



WELCOME TO CHERRY TREES SCHOOL

At Cherry Trees Primary School, we are proud to offer a specialist teaching provision, that will enable all our pupils to lead fulfilling lives and be as independent as possible – through developing their strengths and working on creating a 'can do' attitude to life and learning. Please do also visit our website at www.cherrytreesschool.co.uk to gain more information about our school.

All our pupils have an EHCP and we cater for a wide range of needs. We plan and develop curriculum opportunities that are pertinent to the children's needs, enabling them to develop friendships with like-minded peers, and focus on developing the skills to become caring, creative citizens through developing their self-knowledge, self-esteem and self-confidence; to be able to distinguish right from wrong; to accept responsibility for their behaviour, show initiative, and to understand how they can contribute positively and to develop the skills to show respect for other people.

Pupil attainment and development is an essential part of education and at Cherry Trees we take a personalised approach and use this information to record and track the pupil's progress.

At Cherry Trees School we work with our families, and know that confidence in a school comes from knowing and understanding what is happening within it so to this end we always encourage parents and carers to come and see us while the school is in action. We look forward, therefore, to seeing you at our school, so that you can find out more about us. We hope that you find this information useful and we are happy to provide more information and answers on request. I can assure you of a warm welcome.

Mrs Laura Slinn Executive Head Teacher

SCHOOL DETAILS

Address: Cherry Trees School Giggetty Lane Wombourne Nr. Wolverhampton West Midlands WV5 0AX

Telephone/Fax No.: 01902 894484

Chair of Endeavour Multi Academy Trust: Mr Simon Kibble

Chief Executive Officer: Heather Phillips

Address of Trust: Endeavour Multi Academy Trust Wightwick Hall School Tinacre Hill Wightwick Nr Wolverhampton WV6 8DA

Websites: www.cherrytreesschool.co.uk www.endeavourmat.co.uk

CONTEXT OF SCHOOL

Cherry Trees Community School is situated in South Staffordshire in the large village of Wombourne. It is within a few miles of Wolverhampton, Dudley, Stourbridge and Bridgnorth. In September 2017 we became part of the Endeavour Multi Academy Trust along with Wightwick Hall School, with whom we were previously federated and to where the majority of our pupils move on to for their secondary educations.

On the 1st September 2019 two further schools – Two Rivers High School and Two Rivers Primary School joined the Trust. The school provides education for children aged 2-11 years with a wide range of special needs and who have an Education, Health and Care Plan. We are a school for children whose needs cannot be met in a mainstream school.

We take a personalised approach to learning and develop Individual Education Plans from each Education, Health and Care Plan, this ensures a pupil's personal educational needs are identified and met. As well as all pupils having access to the National Curriculum they may benefit from other curriculums and approaches offered in school. These include developing interaction skills, speech and language skills and using approaches such as multisensory, TEACCH, Picture Exchange Communication System [PECS] and Intensive Interaction. Outside agencies and professionals are consulted on a regular basis and school staff are all involved in continued professional development to ensure they are up to date with new initiatives.

Facilities at Cherry Trees include 6 classrooms, a purpose built play area, a swimming pool, multisensory room, nurture room, soft play room and a dedicated Forest School area. The school also has its own minibus with tailgate lift which enables all pupils to access

facilities and practise transition skills in the local community and travel to activities. Cherry Trees welcomes parents, carers and friends to visit the school and are grateful for the continued support that is given by them to school events.

Cherry Trees has an Executive Headteacher, who supports with strategic development and improvement who works at the school for 2 and ½ days each week and a Head of School, who runs the school on a day-to-day basis. The staffing structure at school can be found on the next page:

Cherry Trees School Staffing Structure

School Bursar - 5 days – 1 staff member

Office Admin - 10 days – 2 staff members

Site Supervisor - 5 days – 1 staff member

Executive Headteacher - 1.5 days strategic overview, monitoring and escalations

Headteacher - 5 days – DDSL including named SENCO

Assistant Headteacher - 5 days Curriculum and Assessment

Assistant Headteacher - 5 days Behaviour and Welfare

Dedicated DSL - 5 days (non-teaching DSL role)

Blue Class Teacher - 5 days EYFS lead

Red Class Teacher - 5 days Science lead

Orange Class Teacher - 5 days communication

Green Class Teacher - 5 days

Yellow Class Teacher - 5 days ICT lead

Purple Class Teacher - 5 days TLR – Behaviour and PHSE

Teaching Assistants – 15 Days – 4 staff

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Teaching Assistants – 15 Days – 3 Staff

Teaching Assistants – 17.5 Days – 4 staff

Teaching Assistants – 15 Days – 3 staff

Therapies Lead Teacher - 5 days Play therapist and therapies coordinator.

