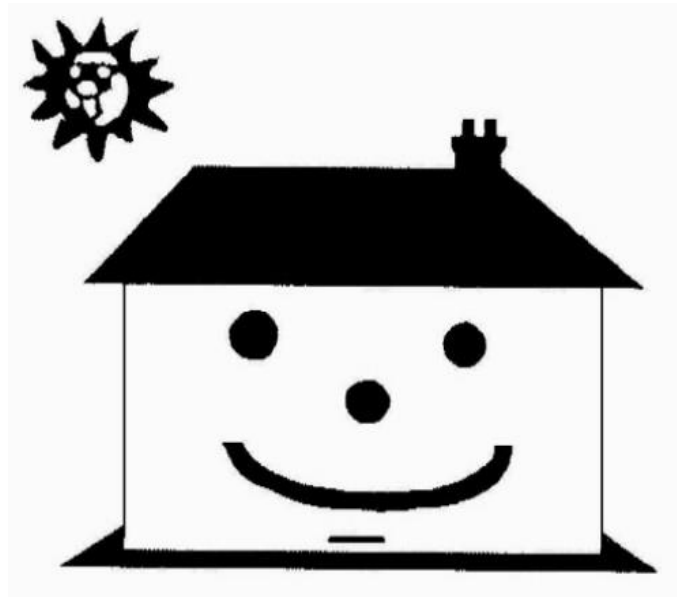


My Choice School



My Choice School Arundel Prospectus

2019 – 2020

Head of Education

Annie Murphy BSc (hons) PGCE
a.murphy@my-choice-homes.com
01444 446920

Headteacher

Jennifer Durlston-Powell BA (hons) QTS
j.durlston-powell@my-choice-homes.com
01903 898060

Deputy Headteacher

Clare Wye - DSL

Teachers

Liam Fletcher - Exam Officer
Tracy Clark
Ash Lawliet

Teaching Assistants

Nicola Massie - E Safety Champion
Jane Marsden - Fire Warden

Address

My Choice School
2 Yeomans Nursery
Warningcamp
Arundel
West Sussex
BN18 9QY

01903 898060

Proprietors

My Choice Children's Homes Ltd
Unit 3a Mill Green Business Estate
Mill Green Road, Haywards Heath
West Sussex, RH16 1XQ

01444 446920

School Details

DfE Registration Number: 938/6272
URN: 135111
ASDAN Centre Number: 13858
AQA Centre Number: 65124

Independent SEMH, mixed gender
Yr7 to Yr11
Maximum 20 students

School uniform

White polo shirt, hooded sweatshirt in navy.

School day

Morning session: 9am – 12.30pm

Lunch: 12.30pm-1pm

Afternoon session: 1pm – 2:30pm

Students are expected to bring a balanced packed lunch with them. Hot and cold drinks will be provided during the school day and there are facilities for re heating packed lunches.

Attendance

Attendance at school prepares our students for their future, including the development of employability skills. Regular attendance and punctuality ensures continuity of learning and enables progress to be made. My Choice School and My Choice Children's Homes Ltd promotes the educational achievement and development of our students and we work together to ensure each student is supported in their attendance and punctuality.

All student appointments should be made outside school time where possible however discretion will be used to accommodate essential appointments and attendance at LAC reviews, ARs and PEPs.

Holidays during term time are not permitted.

My Choice School term dates 2019 to 2020

TERM	DATES		
Autumn Term 2019	02/09/19 INSET		
	03/09/19	to	20/12/19
Half Term	28/10/19	to	01/11/19
Spring term 2020	06/01/20 INSET		
	07/01/20	to	03/04/20
Half term	17/02/20	to	21/02/20
Summer Term 2020	20/04/20	to	17/07/20
	20/07/20 INSET		
Half Term	25/05/20	to	29/05/20

Visiting Arrangements

In the first instance initial referrals should be made to Annie Murphy, Head of Education on 01444 446920.

