

ASPIRE: Lifeskills Learning Centre



Parent Pack



Welcome!

ASPIRE: Lifeskills Learning Centre is a very special place.

At our Learning Centre we aim to provide a caring, supportive and inclusive environment, which has high expectations and values all members within the Learning Centre community. We respect the needs and aspirations of all individuals and provide opportunities for all students to make the best possible progress and attain the highest personal achievements.

I believe that our greatest resource is our dedicated team of staff who endeavour to provide the very best in education as well as managing the social and emotional needs of students. Our staff are all trained to meet the needs of children and young adults who have autism and work in close partnership with parents, outside agencies and the local community to provide an excellent educational experience for all.

This Parent Pack has been put together to support new parents in getting to know our Learning Centre. We hope that it answers any questions you may have about the day-to-day events. If you have any further questions then please do not hesitate to contact us at the Learning Centre office. Our website also has a great deal of information that will support you.

Mrs Vivienne Boulton
Head Teacher



Example Timetables

Key Stage 3

Ks 3	Monday	Tuesday	Wednesday	Thursday	Friday
9:00-9:20	Emotional Check in (5 Mins) Visual Timetable (5 Mins) Reading (10 Mins)	Emotional Check in (5 Mins) Visual Timetable (5 Mins) Reading (10 Mins)	Emotional Check in (5 Mins) Visual Timetable (5 Mins) Reading (10 Mins)	Emotional Check in (5 Mins) Visual Timetable (5 Mins) Reading (10 Mins)	Emotional Check in (5 Mins) Visual Timetable (5 Mins) Reading (10 Mins)
9:20-9:30	Mental Maths Challenge	Guided Reading	Social Games	Guided Reading	Mental Maths Challenge
9:30-10:20	SCIENCE Lee	SCIENCE Lee	Social Communication PSHE Louise	Environment & Wider World Topic Louise	ENGLISH Aly
10:20-10:40	Break	Break	Break	Break	Break
10:40-11:30	ENGLISH Aly	MATHS Lee	ENGLISH Aly	MATHS Lee	MATHS Lee
11:30-12:00	Reward Time	Reward Time	Reward Time	Reward Time	Reward Time
12:00-12:30	Lunchtime	Lunchtime	Lunchtime	Lunchtime	Lunchtime
12:30-12:45	Play/Therapeutic Input	Play/Therapeutic Input	Play/Therapeutic Input	Play/Therapeutic Input	Play/Therapeutic Input
12:45-1:30	CREATIVE	Environment & Wider World Topic Louise	SOCIAL FORESTRY JOHNS LEE WOODS	PE Swimming Lawrence	PSHE Louise
1:30-1:45	Break/Reward Time	Break/Reward Time			ENRICHMENT TIME
1:45-2:30	P.E. Lawrence	CREATIVE			
2:30-3:00		Reward Time/De-Brief	Reward Time/De-Brief		
3:00 - End					

Key Stage 4

Ks 4	Monday	Tuesday	Wednesday	Thursday	Friday
10.00 – 10.10	THERAPEUTIC	THERAPEUTIC	THERAPEUTIC	THERAPEUTIC	THERAPEUTIC
10:10-11:10	MATHS Lynn	ENGLISH Aly	ART ANIME Sabha	PSD Louise	JAPANESE Georgia
11:10-11:30	Break	Break	Break	Break	Break
11:30-12:30	JAPANESE Georgia	SCIENCE Lee	MATHS Lynn	LIFESKILLS Colette	MATHS Lynn
12:30-1:15	Lunchtime	Lunchtime	Lunchtime	Lunchtime	Lunchtime
1:15-2:15	ENGLISH Aly	PE/LEISURE Swimming	SOCIAL COMMUNICATION SALT/GHi	ENGLISH Aly	SCIENCE Lee
2:15 -3.15	LIFESKILLS Kirsty	Danielle	Homework/ Extra Study Danielle	CLOTHES MAKING Sara	PE/LEISURE Danielle
3.15 – 4.00	THERAPEUTIC	THERAPEUTIC	THERAPEUTIC	THERAPEUTIC	THERAPEUTIC

