



Arolygiaeth Ei Mawrhydi dros Addysg a Hyfforddiant yng Nghymru
Her Majesty's Inspectorate for Education and Training in Wales

**Annual monitoring inspection report on
Marlowe St David's School**

Date of inspection: November 2016

by

**Estyn, Her Majesty's Inspectorate for Education
and Training in Wales**

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Context

Marlowe St David's School is a small independent school for boys and girls aged from seven to eighteen years. It is situated in a rural setting in north Pembrokeshire. The school is owned and managed by Marlowe Child and Family Services Ltd.

The school is registered to admit up to 20 pupils with social, emotional and behavioural difficulties (SEBD). There are currently 12 pupils on the school roll. Around half of the pupils live in the company's children's homes. Six pupils are looked-after by local authorities. Six pupils have a statement of special educational needs (SEN).

An acting headteacher joined the school in May 2016 to provide cover while the proprietor carried out a recruitment process to appoint a permanent headteacher. The current headteacher joined the school in October 2016.

Main findings

Strengths

Pupils who attend and engage in lessons develop good working relationships with all staff at the school.

The very recent appointment of the permanent headteacher has had a positive impact on the morale of staff at the school.

Staff welcome recent plans for improvement. They are enthusiastic about the future of the school.

Areas for development

The company does not have appropriate systems in place to ensure continuity when there are staff changes.

The school has made very little progress against recommendations made during the full inspection in 2014 and monitoring visits in 2015 and 2016.

A high level of staff absences has impacted on the levels of supervision. The school does not have effective processes in place to ensure that staffing levels and responsibilities are appropriate on a daily basis.

A minority of pupils display poor behaviour outside the classroom, for example at the beginning of the day. A lack of clear structures and procedures for behaviour management has led to a lack of consistency of approach between staff at the school and the care settings. There have been too many high level behaviour incidents, including physical attacks on staff and pupils. As a result, staff and pupils do not always feel safe at school.

Risk assessments for external visits, the use of internal and external areas and lone working were not available at the time of inspection. Classroom doors do not have glass viewing panels and they can be locked. This puts staff and pupils at risk.

Overall attendance levels are very low. Too many pupils are on part-time timetables without a clear plan for moving on to full-time education. The attendance register at the time of the visit was inaccurate. Teachers do not accurately record late arrivals, periods of exclusions or unauthorised absence.

Although key policies in relation to safeguarding have been reviewed recently, they have not been updated to reflect current staffing arrangements. A few policies do not reflect practice at the school.

Recommendations

R1 Comply fully with the Independent School Standards (Wales) Regulations 2003

R2 Address safeguarding issues identified in the report

R3 Ensure that there are sufficient staff with relevant training at all times, so that staff and pupils are safe

R4 Improve the behaviour of all pupils

R5 Improve the attendance and punctuality of all pupils

R6 Ensure that all policies and documentation are up-to-date and reflect the work of the school

Progress in addressing recommendations from previous note of visit or inspection report

Recommendation 1: Comply fully with the regulations for registration

This recommendation has not been addressed.

Although the school has addressed a very few of the compliance issues identified during the previous visit, there are now further issues of non-compliance. In addition to the unmet standards below, the school does not have an appropriate curriculum policy [1(2)].

Recommendation 2: Ensure that all policies are up-to-date, are specific to the school and are reviewed regularly

This recommendation has been partly addressed.

Since the last visit, the school has reviewed several of its policies, including those relating to safeguarding, behaviour, anti-bullying and first aid. However, policies have not been updated to reflect staff changes. In a few cases, there are several different versions of policies. Staff do not have a clear enough knowledge of all policies, and many of the policies are not being implemented.

Recommendation 3: Ensure that the school development plan identifies clear and manageable targets for improvement

This recommendation has not been addressed.

The school does not currently have an appropriate development plan. The recently appointed headteacher has produced a template for the school development plan, and has started to identify areas for improvement. However, these do not include improving safeguarding arrangements, behaviour and attendance.

