



Queen Elizabeth II Jubilee School Prospectus



Federation of
Westminster Special Schools
Training and Outreach



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Message from Executive Headteacher



Welcome to the Federation of Westminster Special Schools, Training & Outreach Service.

We are a federated group of two special schools, Queen Elizabeth II Jubilee School (for pupils with severe, profound and multiple learning difficulties) and College Park School (for pupils with autism and complex learning needs in the moderate range), as well as a Training and Outreach Service.

The Federation was created in January 2012 between the two special schools. In the intervening years we have developed our Training and Outreach Service; offering training, advice and support to mainstream schools. The team is based at Queen Elizabeth II Jubilee School. More recently, we have opened the Kennet West Skills Centre on the QEII site, in partnership with Westminster Kingsway College, which provides vocationally focused education for young people at post-16 and 19. Together, the Federation aims to provide high quality specialist provision for children and young people aged 4 – 19, as well as offering unique opportunities for professional development to a wide range of interested parties.

The highly specialised work of the Federation is accomplished through the dedication, skill and flexibility of a very committed staff team. We are passionate about ensuring all our children and young people receive the best opportunities we can provide. We are also committed to helping them achieve their best in terms of their learning, independence and confidence and to support and prepare them for the next step in their education and for adult life. We do this in partnership with the many professionals and other organisations that we work with but, most importantly, we aim to work in close partnership with parents and carers who know their children best.

I hope that you will find this prospectus helpful in providing information about the Federation and that it fulfils its purpose of enabling parents, carers and professionals to gain an insight into the education, support and training that we provide. If you have further questions then I would encourage you to contact either school for information on our planned visitor sessions.

A handwritten signature in black ink that reads "Andy Balmer". The signature is fluid and cursive, with a long horizontal stroke at the end.

ANDY BALMER
Executive Headteacher

Mission & Vision Statement

Federation of Westminster Special Schools and the Training and Outreach Service



Our Mission

Federation of Westminster Special Schools and the Training and Outreach Service, aims to be a centre of excellence for delivery of dynamic and creative special education to pupils, staff, parents, mainstream schools and the community.

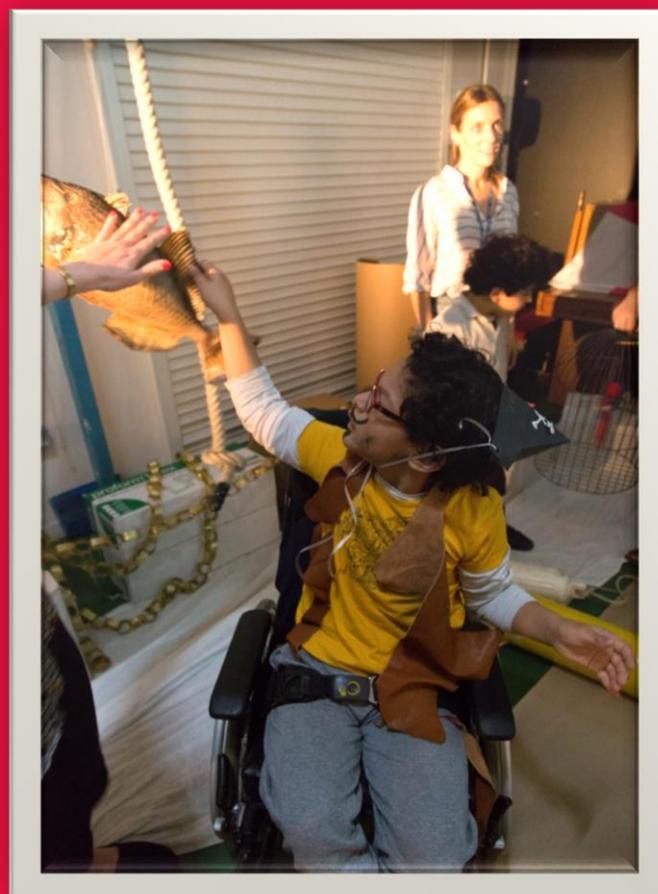
Our Vision

Is for the Federation of Westminster Special Schools and the Training and Outreach Service to be renowned as a leading provider for special education with commitment, drive, ambition and passion focusing on:

- Integrating all aspects of pupil's learning and development,
- Excellent and creative teaching leading to meaningful outcomes
- High expectations of achievements for all
- High quality support to mainstream and other special schools resulting in positive inclusive practice

We will achieve this by:

- Creating a learning environment which is safe yet exciting, positive and encouraging, respectful and understanding, inclusive and aspirational, promoting health and wellbeing as fundamental to achievement
- Promoting high standards in teaching, learning and leadership through rigorous self-evaluation and shared accountabilities for continuous school improvement
- Effective use of resources, ensuring the money is well spent
- Encouraging all members of the federation to reach their potential
- Valuing the contribution of all, building confidence and self-belief
- Providing a creative, integrated and holistic approach to supporting pupils in developing their knowledge and understanding of the world
- Preparing all pupils for their future role in adult life with successful transitions
- Working in partnership with parents and other professionals both within and beyond the school, including increased involvement with the wider local community
- Moving forward together, ensuring pupils, their families and federation staff achieve the best they can with the opportunities and support available.



Message from Head of School



I hope you find this prospectus, outlining some of the opportunities we offer at Queen Elizabeth II Jubilee School (QEII), useful and informative. We understand that making the right decision about a school for your child is a very important one and I welcome parents coming to visit to meet us and finding out more about our work.

We are located just behind the Harrow Road in the City of Westminster. We pride ourselves in a rich and diverse curriculum reflecting our central London location and celebrating the culture and heritage of the many countries represented in our school community. Our creative arts curriculum is a particular strength and we learn and celebrate through music, drama and the visual arts. Later in this prospectus you can read about some of the partnerships we have developed to enrich our curriculum and student's experiences.

Developing communication is central to all our pupils learning and this goes hand in hand with developing their self awareness and confidence, the social and emotional aspects of their learning and promoting good physical health. To achieve all of this we work closely as class and school teams and with a range of therapists who are based here or who frequently visit us.

Queen Elizabeth II Jubilee School is a maintained local authority school in Westminster for pupils with severe, profound and multiple learning difficulties between the ages of 4 and 19 years of age. Referrals for admission to QEII are made via the Tri-borough SEN department which is located at Kensington Town Hall. As the school caters for pupils with Special Educational Needs, the Local Authority must be satisfied that this school will best meet your child's needs and the Special Needs Department at the Local Authority will guide you through how this process works.

Further information about our school can be found on our web site and by visiting us. If you would like to visit our school please contact reception for details of how to arrange a visit.

