



# LINDSWORTH SCHOOL


## RESIDENTIAL PROVISION



# GUIDE FOR STUDENTS AND PARENTS/CARERS

## Key staff

Role	Name(s)
Headteacher	Kate Beale
Designated Safeguarding Lead	Ian McMahon
Residential Co-ordinator	Ela Ksiazkiewicz
Residential Pastoral Lead	Adrian Hoyte
Residential Pastoral Lead	Thelma Griffiths
Independent Visitor	Jon Clugson
Advocate for Residence	Graham Wilkes

Approved/reviewed by	
 KATE BEALE, HEADTEACHER	
Date of next review	Autumn 2025

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## **Mission Statement**

At Lindsworth School we believe that every child matters.

Our aim is for pupils to have the support they need to be healthy, stay safe, enjoy and achieve, make a positive contribution and achieve economic well-being. We believe that this can be achieved through consistency, high care standards and the provision of a broad and balanced curriculum."

Within education everyone has the need and indeed the right to be given the opportunity to develop their intellectual, social and physical skills to the highest level they are able to achieve.

Every pupil now shares the right to a broad and balanced curriculum, including the National Curriculum. All people should have the chance to establish satisfactory social and working relationships by understanding, empathising with and relating to peers and other members of the community.

Lindsworth accepts pupils who have failed in one or all of these areas of development and our role is to provide an environment which will help them readjust, regain or build self-esteem and be able to claim their place in society.

The following aims of this school are meant to create a framework within which we may shape our objectives to achieve this.

- To recognise that we should respond positively to a changing society, being mindful of the multi-cultural aspects of our City and the country in which we live; the rapid technological development and the equality of the sexes.
- To encourage the pupils to develop skills of self-discipline, co-operation and responsibility thus promoting endeavour, initiative and self-confidence.
- To be ready to re-assess aims and objectives as circumstances change and new situations develop. Any decision to pursue an objective should be viewed in the light of overall aims, which it should reflect.

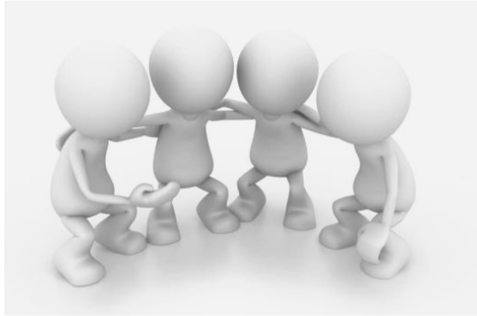
If this is not the case, then there should be clear reasons for the diversion.

## **Pastoral Mission Statement**

To encourage pupils to recognise and accept the individual differences that exist between people, thereby respecting the integrity of every individual.

- To help pupils to understand their world and the inter-dependence of individuals, groups and nations.
- To encourage pupils to feel that they are full members of the school community
- To ensure that every pupil has at least one member of staff who knows him or her well and regularly has time to talk over matters of concern or interest.
- To attempt to engage the interest and support of parents in a mutually constructive partnership.
- To create a safe environment within which pupils may feel secure so that they may discover self-discipline, tolerance and self-confidence.

## Contact with Family and Friends



In the Residential Unit we believe it is important for you to have as much contact with your family or other people who are important to you as you can. This will be agreed with your family and / or Social Worker before you join us.

For some young people things may not have been going too well with their family and friends and it may be that you are not able to have as much contact as you would like. Our staff understands this, and if there are reasons why you can't have the sort of contact that you want, they will explain the reasons for the decisions with you.

The staff will help you to explain your wishes and feelings to people who are important to you at your reviews and any consultation meetings.



You will be able to use the telephone in the Home Unit after school as long as it is before 9.00pm.

We don't usually restrict the time you spend talking to family and friends, but would ask that calls to mobile phones are limited to 5 minutes if it is to friends.

The staff will give you privacy to make your calls, but you need to be responsible about this.

If you are misusing the phone or calling numbers that you shouldn't be then we will speak to you about this.