Key Stage 5

Ks 5	Monday	Tuesday	Wednesday	Thursday	Friday
9:15-10:15	THERTAPEUTIC	THERTAPEUTIC	THERTAPEUTIC	THERTAPEUTIC	THERTAPEUTIC
10:15-11:15	SPORTS SCIENCE <i>Lawrence</i>	BUSHCRAFT & SURVIVAL SKILLS @ JOHNS LEE WOODS <i>Karen</i>	SPORTS SCIENCE <i>Lawrence</i>	MATHS <i>Lee</i>	WORLD of WORK <i>Louise</i>
11:15-11:30	MUSIC LESSON 11:15-12:00		Break	Break	
11:30-12:30	YOGA SESSION		COOKING LUNCH <i>Dan</i>	PSD <i>Louise</i>	
12:30-1:00	Lunchtime	Lunchtime	Lunchtime	Early Lunch	Lunchtime
1:00-2:00	ENGLISH <i>Aly</i>	PRINCES TRUST AWARD @ JOHNS LEE WOODS <i>Karen</i>	ENGLISH <i>Aly</i>	WORK EXPERIENCE	MATHS <i>Lee</i>
2:00-3:00	SOCIAL COMMUNICATION		LIFESKILLS <i>Colette</i>		WOODWORK <i>Sabha</i>

Purple Pathway – Functional Lifeskills Focus

		10:30	11:00	11:15	12:00	12:30	1:00	1:30	3:15	4:00		
Mon	Travel to School	Zoo Caper	Shopping for Ingredient	B R E A K	COOKING LUNCH	Lunch	Reading & Writing	LIFESKILLS/ ENTERPRISE HELP THE HOMELESS	WORK EXPERIENCE BOARD GAMES ART ROOM	END OF DAY ROUTINE	Travel Home	
		DANIELLE			GEMMA		DANIELLE					
TUE	Travel to School	Finger Gym OT Apps	Zoo Caper	Break	Reading/Writing	FUNCTIONAL SKILLS WORK	Lunch	MOVEMENT THERAPEUTIC BREAK	LIFESKILLS WOODS, CLIMBING, MAP READING, SHOPPING FOR A PURPOSE	END OF DAY ROUTINE	Travel Home	
		KIRSTEN			Colette	KIRSTEN	GEMMA			DANIELLE		
WED	Travel to School	Finger Gym OT Apps	Zoo Caper	Break	Reading/Writing	FUNCTIONAL SKILLS WORK	Lunch	Speech Lang Group	PSD PROJECT	WORK EXPERIENCE BOARD GAMES ART ROOM	END OF DAY ROUTINE	Travel Home
		GEMMA				KIRSTEN						
THUR	Travel to School	Finger Gym OT Apps	Zoo Caper	Break	Reading/Writing	FUNCTIONAL SKILLS WORK	Lunch	MOVEMENT THERAPEUTIC BREAK	LIFESKILLS/ DOMESTIC SKILLS	WORK EXPERIENCE BOARD GAMES	GYM	Travel Home
		GEMMA				JO			DANIELLE			
FRI	Travel to School	Finger Gym OT Apps	Zoo Caper	Break	Reading/Writing	Tuck Shop	Lunch	MOVEMENT THERAPEUTIC BREAK	SPORTS/LEISURE ACTIVITIES	END OF WEEK REVIEW & ROUTINE	Travel Home	
		DANIELLE				Kirsten					DANIELLE	



Our Staff Team

Additional Responsibilities

Viv Boulton

Designated Safeguard Lead
Lesson Observation
Educational Visits Co-ordinator
Home Based Contact
Town Hall Chambers Lead

Steve Parkinson

Designated Safeguard Lead
JCQ Internal Invigilator
Premises Manager
Health and Safety Manager
Woodgate Chambers Lead

