

# ***Eresby School Prospectus***

***Specialist in Cognition and Learning***

***2008 / 2009***

## **Location**

Spilsby is a small market town in the Lincolnshire Wolds. The catchment area is around the north of Boston to the south of Louth, including Skegness, Coningsby, Alford, and Horncastle districts. The school is a single storey building in very pleasant grounds, including a sensory garden, nature garden and play areas.

## **Director of Children's Services**

**Peter Duxbury  
Lincolnshire County Council  
Newland  
Lincoln LN1 1YQ  
Telephone 01522 552222**

**Eresby School  
Eresby Avenue  
Spilsby  
PE23 5HU  
Telephone 01790 752441  
Fax 01790 754223**

**e-mail – [enquiries@eresby.lincs.sch.uk](mailto:enquiries@eresby.lincs.sch.uk)**

**Headteacher – Mrs Jackie McPherson  
Chair of Governors – Father Peter Coates**

Dear Parents and Guardians

Welcome to the Eresby School Prospectus. I hope this will supply you with all the basic information about our school.

We are a special school and our curriculum, teaching and ethos is designed to meet the needs of children and students who have Severe Learning Difficulties, or Profound and Multiple Learning Difficulties. We also cater for a number of pupils with Autistic Spectrum Disorders and Sensory Difficulties.

We are designated a Specialist College in Cognition and Learning, the first special school in the county to achieve this status

The school building is all on one level and includes a sensory room, hydrotherapy pool, resource room for Art, Design and Technology, and Science, and an ICT suite. There are extensive grounds with play areas and quiet restful areas. The school also has links with the local Primary and Secondary schools, Linkage College and Lincolnshire Regional Agricultural College and the new Wolds College. All this enables us to offer an extensive curriculum with a wide variety of practical courses. The school also offers the Duke of Edinburgh Awards and Junior Sport Leaders Award.

The school has achieved the Investors in People Award, the Basic Skills Quality Marks for Primary and Secondary Education. These reflect the high quality work across the school in Maths and English.

At Eresby School we attach great importance to meeting the needs of the individual and celebrating successes, however small, of all our pupils.

If you are a prospective parent I would be delighted to show you around the school and answer any questions you may have.

Jackie McPherson

Head Teacher

The information contained in this Prospectus is correct at the time of preparing and meets the requirements of the 'Guidance – Organisation and Management' Ref. DfES/0270/2002, covering Governors' Annual Reports and School Prospectuses in Primary / Secondary Schools.

It cannot be assumed that there will be no changes in the arrangements described during the course of the year, or in subsequent years.

The Prospectus / Annual Report is up-dated every year during the Summer Term

### ***Role of the Governors***

Whilst the Headteacher is responsible for the day-to-day organization and management of the school, the Governors are responsible for monitoring and ensuring this work is carried out appropriately and within the law. The Governors are organized into committees to oversee the curriculum and resources (including finances and buildings). The Governors produce an Annual Report to parents which is contained within this book, and organize consultation opportunities for all parents to discuss the work of the school with members of the Governing Body.

Governors may be contacted through the Clerk to the Governors via the school address and phone number.

### **Letter from the Chair of Governors**

Dear Parents and Carers,

I would like to take this opportunity to welcome you to The Eresby School. I believe the children are the very heart of the school and the governors are proud to work with the staff and parents to achieve the excellence they deserve. Parents and carers are welcome to contact me at any time, my address and phone number are included on the governor information page.

Very best wishes

Fr. Peter Coates.

## **Eresby School Governing Body**

### ***Chairman***

Fr. Peter Coates  
The Vicarage,  
Church Street, Sipsby.  
01790 752526

Mrs Enid Bailey  
Mrs Jeneana Limb  
Ms Diane Newton  
Ms. Yvonne Clarke  
Mrs Wendy Dring  
Mrs Alison Hurton  
Mrs Jackie McPherson  
Mr John Palin  
Mrs Mary Flynn  
Mrs Mandy Ridding  
Mrs Sue Williams

### **Representing**

County Council

Coopted  
Parent  
Parent  
Coopted  
Parent  
Coopted  
Headteacher  
Parent  
Teaching Staff  
Non-teaching Staff  
Coopted

Clerk To The Governors : Mrs Dawn Hunt – c/o Eresby School

### **Resources Committee**

Chair – John Palin

### **Curriculum and Pupil Care Committee**

Chair – Enid Bailey

## **Staff**

### **Teaching Staff**

Headteacher

Responsible for:

Science, English, P.H.S.E.

