



*Making Social Care
Better for People*

inspection report

BOARDING SCHOOL

Ripon Cathedral Choir School

**Westcliffe Lane
Ripon
North Yorkshire
HG4 2LA**

Lead Inspector
David Martin

Key Announced Inspection
19th February 2007 09:30 am

The Commission for Social Care Inspection aims to:

- Put the people who use social care first
- Improve services and stamp out bad practice
- Be an expert voice on social care
- Practise what we preach in our own organisation

| Reader Information | |
|---------------------------|---|
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This is a report of an inspection to assess whether services are meeting the needs of people who use them. The legal basis for conducting inspections is the Care Standards Act 2000 and the relevant National Minimum Standards for this establishment are those for *Boarding Schools*. They can be found at www.dh.gov.uk or obtained from The Stationery Office (TSO) PO Box 29, St Crispins, Duke Street, Norwich, NR3 1GN. Tel: 0870 600 5522. Online ordering: www.tso.co.uk/bookshop

Every Child Matters, outlined the government's vision for children's services and formed the basis of the Children Act 2004. It provides a framework for inspection so that children's services should be judged on their contribution to the outcomes considered essential to wellbeing in childhood and later life.

Those outcomes are:

- Being healthy
- Staying safe
- Enjoying and achieving
- Making a contribution; and
- Achieving economic wellbeing.

In response, the Commission for Social Care Inspection has re-ordered the national minimum standards for children's services under the five outcomes, for reporting purposes. A further section has been created under 'Management' to cover those issues that will potentially impact on all the outcomes above.

Copies of *Every Child Matters* and *The Children Act 2004* are available from The Stationery Office as above.

SCHOOL INFORMATION

Name of school Ripon Cathedral Choir School

Address Westcliffe Lane
Ripon
North Yorkshire
HG4 2LA

Telephone number 01765 602134

Fax number

Email address

Provider Web address

**Name of Governing body,
Person or Authority
responsible for the
school** Mr R Pepys

Name of Head Mr R Pepys

Name of Head of Care

**Age range of boarding
pupils**

**Date of last welfare
inspection**

Brief Description of the School:

Ripon Cathedral Choir School is a preparatory school for boys and girls from the ages of 8 years to 13 years. The school has close links with the Cathedral and there are two Cathedral choirs drawn from the pupil population. The school is situated in a residential area of the city, a short distance from the Cathedral.

There are 64 pupils on roll with provision for half of them to board. The 16 boy choristers board full time. The boarding house is contained in the main building of the school and class rooms are situated at the rear and to the side of this building. Girls and boys dormitories are on separate floors. There are playing fields to the rear and pupils are able to take part in team sports representing their school in the county.

There is a strong musical tradition within the school and children play one or more instruments. Many of the pupils play in the school orchestra.

Fees for full boarding are £13050 per year.

SUMMARY

This is an overview of what the inspector found during the inspection.

The inspector telephoned the Head teacher at Ripon Cathedral Choir School to agree the date for inspection. A meeting was held before the inspection with the Head to plan times for the inspectors to meet with young people and talk with staff in the school.

The inspectors went to Ripon Cathedral Choir School on the morning of Monday 19th February 2007 and finished the inspection in the afternoon of 20th February 2007. During this time the inspectors:

- Met most of the boarders
- Spoke with the Head and Deputy Head
- Looked at some files and other records.
- Watched how young people and staff got on together.
- Met with the Chair of Governors
- Met with other staff with responsibility for boarding

As well as talking to people, the inspectors sent out questionnaires to ask students for their views on the school.

The inspector would like to thank everyone who took part in this inspection.

What the school does well:

- The school makes sure that the health care needs of boarders are met.
- The school makes sure that the boarders are safe and secure.
- Bullying is kept to a minimum and is dealt with promptly when it occurs.
- The boarder's views on school life are listened to and changes are made as a result.
- There are excellent policy and procedure files.
- Boarding life is well managed.
- Relationships between staff and children are very good.

Boarders said:

- 'When you are new to the school you are given another pupil to show you everything.'
- 'There is always somebody to go to and you get good care.'

What has improved since the last inspection?

- There have been further improvements to the décor.
- Additional furniture has been purchased
- A new common room has been created.

What they could do better:

The school works hard to bring about improvements and it has already identified things it would like to do better.

