

CfBT Inspection Services  
Suite 22

West Lancs Investment Centre T 0300 123 1231

Maple View

Skelmersdale

WN8 9TG

Text Phone: 0161 6188524

enquiries@ofsted.gov.uk

[www.ofsted.gov.uk](http://www.ofsted.gov.uk)

**Direct T** 01695 566863

**Direct F** 01695 729320

**Direct email:** jrbennett@cfbt.com

12 February 2015

Mr Peter Hughes  
Executive Headteacher  
Holy Name Catholic Primary School  
Otley Old Road  
Leeds  
West Yorkshire  
LS16 6NF

Dear Mr Hughes

### **Special measures monitoring inspection of Holy Name Catholic Primary School**

Following my visit to your school on 11 February 2015, I write on behalf of Her Majesty's Chief Inspector of Education, Children's Services and Skills to confirm the inspection findings. Thank you for the help you gave during the inspection and for the time you made available to discuss the actions, which have been taken since the school's recent section 5 inspection.

The inspection was the first monitoring inspection since the school became subject to special measures following the inspection which took place in November 2014.

### **Evidence**

During this inspection, meetings were held with the executive headteacher; other members of staff with leadership responsibilities; the Chair of the Interim Executive Board, a representative of the diocese and representatives of the local authority. The local authority's statement of action and the school's improvement plan were evaluated. Information on the school website, the single central record, staff training records and the outcome of a recent review of governance was also scrutinised.

### **Context**

Since the inspection, the headteacher has left the school. An executive headteacher, who is a National Leader of Education, has been appointed. The governing body has

been replaced by an interim executive board. One teacher has left the school and a second will leave at Easter. Two new teachers have been appointed to posts that have leadership responsibilities. A teacher from another school has been seconded to teach in Key Stage 1 for the spring term.

### **The quality of leadership and management at the school**

The arrival of the executive headteacher and the appointment of a new board of governors have brought impetus to improvement activities. The executive headteacher has quickly evaluated the school's strengths and weaknesses and has begun to address areas of concern. However, the rate of progress is hampered because other members of staff with leadership responsibilities lack the necessary skills to move the school forward quickly. New appointments have been made which will strengthen leadership from Easter onwards. The executive headteacher is also drawing upon the support of experienced practitioners from a local teaching school alliance. This support is focused on improving the quality of teaching and strengthening assessment practice. All teachers in the school have a partner teacher from the teaching school alliance to support their development. A newly qualified teacher is receiving better support. However, the executive headteacher and governors are aware the quality of teaching remains inconsistent and that there is still some inadequate teaching which must be addressed.

A school improvement plan has been written that has appropriate actions in place to address the areas for improvement identified in the last inspection. However, some minor amendments are required so that the plan sets out more clearly how the school will better support disadvantaged pupils to make good progress. In addition, checks made during the monitoring inspection identified weaknesses with the school's arrangements to safeguard pupils. In particular, the single central record is incomplete and child protection training for some members of staff is out of date.

Work is underway to improve the quality of assessment practice. Local authority consultants are supporting work to ensure teachers can assess pupils' levels of attainment accurately. A new software system has been purchased that will allow leaders to manage data on pupils' progress more effectively. Some training for staff on the use of pupil performance data has begun. More needs to be done to ensure assessment information is reliable and is used systematically to analyse the progress of different groups and identify individual pupils in need of additional help.

An external review of governance was completed in January. Following this review, the local authority took steps to replace the governing body with an interim executive board. Members of the board have quickly become active within school and recognise what needs to be done to improve the quality of provision. A review

of the school's use of the pupil premium has also been completed. This has helped leaders to identify gaps in provision for disadvantaged pupils. Steps are now being taken to strengthen the tailored support that is provided for disadvantaged pupils, and the use of pupil premium funding is being monitored more carefully.

A senior local authority school improvement officer and a representative of the diocese are members of the interim executive board. The board is actively exploring options for the school to become a sponsored academy. The local authority has arrangements in place to check regularly on the school's progress.

Following the monitoring inspection the following judgements were made:

The local authority's statement of action is fit for purpose.

The school's improvement plan is fit for purpose.

The school may appoint newly qualified teachers before the next monitoring inspection after consultation with the lead HMI.

### **Priority for further improvement**

- Take urgent action to ensure that the single central record meets statutory requirements and that all members of staff receive up to date training on how to protect and safeguard children. Inform the lead HMI when these actions have been completed.

I am copying this letter to the Secretary of State, the Chair of the Governing Body, and the Director of Children's Services for Leeds. This letter will be published on the Ofsted website.

Yours sincerely

Chris Smith

**Her Majesty's Inspector**