### **Mrs Jackie McPherson**

B.Ed. Mental Handicap. B.Phil. Autism.

PGC Lang / Comm. Difficulties

PGD Careers Ed. and Guidance

National Professional Qualification /Head

Assistant Headteacher

Responsible for:

Art, Geography, 14 – 19 Curriculum

### **Mrs Michelle Holiday**

Certificate of Education

Class Teacher

Responsible for:

Maths, Music,

### **Mrs Jenny Shuttleworth**

Certificate of Education

Class Teacher

Responsible for:

D.T. ICT

### **Mr Carl Steadman**

B.Ed. (Hons.)

Class Teacher

Responsible for:

Geography, History, Post 16 provision

### **Ms Mary Flynn**

Certificate of Education

Post Grad. Diploma Learning Difficulties

Class Teacher P/T

### **Mrs Sarah Ward**

B.A. Hons PGCE

Early Years Instructor

Responsible for Portage Outreach

### **Mrs Liz Edwards**

B.A. (Hons) Early Years Education

## ***Instructors***

Physical Education / Sport. Duke of Edinburgh	Mr Stephen Baker
Literacy Coordinator	Mrs Geri Barton : NVQ 3
Work Related Learning Coordinator	Mr Richard Hill
Outreach Support	Ms Zoe Tempest : Foundation Degree Education; B.A. Degree Primary Education

## ***Teaching Assistants***

Senior Teaching Assistant - Portage	Mrs Janice Harvey NNEB (Portage)
Senior Teaching Assistant - Sensory	Mrs Jane Turner NNEB
Senior Teaching Assistant – Art / Displays	Mandy Ridding NNEB
	Mrs Karen Moss NVQ 3
	Mrs Chris Smith NVQ 3
	Mrs Sue North NVQ 3
	Mrs Jayne Rymer NVQ3
	Miss Mandy Sylvester – N.N.E.B
	Miss Julie Kitchen GNVQ Health / Social Care, B-Tech N.D.
	Mrs Carolyn Simpson B-Tech N.D.

### **1:1 Support Staff**

Mrs Andrea Brown – Portage  
Mrs Karen White  
Mr Alan Scyner  
Miss Bella  
Chantelle Stiller  
Lucy Pearl

### ***Other Staff***

Administrator – Mrs Dawn Hunt  
Clerical Assistant – (part-time) Mrs Elaine Epton  
Clerk to the Governors – Mrs Dawn Hunt

Assistant Cook – Caroline Ireland  
Catering Assistant – Michelle Stubbins

Site Manager – Jack Stevens  
Physiotherapist  
Speech and Language Therapist  
Sensory Impaired Service – Katherine Taylor, Lesley Jessop  
Connexions Officer – Mrs Gillian Massy-Dales  
Doctor – Dr. Ikena

## **Six Term School Year and Holidays – Academic Year 2008 / 9**

**Term 1**                    Wednesday 3<sup>rd</sup>. September 2008 – Friday 24<sup>th</sup>. October 2008  
                                  Sept. 1<sup>st</sup>. and 2<sup>nd</sup>. Training days.

**Term 2**                    Monday 3<sup>rd</sup>. November 2008 – Friday 19<sup>th</sup>.  
December 2008

**Term 3**                    Tuesday 6<sup>th</sup>. January 2009 – Friday 13<sup>th</sup>.  
February 2009  
                                  January 5<sup>th</sup>. Training day

**Term 4**                    Monday 23<sup>rd</sup>. February 2009 – Friday 3<sup>rd</sup>. April  
2009

**Term 5**                    Tuesday 21<sup>st</sup>. April 2009 – Friday 22<sup>nd</sup>. May  
2009  
                                  April 20<sup>th</sup>. Training day  
                                  Bank holiday Monday 5<sup>th</sup>. May

**Term 6**                    Monday 1<sup>st</sup>. June 2009 – Friday 17<sup>th</sup>. July 2009

I further training day will be taken as twilight sessions.

