



Greenside School

# Prospectus



## Welcome to our school

Greenside school is a Community Special School maintained by the Local Authority (LA). Greenside caters for up to 130 pupils between 2 and 19 years of age who have a range of complex needs including: severe and profound learning difficulties, communication difficulties, autistic spectrum condition, physical difficulties, sensory impairments and complex medical needs.

At Greenside we believe the young person is at the centre of all that we do and that every pupil is to be respected, valued and nurtured. We summarise this as...

***“Working as One Learning together.”***



### ***We are a creative school...***

At Greenside we use music, dance, art, drama and ceramics to enable enjoyment, learning and achievement

### ***We are a co-located school...***

The secondary department of Greenside is co-located at Barnwell Middle School. We work in partnership to enable inclusive learning opportunities for pupils from each school.

### ***We are an enterprising school...***

Greenside has a social enterprise in the heart of the local community which provides work related learning opportunities.

### ***We are an eco-school...***

Pupils learn to care for their environment and are introduced to animal care.

### ***We are a specialist school...***

As a specialist school in Cognition and Learning we provide additional support and opportunities in areas such as communication, personal development and physical activities.

### ***We are accredited by The National Autistic Society...***

The quality of our specialist provision for pupils with Autistic Spectrum Condition has been externally recognised.

## An Introduction to Greenside School

### Vision and ethos

At Greenside school everything we do is underpinned by a belief in the importance of establishing and exemplifying the types of relationships and support strategies that allow everyone to access learning and life opportunities.

We aim to provide the highest quality support to all pupils and their families.

The desired outcome for our young people is a socially inclusive and fulfilling life.

We believe that pupils should be able to exercise choice.

We aim to make learning fun and enjoyable.

At Greenside we seek to work in partnership with parents and carers.



### Special educational needs policy

All pupils at Greenside School have a statement of special educational needs or Education, Health and Care plan (EHCP). The ethos, staffing and organisation of Greenside School creates a highly specialist educational environment providing for the range of needs in the school.



### Admissions

The Local Authority (Hertfordshire County Council) is responsible for all admissions to the school. Some pupils join us at the start of their educational career and some transfer from mainstream or other special schools. Prospective parents/carers are very welcome to visit our school and should telephone to arrange a mutually convenient time.

### Contact us

Greenside School  
Shephall Green  
Stevenage  
SG2 9XS  
01438 315 356  
Our website address is...  
[www.greenside.herts.sch.uk](http://www.greenside.herts.sch.uk)

### Arrival and departure from School

Where a placement at the school meets Local Authority transport criteria, free home/school transport is provided, usually by taxi or minibus. The LA has responsibility for the actual travel arrangements.

### School times

The school follows the same pattern of term times as the local mainstream schools. Pupils arrive at school between 8.50a.m and 9.10a.m and depart from school between 3.10p.m and 3.30p.m.

## Safeguarding

Greenside is totally committed to safeguarding all our pupils and to a culture of vigilance. We are committed to the safeguarding of all pupils and we adhere to all Local Authority and national procedures and requirements. Our Designated Senior Person (DSP) is Jill Smith; our named safeguarding governor is Tish Chowles.

## School Security

We are very conscious of the need to ensure that the school is safe and secure. All outdoor leisure areas are fenced and access to the schools' main entrance is by electronic security doors.

## Information for Parents and Carers

The involvement of parents and carers is essential in helping their young person make good progress. Greenside recognises the expertise of parents/carers and is committed to working with them and partner agencies in order to achieve the best possible outcome for pupils and their families.

We are flexible in our home / school communication in order to meet the needs and preferences of each family.

Our methods of home / school communication include: A home / school book in which parents and carers can share information; telephone conversations; emails; sharing class and individual timetables; sharing planning (including individual education plans IEPs and Access to Learning Plans (ALPs)); newsletters; formal and informal consultations; annual review meetings at which PowerPoint presentations are shared that celebrate progress and achievement.

In addition the school provides a range of social events for the whole family to enjoy.

Workshops, parents support groups and themed workshops are provided throughout the year for parents and carers

All relevant information e.g. policies, school development plans, schemes of work can be obtained from the school or from our website.

## Complaints

In all circumstances parents/carers are invited to contact the school as soon as possible to discuss any concerns they may have. It is hoped that this will result in a resolution of any difficulties, but if not, the School has a policy for dealing with complaints about the curriculum and a policy regarding complaints of any other nature. These are available on request and on our website.



## Our Inter-disciplinary team

The school works in partnership with a variety of professionals. A team of nurses are deployed each day at the school. We host medicals provided by a paediatrician. Physiotherapists, Occupational Therapists as well as Speech and Language Therapists are deployed throughout the school. Together we aim to provide the best quality education and support for our pupils and their families.



## Specialist facilities

Greenside has a wide range of specialist facilities including:

- a warm water swimming pool;
- multi-sensory rooms and areas;
- soft-play room;
- sensory integration room;
- music room;
- food technology room;
- therapist room;
- social enterprise,
- 3 accessible mini buses
- An accessible car,
- Library,
- ICT suite,



Greenside school has 5 outdoor play and recreation areas, each designed to relate to the chronological ages of the pupils.

