

Organisation name	Buckswood St George's College, Hastings
Inspection date	2 October 2017

BACKGROUND
Organisation profile

Inspection history	Dates/details
First inspection	2013
Last full inspection	March 2017
Subsequent spot check (if applicable)	October 2017
Subsequent supplementary check (if applicable)	N/a
Subsequent interim visit (if applicable)	N/a
Other related non-accredited activities (in brief) at this centre	GCSE A level courses; university foundation courses (UFC) in business management and international relations; London Academy of Music and Dramatic Arts (LAMDA) public speaking course
Other related accredited schools/centres/affiliates	Buckswood School (BS), Buckswood Overseas Summer School (BOSS)
Other related non-accredited schools/centres/affiliates	Buckswood schools in Nigeria and Georgia

Current accreditation status and reason for spot check

Current accredited status	Accreditation under review
Reason for spot check	Signalled: end period under review

Premises profile

Address of main site	7–9 Holmesdale Gardens, Hastings TN34 1LY
Details of any additional sites in use at the time of the inspection	N/a
Details of any additional sites not in use at the time of the inspection	N/a
Sites inspected	Main site

Student and staff profile

	At inspection	In peak week September
Total ELT/ESOL student numbers (FT + PT)	4	4
Minimum age (including closed group or vacation)	16	16
Typical age range	17–19	17–19
Typical length of stay	One year	One year
Predominant nationalities	Hong Kong Chinese, Nigerian	Hong Kong Chinese,, Nigerian
Total number of teachers on eligible ELT courses	2	2
Total number of administrative/ancillary staff	5	5

INTRODUCTION

Background

Buckwood St George's College's (BStGC) accreditation was placed under review because the section standard for Care of under 18s was not met and there were weaknesses in Management, academic staff profile, and W1. The period of review was to be ended by a spot check within 12 months focusing on Care of under 18s, Management, and academic staff profile. Following the British Council inspection in March, there were further inspections for educational oversight. A new principal was appointed in August. At about the same time, a new academic manager, previously a senior teacher for the BOSS, was appointed and the number of teaching staff in the college was downsized.

Preparation

The previous full inspection report and reports from other agencies were read, together with correspondence with the Accreditation Unit and evidence submitted to it.

Programme and persons present

The two inspectors arrived at 09.00 and informed the principal of the purpose of their visit, which had not been announced in advance. They had a number of meetings with him through the morning and after lunch; they also met the BS designated safeguarding lead (DSL) and a safeguarding officer who were on their weekly visit to the college. The new academic manager was unavailable as she was absent through illness. The inspectors left the college at 14.30.

FINDINGS

The new managers in the college had actively sought to introduce reforms into the policies, practices and procedures in the school, though, given the relatively short time they had been in post, many of these were still works in progress. However, significant progress had been made in the main area of concern, safeguarding.

Care of under 18s

Criteria	Not met	Met	Strength	See comments	N/a
C1 Safeguarding policy	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
C2 Guidance and training	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
C3 Publicity	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
C4 Recruitment procedures	<input type="checkbox"/>	<input checked="" type="checkbox"/>	N/a	<input checked="" type="checkbox"/>	<input type="checkbox"/>
C5 Safety and supervision during scheduled lessons and activities	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
C6 Safety and supervision outside scheduled lessons and activities	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
C7 Accommodation	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
C8 Contact arrangements	<input type="checkbox"/>	<input checked="" type="checkbox"/>	N/a	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Comments

There was one 17 year-old student studying English at the time of the spot check.

C1 The detailed safeguarding policy now includes the name of the DSL and safeguarding officers who cover both BS and BStGC. The BStGC principal, who is the safeguarding officer with responsibility for BStGC, was booked onto a specialist course in October that would enable him to become the DSL for his own college.

C2 All the staff at BStGC had received at least basic training and had been issued with the BS safeguarding handbook containing the policy and other types of advice.

C3 Publicity now gives a more complete picture of the level of care for under 18s.

C4 The school has a safer recruitment policy. The HR department is based at BS. All staff have been DBS checked. The school's current policy is to require suitability checks at least every three years, rather than five years which had been the norm previously. References are requested for all applicants and are on file for all staff currently working in the college.

C5 There are sufficient staff to supervise the number of students enrolled, both on site and during off-site activities.

C6 Rules and guidance are now provided for under 18s. All students are required to sign in and out of the college, stating where they are going, and there are further checks on under 18s who are required to check in with staff at

regular intervals.

C8 Next of kin details are collected on the recently redesigned application form. Information is checked on arrival. In a few cases agents undertake to contact the parents in case of emergency. The school was able to obtain written confirmation that the agents would contact parents without delay in case of emergency.

Care of under 18s summary

The provision meets the section standard. The DSL is named in the safeguarding policy and the BStGC principal is soon to take over this role. Safer recruitment procedures are followed and references are followed up. Supervision is now satisfactory and there are more appropriate rules and guidance for under 18s.

