



SCHOOL INSPECTION SERVICE

Progress monitoring report

School name	London Steiner School
DfE registration number	208 6344
Inspection dates	16 March 2018
Reporting inspector	Dr Christine Jones
Supporting inspector	Mrs Elisabeth Linley

SECTION A: Information

Information about the inspection

This inspection was conducted by the School Inspection Service (SIS) at the request of the Department for Education (DfE). It was carried out by SIS in accordance with Section 109(1) and (2) of the Education and Skills Act 2008, and it follows the inspection framework agreed with the DfE.

The last full inspection of the school took place on 16 - 18 October 2017. It found that a number of independent school standards in Parts 3, 4, 5, 7 and 8 were not met. Some of the EYFS requirements were also not met. As a result, the DfE asked the school to produce a statutory action plan. SIS evaluated the action plan on 18 December 2017. The school was given time to implement its intended action and the DfE commissioned a progress monitoring inspection in the spring term 2018. This Progress Monitoring inspection took place on 16 March 2018 without prior notification to the school. It was conducted by two independent professional inspectors who looked at aspects of the school's provision as requested by the DfE and covered by the school's action plan.

Information about the school

The London Steiner School is an independent co-educational school for pupils aged three to fourteen. It follows the international Steiner Waldorf curriculum developed by the Austrian philosopher Dr Rudolf Steiner. The school moved to its present site in 2012. There are 87 pupils on roll including those in the Early Years department (13 children attending part-time). There are eleven pupils who have English as an additional language (EAL) and one pupil with a statement of special educational needs and/or disabilities (SEND). The kindergarten classes include children aged from three to six. Those up to five years of age follow the Early Years Foundation Stage (EYFS) with agreed modifications and exemptions in respect of literacy, mathematics and technology.

The trustees have management and oversight responsibilities similar to those of a governing body. The school has no headteacher and so the responsibilities of senior management are exercised by the college of teachers, in consultation with the trustees. The school uses the Steiner Waldorf system as shown below.

Steiner class name	National Curriculum
Kindergarten	Nursery, Reception, Y 1
Class 1 (Lower School)	Year 2
Class 2 (Lower School)	Year 3
Class 3 (Lower School)	Year 4
Class 4 (Lower School)	Year 5
Class 5 (Lower School)	Year 6
Class 6 (Middle School)	Year 7
Class 7 (Middle School)	Year 8
Class 8 (Middle School)	Year 9

SECTION B: Progress in relation to the school's action plan and compliance with the independent school standards

Summary of developments

Since the last inspection the school has made some good progress in implementing its action plan, so that most but not all standards are now met. The details of compliance with each standard are set out below:

Paragraph 7(a)&(b): make arrangements to safeguard and promote the welfare of pupils at the school and that such arrangements have regard to any guidance issued by the Secretary of State.

These standards are not met.

This standard was not met at the previous inspection due to concerns regarding fire risk assessments and the provision of drinking water. These concerns have been addressed with the installation of a drinking water fountain and a thorough external fire risk survey. General staff training for other issues has also improved. The school now uses an on-line training system and records from this show that all staff have taken a variety of courses including safeguarding, e-safety and fire safety.

However, standards 7 (a)&(b) are still not met due to concerns that became evident during the monitoring inspection regarding the role of the designated safeguarding lead (DSL). The school does not provide adequate staff cover if the DSL is not in school. For example, the DSL's current absence is not being covered appropriately by other members of staff or by the deputy DSL, for whom no evidence of up to date safeguarding training could be provided. This has serious implications should a safeguarding issue arise. In addition, no evidence was provided for planning future update training for either the DSL or the deputy DSL.

Paragraph 11: ensure that relevant health and safety laws are complied with by the drawing up and effective implementation of a written health and safety policy.

This standard is not met.

The last inspection found the health and safety policy to be haphazard, and implemented and monitored poorly. The current written health and safety policy has not changed or been updated since the previous inspection. Actions have been put in place to improve the impact of the health and safety policy and re-distribute responsibilities, but these have not yet been formalised into a written policy to be agreed with the Trustees. The policy still states that responsibility for ensuring effective implementation of all aspects rests mainly with one person. This same person is also said to be responsible for both implementation and monitoring implementation of the policy. This written policy does not reflect current actual practice and the improving management of health and safety in the school.

