

St Hugh's School

Prospectus



Message from the Head Teacher – Tracy Millard



"Working Together for Success"

St Hugh's School is a special school for students between the ages of 11 years and 19 years of age who have a range of learning difficulties including moderate, severe learning difficulties, autism spectrum disorders, profound and complex needs and language and communication difficulties. We have currently 164 students attending the school

Students are nurtured in order to aspire to make the best possible progress within their academic and personal self. This is delivered by an amazing team of staff who strive to provide the very best for all students.

It is a privilege to be Head Teacher at St Hugh's an 'Outstanding School (Ofsted 2013/2014). ' We value our school community and are committed to working with parents / carers to help students achieve their true potential. In addition we collaboratively work with the Local Authority's Integrated Service Team and health professionals in order to maximise student's programmes.

Thank you for reading our prospectus. We welcome visits from prospective parents and carers. I look forward to meeting you.

Tracy Millard
Head Teacher



Essential Information

St Hugh's is a school for students with Special Educational Needs. All our students have an EHCP or are currently converting to an EHCP from a statement of SEN. St Hugh's is based in Scunthorpe and takes students from throughout North Lincolnshire.

We currently have approximately 164 students who work with a dedicated team of staff both teaching on non-teaching staff.

We are based at:

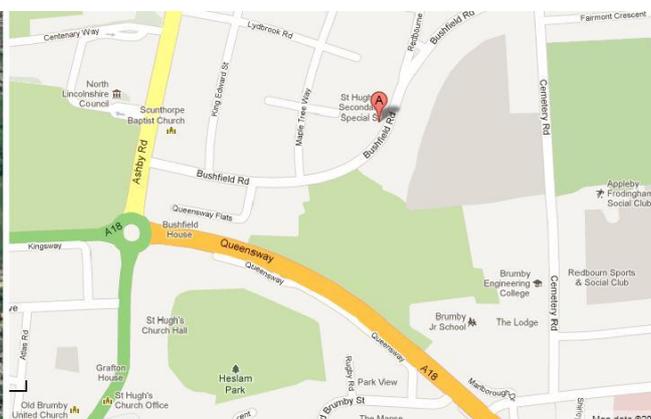
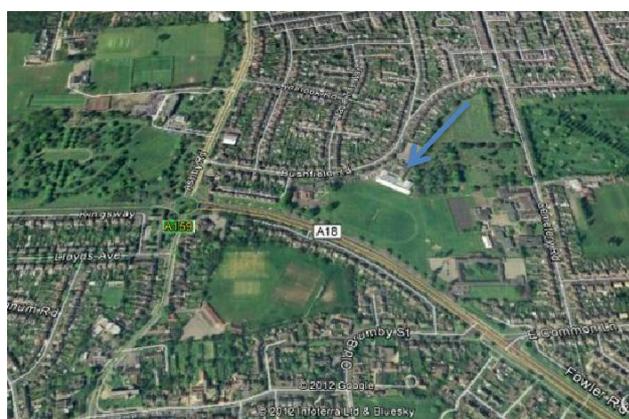
St Hugh's School

Bushfield Road

Scunthorpe

North Lincolnshire

DN16 1NB



Our website is at www.st-hughs.n-lincs.sch.uk

We can be contacted on 01724 842960



Twitter @sthughsschool



Facebook "St Hugh's Communication and Interaction Specialist College"

School Ethos

At St Hugh's we have an inclusive policy with high expectations, where opinions and feelings are seen, heard and valued.

We believe that everyone is equal, irrespective of race, culture or disability and everyone deserves respect.

We Strive to

- Empower our students to be responsible and confident young people who make a positive contribution to the wider community.
- Provide a curriculum that is inclusive, personalised, stimulating and enjoyable for all and promotes lifelong learning.
- Make a difference to our students and their families/carers by continually building, supporting and raising positive active partnerships.
- Nurture self-confidence and self-esteem by promoting effective communication.

Mission Statement

We strive to:-

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- Provide a curriculum that is inclusive, personalised, stimulating and enjoyable for all and promotes lifelong learning.
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- Nurture self-confidence and self-esteem by promoting effective communication.

Local Offer

Our specialist staff and resources meet the need of pupils with additional needs and receive appropriate support to enable pupils to access the curriculum. Collectively our staff hold a large variety of professional qualifications including: fully qualified teachers, many of whom have advanced specialist qualifications and Master Degrees (e.g. Autism), Higher Level Teaching Assistants, Regional Makaton Tutor, Team Teach Trainer for positive behaviour support. All of our staff have Continuous Professional Development (CPD) to ensure that they meet the needs of all our children and their families.



