

Park Lane School

Macclesfield



Head Teacher's Report to Governors

November 2020

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STAFFING AND PUPILS

PUPILS

Number on roll 90 pupils

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ENGAGEMENT WITH PARENTS, STAFF AND PARTNERS.

School Staffing.

We welcomed Nichola Mott to the teaching staff. Nichola is teaching in Barnaby class. We welcomed Tiina Wu back from maternity leave. Tiina is teaching in Mulberry class. Jan Brewer and Jackie Szakal (TA's) are reducing their working days at Park Lane. Lauren Wells (TA) resigned in October.

Staffing list – *see attached*.

Parents.

Parents, with pupils from years 13 and 14, are being invited to their child's annual review during this term. Due to COVID19 restrictions these will take place remotely.

FOPLSS (Friends of Park Lane Special School).

Sadly COVID19 has put an end to all FOPLSS activities including meetings and fund raising events. The FOPLSS committee had done a lot in raising funds towards the refurbishment of the hydrotherapy pool. As there will be no fundraising events for the foreseeable future I have asked the building company currently on site to draw up plans of how the current changing rooms could be reconfigured to improve facilities for pupils. Once I have these I will discuss with the FOPLSS committee to get their views.

Students & Volunteers

All placements are suspended at present. We have had enquiries from secondary schools for the summer term work experience student's; these have been accepted on a provisional basis.

Quality of Education.

Accreditation

All students who left Key Stage four to move into the 6th Form in September, have been successful in gaining their gold awards for Transition Challenge as well as gaining their certificates for maths and English within the Towards Independence units.

The four students leaving Key Stage three to move into Key Stage 4 in September, have been successful in completing a New Horizons Personal, Social, Health and Citizenship Education award. This is the first year Key Stage three students have been able to successfully complete the new Horizons award. School was able to complete the moderation and accreditation internally due to the school having direct certificate status, which ASDAN extended until the end of August due to the COVID-19 lock down. All students will be being presented with their certificates very soon.

The external accreditation for the 6th Form 2020 leavers and Supported Interns will take place at the end of November.

Two out of the three Supported Interns successfully returned to their work placements at the hospital in September and are continuing to work in their placements four days and attend school one day a week. Sadly, the third Supported Intern has not returned due to his father's concerns over the COVID-19 virus. The hospital have assured school that they are committed to supporting the interns to complete their placements, despite additional pressures and changes which have taken place due to the COVID-19 situation. School, the hospital and the Rossendale Trust have carried out risk assessments for the interns to take into account the new COVID-19 restrictions and safety guidelines. Over the next few weeks, the interns will be working on gaining more independence in their roles as well as one of the interns starting travel training, walking to and from the hospital with his job coach. It is known that the hospital are working with Cheshire East to look into the Government's Kick Start programme to secure some funding in order to offer the Interns paid employment at the end of their placements.

Andrée Barnard

Lesson observations.

During this half term there have been recorded learning walks conducted, focusing on use of visuals and communication aids. This was highlighted by Ofsted for not being embedded in school practice. Observations evidence a clear use of visual structures and communication

strategies across school. Focus of feedback to staff has been on increasing learning time by developing group work in class.

After half term a series of lesson observations will be conducted. The focus will be on PSHCE and mental wellbeing of pupils as they are being supported back into school.

Assessment

Usually in the autumn term, yearly progress data is presented and discussed, however due to Covid19 and the amount of time students have been away from school, this has been difficult to finalise. Our students make idiosyncratic progress over the terms and it would be unfair to average out yearly progress without doing an unjust service towards our students and teachers. We are carrying out progress meetings with every teacher and analysing last year's targets, along with the impact of Covid19 lockdown and the recovery of progress towards these targets. Targets will be mainly rolled over or even reduced due to loss of skills and the need to regain these, this will be apparent in annual reviews held with parents.

Emma Shaw

Curriculum.

Senior leaders planned and wrote foundation schemes of work with their subgroups for the autumn term; this work was produced remotely over the lockdown period. Since returning in September, curriculum meetings are taking place to evaluate summer schemes of work (where possible), create subject progression maps and plan for the spring term. Subject coordinators are also in the process of evaluating and writing new subject action plans for 2020-2021. Subject leadership is going to be the major focus of a series of teacher's meetings working on ensuring all subject leaders have the documentation and evidence to demonstrate intention, implementation and impact of teaching and learning in their subject. Maths and English subject coordinators have been working on long-term coverage plans and a progression of skills map for students in Key Stage 1 – Key Stage 3. All classes in these Key Stages now have a maths scheme of work prepared by the subject coordinator. Over a series of Professional Development Meetings the Leadership Team will focus on Subject Leadership. Training delivered through the School Improvement Partner will support this work.

