



FULL INSPECTION REPORT FOR THE INSTITUTE OF ST ANSELM

UKVI LICENCE No: HNUPBNTA6

Inspection relating to the educational oversight of private further education colleges on behalf of the Home Office's division of United Kingdom Visas and Immigration - UKVI

The overall inspection findings for this college

UKVI Standards for

courses and qualifications are	MET
teaching, learning and assessment are	MET
the cultural and moral development of students are	MET
welfare, health and safety are	MET
the effectiveness and suitability of staff are	MET
financial sustainability, leadership and governance are	MET
premises and accommodation are	MET
information and complaints are	MET

Compliance with UKVI Standards

The college meets all the UKVI Standards

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INTRODUCTION

Purpose and scope of the inspection

The School Inspection Service (SIS) is an approved educational oversight body authorised by the UK Visas and Immigration (UKVI) section of the Home Office to inspect privately funded further education colleges in England, with a Steiner, Montessori or Eurythmy basis or background, or with a clear religious purpose. Inspection by SIS is designed to assess the college's compliance with the SIS College Standards. The Standards cover the quality of education and welfare provided to all students, including those from overseas who are sponsored by the college for Tier 4 visas, and, where applicable, those under eighteen and vulnerable adults. On-site student accommodation, where provided, is assessed for compliance with the Standards but is not subject to a full boarding inspection. Inspection provides objective and reliable reports on the extent to which colleges meet the Standards. By placing reports in the public domain, the information they contain is available to students, the UKVI, and the wider community.

Inspection takes account of the context of each individual college, and of how it evaluates its own performance and demonstrates its success. It helps colleges, their staff and trustees to recognise and build on their strengths and to identify and remedy their weaknesses in relation to compliance.

The inspection also takes account of the college's financial performance over the last two years for new providers and since the last inspection for established providers. Based on this evidence an assessment is made of the college's financial sustainability over the next four-year period. This work is done by a qualified accountant on the basis of information provided by the college. Prospective students, their parents and agents should make their own enquiries into the financial viability of institutions before accepting a place.

Characteristics of the college

The Institute of St Anselm was founded in 1984 and is an international residential centre for training in leadership and the spiritual, personal and relational development of lay Christians, priests and members of religious communities. The students come from Roman Catholic communities all over the world. The Institute is located in a former hotel in the coastal town of Cliftonville, Kent. It offers a diploma course and shorter certificated courses validated by NCFE to full-time students. All courses are designed to support personal and spiritual development through self-discovery. The Institute can accommodate up to 50 adult students. Student numbers fluctuate throughout the year depending on the courses in session. Currently there are 36 students in residence. The Institute is owned by the Trustees of the Institute of St Anselm of which the Founder and Principal is a member.

SECTION A: Main Findings and Actions Required

Main findings

The Institute of St Anselm is well led, financially stable and managed responsibly. It provides courses which are in line in with its ethos and meet UKVI requirements. The tutorial staff is highly qualified; teaching is effective and students make good progress. The multicultural nature of the student body affords excellent opportunities for developing mutual understanding and respect. All students are resident and their interactions with their peers and staff form an integral part of the learning experience supporting their spiritual journey. The Institute cares for them well. An expert administrator provides effective support through the visa application process for those who need it. There are effective procedures for ensuring students' health and safety. The premises and accommodation are well suited to the Institute's educational purpose and are clean and well-maintained. Students are given accurate information and know how to make a complaint if necessary.

Overall Main Finding	Compliance	Outcome for the College
The college meets UKVI requirements.	It meets all the Standards.	It will receive an interim inspection check in one year and a further full inspection in four years

