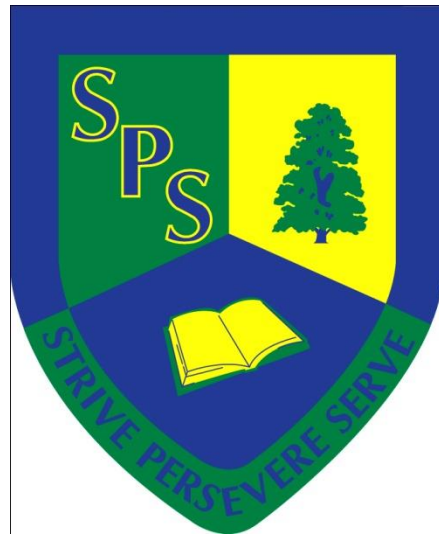


# Sandfield School

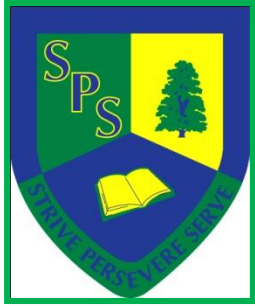


## Prospectus 2021/2022

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**SANDFIELD 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**  
**Website: www.sandfieldparkschool.com**



**Headteacher: Mr. M. Hilton**  
**Chair of Governors: Mrs. J. Sanchez**

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

Sandfield 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 Children's 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 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 and the 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.

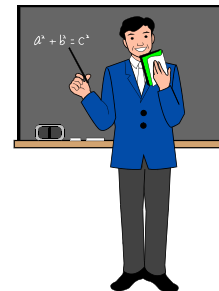
Sandfield School is committed to the belief that all pupils have the right to an education that will prepare and develop them in the best way possible for their future lives. The dignity of each pupil will be respected and they in turn will be encouraged to respect the rights and dignity of others. Sandfield 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 in which pupils can develop their potential physically, academically, spiritually, socially and emotionally.
- To develop confident and caring young people who can take their place in society as independently as possible.
- To deliver a broad balanced and relevant curriculum with a focus on employability that can cater as far as possible for individual needs and support pupils in achieving success after they have left the school.
- To work closely with parents and a range of outside agencies to provide support for pupils and help provide them with the widest possible range of experiences.

## SENIOR LEADERSHIP TEAM

Mr Mark Hilton	Headteacher (Sandfield Park School which incorporates Sandfield, ACE and The Hospital School)
Mr Eric Kewley	Deputy Headteacher (Sandfield)
Mrs Wendy Henshaw	Deputy Headteacher - (ACE and Hospital School)



## SENIOR MANAGEMENT TEAM

Mr Luke Benson	Senior Teacher
Mrs Lisa Duffy	Senior Teacher
Miss Carly Hynes	Senior Teacher
Ms Shim Foga	Senior Teacher
Mrs Kathy Leahey	School Business Manager / Clerk to Governors

## TEACHING STAFF - SANDFIELD PARK SITE

Miss Sue Barry	P.E. Co-ordinator, First Aid, Minibus Assessor/Training
Mr Luke Benson	SMT, Assessment, KS 4 Pastoral, Mathematics Co-ordinator
Miss Laura Cant	Humanities Co-ordinator
Mrs Lorna Evans	Music/ The Arts Co-ordinator
Mrs Shim Foga	SMT, Behaviour Support, PSHE, Science Co-ordinator
Mr Kevin Gauden	P.E Teacher, Manual Handling Co-ordinator and First Aid
Miss Melissa Gould	ICT Coordinator
Miss Carly Hynes	SMT, Curriculum, KS3 Pastoral, English Communication Team Co-ordinator.
Miss Kirsty Reynolds	English Reading and Writing Performing Arts Co-ordinator
Mrs Rosemary Gibb	Teacher

## SUPPORT STAFF - SANDFIELD PARK SITE

Mr Stephen Foster	Examinations and Finance Manager
Miss Zeta Condon	Administration Assistant
Miss Lauryn Mills-Baines	Administration Officer
Ms Sarah Spoor	Learning Mentor and Careers Lead
Mr Laurence Hatchard	Site Manager
Mrs Pauline McKenna	Cleaner
Mr Peter Humphreys	Assistant Chef
Mrs Jayne Graham	Chef

## LEARNING SUPPORT STAFF - SANDFIELD PARK SITE

Mrs Lynne Bailey	Learning Support Assistant
Mrs Jessica Brady	Learning Support Assistant
Mrs Lynne Brown	Employment Coach