We also ask that you are considerate to other young people, as they might want to use the phone too.

## Mobile Phones



During the school day and at night, you should always hand your mobile phone to the staff in the Residential Unit for safekeeping. At the end of the school day you can use your phone. All we ask is that you do not use it during organised activities or meal times. Mobile phones and other electrical items are not allowed in bedrooms at night.

## Pocket Money

You do not need to bring pocket money with you to school, as everything that you need is provided. If you do bring money in to school, you should not bring more than £5.00 per week and you should hand it to a member of staff for safekeeping.



## Files

If you wish to see your file, staff will let you do this. But you need to remember that there may be some information that you are not allowed to read without the permission of the person who wrote it.



## Meals

If you only eat certain foods because of your religion or for medical reasons, let the staff know as soon as possible and they will help you with this.

You will be able to choose your meals and the staff will help you plan your menus for the week.

Staff will make sure that you have a balanced diet, because healthy eating is necessary to make sure that you stay fit and well.



If there is a particular food that you really enjoy, speak to staff in the Residential Unit and they may be able to organise to have it put on the menu one evening.

If there is any food that you really don't like, let the staff know and they will try to organise something different for you to eat.

## Accommodation

When you arrive in the Residential Unit you will be shown your room. All rooms have their own toilet and shower.

We encourage you to put up posters and pictures in your room to help make you feel at home. You can bring in other personal items, although school will not take responsibility for them. These items can be left in your room over the weekends – it is YOUR room.

## Bedtimes

What time you actually go to bed will depend upon your age and behaviour. You may listen to music; we ask that you are considerate towards other young people and staff. Staff will be on duty all night and will help you if you need something or feel unwell or upset.



## Staff



Staff should listen to your views and treat you with dignity and respect. You should not be treated unfairly or be hurt.

You will be introduced to the residential staff as soon as you arrive and they will help you settle in.

If you need other questions answering, any member of staff will be able to help you just ask

If you have a problem and need help, then speak to the staff; they are there to help you. They will listen and work with you to try and resolve any problems.



## Chores

We will expect that you help with some chores, as this is your home. Staff will ask you what you will need to do.

We will help you if you need us to with things like washing, ironing and making your own bed.

**We all need to work together**





## Expectations



We want this to be a happy placement for you and we will be very clear with you about what you can expect from us as a staff team. We will treat you with respect and dignity and share with you good and maybe not so good times. We want to see you do well and progress with your life. You will not be treated badly because of who you are, or what background you are from.

Your wishes and feelings will always be considered and if things can't happen you will always be given the reason why. You will always be consulted about decisions that affect you and staff will help you whenever they can if you are unsure or in need of some support. This is because we believe that everyone has the ability to change.

## Activities and Trips

Whilst in the residential provision, we encourage all our residents to take part in various activities to develop the ability to work both independently and within a team. We run activities during the evenings e.g. swimming, football, table tennis, bowling, gold, basketball and a lot more.



We also run a residential raffle, staff will use it to reward you for your special effort, good behaviour, keeping your bedroom tidy, settling at bedtime and for being helpful.

Every year we take pupils on a multi-activity camp for a week which is always an excellent experience you may be offered the opportunity to take part in this.



## Transport

Lindsworth has a fleet of mini buses which are driven by experienced and qualified drivers. The buses can collect you from home and bring you to school on Monday morning and return you on Friday afternoon. However pupils are encouraged to use public transport wherever possible when travelling to and from school and will be supplied with a bus ticket.

Whilst travelling on the minibuses, pupil's behaviour is expected to be exemplary at all times. If this is not the case the use of the buses can be withdrawn and the pupil may have to make his or her own way into school with their Parents or Carers. The minibuses are also used to transport pupils to and from activities that take place off school site.

## Contracts

At the start of each day you will be given a contract by your form teacher which you must keep with you all day. At the start of each lesson you must hand your contract to the teacher or their pastoral and learning support (PALS). At the end of the lesson you will be marked on the way in which you have behaved during the lesson. If you have behaved well you will be marked accordingly and merits awarded for prizes.

