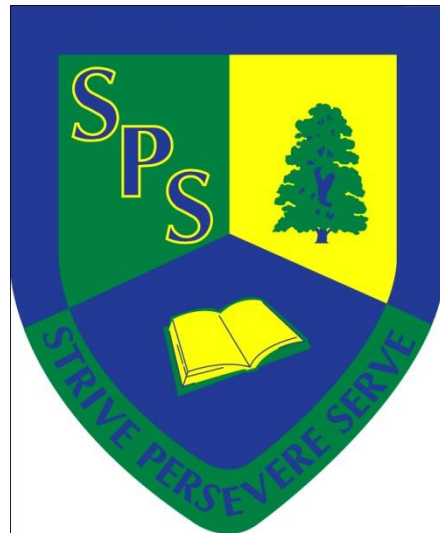


# **Sandfield Park School**

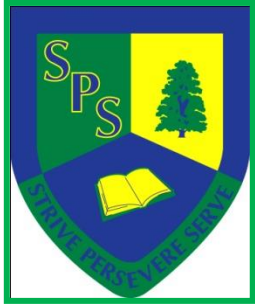


# **Prospectus 2016/2017**

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# SANDFIELD PARK SCHOOL



**Sandfield Park School  
Sandfield Walk  
Liverpool  
L12 1LH**



**Telephone Number: 0151 228 0324  
Fax Number: 0151 252 1273  
E-mail: [sandfield-ao@sandfieldpark.liverpool.sch.uk](mailto:sandfield-ao@sandfieldpark.liverpool.sch.uk)  
Website: [www.sandfieldparkschool.com](http://www.sandfieldparkschool.com)**



**Headteacher: Mr. M. Hilton  
Chair of Governors: Mrs. B. Kerr**

*You are most welcome to contact the Headteacher and make an appointment to visit the school*

Sandfield Park School is a purpose-built day school which serves the needs of secondary age 11-19 year old pupils with physical disabilities and learning difficulties in the Liverpool area.

The school is situated just off Queens Drive, Stoneycroft and is in close proximity to Alder Hey Childrens Hospital. It was officially opened in 1961 by Group Captain Douglas Bader and is set in a very pleasant location. Grass and trees surround the school building, and there is a school field and multi – purpose games area.

The main school building consists of seven classrooms together with specialist teaching areas including Science Laboratory, Technology Area, Library, Central Hall/Gymnasium, Multi – Sensory Room, and an Art and Design Room. In addition there is a separate, specially equipped Sixth Form Building.

The school has medical cover at all times together with Physiotherapy and NHS School based Nurses. The school has specialist rooms and treatment areas for the Medical Staff and Physiotherapists.

Pupils are taught in small class groups which enable them to receive the individual attention that they require. Each class group has at least two classroom assistants attached to them and more often three or more.

In September 2003 Alder Hey Hospital School became part of Sandfield Park School and the school also became responsible for Home Teaching for children unable to return to their own school for medical reasons.

## **PARENTS**

An open door policy is in operation at Sandfield Park School and parents are most welcome to contact the school at any time to discuss their child. Parents are invited to attend their child's Annual Review or Educational Health Care Plan Meeting as well as the two open evenings held each year. Parental involvement is encouraged at all levels.

### **VISION AND VALUES**

Through the highest expectations of staff and pupils we will provide a safe environment with a broad rich curriculum including a choice of out of hour's clubs which encourages personal success and independence. Teaching is based on staff striving to achieve the highest professional standards and learning is based on a vigorous, stimulating and enjoyable curriculum that will aim to prepare pupils for 21<sup>st</sup> century life and to be as independent as possible.

Sandfield Park School is committed to the belief that all pupils have the right to an education that will prepare and develop them in the best way possible for their future lives. The dignity of each pupil will be respected and they in turn will be encouraged to respect the rights and dignity of others. Sandfield Park recognises the value of partnership with parents and links with outside agencies and the community and pledges itself to foster them.

### **AIMS OF THE SCHOOL**

- To provide a happy, safe, secure and stimulating environment to which pupils can develop their potential physically, mentally, spiritually and socially.
- To foster self-esteem.
- To produce confident and caring young people who can take their place in society as independently as their disability allows.
- To deliver a broad balanced and relevant curriculum, that can cater as far as possible for individual needs.
- To work closely with parents and to support them through the difficulties in bringing up a child with a disability.
- To play an active role in the community, and so enhance greater awareness and understanding of our pupils.
- To liaise with outside agencies to help provide the widest possible experience for pupils.