POINTS TO BE ADDRESSED

Points which must be addressed within three months

Welfare and student services

W1 The front door of the school is left open during office hours; the entrance area is not continually monitored. The rear fire door in the main building is left open during office hours and intruders could gain entry unchallenged. Fire drills are not routinely held and there is no fire drill log. No member of staff has had fire marshal training. There is no evidence that electrical equipment is checked for safety. Students are permitted to use their own cooking equipment in the student kitchen. This constitutes a significant hazard which needs to be addressed urgently.

Partially addressed. The front and back doors to the school are kept shut and visitors are required to sign in and out; there were records of four timed, full evacuation fire drills that had been held during 2017 and a new fire drill log had recently been introduced; electrical equipment is tested for safety; students are not permitted to use their own cooking equipment in the student kitchen; but no members of staff had yet had fire marshal training.

Points which must be addressed within six months

Management

M3 Many roles are still very new, and some of the descriptions do not equate with responsibilities outlined in the organogram. Safeguarding responsibilities do not appear in job descriptions.

Addressed. Job descriptions are now more complete; all of those sampled included safeguarding responsibilities.

M8 There have been only two recorded appraisals since 2014. There is no observation policy for temporary teachers, apart from an initial observation within the first two weeks.

Addressed. All staff currently working in BStGC have been appraised in recent months.

M9 No in-house training sessions for teachers have been offered since 2015 and there is little evidence of attendance at external events.

Addressed. There had been a full day of INSET at the beginning of the academic year with sessions for administrative staff and teachers both separately and combined.

M22 Some information found in publicity is inaccurate and misleading.

Not yet addressed.

Teaching and learning

T4 The criterion is not met as the VPA does not have three years' full-time relevant teaching experience.

Not yet addressed. Much of the new academic manager's experience is with very young learners.

T5 The rationale given for the academic manager's lack of qualification and appropriate experience was not accepted within the context of the inspection.

Not yet addressed. The new academic manager is TEFLI and does not have sufficient relevant experience. The college, however, feels she is the right person for the post and has decided to fund her study for a diploma-level qualification.

T10 There have been no formal in-house training sessions since 2015.

Addressed. See M9

T11 Prior to December 2016, there are no records of any observations of teachers since February 2015. There is no evidence yet of follow up to the more recent observations.

Addressed. The sole remaining English language teacher had been observed by a TEFLQ academic manager from BS.

Other points to be addressed

Management

M25 Regarding activities organised by the students, the brochure states 'At times these independent activities may

be paid for by Buckswood St George's College'. It is not clear what this means.

Not yet addressed. The same text is still in the brochure.

M26 Publicity states that there are separate houses for male and female students. This was not the case at the time of the inspection when male and female bedrooms were on separate floors of the same house.

Addressed. Males and females are roomed in separate houses.

Teaching and learning

T2 One teacher did not have an appropriate ELT qualification that meets Scheme requirements.

Addressed. This teacher has left the college.

T14 Students can access the teachers' schemes of work on a shared computer drive, but as these are not intended for students they are written in language difficult for students to understand.

Partially addressed. This shared drive is being reorganised.

T16 Courses do not include strategies to ensure students can develop their language skills outside the classroom.

Addressed. There are now afternoon language activities called Active English which aim both to convey British values and to enable students to engage with the community.

Welfare and student services

W9 Two rooms in the Braybrooke House residence have bunk beds. Some bathrooms and toilets in the residences are in need of refurbishment. Some public areas in the residences are in poor condition.

Addressed.

W26 There is very little information for students about amenities in Hastings or local cultural events.

Addressed. There is now a noticeboard with information about events and amenities in Hastings.

W27 Participation in the social programme is low. The provision needs to be reviewed to ensure that is meeting the needs and interests of the students.

Addressed. Students are now providing input to the planning of the social programme.

W28 Procedures to ensure that risk assessments are read in advance of each activity are not fully implemented.

Not yet addressed.

Points to be addressed arising from this visit

M22 The publicity refers to 'hours', when what is meant is periods of 55 minutes.

M29 An incorrect version of the Accreditation Scheme marque is used in some instances.

CONCLUSIONS

BS has reacted to the earlier inspections' identification of leadership and safeguarding as areas of weakness by appointing an active and dynamic new principal to the college. A number of reforms have already been completed in the relatively short time he has been in post but some issues remain. The newly appointed academic manager is not sufficiently qualified or experienced for the role. The college had hoped to have 12 months to complete the tasks asked of it; it should be given an opportunity to do so.

RECOMMENDATION

The period of review should now be extended with a spot check within six months focusing on academic management and outstanding Points to be addressed.

SUMMARY STATEMENT

Changes to summary statement

The summary statement should remain withdrawn.

Summary statement

The summary statement has been withdrawn and should not be used.