Visits to the school are welcome and must be arranged in advance with Jen Durlston-Powell, Headteacher. Visits will be scheduled after the school day. The Headteacher welcomes all enquiries about My Choice School and is happy to discuss student requirements. The Headteacher can be contacted on 01903 898060.

Ethos and Values

My Choice School views each student as an individual with potential to succeed. We have a holistic approach to learning, incorporating their emotional and social development. We provide a curriculum to suit the needs and abilities of each student. We aim to provide a safe environment in which each student can engage in positive activities, develop their social skills, establish a routine that complements their learning style where they can develop their basic skills and build the foundation on which further learning can take place.

Aims of the School

- To develop the self esteem of all students and encourage sound choices in their behaviour.
- To develop a desire to achieve and learn new skills in all students.
- To involve students and parents / carers in a holistic approach to education and build a successful partnership between home and school.
- To prepare students for adult life.
- To ensure that all Year 11 students achieve a place at post 16 provision or employment

Admissions Policy

Our full admissions policy is available on request. All students must meet the following criteria:

- Students may be resident at My Choice Children's Homes (Ivy Cottage, Pebble House, Ocean Pearl, Kingfisher View, Osprey House, Maple House or Kestral House).
- Students may also be young people not resident at one of our homes.
- Students must be unable to access or sustain a place at either a mainstream school or any other type of school or provision for children with social, emotional and behavioural difficulties.
- Assessment of student's needs must indicate that they would benefit academically, emotionally and socially from a nurturing environment with small class sizes (average 6 students to a class) and support.
- Assessment of student's needs must indicate that they would benefit from working with our flexible curriculum.

School Organisation

The school has a Headteacher and 3 teachers, 3 TAs who work together to ensure effective facilitation and management of the school day.

The Headteacher has an office at My Choice School Arundel and is responsible for all 3 My Choice Schools:

- My Choice School Arundel
- My Choice School Osprey House
- My Choice School Oak House

The Headteacher visits each My Choice School and so is not always present at the school location in Arundel Monday to Friday. The teachers are based in the school location Monday to Friday 9am to 5pm. The teacher will have an average of 6 students and the students will be supported during the school day by TAs.

Wherever possible students will be taught within a single year group or key stage however student groupings may sometimes necessitate teachers teaching students across key stage 3 and 4.

We do use supply teachers / TAs when necessary.

The Head of Education has an office at My Choice Children's Homes Head Office and is responsible for the education provision for young people across the whole company.

Details of staff qualifications (Headteacher, teachers and TAs) are available from the Head of Education on request and in this prospectus.

Curriculum

My Choice School uses the **ASDAN awards** and **Functional Skills English and Maths (L1 and L2)** as the basis for the curriculum with variations where necessary. Our curriculum is not prescriptive as it is continually being reviewed and adapted for the needs of each student. Each student may commence their IEP from a different starting point depending on ability to engage in the learning process and levels indicated by assessments.

Core Asdan Short Courses for all year groups

- English
- Science
- Maths
- PSHE
- Beliefs and Values
- Citizenship

Additional Asdan Short Courses

- Gardening
- Foodwise
- Construction
- Hair and Beauty
- Sports and Fitness
- Animal Care
- History
- Geography

Key Stage 4

Yr10/11

- Careers and Work Experience Asdan Short Course
- Asdan Work Skills online

Yr9/10/11

- Functional Skills English
- Functional Skills maths
- Sex and Relationship Education Asdan Short Course

Key Stage 3

Yr7/8/9

- Asdan Key Skills
- Asdan Stepping Stones

Variations to the curriculum will be made where:

- students are unable to engage with or see the relevance of learning or routine and are at risk of disengaging from education and becoming long term NEET
- students emotional and behavioural needs overwhelm their ability to engage with learning or with routines and expectations of My Choice School and their home
- students are experiencing a crisis in their time with us and need additional intensive emotional and behavioural support
- students needs are too complex to be met by an academic programme and require a developmental programme that provides opportunity for play and nurture in order to access learning in an academic or social context
- students are placed in Year 11 without a history of previous school engagement or learning to build on
- students remain on roll (dual registered) at their previous school in order to access GCSEs as agreed with the partnership school and the students' Virtual School.

