

BRITISH ACCREDITATION COUNCIL INSPECTION REPORT

College Full Inspection

INSTITUTION: Christian Revival Church Bible School

ADDRESS: CRC Training Centre
46 Commercial Road
London
E1 1LP

HEAD OF INSTITUTION: Pastor Isak Christoffel Marais

DATE OF INSPECTION: 28 - 29 June 2016

ACCREDITATION STATUS AT INSPECTION: Not Accredited

DECISION ON ACCREDITATION:

- Accreditation awarded for the full four-year period.
- Decision on accreditation deferred.
- Award of accreditation refused.

Date: 14 Jul 2016

1. Background to the institution

The Christian Revival Church (CRC) Bible School is an in-house Bible School run as part of the Revival Church Europe, in London. The mission of CRC is to train members in order to undertake effective Christian service and to establish Christian values and morals within the communities.

The CRC emanates from Bloemfontein, South Africa where it was first established in 1944; it now has churches worldwide with the present Senior Pastor and Principal of the CRC Bible School, London having been appointed in 2008. The Bible School started in London in September 2009 and offers internal awards for years one and two in Christian service; the aim is to train all members to become instrumental in fulfilling the 'Great Commission of Jesus Christ' to preach the gospel to the ends of the earth, to train members to become mature Christians in the home, workplace and the community and that each member becomes an influential leader in the local church.

The School's vision is to welcome students from the general public who are interested in the Bible and Christian service and to greatly expand its provision from its current evening course and run courses throughout the week; to widen and enhance its current course; seek academic accreditation and move towards becoming a school of Further and Higher education during the next ten years. Obtaining BAC accreditation is seen by the Principal and others as an important step in achieving these aspirations.

The current premises that are leased are situated at the city end of Commercial Road within easy walking distance of Aldgate Underground station and is well served by bus routes in an area undergoing major redevelopment. From a commercial and economic standpoint there is every reason to make more of this prime site and use the building to the full.

2. Brief description of the current provision

Currently the Bible School runs two internal, sequential courses; year one and year two in Bible study related to Christian service. The inspector was advised that the course is similar to that offered in South Africa with some modifications to suit the UK students needs. It is understood that the CRC London Bible School purchases the material and course outline from their parent church in South Africa. The tests and assessments as well as the marking criteria form part of the package.

3. Inspection process

The inspection was undertaken by one inspector over two days, including an evening session during which time teaching took place. Two meetings were arranged one with the Principal and the senior management team, with a second involving the Principal. The feedback session was conducted with the Head of Teaching and Learning. A meeting was also held with a group of teachers and separately with five students drawn from the first and second year cohorts, two of whom were student representatives. Further meetings were conducted with the HR manager, the Finance manager as well as the Head of Teaching and Learning and the Head of Operations and Finance. A tour of the premises was undertaken at the outset.

Throughout, there was excellent cooperation and in particular with the Head of Teaching and Learning who it would appear was fairly recently appointed to oversee the School's systems and quality assurance as well as review proposals in taking the School forward in its development.

PART B - JUDGEMENT AND EVIDENCE

The following judgements and comments are based upon evidence seen by the inspector(s) during the inspection and from documentation provided by the institution.

INSPECTION AREA - MANAGEMENT, STAFFING AND ADMINISTRATION

1. The institution is effectively managed

- | | | |
|-----|--|---|
| 1.1 | The management structure is clearly defined, documented and understood, including the role and extent of authority of any owners, trustees or governing body. | <input checked="" type="radio"/> Yes <input type="radio"/> No |
| 1.2 | The head of the institution and other senior managers are suitably qualified and experienced, understand their specific responsibilities and are effective in carrying them out. | <input checked="" type="radio"/> Yes <input type="radio"/> No |
| 1.3 | There are clear channels of communication between the management and staff. | <input checked="" type="radio"/> Yes <input type="radio"/> No |

This standard is judged to be: Met Partially Met Not Met

Comments

Their roles are clearly documented with an accompanying organogram of the senior management structure.

Whilst there are good lines of communication across the Bible School much more could be made of the minutes of staff meetings; currently the information is scant and could usefully be expanded in order to offer more information.

