

Quality Mark Report

Quality Recognition Meeting took place on 18th June 2019, attended by the following scrutineers:

Matthew Sims, Luton Virtual School headteacher – Educational Expert

Pascale Vassie, NRCSE Executive Director – Governance Expert

Observational visits performed on 31 March and 16 June 2019 by:

Ertanch Hidayettin, Quality Development Consultant, NRCSE

Name of Supplementary School:

Luton Tamil Kalvi Koodam School

Membership No.:

NRC1620

Introduction

Luton Tamil Kalvi Koodam has been running Tamil language classes for children for around 10 years. Excellent, qualified Tamil teachers who teach children from reception to A Level. The school also offer Fine Arts classes taught by fully qualified teachers such as Bharathnatyam, Carnatik music (vocal) and a wide range of instruments, including keyboard, violin and miruthangam, and support students fully if they wish to take examinations up to post diploma level.

Tamil Kalvi Koodam (Tamil School) runs every Sunday from 8:30am to 2:00pm (excluding half terms and holidays). Pupils are divided into groups according to abilities and grades and there is also the facility for one-to-one support to embrace and encourage those arriving with little or no home exposure to the Tamil language.

Key recommendations from observation and recognition meeting

You have good policies and procedures in place, next step is to prepare a Parent/Carer welcome booklet that contains all the information you are asking parents/carers to agree to so that they retain this information.

The curriculum provided by TEDC is clearly followed and their grading system used to determine progression; it would be good to see more evidence as to how teachers are assessing and supporting individual children during the class.

Please list any outstanding achievements:

- The school clearly values children's achievements and the testimony from your ex-pupil demonstrated very well how important the provision is in building young people's confidence and sense of identity, and how crucial that is in enabling young people to achieve their full potential as adults.
- Staff policies and procedures are well designed and followed. The opportunities to training and refresh practice are taken by all staff and your portfolio evidenced an excellent team working to ensure the school's continued success and growth.
- Safeguarding is taken seriously at every level from staff recruitment to observation, training and risk assessment.

Detail of findings overall from observation and recognition meeting

1. Create an effective learning environment

Teaching team meet regularly and there is an annual meeting of parents and an annual meeting of all those involved in the school as well as awards, prayers and trophies for staff. The school strives to encourage gender equality with measures to raise the achievement of boys since they are nationally falling well behind girls. The Lewsey Centre, where classes take place, has light rooms, appropriately furnished. Adult/child ratios are good. Meditation classes for adults.

2. Teach effectively

Teachers have a scheme of work, lesson plans and record sheets. The majority are qualified language teachers and all attend annual teacher training with Tamil Educational Development Council, UK using the curriculum provided and preparing pupils for annual TEDC Tamil examinations. A former pupil attended the recognition meeting and testified to the sense of learning and culture, building of confidence and identity he gained from attending the school. Fine arts and language are provided in a complementary way, children were seen to be enthusiastic and eager to learn. This year 1 pupil achieved A level and 3 achieved 'O' level/IGCSE.

3. Record progress and achievement

Basic records of pupil achievement are kept and exercise books show work marked weekly. TEDC annual exams are used for all age groups and children progress according to the grades received. Termly reports to parents are prepared.

4. Choose the right resources

TEDC text books for each level are provided for each child. Past papers are also used to support children in their exam preparation. Annual awards event includes performances in fine arts which pupils prepare throughout the year.

5. Plan and develop your organisation

There is a management committee that meets regularly and an annual meeting for all those involved in the school as well as an annual celebration. Parents are involved in the good management of the premises and organising festivals.

6. Select and support staff and volunteers - Advanced

There is a good staff & volunteer policy in place. The headteacher has regular weekly meeting with teachers to co-ordinate teaching and learning, safeguarding and curriculum development. Teachers have certificates showing the teacher training they attend and there is an excellent Teacher Profile Form including references which was shown for 8 staff. Detailed recruitment and induction records are kept and there is system of peer observation in place.

7. Make sure children are safe

A code of behaviour for students is in place and a staff & volunteer code of conduct is signed by each staff member. A parent/carer agreement is in place, although currently this is handed back when signed, a welcome booklet that is retained by parents would be useful. Detailed Child Protection policy and procedures carefully linked to the Luton Council S11 framework are in place. Off-site procedures are appropriate and evidently used.

8. Manage finances

Financial rules are clear. Termly accounts are maintained and a budget is in place and used to ask for sponsorship. Costs are within the income achieved.