



# Prospectus





# Contents

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SECTION	PAGE
<b>1. Introduction from the Chair of Governors</b>	<b>2</b>
<b>2. About us</b>	<b>4</b>
<b>3. Our Philosophy</b>	<b>5</b>
<b>4. Curriculum</b>	<b>6</b>
<b>5. Admissions</b>	<b>6</b>
<b>6. Pupil Progress</b>	<b>7</b>
<b>7. Reports regarding children</b>	<b>7</b>
<b>8. Pastoral Care and Discipline</b>	<b>8</b>
<b>9. Parent Support and Parental Involvement</b>	<b>8</b>
<b>10. School Attendance</b>	<b>9</b>
<b>11. School Leavers</b>	<b>9</b>
<b>12. The School Day</b>	<b>9</b>
<b>13. Transport</b>	<b>10</b>
<b>14. Privacy/Photographs</b>	<b>11</b>
<b>15. Religious Education</b>	<b>11</b>
<b>16. Record of Achievement and Experience</b>	<b>11</b>
<b>17. Relationships &amp; Sex Education</b>	<b>11</b>
<b>18. Out of school activities</b>	<b>12</b>
<b>19. Staff and Classroom teaching</b>	<b>12</b>
<b>20. Support Services</b>	<b>13</b>
<b>21. Complaints about the school</b>	<b>14</b>
<b>22. Continuous Professional Development</b>	<b>14</b>
<b>23. School Meals</b>	<b>14</b>
<b>24. Medical Matters</b>	<b>14</b>
<b>25. SEND Policy</b>	<b>14</b>
<b>26. Safeguarding</b>	<b>15</b>
<b>27. School Uniform</b>	<b>16</b>

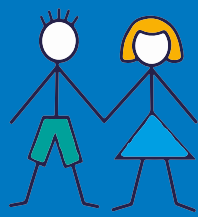


# Welcome

## **Introduction from the Chair of Governors, Paul Thompson**

As the Chair of Governors at Springwell School, I am delighted that you would like to know more about our school.

**Springwell School is an amazing school where everyone works together to ensure our children achieve to their full potential ... and beyond!**



# Springwell School

SMILE • ACHIEVE • BELONG

Parents and carers are a very important part of that team effort and we need your support and cooperation to make this happen. We operate an 'open-door' policy which encourages parents, carers and family to visit the school at anytime and play an active part in school life. There are also countless activities and events throughout the year where parents and carers are more than welcome to attend, such as: Sports Day, Carol Concerts, Christmas Plays, Coffee Mornings and Fayres, Reading Cafe Parents Evenings and fundraisers.

Our school is not just a place for education, it's a thriving and welcoming community where a smile is the norm. Children will have the opportunity to take part in a wide range of additional activities such as cookery, trampoline, sports clubs, residentials and performing. During their time at Springwell School, your child will grow in confidence, develop independence and enjoy learning in a school that goes that extra mile.

The school is blessed to have the most dedicated and passionate Senior Management, Teachers, Teaching Assistants and Support Staff who truly care about every single child within our school and who will exceed expectations to ensure that your child's time at Springwell is loaded with memories and is an experience that they will thoroughly flourish.

We have an extremely diverse and active Governing Body at Springwell School who work closely with the Headteacher, and all the staff at the school. In broad terms, as a Governing Body we:

- Take a strategic role in the running of Springwell School.
- Act as a critical friend to the School.
- Ensure accountability to the school community.

We work in partnership with Headteacher and the school staff, taking an active interest in the direction of travel and the improvement plans for the school, as well as financial monitoring. We do not get involved in the day-to-day operation of the

school, as this is the responsibility of the teaching and management staff. It is our vision that Springwell School remains an 'Outstanding' provider of education to your children.

There are currently 13 governors at Springwell School who are appointed through various routes. There are parent governors, who are elected by the parents themselves, and co-opted governors who are people from our community that can bring skills to the Governing Body to contribute to the School.

We are always keen to hear from anyone who is interested in becoming a governor and of course, if you have any questions or feedback please contact the school office.