Lee Venning

Designated Safeguard Lead
Monitoring & Evaluation Lead
Lesson Observation
Science Co-ordinator
Maths Co-ordinator

Ally Wand

Lead on SEN
Mental Health Lead
Lesson Observation

Louise Headley

Pastoral Lead
PSD/WOW Lead

Aly Hemming

English Co-ordinator
Lifeskills Coordinator



Contact Details

Aspire Lifeskills is based in two adjacent buildings which have separate controlled entry. Woodgate Chambers is the main base for our Post 16 students but all contact with the school, staff and students will be through the Town Chambers building and the details are as below

Address: Town Hall Chambers, Town Hall Passage, Market Place, Loughborough, Leicestershire LE11 3EB

Tel: 07854 918575

Email: office@aspirelifekills.co.uk

Website: <http://www.aspirelifekills.co.uk>



Criteria for Admission

- We only accept referrals from Local Authorities (LA). Whilst parents are welcome to visit the ASPIRE: Lifeskills Learning Centre and can be provided with information about the Learning Centre, the Learning Centre cannot proceed to the admissions stage without an agreed package of Local Authority support.
- All students must be within the designated 11-19 age range and have either a Statement of Special Educational Needs (SSEN) or Education Health Care Plan (EHCP).
- This SSEN/EHCP must contain a confirmed diagnosis of Autism.
- In addition, the SSEN/EHCP may also include the co-occurrence of disorders with similar presentation - including language, communication, sensory processing or motor skill difficulties, learning and behavioural issues such as A.D.H.D, Dyspraxia, Hyper-mobility and Dyslexia. It will be important that provision for these needs is outlined in the young person's EHCP; including any therapies required.
- Students with the co-occurrence of Learning Difficulties can be accommodated within the range of "High-Functioning -> Moderate Learning Difficulties" (we are not able to accommodate the needs of young people with severe and/or complex needs at this time)
- Health and medical conditions such as epilepsy will not preclude a young person from consideration for a placement. The ASPIRE: Lifeskills Learning Centre staff team will seek advice and (where relevant) access appropriate training to identify whether the medical needs of a young person can be met, according to their health care plan, prior to admission.
- Home location, religious or cultural needs will not preclude a young person from consideration for a placement.
- Staff at ASPIRE: Lifeskills Learning Centre have received the relevant training to work with young people who can display Challenging Behaviour as part of their autism presentation. The main objective of the Learning Centre is to support young people to access activities and to equip them with the skills to be as independent as possible, within their local community. On referral, if a young person presents with Challenging Behaviour that was deemed by a risk assessment to identify that they would not safely be able to leave the Learning Centre to access activities within the local community on a regular basis, this would preclude that young person from admission.
- ASPIRE: Lifeskills Learning Centre must also be satisfied that the parents are supportive of the placement and that the needs of the young person can be accommodated within the resources; and that they will benefit from the aims of the Learning Centre.



Our Aims and Values

The staff at ASPIRE: Lifeskills Learning Centre work together to develop each student's sense of independence and confidence, as we carefully consider the needs of each young person, in terms of their ability, communication, self-awareness and anxiety levels. We understand that individuals with Autism need concrete experiences of everyday encounters that we take for granted, such as life skills and self-awareness.

At ASPIRE: Lifeskills Learning Centre, we aim to:

We aspire to develop confident and successful learners who become responsible citizens and effective contributors in their adult life.

Values

Within the Aspire Community we;

1. Value every member for their strengths, skills and uniqueness.
2. Respect others' values, thoughts and ideas
3. Believe that everyone has the right to opportunities that enable them to achieve success.
4. Understand that respect, cooperation and commitment are key attributes of daily practise in our learning environment.
5. Encourage positive partnerships through effective communication.

Aims

1. To provide inspiration and leadership which drives the development of learning.
2. To have staff, clearly led, who have the skills, knowledge and training to ensure consistent high standards of learning.
3. To provide a safe and enabling environment where individual needs are recognised and celebrated.

