



# Highshore School

## Prospectus

Communication, Self-help Skills, Independence



# Welcome to Highshore School

Our core aims at Highshore are to develop pupils':

- **Communication**
- **Self-help skills**
- **Independence**

In order that they will have as much inclusion in society as possible. We aim to give our pupils the skills and experience so that they can find meaningful employment be that paid or voluntary.

We work closely with families so that we are working jointly towards this end.

Our curriculum is highly personalised. We aim to develop pupil voice throughout all of our activities. We have an active School Council who make real decisions about school life.

I am immensely proud of our young people and all that they achieve. Should you have any further questions after reading our prospectus please do not hesitate to contact me.

**Eileen Ollieuz**  
**Headteacher**

Email: [headteacher@highshore.southwark.sch.uk](mailto:headteacher@highshore.southwark.sch.uk)



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## Admissions

All pupils at Highshore have a statement of Special Educational Needs or an Education, Health Care Plan (EHCp).

We usually take sixteen pupils in Year 7. For the past five years these places have been filled by Southwark pupils.

We usually have two or three spaces in our Sixth form every September.

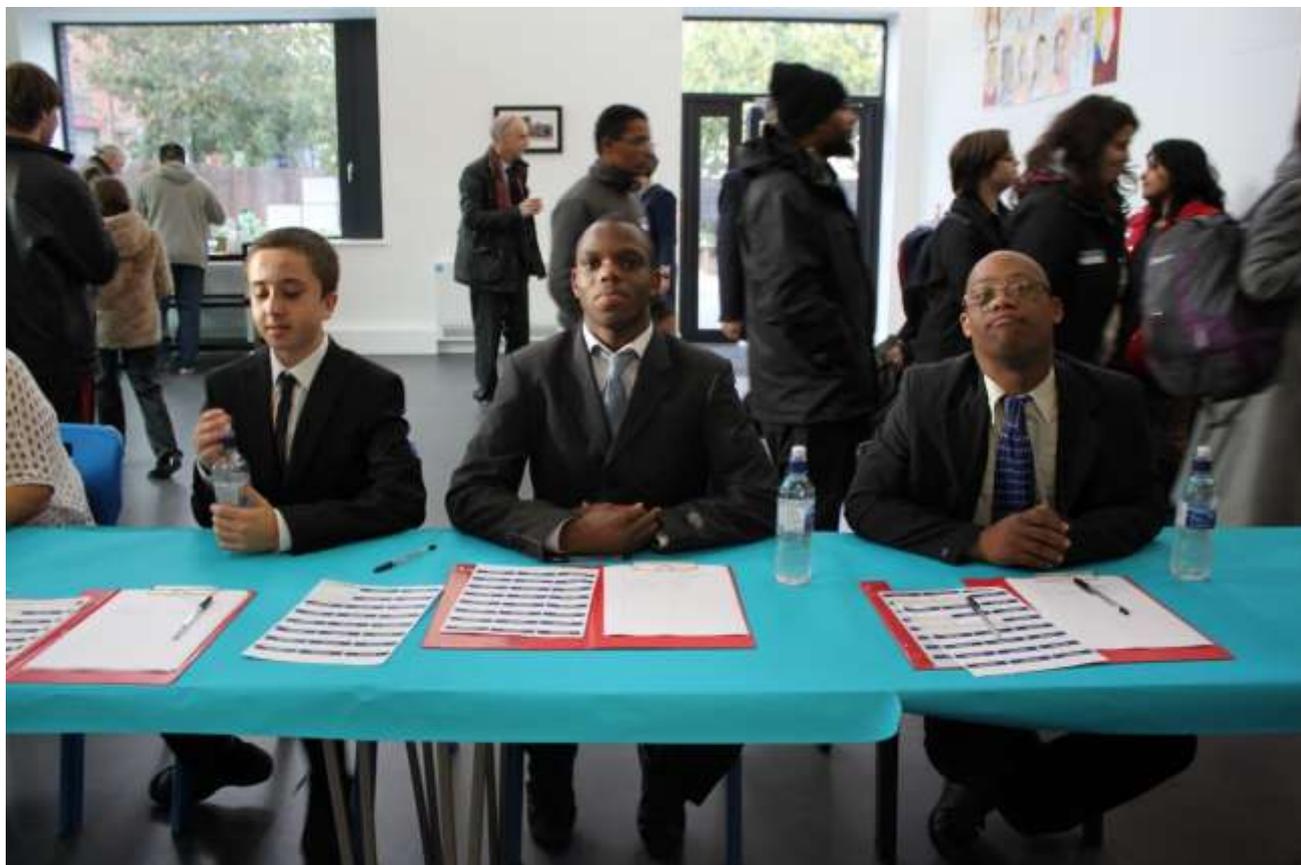
It is very rare that we have a vacancy in other year groups.

