

Organisation name	ILC Cambridge
Inspection date	17 July 2024
Current accreditation status	Accredited
Reason for spot check	Routine: newly accredited institution

**Recommendation**

We recommend continued accreditation. The next inspection falls due in 2027; there are no grounds for bringing this forward.

**Changes to the summary statement**

No changes need to be made to the summary statement, apart from adding the date of this inspection.

**New summary statement**

The British Council inspected and accredited ILC Cambridge in September 2023 and July 2024. The Accreditation Scheme assesses the standards of management, resources and premises, teaching, welfare, and safeguarding under 18s and accredits organisations which meet the overall standard in each area inspected (see [www.britishcouncil.org/education/accreditation](http://www.britishcouncil.org/education/accreditation) for details).

This private language school offers courses in general English for adults (18+) and young people (16+), closed groups of under 18s, and vacation courses for adults (18+), young people (16+) and under 18s.

The inspection report stated that the organisation met the standards of the Scheme.

**Updated summary inspection findings**
**Management**

The provision meets the section standard. The management of the provision operates to the benefit of the students and in accordance with the provider's stated goals and values although plans for the future of the organisation lacked detail. Communication within the school is very well managed. Student administration is effectively managed, and students receive a good level of customer service. There were a number of issues with publicity, but these were all addressed during the inspection.

**Safeguarding under 18s**

The provision meets the section standard. The school's safeguarding policy is comprehensive and made known to staff, students, group leaders and homestay hosts. Recruitment procedures work well. Supervision measures are established, and accommodation arrangements are appropriate.

**Organisation profile**

Inspection history	Dates/details
First inspection	March 2023 (spot check)
Last full inspection	September 2023
Subsequent checks/visits (if applicable)	N/a
Other related non-accredited activities (in brief) at this centre	N/a
Other related accredited schools/centres/affiliates	ILC Colchester, Birmingham, Bristol, Portsmouth, Southampton
Other related non-accredited schools/centres/affiliates	N/a

Student and staff profile	At inspection	Estimate at peak: July
Total ELT/ESOL student numbers (FT + PT)	12	66
Minimum age (including closed group or vacation)	12	5
Typical age range	16–60	5–50
Typical length of stay	2 weeks	2 weeks
Predominant nationalities	Saudi Arabian, Spanish, Chinese	Turkish, Spanish, Italian, Japanese, Chinese

Total number of teachers on eligible ELT courses	5	9
Total number of managers including academic	2	2
Total number of administrative/ancillary staff	1	1

### Premises profile

Address of main site	9a Bridge Street, Cambridge CB2 1UB
Additional sites in use	N/a
Additional sites not in use	Quaker House, Friends Meeting House
Sites inspected	9a Bridge Street, Cambridge CB2 1UB

### Introduction

#### Background

In March 2022 Study in Colchester Ltd acquired ABC Cambridge and launched ILC Cambridge using the same premises. The Cambridge site was opened as a new branch of the established parent school ILC Colchester. An extension of accreditation was requested in April 2022 and the school started accepting students on site in July 2022. A spot check was conducted in March 2023. There were no students enrolled at the time, and the director of studies (DoS) and the office and student services manager (OSSM) were focused on getting ILC systems and procedures set up, preparing the premises to receive students and recruiting homestay accommodation providers. A full inspection was conducted in September 2023 when students were on site. A routine spot check, to monitor progress on points to be addressed was recommended within 12 months.

#### Preparation

Documentation, including publicity and the previous report of ILC Colchester (the parent school), were provided in advance by the Accreditation Unit. The inspector contacted the school prior to the inspection to get an outline of when key personnel would be available. The specific date of the inspection was unannounced. The inspector viewed the school website before visiting the premises and the school provided a range of documents and information during the half-day visit.

#### Programme and persons present

One inspector carried out the face-to-face spot check inspection, which ran from 9.15 to 13.30. Meetings were held with the principal of the parent school ILC Colchester (virtual), the DoS ILC Cambridge. A focus group was held with students and a separate one with teachers. The inspector viewed records from past courses and students. The inspector gave a brief round-up to the DoS at the end of the inspection.

### Findings

#### Management

There have been no significant changes since the last inspection. Findings are reported in the Action taken on points to be addressed.

#### Premises and resources

Two additional classrooms have been arranged in the nearby Quaker House to accommodate the increased student numbers in week 3 of July. A premises risk assessment and notification of change form will be submitted to the unit before the building is in use.

#### Teaching and learning

Findings are reported in the Action taken on points to be addressed.

#### Welfare and student services

Findings are reported in the Action taken on points to be addressed.

#### Safeguarding under 18s

Findings are reported in the Action taken on points to be addressed.

### Action taken on points to be addressed

*Points from the previous full inspection with comments (in bold) to indicate how far these have been addressed. Only points reviewed during this spot check are included here. Any points outstanding will be checked at the next full inspection.*

#### Management

M2 The organisation's plans for the future give no clear indication of what the timescale is, how they will be achieved, or who is responsible for achieving them.

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**Addressed. A detailed plan is now in place and includes the necessary information.**

M10 There was no evidence that original copies of certificates had been seen, and there were not two references for all staff

**Addressed. The files viewed for current staff are complete.**

M12 Teachers do not receive appraisals.

**Addressed. Appraisal records for permanent staff are available on file and short contract staff also receive a short appraisal and meetings with teachers are scheduled for August.**

### **Teaching and learning**

T10 No records were seen for observations of teachers in 2023.

**Addressed. Records are in place and helpful action points were included.**

### **Welfare and student services**

W2 (2024 W1) Teaching staff were unaware of the policy or procedures.

**Addressed. Emergency plan procedures are now included in induction and staff in the focus group were able to articulate the necessary steps to be taken in the event of an emergency on or off site.**

### **Safeguarding under 18s**

S4 References were not on file for some teachers and homestay hosts.

**Addressed. The staff and homestay records checked were complete and references were available.**

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## **Conclusions**

The school has systematically addressed the weaknesses identified in its provision and has made satisfactory progress in rectifying other points raised in the previous reports.

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