

Organisation name	Kilgraston Summer School, Perthshire, Scotland
Inspection date	16–17 February 2021

Section standards	
Management The management of the provision operates to the benefit of the students, and in accordance with the provider's stated goals, values, and publicity.	Met
Premises and resources The premises provide students and staff with a comfortable and professional environment for work and relaxation. A range of learning resources is available, appropriate to the age and needs of the students. Guidance on the use of these resources is provided for staff and students where needed.	Met
Teaching and learning The academic staff team has a professional profile (qualifications, experience and continuing professional development) appropriate to the context. Teachers receive sufficient guidance to ensure that they support students effectively in their learning. Courses are structured and managed to provide the maximum possible benefit to students. The teaching observed meets the requirements of the Scheme.	Not assessed
Welfare and student services The provision meets the needs of the students for security, pastoral care, information and leisure activities. Students benefit from well-managed student services, including, where offered, out-of-class activities and suitable accommodation.	Met
Safeguarding under 18s There is appropriate provision for the safeguarding of students under the age of 18 within the organisation and in any leisure activities or accommodation provided.	Met

Recommendation

We recommend provisional accreditation for a maximum of one year, with a supplementary inspection in summer 2021 to determine whether accreditation should be extended beyond this period. The supplementary inspection should take place when the summer courses are running and should include inspection of all premises used, teaching and learning and the residential accommodation. Inspectors should also check that recently revised policies and procedures have been effectively implemented. Evidence must be submitted within three months to demonstrate that weaknesses in W2 and S6 have been addressed.

Summary statement

The British Council inspected and provisionally accredited Kilgraston Summer School in February 2021. The Accreditation Scheme assesses the standards of management, resources and premises, teaching, welfare, and safeguarding under 18s and accredits organisations which meet the overall standard in each area inspected (see www.britishcouncil.org/education/accreditation for details).

This private boarding school offers residential vacation courses in general English for under 18s.

The inspection report stated that the organisation met the standards of the Scheme in the areas it was possible to assess at the time of the inspection. The centre must undergo a supplementary inspection to assess any criteria and parts of the provision not seen in order to gain full accreditation.

Introduction

Kilgraston is a boarding school based in Perthshire. The school was founded in 1930 and the summer English Language programme was first established in 2013. English language lessons take place during weekday mornings with afternoon multi-activity sessions or pre-booked equestrian, tennis or dance academies. There is a Wednesday half-day excursion and a full-day excursion on Saturdays.

The current course director joined the school in 2019 after the summer school had finished and courses in 2020 were suspended due to the pandemic. These circumstances mean that there are virtually no records from previous summer courses delivered from 2013–2019 so effectively the new course director has developed an almost completely new programme of summer activity.

The inspection took the equivalent of one day spread over two days. Due to the global pandemic, the inspection was conducted remotely. The two inspectors interviewed the head of finance and the course director who is also the designated safeguarding lead. Both inspectors completed a virtual tour of the main school premises; this included classrooms, social spaces for students, staff offices and the staffroom. Inspectors also viewed one of the accommodation areas and one bedroom, the equestrian centre, sports facilities and some of the grounds.

In each case where criteria or areas could not be fully evaluated due to current circumstances, they are marked 'Partially assessed'. All unassessed aspects of the operation will require further evaluation at the next inspection.

Address of main site/head office

Kilgraston Summer School, Bridge of Earn, Perthshire PH2 9BQ

Description of site observed

The summer school operates primarily in one wing of the main school. The teaching and learning facilities are grouped together, with the juniors at one end and seniors at the other end of the block. There is a large student common room which can be open for whole school activities or divided to enable the older and younger students to have separate social spaces. There are nine classrooms on the ground floor split between the two student groups with additional classrooms available elsewhere as required. The staffroom has workstations to accommodate each member of staff and space for relaxation.

The course director, director of studies, welfare manager and activity manager share two offices between them with a further welfare office available for confidential meetings and discussions nearby. Staff and student toilet facilities are available and the dining room along with the infirmary is a short walk away in the same building.

The summer school also has use of the art department, sports pavilion, indoor sports hall and swimming pool. The drama studio, theatre and a glass-domed atrium provide multiple indoor spaces for the afternoon and evening social programme activities. There are extensive grounds and playing fields. Facilities include tennis courts, astro-turf and the equestrian centre which is a short walk away but still in the school grounds.

Course profile	Year round		Vacation only	
	Run	Seen	Run	Seen
General ELT for adults (18+)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
General ELT for adults (18+) and young people (16+)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
General ELT for juniors (under 18)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
English for academic purposes (excludes IELTS preparation)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
English for specific purposes (includes English for Executives)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Teacher development (excludes award-bearing courses)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ESOL skills for life/for citizenship	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Comments

At the time of the inspection there were no courses running. In July Kilgraston runs the summer school for international students who can attend general ELT courses for one or up to four weeks. Lessons are in the mornings with multi-activity sessions or a dance, tennis or equestrian academy course in the afternoon. All students are residential and are accommodated in the boarding areas on site. The school offers a junior summer programme

for 8 to 12 year-olds and senior programme for 13 to 17 year-olds. During the academic year the main school provides education for day and boarding pupils including some international students. The accreditation does not cover this aspect of activity.

Management profile

The course director's role changes over the year. Outside the summer the focus is on marketing and planning the summer activity. She is also responsible for the development of academic resources, summer school staff recruitment and student registrations. During the academic year the course director is supported by the head of finance to whom she reports. They work together to set the strategic plan. As preparations for the summer increase the course director has additional support from other main school staff including administration time from the finance department, and assistance from the IT and equestrian managers, for example.

When the summer school is running the course director plans to have a visible presence with the international students and will be supported by the DoS, welfare manager and activity manager for the day-to-day running of the programme. The course director is also the designated safeguarding lead.

The course director was furloughed during the first and second lockdowns of 2020 but she is now working on a flexible furlough reduced hours contract to enable preparations for the inspection and planned summer courses to continue.

Accommodation profile

The school offers residential accommodation with all students and the majority of staff living on site. Accommodation is provided in the main building of the school, with separate areas for boys and girls.

The main school building has a secure key-pad entry system and common areas. Bedrooms are twins and triples, with the majority being twins. There are wash hand basins in each room. The number of shared bathrooms is sufficient and they appear to be in good condition.

Summary of inspection findings

Management

The provision currently inspected meets the section standard. The school is effectively managed in line with its goals and values and in accordance with the needs of its students and staff. Staff management and development is clearly outlined but has yet to be implemented and evaluated. Student administration appears sound with appropriate policies and mechanisms. The publicity is accurate, as all of the issues identified have been fully addressed. Recently revised policies and procedures will need to be checked at a future visit to ensure they have been fully implemented

Premises and resources

The provision meets the section standard. The premises and extensive facilities provide students and staff with a comfortable professional environment for work, learning and relaxation. It was not possible to appreciate fully the range and quality of the facilities available via the virtual tour but these will be inspected during a future site visit and a summary of findings added to the report. The range of learning resources available is limited but appropriate to the age and needs of the students.

Teaching and learning

Due to the pandemic, it was not possible to inspect many aspects of teaching and learning. The course director is in the process of developing the course resources to match the overall course design that has already been outlined. Learner management procedures have been established but evaluation of their successful implementation will be inspected during a future site visit and a summary of findings added to the report.

Welfare and student services

The provision meets the section standard. The students' needs for security, pastoral care, information and leisure activities are largely met. Students benefit from excellent social programme and sports facilities. Some aspects of accommodation and the leisure programme will need to be inspected during a future site visit.

Safeguarding under 18s

The provision meets the section standard. Policies and procedures related to the safeguarding of students under the age of 18 are adequate for the most part, as is provision in accommodation and the leisure programme. Newly implemented recruitment procedures will need to be inspected during a future site visit.

Declaration of legal and regulatory compliance

The items sampled were satisfactory

Evidence**Management**

Strategic and quality management	Met
M1 There is a clear statement describing the goals and values of the organisation, which is made known to all staff.	Met
M2 The management has clear objectives for the future of the organisation and has realistic plans to achieve them.	Met
M3 There is a documented and clearly understood structure for the ELT operation. There are sufficient staff to manage and deliver the provision, and to ensure continuity at all times.	Partially assessed
M4 There are effective channels of communication between all involved in the ELT operation, and between the ELT operation and any wider organisation of which it is a part.	Met
M5 The provider regularly obtains and records feedback from students on all the services offered. Feedback is circulated to relevant staff and appropriate action is taken and recorded.	Not met
M6 The provider regularly seeks and records feedback from all staff on the services offered. Appropriate action is taken and recorded.	Met
M7 The provider reviews systems, processes and practices with a view to continuing improvement. Appropriate action is taken and recorded in an annual self-evaluation.	Met

Comments

M3 The documented and planned structure for management and administrative posts in the summer, is clear and includes cover. At present, there is no clear deputising plan in place for the course director, who is responsible for multiple functions, during the academic year. Records and systems are under development and this arrangement is manageable in the current situation only. Alternative arrangements to ensure adequate cover and continuity will need to be made as soon as possible.

M5 Although students complete end-of-course surveys and collated results were on file, no formal initial feedback had been obtained. There are plans to capture early feedback via house meetings and or a student council system. A draft initial feedback form was produced during the inspection.

Staff management and development	Partially assessed
M8 The provider implements appropriate human resources policies, which are made known to staff.	Met
M9 The provider specifies the duties of all staff working with ELT students, and regularly reviews these.	Not met
M10 There are effective procedures for the recruitment and selection of all staff.	Partially assessed
M11 There are effective induction procedures for all staff.	Partially assessed
M12 There are effective procedures for monitoring and appraising all staff, and for handling unsatisfactory performance or conduct. These procedures are made known to all staff.	Partially assessed
M13 There are effective procedures to ensure the continuing professional development of all staff to meet the needs of the individual, the students and the organisation.	Met

Comments

M9 The duties for different roles are currently expressed in recruitment job descriptions and specifications. As staff have not yet been recruited there is no evidence of review. Although there is mention of safeguarding on the course director job description it does not explicitly state the safeguarding responsibilities other than undertaking relevant training.

M10 A written recruitment policy setting out the procedures is in place but records to evidence that the policy has been implemented are incomplete. A staff tracker document includes partial records for the collection of references and PVG data.

M11 Written induction procedures are laid out and include relevant health and safety information but there are no records available as yet to verify implementation.

M12 An appraisal policy with supporting templates is available but there are no records of implementation.

Student administration	Met
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M14 Staff are helpful and courteous to students and their representatives, and provide satisfactory levels of customer service.	Met
M15 Students or their representatives receive sufficient information and advice on their course choices before arrival and during their stay.	Met
M16 Staff carry out enrolment, cancellation and refund procedures efficiently, fairly, and with appropriate sensitivity.	Partially assessed
M17 There are effective systems in place to maintain accurate and up-to-date records of student enrolment, payment and course details. These records are accessible at all times to authorised staff.	Partially assessed
M18 There are effective systems to maintain up-to-date and accessible records of local contact details for students, and their designated emergency contacts.	Met
M19 There is a clear and effective policy on student attendance and punctuality that is known to all staff and students and is applied consistently.	Partially assessed
M20 All staff and students are made aware of conditions and procedures under which a student may be asked to leave the course.	Met
M21 All students and, where appropriate, group leaders and parents/legal guardians, receive information in writing about how to make a complaint.	Met

Comments

M16 Clear procedures are in place but no records were available on file to verify implementation on previous courses.

M17 Comprehensive registration information is kept electronically on the student tracker spreadsheet which is accessed by the course director accepting the booking and the finance assistant who processes the documentation. With the current pandemic only limited registrations had been made.

M19 The policy is clear and shared with staff and students through the respective handbooks but records of implementation were unavailable.

Publicity	Met
M22 All publicity and information is accurate, and gives rise to realistic expectations about the premises, location, and the extent and availability of the services and resources.	Met
M23 All publicity and information about the provider and the services it offers is in clear, accurate and accessible English.	Met
M24 Publicity gives clear, accurate and easy-to-find information on the courses.	Met
M25 Publicity includes clear, accurate and easy-to-find information on costs.	Met
M26 Publicity or other information made available before enrolment gives an accurate description of the level of care and support given to any students under 18.	Not met
M27 Publicity gives an accurate description of any accommodation offered.	Met
M28 Descriptions of staff qualifications are accurate.	N/a
M29 Claims to accreditation are in line with Scheme requirements.	N/a

Comments

Publicity includes a website, brochures and social media sites. The brochure can be downloaded from the website and both mediums are used equally.

M26 At the time of the inspection there was no statement of pastoral care including details of supervision outside class times but when this was highlighted the information was promptly added to the website. It is therefore no longer a point to be addressed.