Should you be interested in a place at Highshore for your child dates of open mornings are advertised on our website, please contact our school office to book a place (Tel: 0207 708 6790).

If you are an educational professional interested in learning more about our school you are also welcome to attend an open morning.

All discussions regarding admissions need to take place with the Headteacher, Eileen Ollieuz. Please email her directly: [headteacher@highshore.southwark.sch.uk](mailto:headteacher@highshore.southwark.sch.uk).

Highshore students signing in visitor at our opening ceremony



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## Safeguarding

Safeguarding is at the heart of our work. We are committed to providing a safe and secure environment for pupils, staff and visitors.

All staff and Governors receive regular safeguarding training. Our safeguarding policy is on our website and copies are available in school.

The Schools Designated Safeguarding Officers are:

Eileen Ollieuz – Headteacher – Safeguarding Lead

Kevin Claringbould – Deputy Head

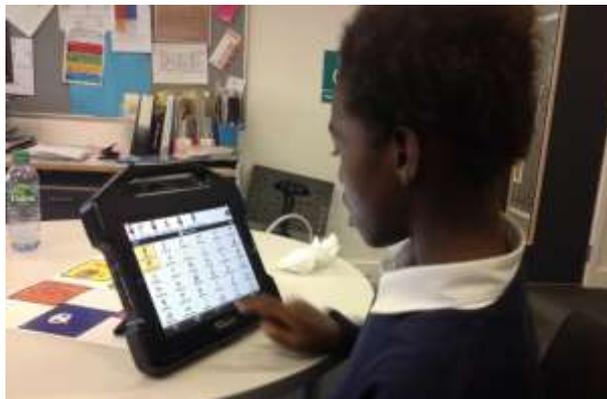
Julia Manning – Assistant Head

Our Online Safety Co-ordinator is:

Mike Barrett

Our link governor for safeguarding is Jo Dawson.

Should you have any safeguarding concerns, or want advice on any safeguarding matter, please speak to one of us.



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## Staff Team Key Contacts

**Eileen Ollieuz**  
(Headteacher)  
headteacher@highshore.southwark.sch.uk

**Kevin Claringbould**  
(Deputy Head)  
kclaringbould@highshore.southwark.sch.uk

**Sally Brett**  
(Assistant Head)  
Responsible for EHC plans  
sbrett@highshore.southwark.sch.uk

**Julia Manning**  
(Head of Sixth Form)  
Medical Lead  
Accreditation Officer  
jmanning@highshore.southwark.sch.uk

**Nancy Du Bois**  
(Family & Transition Worker)  
ndubois@highshore.southwark.sch.uk

**Mike Barrett**  
(E-Safety Co-ordinator)  
mbarrett@highshore.southwark.sch.uk

**Nick Clark**  
(Work Experience Co-ordinator)  
nclark@highshore.southwark.sch.uk

**Sue Perry**  
(Afterschool Clubs/Transport Lead)  
sperry@highshore.southwark.sch.uk

**Chris Weeks**  
(College Links Lead)  
cweeks@highshore.southwark.sch.uk

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# Our Curriculum

## Key Stage 3

In Key Stage 3 all our pupils start the day with literacy and numeracy taught by their form tutors. They stay with their form tutors until 10.30am which enables them to feel settled in their form room.

After break pupils study other subjects taught by specialist teachers. We teach the national curriculum subjects differentiated according to the needs of our pupils. In Key Stage 3 we teach each additional subjects such as social communication and Lego therapy.