2. The administration of the institution is effective

- | | | |
|-----|--|---|
| 2.1 | Administrators are suitably qualified or experienced and understand their specific responsibilities and duties. | <input checked="" type="radio"/> Yes <input type="radio"/> No |
| 2.2 | The size of the administrative team is sufficient to ensure the effective day-to-day running of the institution. | <input checked="" type="radio"/> Yes <input type="radio"/> No |
| 2.3 | The administrative support available to the management is clearly defined, documented and understood. | <input checked="" type="radio"/> Yes <input type="radio"/> No |
| 2.4 | Policies, procedures and systems are well documented and effectively disseminated across the institution. | <input checked="" type="radio"/> Yes <input type="radio"/> No |
| 2.5 | Data collection and collation systems are effective. | <input checked="" type="radio"/> Yes <input type="radio"/> No |

This standard is judged to be: Met Partially Met Not Met

Comments

There are two key staff members who oversee the administration and smooth running of the school and are supported by a competent team most of whom are well qualified and all of whom are church members. Currently many work both for the School and the wider church as it develops.

3. **The institution employs appropriate managerial and administrative staff**

- 3.1 There are appropriate policies and effective procedures for the recruitment and continuing employment of suitably qualified and experienced staff. Yes No
- 3.2 Experience and qualifications claimed are verified before employment. Yes No
- 3.3 There is an effective system for regularly reviewing the performance of staff. Yes No

This standard is judged to be: Met Partially Met Not Met

Comments

Currently most of the staff are church members with some working on a volunteer basis. Volunteers need to sign specific contracts and adhere to the employees standards as documented in the Employees Handbook.

There is a staff appraisal system in place with appropriate paperwork specifying its scope, timescale and methodology. The inspector is aware that the system is comparatively new and whilst the administrative staff have completed the first appraisal exercise this has not as yet been undertaken amongst the teachers and senior staff; it is understood this will happen very shortly. The appraisal forms are retained by the HR manager. Once staff are appraised, they then undergo periodic reviews.

4. **Publicity material , both printed and electronic, gives a comprehensive, up-to-date and accurate description of the institution and its curriculum**

- 4.1 Text and images provide an accurate depiction of the institution's location, premises, facilities and the range and nature of resources and services offered. Yes No
- 4.2 Information on the courses available is comprehensive, accurate and up to date. Yes No

This standard is judged to be: Met Partially Met Not Met

Comments

It is the inspectors considered view that the Student Handbook could benefit with a map showing the location of the Bible School.

The Student Handbook will need to be expanded when international students join the cohort.

5. **The institution takes reasonable care to recruit and enrol suitable students for its courses**

- 5.1 Entry requirements for each course are set at an appropriate level and clearly stated in the course descriptions seen by prospective students. Yes No
- 5.2 A formal application process ensures that students meet the entry requirements and any claimed qualifications are verified. Yes No
- 5.3 Students are properly briefed on the nature and requirements of the courses for which they apply, and all application enquiries responded to promptly and appropriately. Yes No
- 5.4 Any overseas recruitment agents are properly selected, briefed, monitored and evaluated. Yes No NA
- 5.5 Students receive a proper initial assessment which includes language ability to confirm their capability to complete the courses on which they are enrolling. Yes No NA

This standard is judged to be: Met Partially Met Not Met

Comments

At the present time students are drawn from the various CRC church campuses in the UK and Europe. While there is no necessity for academic achievement, students will be expected to have the spiritual desire to understand further the teachings of the Bible and how it applies to everyday life and become an effective and mature Christian. This said, students will almost certainly have discussed their application to join the course with their local Pastor and have read the Induction booklet. Students will also have to complete a comprehensive application form and state where necessary their level of English language ability, including certification.

6. **There is an appropriate policy on student attendance and effective procedures and systems to enforce it**

- 6.1 There is a clear and published policy on student attendance and punctuality, requiring that they attend at least 80% of their scheduled classes. Yes No
- 6.2 Accurate and secure records of attendance and punctuality at each session are kept for all students, collated centrally and reviewed at least weekly. Yes No
- 6.3 Student absences are followed up promptly and appropriate action taken. Yes No

This standard is judged to be: Met Partially Met Not Met

Comments

The inspectors attention was drawn to the need for a more rigorous system of monitoring of attendance, a standard that they have had concerns over. Steps have been taken to address the shortcomings in this area of the provision. The remedial action has now been implemented and all students must sign in on each occasion and details of attendance are retained. There is a strict policy on timely attendance and any absence or late arrival must be discussed with a member of staff.