Remote Learning

The distance-learning tab on the website has been in place since schools partially closed. This resource will remain in place and learning opportunities will be posted for students who have yet to return to school or students that may need to be off school for an isolation period due to Covid19. It is of importance and an entitlement for these students to have the opportunity to access schoolwork whilst at home. Already, students have taken iPads or communication aids home for isolation periods to continue to practice and retain their communication and literacy skills.

Emma Shaw

Continuing Professional Development Communication / Signalong

All staff have been issued with a symbol fob that is to be worn daily. The symbols are generic for use across school, however classes can adapt these or add to them where necessary. They also include traffic lights, wait symbol, helping help and a washing hands schedule. Symbols are adaptable, portable and can be used in most situations. They can help with, understanding spoken language, avoid frustration and anxiety, and provide opportunities to interact with others. They make communication physical and consistent, rather than fleeting and inconsistent like spoken words can be. These are being used more consistently throughout school now.

Over the lockdown period, we have created a Signalong Video Library on the school server for all staff to access. This has already proven to be a valuable resource for classes, enabling them to pull up a video of a Sign when needed immediately.

Unfortunately, face-to-face training has been cancelled and has yet to be rescheduled. We are however carrying out Signalong training internally with all staff members, this is a short after school refresher course highlighting and raising awareness of the importance of using Signalong for communication.

We continue to post 'Sign of the Week' on Facebook, which is now signed by staff and students within own class bubbles.

Emma Shaw

During lockdown, staff throughout school have completed a variety of online CPD courses, including first aid refresher courses, safeguarding courses, an introduction to sensory processing and the Rights Respecting Schools training.

On the INSET Days in September all class teams were asked to complete level 2 of the sensory processing training, following on from the introductory course they completed during lock down. School has purchased the level 2 and 3 Sensory Processing training in order to support staff in recognising sensory seeking behaviours in pupils and to help them devise sensory programmes to address these needs. This is linked to the OFSTED inspection outcomes. The level 3 training will be complete later in the year, either on an INSET day, or as twilight training.

Lorraine has completed the safeguarding update training with all staff and they have read the new Keeping Children safe in Education part one document as well as the updated child protection Policy. Staff have also completed a safeguarding disqualification disclaimer.

Many training courses have moved online due to COVID-19 restrictions and staff have attended online training for the Arts Award as well as attending online forum meetings for supported internships.

In school, there is a programme of twilight training, which includes refresher training on manual handling, hoist awareness and Signalong. These training sessions will run throughout the term, being delivered by staff within school to each class bubble.

Andree Barnard.

Educational Residential Visits.

There are no residential visits planned for this term.

Personal Development.

SMSC and British Values

It has been difficult to organise whole school events, due to the cOVID-19 restrictions. However, school was involved in the MacMillan Coffee Morning event in September. Instead of hosting a coffee and cake afternoon, school asked for donations for each class to make up a hamper of baking related goodies. These were then raffled off to parents and all the proceeds went to MacMillan. Around £60 was raised.

Unfortunately, due to COVID-19 restrictions, our work with Fallibroome academy cannot take place at the moment and we will not be able to produce our amazing Christmas concert on their performing arts stage. We are in the early planning stages of an alternative Christmas concert, which will be filmed in individual classes and produced for parents. We are trying to be as creative as we can to continue our extended curriculum as much as we can, within the COVID-19 restrictions.

Student Council.

Student Council Autumn Term 2020

A student council has been setup it consists of 10 students, 6 male students and four female students.

The Councillors have all chosen to be on the Student Council. We have 5 returning Councillors and 5 new ones.

There are 2 representatives from each of the 5 upper classes.

The meetings will be held in each individual class bubble on various days.

They will have the same agenda and discuss the same topics.

Octobers Agenda

Welcome

Roles and Responsibilities

Respect and Resilience

Discuss how we feel being back in school

Ideas for school rules

British Heart Foundation Elf Kick

A.O.B.

All meetings continue to have an Agenda and Minutes

Next meetings will be held week beginning:-

2/11/2020 and 30/11/2020

Wendy MacFadden

Behaviour and Attitudes.

