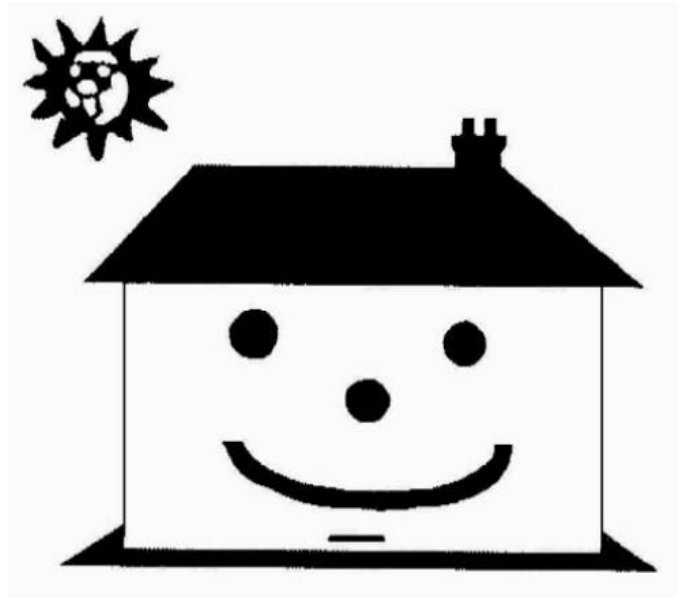


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My Choice School



My Choice School Arundel Prospectus

2024 – 2025

School Address

My Choice School
2 Sefton Lane
Warningcamp
Arundel
West Sussex
BN18 9QY

01903 898060

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 25 students

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 Staff

Head of Education / DDSL
Mental Health Lead

Annie Murphy

PGCE QTS

BSc (Hons) Experimental Psychology
L4 Certificate in Mental Health Aware Leadership

a.murphy@my-choice-homes.com

01444 446920

Headteacher / DSL

Clare Wye

Certificate in Education L5

c.wye@my-choice-homes.com

01903 898060

Deputy Headteacher / DDSL

Jemma Hagelburg

PGCE PE

BSc (Hons) Sport Coaching

01903 898060

Teachers

Rob Gill

BA (Hons) Primary Teaching QTS

Daisy Breed

Master of Research and Literary Studies

PGCE Further Education and Training

BA (Hons) English Literature

- **Exam Officer**

Daisy Walker

PGCE pending

BA (Hons) Childhood and Youth Studies

L4 Certificate of Higher Education in Psychology

Teaching Assistants

Katie Cox

Stephanie Williams

BSc (Hons) Speech and Language Pathology

Phonics Interventions

Joanne Hayward

NVQ L3 Children's Care, Learning and Development

Fire Warden

Amy Langrish

Designated First Aider

Hannah Crilley

Classroom Support Assistant

Emma Rintoul

Cleaning Operative

Kelly Stewart

Remote Teaching and Curriculum Support

Beth Payne

PGCE

BA (Hons) English Literature & Media Studies

School uniform

White polo shirt or t 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. Bottles of water will be provided during the school day however we do not have 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.

We recognise that some students may find consistent attendance at school challenging and we work together with parents and carers to ensure that each student is supported; this may involve flexibility in the timetable and include Blended Learning and Alternative Provision.

Holidays during term time are not permitted.

My Choice School term dates 2024 to 2025

AUTUMN TERM 2024

INSET DAY 2nd September 2024

TERM STARTS 3rd September 2024

HALF TERM 28th October 2024 – 1st November 2024

TERM ENDS 20th December 2024

SPRING TERM 2025

TERM STARTS 6th January 2025

HALF TERM 17th February 2025 – 21st February 2025

TERM ENDS 4th April 2025

SUMMER TERM 2025

TERM STARTS 22nd April 2025

HALF TERM 26th May 2025 – 30th May 2025

TERM ENDS 22nd July 2025

My Choice School works together to create an ethos that is relevant to the needs and unique life experiences of our young people.

We aim to reflect the values of

- Democracy
- Rule of Law
- Individual liberty
- Mutual respect and tolerance of those with different faiths and beliefs
- Respect for other cultures and their values
- Responsibility
- Tolerance
- Belief in personal and social responsibility

We promote these values through our curriculum and through our school community, in assemblies and in the Student Council.

We have a creative and flexible approach to learning, providing an appropriate level of challenge while supporting emotional needs and encouraging responsibility for actions and behaviour.

We aim to provide a safe environment in which each student can achieve personal progress both academically and socially, develop resilience to success and failure and believe in their own worth to enable them to move onto the next stage in their life

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 engage students and parents / carers in our 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 from the Head of Education and on our website.

All students must meet the following criteria:

- 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 mental health 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 5 students to a class) and support.
- Assessment of student's needs must indicate that they would benefit from working with our flexible curriculum.

Curriculum

My Choice School uses the **ASDAN Short Course Awards** and **Functional Skills English and Maths (Entry1, 2, 3; 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 has an Individual Education Plan relevant to their ability to engage in the learning process and levels indicated by assessments.

