

# LAKESIDE SCHOOL

## MONITORING VISIT

Date of Visit: 01.05.2019 – Spring Term - Visit 2 – visit delayed due to governor commitments prior to end of Spring Term.  
**Un-Announced Visit**

Copies to be sent to:

- 1) Head Teacher – Gareth Evans
- 2) Senior Manager – Barry Ryder
- 3) Acting Head of Care – Linda Howard
- 4) Acting Senior Residential Childcare worker – Amy Ryder
- 5) Chair of Governors – Diane Chamberlain

## Recommendations from Previous Report

Recommendations from previous report	Have recommendations been met	Plans in place to meet recommendations
<p>Managers will review the décor and set up a schedule of improvements/decoration.</p> <p>A review of all rooms has been conducted and it is felt that all need some attention even though in some cases it is minimal.</p> <p>The replacement of furniture is not high on the agenda at the moment but initially curtains/cushions are being considered.</p> <p>28.03.2018 Bathrooms and Showers - County have agreed some funding, final figure to be confirmed. Currently in consultation with HCC with regards to ideas and costing.</p> <p>14.05.2018 – Quotes for bathrooms and showers are being obtained.</p>	<p>This is an on-going programme of work</p>	<p>This is an ongoing programme of works.</p> <p>To date:- The focus of the décor is remaining personalised within the boys bedrooms, the boys are very positive about this and are taking pride in their own space. Most bedrooms have been painted.</p> <p>DH spoke to me about some art work that he is currently looking at being added to the bedroom doors in the main house. This would give the effect of a colourful front door for each boys' bedroom door. DH is currently putting together a proposal for this as it will be quite expensive.</p> <p>20.11.2017 – Quotes for art work should be received by the end of term.</p> <p>08.02.2018 – Vinyl Door Art for doors – alternative options are being considered due to costing of vinyls. When all options considered this work is due to</p>

		<p>be complete by end of summer term 2018. The feature wall displaying the reward scheme is to be repainted again by the end of summer term 2018.</p> <p>28.03.2018 Boarding house meeting will include constructing a brief for the plaque requirements during the first week of summer term and this will be MD taking the lead.</p> <p>14.05.2018 The brief has now been discussed with pupils and themes agreed. Work experience students have prepared mood boards and are now preparing work for themes. The college had a recent support and challenge visit from OFSTED and the Inspector discussed the mood boards and work experience brief with the students.</p> <p>17.07.2018 The work themes for the doors have been created and passed to the school for client feedback and selection of which designs are preferred. The door plaques will then be created in the Autumn term.</p> <p>01.10.2018 Protoypes to be return to College with feedback forms and plaques to be made by students. A timescale of stages to be prepared by</p>
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		<p>the college.</p> <p>The gardens are to be improved including flower bed, vegetable patch and planting but this will take account of summer holidays to ensure planting is safe until school returns in September 2018.</p> <p>01.10.2018 Horizons re-opened last week with three boarders. Pupils will consider the use of the garden to meet their needs. Staff member MDa will take the lead on this.</p> <p>The Horizons staff office requires equipment for storage, managers will negotiate this.</p> <p>01.10.2018 This has now been resolved.</p> <p>The quotes and negotiations around costs to refurbish bathrooms have been discussed further and it is agreed that one bathroom will be upgraded initially and the cost split 50/50 between the school and county. Works to start summer break.</p> <p>01.10.2018 Quotes received from HCC</p>
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		<p>Property Services are very expensive and a meeting is scheduled with Carol Davies in January 2019. Governors recognise the extreme frustration that the staff have. Governors would welcome an update from HCC Property Services.</p> <p>11.01.2019 Meeting cancelled by HCC Property Services regarding shower and bathrooms, followed up by LS, date TBC.</p> <p>All paint donated by local business man to emulsion and gloss the whole house. Work to start Easter Break.</p> <p>New blackout curtains have been put up in the new house bedrooms and new curtains for the main lounge.</p> <p>Little lounge an additional dining table has been added for more intimate setting of 4/5. This has developed good conversational skills.</p> <p>A wish list has been compiled and pending budget approval this may lead to the following items being upgraded:- Bedding, towels, mattresses, curtains,</p>
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		<p>printer/computers, bedroom fans, night lamps, new carpet, commercial microwave and pictures for walls. 01.05.2019 Wish list items awaiting budget approval.</p>
<p>To create an annual national minimum standards compliance check that can be made available to the governing body.</p>	<p>Ongoing</p>	<p>25.9.17 – DH was able to show me a compliance record that he is currently working on. This document is recording the compliance with each of the NMS and is very comprehensive. DH hopes to have this completed by the Oct half term 2017.</p> <p>20.11.2017 – This is a fantastic piece of work with a lot of input an effort. We have agreed to review half termly. We have agreed that you will introduce a tracker document to record progressed and that you will also map back to the SIP and the SEF where relevant.</p> <p>08.02.2018 – We agreed to review this piece of work at the next visit, this was very useful at the last inspection and agreed that it is a working document. We will circulate it ready for the Governors meeting following the first spring term visit.</p> <p>28.03.2018 I have seen the latest NMS audit and checklist tool. DH will forward</p>