Health and wellbeing are important to us. In addition to their PE lesson all pupils in Key Stage 3 have a weekly swimming lesson.

Class groups are usually no larger than eight pupils.

In addition to the normal curriculum we have four curriculum theme days each year where we address subjects such as business, careers and citizenships education.

Garnet class in costume on World Book Day



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# Curriculum

## Key Stage 4

Pupils in Key Stage 4 work towards a variety of accreditation. They continue with national curriculum subjects.

The arts are a great strength of our school. Pupils have the opportunity to study either GCSE Art, Arts Award or Entry Level Art.

New subjects are introduced in Key Stage 4 such as enterprise education which prepares the pupils for their enterprise day in the Sixth Form.

In Key Stage 4 we encourage pupils to become self-reliant and to take responsibility for their learning.

Accreditation achieved includes:

**English:** Entry Level English, Functional Skills, English (Welsh Board)

**Maths:** Functional Skills

**Science:** Edexcel Entry Level

**ASDAN:** Bronze Award

**ICT:** Functional Skills



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## **Key Stage 5**

In the 6<sup>th</sup> form we aim to help students to develop academically, personally and socially, in preparation for a challenging and changing world. We focus on students being able to apply their communication and life skills in school, at home and in the community to enable them to achieve as much independence as possible.

We have created an exciting and dynamic curriculum that provides our students aged 16 – 19 with opportunities to develop their skills and knowledge through a core curriculum of work related learning, enterprise education, and a college link course.

Students are placed in tutor groups and are taught in these groups on the days when they are in school. Work experience and college link placements are personalised and students may work alongside other 6<sup>th</sup> form students not in their tutor group. This structure provides 6<sup>th</sup> form students with the opportunity to develop social relationships by mixing with a wider number of students.

### **Work related learning**

We offer a wide range of on and off site work experience placements for students and we personalise provision to meet individual student's strengths and interests. Highshore School has a dedicated Work Experience coordinator, Nick Clark, who liaises closely with placement providers, families and support staff to ensure placements are successful.

### **College link course**

6<sup>th</sup> form students can attend a 1 day link course at Lambeth College in preparation for a college placement when they leave Highshore School. We currently access courses in painting & decorating, bricklaying & carpentry at the Vauxhall site and students who attend the Clapham site study retail and office skills.

### **Life skills**

For students who require more support to achieve independence with their daily living skills we offer opportunities to develop basic cooking skills through the weekly 'Lunch club' where students cook their own snack lunches, regular travel training & shopping sessions and home maintenance skills in the PDC.

### **Accreditation**

All students working at entry levels 1, 2 & 3 can gain a WJEC Entry Pathways qualification, which can be achieved at three levels (Award, Certificate and Diploma). Functional skills in maths, English and ICT are an integral part of many of the Entry Pathways modules we offer in Art, Drama, Enterprise, English, food tech, PE and work related learning.

### **Planning for transition at 19**

We use a variety of communication methods to ensure that all students are able to contribute in the creation of their Education Health Care plan, which is an important part of

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planning for a successful transition from Highshore School. We work with local colleges and social care providers to plan for successful student transition at 19.

### Who should I contact?

If you have any questions regarding the 6<sup>th</sup> form please contact Julia Manning, Assistant Headteacher: [jmanning@highshore.southwark.sch.uk](mailto:jmanning@highshore.southwark.sch.uk)



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## Enterprise Studies at Highshore School

Enterprise education is not about a body of knowledge – it is about the ability to be innovative, to be creative, to take risks and to manage them, to have a can-do attitude and the drive to make ideas happen.

This enterprise capability is supported by developing our students' financial capability and their economic and business understanding.

- Financial capability is the ability to manage one's own finances and to become questioning and informed consumers of financial services.
- Business and economic understanding is the ability to understand the business context and make informed choices between alternative uses of scarce resources.

### Highshore Enterprise Studies Curriculum

- Sixth form students are block timetabled for up to 6 lessons on the enterprise programme each week. This enables classes' time to include valuable offsite visits within each topic.
- Enterprise topics are delivered through a variety of curriculum areas such as Art, horticulture, craft & design and food technology.
- In each Enterprise topic students develop their initiative and creativity within a 'business' or vocational context. This provides a very hands-on way for students to experience the basics of providing a service or buying and selling.
- Team work and developing independence are key skills in this programme.
- It provides an excellent opportunity to generalise functional literacy and numeracy.
- There is lots of scope for creativity!