Finally, the children at Springwell School enjoy some fantastic facilities which have only been possible thanks to the very kind generosity of donors and local businesses, such as The Variety Club of Great Britain, Hartlepool Rotary Club, St James Place Foundation, The Little Green Shop in Murray Street and parents. We would of course be delighted to hear from any other organisations who may be able to support us in continuing to provide 1st class education and facilities in Hartlepool.

### **Paul Thompson**

CHAIR OF SPRINGWELL SCHOOL  
GOVERNING BODY



Springwell School is a happy, caring and safe environment where we all work together, success is celebrated and everyone is valued.

# About us

**Springwell School is a special school for children with a broad range of needs including , severe, profound and multiple learning difficulties, Speech and Language needs, Autistic Spectrum Disorders (ASD) and Social, Emotional and Mental Health difficulties (SEMH).**

There are 88 places for children aged between 3 and 11 years of age who are predominantly from the Hartlepool area. We want all children to enjoy school and to be supported to achieve their very best. We are committed to giving all our children every opportunity to achieve and make progress from their varied starting points.

We offer excellent educational opportunities which are second to none. We have specific resources including our own soft play area with a large ball pool, hydrotherapy pool, sensory rooms, iPads, Eye Gaze, PC's and interactive boards etc. Each classroom is spacious and offers a stimulating context for learning with breakout and outdoor areas.



# Our Philosophy

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Our philosophy at Springwell is simple – it is to provide our children with **the best**. The best being the richest and most rewarding educational experience possible.

We all work towards providing our children with the greatest opportunity to grow intellectually, morally and socially. The environment is safe, nurturing and stimulating, so that every child reaches their full potential. Each child is valued greatly as an individual and his or her achievements are given the merits they richly deserve.

## Our Vision

- To provide an exceptional education for pupils with a wide range of special educational needs and/or disabilities (SEND) from Hartlepool and beyond.
- To be a centre of excellence for primary SEND in Hartlepool by offering support and guidance to schools, families and the wider community.

## Our Aims

- To create an environment, enriched through the use of the local community, which encourages personal growth and celebrates the achievements of all.
- To deliver a creative, curriculum that is fully suited to the individual needs of our children.
- To ensure that each child enjoys and fully participates in the life of the school and makes a positive contribution to the community.
- To ensure that as our children develop, they will become more confident and independent in their learning.
- To work with parents and other agencies in a real partnership which facilitates the educational and social development of the children and provides a support network amongst parents.

The school offers a full and varied curriculum which covers such areas as the development of language and communication skills; reading, writing and number skills; social and self help skills and creative activities.

# Our Curriculum

For the children who have yet to reach the appropriate level of reading, writing and mathematics there is a comprehensive curriculum consisting of building blocks in communication, cognition, perception and motor skills. To complement this there is also a sensory curriculum which stimulates the senses fully and enhances the ability to make choices based on likes and dislikes.

There is regular and valuable input from physiotherapists, speech therapists, occupational therapists and peripatetic teachers for the hearing and visually impaired.

Each child follows a curriculum pathway in line with the National Curriculum, if this is deemed appropriate; this is planned by the teacher after assessment of the child's level of development in each area of the curriculum. Individual Educational Plans or Personal Learning Plans are followed for

each child which are based on their Education Health and Care Plan and these are then taught systematically.

All pupils are assessed using appropriate systems and results are reported to parents.

It must be appreciated that the majority of children at Springwell School progress at a slower rate in academic areas than children within mainstream education.

## Admissions

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Admission to the school is administered by the Local Authority SEND Team in full consultation with the Headteacher and Governors.