		<p>this to JS Clerk to Governors and RAG rate each criteria.</p> <p>14.05.2018 DH is regularly reviewing this.</p> <p>17.07.2018 DH is regularly reviewing this.</p> <p>01.10.2018 DH is regularly reviewing this.</p> <p>11.01.2019 DH to provide KH with a hard copy and add to portal for all Governors to access and raise awareness of SCCIF (Social Care Common Inspection Framework).</p> <p>01.05.2019 Folder has been updated, LH to email KHa a copy, KHa then to select some sections for further scrutiny at following meetings and identify the benefits of doing so.</p>
GDPR regulations	To ensure that boarding data is captured in the school policy for GDPR regulations.	<p>01.10.2018 DHe to discuss with DBI</p> <p>11.01.2019 Covered via whole process and policies. The residential office has been issued with a secure waste bin and all staff have completed GDPR on line training.</p>

**SECTION A**

MEETINGS (IF ANY) WITH PUPILS RESIDING IN THE ACCOMMODATION, STAFF WORKING AT THE HOUSE, HOC etc,

This is my fourth visit, visit 2 of the Spring Term. I have had a superb dinner this evening with the boys prior to them going onto the swimming.

I spent time with Amy who shared the self esteem folder created for individual pupils. The folder contains lots of interaction activities and discussion evidence.

DESIGNATION	CHILDREN		STAFF	
<b>Number</b>	<b>18</b>	<p>Yr 7 x 11                      Yr 8's x 0                      Yr 9's x 5                      Yr 10's x 2                      Yr 11's x 0</p> <p>Horizons x 3 of the above students.</p>	<p><b>9 (plus 2 staff member as night cover)</b></p> <p><b>Staff listing:-</b>  <b>Mike Davies</b>  <b>Linda Howard</b>  <b>Sjoerd Wartena</b>  <b>Adam Christie</b>  <b>Karen Scott (night)</b>  <b>Lauren Tippen (night)</b>  <b>Amy Ryder (Acting Senior)</b>  <b>Kerri Why</b></p>	<p>01.10.2018 Numbers of pupils are still fluid as there is some pupils doing tasters and transitions programmes.</p> <p>01.05.2019 There have been a number of staff changes and pupil changes, the house is manages these changes with no adverse effects on staff or pupils.</p>



## **Outline of visit and particular areas covered:**

We have discussed the following as per the previous report and embedded items hi-lighted in this report:-

Ofsted ready always remains a focus.

Sample files available to meet our action plan of file scrutiny.

A sample of three good news stories to share. A calm box will be introduced, involving the boys input, the introduction of the self esteem folders and their positive focus and the buddy scheme for staff which includes shadowing each other and understanding each other roles and responsibilities. Any gaps in work to completed will therefore be covered.

Plus three examples to monitor to the end of the academic year that shows progress travelled around behaviour management, independence and self-esteem building. LS working on independent cooking skills, JP working on behaviour management and MT for self-esteem building. – This links to the introduction of the self esteem folder.

A sample of safeguarding cases that demonstrates how we have responded to safeguarding concerns – 0 case currently being monitored.

**SECTION B****(1) GENERAL INSPECTION OF PREMISES INCLUDING CLEANLINESS, TIDINESS, FURNISHINGS, DÉCOR, EQUIPMENT ETC.**

	Checked	Satisfactory	Minor Shortfall	Major Shortfall	Comments	Agreed Action	Timescale
Halls, Stairways, Corridors	✓	✓			OFSTED area for improvement:- 'The residential areas can be improved but they are good but don't let it stay with no improvements' underway.	Managers will continue to review the décor and set up a schedule of improvements/decoration.  17.07.2018 reward wall going well and kept for the next academic year. 2 x pupils achieved 30 tokens and with this they were able to book their trip out.  01.10.2018 The monopoly themed reward wall popular. and is still in use, the pupils like the freedom as to how they spend their tokens.  11.01.2019 Please see recommendations.	Ongoing – please see recommend for action history and actions taken to date.