4. To identify and use students' strengths and interests to motivate and engage them in new, purposeful learning experiences.
5. To develop a purposeful provision which values the views and knowledge of everyone involved in the students learning journey.
6. To deliver a provision which is progressive, holistic and personal
7. To provide relevant, stimulating and sequential lessons, which are intrinsically motivating.
8. To provide cross curriculum and holistic opportunities that empower students to clearly communicate, problem solve and engage with the wider world.
9. To develop skills and confidence to live as independently as possible with self-worth, esteem and identity.
10. To inspire positive attitudes towards learning that helps fulfil academic and personal potential.

All our policies and procedures documents are contained on the disc enclosed with this pack. Copies are also available to be viewed on our website; and hard copies are available from the office in the Learning Centre

Our Curriculum

The purpose of our curriculum will be to provide students with a foundation of knowledge and skills that will prepare them for their future adult life and increase their opportunities and inclusion in society by:

- equipping each student with strategies to overcome their barriers to learning and
- nurturing each young person's talents, giving them a reason to learn and instilling a belief in the importance of what they can achieve,
- so they experience success, develop confidence and thrive.

We are situated in the centre of Loughborough, which is ideal for daily access to activities within our local community that will support our lifeskills-based curriculum. These opportunities will allow our students to learn, practice and embed the functional, organisational, social and communication skills which will help prepare them for adult life.

To ensure that we can offer a broad, balanced and highly flexible curriculum, we are registered with ASDAN. This will allow our young people to benefit from a curriculum tailored to suit them, with accessible qualifications and recognition of their achievements through accreditation. Alongside our ASDAN courses, we can deliver a full range of national curriculum courses from KS2 up to A Levels or OCR Functional Skills in Maths, English and ICT. We have developed links with a local mainstream secondary provision to enable supported inclusion for our students, where possible.

Our post-16 students will also be supported to access local Further Education colleges, and work placements, where appropriate.

All support and guidance focuses on creating and building opportunities that develop the individual's social interaction and communication skills; while also taking into account their sensory and information processing needs - the 4 areas of difficulty experienced by everyone on the Autism Spectrum. Each young person's autism needs and development in these areas are charted using the Autism Education Trust (AET) Progression Framework – an assessment tool that supports us to identify targets in relation to each young person's autism needs.

We have access to on-site therapy, including Speech and Language, and Occupational Therapy; and each student's timetable will include a programme of therapy, where appropriate.



Our Local Community

Here are some of the local facilities that we make use of regularly, as part of our curriculum.



Loughborough Leisure Centre
Sport and fitness sessions



Queen's Park
Lunchtime recreation



The Climbing Station
Leisure Activity



Tesco Extra
Buy and Cook sessions



Loughborough Library
Personal research



Safeguarding and Child Protection

INFORMATION FOR PARENTS/CARERS

ASPIRE: Lifeskills Learning Centre feels it is of the utmost importance to have good systems for protecting children and young people and safeguarding their welfare, throughout all the activities which the Learning Centre undertakes. This means that staff and volunteers must be alert to possible concerns about every young person, and to report these in a proper fashion. ASPIRE: Lifeskills Learning Centre has a Safeguarding and Child Protection Policy: parents are able to request a copy of this.

It is important for parents to be aware that:

- Staff and volunteers in the service have a duty to report concerns about a child, whether this means the child may be in need of additional support or help of some kind or whether it is thought that a child may have been abused or be at risk of abuse.
- There are four main categories of abuse: physical, sexual, emotional, neglect.
- In some cases the Learning Centre is obliged to refer children and young people to children and young people's social care staff, for children and young people to be assessed for their needs; or if an investigation into possible child abuse is required. In many cases there will already have been discussions between Learning Centre staff and the parents of the child, and the situation and concerns will not be a surprise to the parents. However, parents may not be told that the Learning Centre has referred their child to children and young people's social care if it is thought that this might put the child at risk.
- Children and young people's social care tries to carry out its enquiries in a sensitive fashion. It has to gather information; and generally it can be open with parents about the steps being taken.
- If you think your child may have been abused you can contact the Children and Young People's Social Care office or the Local Authority's Safeguarding Unit Service direct. If you think the abuse may have happened at ASPIRE: Lifeskills Learning Centre, contact the Designated Senior Person for Child Protection (Head Teacher). If you think your child has been hurt, arrange to visit your doctor. Comfort and reassure your child.
- If ASPIRE: Lifeskills Learning Centre staff need to express concerns about a child or refer a child to children and young people's social care, it is understood that this can cause distress or anger for the child's parents. It is important that all parties – parents and ASPIRE: Lifeskills Learning Centre staff – try to discuss these matters as calmly and sensibly as possible.