### Handmade at Highshore Enterprise Activities

Our students are currently taking part in the following business ventures

Restoration and upcycling of furniture into bespoke pieces

Seasonal handmade cards and decorations

Vintage inspired jewellery and accessories from recycled and handmade materials

Growing flowers and produce

Recycling pallets to create garden storage & planters

Buff Bites Catering Company: Homemade savoury and sweet snacks

You can follow our latest enterprise activities on Twitter  @MadeAtHighshore



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## Work Experience

Work experience is an opportunity which as many students as possible will be able to complete whilst at Highshore School. We want all our young people to leave school better equipped and prepared for the world of work. Work experience is an ideal opportunity to practice communication, self- help and independence skills. Practicing these skills are essential to securing and keeping a job upon leaving school. It is unfortunate that statistically students like ours are much more likely to be not in employment, education or training (NEET) when they leave school, which is why on the job training with organisations and businesses is invaluable for students. This is a two way learning experience for both students and the organisations they work with.

The UK commission for employment and skills found in a 2014 report that 'Young people with four or more work experience-type activities during their education are five times less likely to be NEET later on (not in education, employment or training).' This is regardless of ability, background or SEN. Which shows how invaluable work experience is to students education.

Work experience placements, work shadow days or work related trips are organised according to student interest, what skills students have, employer availability and school capacity. Placements are individualised taking into account student ability and tasks available on placements. Students attend work experience with a support worker or independently, depending on student need. It is always our aim that students complete their placements as independently as possible regardless of ability.



Students on work experience at Just Hospitality, KPMG, Lifeskills and DWP offices.

We also organise a number of internal work placements, such as front of house in the school canteen and delivering and sorting the schools post. This is a good training ground to skill students up ready to work in an external environment.



Students working in Highshore Canteen with support from Harrisons and Highshore Sorting Office.

In all work placements students learn a number of soft skills, how to communicate with colleagues, good timekeeping, wearing correct uniform, listening and following instructions. At placements students have an immediate context for why all these transferable skills are so important.

It is our hope these placements will better enable students to be in a position to take up paid job roles once they have finished further education or upon leaving school.

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## Education, Health and Care Plans (EHCP)

From September 2014 changes to the SEN code of practice mean that pupils at Highshore will have their statements replaced by an Education, Health and Care Plan (EHCP).

### What is an Education, Health and Care plan?

The Education, Health and Care plan (EHCP) is a new way of working that puts pupils, young people and families at the very centre of the assessment and planning process to make sure that their views are not only heard but also understood. This new process focuses on outcomes and what is important for pupils and young people and what they want to achieve now and in the future.

Pupils and their families will complete the “**All About Me**” section of the EHCP and will have the opportunity to say what’s working, what’s not working and what they think needs to change.

### How will this happen?

To transfer a child or young person from a statement of SEN to an EHCP Highshore will undertake a ‘transfer review’. Parent/carer will be invited to a ‘transfer review’ meeting at Highshore. This meeting will take more time than an annual review because the EHCP is a new document. All the important people who work with the pupil will be asked for up-to date-reports before the transfer review can take place.

### When will this happen?

We have already started our ECHp transfer review meetings with our priority groups, who are leavers in Year 11, 12 and 14. Highshore is aiming to complete this process for all pupils by March 2018. We are now in the process of EHCP Reviews for some pupils.

During the transfer period statements will continue to be reviewed annually.

### How is the EHCP different?

The EHCP will cover all the pupils’ needs and bring different services together such as Health and Care. The EHCP will be in place from birth to age 25 and will go with the pupil as they change schools and also when they leave school and go on to college, work-related training or employment.

### Who should I contact?

If you have any questions regarding EHCP’s you should contact Sally Brett, Assistant Headteacher: [sbrett@highshore.southwark.sch.uk](mailto:sbrett@highshore.southwark.sch.uk).