7. **The institution regularly obtains and records feedback from students and other stakeholders and takes appropriate action where necessary**

- 7.1 The institution has effective mechanisms for obtaining feedback from students and other stakeholders (such as staff, partner institutions and employers) on all aspects of the institution's provision, including formal student representation where appropriate. Yes No
- 7.2 Feedback is obtained, recorded and analysed on a regular basis. Yes No
- 7.3 The feedback is reviewed by management and action is taken where necessary. Yes No
- 7.4 There is a mechanism for reporting on the institution's response to the feedback to the student body. Yes No

This standard is judged to be: Met Partially Met Not Met

Comments

There is a close association between the staff and students, with student representation at certain meetings. The feedback is also obtained from students by way of questionnaires and reviewed by the management and, the inspector was assured that remedial action is taken where necessary.

While the feedback forms are adequate they are fairly simple, if not a little bland. It is considered that much more information could be gathered if the questions and response mechanism was improved.

8. **The institution has effective systems to review its own standards and assess its own performance with a view to continuing improvement**

- 8.1 There are effective systems for monitoring and periodically reviewing all aspects of the institution's performance. Yes No
- 8.2 Reports are compiled at least annually which present the results of the institution's reviews and incorporate action plans. Reports include analysis of year-on-year results on student satisfaction, retention, achievement, examination results and completion rates. Yes No
- 8.3 Action plans are implemented and regularly reviewed, with outcomes reported to the management. Yes No

This standard is judged to be: Met Partially Met Not Met

Comments

Much work has been undertaken by the Bible School during the last few months to address and bring in more robust systems of collation and monitoring on a regular basis. Currently, reviews in all areas of the provision are unstructured but the inspector has noted the new Head of Teaching and Learning has identified this shortcoming and is in the process of establishing an annual review system.

CRC Bible School officers are mindful of a number of shortcomings in this area of the provision and have taken steps to ensure that there are annual reviews and published feedback in the future.

While the standard and individual Key Indicators are met, a recommendation has been added to ensure that the developments in this area that are currently undergoing are fully completed.

INSPECTION AREA - TEACHING, LEARNING AND ASSESSMENT

9. Academic management is effective

- | | | |
|-----|---|---|
| 9.1 | There is a suitably qualified and experienced academic manager or academic management team with responsibility for teaching, learning and assessment. | <input checked="" type="radio"/> Yes <input type="radio"/> No |
| 9.2 | Classes are timetabled and rooms allocated appropriately for the courses offered. | <input checked="" type="radio"/> Yes <input type="radio"/> No |
| 9.3 | The allocation of teachers to classes provides for a consistent learning experience. | <input checked="" type="radio"/> Yes <input type="radio"/> No |
| 9.4 | There is an appropriate policy and effective procedures for the acquisition of academic resources. | <input checked="" type="radio"/> Yes <input type="radio"/> No |

This standard is judged to be: Met Partially Met Not Met

Comments

10. The courses are planned and delivered in ways that enable students to succeed

- | | | |
|------|--|---|
| 10.1 | Courses are designed and delivered in ways that allow students to develop the knowledge and skills which will be required for final examinations or assessments. | <input checked="" type="radio"/> Yes <input type="radio"/> No |
| 10.2 | Lessons and assessments maintain an appropriate focus on any assessment objectives or statement of learning outcomes established by the awarding body. | <input checked="" type="radio"/> Yes <input type="radio"/> No |
| 10.3 | Formative assessments appropriately reflect the nature and standards of summative examinations. | <input checked="" type="radio"/> Yes <input type="radio"/> No |
| 10.4 | Students are encouraged and enabled to develop independent learning skills. | <input checked="" type="radio"/> Yes <input type="radio"/> No |
| 10.5 | Full-time courses requiring students to attend for 15 hours or more per week are time tabled over at least three days. | <input type="radio"/> Yes <input checked="" type="radio"/> No |
| 10.6 | Any required coursework and revision periods are scheduled in advance. | <input checked="" type="radio"/> Yes <input type="radio"/> No |
| 10.7 | The academic backgrounds and particular needs of students are taken into account in the classroom delivery of the course. | <input checked="" type="radio"/> Yes <input type="radio"/> No |

This standard is judged to be: Met Partially Met Not Met

Comments

Qualifications and awards are recognised internally within the Christian Revival Church Bible School.