Recommendation 4: Develop a more suitable performance management system that focuses on standards and teaching

This recommendation has not been addressed.

The school recently introduced a new performance management framework. However, this has not yet been implemented.

Recommendation 5: Analyse pupil data more effectively to inform planning

This recommendation has not been addressed.

The school continues to collect a range of data, but managers do not analyse this information.

Compliance with the standards for registration

Standard 1: The quality of education provided by the school

On this visit, Estyn did not inspect Standard 1

Standard 2: The spiritual, moral, social and cultural development of pupils

On this visit, Estyn did not inspect Standard 2

Standard 3: Welfare, health and safety of pupils

The school does not fully meet the regulatory requirements for this standard. In order to comply fully with the Independent School Standards (Wales) Regulations 2003, the school should:

- prepare and implement a written policy to prevent bullying which has regard to Welsh Government guidance [3(2a)]
- prepare and implement written policies to safeguard and promote the welfare of children who are pupils at the school in compliance with Welsh Government guidance [3(2b)]
- prepare and implement a written policy relating to the health and safety of pupils on activities outside the school which has regard to Welsh Government guidance [3(2c)]
- prepare and implement a written policy to promote good behaviour amongst pupils which sets out the sanctions to be adopted in the event of pupils misbehaving [3(2d)]
- deploy school staff in such a way as to ensure the proper supervision of pupils [3(7)]
- keep written records of sanctions imposed upon pupils for serious disciplinary offences [3(8)]
- maintain an admission and an attendance register in accordance with The Education (Pupil Registration) (Wales) Regulations 2010 [3(9)]

Standard 4: The suitability of proprietors and staff

The school does not fully meet the regulatory requirements for this standard. In order to comply fully with the Independent School Standards (Wales) Regulations 2003, the school should:

- ensure that the responsible individual has applied for an appropriate disclosure and barring certificate and that application has been countersigned by the Welsh Government [4(aa)]

Standard 5: Premises of and boarding accommodation at schools

On this visit, Estyn did not inspect Standard 5

Standard 6: The provision of information

The school does not fully meet the regulatory requirements for this standard. In order to comply fully with the Independent School Standards (Wales) Regulations 2003, the school should make the following information available:

- The school's address and telephone number and the name of the headteacher [6(2a)]
- Details of the complaints procedure adopted by the school, together with details of the number of complaints registered under the formal procedure during the preceding school year [6(2j)]
- The number of staff employed at the school, including temporary staff, and a summary of their qualifications [6(2k)]

Standard 7: The manner in which complaints are to be handled

The school does not fully meet the regulatory requirements for this standard. In order to comply fully with the Independent School Standards (Wales) Regulations 2003, the school should:

- keep written records of all complaints indicating whether they were resolved at the preliminary stage, or whether they proceeded to a panel hearing [7j]

Recommendation regarding registration

When considering this school's registration the National Assembly for Wales may wish to have regard to the following recommendation:

The school does not currently meet the requirements of the Independent School Standards (Wales) Regulations 2003. To comply fully with these requirements, the school should address the issues identified above for each standard.

Inspectors' judgements on this annual monitoring inspection should not prejudice the findings of a future full Section 163 inspection.

School information

School	Marlowe St David's Education Unit
School number	668/6014
Purpose of visit	Annual monitoring inspection
Date of visit	09/11/2016
Proprietor	Marlowe Children & Family Services Ltd.
Staff	Headteacher (SENCo), 4 teachers, 5 learning support assistants, care staff
Number of pupils	12
Provision	Day
Type of special educational need (SEN) catered for by the school	Social, emotional and behavioural difficulties and autistic spectrum disorder
Last Section 163 inspection	03/02/2014
Last annual monitoring inspection	06/06/2016
Last CSSIW inspection	N/A

Team information

Mrs Caroline Rees	Reporting Inspector
Margaret Elisabeth Davies	Team Inspector