- The governors need to talk to the pupils more and find out their views directly.

Please contact the Head for advice of actions taken in response to this inspection.

The report of this inspection is available from enquiries@csci.gsi.gov.uk or by contacting your local CSCI office. The summary of this inspection report can be made available in other formats on request.

DETAILS OF INSPECTOR FINDINGS

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Being Healthy

Staying Safe

Enjoying and Achieving

Making a Positive Contribution

Achieving Economic Wellbeing

Management

Scoring of Outcomes

Recommended Actions identified during the inspection

Being Healthy

The intended outcomes for these standards are:

- Boarders' health is promoted. (NMS 6)
- Safeguarding and promoting boarders' health and welfare are supported by appropriate records. (NMS 7)
- Boarders' receive first aid and health care as necessary. (NMS 15)
- Boarders are adequately supervised and looked after when ill. (NMS 16)
- Boarders are supported in relation to any health or personal Problems. (NMS 17)
- Boarders receive good quality catering provision (NMS 24)
- Boarders have access to food and drinking water in addition to main meals. (NMS 25)
- Boarders are suitably accommodated when ill. (NMS 48)
- Boarders' clothing and bedding are adequately laundered. (NMS 49)

The Commission considers Standards 6 and 15 the key standards to be inspected.

JUDGEMENT – we looked at outcomes for the following standard(s):

6 & 15.

Quality in this outcome area is **good**.

This judgement has been made using available evidence including a visit to this service.

The school meets the boarders' health care needs.

EVIDENCE:

Children's health care needs are promoted by the school. There are health care records for each child and welfare plans are held on file. The school's medical officer confirmed that he has no cause to question the medical care given to the boarders by the house parents. All children are registered with the school doctor and have access to dentistry. Parents are always informed when their child is ill. There are good policies and procedures in place relating to the health care needs of children. Medicines are stored securely and are administered safely. The laundry works well. A varied 4-week menu is in place and the school is managing to provide a balanced diet.

Staying Safe

The intended outcomes for these standards are:

- Boarders are protected from bullying. (NMS 2)
- Boarders are protected from abuse. (NMS 3)
- Use of discipline with boarders is fair and appropriate. (NMS 4)
- Boarders' complaints are appropriately responded to. (NMS 5)
- The operation of any prefect system safeguards and promotes boarders' welfare (NMS 13)
- Boarders' welfare is protected in any appointment of educational guardians by the school. (NMS 22)
- Boarders are protected from the risk of fire. (NMS 26)
- The welfare of any children other than the school's pupils is safeguarded and promoted while accommodated by the school. (NMS 28)
- Boarders' safety and welfare are protected during high risk activities. (NMS 29)
- Boarders' personal privacy is respected. (NMS 37)
- There is vigorous selection and vetting of all staff and volunteers working with boarders. (NMS 38)
- Boarders are protected from unsupervised contact at school with adults who have not been subject to the school's complete recruitment checking procedures and there is supervision of all unchecked visitors to the boarding premises. (NMS 39)
- Boarders have their own accommodation, secure from public intrusion. (NMS 41)
- Boarders are protected from safety hazards. (NMS 47)

The Commission considers Standards 2, 3, 4, 5, 26, 37, 38, 39, 41 and 47 the key standards to be inspected.

JUDGEMENT – we looked at outcomes for the following standard(s):

2, 3, 4, 5, 26, 37, 38, 39 & 41.

Quality in this outcome area is **good**.

This judgement has been made using available evidence including a visit to this service.

The boarders are kept safe.

EVIDENCE:

There is little evidence of any ongoing serious bullying in the school. Any incidents are followed up promptly. In the main, the boarders said in their questionnaires and in conversation that they are not being bullied. The children have access to an independent listener.

There have been no recent child protection issues at the school. All staff have received an appropriate level of training in this area. There are child protection procedures in place. The deputy head is the designated person with responsibility for child protection and has completed training.

The governors are aware of the need to make sure child are safe.

There is a sanctions book which indicates that any disciplinary matters are dealt with promptly and proportionately.

There is a complaints book which provides evidence that complaints are dealt with quickly and that the school responds appropriately.

Fire safety precautions are in place and the various systems are tested in accordance with guidance issued by the Fire and Rescue Service. The fire risk assessment is up-to-date.

Recruitment checks are made on all staff including CRB, references, proof of identity and employment history.