The courses currently run for one evening each week for two hours plus a pre-session prayer meeting. (See introductory comments as to the development of the curriculum.) This Key Indicator is not applicable for the current provision offered by this college, but the report template does not offer this option N/A for this standard. Therefore, there is no correlating action point for this Key Indicator as it is not an area that CRC needs to follow up on.

11. **Teachers are suitable for the courses to which they are allocated and effective in delivering them**

- 11.1 Teachers are appropriately qualified and experienced. Yes No
- 11.2 Teachers have a level of subject knowledge, pedagogic and communicative skill which allows them to deliver the content of courses effectively. Yes No
- 11.3 The appraisal procedures for teaching staff incorporate regular classroom observation. Yes No
- 11.4 Teachers are supported in their continuing professional development and enabled to develop further pedagogic techniques to enhance the learning of students. Yes No
- 11.5 Teachers respond to different learning needs of students where appropriate, taking various learning styles into account in their planning and delivery of lessons. Yes No
- 11.6 Teachers employ effective strategies to involve all students in active participation and to check their understanding of concepts and course content. Yes No

This standard is judged to be: Met Partially Met Not Met

Comments

The teaching team has a depth of theological knowledge and its application. With their additional degree qualifications in areas unrelated to religion this adds a level of additional experience to their teaching delivery.

The academic staff appraisal policy and system is in place and well documented. It is about to be implemented alongside teaching observation.

The inspector was informed that there is a programme for CPD and leadership training for the teachers. Whilst the lecture observed was delivered most satisfactorily in discussion with the teachers, it is felt that there is room for a wider range of presentation involving greater student participation that in turn would enhance learning experience.

A minor enhancement could be achieved through the wearing lapel mics rather than the more cumbersome hand-held microphones.

Following each teaching session, teachers often spend considerable time helping students to achieve greater understanding of the subject and as further support mechanism students will discuss issues with their own Pastor.

12. **The institution provides students and teachers with access to appropriate resources and materials for study**

This standard is judged to be: Met Partially Met Not Met

Comments

Much of resource material is in electronic format and is being further developed and available both for students and teachers.

A number of teachers have the opportunity to attend the annual CRC Christian conference for Pastors and teachers in South Africa when innovative ideas are discussed.

13. **Students receive appropriate assessment and feedback on their performance and progress, which are effectively monitored**

- 13.1 Courses are planned to include a schedule of assessments, the procedures and criteria for which are available in writing and in advance to students and teachers. Yes No
- 13.2 Assessment outcomes are monitored to enable the identification of students who are not making satisfactory progress and prompt intervention where appropriate. Yes No
- 13.3 Students are made aware of how their progress relates to their targeted level of achievement. Yes No
- 13.4 The institution takes appropriate steps to identify and discourage cheating and other misdemeanours, and to penalise offenders. Yes No
- 13.5 Additional support or advice on alternative courses is provided to students who are judged not to be making sufficient progress to succeed. Yes No
- 13.6 Oral and written feedback is given to individual students on a regular basis, tailored to meet their specific needs and constructive in its nature and delivery. Yes No
- 13.7 Students have appropriate access outside class time to teachers or personal tutors for academic support. Yes No

This standard is judged to be: Met Partially Met Not Met

Comments

The Bible School has a set policy of intervention for struggling students, if a student is identified as having difficulty with the first year's certificate, then they might be advised to refrain from taking the second year course.

14. **The institution offers courses leading to accredited awards granted by recognised awarding bodies wherever appropriate**

- 14.1 For courses leading to the award of a UK degree, the institution has a formal agreement with a recognised UK degree-awarding body. Yes No NA
- 14.2 For courses leading to other UK awards, the awarding body is recognised by the relevant regulator. Yes No NA
- 14.3 For courses leading to the award of an overseas degree, the institution has a formal partnership agreement with the overseas degree-awarding body, which is itself accredited by a recognised national agency. Yes No NA

This standard is judged to be: Met Partially Met Not Met NA

Comments

The course is based on that delivered by the CRC mother church in South Africa. (See introductory note)

15. **There is a clear rationale for courses leading to unaccredited or internal awards**

- 15.1 There is a clear statement of the level claimed relative to the NQF/QCF and evidence that students who receive the award meet the stated requirements for that level. Yes No NA
- 15.2 There is evidence of the extent to which the awards are accepted for the purposes of employment or further study. Yes No NA
- 15.3 External moderators are involved in the assessment process where appropriate. Yes No NA

This standard is judged to be: Met Partially Met Not Met NA

Comments

Currently the CRC Bible School course is not accredited in the UK.