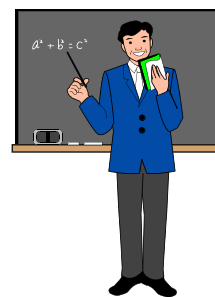
## **SENIOR MANAGEMENT TEAM**

<b>Mr. Mark</b>	<b>Hilton</b>	<b>Headteacher</b>
<b>Mrs. Ann</b>	<b>Wells</b>	<b>Deputy Headteacher, Child Protection, S.E.N</b>
<b>Mrs. Lynne</b>	<b>Giblin</b>	<b>Assistant Headteacher/Senior Teacher of KS4 and Hospital School</b>
<b>Miss. Shimenenge</b>	<b>Foga</b>	<b>Senior Teacher of KS3</b>
<b>Mrs. Lynda</b>	<b>Kenrick</b>	<b>Senior Teacher of 6<sup>th</sup> Form</b>
<b>Mrs. Wendy</b>	<b>Henshaw</b>	<b>Senior Teacher of Home Tuition / ACE</b>
<b>Ms. Kathy</b>	<b>Leahey</b>	<b>School Business Manager</b>

## **TEACHING STAFF - SANDFIELD PARK SITE**

### **Teaching Staff**

<b>Miss. Susan</b>	<b>Barry</b>	<b>Class Teacher and P.E. Co-ordinator</b>
<b>Miss. Marina</b>	<b>Cannon</b>	<b>Technology and P.H.S.E.</b>
<b>Mrs. Lorna</b>	<b>Evans</b>	<b>Music Co-ordinator</b>
<b>Ms. Shimenenge</b>	<b>Foga</b>	<b>Class Teacher and Science Co-ordinator</b>
<b>Mrs. Lynne</b>	<b>Giblin</b>	<b>ICT Co-ordinator</b>
<b>Mr. Kevin</b>	<b>Gauden</b>	<b>P.E. Co-ordinator</b>
<b>Miss. Denise</b>	<b>McAlister</b>	<b>Class Teacher and Humanities</b>
<b>Miss. Carly</b>	<b>Hynes</b>	<b>Class Teacher and R.E.</b>
<b>Mrs. Lynda</b>	<b>Kenrick</b>	<b>Class Teacher and 6<sup>th</sup> Form</b>
<b>Mr. Luke</b>	<b>Benson</b>	<b>Class Teacher and Mathematics Co-ordinator</b>
<b>Miss. Michaila</b>	<b>Worrall</b>	<b>Class Teacher and ASD Co-ordinator</b>
<b>Miss. Melissa</b>	<b>Gould</b>	<b>Class Teacher and ICT Co-ordinator</b>



## **SUPPORT STAFF - SANDFIELD PARK SITE**

<b>Mrs. Julie</b>	<b>Cummins</b>	<b>Personal / Administration Officer</b>
<b>Mr. Stephen</b>	<b>Foster</b>	<b>Finance / Exams Officer</b>
<b>Miss. Lauryn</b>	<b>Mills-Baines</b>	<b>Administration Officer</b>
<b>Mr. Lawrence</b>	<b>Hatchard</b>	<b>Site Manager/Inclusion Officer</b>
<b>Ms. Sarah</b>	<b>Spoor</b>	<b>Learning Mentor</b>
<b>Mrs. Jayne</b>	<b>Graham</b>	<b>Chef</b>
<b>Mr. Peter</b>	<b>Humphries</b>	<b>Cleaner / Assistant Chef</b>
<b>Mrs. Maria</b>	<b>Irwin</b>	<b>Catering Assistant</b>
<b>Mrs. Pauline</b>	<b>McKenna</b>	<b>Cleaner</b>

## **LEARNING SUPPORT STAFF - SANDFIELD PARK SITE**

<b>Mrs. Lynne</b>	<b>Bailey</b>	<b>Miss. Michelle</b>	<b>Carroll</b>
<b>Mrs. Lynne</b>	<b>Brown</b>	<b>Miss. Elizabeth</b>	<b>Jarrett</b>
<b>Mrs. Kathleen</b>	<b>Cavanagh</b>	<b>Miss. Caragh</b>	<b>McAndrew</b>
<b>Mr. Michael</b>	<b>O'Neil</b>	<b>Mrs. Angela</b>	<b>Taylor</b>
<b>Mrs. Lindsey</b>	<b>Ellis</b>	<b>Miss. Lynsey</b>	<b>Wood</b>
<b>Miss. Rachael</b>	<b>Emblem</b>	<b>Mr. James</b>	<b>Bradley</b>
<b>Mr. Tony</b>	<b>Grey</b>	<b>Mrs. Deborah</b>	<b>Fox</b>