There is a rolling programme of initial and refresher training, to ensure that we maintain high standards of education and care in all aspects of our specialist services. We do this in partnership with the local health care team and other outside agencies to provide the highest quality education and support, ensuring that all aspects of well-being for children and young people's lives are met.

Appropriate classroom environments are provided which enable all children to access provision inclusively. A variety of resources is available to support a range of learning styles. Additional support may be provided including; teaching assistants, computer programmes, peer learning, practical aids, specialist resources and teacher support. Specific interventions and additional support, where provided, are regularly reviewed and their impact identified. Where appropriate, access arrangements for tests and exams are made according to the relevant requirements for the exam board concerned. The school had a Equalities Plan which reviews and responds to identified needs of the school community.

We provide;

- Specialist Qualified Staff for students with a range of needs including autism
- Picture Exchange Communication Systems Trained staff for communication
- Specialist trained staff in Autism specific programmes including TEACCH
- MAKATON Signing Regional Tutor for communication
- Qualified Team Teach Tutor for positive behaviour support
- Qualified Moving and Handling Tutor for physical needs
- Medically trained and clinically supervised staff
- First Aid and Paediatric First Aid Qualified Staff
- Person Centred Planning and collaborative Education Health Care Plan
- Parent/Carer Workshops (range of topics including Autism, Behaviour, communication)
- Parent/Carer coffee mornings for support and networking
- Leading Parent Partnership Award school
- Specialist diets and food requirements
- Personalised Learning Programmes
- Nursing Team (including qualified paediatric nurses and health care assistants)
- Paediatric clinics/appointments
- Dietician clinics/appointments
- Orthotic and Wheelchair services
- Speech and Language Therapy
- Occupational Therapy
- Sensory Integration Programmes
- Hydrotherapy
- Physiotherapy
- Hearing Impairment screening and clinic



- Visual Impairment screening and clinic
- Electronic doors and access to promote independence
- Sensory Hydrotherapy pool
- Sensory Multi-Media Studio
- Play areas equipped with all-weather musical instruments and play equipment
- Sensory integration equipment
- Sensory garden
- Hygiene suite and adapted bathrooms and changing facilities
- Hoisting and ceiling tracking

Visiting Arrangements

St Hugh's has an open door policy in place in order to organise visits or request or pass on information by telephone between home and school. Visitors who are new to school are welcome by appointment. At all times minimal disruption to our students is priority.

We have two parent afternoons during the year in which parent/carers can come in and work alongside their child in order to develop their awareness of what happens in school. In addition we have 2 parents evenings through the year in which staff are available to answer questions and report on student's progress. This is in addition to whole school events such as the Christmas and Summer Fayres, Carol Service and Sports Day.

Transition into St Hugh's is carefully planned to meet the individual's needs. This involves parents and students invited in for structured sessions / meetings several times in the lead up to transition. Additional visits are welcome in order to make the transition as smooth as possible. Parents / carers are important in order to inform this process.

In addition to the scheduled events visitors are always welcome to school and staff will try hard to accommodate these.

When entering St Hugh's, you will be asked to sign in. All visitors who provide original copies of their enhanced DBS (which is included on our Central Register) along with 2 forms of photo ID will be issued with a green lanyard. Those who are unable to provide these documents will be issued a red lanyard and will be accompanied by a member of staff at all times.



Complaints

If as a parent/carer you are unhappy with something that has happened at school we will work hard to help resolve these issues. Firstly in this instance approach the class teacher who can hopefully deal with the issue effectively. Complaints can be reported to Mrs Tracy Millard the Head Teacher who will endeavour to resolve it supported by the senior management team.

If you feel, after speaking with the Head Teacher, that a situation has not been resolved then a meeting including the Head Teacher and chair of governors can be arranged.

It is the policy of the school to deal with any complaints in a fair and rapid way ensuring that all genuine complaints are resolved in an effective and satisfactory manner.

Meals

Students in school have access to high quality meals at lunchtime. All food is cooked on site by a dedicated team who work hard to ensure that all dietary needs are catered for. There is a choice of two hot meals a day, one of which is always vegetarian as well as a choice of sandwiches and jacket potatoes and a salad bar is also available. In addition there is a warm pudding and choice of fruit or yoghurts.

