

The Tutorial Foundation

76 Freelands Road, Bromley, Kent BR1 3HY

Inspection dates

9 February 2016

Overall outcome

Unmet independent school standards not identified

Reason for the inspection

- The Department for Education commissioned this inspection following concerns raised about the school.
- The inspector reported against regulations contained within Part 3 (paragraphs 7, 7(a) and 7(b)); and Part 8 (paragraphs 34(1), 34(1)(a), 34(1)(b) and 34(1)(c)) of the independent school standards.
- The inspector held meetings with the proprietor who is also the headteacher, and other teachers. A number of school documents were examined. These included records relating to safeguarding and health and safety policies and procedures. The inspector conducted a tour of the premises, and met with pupils. He also reviewed the single central record, which records all relevant checks made on staff, the proprietors and any volunteers.

Main findings

- At the last inspection in July 2015, the inspector reported that regulations with respect to the welfare, health and safety of pupils were not met.
- Policies relating to safeguarding did not reflect the latest guidance issued by the Secretary of State. Furthermore, it was not clear how the safety of pupils being taught off site was checked.
- The school has convened a safeguarding advisory board and conducted a safeguarding audit of all procedures and practices since the last inspection. The headteacher and her proprietor colleague now undertake close checking of safeguarding procedures. Actions are monitored by the safeguarding advisory board and an external consultant employed by the school. A number of policies and procedures have been revised.
- Staff have received recent training in first aid. Equipment is readily available should an accident occur.
- The proprietor reviewed the safeguarding policy in January 2016. The policy includes reference to *Keeping Children Safe in Education* (July 2015) (KCSIE), *Working Together to Safeguard Children* (March 2015) and *The Prevent Duty* (July 2015). The roles of the proprietor, designated safeguarding lead and other staff members are clearly outlined. The policy includes arrangements for working off site or on a one-to-one basis with pupils. It outlines appropriate steps to take when allegations are made against staff or the headteacher. Guidance is included on how to respond to disclosures from pupils. The policy has a clear rationale for promoting the safety and welfare of pupils. It is available to download from the school's website.
- The designated safeguarding lead and deputy designated safeguarding lead have been appropriately trained. All staff received training on safeguarding and part 1 of KCSIE in September 2015. They know how to respond if any safeguarding concerns arise.
- The school has completed a fire-risk assessment. An external provider maintains all fire equipment. Recent practice has reviewed the use of fire extinguishers under the guidance of the external provider. Additional hand-held portable fire extinguishers have been procured to supplement those already installed as part of the fire plan. The proprietor provided evidence confirming compliance with the Regulatory Reform (Fire Safety) Order 2005. Regular fire drills

and tests of equipment are conducted.

- Risk assessment policies have been revised. A policy is now in place for off-site visits, including the tuition of pupils at home. The headteacher ensures that records and risk assessments are correctly completed and closely checked. Furthermore, the headteacher and her senior staff now have a recorded timetable for all off-site activities and teaching. This enables all staff to be located at any time.
- Policies regarding the management of behaviour and anti-bullying have been reviewed. Pupils told the inspector about the system for sanctions and rewards. They understand the implementation of this policy and say they feel safe.
- The school maintains an admission register. It is kept electronically, and printed annually as required. Parental contact details are recorded, along with all pupils who join the school. Leavers are identified with their destinations.
- The proprietor and the headteacher have provided a cultural shift regarding safeguarding within the school since the last inspection. They are now supported through the scrutiny of a safeguarding advisory board and external review and appraisal from a consultant, in ensuring that safeguarding is a key focus for all staff across the school.
- The headteacher has written a clear plan to monitor action regarding the independent school standards. A more informed understanding of safeguarding procedures and policies and the independent school standards as a whole now exists.
- The proprietor and leaders have responded aptly to the previous inspection and the evaluation of their action to improve the school, in meeting the previous unmet independent school standards. Their scrutiny of the work of the school ensures that the safeguarding and welfare of pupils are promoted. All requirements for the effectiveness of leadership and management are now met.
- The school now meets all the previously unmet regulations in Parts 3 and 8 of the independent school standards.

Compliance with regulatory requirements

The school meets The Education (Independent School Standards) Regulations 2014 and associated requirements

Inspection team

John Lambern, lead inspector

Her Majesty's Inspector

Information about this school

- The Tutorial Foundation is a day independent school registered to provide education for up to 34 pupils with social, emotional and mental health issues, who are aged from five to 19 years. The school registered with the Department for Education in 2008.
- It is located in a large house in a residential street in the London borough of Bromley.
- The school was subject to an emergency inspection in July 2015 and was judged to have the following unmet independent school standards: Part 3 (paragraphs 7, 7(a) and 7(b)); and Part 8 (paragraphs 34(1), 34(1)(a), 34(1)(b) and 34(1)(c)).
- There are currently 13 boys and seven girls on roll. Most pupils attend part time. Two pupils are looked after and five pupils have an education, health and care plan. The pupils come from diverse heritages.
- Pupils are mostly placed in the school for periods of over six months but sometimes less.
- The school uses alternative provision to support its teaching of physical education and practical science.
- The school's mission statement is: 'to strive to improve the vocational, economic and social future of our pupils by providing a congenial learning environment and by creating an atmosphere of tolerance and respect for all, where everyone, irrespective of ability, can realise their potential, make valuable contributions and become responsible citizens of the future'.

School details

Unique reference number	135670
Inspection number	10010513
DfE registration number	305/6080

This inspection was conducted at the request of the registration authority for independent schools. It was carried out under section 109(1) and (2) of the Education and Skills Act 2008.

Type of school	Day special school for pupils with social, emotional and mental health issues
School status	Independent school
Age range of pupils	5–19
Gender of pupils	Mixed
Number of pupils on the school roll	20
Number of part time pupils	16
Proprietor	JK Education Limited (Julia Low and Karen Turner)
Chair	Karen Turner
Headteacher	Julia Low
Date of previous school inspection	3 July 2015
Annual fees (day pupils)	£18,240
Telephone number	020 8460 0181
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Website	www.thetutorialfoundation.co.uk
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