**Mrs. Sheila Hardman**  
**Miss. Jessica Hopwood**  
**Miss. Emma Kayll**  
**Miss. Rosemary Hulse**  
**Miss. Alexandra Nixon**  
**Mrs. Janet Sweeney**  
**Miss. Mica Whinnett**

**Mr. Nicholas Hunt**  
**Mrs. Hayley Clarkson**  
**Miss. Abbey-Lee Davies**  
**Mrs. Wioleta Kachroud**  
**Miss. Janet Rogerson**  
**Miss. Paula Rogerson**

## **TEACHING STAFF – ACE and ALDER HEY SITE**

<b>Mrs. Wendy Henshaw</b>	<b>Senior Teacher for Home Tuition and The Alder Centre for Education (ACE)</b>
<b>Mr. Gary Berkley</b>	<b>Home Tutor and ACE</b>
<b>Mrs. Lisa Duffy</b>	<b>Home Tutor and ACE</b>
<b>Mrs. Amanda Crilly</b>	<b>Home Tutor and ACE</b>
<b>Mr. Ross Crilly</b>	<b>ACE</b>
<b>Mr. Matthew Reilly</b>	<b>ACE</b>
<b>Mrs. Debbie McConnell-Jones</b>	<b>Teacher Dewi - Jones Unit</b>
<b>Miss. Jane Nolan</b>	<b>Home Tutor and ACE</b>
<b>Miss. Lindsey Worvell</b>	<b>Ward Teacher</b>
<b>Mrs. Anna Snelham</b>	<b>Teacher - Dewi Jones Unit</b>
<b>Mrs. Teresa Watkins</b>	<b>Ward Teacher</b>
<b>Mrs. Joanne Lancashire</b>	<b>Ward Teacher</b>
<b>Miss. Kirsty Reynolds</b>	<b>Ward Teacher</b>



## **SUPPORT STAFF – ACE and ALDER HEY SITE**

<b>Mrs. Lin Loughlin</b>	<b>Administration Assistant</b>
<b>Miss. Connie Mumford</b>	<b>Nursery Nurse/Alder Hey</b>
<b>Mrs. Chris Morgan</b>	<b>Learning Support Assistant - Alder Hey</b>
<b>Mrs. Gina Neilson</b>	<b>Learning Support Assistant - Alder Hey</b>
<b>Miss. Natalie Blunsum</b>	<b>Learning Support Assistant - ACE</b>
<b>Miss. Katie Blake</b>	<b>Learning Support Assistant - ACE</b>
<b>Miss. Rachel Christian</b>	<b>Learning Support Assistant - ACE</b>
<b>Mrs. Jane Cooper</b>	<b>CAMHS Support Worker</b>

## **SCHOOL GOVERNORS**



A list of governors is available from the Headteacher or Clerk to the Governors (Mrs. Lin Loughlin)

## THE CURRICULUM

We aim to make the curriculum on offer at Sandfield Park broad, balanced and relevant to the needs of each pupil. Our teaching is mainly class based so that there is greater continuity for our pupils in terms of their education and care. They also have some specialist teachers during the course of a week in Art, PE, Technology and Music. In addition there are specific courses designed to develop independence and daily living skills, and equip pupils with the strategies to overcome particular difficulties.

The following National Curriculum subjects are taught from the age of eleven and are based on the needs of our pupils:-

### CORE SUBJECTS

English  
Mathematics  
Science  
Computing and Information Communication  
Technology

### FOUNDATION SUBJECTS

Humanities  
Physical Education (Including Swimming)  
Food and Design Technology  
Art  
Music

### COMPULSORY SUBJECT

Religious Education

## ASSESSMENT AND EXAMINATIONS

Assessment and testing procedures are used in Key Stage 3 of the National Curriculum to ensure that we meet the needs of our pupils and help them learn at a pace appropriate for them. At Key Stage 4 pupils are guided to take public examinations according to their ability. Examinations taken range from G.C.S.E., Entry Level, ASDAN and A.Q.A Unit Award Scheme. All the examinations taken are validated by nationally recognized Boards.