Bedrooms	✓	✓			<p>All bedrooms/dining rooms in the main house require decorating.</p> <p>Lounges are currently ok.</p>	<p>01.10.2018 – A painting programmes is to be agreed internally.</p> <p>11.01.2019 Please see recommendations.</p> <p>01.05.2019 The wish list awaits budget approval and door plaques from Totton College to be finalised.</p>	Summer 2019
Dining Rooms	✓	✓				11.01.2019 Please see recommendations.	
Lounges	✓	✓				11.01.2019 Please see recommendations.	



					<p>instate a formal session with the Maths teacher, ideally once a week.</p>	<p>attend this session. DH to coordinate with AP to track improvements made.</p> <p>Introduction of new literacy programme 'Nessie' pitched at ability and increasing reading skills. The programme targets differentiation KY and LA The levels of reading are recorded and scrutinised by LA to look for indicators of improvement.</p> <p>01.05.2019 'Nessie' wasn't successful and they have now switched to other methods e.g. Wordsearch.</p>	
Kitchen	✓	✓			<p>The menu remains varied and we continue to use Fair Share.</p>	<p>01.10.2018 We are due to feedback our preferences.</p> <p>11.01.2019 Please see recommendations.</p> <p>01.05.2019 Dinner this evening was the Fairshare</p>	Easter Half term

						produce and was very nice.	
Games rooms	✓	✓			The pupils will use this for mainly computer games. An equipment upgraded has been added to the wish list.	11.01.2019 Please see recommendations.  01.05.2019 The wish list is awaiting budget approval.	Easter Half term

**(2) INSPECTION OF THE HOME'S RECORDS.**

	Checked	Satisfactory	Minor Shortfall	Major Shortfall	Comments	Agreed Action	Timescale
Daily journal –e.g. who is on duty, who is on call, time checks and fire drills.	✓	✓			Daily journals are up to date. The fire drills are scheduled to take place before half term to ensure we capture as many pupils involvement as possible.	Fire drill 24.01.2019 included a scenario of blocked door, evacuation within 45 seconds 14 people.  Last fire drill 24.04.2019 AM evacuation successful.  30.04.2019 Real evacuation from Horizons due to	Spring term 2

						cooking heat.	
Pocket money records	✓	✓			HCC have withdrawn the pocket money enhancement. Families now have to provide additional spends. We will however support Life Skills e.g. haircuts if needed.	There is only one student in receipt of pocket money. Following this this will cease.	Complete
Record of Complaints/ Grumbles and gripes	✓	✓			There have been no complaints/grumbles.	We will continue to monitor as per OFSTED's requirements.  Last Advocate visit 20.03.2019	Complete
Medication Administration records & practice. First aid	✓	✓			Stringent checks remain in place and medication is reviewed and monitored closely. There continues to be more communication with home/carers to ensure medication sent into school is as is needed for that half term or if transitioning.	Ring fenced time remains in place for checking medication so staff are not disturbed.  01.05.2019 The ring fenced times remains in place. Main dispensers are LH and AR.	On going

Record of sanctions used	✓	✓			The sanctions reports are completed within 24 hours of the incident.	25.09.18 one major incident recorded.  11.01.2019 No further major incidents recorded since 25.09.18.  01.05.2019 No major incidents to report.	To review record at next visit.
Use of Restraint (Additional Measures of Control)	✓	✓			01.10.2018 There have been no HFS (hold for safety) since the last visit. 11.01.2019 2 HFS with JS 15.11.2018 and 10.01.2019 being managed.  01.05.2019 1HFS with SBS.	No action required	To view the Physical intervention book at each visit.



<p>Pupil placement plans, risk assessments, Blue folder</p>	<p>✓</p>	<p>✓</p>			<p>01.10.2018 These are checked each half term with a feedback sheets created.</p> <p>11.01.2019 Following Ofsted recommendation for improvement.</p>	<p>LH to review safety plan and format to capture more descriptive detail.</p> <p>01.05.2019 LH continues to monitor this.</p>	<p>To have x 3 files available for scrutiny for each visit.</p>
<p>Pupil diaries, rewards, activities, menu's, accident, injury, illness</p>	<p>✓</p>	<p>✓</p>			<p>01.10.2018 There have been no issues since the start of term.</p> <p>11.01.2019 The boarders have requested a Boarders Council to mirror the School Council LH to take the lead on setting this up.</p> <p>There have been no accidents or injuries.</p> <p>01.05.2019 There have been no incidents, injuries but one pupil had a long term absence due to mental health deterioration. This is being supported during a phased return to school and residential.</p>	<p>LH to give update at next visit.</p> <p>Spring Term Activities planned –  Rock Up – climbing centre.  Swimming for all.  Calshot Activity centre.  Possible RNLI visit.  Crazy Golf being explored (Bournemouth/Lymington).  Plans for residential trip.</p>	<p>To have x 3 files available for scrutiny for next visit</p>