Our outdoor facilities feature:

- a Sensory garden
- an accessible swing,
- an accessible roundabout
- an accessible sand pit.
- a trampoline
- exercise equipment
- an adventure play area,
- outdoor classroom,
- ball court,
- AstroTurf games area
- a playing field.

We share a gym and science facilities with Barnwell School.



## Sport and physical development

We place a high priority on providing exceptional opportunities for pupils to develop their physical strength and mobility and to enjoy physical activities. We employ a full time sports coach and swimming instructor.

## Creativity

The creative arts are used to provide outstanding opportunities for pupils to learn how to express themselves, develop their self-esteem, thinking skills, confidence and sense of achievement. Our creative partners include 2 inclusive dance companies: Corali and Act One Base. We also have a music and Drama specialist.

## Extended learning opportunities

We offer a range of opportunities for pupils outside of the school day both at lunch time and after school. Clubs and activities reflect the interests and needs of each pupil and include: cooking, music, sport, sensory, adventure, walking and drama. A range of residential learning opportunities are provided for our older students.

## Buddy Dog

The Buddy Dog scheme is provided by Guide Dogs. Our Buddy Dog is called Gibson and he provides opportunities for pupils to learn how to care for an animal, develop their confidence and self-esteem as well as helping those with a visual impairment who may have need of a guide dog in adult life.

## Learning and Teaching

### Classes and Departments

Our school is organised into a Primary Department (2 to 11 years) Senior Department (11- 16 years, which is co-located with Barnwell Middle school (a mainstream secondary school) and a Post 16 Department (16 – 19 years). Chronological age is the main criteria for class groups. Specific classes are provided for pupils who have complex medical and physical needs. Specialist provision is made for pupils with autism. Each class has a high staff ratio.

### Early Years and Foundation Stage (EYFS)

Our nursery provides learning opportunities for children aged between 2 to 5 years, who develop knowledge, skills and understanding in the following areas: Personal, Social and Emotional Development; Communication, Language and Literacy; Mathematical Development; Knowledge and Understanding of the World; Physical and Creative development.

### Teaching approaches

A wide range of teaching approaches are used as appropriate to meet the needs of individual pupils. We continually review our teaching methods and resources to ensure that pupils receive the support they require. The school invests in training related to all the areas of special needs catered for and some teachers have additional specific qualifications.

The school, including our specialist provision for pupils with Autistic Spectrum Condition has been accredited by The National Autistic Society (NAS).

### Our curriculum

At Greenside every pupil receives a broad and balanced curriculum which meets individual needs and provides relevant and exciting learning opportunities.

The 3 priority areas for each pupil are the development of: Communication; Personal and Self Help skills and Physical Skills.

The National Curriculum is always considered in planning and delivering the curriculum content. There is a strong emphasis on life skills and preparing pupils to participate in their communities. Differentiated learning outcomes ensure that every pupil within the class is challenged. Teaching is planned and delivered to ensure that pupils are able to build on their achievements.

Following detailed assessment individual learning objectives for the key skill areas of communication, application of number, use of computers, improving own learning and performance, working with others, problem solving are all set at our annual review of pupils' statement and are worked on across the curriculum. Personal social development and physical orientation and mobility are targeted as appropriate for individual pupils. All pupils access a full curriculum including the promotion of spiritual, moral, social and cultural development.

### Post 16 Department

We provide further education opportunities for students aged 16 to 19 years. A greater emphasis is placed on using and developing the skills and competencies of individuals within a range of settings. We want our young people to experience a wide range of challenging and exciting activities, exercise their choices and develop their independence. To support the development of pre-vocational skills the school has a social enterprise at The Hyde shopping centre. Students also access Church Farm, as well as one of 3 FE colleges.



## Learning and Teaching

### Communication

The development of communicational skills is a major focus for all pupils. We strive to provide an environment that responds positively to pupils' communication and provides the need and desire to communicate. All forms of communication are equally valued: speech, signing, symbols, PECS, VOCAs objects cues, photographs, gesture.

### Personal and social development

This is a priority for all pupils attending Greenside. For younger pupils it is taught through daily and weekly routines while older students may have specific lessons devoted to specific topics such as the following - forming relationships and friendships, using the toilet, using cutlery and a cup, dressing, personal hygiene, personal safety, self-advocacy, and independent living skills. Older pupils have opportunities to learn social skills at our partner mainstream school, at our social enterprise as well as at college.



### Religious education

Greenside school is a non-denominational multi faith school and Religious Education is part of our curriculum. In addition to developing understanding about beliefs and faiths, pupils are encouraged to reflect upon the beauty, joy and wonder of the world. They also experience activities that will encourage reflection and respect for others.

### Relationship and sex education

An emphasis is placed on developing pupils understanding of positive, safe relationships.

Careful consideration is given to ensuring that sex education is compatible with the developmental stage of each student, rather than simply their chronological age.

Parents and carers may view and discuss materials and resources intended for use and have the right to withdraw their child from all or part of the programme. Such a request must be made, in writing to the Head teacher.