For parents' enquiries please contact:

Designated Senior Person for Child Protection (Vivienne Boulton)

Deputy Designated Senior Person for Child Protection (Steven Parkinson)

Deputy Designated Senior Person for Child Protection (John Furborough)

Aspire Lifeskills Learning Centre, Town Hall Chambers, Town Hall Passage,
Loughborough, LE11 3EB

Email: office@aspirelifeskills.co.uk



Information and Consent Forms

The next pages contain documents to be completed and signed on successful admission to the ASPIRE: Lifeskills Learning Centre. Copies can also be obtained from the office at the Learning Centre.

These include:

- Medical form
- Photo consent
- Off site activities and trips consent
- Sharing and collection of information consent
- Staff transportation consent
- Personal property waiver consent form
- Parent-Learning Centre Partnership Agreement



ASPIRE: Lifeskills Learning Centre

MEDICAL AND CONSENT FORM

Student Information

First name:		Surname:	
Date of Birth:		Age:	

Parent/Carer Details – Contact 1

Home address			
Contact telephone numbers			
Name		Home	
Mobile		Work	
Email			

Alternative contact 2	Relationship to student :		
Address			
Name		Home	
Mobile		Work	
Email			

Medical Information

Name of doctor		Tel no	
Address of surgery			

Please mark with X if appropriate :

My child does not suffer from any medical condition requiring regular treatment.	
---	--

My child suffers from			
and has been prescribed the following medication	Name of medication	Dose	Frequency

My child also uses the following over-the-counter medication	Name of medication	Dose	Frequency

My child has an allergy to the following:	Allergic to	Type of reaction

Please delete as appropriate

I would like to discuss my child's medical condition with the Head or Deputy Head Teacher.	YES NO
My child has an up to date tetanus injection.	YES NO
I am willing for my child to be given with "over-the-counter medication" by staff e.g. paracetamol, throat lozenges, plasters, insect bite antihistamine.	YES NO

Any medication required should be given to the Head or Deputy Head Teacher, clearly marked (in its prescription container if applicable) with name and full instructions for use.

Inhalers and "Epipens" may be kept by the pupil with spares given to the teacher in charge.

Dietary Information

Does your child have any special dietary requirements e.g. vegetarian, kosher, allergies details)	(please give	YES NO

Additional Information

Please include any additional information as required

Declaration by Parent/Guardian (or student if over 18)

1. I have read and completed this form and to the best of my knowledge the details given are true and accurate.
2. I agree to my child receiving medication as instructed and any emergency dental, medical or surgical treatment, including anaesthetic or blood transfusion, as considered necessary by the medical authorities present.
3. I will inform the Head or Deputy Head Teacher as soon as possible of any changes in the medical or other details.

Signature		Date	
Print Name			



ASPIRE: Lifeskills Learning Centre

PHOTO CONSENT

Name of child: _____

For the purpose of recording students work in their portfolio we take photographs as evidence for accreditation. Occasionally, we may use these images as part of our school displays and sometimes in other printed publications like the school newsletter. With your consent we may also use them on our website.

If we use photographs of individual students, we will not use the name of that child in the accompanying text or photo caption.

To comply with the Data Protection Act 1988, we need your permission before we can photograph or make any recordings of your child. Please answer the questions below, then sign and date the form where shown and return the completed form to ASPIRE: Lifeskills Learning Centre.