## **Specialist School Status**

In January 2008 the school successfully applied for specialist school status in Cognition and Learning. We were the first special school in the county to achieve the status which is effective from September 2008.

The process of application required the school to complete a very detailed form demonstrating the progress all our pupils had made over the last three years, and providing planning and targets to show how pupils would continue to develop in the next 3 years.

Having passed the initial scrutiny the school was visited by a member of Her Majesty's Inspectorate to look in even more detail at the school. Only 54% of schools nationally who applied in January were successful, and we were one of them.

The additional funding that comes with the successful bid has enabled us to increase our staffing, providing dedicated staff to work with literacy, community links and offer support to a number of local Primary Schools. We will also be undertaking new building work in this academic year to make a Life Skills Room to increase the work towards independence for the secondary pupils.

### **School Organization**

Eresby School is a County Maintained day special school for boys and girls with severe learning difficulties and profound and multiple learning difficulties, an increasing number also have Autistic Spectrum Disorders. We take pupils and students from 2 years to 19 years. The school has places for 47 pupils; there are currently 48 on roll, taught in mixed ability Key Stage groups.

Parents of children who are under school age, and are deemed to have special needs can be offered home support through the Portage scheme. Portage is a teaching support programme for children who have special needs and takes place in the home.

The school follows the National Curriculum, which is supported by the Equals Modules – a scheme created for young people with special needs. At 14+ there are externally accredited courses available in a wide range of subjects leading towards greater independence and planning for the next stage in their lives.

There is a strong emphasis in the school on language development and the school works closely with the Speech and Language Therapist to promote effective communication for all pupils, including the use of the 'Picture Exchange Communication System' (PECS) and Makaton signs / symbols.

All pupils have an individually structured programme within the subject areas. There is close monitoring and recording at all stages of a child's development

## Sports Activities.

The school employs a Sports Coach to provide a wide range of sporting activities for all ages across the school. The school participates in a number of regional workshops and competitions.



Within school we offer : swimming, gymnastics, athletics, games – table-top cricket, curling, volleyball, tennis, orienteering, outdoor and adventurous (including the Duke of Edinburgh Expedition for Key Stage 4 and 5).

This year we have continued archery and sailing offered at specialist off-site places.

Junior Sports Leaders passed their assessment and received their full accreditation.

We have a range of facilities from the Sensory Studio, hydrotherapy pool, active centre, aerobic gym, small sports hall, to the outdoor areas. These are supplemented by using the local Tennis club, The Embassy Swimming Pool in Skegness and Lincolnshire Rural and Agricultural College (Equestrian Centre).

In 2008 we entered the first cohort of students for Edexcel Physical Education at Entry Level.



**School Security**

External doors are secured by key pads. Visitors must enter by the Reception Door which has an intercom system. All visitors must sign in and wear an identity badge when in school – parents who are known to the school are asked to sign in but do not need to wear a badge. The school has a secure boundary fence and gates from the play area are locked unless groups are accompanied by staff.

### **Health and Safety**

The school has a current Health and Safety Policy that is approved by the Governing Body and regularly up-dated. Regulations meet DfES and LEA standards. There are nominated Health and Safety staff and Governor representatives who conduct at least twice yearly site checks. We have two fully qualified First Aiders and all staff have the Emergency First Aid certificates up-dated every two years.

### **Teaching Time**

Teaching time is from 9.10 in the morning, until 3.15 in the afternoon. There is a morning break for 15 minutes and a lunch break of 30 minutes for secondary pupils and 45 minutes for primary pupils. Eating lunch is an integral part of the teaching hours.