Staff minutes, rota's, training	✓	✓			<p>01.10.2018 Weekly Monday meetings continue.</p> <p>Training in Safeguarding, Educare and Prevent training, update in KCSIE for all staff.</p> <p>Medication training completed on 17.09.2018 for 6 staff, including night waking staff.</p> <p>Residential staff have completed L2 Cert in Mental Health Awareness.</p> <p>Linda is delivering to 7 staff in school (new LSA and some completing from previous LSA's) via Peter Symonds College (as an Assessor) <i>IQA/QA qualified</i>. This is funded by the Government therefore no cost to the school.</p> <p>AR is the Careers transition/Futures Champion so boys will get the opportunity to explore progressing to careers.</p>	<p>Night staff type the minutes up so that they are aware of content.</p> <p>To update training logs in each file.</p> <p>6 staff have completed.</p> <p>6 staff have now progress onto second book and 1 staff onto third book.</p>	<p>To review x 3 staff supervision files at next visits.</p> <p>LHo to monitor staff files.</p>
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				<p>This in line with the government Careers Guidance agenda and will feed into the Gatsby Benchmarking requirements for all schools.</p> <p>01.11.2019 x 5 staff completed medication training Sept. 18. X 2 staff have completed Safer Recruitment e-learning Feb 2019.</p> <p>DH met with Hants Apps team and BCOT Apps providers ref L3 and L5.</p> <p>X 1 x FAW refresher. Deliver of Teach by AC to train x 3 staff. Planned for March 11<sup>th</sup>. LH to complete DSL training.</p> <p>01.05.2019 LH to complete DSL and FAW training, previous date not suitable.</p> <p>VRQ's for 4 staff are progressing well including medication, nutrition and challenging behaviour, a further 2 staff and</p>		
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					to enrol on the VRQ.  AR and AC have visited Sparsholt college with x 1 yr9 and yr10 to explore career options.		
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### **SECTION C**

#### **OVERALL SUMMARY OF VISIT INCLUDING COMMENT ON THE CONDUCT OF THE BOARDING HOUSE AND ANY SPECIFIC PROBLEMS IDENTIFIED:**

Following DH departure LH has been appointed as Acting Head of Head of Care until the end of summer term. This will be reviewed before the end of the summer term to find a more permanent arrangement.

#### **OVERALL RECOMMENDATIONS (IF ANY):**

There has been a significant amount of change since my last report and the house remains supportive and well run. I would like to ensure that the SLT remain as supportive and listen to new ideas that may present.

#### **Scrutiny of documents and files**

<b>Type</b>	<b>When</b>	<b>Completed and comments</b>
<b>X 3 Daily logs of events</b>	<b>Autumn 2018 Spring 2019 and Summer 2019</b>	<b>Autumn and spring checks</b>
<b>X 3 Pocket money records</b>	<b>Autumn 2018 Spring 2019</b>	<b>Autumn and spring checks</b>
<b>X 3 Medical admin records and practice</b>	<b>Autumn 2018 Spring 2019 and Summer 2019</b>	<b>Autumn and spring checks</b>
<b>Use of restraints log</b>	<b>Autumn 2018 Spring 2019 and Summer 2019</b>	<b>Autumn and spring checks</b>
<b>X 3 Pupil Placement plans and risk assessments, blue folder</b>	<b>Autumn 2018 Spring 2019 and Summer 2019</b>	<b>Autumn and spring checks</b>

X 3 Pupil diaries, rewards and activities	Autumn 2018 Spring 2019 and Summer 2019	Autumn and spring checks
X 3 staff files to check safeguarding awareness, any concerns and supervision log	Spring and Summer 2019	

Safeguarding issues raised.	As required.	01.11.2018 Currently x 1 Child Protection case being worked on. DH deliver PREVENT Training to whole school staff. 01.05.2019 There are no safeguarding issues raised.
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The next visit will take place in Summer term following May half term.



Signed: .....

Name: Kirsty Hayes .....

Date: 01.05.2019