School meals meet stringent targets for nutrition and students overwhelmingly enjoy the food that is served in school. All students are encouraged to stay for school lunch

A breakfast club is available in school for a reasonable price with a variety of items available. The breakfast club runs during registration 9.00 – 9.15, this enables all students to have two solid meals a day in school. We have found this aids learning for all involved throughout the day. In addition to the breakfast club, the kitchen staff also operate a highly successful tuck shop for students which serves healthy snacks for a small fee.

The kitchen staff are part of our whole school team. They support all school events including theme days where they cater for occasions such as Chinese New Year, Bonfire Night as well as the annual school Christmas dinner where friends and governors of the school are welcomed to share lunch with the students.



Transport

Students at St Hugh's are assessed in order to assess whether they qualify for home to school transport to be provided. There are several buses serving the school with a dedicated team of drivers and escorts.

The policy of the school transport team is:

“any pupils with statements of Special Educational Needs do not have special transport needs. Their entitlement to free school transport is the same as other pupils'. The policy we follow in assessing their entitlement is set out in the Home to School Transport Policy for Pupils of Statutory School Age.

The SEN team will ask the Education Transport team to consider the entitlement to free school transport of pupils who may need special arrangements. The following factors will be taken into account:

- Is the school the nearest suitable school that can meet the child's educational needs?”
- Is the school within walking distance of the child's home?
- If the school is within walking distance, is transport necessary, for example individuals level of mobility; unsuitability of the walking route, or parents' individual, exceptional, circumstances?
- If the school is the nearest suitable school, or the nearest school, and it is more than two miles from home, free school transport in most cases is provided.”

Depending on the circumstances it may be a dedicated mini bus or taxi.

We also encourage students who are able to travel independently to school .

For more details of school transport please contact.

SEN team: 01724 297285

School transport administrative staff:

Email: school .transport@northlincs.gov.uk

Policy and entitlement (staff based the Education Service): 01724 297218.

Escorts, contracts and provision (staff based in the Transport Service): 01724 297813.



Staff

The senior management team within the school is made up of the Head Teacher, Deputy Head Teacher, Business Manager, Assistant Heads and Phase Leaders who all have a specific role in the running of the school. This team is supported by members of the extended leadership team.

Individual teachers have roles as subject leaders developing that role within the school, co-ordinating the effective teaching of their subject. They are supported by a range of teachers.

In terms of support staff the school has three levels of Teaching Assistants each with their own roles and responsibilities, along with Educational Health Care assistants who support our young people's medical and academic support needs.

Learning Mentors are also employed within the school to help the students with different aspects of school life such as transition.

A personal care team works closely with all teams to ensure that the students have the highest care whatever their need.

The office staff are led by the office manager, and are responsible for the day-to-day administration of the school. In addition a site manager and handyman are responsible for the upkeep of the fabric of the building. The network manager is also responsible for the ICT infrastructure within the school.

St Hugh's is also linked in with a great many agencies who support the learning within the school such as the school nurse, school diversity service, speech and language therapists and Occupational Therapists.

Governors

The school is overseen by a board of governors. This is made up of parents, staff, local authority representatives and other interested parties. The board of governors meets on a regular basis to ensure smooth running of the school and the maintenance of high standards. The Chair of Governors and Deputy work closely with the Head Teacher to ensure all aspects of school life are scrutinised.

Sub-committees focus on different elements of the running of the school such as finance and staffing. The Governors pride themselves on a good knowledge of the school and work hard to build effective relationships with staff and students through regular meetings with subject leaders as well as participating in activities in school such as Christmas Dinner and educational visits. Governors also visit school regularly involved in reading and working with classes.

New governors are always welcome to participate and further details can be obtained from school or talking to one of the governors listed on the school website.

Home / School Liaison

Home / School Liaison is of particular importance in ensuring consistency of experiences for our students. The main way this is done is through the school journal. Each student has their own journal in which staff and parents/carers can share information and successes.

In addition to this staff are always available on the phone and through the school learning platform to talk through issues and concerns. We also ensure that we meet every parent face to face at least twice a year.

Uniform

The school has a compulsory uniform of black trousers or skirt, white shirt and a black jumper with or without a logo. Students also have the option of wearing a blazer and tie in the school colours. It is expected that all students will wear this with black shoes, unless there is a medical reason and specialist footwear is provided.

In PE lessons students will wear black shorts, white t-shirts and trainers. Other kit may be needed at certain times such as outdoor PE shoes/clothing and swimming. We ask that all uniform is labelled clearly.

Students can earn non uniform days as part of the school's reward programme and this is a popular choice with many.