Interventions Teacher - 5 days PPA cover and academic interventions.

Pet Therapist - 2 days

Swimming Teacher – 5 days – 1 staff member

Lunch Time Supervisors – 15 days - 3 Staff

CHERRY TREES SCHOOL VISION

It is essential to us at school that we all work to provide an inclusive education which inspires individuals to achieve. We pride ourselves on:

Working, Learning, Achieving Together

VALUES

- Every child has the opportunity to access an enriched and differentiated curriculum.
- Every child's individual needs will be met to ensure they reach their full potential.
- Every child is valued and encouraged to grow as an individual.

AIMS

- To ensure a safe, caring, happy environment for all.
- To enable children to develop positive attitudes and become independent learners.
- To develop and nurture a respect for all.
- To provide a stimulating environment motivating all to succeed.
- To encourage, welcome and value involvement from parents and carers in all aspects of school life.
- To encourage and develop contacts with the wider community.

INCLUSION

The school has a firm belief that not only does it offer all pupils an inclusive education, but it also provides opportunities for pupils to undertake inclusion programmes or activities in other schools and in the wider community where appropriate.

EQUAL OPPORTUNITIES

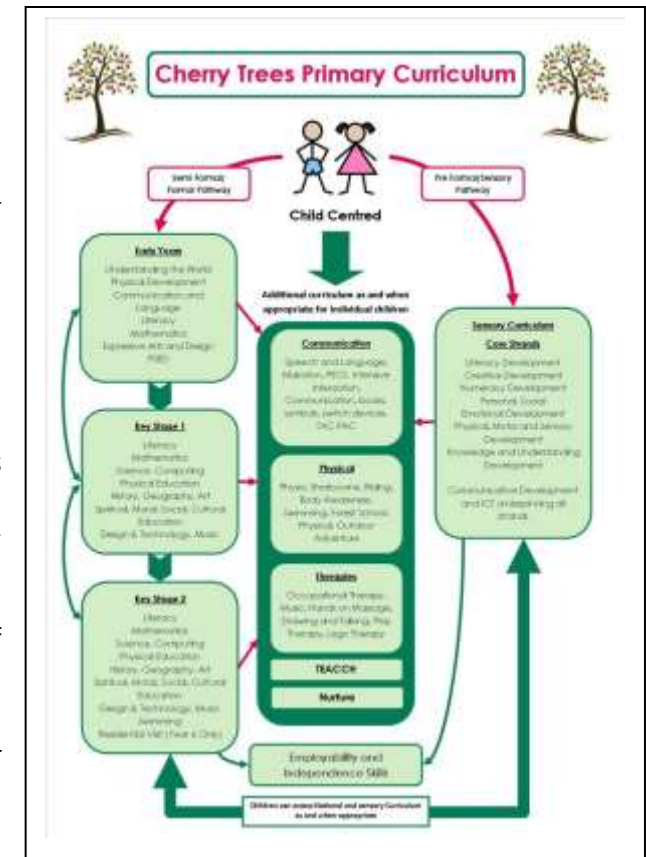
Cherry Trees has a policy of equal opportunity regardless of gender, race, colour, culture, disability or ability. Every effort is made to ensure equality of opportunity across the whole spectrum of school life.

THE CURRICULUM

All pupils at Cherry Trees have access to a broad, balanced and relevant curriculum which includes full National Curriculum entitlement. Speech, language and communication are given high priority. All pupils work on the basic skills as part of their curriculum. Included in this are interaction and communication work as well as numeracy and literacy. Within the first 7 weeks of entering school children will be given a baseline assessment using the Endeavour Continuum in every subject area and independence skills. From this targets are set for their IEP's which are reviewed and updated with the family each term.

Class sizes are small, enabling individual programmes to be devised to meet the needs of each pupil. Personal, as well as academic skills are encouraged. All pupils have an Educational Health Care Plan, or occasionally are in school on an assessment placement.

