report but will have been considered by the team in reaching their judgement.

INSPECTION EVIDENCE

The inspectors conducted formal interviews with boarders, held discussions with senior members of staff and with the chairman of governors, observed a sample of the extra-curricular activities that occurred during the inspection period and attended registration sessions. Inspectors visited each of the boarding houses and the facilities for sick or injured pupils. The responses of parents and boarding pupils to pre-inspection questionnaires were analysed, and the inspectors examined regulatory documentation made available by the school.

Inspectors

Mr Paul Spillane

Mrs Diane Riley

Reporting Inspector

Team Inspector for Boarding

(Head of Boarding, Society of Heads school)

CONTENTS

| | Page |
|---|----------|
| 1 THE CHARACTERISTICS OF THE SCHOOL | 1 |
| 2 SUMMARY | 2 |
| (i) Compliance with regulatory requirements | 2 |
| (ii) Recommendation for further improvement | 2 |
| (iii) Progress since the previous inspection | 2 |
| 3 COMPLIANCE WITH NATIONAL MINIMUM STANDARDS | 3 |
| (a) Boarding provision and care | 3 |
| (b) Arrangements for welfare and safeguarding | 4 |
| (c) Leadership and management of the boarding provision | 4 |

1. THE CHARACTERISTICS OF THE SCHOOL

- 1.1 St Teresa's School is a Roman Catholic day and boarding school for girls aged 11 to 18. The school occupies a forty-eight-acre site two miles outside Dorking, in Surrey. Founded in 1928 by the Religious Order of Christian Instruction, its ownership was transferred to St Teresa's School Effingham Trust in 2002. A charitable trust, the school is administered by a board of governors. The headmaster took up his appointment in September 2012.
- 1.2 The school aims to encourage pupils to rejoice and do well through the pursuit of academic excellence across the curriculum and beyond. It endeavours to provide support, encouragement and challenge to develop pupils' potential in preparation for the future, and to promote high standards of personal behaviour and the development of moral and spiritual values.
- 1.3 There are 302 pupils in the school, of whom 82 are boarders. Most of the boarders, including two Year 6 pupils from the associated preparatory school, are accommodated in School House in the main building. Magdalen House, a separate building, houses the majority of the sixth-form boarders.
- 1.4 National Curriculum nomenclature is used throughout this report to refer to year groups in the school.

2. SUMMARY

(i) Compliance with regulatory requirements

2.1 The school meets all the National Minimum Standards for Boarding Schools 2011.

(ii) Recommendation for further improvement

2.2 The school is advised to make the following improvement.

1. Ensure that the day book has space to include how matters of concern should be pursued.

(iii) Progress since the previous inspection

2.3 The previous boarding welfare inspection was undertaken by Ofsted in October 2009. The school has successfully met the two recommendations in the Ofsted report, relating to security and an aspect of the staff disciplinary procedure.

3. COMPLIANCE WITH NATIONAL MINIMUM STANDARDS

3.(a) Boarding provision and care

- 3.1 The school meets all of the NMS under this section.
- 3.2 The school has an induction week that enables new pupils to settle in quickly, with the support of staff, older pupils and a 'buddy'. Apart from the boarding staff, pupils have many adults to whom they can turn with personal concerns: these include the chaplain, the school counsellor and the independent listener. Contact details of external helplines are published on notice boards and in the comprehensive boarding handbook. [NMS 2]
- 3.3 The school implements appropriate policies for those who are unwell, including first aid, care of those with chronic conditions and disabilities, dealing with medical emergencies and administration of prescribed and non-prescribed medication. The school has suitable procedures to ensure that pupils can be cared for in a night-time emergency. Nearly all medication is administered in the medical room, but any taken by the boarders in their houses is monitored and recorded. Confidentiality is respected. Parents sign their consent to certain treatments and to boarders' access to local specialist services or provision. There is close liaison between the medical and residential staff. [NMS 3]
- 3.4 Boarders can contact family members and friends in privacy, electronically or by telephone. Many say that internet connections are slow; the school is taking action to improve speed and efficiency. The school applies appropriate controls regarding internet use. [NMS 4]
- 3.5 In the boarding accommodation, public and private rooms are furnished and decorated to a reasonable standard. They are being upgraded as part of a rolling programme of improvement. The boarding premises are well lit, heated, ventilated and cleaned. Bedding is clean and sufficiently warm. There is compliant provision of washing facilities and lavatories, which afford privacy. Boarders personalise their own rooms with posters, photographs and items from home. Facilities are provided for organised and private study. The accommodation is reserved for designated boarders. In their responses to the questionnaire, a minority of parents did not feel that the boarding accommodation is comfortable; parents were very satisfied with all other aspects of the boarding provision. [NMS 5]
- 3.6 In their questionnaire responses, a large majority of the boarders expressed dissatisfaction with the food provided, and almost as many were unhappy with the availability of snacks and drinking water outside meal times. During the inspection, however, meals were found to be nutritious and plentiful. They are prepared and served in hygienic conditions. Boarders can prepare snacks in suitably appointed house kitchens at reasonable times. Drinking water, clearly marked as such, is readily available throughout the day. Pupils with particular dietary, religious or medical needs are appropriately catered for. [NMS 8]
- 3.7 The laundry arrangements are efficient. Boarders may have all of their clothing and bedding laundered by the school and older pupils also have access to washing machines. Staff make appropriate arrangements for looking after valuables. In their questionnaire responses, almost half of the boarders said that their belongings are not safe. Inspectors found that all boarders have a choice of means in which they can lock their personal possessions away. Boarders can purchase some personal items from the school; older pupils can go to the local shops and boarding staff can purchase items for the younger boarders. [NMS 9]

- 3.8 Boarders have a good range and choice of activities outside teaching time, with access to indoor and outdoor facilities. The weekend programme includes trips to places of entertainment and cultural interest. Boarders are provided with a weekly leaflet giving details of forthcoming outings, activities and matters of interest. Information about current affairs is obtainable through television, newspapers and the internet. [NMS 10]

3.(b) Arrangements for welfare and safeguarding

- 3.9 The school meets all of the NMS under this section.
- 3.10 The school ensures the health and safety of boarders. Policies have regard to appropriate guidance and records of tests and checks are suitably maintained. Risk assessments are carried out for activities on and off the campus. A governor attends the termly meeting of the health and safety committee. [NMS 6]
- 3.11 The school has an appropriate fire safety policy. Boarders' fire evacuation drills are held regularly, by day and at night, with detailed records kept. Fire extinguishers, alarms and detectors undergo annual checks by an external agency. Daily checks are made to ensure site safety. [NMS 7]
- 3.12 The school makes the required arrangements for safeguarding and promoting the welfare of all of its pupils. Appropriately trained, staff are conversant with their responsibilities regarding safeguarding and child protection. All boarding staff undertake an external course in child protection awareness. Matters of interest or concern are raised at the regular pastoral meetings. Sixth-form 'buddies', peer mentors and school prefects receive basic child protection training. The governing board reviews annual reports on the implementation and effectiveness of the school's safeguarding policies and procedures. [NMS 11]
- 3.13 Pupils and staff understand the school's detailed behaviour and anti-bullying policies that successfully promote good conduct. Pupils say that bullying is not an issue and they feel confident that any instances would be dealt with effectively. Almost half of the respondents to the questionnaire did not agree that the staff treat them fairly. The inspection team was unable to find evidence of unfair treatment. [NMS 12]
- 3.14 The school operates safe recruitment procedures and the central register of appointments is accurately maintained. All visitors to the boarding accommodation are kept under suitable staff supervision. [NMS14]

3.(c) Leadership and management of the boarding provision

- 3.15 The school meets all of the NMS under this section.
- 3.16 A clear statement of the principles and practice of boarding is published in school documentation and on the website, and was observed to be implemented effectively. [NMS1]
- 3.17 Boarding is led and managed clearly and consistently. The head of boarding works closely with colleagues, attending staff meetings, chairing thrice-weekly boarding meetings and liaising with other members of staff. Day book entries by duty staff help to ensure continuity at handover times, but they do not record action taken or how an issue should be pursued. Boarding staff are fully trained and experienced. Senior management regularly conducts a comprehensive evaluation of the boarding provision, relating it to the requirements of the NMS. All records specified by the NMS are suitably maintained and stored. The governors and senior management

have incorporated detailed proposals for boarding in the school development plan. [NMS 13]

- 3.18 All boarding staff have job descriptions. They attend in-service courses; individual training records are accurately maintained. Boarders confirm that a sufficient number of staff are always on duty and contactable at all times. Shared mobile telephone numbers provide a well-understood aid to communication between staff and boarders. The rules about leaving the premises are clear: there is a signing-out procedure and permission has to be granted by parents where appropriate. The school's policy for missing boarders is known to staff. Staff accommodation and facilities are separate from those of the boarders. Boarders invited into staff accommodation are appropriately supervised. [NMS 15]
- 3.19 The school encourages integration of boarders from different national and cultural backgrounds. Boarders do not experience inappropriate discrimination. [NMS 16]
- 3.20 Boarders are given a voice for their views and opinions through the school council, the food committee, termly surveys, tutor group meetings, suggestion boxes and the ready availability of staff. Boarders say that their proposals have led to a number of improvements in facilities, such as gym equipment and new furnishings. [NMS 17]
- 3.21 The school's complaints policy satisfies the relevant regulations. There have been no formal complaints in recent years. [NMS 18]
- 3.22 House prefects have job descriptions. They have no disciplinary duties, but are expected to organise events, serve as role models and help with the running of their houses. Staff monitor their efficiency and effectiveness. [NMS 19]
- 3.23 The school does not arrange long-stay lodgings for pupils. [NMS 20]