## Speech and Language Therapy

The Speech and Language Therapy service at Highshore School works collaboratively with the school staff as well as parents/carers as part of a whole school approach to support the speech, language and communication needs of pupils. Working in this way ensures that we can:

- Identify the potential barriers to communication (environmental/personal factors) which could limit a student's access to and participation in the academic and social aspects of the curriculum and the wider community;
- Identify strategies/approaches to support the pupil's communication across the school setting which promote their access to and participation in the academic and social aspects of the curriculum and the wider community.

The Speech and Language Therapy service also supports student's speech, language and communication needs in school by:

- Providing training and support for school staff so they can deliver one to one group programmes targeting specific communication skills.

On entry at Highshore School every pupil's speech, language and communication skills are assessed by the Speech and Language Therapy team which informs the development of a profile of each pupil's areas of strength and need.

- Sharing this information with the school staff, parents and the wider community eg. work experience/ college placements
- Advising on the priority areas for development for each pupil
- Jointly setting targets with parents and school staff

For pupils who require more specific or specialist support, one to one and / or small group sessions are delivered by the Speech and Language Therapists.

The Speech and Language Therapy service advocates the use of a Total Communication approach to supporting the speech, language and communication needs of the pupils. This encompasses a wide range of communication systems including:

- Makaton signing
- The use of visual symbols to support and develop the understanding and use of language
- Low-tech communication aids eg. Communication books
- High-tech communication aids eg. Voice output systems

Further information regarding the Speech and Language Therapy service at Highshore School can be downloaded from <http://highshoreschool.co.uk/salt-ot/>

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## Working with Families

As a small school we work closely with parents, carers and families and are keen for families to be involved in the life of the school.

We have a full-time Family and Transition Worker, Nancy Du Bois. Nancy is available to meet with parents/carers and to support families in a range of matters such as applying for DLA, sourcing holiday clubs, supporting parents seeking transport. Nancy also runs regular coffee mornings which often includes guest speakers.

All pupils at Highshore have a home/school book for daily communication with your child's form tutor. If you wish to meet your child's tutor, or senior member of staff, please contact the school to make an appointment.

We hold a number of parents' evenings and meetings throughout the school year, and we encourage all parents/carers to attend where possible. Parents' evening often start with a presentation for example about the curriculum.

A key meeting is your child's PCP (Person-centred Planning meeting) or EHCp meeting (Education, Health and Care Plan). It is very important that parents/ carers attend this meeting where your child's statement is reviewed.

We encourage parents/carers to keep in touch by whatever means work best for you. We use a text messaging service for key information and our website is also regularly updated.

We believe that we are approachable as senior staff at Highshore. Every year we ask parents to complete a survey and give us feedback on our school.



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## Medical Matters

If your child is ill, please keep them home until they are fit and well to avoid the spread of infection to others. We are particularly anxious that children suffering from vomiting and/or diarrhoea should not be in school until they are completely better. If your child is absent from school for any reason, please telephone the school on the first day to let us know.

### Accidents and First Aid

At Highshore School all staff are trained in basic First Aid. We also have a team of staff who have undertaken additional training in First Aid, medical conditions and administering medication. If your child has a minor accident you will receive a form explaining what has happened and we will call you if this has involved any head injury. In the case of a more serious accident or illness if we call emergency services you will be informed immediately. If your child is taken to hospital the first aid team will accompany your child to hospital and meet you there.

### Medication

If your child needs to be given medication at school we ask you to complete and sign a medication permission form. Any medication given in school must have the original label with the name of your child and the dosage clearly visible. Any medication must be handed to the office by yourself or the taxi escort and not put into your child's bag or pocket. We ask all parents to keep us updated when changes to medication occur.

### Care Plans

The school nurse will write a detailed care plan for any child who has a life threatening condition to ensure that we know exactly how to meet their medical needs. All staff are updated on any changes in a student's medical status to ensure care plans are implemented correctly.

### Health Professionals

The School nurse and school Doctor visit the school to check on pupils' health and physical development. Vision, hearing and dental checks are also carried out by visiting health professionals. You will be informed when these visits take place and if any further action is necessary.



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## Our Building

Highshore School moved to the new building on Farmers Road in the summer of 2014. We had been planning the move for some time and were delighted when it finally took place.