### Collective worship

Our assemblies provide opportunities for spiritual and moral development, as well as fostering a sense of community and identity; enabling everyone to share and celebrate achievement; to learn of different faiths and cultures and promote the importance of helping and encouraging one another.

### Subjects

Most curriculum subjects are delivered through appropriate schemes of work. In the Primary Department these are delivered through a thematic approach.



## General Information

### School meals

Lunchtime is an important part of our school day and is a teaching session. Pupils sit in class groups and it is seen as both a social activity and a time to practise skills. All food is prepared and cooked on site from fresh ingredients. There is always a choice of main courses and desert or fresh fruit. Our approach to healthy eating is carried through to break time snacks. Some of our pupils in the senior part of the school have their lunch with their friends at The Barnwell Bistro. Many students in our Post 16 Department prepare their own lunch, either in our food technology room, the Post 16 kitchen or at our social enterprise (The Greenside Studio).

### Accessibility Plan

Although the buildings are not ideal, we continually strive to ensure that all areas of the school are fully accessible to all pupils and staff with the use of ramps, hoists (mobile where ceiling hoists are not able to be fitted), and wide doorways whenever possible. Adaptations have been made to cater for those pupils with a Visual Impairment.

### Behaviour support

We believe that by demonstrating respect for every individual we promote consideration of other people's needs and feelings. We follow "Herts Steps" which is a positive and non-aversive approach in supporting learners who display difficult behaviour.

Our support for individuals with emotional and behaviour difficulties involves considering the meaning and purpose of the behaviour, teaching new skills and ensuring that any necessary changes to the environment are made. Pupils will have specific support programmes prepared that are shared with parents/carers and all school staff.



### Health and safety

At Greenside School we strive to provide a safe but challenging environment that stimulates natural enquiry whilst limiting the possible risks. The buildings and grounds are subject to regular inspections and fire drills are carried out at least once a term. During offsite activities, mobile phones are carried in order that emergency assistance can be summoned at any time, All teaching areas have a phone so additional help can be requested immediately through an internal intercom system and externally to the emergency services.

### Charging Policy

We offer a range of activities both on and off site. Many activities involve additional costs that must be met, consequently we invite a half termly voluntary contribution to the school fund account and charges are made for some particular activities outside the school.

However all educational activities are made available to all pupils regardless of the willingness or ability of parents/carers to contribute towards the cost. Parents/carers are welcome to request a copy of the schools policy on charging.



## General Information

### Ill Health and School Attendance

Children's health can fluctuate extremely quickly but we ask parents/carers to be as confident as they can that pupils are fit to attend school. Some pupils within school are very vulnerable. There are specific guideline from School Health regarding the period of absence required for communicable diseases e.g. chickenpox, sickness and diarrhoea.

### Allergies

There appears to be an increase in the number of children who suffer extreme allergic reactions to certain foods, in particular anything containing nut products so we endeavour to provide a 'nut free' environment and ask that nothing be sent into school that contains any nut products in order to safeguard all pupils. This applies to anyone having a packed lunch as well as food sent in for class birthday parties. It is important that we know if pupils have specific allergies. Parents/carers are asked to contact the school with any relevant information.

### Medication

Our nursing team ensure that all medication that has been prescribed by a doctor for ongoing conditions e.g. epilepsy, asthma, is dispensed appropriately in school, including rectal diazepam or buccal midazolam. All medication should arrive in school via the escort not the pupils' own bag. This is to ensure that there is no opportunity for it to be missed or inappropriately taken by another pupil. Medication must come into school in the container it is dispensed in from the pharmacy, clearly labelled with the name of the medication, the name of the learner, dosage and method of administration and the dates of issue and expiry.

### Minor injuries or accidents

In the event of your child having a minor injury or accident, for example a graze or a bump, then parents/carers would normally be advised by telephone or note.

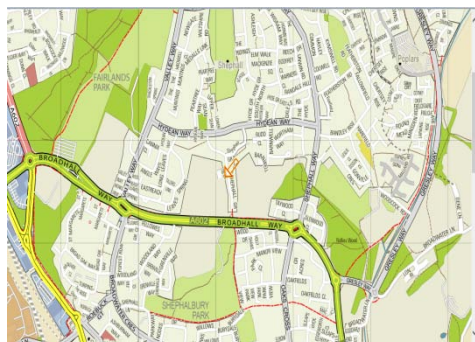
### Our senior management team

Head: Dave Victor.  
Assistant Heads: Jacky Joiner; Hilary Davies;  
Jill Smith.

### Our Chair of Governors

Dave Smith

### How to find us –



From the A1 at junction 7, take the A602 exit to Ware/Stevenage - At the roundabout, take the 1st exit onto A602/Broadhall Way heading to Ware/Stevenage - Go through 2 roundabouts (0.9 miles) At the roundabout, take the 1st exit onto Valley Way (0.3 miles) Turn right at Hydeau Way (0.2 miles) Turn right at Shephall Green (0.1 mile) Turn right to stay on Shephall Green. Our school is on the right

### Our Post Code: SG2 9XS