## CELEBRATION OF ACHIEVEMENT

Staff have high expectation of our pupils and achievements are celebrated in different forms, on a daily, weekly and annual basis. Each pupil has an Individual Record of Achievement, in which attainments in curricular and also extra-curricular activities are detailed.



## ENGLISH

English is taught to all pupils as an important core subject of the National Curriculum, but it is also part of all other curricular areas. Our class based way of organizing the curriculum allows for this subject to be linked to others. Each pupil has English targets specific to the needs of the pupils and these are taken into account by teachers. Pupils have a wide range of abilities which are developed within integrated programmes of speaking and listening, reading and writing.

All pupils are encouraged to have confidence to communicate effectively in speech and writing or through signs/symbols, communication charts or devices and to listen with understanding.

Reading skills are promoted to enable pupils to become enthusiastic, responsive and knowledgeable readers. An extensive range of reading materials are used which include symbol collections, picture books, fiction and non fiction, reference materials, plays, poetry and computer based resources. Reading for pleasure is encouraged in school and at home. Accreditation in English takes the form of school based certificates for small steps of achievement, A.Q.A. units leading to Entry Level, Functional Skills and G.C.S.E. when appropriate.

## MATHEMATICS

The aim is to generate an atmosphere where mathematics is seen as, not just a core subject within the National Curriculum but also as a worthwhile and enjoyable activity that will enhance the personal effectiveness of the individual.

All pupils will be given: -

- The opportunity and support to reach their full potential.
- Access to appropriate forms of public examinations and accreditation.
- Access to the full National Curriculum Programme of Study, where appropriate.
- Individual targets that will be regularly monitored assessed and updated.
- The chance to view Maths as an enjoyable and interesting aspect of education.

Special emphasis will be placed on developing number skills, mental work and life skills. All students are entered for accreditation at an appropriate level.

## SCIENCE

Science in the school is centred on giving the pupils an understanding and enjoyment of the world around them through practical activities and outside visits. The courses are based on the National Curriculum and offer opportunities for taking part in GCSE and Entry Level. We also offer A.Q.A. units, which are certificated modules. All levels of ability are catered for in our fully equipped and functional laboratory.

## HUMANITIES

The teaching and learning of History and Geography play an important role in the school's curriculum. They are taught at an appropriate academic and interest level that help make valuable contributions to many other areas of the curriculum. Teaching is based upon the requirements of the National Curriculum where appropriate and a variety of methods are used in order to meet the needs of the individual pupil.



## **ART**

Art plays an important part in the curriculum by developing the pupils' ability to appreciate the visual world around them and to communicate their ideas in visual form through a variety of media.

Art is taught to all pupils throughout the school who are given the opportunity to experience different approaches to art in a happy secure and stimulating environment in which each child can develop their full potential. The programme of study provided seeks to ensure that all pupils are taught through their work to observe record, analyse, communicate, express and appraise to the best of their ability. Please see our school website for some excellent examples of Art produced by the pupils of the school.

## **PHYSICAL EDUCATION**

Physical Education is very much an important part of the life of Sandfield Park School. P.E. is taught in an enjoyable, safe and positive environment. Each child is given every opportunity to reach his / her potential, taking into account the specific needs of individuals.

Pupils have the opportunity to partake in a range of physical activities including swimming and cycling. Each child is given the opportunity to develop self esteem through the development of physical confidence. Effort, commitment and enthusiasm are qualities that are always valued.

## **FOOD AND DESIGN TECHNOLOGY**

In Food Technology we teach our pupils: the principles of a healthy diet; to prepare a variety of dishes and plan meals with a budget. In Design Technology pupils design and make products to meet human needs.

## **DRAMA**

There are school productions and seasonal celebrations in which all pupils are encouraged to take part. Drama is also recognized as an effective teaching medium and is used in most subject areas to give added value to the curriculum being taught.

We are aware of the scope that drama offers our pupils as a method of expressing themselves and are constantly looking for ways of encouraging its use to enhance the whole school experience.

## **MUSIC**

Music is regarded as an essential element in the education and development of all children at Sandfield Park School. Pupils have the opportunity to sing, play keyboard and percussion instruments, and experience listening to recorded music in a wide variety of cultural and historical styles.

## **COMPUTING AND INFORMATION COMMUNICATION TECHNOLOGY**

The school is well equipped with computers and associated technology. All pupils have access to the use of Information and Communication Technology. It is an important part of most subject areas and allows computers to enhance the lesson content through use of appropriate software and for information retrieval. Pupils are taught to use Information and Communication Technology equipment and software confidently

and purposefully to communicate and handle information and to support problem solving, recording and expressive work.