Paragraph 12: ensure compliance with the Regulatory Reform (Fire Safety) Order 2005¹.

This standard is now met.

The previous inspection raised serious concerns regarding fire safety, particularly with respect to fire exit routes. A thorough fire risk assessment was carried out on 22 November 2017 by external consultants and the overall risk judged as 'tolerable'. A series of issues were raised including fire exit routes, servicing and the use of equipment. The school has produced a comprehensive response that covers all the relevant issues. Structural repairs have been made to reduce the risk of fire spreading and fire doors replaced with those that comply with the regulations. The rear fire exit now meets requirements. Record keeping has been updated and is now monitored rigorously. This is supported by the recent staff training and records show that they have all received fire safety training.

Paragraph 14: ensure that pupils are properly supervised through the appropriate deployment of school staff.

This standard is now met.

This standard was not met at the time of the previous inspection because pupils were allowed unsupervised access to the basement kitchen to refill their water bottles. This is no longer the case. Pupils are not allowed unsupervised access to the kitchen as they can refill their water bottles from the new water fountain in the main entrance hall. This is easily accessible to all the pupils and, as it is located opposite the school office, can be easily monitored by adults inside. Staff monitor pupils properly when they are not in classrooms

Paragraph 18 (1) : The standard in this paragraph relates to the suitability of persons appointed as members of staff at the school, other than the proprietor and supply staff.

Paragraph 18 (2) (a): no such person is barred from regulated activity relating to children in accordance with section 3(2) of the 2006 Act where that person is or will be engaging in activity which is regulated activity within the meaning of Part 1 of Schedule 4 to that Act.

Paragraph 18 (2) (b): no such person carries out work, or intends to carry out work, at the school in contravention of a prohibition order, an interim prohibition order, or any direction made under section 128 of the 2008 Act or section 142 of the 2002 Act, or any disqualification, prohibition or restriction which takes effect as if contained in either such direction.

These standards are now met.

At the previous inspection it was not possible to find out if all persons in school were suitable or if appropriate checks had been carried out as staff records were incomplete or in such disorder that no evidence could be found. The electronic version of the single central record (SCR) was largely blank. Administration was chaotic. A large amount of work has been carried out and record keeping has

¹ Statutory Instrument 2005/1541, to which there are amendments not relevant to these Regulations.

improved significantly. Both paper and electronic records are now available. From these it is possible to check both from the central record and from the staff files that no persons are barred from regulated activity or subject to a prohibition order.

Paragraph 18 (2) (c) (i to iv): the proprietor carries out appropriate checks to confirm in respect of each such person – the person’s identity; the person’s medical fitness; the person’s right to work in the United Kingdom; and where appropriate, the person’s qualifications;

Paragraph 18 (2) (d): the proprietor ensures that, where relevant to any such person, an enhanced criminal record check is made in respect of that person and an enhanced criminal record certificate is obtained before or as soon as practicable after that person’s appointment;

Paragraph 18 (2) (e): in the case of any person for whom, by reason of that person living or having lived outside the United Kingdom, obtaining such a certificate is not sufficient to establish the person’s suitability to work in a school, such further checks are made as the proprietor considers appropriate, having regard to any guidance issued by the Secretary of State;

These standards are now met.

The records were examined in some detail and it is now evident that all of the information relating to the checks required by these three standards has been collated satisfactorily. All of the electronic records are fully up to date and are easily cross referenced to the paper files. Enhanced criminal record checks are in place for all adults working with the pupils including the most recently appointed staff.

Paragraph 18 (3): The checks referred to in sub-paragraphs (2)(c) and (except where sub-paragraph (4) applies) (2)(e) must be completed before a person’s appointment.

This standard is now met.

The record has now been completed in line with guidance. It is possible to see that required checks were made in line with the requirements at the time of appointment.

Paragraph 21 (1) to (4) inclusive: ensure that a full and complete single central record (SCR) is kept of appropriate checks in relation to each member of staff.

This standard is now met.