Actions Required

- No action is required

SECTION B: Detailed evaluation of the standards

Standards for courses and qualifications

The Standards for courses and qualifications are met. Certificate courses range between three to six months in length and the Diploma course runs over a year, with two different starting points. All courses are full-time and lead to qualifications which are validated by an appropriate external validating body, NCFE. They are fully compatible with the declared aims and ethos of the Institute. The courses are progressively focused on developing students' personal and spiritual growth, as well as helping them to acquire the leadership skills needed for pastoral roles in the Roman Catholic Church. All courses are planned in appropriate detail and receive regular review by the senior leadership team and the external validating body. Students confirm that they find the courses appropriately challenging. Staff at St Anselm's take care that all students are enrolled on suitable courses. The courses taken by Tier 4 students all lead to qualifications which meet the definition of an approved qualification for UKVI purposes. The most recent statistics provided show that all Tier 4 students complete their courses, obtain the appropriate qualification and return to their religious communities who sponsor them. All Tier 4 students demonstrate an appropriate level of English, confirmed by the quality of discussions and their written assignments. Suitable specialist language support is made available when necessary to help individual students. An induction course is provided on arrival and students praise its quality.

Standards for teaching, learning and assessment

The Standards for teaching, learning and assessment are met. The tutorial staff and visiting lecturers are all highly qualified, knowledgeable and skilled professionals. Course and lesson plans are detailed and progressive. Teaching is confident and effective in enabling all students to deepen their self-awareness and acquire skills which they can use for their own personal growth and apply in practical situations such as conflict resolution. The students report that their personal and spiritual growth throughout the course helps them develop more effective skills for leadership when returning to their own congregations or missions. The courses contain extensive opportunities for self-analysis and discussion. Practical tasks are well-judged to support the college's aims. Working in small groups or 'communities', the students have ample opportunity to be in leadership and participant roles and to assess one another's performance, even in the simple everyday tasks of communal living. Assessment is a combination of on-going self and peer assessment, together with an important weekly fifty-minute 'one to one' session with the supervisor to evaluate progress and set the focus for deeper study. Diploma students are working towards a final seminar presentation in personal growth which is presented in an open forum at the end of the course. Portfolios from past students indicate that they derive much benefit from this course.

Standards for cultural and moral development of students

The Standards for cultural and moral development are met. The students come from a range of cultural traditions and value highly the diversity of the student population and the opportunities it gives for experiencing at first hand the cultures of others and appreciating and understanding them as an aid to their own personal growth. They acknowledge that the experience has brought deeper understanding, greater spiritual and emotional awareness and developed maturity in handling and improving relationships with others. The residential environment supports this progress. As the students come from religious orders they have a strong moral compass and a clear understanding of the importance of a legal framework to support society. Building a harmonious community is at the heart of St Anselm's and this is enacted in students' daily lives and interactions. The Institute vets all students carefully prior to admission and is alert to the dangers of extremist views but should strengthen awareness by ensuring that all staff complete the online Prevent training.

Standards for welfare, health and safety

The Standards for welfare, health and safety are met. The Institute has clear policies and procedures for the management of students' welfare, health and safety. Risks are assessed appropriately. Regular checks by independent specialist companies provide reassurance to senior leaders and trustees that all matters relating to welfare, health and safety are in good order. Fire drills are held regularly; equipment and lighting are tested, and records are suitably maintained. Students praise the quality of care and support from the staff. The pastoral care provided reflects the Institute's ethos and aims and is underpinned by all staff, both academic and ancillary, having a clear view of their own responsibilities through suitably detailed job descriptions. Procedures for recording students' attendance and admissions are appropriate and meet the Standard. Clear follow up procedures ensure that the college is able to monitor the attendance of all students, including those on Tier 4 visas, throughout their time at St Anselm's.

Standards for the effectiveness and suitability of staff

The Standards for the effectiveness and suitability of staff are met. The Institute has been successful in recruiting and retaining a suitable number of well qualified and experienced full and part-time staff all of whom demonstrate a strong commitment to its ethos and aims. Students emphasise the value that they place on the quality of teaching staff as well as their communication skills which are so valued in the multicultural setting. The nature of the courses precludes the possibility that the college would ever use temporary staff. The Institute conducts the necessary checks and takes up references prior to confirmation of appointment to ensure that all staff are suitable. No current members of staff require a visa to work in the UK and there are no students below the age of 18 or vulnerable adults in residence.