If you require further information regarding admission please contact the team on **01429 523209**. Parents are and encouraged to visit Springwell to have a look round. *Please contact school and arrange a visit with Dani.*



# Pupil Progress

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**Springwell has developed a system to track pupil progress through the curriculum. This ensures the achievements of pupils are recognised.**

Springwell Pathways: Children move through the Springwell Curriculum via Pathways. Once one Pathway is completed, your child will move onto the next. The structure of the Pathways is as follows

## SPARKLE PATHWAY

Children within Sparkle Pathway work within the pre-subject-specific Engagement Model of learning. This is a statutory model through which children work on individualised targets as set out in a Personalised Learning Plan (PLP). Children work towards these targets through objects and activities they enjoy, in conjunction with the seven 'EYFS' areas of learning. The majority of children within Sparkle Pathway are pre language/formal communication, though some children with early communicational skills may remain within the Sparkle Pathway if they have one or more significant needs that necessitates a highly individualised approach. The activities children undertake are related to their personal needs, linked to the 4 statutory areas of the SEN Code of Practice. Activities are likely to be highly physical, sensory and practical in nature. Due to this, most recording of work is photographic.

## LOWER GLITTER PATHWAY

Children within Lower Glitter Pathway are transitioning towards a Subject Specific Curriculum, with a high emphasis on individual learning needs and constructive play. They develop their vocabulary and knowledge of routine alongside consolidating their social, motor and self help skills. They begin to understand simple numerical concepts, and start early phonics activities. The majority of the work remains practical and is hence recorded photographically.

## UPPER GLITTER PATHWAY

Children within Upper Glitter Pathway can communicate using formal methods. They become increasingly socially aware, and can act on their environment with increasing purpose and complexity. They work on a Subject Specific curriculum that incorporates a range of practical resources. They begin to learn to read, write and use numbers, alongside exploring and developing concepts related to all curricular subjects (i.e. RE, Geography, Art, Science, PE etc.). They can conform to familiar rules and routines. Children move from work being recorded via photograph, to undertaking their own work within files or books.

## BRONZE PATHWAY

Children within Bronze Pathway develop their speaking, listening, reading, writing and mathematical skills within a subject-specific curriculum. They are capable of more written work, and reliance on practical resources decreases. They can work for increasing lengths of time with less support. Their ability to socialise in larger groups, and flexibly conform to a range of rules and routines, also develop.

## SILVER PATHWAY

Children working within Silver Pathway undertake a subject-specific curriculum equivalent to Years 1 & 2 of the National Curriculum. They are able to read, write and perform a range of mathematical equations independently across all subjects. They communicate to a range of listeners across differing scenarios, socialise skilfully with each other in large groups, and are well aware of familiar rules and routines.

## GOLD PATHWAY

Children working within Gold Pathway undertake a subject-specific curriculum equivalent to Years 3 & 4 of the National Curriculum. They are able to read, write and perform a range of mathematical equations independently across all subjects. They communicate to a range of listeners across differing scenarios, socialise skilfully with each other in large groups, and are well aware of familiar rules and routines.

# Reports regarding Children

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**There are three occasions throughout the school year where parents/carers are formally updated on their child's progress:**

- Verbally at a parents evening each term
- Verbally and in a written report at their child's Annual Review of their EHC Plan
- In a written report at the end of the Summer Term

# Pastoral Care and Discipline

The class teacher is responsible for the emotional, moral and physical welfare of the children in his or her care and is the first point of contact if parents/carers have any concerns. If particular difficulties arise, these may be discussed with an Assistant Head teacher, the Deputy Headteacher or the Headteacher.

From time to time a child's behaviour may cause concern to parents or school staff. The Headteacher and staff of Springwell School wish to work closely with parents and invite consultation and discussion in helping to manage any difficulties.

The school has a clear policy of managing behaviour, which has been approved by the Staff and Governors of the school, and has clear procedures for using intervention, if this becomes necessary. The Positive Behavioural and the Discipline Policy are available on the school website.

## Parent support and Parental Involvement

Louise Dixon and Dani McKenzie are our Family Support Workers at Springwell School. They can provide you with time to talk and support around:-

### LOUISE

- School Transport.
- Attendance and Holiday Requests.
- Parental Involvement Events.
- Sign posting around Benefit advice and support from other agencies.

### DANI

- General advice and guidance around your child's SEND Needs.
- Transition to secondary schools and mainstream.
- Education, Health and Care Plan and annual review advice.
- Parent Support Groups.