If you have not behaved well you will have set consequences to complete when you return to the home. These can range from time out in a quiet room to fixed term exclusion. The progress sheet is there to help you take responsibility for your own behaviour.



## Mentor

When you join Lindsworth you will be allocated a 'mentor'. A mentor is a member of staff who is there to help and support you through any problems with either school or home life. Your mentor will have regular meetings with you to discuss any problems or concerns that you have. It is important that you trust your mentor and be honest with them.

YOUR mentor is there to help YOU.



## Certificates and Merits

As you go through the school you will complete different topics of work in various subjects. We feel that it is important to recognise all achievements that you make, so you will be awarded with various certificates and merits. On Friday afternoon we have the awards. This is where you will be presented with your certificates and prizes in front of your peers.

We also run a residential raffle. Staff will use it to reward you for your special effort, good behaviour, keeping your bedroom tidy, settling at bedtime and for being helpful.



## Clothing and personal items



You may bring personal items in to the home with you to make your stay with us more enjoyable. During the school day you must stay in school uniform but during the evening you may change into your own personal clothing. All personal equipment is YOUR responsibility and YOU must take care of it. If it is of any value leave it with a member of staff or leave it at home.

## Fire Drills

When you arrive at the Residential Unit you will be given a tour of the building and shown where all of the fire doors and escapes are; these escapes are signposted to show you the best and safest way out of the building in the event of a fire. On occasions there will be practice drills to ensure that everyone fully understands exactly what they need to do in the event of a fire.

It is important that you listen carefully to the staff and behave in a sensible manner when these drills take place.

**Next time it could be for real!**



## Complaints / Compliments



If for any reason you feel that you have a cause to complain about anything or anybody, or offer a compliment whether about another pupil or a member of staff, we have a system in place to help you do this.

You may report your complaint / compliment to any member of staff that you feel comfortable with, ideally your mentor. If the complaint cannot be sorted out with help from your mentor it will be taken to a senior member of staff to carry out a full investigation. This will include talking to all witnesses who were present at the time of the incident.



Once all of the information is gathered, a meeting will be arranged with you, your parent / carer and social worker if applicable. The findings will be discussed and a way forward decided upon. You must always tell someone if you have a problem.

You can also discuss this with the Independent Visitor to the Residential Unit, Jon Clugson. You can find Jon's contact details displayed in the Residential Unit. He will also visit the school and you can also speak to him then.

## Anti-Bullying Rules

At Lindsworth School all staff are there to help you if you have any problems. If you feel that someone has treated you unfairly at any time, whether it is a staff member or a pupil, you should tell someone.

### BULLYING HELP US STAMP IT OUT

If people are doing something to you that you don't like or they upset you or say something to you that you don't like, or even take things from you – they are bullying you. Every member of staff at Lindsworth School wants you to enjoy your time at school. Help us to help you. Ask for a 'Complaint Form' from one of the Residential Unit staff or from the Anti-Bullying Team in school. Fill in the form so that we have evidence to help stop it happening again – the bully will not find out.



Everyone knows that SMOKING (OR Vaping) IS BAD FOR YOU!



If you do smoke / vape and would like to stop, then staff can help you with this.



ALL buildings and the whole school site is a NO SMOKING / VAPING ZONE

**NO SMOKING**

SMOKING / VAPING IS NOT ALLOWED IN YOUR BEDROOM OR IN ANY OTHER BUILDING

## Useful Contact Numbers

ChildLine	0800 1111
NSPCC	0800 800 5000
Victim Support	0808 1689111
Samaritans	116 123
Papyrus (prevention of young Suicide)	0800 0684141
Mental Health Support – Young People	0300 300 0099
Drugs Help Line (Talk to Frank)	0800 776 600
Drink Help Line	0300 123 1110
NHS Smoking Support Line	0800 052 5855