### **Pupils Health and Welfare**

The school has used the recent Government documentation on 'Every Child Matters' as a focus of pupil health and welfare. From September 2006 all meals will be cooked on site from fresh ingredients, there is guidance on packed lunches and classes will adopted healthy options for breaks and snacks in school. The school has provided an extensive physical education programme, linked to the community for many years and ensures all pupils have a minimum of 2 hours physical activity every week. Links to the community and economic, social development are also addressed through the Duke of Edinburgh Awards Scheme, the Junior Sports Leaders programme and mini enterprise schemes run in the secondary department.

## Statements and Reviews

Every child receiving education in a special school must have a statement identifying their particular needs. In exceptional circumstances they may start school before this is completed as part of the multidisciplinary assessment process. Three months after the initial statement is issued or a pupil transfers, there will be a review to which parents are invited to discuss the provision in the statement.

Once a year following the final statement there will be a review meeting at the school to ensure the child's needs are being appropriately met. Every agency involved with the child will be asked to either attend or provide a written report for the meeting. Parents are asked to attend and where possible the pupil will also attend to give their views.

As a result of the review meeting targets will be set for the next twelve months. These are broken down into smaller targets for each term and are written onto the Individual Education Plan. Where possible students are encouraged to be involved in setting the targets and to write one personal goal for each term. Parents receive a copy of the IEP each term.

When a pupil is in Year 9 (age 14 years) there will be transition review. At this time we start to plan for when the student will leave school. The Connexions advisor for special needs and Social Services will be involved to give advice to students and parents as to the options likely to be available.

## Assessments

Eresby School follows DfES guidelines and assesses pupils at the necessary Key Stages. However as many of these assessments are not suitable for pupils with severe learning difficulties, we also use a number of additional assessments.

- Daily assessment of all I.E.P. targets
- Foundation Stage Profiles.
- Subject assessments using the 'P levels' for those working below level 1 of the National curriculum.
- Samples of work for the core subjects are retained for every year the pupil is at school.
- Yearly reports to parents, followed by a parents evening with opportunities to discuss the pupils progress.
- Entry Level qualifications through the Edexcel examination board at 14 – 19 years.
- Moving On national accreditation at 16+



## SAT's Assessments

These are not published, as it is not constructive to compare the attainments of pupils at Eresby with those of mainstream schools. Parents will be informed of the results for their own child where appropriate.

## **Discipline**

Pupils are expected to follow a code of conduct at all times. There are simple rules for all pupils that are taught and reinforced by staff. In addition each class develops its own rules in discussion with the pupils. Pupils are helped to develop respect for others and for property through positive reinforcement of good behaviour.

The school has a behaviour policy that takes into account all relevant legislation and has been approved by the governors. It contains information on the use of physical contact between pupils and adults, the use of restraint and the recording of incidents. All staff are trained to use the Team Teach approach to behaviour techniques and specifically safe restraint. The training is regularly up-dated every two years. Any incident resulting in a pupil being restrained for their own safety, or that of others, is recorded. A copy of the full behaviour policy is available from the school on request.

## **Uniform**

Foundation / Key Stage 1 and 2 – Red sweatshirts, red polo shirts, dark grey / black / blue trousers, shorts or skirts.

Key Stage 3 and 4 – Navy Blue sweatshirts, light blue polo shirts.

Post 16 – uniform is optional and pupils may wear their own smart / casual clothes.

Sweatshirts and polo shirts with the school logo can be ordered through the school office, please ask for an order form. Parents / carers do not have to buy from school and can buy the appropriate colours through their local shops.

## **Autistic Spectrum Disorders**

A number of pupils at the school have autistic spectrum disorders. Most teaching staff have completed course in Autism from short introductory courses through to full degree qualification. Eresby uses the Picture Exchange Communication System (PECS) as part of the programme to assist pupils with communication difficulties.

## **Parental Involvement**

Communication between home and school is vital to maximize the pupil's potential and ensure consistent and sympathetic dealings with all pupils. On a daily basis communication is through the 'Home School Books'. Any parent wishing to discuss an issue with the class teacher or the head can do so by making an appointment. Every reasonable effort will be made to meet with parents, or discuss issues on the phone, but we ask parents not to expect to speak to staff during teaching hours. All parents are asked to sign a 'Home School' agreement when their child starts school. There is a 'Parent Support Group' open to all parents that meets every term in the school, currently on Monday mornings.



