



**ISI** Independent  
Schools  
Inspectorate

## **Report for a Progress Monitoring Visit**

**Hemdean House School**

**September 2019**



## School's details

<b>School</b>	Hemdean House School			
<b>DfE number</b>	870/6003			
<b>Registered charity number</b>	309146			
<b>Address</b>	Hemdean Road Caversham Reading Berkshire RG4 7SG			
<b>Telephone number</b>	0118 947 2590			
<b>Email address</b>	office@hemdeanhouse.co.uk			
<b>Headteacher</b>	Mrs Helen Chalmers			
<b>Acting Chair of governors</b>	Mrs Sue Manser			
<b>Age range</b>	4-11			
<b>Number of pupils on roll</b>	82			
	<b>EYFS</b>	11	<b>Infants</b>	17
	<b>Juniors</b>	54		
<b>Date of visit</b>	13 September 2019			

## 1. Introduction

### Characteristics of the school

- 1.1 Hemdean House School is a co-educational day school for pupils between the ages of four and eleven. It is situated in Caversham, Reading. It was founded in 1859 as a girls' school and became co-educational in 1912. In 1972, it became an educational trust governed by a board of trustees. The school is comprised of the Early Years Foundation Stage (EYFS), for children in reception; the infant department, for pupils in Years 1 and 2; and the junior department, for pupils in Years 3 to 6. The school has seven pupils who require support for special educational needs and/or disabilities, of whom one has a statement of special educational needs or an education, health and care plan. English is as an additional language for 31 pupils, whose needs are met through support in the classroom. The school's previous inspection was a Regulatory Compliance and Educational Quality inspection in December 2018.

### Purpose of the visit

- 1.2 This was an announced progress monitoring visit at the request of the Department for Education (DfE) to check that the school has fully implemented the action plan submitted following the Regulatory Compliance and Educational Quality Inspection on 4-6 December 2018.

Regulations which were the focus of the visit	Team judgements
Part 3, paragraph 7; EYFS 3.4, 3.5 and 3.14 (safeguarding)	Met
Part 4, paragraph 18 to 21; EYFS 3.9 (suitability of staff, supply staff, and proprietors)	Met
Part 6, paragraph 32 (1)(c) (provision of information – safeguarding policy)	Met
Part 8, paragraph 34 (leadership and management)	Met

## 2. Inspection findings

### **Welfare, health and safety of pupils – safeguarding [ISSR Part 3, paragraph 7; EYFS 3.4, 3.5, 3.14]**

#### **Safeguarding policy**

- 2.1 The school meets the requirements.
- 2.2 The school has an appropriate policy for safeguarding which provides suitable arrangements to safeguard and promote the welfare of pupils at the school.

#### **Safeguarding implementation**

- 2.3 The school meets the standard and requirements.
- 2.4 The school has appropriate procedures in place which pay due regard to statutory advice, ensuring suitable checks are completed on staff prior to appointment and so safeguard and promote the welfare of pupils at the school.

### **Suitability of staff, supply staff and proprietors [ISSR Part 4, paragraphs 18–21; EYFS 3.9]**

- 2.5 The school meets the standards.
- 2.6 Since the previous inspection the school has created a single central register which correctly records all the required checks in a more accessible format. A member of the office staff currently supporting the management of the register is soon to undertake further training and will then take over the management of employment records. All new governors have been checked against prohibition of management records, and whilst they have not yet started in their role, correct information is recorded on the single central register. The school ensures that all appropriate checks are completed on staff prior to appointment, including those on identification and medical fitness. An enhanced criminal record for contractors is obtained before or as soon as practical after they start working at the school.

### **Provision of information [ISSR Part 6, paragraph 32 (1)(c)]**

- 2.7 The school meets the requirements for providing information relating to safeguarding to parents. Particulars of the arrangements for safeguarding are published on the school's website.

### **Quality of leadership and management [ISSR Part 8, paragraph 34]**

- 2.8 The school meets the standard.
- 2.9 Each governor has allocated responsibility for identified independent school standards, a timetable for monitoring visits to be carried out during the academic year has been drawn up. Governors' minutes indicate safeguarding and health and safety are standing items for discussion. The head teacher and safeguarding governor check entries on the single central register and discuss the recruitment process. The governors undertook an annual review of safeguarding in June 2019. The proprietor ensures that persons with leadership and management responsibilities at the school demonstrate good skills and knowledge, appropriate to their role and fulfil their responsibilities effectively, so the independent school standards are met consistently and the well-being of students is actively promoted.

### **3. Regulatory action points**

- 3.1 For the regulations which were the focus of this visit, the school meets all of the requirements of the Education (Independent School Standards) Regulations 2014 and requirements of the Early Years Statutory Framework, and no further action is required as a result of this visit.

## **4. Summary of evidence**

- 4.1 The inspectors held discussions with the head, and other members of staff. They talked with groups of pupils. They scrutinised a range of documentation, including the single central register, records and policies.