ICT is used throughout the curriculum at My Choice School and each school location has access to a computer. Internet access is restricted and supervised at all times in accordance with our policy.

Community facilities are accessed for **Physical Education** and include swimming, gym and horse riding. The Arundel Lido is used regularly during the Summer term. Student numbers and facilities may restrict opportunity for team games during the school day.

Group lessons for **musical instrument tuition** and practice are available weekly with a visiting music teacher.

Educational visits are encouraged to support all areas of the curriculum both academically and socially.

Additional **on line learning** can be used to cover First Aid, Health and Safety, Food Hygiene and any other area that the student is interested in.

Workshops are arranged each term for arts and crafts, Fire Safety, PSHE topics such as anti bullying, SRE, teamwork, personal development.

All students' achievements are celebrated at the end of each term with Certificates of Achievement and prizes.

School Expectations

- Mobile telephones are not permitted to interrupt school time and learning. Students must agree to the acceptable use policy.
- Smoking is discouraged at My Choice School however some student are permitted to smoke by parents and carers and we recognise the difficulty this causes. Students are expected to be responsible with their smoking materials and they may hand them in to the office for safe keeping.
- Students and staff will listen to each other
- Students are expected to maintain a good standard of appearance and wear uniform. We expect parents and carers to support and encourage this.
- Students will work to the best of their abilities and staff will recognise their efforts

Complaints Procedure

My Choice School is committed to the education and development of our students and encourages support and welcomes the views of parents and carers. We listen to the views of parents and carers in order to provide an opportunity to improve our service, learn from mistakes, offer solutions and provide clarification to concerns and complaints.

All concerns and complaints will be dealt with honestly, politely and in confidence and looked into thoroughly and fairly. We will endeavour to deal with concerns and complaints quickly and will keep parents and carers informed of progress and how we will deal with the concern or complaint.

Concerns should initially be raised informally with the student's teacher or, in the event of the teacher being unavailable, with the Headteacher. If the response to the initial concern is not satisfactory a formal complaint in writing should be made to the Headteacher.

A full copy of the complaints policy and procedure is available from the Headteacher.

TERM	NUMBER OF COMPLAINTS RECEIVED
Autumn Term 2018	0
Spring Term 2019	0
Summer Term 2019	0

Discipline & Exclusions

My Choice School seeks to avoid permanent and fixed term exclusions from school by exercising alternatives to maintain inclusion and to support behaviour. Alternatives to exclusion include review of strategies to support students, adjusted timetables and variations to the curriculum. Full particulars of the My Choice School exclusion policy are available from the Headteacher.

The promotion of positive behaviour is essential to creating a safe and constructive learning environment. Rewards take precedence over sanctions in the promotion of behaviour; however, sanctions will be used if appropriate and will be in proportion to the incident. Sanctions are decided by the Headteacher and teacher together. Details of forbidden and permitted sanctions and guidelines for behaviour management are included in the school behaviour policy.

Special Educational Needs

My Choice School accepts the following definition of Special Educational Needs (Children and Families Act 2014, section 20):

A child or young person has Special Education Needs if they have a learning difficulty or disability which calls for special educational provision to be made for them.

A young person has a learning difficulty if they:

- a) have a significantly greater difficulty in learning than the majority of others of the same age.
- b) have a disability which prevents or hinders them from making use of educational facilities of a kind provided for others of the same age in mainstream schools or mainstream post 16 establishments.

The students at My Choice School have SEN as a consequence of their early trauma. Our students are likely to have:

- Complex emotional and behavioural needs due to early neglect and abuse that may or may not have been identified on an EHCP
- Disrupted educational backgrounds due to family changes, placement changes or living in a home environment which has not supported a routine or lifestyle conducive to regular school attendance or learning
- Attachment disorders leading to problems with developing appropriate relationships and working within boundaries set by adults in a school and home environment
- Difficulties with cognitive functioning as a result of neurobiological response to developmental trauma and stresses
- Have other difficulties that may or may not be linked to trauma which may not be identified on an EHCP

All teachers have a responsibility for delivering a student centred and individualised curriculum and planning for participation, progress and development.