The curriculum works on a pathway basis which provides planned progression for all of our learners – we focus on learning approaches that are either formal or pre formal. The children will work through these pathways, but they are fluid in nature and children will be placed in a class that will best meet their needs each year. We plan our curriculum to meet the needs of the individual, so all children will make progress throughout their time at Cherry Trees and this will be closely monitored.



ADMISSIONS

Admissions to Cherry Trees School are determined by a local authority panel. Pupils enter Cherry Trees with a finalised Education Health Care Plan, or one in the process of being finalised. Places are offered subject to availability and suitability after parents and children have visited the school.

TRANSPORT ARRANGEMENTS

The Local Authority to which the pupils belong provide transport for pupil's journeying to and from school. All taxis or mini-buses will have a passenger assistant on board to ensure the safety of the pupils. It is the parent/carers responsibility to take the young person to the transport and on return to collect the young person from the transport as the passenger assistant must not leave the vehicle. It is the parent/carers responsibility to notify the transport company if the young person will be absent from school. In bad weather parents are advised to access information on the Staffordshire County Council website.

SAFEGUARDING

Cherry Trees School is committed to safeguarding and promoting the welfare of our pupils. All staff work within the statutory guidance and framework of Keeping Children Safe in Education. We hope that parents and pupils know that they may speak to any member of staff about any concerns or worries they may have. Pupils will always be taken seriously if they seek help from a member of staff. All staff are trained in Strategies for Crisis Intervention and Prevention [SCIPr]. This approach emphasises the positive planning which takes place to make our school safe. It also trains staff to use physical support which may be needed in an emergency. These plans are shared with families.



Nicola Johnson DSL



David Murphy DDSL



Alison Higgs

Nicola Johnson is our Designated Safeguarding Lead (DSL) and David Murphy is our Deputy DSL. Safeguarding support is provided by everyone at Cherry Trees School with a dedicated safeguarding team committed to ensuring that all concerns are followed up and support provided to our children and families. If you have any concerns, please do contact David Murphy in the first instance. Further safeguarding information can be located on our website: www.cherrytreesschool.co.uk

HOME/SCHOOL LINKS

The school encourages parents and carers to become involved in school life and to feel able to contact school when they consider it necessary. Parents and Carers are welcome to visit school or telephone at any time. An appointment to visit would help but is not essential.

All pupils, parents and carers will be required to sign the Home School Agreement. The Agreement will be signed by the Head teacher on behalf of the school. The school organises regular 'drop in' Coffee Mornings in the Nurture Room where parents can meet and share experiences. Staff are on hand if parents want to discuss any specific issues or seek advice. We also organise Workshops for parents on Makaton, PECS, phonics, cooking with your child, massage techniques with your child and safety online.

COMMUNICATION WITH SCHOOL

We encourage all of our families to join the school app and communicate with the class teacher through Class Dojo – details of this are shared with all families in school each September, or when your child joins the school. Class Dojo is used for teacher to communicate with families on a daily basis about teaching and learning – helping those home conversations about learning and provide a secure and confidential way to communicate easily with the class teacher.

A trusting open relationship between home and school is crucial. We encourage parents and carers to respond and communicate through Class Dojo. It is an excellent way to let school know of any worries, successes, problems etc that might affect your child. We are always pleased to hear what has been happening out of school so we can talk to your child about it or reinforce it in school.

BEHAVIOUR AND DISCIPLINE

We work with parents to promote acceptable and appropriate behaviour at all times. We value parent partnership and work with parents should any problems arise. Some pupils have Positive Behaviour Support Plans (PBSPs) which are produced and agreed with parents/carers to promote improvement in behaviour. We encourage all of our children to adhere to our school rules:

- We Respect
- We Are Kind
- We Work Together

ATTENDANCE

Regular attendance and punctuality is essential if your child is to gain the optimum benefits of school education. If your child is sick please telephone school between 8.30 a.m. and 9.30 a.m. the first day of absence. If we do not hear from you school will contact you at home or work to ensure that absence is unavoidable. Please also ring the taxi company or passenger assistant to cancel the transport if your child is ill.

If a child falls ill or has an accident whilst in school we will inform parents/carers as soon as possible. Holidays are not permitted in school time. We are obliged by law to publish attendance figures so it is essential that parents support us in the aim of encouraging children to miss a little school as is reasonably possible.

