



**ISI** Independent  
Schools  
Inspectorate

## **Report for a Progress Monitoring Visit**

**Apex Primary School**

**January 2020**



## School's details

<b>School</b>	Apex Primary School			
<b>DfE number</b>	317/6077			
<b>Registered charity number</b>	1116216			
<b>Address</b>	Apex Primary School 60-62 Argyle Road Ilford Essex IG1 3BG			
<b>Telephone number</b>	0208 554 1208			
<b>Email address</b>	contact@apexprimary.co.uk			
<b>Headteacher</b>	Ms Meherun Hamid			
<b>Chair of trustees</b>	Mr Imtiaz Ahmed			
<b>Age range</b>	3 to 11			
<b>Number of pupils on roll</b>	112			
	<b>EYFS</b>	39	<b>Years 1 and 2</b>	26
	<b>Years 3 to 6</b>	47		
<b>Date of visit</b>	16 January 2020			

## 1. Introduction

### Characteristics of the school

- 1.1 Apex Primary School is a co-educational independent Islamic day school for pupils aged between three and eleven years. The school is governed by the Apex Trust, a registered charity led by the chair of trustees and supported by five other trustees. The school has identified four pupils as having special educational needs and/or disabilities, including learning and communication difficulties, of whom two have additional specialist help. No pupil in the school has an education, health and care plan. English is an additional language for three pupils; none require specialist help. The school's previous inspection was a regulatory compliance inspection in June 2019.

### Purpose of the visit

- 1.2 This was an unannounced progress monitoring visit at the request of the Department for Education (DfE) to check that the school has fully implemented the action plan submitted following the regulatory compliance inspection on 19 to 20 June 2019.

Regulations which were the focus of the visit	Team judgements
Part 3, paragraph 7 (safeguarding); EYFS 3.9 and 3.10	Met
Part 3, paragraph 12 (fire); EYFS 3.55	Met
Part 3, paragraph 15 (admission and attendance); EYFS 3.27	Met
Part 4, paragraph 18 (suitability of staff, supply staff and governors); EYFS 3.9 and 3.10	Met
Part 4, paragraph 21 (single central register of appointments)	Met
Part 6, paragraph 32(1)(c) (provision of information)	Met
Part 8, paragraph 34 (leadership and management)	Met

## 2. Inspection findings

### **Welfare, health and safety of pupils – safeguarding [ISSR Part 3, paragraph 7; EYFS 3.9, 3.10]**

#### **Safeguarding policy**

- 2.1 The school meets the requirements.
- 2.2 The school has an appropriate policy for safeguarding which provides suitable arrangements to safeguard and promote the welfare of pupils at the school.

#### **Safeguarding implementation**

- 2.3 The school meets the standard and the requirements.
- 2.4 Safeguarding is correctly managed, and procedures are regularly reviewed, including an annual review by the trustees. The designated safeguarding lead works closely with the nominated trustee with responsibility for safeguarding. The school's safeguarding team liaises effectively with local safeguarding partners. All members of staff and governors, including those with designated responsibility for safeguarding have appropriate levels of safeguarding training, attend regular update training and have a clear understanding of safeguarding and their responsibilities. School leaders and key staff have also undertaken safer recruitment training. Since the previous inspection the school has strengthened its recruitment procedures ensuring that all the required pre-employment checks are carried out, including checks against those prohibited from teaching and management, checks against the barred list, references and verification of employment history. Governors ensure that those with specific responsibility for safeguarding are given sufficient time and resources to carry out their roles effectively. Suitable arrangements are implemented for the induction of new staff, which includes training in safeguarding. The most recent staff training shows that there was an appropriate focus on the most recent update of Keeping Children Safe in Education.
- 2.5 A suitable code of conduct is implemented effectively and understood by all staff and includes advice on e-safety and the appropriate use of social media. During interview, staff reported that they feel confident with the school's whistleblowing procedures and that they would feel happy to make any referral directly to children's social services should the need arise. During interview, pupils stated that they feel safe in the school and that they feel they could always speak to members of staff if they have any concerns or worries.

### **Welfare, health and safety of pupils – fire safety [ISSR Part 3, paragraph 12; EYFS 3.55]**

- 2.6 The school meets the standard and the requirements.
- 2.7 The school ensures that there are effective procedures in place to ensure the safety of pupils with regard to hazards of fire. Fire safety arrangements are appropriate and there is a suitable system of ensuring that all fire equipment is suitably maintained. Fire drills are carried out regularly and pupils know what to do in the event of a fire. The school carries out regular fire risk assessments. Following such assessments, a suitable action plan is put in place that ensures that the school responds promptly to any recommendations. The plan shows suitable timescales and effective oversight by the school's trustees of any recommendations and the associated action taken.

**Welfare, health and safety of pupils – admission and attendance registers [ISSR Part 3, paragraph 15; EYFS 3.27]**

- 2.8 The school meets the standard and the requirements.
- 2.9 The school's register of admission contains all the required information including any names of the pupils' previous schools and destination schools. The school ensures that there are suitable procedures in place to inform the local authority when it is not possible to obtain specific information of destination schools or when the parents have stated that a pupil will be educated at home. The school suitably records the names and addresses of every person known to the school to be a parent of a pupil and indicates the name of the parent with whom the child resides.

**Suitability of staff, supply staff and proprietors [ISSR Part 4, paragraphs 18–21; EYFS 3.9, 3.10]**

- 2.10 The school meets the standards and the requirements.
- 2.11 The school ensures that all required pre-employment checks are carried out including overseas checks, when required, and checks on medical fitness.

**Provision of information [ISSR Part 6, paragraph 32]**

- 2.12 The school meets the standard.
- 2.13 The school meets the requirements for providing information relating to safeguarding to parents. Particulars of the arrangements for safeguarding are published on the school's website.

**Quality of leadership and management [ISSR Part 8, paragraph 34]**

- 2.14 The school meets the standard.
- 2.15 School leaders and managers demonstrate good skills and knowledge appropriate to their roles. They fulfil their responsibilities to meet the independent school standards effectively and they actively promote the well-being of the pupils.

### **3. Regulatory action points**

- 3.1 For the regulations which were the focus of this visit, the school meets all of the requirements of the Education (Independent School Standards) Regulations 2014 and requirements of the Early Years Statutory Framework, and no further action is required as a result of this visit.

## **4. Summary of evidence**

- 4.1 The inspectors held discussions with the head and other members of staff and met with the chair of trustees. They visited different areas of the school and talked with groups of pupils. They scrutinised a range of documentation, records and policies.