We worked in partnership with the architects and the construction company to ensure the building was fit for purpose and meets the diverse needs of our pupils.



The building is on three floors. The ground floor accommodates the younger pupils and some of our more complex students. Each classroom is set up in a similar way, with an informal area and a teaching space served by an interactive projector. The ground floor also houses an attractive foyer and an atrium, which has been used for musical performances. We are very proud of our Drama studio, which is equipped with the most up to date technology, including 'Optibeam' and interactive flooring. The studio is connected to the music room by a foldable door, enabling the space to be used for collaborative projects and performance. The dining room sits at the end of the building and opens onto the playground, which has exercise equipment and musical instruments.

The first floor has a purpose built medical room and changing area with a hoist for pupils who have reduced mobility. There is a soft play room and the Post 16 suite, which is furnished with a mini kitchen, enabling some of our older pupils to practice life skills and develop independence.

On the second floor are some of our specialist rooms. We have a workshop where some of our students produce furniture and jewellery as part of their enterprise programme and a Food Technology suite where students practice their cooking and food preparation skills. We are very pleased with our sensory room, which allows our pupils to de-stress in a calm and therapeutic environment. Our pupil development centre is furnished in a similar way to the Post 16 room, allowing a range of students across all key stages to practice their life skills and develop social interaction with their peers. We are fortunate to have our own speech and language team, who have an office next to our dyslexia specialist. The Art room sits at the very end of the building. Glazed on both sides it is a light and airy space that enables the team to encourage our students' creativity.



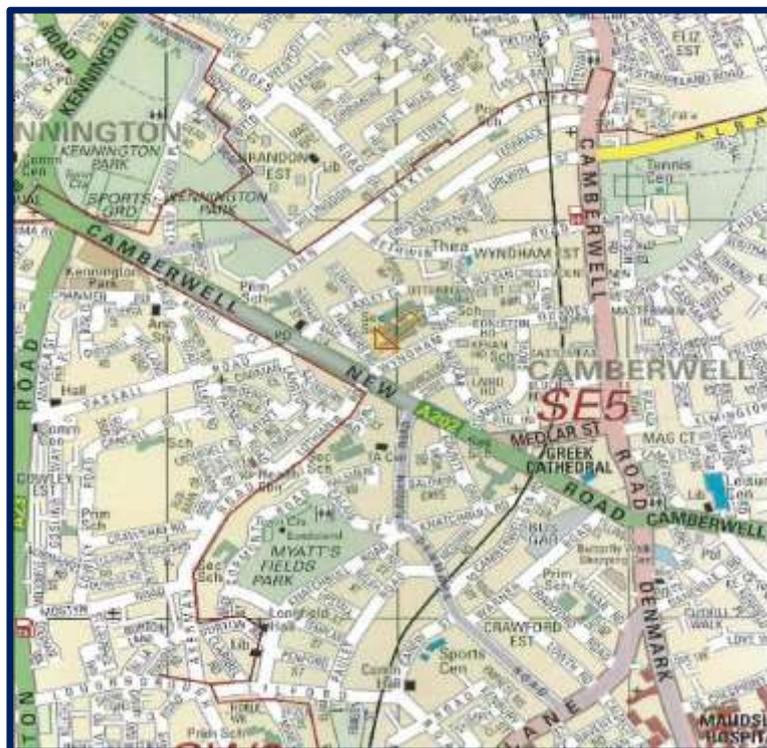
We also have an outside terrace on the second floor. At the moment our older students use the space for horticulture and are intending to grow their own produce in the coming months.



It has been a very exciting time for the school. The pupils have settled well in their new site and staff are still exploring the possibilities for developing greater learning opportunities in our new building.

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## Bus Routes



The following bus routes: P5, 155, 185, 36 and 436 serve Camberwell, the bus stops close by in Camberwell New Road.

There is a School Bus Service for children who require assistance in getting to and from school. The students are placed in the care of an attendant, details about this service are available from the head teacher.

### Trains

Trains from London Bridge, Victoria, Dartford, Lewisham, Bromley call at Denmark Hill Station.

Nearest Underground Station: Oval.

Please note: Car parking is very restricted.



135 Farmers Road, Camberwell, London SE5 0TW

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