You can contact **Louise** or **Dani** during school hours Monday to Friday on **01429 280600**.

Springwell School welcomes the active involvement of parents in their child's education. This may take the form of parental visits to the school or – with parent's consent – visits by teachers to the children's own homes. Home/School books are used as appropriate throughout the school to maintain contact with the home, discussing daily events, work programmes and any other information relevant to the child. Parental feedback is very much valued in these areas. PACTASS (Parents and Carers Together At Springwell School) group meet monthly in school, for a cuppa and informal chat.

Under the terms of the Children & Families Act 2014 an annual review of each child's Education, Health and Care Plan is held, to which parents/carers are invited to contribute.

Parents/carers are also invited to attend class assemblies and class reading café's which take place throughout the year. Parent's Evenings are held each term and these are occasions for informal discussions on the child's work for the coming year. During these meetings the child's educational programme is discussed and the role of parents in their child's education.

## School Attendance

Attendance at Springwell is very good. In the school year 22-23 whole school attendance was 92%.

This is considerably better than most specialist schools. However, our target is 93%. We encourage all parents/carers to support us with this.

Holidays during term time are not permitted unless there are exceptional circumstances.

Please contact **Louise Dixon** for a discussion if you are considering booking a holiday during term time.

## School Leavers

There is a planned transition program to secondary school for all Y6 school leavers. Visits to Springwell School are made by the receiving school and reciprocal visits are made by pupils from Springwell School to the receiving school.

Children attend various secondary schools according to their needs and parental preferences.



## The School Day

### MORNING

8.50	School day begins
8.50 - 9.10	Breakfast/Registration/Circle Time
9.10 - 9.25	Assembly (Monday, Wednesday)
9.25 - 12.00	Lessons with breaks
11.45 - 1.15	Dinner and Playtime (1 hour per class)

### AFTERNOON

1.00 - 3.10	Lessons with breaks
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*Most evenings the school runs various After School Clubs for those pupils who wish to attend.*





## Transport

**Pupils with an Education, Health and Care Plan (EHCP) may be eligible for travel assistance to Springwell School. This will be determined by the Councils Special Education Needs and Disability (SEND) Review Panel.**

All applications for home to school transport are assessed applying the Councils Home to School Transport Policy, this can be accessed at [https://www.hartlepool.gov.uk/downloads/file/1998/home\\_to\\_school\\_transport\\_policy\\_-\\_updated\\_may\\_2016](https://www.hartlepool.gov.uk/downloads/file/1998/home_to_school_transport_policy_-_updated_may_2016)

Statutory School age pupils may be eligible for travel assistance if they live more than 2 miles from their nearest suitable Primary School. Travel assistance options include:

- Independent travel training
- Provide student with a public transport bus pass
- Provide parent with a personal travel payment
- Refund of fares or mileage to parents
- Student provided with a seat on a dedicated school bus
- Student provided with a taxi – Parents escort child to school
- Student provided with a taxi and passenger assistant

Any applications for students living closer than the statutory distance will be assessed using the discretionary criteria and will take into account extenuating circumstances, such as parents with disabilities that would prevent them from taking their child to school etc.

Any queries regarding home to school transport should be made to Louise Dixon at School or to the Councils Passenger Transport Services Team on 523695

On Friday mornings in the summer term the whole school take part in the WOW challenge (Walk Once a Week). The children are dropped off by the School buses or parents at the top of Wiltshire Way and join our Walking Bus to school.

## Privacy Photographs

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### PRIVACY

We are committed to protecting your privacy. We collect and use pupil information under the Data Protection Act 2018 and the General Data Protection Regulation (GDPR). To access our Privacy Notice please see our website [www.springwellschool.co.uk](http://www.springwellschool.co.uk)

### PHOTOGRAPHS

The school is proud of the standards that the children achieve and would like others to know about the work of the school. This is achieved via the website and Facebook, and from time to time the Press are invited to report on events such as Sports day and the Christmas concert. When a child starts at Springwell School Parents/Carers are asked to complete a consent form which gives them choice over how the school can use any photographs taken. Parents/Carers can withdraw or change their consent preferences at any time.