Accreditation takes the form of A.Q.A. units, Entry Level Certificate and GCSE and Functional Skills

## **PERSONAL, SOCIAL AND HEALTH EDUCATION**

Aspects of personal, social and health education are undertaken through discussion and practical activities to encourage pupils to take increasing responsibility for themselves and their actions. Pupils are encouraged to think for themselves and draw on personal experiences to express themselves and work through life challenges. We aim to increase self-esteem, and encourage pupils to value themselves and others. A programme to teach pupils about sex and relationships is also followed.

## **RELIGIOUS EDUCATION**

Religious Education at Sandfield Park School aims to give all pupils a broad knowledge of Christianity and to develop positive attitudes to members of other faiths by learning about their beliefs and traditions. It is hoped that the teaching of R.E. will help our pupils to develop confidence in themselves, respect for others, and responsibility. Pupils will have one lesson a week in R.E. and take part in a corporate Act of worship each day. The main Christian Festivals e.g. Harvest, Christmas and Easter are celebrated and Festivals from other faiths explained and on occasions celebrated. Links with representatives of all religions are maintained and visits are encouraged. (Parents have the statutory right to withdraw their child from religious education and collective worship).

## **CAREERS**

Pupils at Sandfield Park School meet an independent careers advisor and / or Learning Mentor from Year 9 onwards in an individual interview. This gives each pupil a chance to discuss their plans for the future in terms of 6<sup>th</sup> Form, college course training and employment options.

This Adviser is available to meet parents both through the Transitional and Annual Reviews, new Educational Health Care Plans and also at parents' evenings, where we have a Careers Fair.

Our 6<sup>th</sup> Form pupils go to Hugh Baird College to undertake elements of the curriculum that we do not teach in school. This also facilitates the transition process from school to further education.

## **THE SCHOOL DAY**

The pupils arrive at school on the transport which is provided by the local education authority. In most cases the pupils are collected from home by specially adapted mini-buses operated by Home to School Transport for Children with Special Educational or Other Needs. These vehicles have a tail lift and are staffed by a driver and escort. The school day starts at 9.00a.m. and the morning session ends at 12.25 p.m. Lunches are prepared on site and a choice of meals is offered. (Special dietary requirements are provided.) Alternatively, pupils may bring packed lunches. School recommences at 1.35 p.m. and the afternoon session concludes at 3.30 p.m.

## **ABSENCE**

Parents are asked to inform school as soon as possible on the first day that their child is absent, preferably before 9.00 a.m. if school does not receive a telephone message by 9.30 a.m. then we will try to contact parents by telephone. If this does not prove possible then we will send out a letter requesting that parents contact the school. If we do not receive an explanation then unfortunately the absence must be classed as *unauthorized*.

When arranging respite during term time parents must contact the Deputy Headteacher, before the holiday, to confirm the arrangements.

## **SCHOOL UNIFORM**

The school uniform consists of a navy blue sweatshirt with a yellow polo style T-shirt underneath, available from school. These are worn with appropriate navy skirt or pants.

The sixth form wears a grey school sweatshirt with black or white polo style T-shirt underneath, available from school. These are worn with appropriate navy skirt or pants.

## **JEWELLERY**

On the grounds of health and safety, it is permissible for pupils to wear only limited items of jewellery e.g. simple stud ear-rings. The wearing of hoop or pendant earrings, necklaces or other adornments, except on religious grounds, is not allowed.

## **EXTENDED EDUCATIONAL OPPORTUNITIES AND SPORTS**

### *The Calvert Trust*

#### *Outdoor Centre in The Lake District*

The school offers a wide and varied range of extra-curricular activities, both within the school day and also outside school hours. Pupils are encouraged to be involved in a variety of competitions, organized by the school itself or by other agencies. They take part in a wide range of sporting activities such as hockey, basketball, swimming, Boccia and athletics, both at local and national level. Many outings are arranged for all pupils during the year to develop educational and social experience. The school owns three specially adapted mini-buses that greatly facilitate such expeditions.

One of our main aims at Sandfield Park is to encourage all pupils to develop a high standard of confidence and independence and residential experience is given much emphasis. Pupils are given the opportunity to be involved in a variety of residential visits organized at different venues throughout the year, e.g. The Calvert Trust Outdoor Pursuit Centre in the Lake District.

The school has an independent Riding Group and provides riding holidays each year for selected pupils.