Please circle your answer

I give permission for my child's photograph to be used for the purposes of recording work in portfolios for accreditation. Yes/No

I give permission for my child's photograph to be used within school for display purposes. Yes/No

I give permission for my child's photograph to be used in the school printed publications that we produce. Yes/No

I give permission for my child's image to be used on our website. Yes / No

I give permission for my child to appear in the media. Yes / No

- If a child has won an award and the parent would like the name of their child to accompany their picture we will obtain permission from the parent before using the image.
-

Please note that the conditions for use of these photographs are shown below.

Conditions of use

This form is valid for five years from the date you sign it, or for the period of time your child attends this Lifeskills Learning Centre. The consent will automatically expire a year after your child has left ASPIRE: Lifeskills Learning Centre.

We will not re-use any photographs or recordings a year after your child leaves this ASPIRE: Lifeskills Learning Centre.

We will not use the personal details or full names (which means first name and surname) of any child or adult in a photographic image on video, on our website, in our ASPIRE: Lifeskills Learning Centre prospectus or in any of our other printed publications.

We will not include personal e-mail or postal addresses, or telephone or fax numbers on video, on our website, in our prospectus or in other printed publications.

If we use photographs of individual students, we will not use the name of that child in the accompanying text or photo caption.

If we name a pupil in the text, we will not use a photograph of that child to accompany the article.

We may include pictures of students and teachers that have been drawn by the students.

We may use group photographs or footage with very general labels, such as 'making Christmas decorations'.

We will only use images of students who are suitably dressed, to reduce the risk of such images being used inappropriately.

Websites can be viewed throughout the world and not just in the United Kingdom where UK law applies.

I have read and understood the conditions of use.

Parent's or guardian's signature: _____

Date: _____

Name - printed: _____



ASPIRE: Lifeskills Learning Centre

OFF-SITE ACTIVITIES AND TRIPS CONSENT FORM

The Department for Education advise that consent is not required for the majority of off-site activities organised by a Schools as these take place during school hours and are a normal part of a child's education. Specific permission will be obtained for trips outside of normal curricular activities

Child's Name: _____

Local Trips

Our students regularly access the community as part of their day at ASPIRE: Lifeskills Learning Centre. This includes trips to the local park, supermarkets, shops, leisure center, gym, climbing station, library, etc.

Risk Assessments are in place for all trips taken and for each individual student.

Swimming

All students who go swimming do so at local public baths. Our staff operate on a 1:1 pupil to tutor ratio in the pool, and obviously, the pools themselves provide lifeguards.

I do / do not* consent to my child taking part in trips to the Local Community

I do / do not consent to my child participating in swimming trips

Parent's or guardian's signature: _____

Date: _____

Name - printed: _____



ASPIRE: Lifeskills Learning Centre

SHARING AND COLLECTION OF INFORMATION CONSENT

When you or your family need help from us, you are usually the first and most important source of information about your circumstances. It is however sometimes important to share that information with other agencies as this can be vital to providing co-ordinated and seamless services which are right for you, and/or your family.

This form asks for your consent to share information with other agencies that may be involved with your family or need to be involved with your family. It also allows them to share information with us. But **only when it is appropriate to do so. It will help to prevent you from repeating the same information.**

We will also undertake to ensure that the protection afforded to you under the Data Protection Act remains. (www.legislation.gov.uk/ukpga/1998/29/contents).

Your consent may be withdrawn at any stage should you wish to do so.

By signing this form you are consenting to:

1. Sharing Information with the agencies stated below in order that other agencies can provide accurate and relevant information.
2. Approaching the agencies stated on the next page in order to obtain information, which will enable them to complete their enquiries in the best interest of the child(ren).
3. The information collected being used to inform the assessment process and only being shared as is necessary and appropriate in order to protect and support the child.
4. Information being stored on the Children's Services information system.