We will communicate with our families on a regular basis about the attendance of their child, making sure you are able to track throughout the year how well your child is managing to attend school. We understand that there can be many reasons that attendance can be impacted when living with special educational needs including periods of illness, hospitalisation or behaviour and wellbeing. Meetings will be held between the Head of School and the families, where additional support is needed with attendance – this can be requested by families at any time and support will be arranged and provided.

MEDICATION

No medication can be given without written parental consent. Any medication sent into school must be prescribed by a doctor and in its original package stating the dose. It must be handed to the passenger assistant who will in turn give it to a member staff and will need to be signed in and out of school. Please also let us know if medicines need refrigeration.

UNIFORM AND BELONGINGS

Our school has a dress code/uniform. Recommended items of clothing are as follows:

- White/dark green polo shirt
- Black/grey trousers/skirt
- Dark green sweat shirt
- Suitable school footwear Sweat shirts, polo shirts, t-shirts and fleeces with the school logo are available through the school office.



For PE we ask that children have:

- T shirt
- Black Shorts
- Pumps
- Bag to keep PE kit in

For swimming:

- 1 Piece costume/trunks
- Swimming Nappies where appropriate
- Towel

All articles of clothing should be clearly marked with the child's name. School takes no responsibility for any unmarked items.

JEWELLERY

No jewellery should be worn in school at any time, except watches. Apart from the danger aspect of earrings and rings, the loss of such items can cause unnecessary upset to the child.

RELIGIOUS EDUCATION

Religious Education is based on the Staffordshire Agreed Syllabus for Religious Education. Cherry Trees is not affiliated to any particular religious denomination. R.E. is a compulsory part of the curriculum and important in establishing moral values and an understanding of different cultures, religions and beliefs.

HOMEWORK

Homework plays a vital part in the education and development of children. During the time pupils spend at Cherry Trees School the amount and regularity will vary according to need and ability. Homework may take many forms:-

- Completing or consolidating work done in class.
- Learning and remembering.
- Looking for information for the next topic.
- Further develop independence skills related to the checklist on our website.
- Working on their child's IEP targets.

Parents are encouraged to help by:-

- Providing encouragement and support.
- Listening to their child read/reading with them/sharing books.
- Help with spelling – testing if the words are to be learnt.

We are conscious that this takes time and energy but it will certainly contribute to a child's success and building up their confidence. If parents have any concerns or are unsure what is expected of them please do not hesitate to contact school.

PARENTS ASSOCIATION

We have a very active Parents Association, which organises fund raising events throughout the year. Please contact school if you are interested in joining.

CHARGES FOR ACTIVITIES

Regular educational visits are arranged to enrich pupils' experiences of the world and to support the curriculum. School has its own minibus to help support this. For many visits a voluntary contribution is requested to pay for organised activities, but pupils are not excluded if a contribution is not received.

MEDICAL

When a child starts at Cherry Trees, you will be asked to complete medical forms giving details of any medical conditions. There is a medical room where children go if they are taken ill to await collection by parents/carers. If your child becomes ill during the school day you will be contacted by phone. We have a nurse on site one day a week who oversees the medical, health and care plans if needed for your child.

OTHER PROFESSIONALS

Speech and Language Therapists visit to oversee pupils and advise teachers on individual programmes. Other professionals who visit include: Orthoptist, Physiotherapist, Educational Psychologist, Occupational Therapist and Behaviour Nurse.

School also uses its funding to buy in additional support services to fully meet the children's needs as outlined on their EHCP. This includes regular Sensory Integration Occupational Therapy, Regular Speech and Language Therapy and home and school behaviour support. If you feel that your family needs additional support in an area of need relating to your child, please do contact school – we want to work together to meet all needs to the best of our ability.

ACCIDENTS

There are a number of staff who are trained in first aid procedures. In the case of more serious accidents pupils will be taken to hospital. You will be informed immediately in this instance. School keeps a record of all accidents.

COMPLAINTS PROCEDURE

There is a complaints procedure which is available in school. In summary, complaints should initially be made to either the Head teacher or pupil's teacher. If the Head teacher or teacher cannot resolve the issue to your satisfaction, then the Chair of Trustees should be consulted. If you still have concerns, then we will direct you to the appropriate officers from the Local Authority.