## Religious Education

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The school is not affiliated to any particular religious denomination; liaison with local churches is encouraged and reflects the need to present a broad spectrum of 'moral values' with which children attending the school can become familiar. School assemblies have a religious content based on these values through themes such as friendship, kindness, love etc. Parents have the right to withdraw their children from assemblies. In this event, notification should be given to the Headteacher.

## Record of Achievement & Experience

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It is seen as crucial to the child's educational progress that experiences at Springwell School are recorded and valued. To this end, every child in the school has their own Individual Education Plan or Personal Learning Plan and Record of Achievement. This is a photographic record and is the product of the co-operation between the class teacher and the child. The Record of Achievement is kept in the classroom at all times and can only be taken from the school when the child is awarded it at the end of their time at Springwell School during a special leavers assembly.

## Relationships & Sex Education

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Springwell School has a clear policy for the delivery of Sex & Relationships Education which is available on the school website. It must be made clear that sex education is not viewed as an independent topic and must be seen with the area of personal relationships and body awareness. Parents have the right to withdraw their child from sex education except National Curriculum Science. Any questions regarding this area of the curriculum are welcomed by the Headteacher.



## Out of School Activities

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There is much to be learned about the world which cannot be learned in the classroom. Springwell has its own school transport and we take full advantage of our geographical position, exploring the facilities of Hartlepool and the surrounding countryside, learning about the seaside, hills, moors, farms, industry and other areas. Each class group enjoys regular visits to the library, museums, and other facilities within our community. At the present time we have two school minibuses both of which are fitted with inertia seat belts on all seats and tail lifts for the children in wheelchairs.

All educational visits are fully risk assessed in order to comply with legal requirements.



## Staff & Classroom Teaching

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The school consists of classes for children with a range of special educational needs; each led by a class teacher and supported by classroom assistants. Wherever possible, there is a clearly defined passage for each child through the school, based on the child's age and ability.

The teaching staff are responsible for organising each child's day and to achieve a correct balance between the various curriculum activities, including individualised teaching, therapy sessions, creative work, out of school activities and the many activities of a busy, lively school.

Teachers and support staff are encouraged to maintain close links with the parents/carers of their pupils and to encourage some of the school learning to continue at home.



## Support Services

We work in partnership with a range of services:

**The Small Steps Team** offer support for families of children with SEND by providing parent support groups and workshops. They also provide training for local mainstream school settings.

**Little Stars** is a group for pre-school children with moderate/severe learning difficulties.

**Peripatetic Teachers** visit the school to monitor, discuss and advise on pupils who are visually impaired or who have profound or severe hearing loss.

**Educational Psychologists** visit on a very regular basis to discuss children's development or behaviour difficulties.

**Tees Valley Music Service** visit weekly to support the teaching across the school.

**Specialist medical personnel** regularly visit school:

- A Consultant Child Psychiatrist from the Community Medical Health Team
- A Dental Surgeon visits for routine dental inspections and informs parents/carers of any necessary treatment required.
- A School Nurse visits regularly or by request regarding routine nursing matters.
- A children's community specialist nurse visits by request to offer support and care to the children with highly complex needs.
- The Audiometrician visits to monitor children's hearing and arranges treatment with consultants and provides instant access for repair to aids and equipment.
- Orthotic services visit school every fortnight. They provide assessment, advice and intervention for children who have foot, lower limb and gait problems and supportive difficulties
- A Physiotherapist and assistant are in school each week. They recommend movement and exercise to help improve mobility and function.
- An Occupational therapist visits by request to address and aid the children's ability to perform activities of daily living. They also include the provision of specialist equipment and sensory integration therapy.
- Wheelchair services visit to fit and adapt equipment for individual children.

## Complaints about the School

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If parents/carers have any concerns these should be raised as soon as possible with the class teacher or Family Support Worker. In the event of the matter not being resolved to the parent/carers satisfaction then an Assistant Head Teacher or the Head Teacher should be made aware. However, if parents /carers wish to make a formal complaint this should be put in writing to the Chair of Governors at Springwell School. The Complaints Procedure is available on the school website.