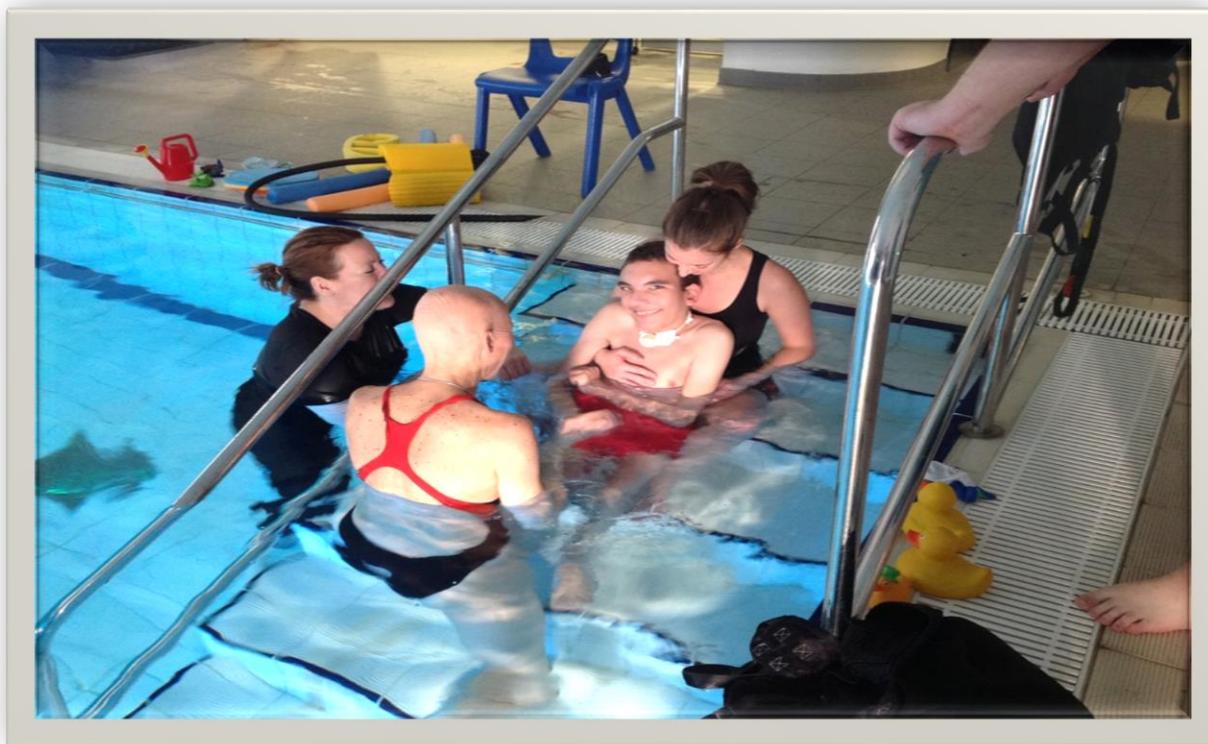
We aim to offer our pupils and a positive and supportive learning environment where children, young people and their families feel safe and secure and where we offer a holistic approach to helping young people to meet their full potential. Working closely with families is really important to us – ensuring that learning from home comes to school and from school back to home and into adult life. Helping our pupils develop a their self confidence, ability to make choices and to plan, with their families, for the next stage in their life and education is a community effort and developing friendships and sense of citizenship in school and the wider community is very important to our core values.

P. A. Murphy.

PAMELA MURPHY
Head of School

Our Facilities

Westminster Federation of Special Schools Outreach and Training Services

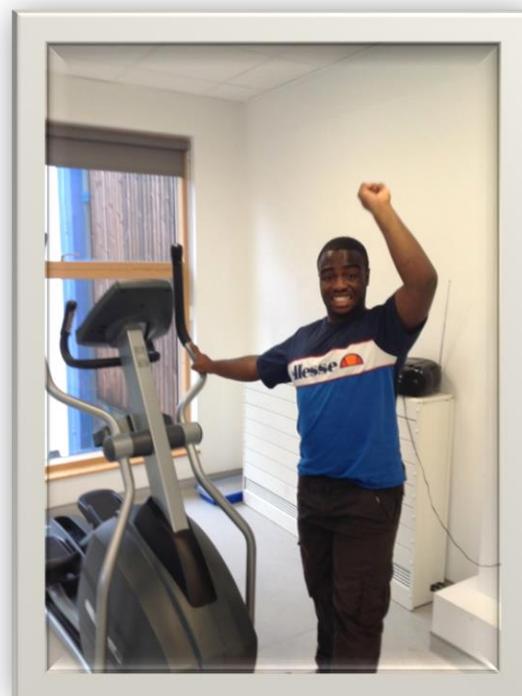


Queen Elizabeth II Jubilee School offers some excellent educational facilities which include a hydrotherapy pool, a multi-sensory and soft play room, extensive outside spaces, specialist art and music rooms and a gym. We have gardening areas dedicated to food growing, and pupils use the food they grow themselves to prepare healthy snacks and meals for sensory cooking lessons.