The new detailed SCR is full and complete. It includes the required information on all adults in the school including teachers, volunteers and any parent helpers. The required information on trustees is also included. The school does have volunteer student helpers from German Steiner schools and these are also checked appropriately including the German equivalent of a DBS check. The SCR has been extended to include training courses taken by the staff as this makes accessing information more efficient. The Chair of trustees maintains an overview of checks to ensure they are carried out appropriately and that record keeping is up-to-date to ensure this process meets requirements.

Paragraph 25: ensure that the school premises and the accommodation and facilities provided therein are maintained to a standard such that, so far as is reasonably practicable, the health, safety and welfare of pupils are ensured.

This standard is now met.

This standard was not met previously due to concerns over the provision of drinking water and fire safety. Considerable work has been carried out and the quality of the accommodation has improved significantly. Drinking water is now easily available to pupils and they are not allowed in the kitchen. A parent helper with professional qualifications has taken over responsibility for ensuring the premises, accommodation and facilities are maintained to a high standard. A full response was made to the external fire risk assessment carried out in November 2017. Amongst other changes made, fire doors, windows and fire exit routes were upgraded, automatically closing door retainers fitted and compartmentalisation of fire routes completed. Electrical systems have been checked and upgraded with new gas and electrical safety certificates obtained. COSHH rated cupboards have been installed to store appropriate chemicals on site.

Paragraph 28(1)(a): suitable drinking water facilities are provided

This standard is now met.

The new water fountain situated in the main entrance hall is readily available for pupils to use. Pupils no longer have unsupervised access to the kitchen. They are no longer allowed to go into the kitchen to refill their bottles as is clearly indicated by a notice on the kitchen door.

Paragraph 32(1)(g): any information reasonably requested in connection with an inspection under section 109 of the 2008 Act which is required for the purposes of the inspection is provided to the body conducting the inspection and that body is given access to the school's admission and attendance registers;

This standard is now met.

Chaotic administration meant that information requested for the previous inspection was not made available to the inspectors. New office administration arrangements, including the appointment of a new office manager, have been put in place recently. These have had a significant impact on improving the management of school systems. There is now a much more efficient distribution of responsibilities and this is improving the effectiveness and smooth running of the school. These arrangements are very recent and still have to deal with outstanding issues but all documentation was provided as soon as requested. For example, electronic record keeping such as the SCR is now fully in place where it was not available at the time of the inspection.

Paragraph 33(c) & (g): sets out clear time scales for the management of a complaint and also ensures that, where there is a panel hearing of a complaint, one panel member is independent of the management and running of the school.

This standard is now met.

Timescales in the previous policy were muddled and confusing. It was also not made clear what would happen at if the complaint progressed to the panel stage. The written complaint policy now meets requirements. Timescales are in place, clear and explained appropriately. The policy now states clearly that, where there is a panel hearing of a complaint, one panel member must be independent of the management and running of the school. However, there is still an issue related to the Early Years Foundation Stage (EYFS) complaints policy (see below EY3.74)

Paragraph 34 (1)(a) (b) & (c): managers demonstrate good skills and knowledge appropriate to their role so that the independent school standards are met consistently and fulfil their responsibilities effectively so that the independent school standards are met consistently; and actively promote the well-being of pupils.

These standards are not met.

Previous organisational arrangements were confused and disorganised. There was limited evidence that school managers had appropriate skills and knowledge to fulfil their roles. Although the quality of leadership and management has improved since the inspection there are still some independent school standards that are not met consistently. Managers do not yet all have the necessary skills and knowledge to enable them to fulfil their roles and ensure the independent school standards are all met consistently. This restricts their ability to actively promote the well-being of pupils at all times.

The requirements of the Early Years Foundation Stage:

EY 2.3: ensure that practitioners review the progress of children aged between two and three, and provide parents with a short written summary of their child's development in the prime areas.

This requirement is met.

Evidence shows that reception staff considered and reported on the progress of the two year old child who attended the school in the prime areas as required. The parents have responded and signed the report in agreement with the completed assessments.

EY 3.12: include all staff working in the kindergarten on the single central record and ensure that all information required is recorded on it.

This requirement is met.

All staff working in the Kindergarten are now included in the SCR as required.

EY 3.2: take the necessary steps to ensure that arrangements to protect children meet all statutory and other government requirements and promote their welfare.