Sometimes we can share information without your consent, for example when the sharing of information will prevent a crime or protect a child or young person from harm

Agencies we may need to contact:

Role/ Name	Agree/ Disagree
GP	
Health Visitor	
Other schools / further education establishments	
Community Mental Health Team	
Child and Adolescent Mental Health Service (CAMHS)	
County Council Services:	
• Early Intervention Services	
• Safeguarding Teams	
Youth Offending Team	
Probation	
Housing	
Police/ Public Protection Unit	
Benefits Agency	
Hospital	

Is there anyone or any agency who you DO NOT want us to contact/share with?

Signature of Parent/Carer:	
Print Name:	
Signature of Child(ren) (If appropriate)	
Print Name of Child(ren)	
Date:	

The timescale for consent will be 6 months from the date of signing this form. After that time I understand that my consent to share information will be sought again.



ASPIRE: Lifeskills Learning Centre

STAFF TRANSPORTATION CONSENT FORM

Please sign below to give your permission for your son/daughter to be a passenger in a vehicle that is owned, maintained and driven by a member of staff employed by ASPIRE: Lifeskills. All staff are issued with guidelines for transporting children and young people safely (a copy is available on request).

I give permission for my son/daughter (name) _____

to travel in a vehicle driven by a member of staff employed by ASPIRE: Lifeskills.

Print Name _____ Signature _____



ASPIRE: Lifeskills Learning Centre

PERSONAL PROPERTY WAIVER CONSENT FORM

Students who bring personal items into ASPIRE: Lifeskills Learning Centre are responsible for the security of such items. ASPIRE: Lifeskills is not responsible for the property of others that is brought into the Learning Centre through personal choice. Each student will have their own storage under their desk to keep personal items in whilst at ASPIRE: Lifeskills Learning Centre.

By my (our) signature below I (we) understand that ASPIRE: Lifeskills Learning Centre does not guarantee the safety or security of stored personal property and I (we) agree to hold the school system harmless in the event of property loss or damage.

Parent's or guardian's signature: _____

Date: _____

Name - printed: _____



ASPIRE: Lifeskills Learning Centre

PARENT-LEARNING CENTRE PARTNERSHIP AGREEMENT

ASPIRE: Lifeskills Learning Centre agrees to:

- Ensure that each young person's physical, social and emotional wellbeing are of paramount importance to us.
- Ensure a duty of care at all times.
- Foster feelings of confidence, security, self-worth and belonging.
- Deliver a broad and balanced curriculum carefully planned to meet each young person's needs.
- Actively welcome parents and families into the school and ensure that staff are available, by mutual arrangement, to discuss any concerns you might have about a young person's general welfare or progress.
- Keep parents and families informed via school diaries, newsletters, letters and ASPIRE: Lifeskills Learning Centre's website.
- Ensure that staff are kept up to date on all important educational developments and initiatives which may affect a young person.
- Value parental involvement at all times.
- Provide an annual written report at the annual review meeting to report on each young person's progress at school.

Parents and Families Agreement

I/We agree to:

- Ensure that my child attends school regularly, and that any absence is properly reported by notifying ASPIRE: Lifeskills Learning Centre.
- Ensure that my child is dressed in appropriate clothing.
- Inform the school of anything that has happened at home (however minor) that may impact on my child's day at ASPIRE: Lifeskills Learning Centre.
- Attend the annual review meeting and any other meetings arranged to assess my child's progress at school.
- Inform staff if I / we are unable to attend meetings so that there is sufficient time for rescheduling.
- Read and sign Learning Centre diaries daily and respond to written information sent by ASPIRE: Lifeskills Learning Centre
- Support my child at home with programmes, interventions and, if necessary, homework.
- Support school policies and procedures.

Student Agreement

I agree to:

- Do my best at school.
- Follow the school rules.
- Try to remember to be polite and thoughtful towards others.
- Try to enjoy school and help others to do the same.

We have read and agree to work together to meet the objectives laid out in the Parent - Learning Centre Partnership Agreement to ensure best outcomes for all.

Signed and dated by:

Head Teacher:

Date:

Parent(s):

Date:

Student:

Date: