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18 December 2012

Mr David Gibbs  
St Lawrence Primary School  
Lower Road  
Leatherhead  
KT24 5JP

Dear Mr Gibbs

### **Requires improvement monitoring inspection visit under section 8 of the Education Act 2005 to St Lawrence Primary School**

Following my visit to your school on 18 December 2012, I write on behalf of Her Majesty's Chief Inspector of Education, Children's Services and Skills to report on the findings of my visit. Thank you for the help you gave me and for the time you made available to discuss the actions you are taking to improve the school since the most recent section 5 inspection.

The visit was the first monitoring inspection since the school was judged to require improvement following the section 5 inspection in October 2012. It was carried out under section 8 of the Education Act 2005.

#### **Evidence**

During the visit, meetings were held with the headteacher and deputy headteacher, the Chair of the Governing Body, a representative of the local authority and a group of pupils. The school improvement plan was evaluated. The inspector also looked at minutes from meetings of the governing body and the school's records of the monitoring of teaching and learning.

#### **Context**

There have not been any changes to staffing since the section 5 inspection.

#### **Main findings**

School leaders and governors are ambitious for the school to improve to good and have quickly taken actions to address the areas for improvement. They have drawn up a clear school improvement plan. There are 'key performance indicators' for each aspect of the plan so that success can be evaluated at the end of the year. Some of

these need further clarification. For example, it is not clear what represents good in-year progress in Key Stage 2.

School leaders now meet with teachers every half term to discuss pupils' progress. They ensure that performance targets for teachers are matched to the priorities in the school improvement plan and they monitor the quality of teaching regularly. However, there is still an over-emphasis on lesson observations as the main evidence for the quality of teaching.

Pupils say that teachers now provide a variety of activities to meet the needs of different groups. Classrooms and corridors have attractive displays, but rooms are cluttered and some resources are not well organised. The outside area for the Reception class is well resourced, but uninviting.

Minutes of meetings of the governing body show that governors know the school well and understand its strengths and weaknesses. The new format for the headteacher's report to governors will provide a comprehensive review of progress in each of the areas for improvement.

Senior leaders and governors are taking effective action to tackle the areas requiring improvement identified at the recent section 5 inspection. Following the visit to the school, HMI recommend that further action is taken to:

- improve the tidiness and organisation of classrooms and the outside area for the Reception class
- clarify expected progress for pupils in Key Stage 2 in the school improvement plan
- collate the information gathered from the monitoring of teaching to provide a full overview of each teacher's strengths and areas for development.

Ofsted will continue to monitor the school until its next section 5 inspection.

### **External support**

The local authority provides good support and challenge to the school. The school improvement adviser visits the school regularly to review the impact of support from the local authority's advisory team. She has also observed lessons and has checked the school's analysis of performance data.

I am copying this letter to the Chair of the Governing Body and the Director of Children's Services for Surrey.

Yours sincerely

Melanie Knowles  
**Her Majesty's Inspector**