The school grounds have been made as secure as possible.

Enjoying and Achieving

The intended outcomes for these standards are:

- Boarders have access to a range and choice of activities. (NMS 11)
- Boarders receive personal support from staff. (NMS 14)
- Boarders do not experience inappropriate discrimination. (NMS 18)
- Boarders' welfare is not compromised by unusual or onerous demands. (NMS 27)
- Boarders have satisfactory provision to study. (NMS 43)
- Boarders have access to a range of safe recreational areas. (NMS 46)

The Commission considers Standards 14 and 18 the key standards to be inspected.

JUDGEMENT – we looked at outcomes for the following standard(s):

14 & 18.

Quality in this outcome area is **good**.

This judgement has been made using available evidence including a visit to this service.

Children are supported to achieve educationally and socially to maximise their potential.

EVIDENCE:

The young people told the inspectors that there is a wide range of activities available through the week and at weekends. This includes tenpin bowling and trips to the cinema. The staff are very supportive of the children and have time to respond to them on an individual basis. Relationships between staff and boarders are excellent and built on mutual respect.

Each day is well structured and, for the choristers in particular, is very busy. This is acknowledged by the school and they are keen to make sure that each child does not become over tired. None of the boarders complained about the length of the school day.

The school is aware of issues of diversity and equality and none of the children are discriminated against.

Making a Positive Contribution

The intended outcomes for these standards are:

- Boarders are enabled to contribute to the operation of boarding in the school.(NMS 12)
- Boarders can maintain private contact with their parents and families.(NMS 19)
- New boarders are introduced to the school's procedures and operation, and are enabled to settle in.(NMS 21)
- Boarders have appropriate access to information and facilities outside the school.(NMS 30)
- There are sound relationships between staff and boarders.(NMS 36)

The Commission considers Standards 12 and 19 the key standards to be inspected.

JUDGEMENT – we looked at outcomes for the following standard(s):

12 & 19.

Quality in this outcome area is **good**.

This judgement has been made using available evidence including a visit to this service.

The school enables boarders to contribute their views.

EVIDENCE:

The school is good at listening to children. There is a boarders' forum every 3 weeks. There is a food committee and the Head's wife recently carried out a survey to find out the boarder's views and ideas for meals. There are notice boards around the school which are full and informative. Notices are read out after meals. Every new boarder is paired with another boarder to act as a guide and support.

The governors currently spend little time with the boarders and do not seek their views directly. It was agreed with the school that the governors could make themselves more accessible to the children.

Achieving Economic Wellbeing

The intended outcomes for these standards are:

- Boarders' possessions and money are protected. (NMS 20)
- Boarders are provided with satisfactory accommodation. (NMS 40)
- Boarders have satisfactory sleeping accommodation. (NMS 42)
- Boarders have adequate private toilet and washing facilities. (NMS 44)
- Boarders have satisfactory provision for changing by day. (NMS 45)
- Boarders can obtain personal requisites while accommodated at school. (NMS 50)
- The welfare of boarders placed in lodgings is safeguarded and promoted. (NMS 51)

The Commission considers Standard 51 the key standard to be inspected.

JUDGEMENT – we looked at outcomes for the following standard(s):

40 & 51.

Quality in this outcome area is **good**.

This judgement has been made using available evidence including a visit to this service.

The boarding accommodation is adequate but the school has a comprehensive development plan.

EVIDENCE:

The boarding accommodation is adequate and the school has an ongoing programme of refurbishment. There is an additional long-term 10-year plan for improvements to the boarding accommodation and school facilities. Showers and toilets are private.

Children are able to hand money to the secretary for safekeeping and there is a very good tuck system.

Standard 51 does not apply.

Management

The intended outcomes for these standards are:

- A suitable statement of the school's principles and practice should be available to parents, boarders and staff (NMS 1)
- There is clear leadership of boarding in the school. (NMS 8)
- Crises affecting boarders' welfare are effectively managed. (NMS 9)
- The school's organisation of boarding contributes to boarders' welfare. (NMS 10)
- Risk assessment and school record keeping contribute to boarders' welfare. (NMS 23)
- Boarders are adequately supervised by staff. (NMS 31)
- Staff exercise appropriate supervision of boarders leaving the school site. (NMS 32)
- Boarders are adequately supervised at night. (NMS 33)
- Boarders are looked after by staff with specific boarding duties, with adequate induction and continued training. (NMS 34)
- Boarders are looked after by staff following clear boarding policies and practice. (NMS 35)
- The welfare of boarders is safeguarded and promoted while accommodated away from the school site on short-term visits (NMS 52)

The Commission considers Standards 1, 23, 31 and 34 the key standards to be inspected.