OFSTED

OFSTED last visited the school in September 2013 and judged the school "Outstanding" in every area. This is something as a school we are very proud of and we are striving to maintain that standard against the new standards outlined by OFSTED. We encourage all parents to access the OFSTED Parent View website which is to be used to express parent views about the school. This can be accessed through the school website as can our previous reports.

The next inspection for the school will come at one day's notice and we would encourage all parents to give their views on the Parent View site once we are notified if not before.

Friends of St Hugh's

Friends of St Hugh's (FOSH) is a charitable organisation who raise money for the school. The group run many fundraising activities throughout the year including discos for the students at Halloween and Easter.

The funds that the group raise directly help the students in school through purchasing equipment, helping fund the cost of residential visits as well as funding the Out of School club for the group. FOSH are always looking for new members and as the name suggests are happy to work with anyone who wishes to help support St

Hugh's. Further details can be gained by looking at the school website or contacting St Hugh's directly.

Out of School Club (subject to change)

On a Thursday afternoon, between 3.30 pm and 5.30 pm, we host an Out Of School Club which uses the school's facilities in a less formal setting taking part in such activities as cooking, climbing, cycling as well as many others. The club is run by school staff who all have an excellent knowledge of the students. A small fee is charged to cover the costs and parents have to arrange transport home for their child.

The club runs during term time.

Home Study

Home study is compulsory for all students in St Hugh's. It is seen as an integral part of learning and helps to reinforce and develop skills that the students have worked on in school. Home study is set on a weekly basis and there is an expectation that it will be handed in on the date required.

Home study is directly linked to the abilities of the students and as a result it varies a great deal from coursework for GCSE subjects through to experiential opportunities. This enables all students to develop their own understanding at an appropriate level and support their learning journey impacting on the progress made.

The school uses a variety of interactive and media sources to ensure Home Study is accessible for all.

Specialist Areas within School

Hydrotherapy Pool

The school Hydrotherapy pool is used to aid students with their physical needs. With specialist hoists built in, the pool is accessible to all students. Individual programs are followed to best utilise the pool. Hydrotherapy is very popular with all students and the benefits are many and clear. Community groups including Arthritis care and Water Babies also take advantage of the facility.

Sensory Room

We have recently refurbished the Sensory room designed to create an environment which stimulates students with greater need in such a way that they can be isolated from external distractions to best help them interact with the environment. A wide variety of different resources within the room mean that individualised programs can be developed in order to best use the room for all students.

Climbing Wall

In the school gymnasium is a full climbing wall. The wall can be tilted at different angles to ensure that all students are able to access it. Full safety equipment and staff are trained to a high level which means that students have an experience that helps to develop their confidence and physical skills whilst in an environment that is very safe.

The wall was built with consultation with outdoor education specialists meaning that it provides a level of challenge with pushes all students at their own level.

Soft Play Area

One of the newest additions to the school is the soft play area. This room contains a variety of pieces of equipment to help students physically explore the environment around them and help gain gross motor skills in a safe and above all fun setting. The area is proving to be very popular with all the St Hugh's students.

Mobility Trail

In order to aid our students with their mobility we have a specially designed trail with a variety of different slopes and surfaces to aid movement around the community. The mobility trail is suitable for all students and is used as a social area as well as for therapy. A variety of different plants in the area make it an attractive and enjoyable place to spend time.

Greenhouse

Attached to the school is a large greenhouse. This building has the facilities needed to ensure that all the students have access to gardening within the school setting. The Greenhouse has running water and electrical power as well as height adjustable tables. Students work hard in Land Studies lessons as well as in social times to grow different plants. The greenhouse is the centrepiece of a larger market garden area in which students grow different fruit and vegetables.

Residential Visits

Keswick

The Keswick residential usually occurs in November of each year. The residential is for students in Year 8. We visit the Calvert Trust who are a specialist provider of outdoor adventure. The students are able to take part in a wide variety of activities such as rock climbing, canoeing, abseiling and swimming.

All students are able to visit the centre as it is adapted for students in wheelchairs.

Blackpool

Students who are unable to access the York or London residentials are given the opportunity to take place in another residential based at Blackpool. This is a life skills based residential with students staying in special accommodation and experiencing the sights and sounds (as well as smells and tastes) of the British seaside. It is an chance for the students to experience an new setting with people they know well.

Work Experience

Work experience is an important part of the learning in Year 10 and all students are given opportunities to take part in a form of work experience. This can take the form of working in a local workplace in an industry that interests them, extended work placements also occur for some students as part of their timetable for half a day a week, or through working in school through an enterprise project.

Students gain a valuable insight into the world of work and some students are offered extended work placements. In the past some of our students have gone on to gain employment following these placements.