### **Homework Policy**

The school will provide homework for pupils according to their needs. Parents are encouraged to use this as a means of seeing what their child is doing and to work with their child at home. The amount set will depend on the age and ability of the child. If parents are having any difficulties with this they are asked to contact the teacher to discuss the problems.

### **Special Needs**

The school has a 'Special Needs Policy' that is regularly reviewed and up-dated. The policy is available on request to all parents.

### **Target Setting**

Targets are set for each cohort as required by the Department for Education and Skills. These targets are agreed by the Governing Body but are not published due to the small numbers within each cohort.

## **Curriculum Organisation**

The school has six class groups

1. Foundation Stage and Key Stage 1 – adapted National Curriculum
2. Key Stage 2 – adapted National Curriculum
3. Key Stage 3 – adapted National Curriculum
4. Key Stage 4 – Entry Level courses and Skills For Working Life
5. Key Stage 5 – Entry Level course in Skills for Life and Moving On accredited courses.

Most subjects are taught by the class teacher, either in the classroom or in specialist rooms such as the ICT suite or the Science / D.T. Room. Pupils also access courses off-site at the local Primary and Secondary Schools. Local FE College, and Toynton Hall. The curriculum is taught through the individual subjects, but within this there are lots of opportunities for practical, hands on activities and visits to ensure learning is fun. As the pupils progress through the school they are enabled to become more independent and include practical, vocational skills whilst still focusing on key skills of number and communication.

## **Sex and Relationships / Drugs Education**

Following consultation with advisors and parents the school has an agreed policy and scheme for the above areas. Copies of the policy have been sent to all parents of pupils in Key Stage 3, 4 and 5. Further copies are available by request, from the Headteacher.

## **Collective Worship**

All pupils attend a daily act of worship which is mainly Christian in character. Occasionally this may be led by a minister from one of the churches. If parents wish to withdraw their child they must put their request in writing to the head. Any pupil withdrawn will be supervised by a member of staff in the library.

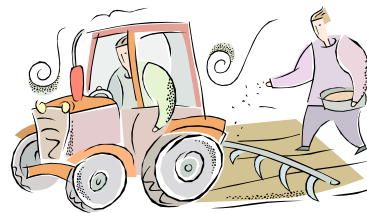
## **Careers**

Careers education is taught as a separate subject within PHSE.

It will include visits to local Colleges and work places. The

School has a careers library, and works with the local Connexions service to provide career planning and support. Some students will have the opportunity to go out on work experience.

The newly appointed Work Related Learning Officer is currently developing the links with local employers to ensure pupils are well prepared and supported on community work placements.



## School Facilities



### Hydrotherapy Pool

The school pool is used by all students, but is especially beneficial to those with physical disabilities as part of their movement programmes.

### Fitness Studio

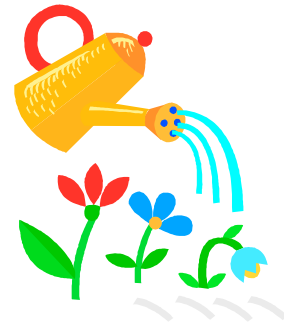
Aerobic Gym for the more able to improve health and fitness and a soft gym to develop basic mobility for less able pupils.

### Mini Bus

The bus is used to transport pupils on educational visits, work placements, residential trips and sporting activities.

### Sensory / Spiritual Garden

Staff, pupils and parents have helped develop a sensory / spiritual garden behind the school. It is used for science and PHSE and also as a quiet area for younger children to go at mid morning and lunch breaks.



### Sensory Studio

The school has a large Sensory studio for relaxation therapies such as aromatherapy and reflexology, and for group work such as sensory stories.

### Computer Suite

The school has computers in all classrooms, some with touch screen facility and numerous access switches and adapted keyboards. In addition there is a central computer suite available to all classes.

### Vocational Areas

To enable us to develop Vocational skills the school has a polytunnel for horticulture and we are looking to re-develop the garage into a workshop. We also link with Horncastle College for access to accredited courses in building and decorating.