16. **There are satisfactory procedures for the administration of examinations and other means of assessment**

- 16.1 The institution complies with the requirements of the relevant awarding bodies in terms of examination security and administration. Yes No NA
- 16.2 For internal awards, there are effective systems in place for examination security and administration, and clear procedures for students to appeal against their marks. Yes No NA

This standard is judged to be: Met Partially Met Not Met NA

Comments

The awarding body is not directly involved in overseeing the course. (See introductory note)

It is of the utmost importance that exam papers, marking guides and all aspects of examinations and procedures are kept in secure locked cupboards.

17. **There is appropriate provision of advice for students intending to proceed to employment or higher/further education**

- 17.1 Students have access to advice from appropriate staff member on further study and career opportunities. Yes No
- 17.2 If the institution offers courses preparing students for higher education, they have access to prospectuses and to advice from a designated staff member both on selecting courses and institutions and on the application process. Yes No NA

This standard is judged to be: Met Partially Met Not Met

Comments

Students are offered pastoral care from Pastors (Those with academic involvement).

INSPECTION AREA - STUDENT WELFARE

18. Students receive pastoral support appropriate to their age, background and circumstances

- 18.1 There is at least one named staff member responsible for student welfare who is suitably trained, accessible to all students and available to provide advice and counselling. Yes No
- 18.2 Students receive appropriate advice before arrival. Yes No
- 18.3 Students receive an appropriate induction and relevant information upon arrival. Yes No
- 18.4 Students are issued with a contact number for out-of-hours and emergency support. Yes No
- 18.5 The institution has policies in place to avoid discrimination and a published procedure for dealing with any abusive behaviour. Yes No

This standard is judged to be: Met Partially Met Not Met

Comments

There is presently not a lot of call for a Student Welfare officer. Current students can always speak with their local Pastor. Secondly the Student Welfare Officer has been on maternity leave. However if the School expands and widens its intake of students then this position will become much more important. It is recommended that suitable training is considered in order to help the officer who expressed a lack of experience in this area of the provision.

Advance information will need to be reviewed and expanded once international students are enrolled.

Not required for out of hours emergency but students do have the emails addresses of their teachers. Therefore it is felt that no action point is necessary for this Key Indicator.

19. International students are provided with specific advice and assistance

- 19.1 International students receive appropriate advice before their arrival on travelling to and staying in the UK. Yes No
- 19.2 International students receive an appropriate induction upon arrival covering issues specific to the local area. Yes No
- 19.3 Information and advice specific to international students continues to be available throughout the course of study. Yes No
- 19.4 Provision of support takes into account cultural and religious considerations. Where possible, students have access to speakers of their own first language. Yes No

This standard is judged to be: Met Partially Met Not Met NA

Comments

Currently not applicable but the circumstances may well change as the School develops.

20. **The fair treatment of students is ensured**

- 20.1 Students apply for and are enrolled on courses under fair and transparent contractual terms Yes No and conditions.
- 20.2 Students have access to a fair complaints procedure of which they are informed in writing Yes No at the start of the course.

This standard is judged to be: Met Partially Met Not Met

Comments

Although the School has a well documented complaints policy no reference is made to the BAC complaints procedure; the inspector has stated that this must added and communicated to all students. Although the Key Indicator can be considered to be met, a recommendation has been added for this to ensure the college follows up on this.

21. **Where residential accommodation is offered, it is fit for purpose, well maintained and appropriately supervised**

- 21.1 Any residential accommodation is clean, safe and of a standard which is adequate to the needs of students. Yes No
- 21.2 Any residential accommodation is open to inspection by the appropriate authorities, including Ofsted where students under 18 are accommodated. Yes No NA
- 21.3 Clear rules and fire, health and safety procedures are in place, with appropriate precautions taken for security of students and their property. Yes No
- 21.4 A level of supervision is provided appropriate to the needs of students. Yes No
- 21.5 Separate accommodation blocks are provided for students under 18. Yes No NA