Standards for financial sustainability, management and governance

The Institute is well led and managed prudently and effectively on a daily basis by the Principal and senior management team with good support from the trustees and the advisory board. It meets the Standards required for financial sustainability and over the last year has increased its income, whilst still undertaking some major improvements to the fabric of the building by re-roofing and installing new windows according to its environmental principles. Its financial position is secure. Financial plans, including those for contingency in the event of emergency, are clear and sensible and there is valid insurance cover. The Institute's investment in a dedicated member of staff to guide students through the process of obtaining the necessary visa has a positive impact on securing the continuity of business and reducing students' anxiety.

The Institute is currently making suitable succession plans for the Principal's retirement. A deputy has been appointed. The detailed policies and procedures in place for the smooth-running of the college which are in place should ease the handover. All policy documents are reviewed regularly by an outside consultancy to ensure that they remain up to date and effective. Handbooks provide useful information; induction is helpful and records are detailed. Senior managers assure the consistent quality of all aspects of the Institute's work. This includes quality assurance of the programmes of study, their planning and delivery, assessment and review. The work of the senior leadership team is underpinned by various committees which fulfil key functions such as programme management, admissions and assessment. Thus, the organisation and management of the Institute is effective. All staff have job descriptions. The administrative, ancillary and tutorial staff integrate and support one another's work well because everyone knows the importance of their part in ensuring that the whole institute works smoothly.

Standards for premises and accommodation

The Standards for the premises and accommodation are met. The Institute is located in two buildings, on either side of the road, which are for the sole use of the staff and students. The main building contains the residential accommodation, the chapel, recreation, kitchen and dining facilities, and staff offices; the other is dedicated to teaching and learning, with a variety of seminar rooms and individual tutorial offices where one to one meetings are held with students. There are larger lecture rooms on both sites which are equipped with modern teaching aids and resources. A specialized library is located off-site. The premises are spacious, clean and tidy. Facilities for the disabled are appropriate, offering an adapted study bedroom and lift access to all floors of the main building. Both the teaching and residential accommodation is very well organised, well-maintained, comfortable, warm and well-furnished. All individual study bedrooms have ensuite facilities and communal areas are welcoming. The accommodation facilitates students learning to live as a community and to take responsibility for their own needs and environment. The kitchen is clean and well-equipped. All catering staff hold appropriate hygiene certificates and the local authority environmental health has awarded the Institute a 5* rating. The food is very good: menus are

varied and the kitchen caters for all tastes, cultural preferences and health needs. Weekly 'cultural celebration days' bring students together in harmony and help them to learn about the food and customs of others.

Standards for information and complaints

The Standards for information and complaints are met. Students are given clear, comprehensive, accurate and up-to-date information prior to their enrolment. They also receive regular feedback about their progress through regular one to one meetings with supervisors and from fellow students in growth group meetings. They are aware of the formal complaints policy, but there have been no formal complaints in recent years.

SECTION C: COLLEGE AND INSPECTION DETAILS

Details of college

Name of college:	The Institute of St Anselm
Address of college:	51-59 Norfolk Road, Cliftonville, Kent. CT9 2EU
Telephone number:	01843 234 700
Email address:	director@st.anselm.org.uk
Proprietor:	Trustees of the Institute of St Anselm
Name of Principal:	Rev. Dr. Len Kofler
Licence number:	HNUPBNTA6
Type of college:	Further Education College with clear religious purpose

Details of student body

Age range	18+
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Number on roll:		Male	Female
	Full Time:	23	13
	Part Time:	0	0
	Below 18	0	0

Annual fees:	£3,530 - £12,250
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Details of inspection

Type of inspection:	Educational Oversight: Full	
Inspection Team:	Reporting Inspector:	Jane Cooper
	Supporting Inspector:	Mike Thirkell
Dates of inspection:	12-13 October 2016	

This report has been prepared by the School Inspection Service (SIS), which provides independent professional inspection of colleges who offer education on offer to international students through Tier 4 of the points-based system for student visas. Further copies of the report are available from the college and on the SIS website: www.schoolinspectionservice.co.uk