

Transport

Children attending the SSSfN are entitled to transport to school in accordance with the Norfolk County Council, Transport Policy. If the young person lives over 3 miles from the school (2 for younger children) they will receive a bus pass or will be entitled to a taxi which is arranged through the NCC Passenger Transport Unit.

Post 16 Planning

The SSSfN has a specialist Information Advice and Guidance Lead who, together with the Secondary Team, will work with all Year 11 pupils to ensure that they are aware of their Post 16 options and to support them in applying for the courses of their choice.

There are events held throughout Year 11 to help prepare pupils for interviews and to give them the opportunity to discuss courses and opportunities with professionals from a variety of business and industries.

The Transitions Team

Transitions Lead - Nicky Perretta

Reintegration and Admissions Officers

Rachael Innes – Douglas Bader & Locksley Schools

Ryan Laws – Rosebery School

Amy Craske – Reintegration & Admissions Assistant for Douglas Bader & Locksley Schools

Information Advice and Guidance Lead (Post 16 Planning)

Denise Anderson

The SSSfN Secondary Teams

Douglas Bader School

Base Leads – James Cox & Becki Crews
Assistant Secondary Leads – Lou Warner & Leon Russo
Assistant Primary Lead – Jayne Pardoe

Locksley School

Base Leads – Wes Barton & Jane Maclennan
Assistant Secondary Leads – Delores Jermy, Emma Pinfold & Vicky Hall
Assistant Primary Lead – Julie Edwards
Assessment Lead – Gillian Guilfoyle

Rosebery School

Base Lead – Jenna Keyes & Sharon Donaldson
Assistant Secondary Leads – Sally Nurse, Helen Lindell & Cathy Dixon
Assistant Primary Lead – Julie - Anne Agnew
Assessment Lead – Martin Taylor-Bennett



Permanent Exclusion, What Happens Next?

Updated Sept 2018

What is the Short Stay School for Norfolk?

The Short Stay School for Norfolk (SSSfN) is an Alternative Provision Academy which provides and education for Norfolk's permanently excluded children until they are found a new permanent educational placement.

We have four main constituent schools across Norfolk:

- **Brooklands School – Gorleston (Primary provision only)**
- **The Douglas Bader School– Badersfield**
- **The Locksley School–Norwich**
- **The Rosebery School–Kings Lynn**

Pupils will attend the school, with an available place, closest to their home.

Our curriculum is highly personalised but intended to give as broad and balanced education as possible. All young people access learning based on English and Maths with the majority also accessing Science and ICT. Teaching personal and social skills is also a key element of our work which is integrated across the curriculum.

Our Vocational Learning Hub gives our Key Stage 4 pupils the opportunity to study for vocational qualifications on site at The Locksley School.

After Permanent Exclusion

When a child is permanently excluded, the school informs the Local Authority and completes a referral for the SSSfN.

When a place becomes available, a member of the Transitions Team will make contact with the child's parent or carer in order to arrange a meeting where the admissions process and the process moving forward are explained and any questions can be answered.

What is Assessment?

Each pupil coming into the SSSfN will complete a ten to fifteen day period of Assessment, during this time they will attend either The Rosebery School or The Locksley School for two hours per day.

Pupils will work with our specialist Assessment Team, who will gain an understanding of the academic, social, emotional and behavioural needs of the young person.

During the Assessment period, a decision is made as to the appropriate Key Stage group within the school that each child will move into.

Each child leaves Assessment with an Individual Learning Plan, a Risk Assessment and a Student Profile, as well as a wealth of information that will be passed onto SSSfN staff and, moving forward, the child's next educational placement so that anyone working with a child has a full understanding of their needs.

What happens after Assessment?

After the Assessment period, pupils move into the appropriate Key Stage group within one of the three bases offering Secondary provision; parents will be made aware when they first meet a member of the Transitions Team which base their child will attend when their full time timetable commences.

The Key Stage groups are designed to meet the differing needs of our pupils and offer a variety of subjects and ways of working that re-engage young people, who have often been through a difficult time in school, in their learning and support them with the next steps.

Moving Forward

As a Short Stay School, we are always working to move pupils on to the most appropriate permanent educational placement in a timely manner.

For some young people this is a fresh start at a new mainstream school. When it is felt that a pupil is ready to go back to mainstream, a discussion will be had with parents/carers and the Transitions Team will start the process of looking for a new school. Any reintegration is supported by the team and the work to prepare the child for this transition starts as soon as they are identified as being able to reintegrate.

Mainstream school is not right for all pupils and, where a specialist placement is required, SSSfN staff will work with parents and other agencies to support a move to an appropriate alternative educational placement.