## Continuous Professional Development

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All staff attend regular training sessions, covering all aspects of care and education and are designed to ensure staff keep up to date with developments in the teaching of children with learning difficulties.

## School Meals

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A free meal is provided for some pupils by reason of the parent's income level in accordance with scales approved by the Local Authority. If you think your child may be entitled to a free school meal, please contact school. Every effort will be made to ensure every pupil receiving free school meals cannot be distinguished from other children.

Advice on Free School Meals is also available from Hartlepool Borough Council – Hartlepool 284188.

We offer a sample to pupils who would like to try a food they may not have had before to make sure they will enjoy their meal, we also blend food for pupils if needed. Our kitchen has a 5 star food hygiene award and also the Golden Apple Award.



## Medical Matters

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The School Doctor or Nurse visits occasionally to carry out routine medical examinations. Parents will be requested to visit school at the time of the medical examinations. No examination will take place without parental permission. There is a named member of staff who administers medication within school – please contact the office for further information if your child requires medication in school.

From time to time, accidents will happen at school. All teaching assistants have had First Aid training and will effectively manage most situations. In addition a number of teaching assistants are paediatric infant and child first aid trained. Administering medication training has been undertaken by many. All accidents will be recorded and reported to the parents as soon as is practicable with an explanation of what happened.

For more serious accidents an ambulance will be called or pupils will be taken to hospital and at the same time the parents will be contacted. Doctors will require parental permission before administering treatment.

## Special Education Needs & Disability Policy

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The school has a policy for Special Educational Needs and Disability which has been approved by the Staff and Governors. The policy and a SEND Information Report is available from the school website.



## Safeguarding

Parents and carers should be aware that the school has a duty to take reasonable action to ensure the welfare and safety of its pupils. In cases where school staff have cause to be concerned that a pupil may be subject to ill-treatment, neglect or other forms of abuse, staff will follow the Child Protection Procedures and inform Social Care staff of their concern. This may involve a visit to the home by a Social Worker.

The Child Protection and Safeguarding Policy is available to download from the school website.



# School Uniform

School uniform is as follows:

## BOYS

- Grey trousers / shorts
- Turquoise polo shirt
- Navy jumper/cardigan with or without the school logo
- Black school shoes

## GIRLS

- Grey skirt, trousers or pinafore dress
- Turquoise polo shirt
- Navy jumper/cardigan with or without the school logo
- Black school shoes
- Summer term only:  
optional blue gingham  
summer dress

## PE Kit

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- **Black Shorts**
- **White T-shirt**
- **Plimsolls or training shoes**
- **Tracksuit/jogging bottoms are not essential but your child may wish to wear them during after-school sports clubs and outdoor PE lessons.**



## Swimming Kit

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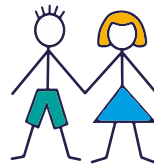
All children go swimming every week

- **Swimming costume/trunks (swim shorts are not allowed)**
- **Towel and Swim specific nappy (where appropriate)**

Poloshirts, sweatshirts, cardigans and swim specific nappies can be purchased from school, please contact the reception on 01429 280600 to place an order. All other items do not need to be expensive and can be purchased fairly cheaply from local stores.

*Please could you ensure that all uniform is labelled with your child's name.*





**Springwell  
School**

SMILE • ACHIEVE • BELONG



## **Attachment & Trauma Sensitive Schools Award**



**Springwell  
School**  
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"Springwell School is attachment and trauma responsive, with systems, practices, values and principles that are infused with sensitivity to trauma... therapy is not something the school simply provides, rather; the environment itself and the relationships therein are therapeutic"

**Dr JA Nock**, CPsychol, AFBPsS, PhD, BSc(Hons)

## **Springwell School**

Wiltshire Way • Hartlepool • TS26 0TB

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**Headteacher:** Zoe Westley

**Website:** [www.springwellschool.co.uk](http://www.springwellschool.co.uk)