- Full staff up-date on Team Teach – the adopted system for safely restraining pupils to avoid pupils hurting themselves or others.
- Food Hygiene – 2 Teaching Assistants
- Safer Recruitment – Headteacher
- KS 3 National Curriculum up-dates in some subject areas.
- 14 - 19 Curriculum development
- Activate (coordination and movement programme).
- OWL – 2 staff (Reading Recovery)
- Autism – 2 staff
- Rights Respecting Schools – UNICEF – 2 staff
- Common Assessment Format – Senior Management
- Leadership Management – Assistant Head
- Social Stories – full staff
- School Business Management – Administrator
- Finance Degree – Administrator
- Foundation Degree Primary Education – Senior Teaching Assistant
- Bachelor Arts Degree – Primary Education – Teaching Assistant.
- Menu planning – Cook
- Makaton Instructors Course – 3 staff

The school continues to ensure all staff complete the relevant health and safety courses in the personal management of all pupils, including and specific feeding and medical needs.

## **Inclusion**

This year we have a number of pupils from Key Stage 1, Key Stage 2 and Post 16, are integrating part time into other schools. These range from St. Helena's Primary School and Spilsby High School to Toynton Further Education College and Lincolnshire Regional Agricultural College. We hope to develop these links further in the next year.

## **Publication of Photographs**

It is very helpful to be able to use photographs of the pupils and students to illustrate some of the work we do in school. All parents will be asked to give their consent for the school to use their child's photograph for publicity purposes.

## **Public Access to Records.**

Under existing regulations parents have access to the following documents. These are available upon request to the Headteacher.

- School brochure
- Governing Body's Annual Report (part of the School brochure)
- Statements from the LEA
- Governing Body's Curriculum Policy and Aims
- DfES Orders and Circulars.



## **School Fund**

The School Fund is a registered charity and exists to support the school in raising funds for extra equipment and activities. The main fundraising events of the year are, the annual sponsored walk, Christmas Bingo, Summer Raffle and various stalls run at the Spilsby show and Cracker Day. Staff voluntarily give time to raise money and parents are invited to support the work in any way they can. A copy of the most recent accounts are included at the back of the prospectus



## **School Finance**

### **Charging for Activities**

Parents may be asked to make a voluntary contribution to meet the cost of certain activities, such as some educational visits and cookery lessons. No pupil will be discriminated against if parents are unable to contribute, but in some rare cases activities may be considered financially non-viable and cancelled. All activities taking place outside school hours are voluntary and may be charged directly to parents.

### **Dinner Money**

Dinner money is paid on a Monday. Ideally it should be placed in an envelope with the child's name on and the amount.

If you are on 'Income Support' you can claim free school meals for your child. Information can be gained from the school office.

### **Absence Return 2006/7**

Total number of sessions (half days) missed through authorised absence

Total number of sessions (half days) missed through unauthorised absence

### **International Links**

The school has strengthened the links with the Twin City School in Ghana. In July 2007 Elizabeth Amewowor spent a week with Class 3 at Eresby, then in the September Carl made a visit to Ghana working alongside the staff there. In April this year the Headteacher along with Stephen Baker (Sports Coach) and Liz Edwards (Early Years) went out for 10 days again to work alongside the staff and develop the programme for further curriculum links. All visits are funding by the British Council, or the Teacher International Development Grant.

In 2009 a group will be making a return visit top America as part of the historic link with Virginia. In 2010 we hope to run our 3<sup>rd</sup>. visit to France.

In 2007 the school achieved the International Schools Award for the way we have embedded the global perspective into the whole school.

### **Parents Support Group**

The above group meet informally once a term in the school to share ideas and concerns, meet with other parents, occasionally meet representatives from other organizations who will keep parents informed of services and provision available to them. We hope to develop this further during 2008 / 9.

### **Policies**

The school has policies covering all areas of the school management and curriculum. Relevant policies are available to parents on request, at no charge.

They include:

- Special Education Needs.
- Behaviour Management
- Parents Complaints Procedure