We have also started the Duke of Edinburgh accreditation for our 6<sup>th</sup> Form pupils.

The school runs a variety of after school sports clubs and a number of lunchtime sporting activities and clubs. The school is also involved in regional and national athletics, boccia, cricket and swimming competitions. Sandfield Park also has its own girls and boys football teams and members of these teams have represented Merseyside in county competitions.

## **POLICY REGARDING CHARGES FOR SCHOOL ACTIVITIES**

The majority of activities that take place during the school day e.g. visit to local shops, parks, etc, are free of charge. For some that incur expenses e.g. cost of admission, the pupil may be invited to make a voluntary contribution.

For those activities of a longer duration, e.g. weekend trips the pupils are invited to make a voluntary contribution, depending upon the total cost. This amount is variable.

Alternative arrangements for funding activities are generally made for those pupils who are unable to make voluntary contributions.

## **SCHOOL GOVERNORS**

The governors are actively engaged in the leadership of the school. A governors' meeting is held each half term, parents are represented at these meetings by parent governors.

## **PASTORAL CARE AND DISCIPLINE**

The school provides a caring environment, in which pupils are supervised and their movements, both inside and outside the building, are controlled. Despite the level of supervision required, as much independence as possible is encouraged.

The pupils are expected to adopt acceptable standards of behaviour towards each other and towards staff. Respect is required from all pupils for the school building and its contents and for the school environment. A philosophy of co-operation and mutual respect is encouraged. In achieving the foregoing aims, parental support is of immense importance. A positive reward system is in place to encourage good behavior and the school has an anti-bullying policy which is regularly reviewed.

## **HOME LINKS**

The school welcomes regular contact with parents and views good communication between school and home as an essential part of the education process. Parents can visit anytime during the school day. There are regular meetings between parents and the Headteacher to discuss any school issues on an informal basis.

Students have a home-school notebook which means that staff and parents are in contact daily and both parties are fully informed.

Each pupil has an Annual Review or Education Health Care Plan meeting and there are two Parents Evenings during the school year. Parents are encouraged to take advantage of these opportunities to find out about their child's work and progress.

There are a number of informal activities throughout the year such as disco's barbecues and other celebrations to which family and friends are welcome.

We are continually striving to foster closer links with the family and would encourage parents to participate and contribute to the life of the school. There is a termly open meeting for all parents to meet the Headteacher to discuss any issues to do with school.

## **ADMISSION ARRANGEMENTS**

Placement in school is made by the Local Education Authority, and usually results from the outcome of statutory assessment and the issuing of a Statement of Special Educational Need. Pupils can be admitted at any age within the school's age range.

## CHILD PROTECTION

Parents should be aware that the school has a duty to take any reasonable action to ensure the safety of its pupils. In cases where the school has reason to be concerned that a child may be the subject of ill treatment, neglect or other form of abuse staff have no alternative but to follow Liverpool Child Protection Procedures and inform Social Services of their concern. **The Child Protection Officers at Sandfield Park School are Mrs. Ann Wells and Mrs. Lynne Giblin.**

## COMPLAINTS PROCEDURE

The school's aim is to work closely with parents, and we hope that any parents who have any concerns or anxieties will in the first instance raise these with the Headteacher or Staff. Most concerns can be satisfactorily resolved through discussion. In the unlikely event that the concern cannot be dealt with, the Governors and the LEA can be contacted.

## STUDY SUPPORT

Sandfield Park School has achieved Advanced Status in Quality in Study Support (QISS). We are extremely proud of the hard work and commitment of all our staff who give so much of their time to support pupils at lunch time or after school. The activities include golf, football, athletics, team games, choir, samba band, Tuesday Club, horse riding residential, Calvert Trust residential, drama, Eco warriors, School Council, Musical Theatre group, singing and drumming.

Study support is accredited through the Children's University. Each year pupils have the opportunity to graduate in a cap and gown at a graduation ceremony.

At Sandfield Park being part of a school club or activity is only the first step of belonging to a study support activity. Once skills and interests have been developed, it is envisaged that pupils will extend their skills in becoming involved in the local club or develop skills that can lead to involvement in activities off site. The school seeks to extend opportunity for pupils beyond school based activities so that pupils are involved in community activities and become lifelong learners.



Please note that we have made every effort to ensure that the information in this prospectus is up to date, however information may change during the course of the year. If you need further information please use our school website on [www.sandfieldparkschool.com](http://www.sandfieldparkschool.com) or contact the school on 0151 228 0324.