This standard is judged to be: Met Partially Met Not Met NA

Comments

22. **Where home-stay accommodation is organised, the welfare of students is ensured and the institution's relationship with hosts is properly managed**

- 22.1 Due care is taken in selecting home-stay accommodation which both provides a safe and comfortable living environment for students and is appropriately located for travel to the institution and back. Yes No
- 22.2 Any home-stay accommodation is inspected before students are placed and is subject to regular re-inspection by a responsible representative or agent of the institution. Yes No
- 22.3 The institution has appropriate contracts in place with any hosts, clearly setting out the rules, terms and conditions of the provision. Yes No
- 22.4 Appropriate advice and support is given to both hosts and students before and during the placement. Yes No
- 22.5 Clear monitoring procedures are in place with opportunities for student feedback and prompt action taken in the event of problems. Yes No

This standard is judged to be: Met Partially Met Not Met NA

Comments _____

23. **The institution provides an appropriate social programme for students and information on leisure activities in the area**

- 23.1 Students are provided with appropriate information on opportunities for participation at events and other leisure activities which may be of interest. Yes No
- 23.2 The social programme is responsive to the needs and wishes of students. Yes No NA
- 23.3 Any activities within the social programme have been chosen with consideration for their affordability by the majority of students. Yes No NA
- 23.4 Any activities organised by the institution are supervised by a responsible representative with suitable qualifications and experience. Yes No NA

This standard is judged to be: Met Partially Met Not Met NA

Comments _____

INSPECTION AREA - PREMISES AND FACILITIES

24. The institution has secure possession of and access to its premises

24.1 The institution has secure tenure on its premises. Yes No NA

24.2 Where required, the institution has access to suitable external premises for academic or non-academic purposes of a temporary or occasional nature. Yes No NA

This standard is judged to be: Met Partially Met Not Met

Comments

Lease expiry date 31 March 2022.

Periodically CRC hires premises across the city for various meetings. It is strongly recommended that full risk assessments are undertaken prior to CRC Bible School's usage.

25. The premises provide a safe, secure and clean environment for students and staff

25.1 Access to the premises is appropriately restricted and secured. Yes No

25.2 The premises are maintained in an adequate state of repair, decoration and cleanliness. Yes No

25.3 There are specific safety rules in areas of particular hazard (e.g. science laboratories), made readily available to students, staff and visitors. Yes No NA

25.4 General guidance on health and safety is made available to students, staff and visitors. Yes No

25.5 There is adequate signage inside and outside of the premises and notice boards for the display of general information. Yes No

25.6 There is adequate circulation space for the number of students and staff accommodated, and a suitable area in which to receive visitors. Yes No

25.7 There are toilet facilities of an appropriate number and level of cleanliness. Yes No

25.8 There is adequate heating and ventilation in all rooms. Yes No

This standard is judged to be: Met Partially Met Not Met

Comments

Although there are aspects of excellent security the under-mentioned points need to be embraced.

All visitors must be told of all relevant health and safety issues on arrival. Although the inspector was ensured that all students and staff are made aware of health and safety issues.

While there are a number of fire exit signs and push-bar doors, more fire exit signs need to be put in place in all work rooms. Student notice boards need to be put in place in each teaching area drawing attention to fire evacuation procedures, fire alarms, main exit points and the assembly point as well as switching off mobile telephones and other pertinent information.

Although the present toilet facilities are clean and the number adequate, when the student cohort is increased there will be a need for further facilities.

26. **Classrooms and other learning areas are appropriate for the courses offered**

- 26.1 Classrooms and other learning areas provide adequate accommodation in size and number for the classes allocated to them. Yes No
- 26.2 Classrooms and any specialised learning areas (e.g. laboratories, workshops, studios) are equipped to a level which allows for the effective delivery of each course. Yes No
- 26.3 There are facilities suitable for conducting the assessments required on each course. Yes No

This standard is judged to be: Met Partially Met Not Met

Comments

27. **There are appropriate additional facilities for students and staff**

- 27.1 Students have access to sufficient space and suitable facilities for private study, including library and IT resources. Yes No
- 27.2 Teaching staff have access to sufficient personal space for preparing lessons, marking work and relaxation. Yes No
- 27.3 Students and staff have access to space and facilities suitable for relaxation and the consumption of food and drink where appropriate. Yes No NA
- 27.4 Students and staff have access to storage for personal possessions where appropriate. Yes No NA
- 27.5 There are individual offices or rooms in which academic staff and senior management can hold private meetings and a room of sufficient size to hold staff meetings. Yes No
- 27.6 Administrative offices are adequate in size and resources for the effective administration of the institution. Yes No

This standard is judged to be: Met Partially Met Not Met

Comments

Learning material can be found on the web, course booklets, Bibles as well as other reference books.