We make extensive use of community facilities in the local area – accessing community swimming, a local gym and the shops and cafes on the Harrow Road and Westfield to develop student's practical functional life skills.

We have a wide range of specialist equipment that pupils use on a regular basis to develop their communication, their physical skills and to support their sensory needs. Class teams work in a multi-disciplinary way with therapists to ensure that all aspects of a young person's needs are being supported and developed throughout the day.

We have school nursing team based on site that assist in meeting medical needs and training school based staff to support student's medical needs. We are also able to host a variety of clinics at school and refer families on to other services with the NHS.



Our Curriculum

The curriculum at QEII is designed and personalised to meet individual student needs. Building on a really good understanding of an individual's strengths and motivation we aim to overcome any barriers to learning by offering a curriculum which is holistic, engaging, functional and prepares pupils for later life.

Following the areas set out in the Educational Health and Care Plan (EHCP) that each student will have we set targets in the areas of: Cognition and Learning; Communication and Interaction; Sensory and Physical Development; Social and Emotional Health and Well Being and Increasing Independence/Reducing Dependency. What that will mean for every child, and at different ages, will vary and we will discuss and agree priorities with you.

We have termly school wide topics that class teachers use to plan learning around and a strong focus is always on developing key functional skills in communication, literacy and maths that will help them in adult life and support them using skills learnt at school in the community.

Find out more about our curriculum on the Curriculum, Teaching, and Learning pages on our website.