Premises and resources

Premises and facilities	Met
P1 Premises, including any external areas, are in a good state of repair, cleanliness and decoration, and provide a comfortable environment for students and staff.	Met
P2 Classrooms and other learning areas provide a suitable study environment.	Met
P3 Students have adequate room and suitable facilities for relaxation and the consumption of food.	Met
P4 Free drinking water is available. A choice of appropriate food at affordable prices is available to students on site, if not available locally.	Partially assessed

P5 There is adequate signage to buildings, routes, rooms and exits, and there are facilities for the display of general information.	Partially assessed
P6 There is sufficient space for all staff, for meetings, relaxation and the storage of personal possessions, and for teachers to carry out their preparation and marking.	Met

Comments

P4 Water coolers are usually available but have been removed as part of the measures to reduce the risk of Coronavirus transmission; water was available from the canteen.
P5 Clear exit signs and fire evacuation procedure notices appear to be in place but it was not possible, from the virtual tour, to assess if there was sufficient signage for international students on how to move around the campus and locate the various rooms and services.

Learning resources	Met
P7 There are sufficient learning resources for the number of students enrolled, appropriate to their age and the level, length and type of courses offered.	Partially assessed
P8 There are appropriate resources for teachers, which are adequate in number, accessible, and well maintained and organised.	Partially assessed
P9 Any educational technology inside the classroom and elsewhere is well maintained with adequate technical support. Staff receive appropriate training in using the available technology to support learning.	Met
P10 Any facilities provided for additional or independent learning are appropriately equipped and organised.	N/a
P11 Students receive guidance on the use of any resources provided for independent learning.	N/a
P12 There is a policy for the continuing review and development of teaching and learning resources, and evidence of its implementation.	Met

Comments

P7 The resources available are modest and the planned purchase of additional materials has been paused due to evolving market conditions.
P8 A small library of teachers' resources is available and there are plans to develop additional resources as time and circumstances permit.

Teaching and learning

Academic staff profile	Partially assessed
T1 All academic staff have a level of education normally represented by a Level 6 qualification on the Ofqual register of regulated qualifications.	Partially assessed
T2 The teaching team has ELT/TESOL qualifications relevant to the courses they are teaching.	Partially assessed
T3 The teaching team has a range of experience, knowledge and skills appropriate to the courses offered and the needs of the learners.	Partially assessed
T4 The academic manager/academic management team has an appropriate professional profile to provide academic leadership.	Met

Comments

T1 The course director is appropriately qualified and her certificates were on file. No additional records were available at the time of the inspection.
T2 The recruitment policy indicates that appropriate teaching qualifications will be required but there were insufficient records available to assess if the policy is implemented.
T3 There was not enough evidence on file to illustrate the knowledge and breadth of staff experience.
T4 The course director is the academic manager at this point in the year; she is TEFLQ and has extensive teaching and management experience. Additionally, a DoS will be appointed for the summer school; appropriate recruitment documents had been prepared.

Academic management	Partially assessed
T5 Teachers are matched appropriately to courses.	Partially assessed
T6 There are effective procedures for the appropriate timetabling of students, teachers, courses and classrooms.	Partially assessed

T7 There are formalised arrangements, satisfactory to students and staff, for covering for absent teachers.	Partially assessed
T8 Where enrolment is continuous, explicit attention is paid to all aspects of academic management affected.	Partially assessed
T9 There are effective arrangements, led by an academic manager, to ensure appropriate day-to-day guidance and support for all teachers.	Partially assessed
T10 There are effective arrangements for the observation and monitoring of teachers' performance by a TEFLQ academic manager.	Partially assessed

Comments

T5–T8 The policies currently in place would suggest that suitable measures and practice have been considered but it will only be possible to assess implementation when courses are running.
T9 Appropriate plans are in place but there is currently no evidence of successful implementation.
T10 Observation and monitoring arrangements are clearly outlined in the staff handbook but no records are currently available.