Staff have a fitted kitchen with storage for food and drinks.

COMPLIANCE WITH STATUTORY REQUIREMENTS

Declaration of compliance has been signed and dated. Yes No

PART C - SUMMARY OF STRENGTHS AND ACTION POINTS

Numbering of action points aligns with that of the minimum standards

MANAGEMENT, STAFFING AND ADMINISTRATION

Institution's strengths

Overall the systems documentation that has recently been revised is of a high standard.

Many of the staff bring a wealth of skills and experience of business from outside of the Bible School adding value to their roles.

There is outstanding leadership evident across the senior management team.

Actions required	Priority H/M/L
None	<input type="radio"/> High <input type="radio"/> Medium <input type="radio"/> Low

TEACHING, LEARNING AND ASSESSMENT

Institution's strengths

The teachers, some of whom are Pastors are highly knowledgeable in theology and able to demonstrate quite clearly its everyday relevance and practicality to current lifestyles and impact on the family and beyond.

Actions required	Priority H/M/L
16.2 It is of the utmost importance that exam papers, marking guides and all aspects of examinations and procedures are kept in secure locked cupboards.	<input checked="" type="radio"/> High <input type="radio"/> Medium <input type="radio"/> Low

STUDENT WELFARE

Institution's strengths

Support is always available either from within the school or from the Pastors on each of the church campuses.

Actions required	Priority H/M/L
18.4 The College must provide emergency out of hours contact number for students.	<input type="radio"/> High <input type="radio"/> Medium <input checked="" type="radio"/> Low

PREMISES AND FACILITIES

Institution's strengths

The premises are ideal for the current teaching requirements as well as expansion. The location has good transport facilities, both rail and road.

Actions required	Priority H/M/L
25.4 All visitors must be told of all relevant health and safety issues on arrival at the school.	<input type="radio"/> High <input checked="" type="radio"/> Medium <input type="radio"/> Low
25.5 While there are a number of fire exit signs and push-bar escape doors more fire exit signs need to be put in place in all teaching and work rooms.	<input type="radio"/> High <input checked="" type="radio"/> Medium <input type="radio"/> Low
25.5 It is recommended that notice boards are put in place in the teaching rooms stating the house rules and more especially the assembly point in case of evacuation.	<input type="radio"/> High <input checked="" type="radio"/> Medium <input type="radio"/> Low

RECOMMENDED AREAS FOR IMPROVEMENT

The CRC Bible School has much to commend it with excellent leadership, vision and a very responsive group of staff members. There is a pleasant atmosphere and a strong sense of purpose. While there are few aspects that require attention they can easily be addressed and rectified. The undermentioned are a few recommendations that the inspector would like to see implemented along with the action points above.

Minutes need to be more informative and circulated wherever possible to all the staff.

It is the inspectors considered view that the Student Handbook could be enhanced with a map showing the location of the Bible School.

It is considered that much more information could be gathered if the feedback questions and response mechanism is improved.

Whilst it is recognised that systems have recently been put in place, monitoring of all aspects of performance, attendance and student retention on a regular basis with annual reviews must be implemented.

Whilst the lecture observed was delivered most satisfactorily, in discussion with the teachers, it is felt that there is room for a wider range of delivery methods to involve student participation and help with their learning experience.

A minor enhancement could be achieved through the teachers wearing lapel mics rather than the more cumbersome hand-held mics.

It is recommended that suitable training is considered in order to support the Student Welfare Officer who expressed a lack of experience in this area of the provision.

BAC complaints procedure must added and communicated to all students.

Periodically CRC hires premises across the city for various meetings. It is strongly recommended that full risk assessments are undertaken prior to CRC Bible School's usage.

The Bible School needs to ensure that it can cope with disabled students and those with dyslexia and other health associated problems.

COMPLIANCE WITH STATUTORY REQUIREMENTS

The staff receive professional training in first aid and during the inspection five staff members were being trained by a specialist fire marshall.