

# Advice note for a free school

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School name	Park Community School
DfE registration number	N/A
Unique reference number (URN)	1686
Inspection number	446910
Inspection dates	24 July 2014
Reporting inspector	Carmen Rodney HMI

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## Information about the inspection

This inspection was conducted by Ofsted at the request of the registration authority for independent schools. It was carried out under section 99 of the Education and Skills Act 2008.<sup>1</sup>

## Context of the school

Park Community School is affiliated to the Chapel Street Community Schools Trust which is a national charity that sponsors academies and free schools. Chapel Street Community Schools Trust is underpinned by the Christian ethos. The by-line used by the Trust, 'Grace, Love, Fellowship' fully conveys its inclusive aim of 'creating schools where every child is known, valued and developed.'

Park Community School is one of the newest schools in the Trust and will be situated in temporary accommodation in Crown Lane in the London Borough of Merton. The proposed date for the school to open is September 2014. The school will eventually move to the confirmed permanent site at Tyndale House, Dorset Road, Merton which is about one mile from the current school site. Both sites are subject to refurbishment. Whereas the permanent site requires extensive renovation, the current site requires far less in terms of alterations and refitting.

Although the school has a Christian ethos, pupils will be recruited from all faith communities and minority ethnic backgrounds. The first cohort of up to 20 pupils, which will make up the Reception class, exemplifies the school's inclusive recruitment policy. Of the pupils entering in September, one pupil has special educational needs and/or disabilities and a second pupil is at the early stage of learning English as an additional language. The school plans to have a two form entry in every year group and will cater for pupils aged between four and 11 years old.

Initially, the proposed new school was planned for a different geographical location but attempts to find a suitable building were not successful. The Crown Lane building in Motspur Park was found at a much later date. The social and economic factors are similar to the previous local area.

The inspector scrutinised a range of documents, including policies and procedures, newsletters to parents and other booklets and the proposed plans for refurbishing the building. The lead inspector met with the Education Development Officer, the Executive Principal and the project manager. A tour of the site was undertaken with the Executive Principal.

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<sup>1</sup> [www.legislation.gov.uk/ukpga/2008/25/section/99](http://www.legislation.gov.uk/ukpga/2008/25/section/99)

## **Compliance with the regulations**

### **Spiritual, moral, social and cultural development of pupils**

The regulations for providing for pupils' spiritual, moral, social and cultural development are all likely to be met. A comprehensive policy outlines very clearly how the school will develop each aspect of this provision. Provision for pupils' spiritual, moral, social and cultural development is outlined through two main approaches, the planned curriculum and the 'Development Assets' programme. This is a renowned programme used by schools in the Chapel Street Community Schools Trust. The programme of work is focused on developing a wide range of skills in pupils to make them resilient and prepared for life. Plans show how the school intends to use a thematic approach to link citizenship, personal, social and education development programme with the Early Years learning goals. The school plans to work in partnership with parents to consider what children 'need to do to develop as unique individuals'. Staff have received training on using the Assets programme.

Each aspect is well planned. Links with local and national institutions are identified with good opportunities for pupils to experience different art forms and religious practices; take on responsibilities; learn about moral codes; appreciate their own culture and tolerate other cultures. Planned work for pupils to learn about British values, public institutions and the civil law are all provided; these are well integrated into policies and the proposed schemes of work seen.

### **Welfare, health and safety of pupils**

All regulations are likely to be met. A well-thought-out range of policies and procedures are in place. These include for example, safeguarding, health and safety, anti-bullying, behaviour, educational visits, fire safety, first aid and risk assessment. All documents show that senior leaders are aware of and understand the necessity of keeping up-to-date with legislative requirements and ensuring that planned work is fully implemented, monitored and reviewed regularly. For example, although the newly appointed staff have received the required child protection and fire safety training, further courses are planned for the autumn term 2014. The behaviour policy is detailed and clearly sets out the 'ladder of sanctions' for misbehaviour. The first aid policy is fit for purpose and sufficient staff are trained in first aid. A suitable electronic system for registering pupils is in place. There is due regard to the Equality Act (2010) in relation to meeting the specific characteristics of different groups. For example, there is good attention to meeting the needs of pupils with special educational needs, and the required three-year plan to improve access is in place.

A detailed risk register covers a broad range of headings, including compliance risks. Lines of responsibilities are outlined in each policy and the appendices provide useful additional information to increase the awareness of staff of potential risks when safeguarding pupils. The school has prepared a detailed list of potential risks when

taking pupils on educational visits. There is due regard for the Health and Safety Act 1974 and the Fire Regulatory Reform (Fire Safety) Order 2005. The fire risk assessment is completed but because refurbishment has not yet taken place, it has not been possible for the senior leaders to finalise all actions. A suitable action plan is therefore in place and includes outstanding work to be completed in September 2014 or immediately the refurbishment is completed, so that requirements are likely to be met.

### **Suitability of staff, supply staff, and proprietors**

The school meets all requirements in relation to the suitability of the proprietor and staff. All vetting procedures have been carried out. The single central record has been set up; it includes all the necessary information which can be tracked alongside the personal folders for each member of staff. The trustees have developed clear procedures for recruiting and appointing new members of staff. These procedures include good evidence that the trustees and senior staff are aware of checking that safeguarding requirements are kept under scrutiny. The Executive Principal is up-to-date with the safer recruitment training.

### **Premises of and accommodation at the school**

An attached email from the Education Funding Agency provides a brief account about the refurbishment of the site. Work was delayed because the funding was not released until 22 July 2014. The planned work is expected to take between three to four weeks and should be completed before the start of the new academic year. Contingency plans, agreed with the Education Funding Agency, are in place should there be a slight delay with the refurbishment. This includes home visits and stay-and-play sessions during the first week of opening in September 2014.

The proposed temporary site has a large hall which is currently used by the Salvation Army. The school's sponsor, Chapel Street, uses two of the temporary buildings for offices and meetings. The site includes a detached residential unit which will be cordoned off from the main hall. A community agent also uses one of the temporary buildings for an office. Both buildings are completely independent of the main school buildings.

The proposed scope of work has been submitted to the Department for Education and the Education Funding Agency. The large main hall will be used as the main learning area for children in the Reception class. The plan shows that hall will be suitably organised into sections to ensure appropriate arrangements for a range of planned activities such as a wet play area and carpeted teaching area. The plan also includes a designated area to install an appropriate ratio of toilets for the proposed number of pupils in the Reception class. Consideration has been given to providing a disabled water closet, office space, storage for resources, and a working area for staff. There is a suitable medical room. Water supplies, including regulated hot water and labelled drinking water, meet requirements. The refurbishment also plans to

ensure that the building is safe and secure for pupils. For example, an electronic gate with a code will be installed.

The size of the playground is ample for the age range and number of pupils in the Reception class. The playground is also included in the refurbishment.

### **Provision of information**

The provision is likely to meet all the regulations.

### **Manner in which complaints are to be handled**

The provision is likely to meet all the regulations.

## **Recommendation to the Department for Education**

### **Registration**

**YES. This school is likely to meet all regulations when it opens and is recommended for registration.**

Recommended number of day pupils: 420

Recommended number of boarders: 0

Recommended age range: 4–11 years

Recommended gender of pupils: mixed

Recommended type of special educational needs: N/A.