JUDGEMENT – we looked at outcomes for the following standard(s):

1, 23, 31, & 34.

Quality in this outcome area is **good**.

This judgement has been made using available evidence including a visit to this service.

The school is well managed and boarding life is well organised.

EVIDENCE:

The school has a succinct statement of purpose. It is freely available to boarders and their parents. It is available in the prospectus and in the staff

handbook. Students understand the principles of the school and are aware of the rules. There is an impressive set of policy and procedures documents.

There are risk assessments in place for the premises and for all activities undertaken both within the school and on trips out. They are contained in an accessible file.

In general, boarders are well supervised. There is clear leadership from the deputy head on boarding life. Staff have clearly defined roles and understand their responsibilities in and around the school. There are clear lines of communication and the ongoing safety and welfare of boarders is paramount.

SCORING OF OUTCOMES

This page summarises the assessment of the extent to which the National Minimum Standards for Boarding Schools have been met and uses the following scale.

4 Standard Exceeded (Commendable) **3** Standard Met (No Shortfalls)
2 Standard Almost Met (Minor Shortfalls) **1** Standard Not Met (Major Shortfalls)

"X" in the standard met box denotes standard not assessed on this occasion

"N/A" in the standard met box denotes standard not applicable

| BEING HEALTHY | |
|----------------------|--------------|
| <i>Standard No</i> | <i>Score</i> |
| 6 | 3 |
| 7 | X |
| 15 | 3 |
| 16 | X |
| 17 | X |
| 24 | X |
| 25 | X |
| 48 | X |
| 49 | X |

| STAYING SAFE | |
|---------------------|--------------|
| <i>Standard No</i> | <i>Score</i> |
| 2 | 3 |
| 3 | 3 |
| 4 | 3 |
| 5 | 3 |
| 13 | X |
| 22 | X |
| 26 | 3 |
| 28 | X |
| 29 | X |
| 37 | 3 |
| 38 | 3 |
| 39 | 3 |
| 41 | 3 |
| 47 | X |

| ENJOYING AND ACHIEVING | |
|-------------------------------|--------------|
| <i>Standard No</i> | <i>Score</i> |
| 11 | X |
| 14 | 3 |
| 18 | 3 |
| 27 | X |
| 43 | X |
| 46 | X |

| MAKING A POSITIVE CONTRIBUTION | |
|---------------------------------------|--------------|
| <i>Standard No</i> | <i>Score</i> |
| 12 | 3 |
| 19 | 3 |
| 21 | X |
| 30 | X |
| 36 | X |

| ACHIEVING ECONOMIC WELLBEING | |
|-------------------------------------|--------------|
| <i>Standard No</i> | <i>Score</i> |
| 20 | X |
| 40 | 3 |
| 42 | X |
| 44 | X |
| 45 | X |
| 50 | X |
| 51 | N/A |

SCORING OF OUTCOMES

Continued

| MANAGEMENT | |
|--------------------|--------------|
| <i>Standard No</i> | <i>Score</i> |
| 1 | 3 |
| 8 | X |
| 9 | X |
| 10 | X |
| 23 | 3 |
| 31 | 3 |
| 32 | X |
| 33 | X |
| 34 | 3 |
| 35 | X |
| 52 | X |

Are there any outstanding recommendations from the last inspection? No

RECOMMENDED ACTIONS

This section sets out the actions that must be taken so that the proprietor meets the Children Act 1989, Inspection of Schools and Colleges Regulations 2002 and the National Minimum Standards.

| No. | Standard | Recommendation | Timescale for action (Serious welfare concerns only) |
|-----|----------|----------------|--|
| | | | |

Commission for Social Care Inspection

York Area Office

Unit 4

Triune Court

Monk's Cross

York

YO32 9GZ

National Enquiry Line:

Telephone: 0845 015 0120 or 0191 233 3323

Textphone: 0845 015 2255 or 0191 233 3588

Email: enquiries@csci.gsi.gov.uk

Web: www.csci.org.uk

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