Core subjects for all year groups

Functional Skills

- English
- Maths

Asdan Short Courses

- Science
- PSHE
- Sex and Relationship Education
- Careers and Work Experience
- Beliefs and Values
- Citizenship

Key Stage 3

Yr7/8/9

- Asdan Key Steps
- Asdan Lift Off

Key Stage 4

Yr10/11

- Careers and Work Experience Asdan Short Course

Yr9/10/11

- Functional Skills English

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

The **Duke of Edinburgh Award Scheme** is an additional offer for our Yr10s and Yr11s. Our Yr10s can commence their programme in the latter half of the Summer term and continue until Autumn half term in their Yr11.

The **Duke of Edinburgh Award Scheme** has to run from April to October, consistently over a 12 week programme.

Additional **accredited on line learning** can be accessed by Yr11s for **First Aid, Health and Safety and Food Hygiene.**

Additional subjects

Asdan Short Courses

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

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
- 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 join us in Year 11 without a history of previous school engagement or learning to build on

ICT is used throughout the curriculum at My Choice School. Internet access is managed and supervised at all times in accordance with our policy.

Community facilities can be accessed for **Physical Education** and include swimming, gym and outdoor exercise equipment in local parks. Arundel Lido is used during the Summer term. Student numbers and facilities may restrict opportunity for team games during the school day.

Group and individual lessons for **music** with 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 and include nature walks and exploration, visits to places of interest and dog walking at a local dog sanctuary.

Alternative provisions can also be arranged such as college and outdoor experiences and would usually commence in Yr10.

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

School Expectations

- Mobile telephones are not permitted at school. Students who require mobile phones for their journey to school must hand them in to the office and they can access them after school. Students and parent / carers must agree to the acceptable use policy.
- Smoking and vaping is discouraged at My Choice School however we are aware that some students do smoke or vape. We are concerned about the vaping increase in all young people, particularly young people who have started to vape and were not previously smokers. Many disposable vapes contain more nicotine than a pack of cigarettes and the sale of vapes to children under 18 is illegal, as is buying vapes for children.

<https://ash.org.uk/law/youth-access>

- In order to safeguard our students we will, from **September 2024** not allow vapes or smoking materials to be used at school.
- If a student arrives at school with a vape or smoking materials, they must be handed in to staff and will be returned **only to parents and carers**. They will not be returned to the student at the end of the school day and will not be returned at lesson break times.
- Students will not be permitted to smoke or vape during the school day and students who attempt to do so are at risk of suspension.
- We appreciate that nicotine withdrawal is extremely difficult to navigate and experience.
- **Advice and support for smoking cessation can be found on the following sites:**

<https://www.nhs.uk/conditions/stop-smoking-treatments/>

<https://www.nhs.uk/service-search/other-health-services/stop-smoking-support-services>

<https://www.nhs.uk/live-well/quit-smoking/stopping-smoking-mental-health-benefits/>

<https://healthmedia.blog.gov.uk/2024/04/15/creating-a-smokefree-generation-and-tackling-youth-vaping-what-you-need-to-know/>

- Students are expected to wear uniform; we provide this to all students at no additional cost to parents and carers.
- Students will work to the best of their abilities and staff will recognise their efforts, students and staff will listen to each other and the school will work as a community.

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 on our website.

| TERM | NUMBER OF COMPLAINTS RECEIVED |
|-------------------------|--------------------------------------|
| Autumn Term 2023 | 0 |
| Spring Term 2024 | 0 |
| Summer Term 2024 | 0 |

Discipline & Exclusions

My Choice School seeks to avoid permanent exclusions and suspensions from school by exercising alternatives to maintain inclusion and to support the students. 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.

At My Choice School, we use a **Restorative Justice Approach** and use the following key questions (if appropriate) when intervening with young people who have been unable to allow us to manage and support their behaviour:

- What happened?
- What were you thinking at the time?
- How were you feeling at the time?
- Who do you think has been affected by what has happened?
- What needs to happen to put things right?

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 differentiated 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 via the IEP with everyone relevant to the young person, including social workers, parents and carers. These targets are further developed via planning and smaller weekly targets for students, ensuring triangulation between EHCPs, IEPs and Medium Term 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
- Administration of medication
- Anti bullying
- Assessment
- Attendance and CME
- Behaviour management
- Child protection and safeguarding
- CIAG
- Complaints
- Computer and internet
- Curriculum
- EAL
- Exam
- Exclusion
- First aid
- GDPR
- Health and safety of students on educational visits
- Health and safety
- Marking
- Preventing extremism and radicalisation
- Procedures for managing allegations against people who work with children
- Reading
- Risk assessment
- RSE
- SEND
- SMSC
- Student complaints
- Uniform
- Whistle blowing

Copies of all My Choice School policies and procedures are available on request from the Headteacher or Head of Education.