Course design and implementation	Partially assessed
T11 Course design is based on stated principles. There is a coherent and appropriate course structure described in writing for teachers' guidance.	Partially assessed
T12 Course design is regularly reviewed in light of the different and changing needs of students and feedback from teachers and students.	Partially assessed
T13 Written course outlines and intended learning outcomes, appropriate to the course length and type, are available to students.	Partially assessed
T14 Any activities additional to English classes, and which form part of the language curriculum, encourage the acquisition of language and the development of relevant language skills.	Partially assessed
T15 Courses include study and learning strategies that support independent learning and enable students to benefit from their programmes and continue their learning after the course.	Not met
T16 Courses include strategies which help students to develop their language skills outside the classroom and benefit linguistically from their stay in the UK.	Partially assessed

Comments

T11 A comprehensive course overview has been produced and the themes and language content have been identified and described.
T12 The course design is new and there is evidence of planning but the programmes have yet to be implemented.
T13 Draft schemes of work are under development and there are plans to develop a student-friendly version of the course overview to be displayed in classrooms for students.
T14 The multi-activity programme and academy elements of the course are designed to enable students to practise and develop their language skills.
T15 Guidance on study and learning strategies are not currently included in the course design but this has been identified as an area to be developed in time for the next summer course programme.
T16 Schemes of work include an excursion preparation session on Wednesdays to encourage language development outside the classroom. These documents have yet to be used with students.

Learner management	Partially assessed
T17 There are effective procedures for the correct placement of students, appropriate to their level and age.	Met
T18 There are effective procedures for evaluating, monitoring and recording students' progress.	Partially assessed
T19 Students are provided with learning support and enabled to change courses or classes where necessary.	Partially assessed
T20 Where relevant, students are guided to select the examinations and examination training best suited to their needs and interests.	N/a
T21 Academic reports are made available to students on request and, in the case of under 18s, to their parents/guardians.	Partially assessed
T22 Students wishing to progress to mainstream UK education have access to relevant information and advice.	Met

Comments

T18,19 and 21 Procedures and mechanisms are clearly specified in the staff handbook but implementation can only be evaluated when the summer courses are running.

Classroom observation record

Number of teachers seen	0
Number of observations	0
Parts of programme(s) observed	0
Comments	
There was no teaching taking place at the time of this inspection.	

Teaching: classroom observation	Not assessed
T23 Teachers demonstrate sound knowledge and awareness of the use of English and the linguistic systems underlying it, and provide appropriate models of both spoken and written English.	Not assessed
T24 The content of the lessons shows that the course objectives, the learning needs and cultural backgrounds of the students have been taken into account.	Not assessed
T25 Lessons lead to relevant learning outcomes, made known to students and achieved through a coherent sequence of activities.	Not assessed
T26 Teaching techniques are appropriate to the focus of the lesson and to the needs of the group and individual learners.	Not assessed
T27 Teachers promote learning by the effective management of the classroom environment and resources.	Not assessed
T28 Students receive appropriate and timely feedback on their performance during the lesson.	Not assessed
T29 Lessons include activities to evaluate whether learning is taking place.	Not assessed
T30 Teachers demonstrate the ability to engage students and create a positive learning atmosphere.	Not assessed
Comments	
None.	

Classroom observation summary

No teaching was taking place at the time of this inspection.

Welfare and student services

Care of students	Met
W1 Providers ensure the safety and security of students on their premises by measures appropriate to their age and background, and the location.	Met
W2 There is a comprehensive plan to respond to any emergency. This plan is known to all staff, and relevant elements are known to students.	Not met
W3 Students receive pastoral care appropriate to their age, background and circumstances. All staff and students know the name(s) of the person or people who deal with students' personal problems.	Met
W4 There are policies to promote tolerance and respect, and procedures for dealing with any abusive behaviour. All staff and students are aware of these.	Met
W5 Where relevant, students receive a 24-hour emergency contact number for the provider, in writing.	Met
W6 Students receive in advance information on the most appropriate forms of transport between the point of entry to the UK and the provider or accommodation, including approximate costs.	Met
W7 Students receive advice on relevant aspects of life in the UK.	Met
W8 Students have access to adequate health care provision.	Strength
Comments	

W2 Although a critical incident plan is in place, it lacks guidance for when students are off site as well as procedures for locating and communicating with students in the event of a major incident.

W8 Well-established arrangements are in place with a local doctor and dentist. Plans are in place to ensure the vast majority of staff are first aid trained and there is a sick room on site.