The teacher is responsible for the day to day assessment, monitoring and planning of provision for each student.

The Headteacher has responsibility for ensuring that assessment and planning is monitored, evaluated and meets the needs of each student and is conducive to ensuring progress. The Headteacher has responsibility for the statutory reporting, recording and attendance at meetings. The Headteacher is responsible for ensuring that the school is run so that it is conducive to participation, progress and development, that appropriate resources are used and that school improvement is identified and managed.

How the school plans for students to participate, make progress and show personal development

When a student is placed at My Choice School a process of assessment and planning commences. During this period targets set on the EHCP and any other professional reports are considered alongside information from previous education and care placements, including placing authority referral information. Key areas of work are identified and the provision available to undertake these. Targets are set from these for the IEP, in line with the My Choice School assessment and curriculum policies. These targets are shared with everyone working with the young person, including social workers, parents and carers via the IEP. These targets are further developed via lesson plans and smaller weekly targets for students, ensuring triangulation between EHCPs, IEPs and lesson plans. IEPs are updated at the start of every term and throughout the term if necessary, following further assessment and progress monitoring by the teacher and Headteacher. School reports are written at the end of every term as well as for any statutory meetings during the term.

My Choice School Policies

My Choice School has the following policies:

- Acceptable Use for staff and students
- Admission policy
- Administration of medication
- Anti bullying policy
- Assessment policy
- Behaviour management policy
- Child protection and safeguarding policy
- Complaints policy
- Computer and internet policy
- Curriculum policy
- The DBS

- EAL policy
- Exam policy
- Exclusion policy
- First aid policy
- GDPR policy
- Health and safety of students on educational visits policy
- Health and safety policy
- Preventing extremism and radicalisation policy
- Procedures for managing allegations against people who work with children policy
- Risk assessment policy
- SEN policy
- SMSC policy
- Student complaints
- Whistle blowing policy
- Work experience policy

Copies of all My Choice School policies and procedures are available for inspection at each school location and at Head Office and on request from the Head of Education. Policies are reviewed regularly in line with changes in legislation and to ensure best practice.

Key Stage 4 Student Performance 2018 to 2019

Total Yr11 Leavers: 4

Yr11 destinations:

Northbrook College L1 Hair and Beauty

Brinsbury College L2 Animal Care

Brinsbury College L1 Bricklaying

Military Preparation College

Qualifications achieved:

Functional Skills L1 English:

1 x Yr10

Additional courses attended during Yr9

- **Fusion – martial arts and personal development**
- **Rap Workshop**
- **ZooLab Workshops**

Key Stage 4 Student Performance 2017 to 2018

Total Yr11 leavers: 1

Yr11 destinations: DV8 Mulitmedia course

Qualifications achieved:

Functional Skills L1 English

1 x Yr11

3 x Yr10

Functional Skills L1 maths

4 x Yr10

Additional courses attended in Yr8, Yr9 and Yr10:

Angling4Education

Construction

Key Stage 4 Student Performance 2016 to 2017

Total Year 11 leavers: 3

Year 11 destinations:

Northbrook College Foundation Art

Asphaleia Employability and Functional Skills

Qualifications achieved:

Functional Skills L1 English

- 3 x Yr11 student
- 1 x Yr10 student
- 1 x Yr9 student

Functional Skills L1 Maths

- 2 x Yr9

Additional courses attended during Yr9, Yr10 and Yr11:

- Japanese for beginners
- Angling4Education: fishing course
- Asphaleia Employability Skills
- Bicycle repair

Key Stage 4 Student Performance 2015 to 2016

Total Year 11 leavers: 3

Total positive outcomes: 3

One Yr11 student commenced an apprenticeship at the Jigsaw trust
One Yr11 student started at Chichester College studying Business Studies, English and maths after being with us for only one term.
One Yr11 student is completing voluntary work at a horse sanctuary having only been with us for the last few weeks of Yr11.