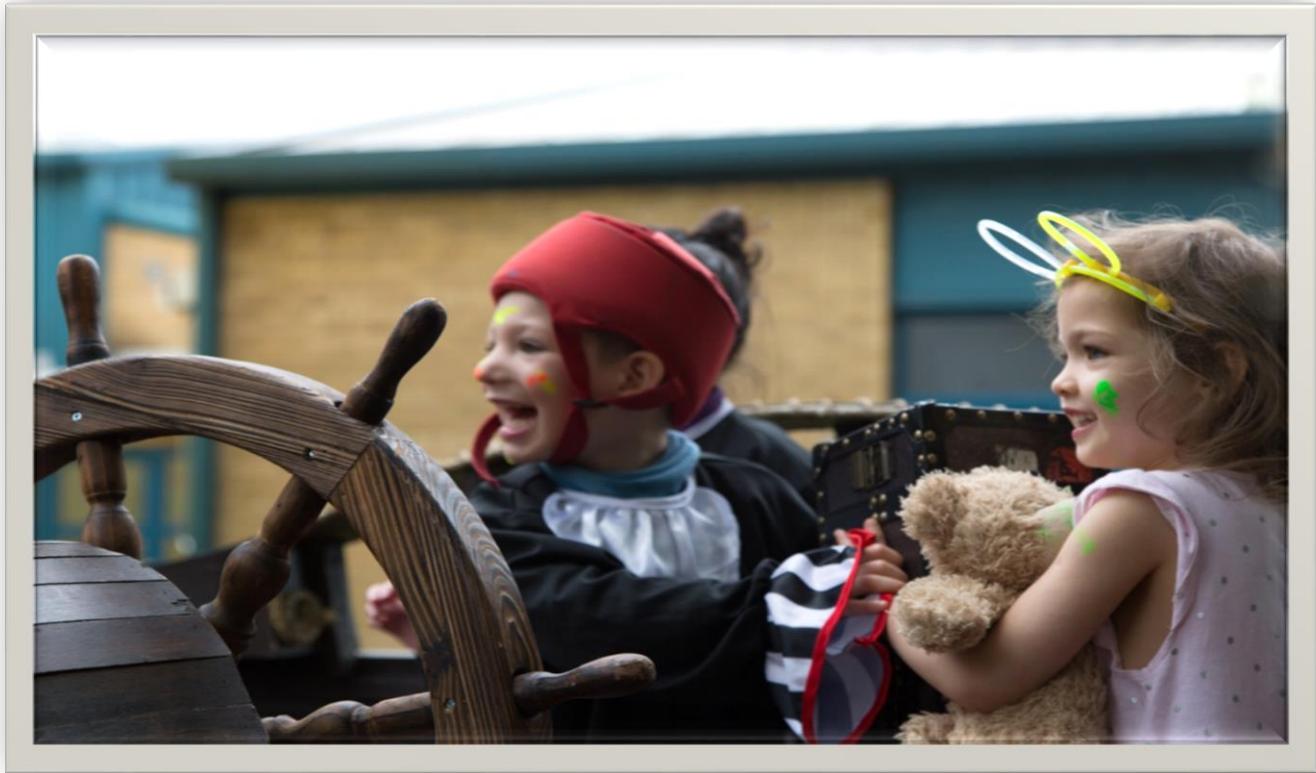
Creative Arts

The Creative Arts plays a really important part of our curriculum at QEII and is made up of learning in art, music, drama and dance. QEII School has specialist art, music and drama teachers and a dedicated art studio and music room. We have a music therapist who works with us one day a week. Teaching in the creative arts is a very important way for pupils to express themselves and to develop confidence in their own abilities and, where appropriate, performing in front of others. Teaching in the creative arts is linked to the topic themes taking place across the school and so adds depth and richness to the curriculum. By working alongside staff who work with pupils every day the specialist creative arts teachers bring their expertise in specific areas into classes and this joint working has a positive impact on all lessons.

The school has developed relationships with world renowned arts institutions and artists such as the Royal Albert Hall, Royal Academy of Art, the Royal College of Music and the Wallace Collection.

We celebrate all pupils' work in a number of ways, for example, through assemblies', performances, displays and exhibitions.

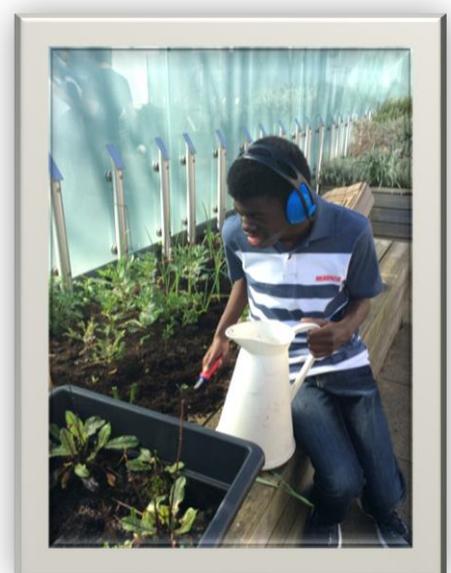




Admissions Criteria

The Federation of Westminster Special Schools cater for a wide range of need between the two schools - Queen Elizabeth II Jubilee School, Kennet Road and College Park School, Garway Road. Both schools cater for children and young people between the ages of 4 – 19 years and entry to schools in the Federation is for children and young people with Education Health and Care Plans (EHCP) or Statements of Special Educational Need. Admission is co-ordinated by the Tri-borough SEN Assessment and Commissioning Team - details of how to contact them can be found on our website or by phoning the school for more information.

Full details of admissions criteria can be found on our web site but pupil's who are admitted to QEII are those whose ability is within the complex profound to severe learning difficulties range. The majority of pupils are functioning with the P1 to P6 range. Pupils require highly specialist and personalised teaching strategies and resources in order to support their learning. Pupils generally make small steps of incremental progress.



Partnerships, Community links, and Family Worker

Westminster Federation of Special Schools Outreach and Training Services

As a parent, you are very important to us. We very much welcome your contribution to our work and look forward to a close relationship with you. We offer families support, information, training, and practical help.

Regular dialogue is encouraged usually by means of Home/School Diaries although some parents prefer to communicate via email. Staff will write brief messages in the diaries and parents are asked to write back and let us know what has been happening at home in the evening or at weekends.