Accommodation (W9–W22 as applicable)	Partially assessed
<i>All accommodation</i>	
W9 Students have a comfortable living environment throughout their stay.	Partially assessed
W10 Arrangements for cleaning and laundry are satisfactory.	Met
W11 A responsible representative inspects all accommodation (for safety and suitability) before students are placed, and at least every two years after that.	Partially assessed
W12 Students receive written confirmation of accommodation booked, giving clear and accurate information.	Met
W13 There are effective procedures for identifying and resolving any problems students have with their accommodation.	Not met
W14 Accommodation providers receive written confirmation of the rules, terms and conditions applied by the provider with respect to the provision of accommodation services.	N/a
W15 Students receive meals as agreed; these offer a well-balanced diet, taking into account any reasonable dietary requirements students may have.	Partially assessed

Comments

W9 Accommodation appears to be suitable but this should be confirmed during a site visit.

W11 Inspectors were unable to see records of accommodation inspections.

W13 Procedures to seek initial feedback on accommodation are inadequate. End-of-course feedback on accommodation is not sufficiently robust. However, this has now been addressed, and is no longer a point to be addressed.

W15 An extensive weekly menu is in place but this should be inspected during a future visit.

<i>Accommodation: homestay only</i>	
W16 Homestay hosts accommodate no more than four students at one time.	N/a
W17 Homestay hosts do not accommodate more than one student with the same language, unless the students, their agents, parents or legal guardians specifically request this in writing.	N/a
W18 No more than two students share the same bedroom, unless the students, their agents, parents or legal guardians specifically request this in writing.	N/a
W19 English is the language of communication within the homestay home.	N/a
W20 Hosts ensure that there is an adult available to receive students on first arrival.	N/a

Comments

None.

<i>Accommodation: other</i>	
W21 Students receive information about the implications of their living in private rented accommodation and advice in case of difficulties.	N/a
W22 The provider monitors any other accommodation recommended, and booking and payment arrangements are clear.	N/a

Comments

None.

Leisure opportunities	Met
W23 Students have appropriate information about and access to social, cultural and sporting events and activities which enhance their experience of studying in the UK.	Met
W24 The content of any leisure programme is appropriate to the age and interests of the students.	Strength
W25 Any leisure programmes are well organised and sufficiently resourced.	Partially assessed

W26 There are effective systems to ensure the health and safety of students on all on-site and off-site activities.	Met
W27 Staff supervising sporting and leisure activities on or off-site have appropriate experience and training.	Strength
Comments	
<p>W24 An extensive programme is available with a wide variety of choices, including afternoon options of sports, activities, equestrian, dance and tennis. All activities are appropriate to the varied interests of students.</p> <p>W25 Plans in place appear to be appropriate. However, no programmes were running at the time of the inspection.</p> <p>W27 Afternoon options on the activity programme are led by specialist coaches and staff, who hold the same positions in the year-round boarding school.</p>	

Safeguarding under 18s

Safeguarding under 18s	Met
S1 There is a safeguarding policy which specifies procedures to ensure the safety and well-being of all students under the age of 18. A named member of staff is responsible for implementing this policy and responding to child protection allegations.	Not met
S2 The provider makes the policy known to all adults in contact with under 18s through their role with the organisation, and provides guidance or training relevant to its effective implementation.	Met
S3 The provider has written parental/guardian consent reflecting the level of care and support given to students under 18, including medical consent.	Not met
S4 Recruitment procedures for all roles involving responsibility for or substantial access to under 18s are in line with safer recruitment good practice and the organisation's safeguarding policy.	Partially assessed
S5 There are suitable arrangements for the supervision and safety of students during scheduled lessons and activities.	Met
S6 There are suitable arrangements for the supervision and safety of students outside the scheduled programme.	Not met
S7 There are suitable arrangements for the accommodation of students.	Met
S8 There are suitable arrangements to ensure contact between the provider and parents, legal guardians or their nominated representatives concerning the welfare of students.	Met
Comments	
<p>All students accepted by the school are under the age of 18. However, no courses were running at the time of the inspection.</p> <p>S1 Although a safeguarding policy is in place, it lacks crucial information such as the name of the designated safeguarding lead, cover arrangements for this role and how to contact them. However, this information has now been added, and this is no longer a point to be addressed.</p> <p>S3 Parental consent is sought but lacks information on unsupervised time. However, this information has now been added, and this is no longer a point to be addressed.</p> <p>S4 Recently devised policies and procedures have not yet been implemented so they will need to be checked at a future visit.</p> <p>S6 Rules are in place but unsupervised time has not been risk assessed.</p>	

Declaration of legal and regulatory compliance

D1 The organisation certifies that it operates at all times in accordance with the declarations in the *Declaration of legal and regulatory compliance*.