Policies are also available on our website

<https://www.my-choice-homes.com/my-choice-school/>

Policies are reviewed annually and in line with changes in legislation.

Visiting Arrangements for parents and young people

In the first instance initial referrals should be made to **Annie Murphy, Head of Education** on **01444 446920**. This should be discussed with the SENAT caseworker however the Head of Education is happy to take enquiries and talk through options.

Our referral process will include visits to the school. An initial visit will be arranged with the Head of Education and Headteacher and will take place after the school day; this will include meeting the staff and viewing the school. A second visit will take place during the school day and will be a taster session for the young person in a class.

Visits to the school from professionals are welcome and must be arranged in advance with Clare Wye, Headteacher. Visits will be scheduled after the school day. The Headteacher can be contacted on 01903 898060.

Key Stage 4 Student Performance 2023 to 2024

Total Yr11 Leavers: 4

Yr11 destinations:

- Itchen College L1 Uniformed Protective Services
- Brinsbury College L1 Game Development

Qualifications achieved:

Functional Skills L2 English:

- Yr11 x 1

Functional Skills L2 Maths:

- Yr11 x 1
- Yr10 x 1

Functional Skills L1 English:

- Yr11 x 1
- Yr10 x 1

Functional Skills L1 Maths:

- Yr11 x 1
- Yr10 x 1

Functional Skills ELC Gold English:

- Yr11 x 2

Functional Skills ELC Gold Maths:

- Yr11 x 2

L1 Basic Health and Safety for Employees: Yr11 x 2

L1 Food Hygiene and Safety: Yr11 x 1

L1 Workplace First Aid: Yr11 x 1

Yr11 Asdan Short courses:

Sports and Fitness x 2

Science x 2

Animal Care x 2

Careers x 1

PSHE x 1

Beliefs and values x 1

Citizenship x 1

SRE x 1

Independent Living x 1

Additional courses attended:

Angling4Education

Velobuild

Chichester College: L1 Motor Vehicle Maintenance

Work Experience: Charity Shop & Stables & Motor Vehicle Workshop

Key Stage 4 Student Performance 2022 to 2023

Total Yr11 Leavers: 6

Yr11 destinations:

Crawley College L2 Engineering

Asphaleia Training

Northbrook College L1 Construction Skills – Bricklaying

Chichester College L1 Construction Skills – Bricklaying

Chichester College L1 Hair and Beauty

Qualifications achieved:

Functional Skills L2 English: Yr11 X 3

Functional Skills L2 Maths: Yr11 x 3

Functional Skills L1 English: Yr11 x 2

Functional Skills L1 Maths:

Yr11 x 2

Yr10 X 1

Yr9 x 1

Functional Skills ELC Gold English:

Yr11 x 1

Yr10 x 1

Functional Skills ELC Gold Maths: Yr10 x 1

L2 Health and Safety for Employees: Yr11 x3

L1 Food Hygiene and Safety: Yr11 x 3

L2 Food Hygiene and Safety for Catering: Yr11 x 3

Workplace First Aid: Yr11 x 3

CPR: DR ABC

Yr11 x 2

Yr10 x 1

Yr9 x 1

Yr11 Asdan Short courses:

Construction x 4

SRE x 1

PSHE x 1

Science x 1

Animal Care x 1

Sport and Fitness x 1

Additional courses attended:

Brinsbury College - Animal Care

Angling4Education

Crimsham Farm

Velobuild

Key Stage 4 Student Performance 2021 to 2022

Total Yr11 Leavers: 6

Yr11 destinations:

Northbrook MET College L1 Games Development x 2

Worthing MET College L2 Business, Travel and Leisure Studies

Bristol City College: L2 Mechanics

Chichester College: L2 Mechanics

Chichester College: Foundation Learning

Qualifications achieved:

Functional Skills L2 English: 2 x Yr11

Functional Skills L2 Maths: 2 x Yr11

Functional Skills L1 English: 4 x Yr11s and 2 x Yr10s

Functional Skills L1 Maths: 4 x Yr11s and 2 x Yr10s

Functional Skills ELC Gold English: 3 x Yr11s and 3 x Yr10s

Functional Skills ELC Gold Maths: 3 x Yr11s and 3 x Yr10s

Functional Skills E3 maths: 1 x Yr11 and 1 x Yr10

Functional Skills E2 English: 2 x Yr11s

L2 Health and Safety in the Workplace: 4 x Yr11s

L1 Food Hygiene and Safety: 5 x Yr11s

L2 Food Hygiene and Safety for Retail: 4 x Yr11s

Workplace First Aid: 5 x Yr11s

CPR: DR ABC x 12 (Yr11 and Yr10)

Yr11 Asdan Short Courses

Careers and Experiencing Work x2

Expressive Arts x2

PSHE x2

Citizenship

History x2

Yr10 Asdan Short Courses

Foodwise x 2

Additional courses attended:

Fusion at UpGrade Training

- MMA and ASMMA Sports Coaching

Chichester College

- BTEC L1 Mechanics

Angling4Education: taster sessions