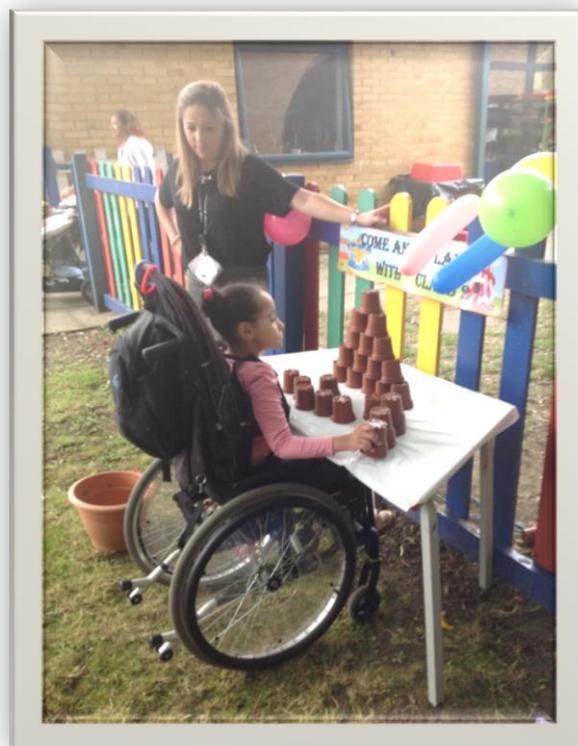
Since September 1999 all schools have been required to have a written Home-School Agreement which describes the aims and values of the school and spells out the responsibilities of both school and parents in providing for the children's education. When your child is admitted you will be asked to sign a copy of this agreement to show that you have understood your own responsibilities.

We have links within the local and greater London community. We access local Westminster facilities through a number of organisations, and use community facilities as well as local businesses. We have partnerships with theatre companies, local parks organisations, and a number of organisations who host work experience for our Post-16 pupils.

Westminster Special Schools employs a Family Worker through the Westminster Society. The Family Worker supports parents with all of the non-educational aspects of caring for a child with a learning disability and, as well as offering direct help and support, they organise social events and training.

A very experienced Educational Psychologist works alongside the Family Worker to run a monthly parent support group where we encourage parents to come and share their ideas, their worries and to help support each other as well as letting us know what we can do to help you.

Parents are always welcome in school but we particularly encourage you to attend the parent support group meetings and special events such as Mother's Day and Father's Day Teas; Sports Day; Summer Fayre and Parents and International Evening. Regular newsletters will keep you up to date on all these events. |





Governors

Westminster Federation of Special Schools Outreach and Training Services

As a Federation, College Park School share a Governing Board which also has oversight of the Training and Outreach Service.

The Governors are similar to Directors in a business or Trustees in a charity, and act as 'critical friends' to the Executive Headteacher, Andy Balmer, and Senior Leadership Team. Governors work with the Executive Headteacher on strategic and developmental issues, and make the tough decisions about balancing resources and improving the quality of provision.

Governors visit the schools to meet members of the Senior Leadership Team and to carry out their responsibilities in terms of monitoring and providing oversight.

School Governors have legal duties, powers and responsibilities; they can act only together, they cannot act individually.

The Federation Governing Board comprises:

- The Executive Headteacher
- One elected Staff Governor
- Two elected Parent Governors
- One Local Authority nominated Governor
- Seven co-opted Governors who are recruited for the skills, knowledge and experience which they can contribute to the Governing Board and the Federation.

Parent Governors:

- Have a child in the school
- Are elected by parents of children in the school
- Serve four years as do other governors

Parent Governors bring the views of parents to the Governing Board but they speak and act as individuals. They help to make sure that all communication with parents are informative, easy to read and free from jargon. They have equal status to the other governors and have voting rights.

The chair of the Governing Body leads, manages and supports governors as well as chairing meetings to ensure that statutory duties are met for the benefit of pupils and federation staff.





Federation of
Westminster Special Schools
Training and Outreach



Queen Elizabeth II Jubilee School

Prospectus



Queen Elizabeth II Jubilee School

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