The Accreditation Scheme requires accredited providers to comply with all applicable laws and regulations. Providers must take steps to ensure that they are aware of, and comply with, all existing and new legal requirements.

On initial application and annual renewal of accreditation, providers are required to confirm that they are complying with all applicable laws and regulations.

Inspectors will check a random sample of items during inspection, in relation to criterion D1; if they find evidence of a breach of statutory or other legal requirements, the provider will be required to submit evidence of compliance confirmed by the appropriate regulatory body.

Any breach of the law or regulations will be viewed seriously by the Scheme and may result in the withdrawal or withholding of accreditation.

Any sustained breach of the law or regulations which an accredited provider fails upon reasonable notice to remedy will result in accreditation being withdrawn.

Comments

D1 The items sampled were satisfactory.

Organisation profile

Inspection history	Dates/details
First inspection	16 & 17 February 2021
Last full inspection	N/a
Subsequent spot check (if applicable)	N/a
Subsequent supplementary check (if applicable)	N/a
Subsequent interim visit (if applicable)	N/a
Current accreditation status	Not accredited
Other related non-accredited activities (in brief) at this centre	N/a
Other related accredited schools/centres/affiliates	N/a
Other related non-accredited schools/centres/affiliates	N/a

Private sector

Date of foundation	2013
Ownership	Name of company: Kilgraston Trust Company number: SC029664
Other accreditation/inspection	ABLS 2019

Premises profile

Details of any additional sites in use at the time of the inspection but not visited	N/a
Details of any additional sites not in use at the time of the inspection	N/a

Student profile

Student profile	At inspection	In peak week: July (organisation's estimate)
	At inspection	In peak week
ELT/ESOL students (eligible courses)		
Full-time ELT (15+ hours per week) 18 years and over	N/a	N/a
Full-time ELT (15+ hours per week) aged 16–17 years	0	10
Full-time ELT (15+ hours per week) aged under 16	0	30
Part-time ELT aged 18 years and over	N/a	N/a
Part-time ELT aged 16–17 years	N/a	N/a
Part-time ELT aged under 16 years	N/a	N/a
Overall total ELT/ESOL students shown above	0	40
Junior programmes: advertised minimum age	N/a	8
Junior programmes: advertised maximum age	N/a	17
Junior programmes: predominant nationalities	N/a	French, Spanish, German, Italian, Russian, Chinese, Austrian, Greek
Adult programmes: advertised minimum age	N/a	N/a
Adult programmes: typical age range	N/a	N/a
Adult programmes: typical length of stay	N/a	N/a
Adult programmes: predominant nationalities	N/a	N/a

Staff profile

Staff profile	At inspection	In peak week (organisation's estimate)
Total number of teachers on eligible ELT courses	0	4
Number teaching ELT 20 hours and over a week	0	

Number teaching ELT under 19 hours a week	0	
Number of academic managers for eligible ELT courses	1	2
Number of management (non-academic) and administrative staff working on eligible ELT courses	0	
Total number of support staff	0	

Academic manager qualifications profile

Profile at inspection		
Professional qualifications		Number of academic managers
TEFLQ qualification		1
Academic managers without TEFLQ qualification or three years relevant experience		0
Total		1
Comments		
The course director was the only member of staff working at the time of the inspection. She is TEFLQ but no classes were running.		

Teacher qualifications profile

Profile in week of inspection		
Professional qualifications		Number of teachers
TEFLQ qualification		0
TEFLI qualification		0
Holding specialist qualifications only (specify)		0
Qualified teacher status only (QTS)		0
Teachers without appropriate ELT/TESOL qualification		0
Total		0
Comments		
None.		

Accommodation profile

Number of students in each at the time of inspection (all students on eligible courses)		
Types of accommodation	Adults	Under 18s
<i>Arranged by provider/agency</i>		
Homestay	N/a	N/a
Private home	N/a	N/a
Home tuition	N/a	N/a
Residential	N/a	0
Hotel/guesthouse	N/a	N/a
Independent self-catering e.g. flats, bedsits, student houses	N/a	N/a
<i>Arranged by student/family/guardian</i>		
Staying with own family	N/a	N/a
Staying in privately rented rooms/flats	N/a	N/a
Overall totals adults/under 18s	N/a	0
Overall total adults + under 18s	0	