This requirement is met.

There is evidence to show that the necessary steps have been taken to ensure these arrangements are in place and now meet all statutory and government requirements to protect children and promote their welfare.

EY 3.32: in terms of staff ratios and qualifications for children aged two years who attend the kindergarten, ensure that statutory requirements are met.

This requirement is no longer applicable as the school no longer admits children who are two years of age.

EY 3.4: in respect of the use of mobile phones and cameras in the kindergarten, ensure that the school's safeguarding policy meets statutory requirements for the Early Years Foundation Stage.

This requirement is met.

The safeguarding policy as published on the school website now makes clear the schools' expectations regarding the use of mobile phones and cameras in school, including in the Kindergarten.

EY 3.48: within the kindergarten, ensure that all staff involved in preparing and handling food receive training in food hygiene.

This requirement is met.

Records show that all staff in the Kindergarten involved in preparation and handling of food have now received appropriate training in food hygiene.

EY 3.74 & 3.75: ensure that the school's complaints policy meets statutory requirements for the Early Years Foundation Stage

This requirement is not met in full.

Requirement 3.75 is met as the complaints policy does now give information to parents and/or carers about how to contact Ofsted if they need to. However 3.74 is not met as the complaints policy does not make it explicit that written complaints relating to the school's fulfilment of the EYFS requirements and the notifications to complainants of the outcome, will be completed within 28 days of the complaint being received.

Compliance with the requirements of the Education (Independent School Standards) Regulations 2014²

The school must take action to meet The Education (Independent School Standards) Regulations 2014 ('the independent school standards') and associated requirements as follows:

Paragraph 7(a)&(b): make arrangements to safeguard and promote the welfare of pupils at the school and that such arrangements have regard to any guidance issued by the Secretary of State.

- Ensure day-to-day arrangements for safeguarding pupils are secure through the provision of staff who are available in school and are appropriately trained. Update training and effectiveness of DSL and deputy DSL so that pupils are not vulnerable in the absence of these members of staff.

Paragraph 11: ensure that relevant health and safety laws are complied with by the drawing up and effective implementation of a written health and safety policy.

- Update the health and safety policy to reflect the actual current arrangements and improve both the implementation and the monitoring of the policy

Paragraph 34 (1)(a) (b) & (c): managers should demonstrate good skills and knowledge appropriate to their role so that the independent school standards are met consistently and fulfil their responsibilities effectively so that the independent school standards are met consistently; and actively promote the well-being of pupils.

- Leadership and management must ensure that standards are met consistently, and fulfil their responsibilities effectively so that all staff are trained appropriately and pupils' well-being is actively promoted.

EY 3.74: ensure that the school's complaints policy meets statutory requirements for the Early Years Foundation Stage

Amend the policy to show the appropriate timescales for Kindergarten parental complaints.

² www.legislation.gov.uk/uksi/2014/3283/contents/made.

SCHOOL DETAILS

Name of school:	London Steiner School			
Address of school:	9 Weir Road Balham SW12 0LT			
Telephone number:	02087723504			
Email address:	office@londonsteinerschool.org			
Web address	www.londonsteinerschool.org			
Proprietor:	Philip Martyn			
Chair of Trustees/Governors:	Philip Martyn			
Chair of College:	Helen Kinsey			
Early Years Manager:	Diana Buonaparte			
DfE Number:	208/6344			
Type of school:	Independent school			
Age range of pupils:	3.5 - 14			
Gender of pupils:	mixed			
Total number on roll:	full-time	74	part-time	13
	Boys:	48	Girls:	38
Number of pupils with Education Health and Care Plans (EHCP):	Boys:	1	Girls:	0
Number of pupils with English as an additional language:	Boys:	5	Girls:	6
Type of inspection:	Progress monitoring inspection under Section 109 of the Education and Skills Act 2008			
Date of inspection:	16 March 2018			
Inspector(s):	Dr Christine Jones Mrs Elisabeth Linley			

This report has been prepared by the School Inspection Service, which provides independent professional inspection of all schools affiliated to the Focus Learning Trust, and members of the Steiner Waldorf Schools Fellowship or Cognita group. The report is available from the School Inspection Service website: www.schoolinspectionsservice.co.uk.