Miss Heather Brophy	Learning Support Assistant
Mrs Kathleen Cavanagh	Learning Support Assistant
Mrs Lowellyne Cowie	Learning Support Assistant
Miss Abbey-Lee Davies	Learning Support Assistant
Mrs Carla Muirhead	Learning Support Assistant
Mrs Lyndsey Ellis	Learning Support Assistant
Miss Rachael Emblem	Learning Support Assistant
Mrs Debbie Fox	Employment Coach
Mrs Patricia Gaffney	Learning Support Assistant
Miss Leanne Gardner	Learning Support Assistant
Mrs Jackie Greatorex	Learning Support Assistant
Mr Tony Grey	Learning Support Assistant
Mrs Angela Taylor	Employment Coach
Miss Rachael Dunbavin	Learning Support Assistant
Mrs Sheila Hardman	Learning Support Assistant
Miss Rosemary Hulse	Learning Support Assistant
Miss Elizabeth Jarrett	Learning Support Assistant
Miss Emma Kayll	Learning Support Assistant
Miss Eve Currie	Apprentice Learning Support Assistant
Miss Joanne Smith	Apprentice Learning Support Assistant
Mr Michael O'Neill	Learning Support Assistant
Miss Janet Rogerson	Learning Support Assistant
Mr Arne Velthuis	Learning Support Assistant

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

Mr Gary Berkley English Co-ordinator/ Rewards  
 Miss Amanda Crilly SEN Co-ordinator  
 Mr Ross Crilly Science Co-ordinator  
 Mrs Lisa Duffy SMT, History & Art Co-ordinator/Student Council  
 Mr Kevin Gauden PE Teacher  
 Mrs Clare Hassan Maths Teacher  
 Mrs Carole Hilton Ward Teacher (Pt)  
 Mrs Janice Hughes Ward Teacher (Pt)  
 Mrs Joanne Lancashire SEN & Ward Teacher Oncology  
 Mrs Debbie McConnell-Jones Ward Teacher – Dewi Jones Unit  
 Ms Anna Snelham Senior Ward Teacher – Head Injury Unit  
 Ms Lindsey Worvell Ward Teacher – Dewi Jones Unit



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

Miss Natalie Blunsum	Learning Support Assistant
Mrs Gina Neilson	Learning Support Assistant
Miss Rachel Christian	CAMHS Keyworker

## **SCHOOL GOVERNORS**



A list of governors is available from the Headteacher or Clerk to the Governors (Mrs Kathy Leahey)

## **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 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 are based on Entry Levels, ASDAN and A.Q.A Unit Award Schemes. 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. At the end of every year, each child receives an Achievements of the Year certificate.

## **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 nonfiction, 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, and Functional Skills.

## **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 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 Entry Level accreditations.

## **HUMANITIES**

The teaching and learning of History and Geography is based on topics depending on the needs and interests of the pupils. This will be cross-curricular and so will link with other subjects .

## **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 pupils throughout the school. They 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, analyze, communicate, express and appraise to the best of their ability.



## **PHYSICAL EDUCATION**

Physical Education is very much an important part of the life of Sandfield 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 bike riding. Each child is given the opportunity to develop self-esteem through the development of physical confidence.

## **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. Our Food Technology room has been equipped as a commercial kitchen so that food can be made for our new shop in the community, The Sandy Park Café.

## **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 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.

## **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 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 lessons in R.E. and will 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 are 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

Sarah Spoor is the lead in this area and is responsible for the School's employability programme across the school from year 7 onwards. The school provides pupils with opportunities of work experience including Supported Internships at the Marriot hotel, Maritime Museum and Holiday Inn Express. The School has a Café on Derby Lane, **The Sandy Park Café**, for pupils to develop work related learning skills. This is a fantastic resource that allows our students to develop work related learning skills.

Pupils at Sandfield School also meet a careers advisor 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, Educational Health Care Plans.

## 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 8:45 a.m. and the morning session ends at 12.15 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 1.20 p.m. and the afternoon session concludes at 3.00 p.m.

## ABSENCE

We follow the Liverpool City Council Attendance Charter and actively encourage excellent attendance at school. If students are absent then parents are asked to inform school as soon as possible on the first day that their child is absent, preferably before 8:45 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 wear 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 Duke of Edinburgh Award Scheme*

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 experiences. The school owns four specially adapted mini-buses that greatly facilitate such expeditions.

One of our main aims at Sandfield 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 some pupils.

We also have the Duke of Edinburgh accreditation for our 6<sup>th</sup> Form pupils, where they do voluntary activities as well as take part in a residential visit.

## **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, parents may be invited to make a voluntary contribution.

For those activities of a longer duration, e.g. weekend trips parents 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 behavior 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. The class teacher and parents can also contact each other through the Dojo system.

Each pupil has an Annual Review meeting and there are 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. The School uses Evidence for Learning which allows teachers to very regularly send home photographs, videos and comments on each child's on-going achievements.

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 an Educational Health Care Plan (EHCP). 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 Mr. Eric Kewley and Mrs Wendy Henshaw.**

## 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, formal complaints procedures can be followed.



**INCLUSION**  
CHARTER MARK



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.