Claire and Jo continue to do class behaviour meetings in which they review or implement behaviour plans and help devise successful strategies to help pupil's access learning. Sensory diets have become a big part of behaviour plans which Gareth French is advising on with his training and experience with the sensory group. Claire is going to start a case study on one of her pupils with a behaviour plan to monitor the long term impact of strategies used.

The sensory group continues to be successful, there are three original pupils and one new pupil accessing the small group and high staff sessions every morning. Claire is keeping a pupil in mind who has received a relatively high amount of incident forms and may benefit from these sessions. There is one other pupil who has received the same amount of incident forms, Claire is confident that this is due to a change of class and being off for six months so he will be monitored through IRIS to keep an eye on this. I have asked Gareth to continue his case study on one of the original pupils so show long term impact of this intervention.

The new fobs with visuals for all staff to use and model are so far being used well. SLT will continue to monitor and push their use throughout school. Revision of symbols used and their upkeep will be done by Emma Shaw and Viki Fenson.

Katy Wadsworth.

Leadership and Management

Safeguarding.

The Designated Safeguarding Lead and the Deputy Designated Safeguarding Lead remain in place. They are continuing to have half termly meetings to quality assure record keeping and to ensure all actions have been completed.

School Development Plan.

A draft School Development Plan is in place. It has focused on areas highlighted in the most recent Ofsted Report. The NLE assigned to work with school is in school on the 6.11.20 and this will form the main focus of planning further support to the school.

The 2019-2020 Evaluated School Development Plan is on Governor Hub.

Draft School Development Plan for 2020-2021 is on Governor Hub.

Pupil Premium.

Pupil Premium was spent in the following areas:

- Communication and Interaction-Music Therapy.
- Sensory and Physical-Sensory provision and CPD.
- Communication and Interaction/Social Emotional and Mental Health-provision of lunchtime and groups to develop social interaction.

In addition targeted support and resources were provided for individual pupils in receipt of Pupil Premium.

Outcomes from use of Pupil Premium funding include:

- Increase in vocalisations during Music Therapy sessions over time.
- Vocalising during songs e.g. Music Therapist leaves a gap in the song and this is filled by pupil vocalisation.
- Reduction of behaviour incidents.
- ELSA sessions-pupils reporting to feel happier and reduction in behaviour incidents.

Please see Pupil Premium Statement on the school website.

Evaluated Pupil Premium Strategic Plan is on Governor Hub.

School Improvement Partner

Following the latest Ofsted inspection in March 2020 it was felt that it was time to consider appointing a new SIP to work with the school leadership team and Governing Board.

Through conversations with head teacher colleagues in Cheshire East and West I was recommended to contact a lady called Gill Robinson. This lady is very widely respected in the field of SEND. I have had an initial conversation and an online meeting with Gill. She is going to lead some leadership training for SLT and teaching staff to support their professional development.

In addition the school will be receiving support from a National Leader of Education. Alison Ashley will start working with the school after half term. Alison is the head teacher of an all age special school in Cheshire West. Alison will be working with the school staff on curriculum.

Appraisal.

All teachers will have completed their appraisal reviews by the end of October 2020. Each teacher will also plan targets for the next academic year.

The Appraisal of the Head Teacher will take place in December. Gill Robinson will be the external advisor to the Governing Board.

Self-Evaluation Form.

The SEF will need reviewing and revising in line with the Ofsted report and will be included in work the school does with our named support partners.

IT Matters

I have moved back to full time teaching in Treacle class but I felt that in continuing to be in charge of ICT as the subject coordinator, I can continue to oversee the day to day up keep of equipment and software with the help of Computeam who continue to provide a technician every week. Now that the new website is running well I can monitor that remotely along with social media. Staff have been directed to put any technical problems they experience through me and if I can fix it during management time or remotely then I do so, otherwise it is flagged up as a support ticket for the technician visit.

There continues to be a rolling plan of hardware renewal as the older equipment reaches the end of its working life. New laptops have been given to Nichola and Eye Gaze, a new PC has been bought for 6th form 2.

We have integrated the software for Discovery Education and Education City and expanded our package with Twinkl as all these are well used by teachers.
Katy Wadsworth

Health and Safety.

The next H&S Inspection will take place on the 3.12.20 This will be conducted by CE H&S team virtually and will consist of a document review. Visits to school will not be taking place for the foreseeable future. This is the decision of Cheshire East Health and Safety Team.

I submit my Head Teacher's Report to Governors

**Lorraine Warmer
Head Teacher
November 2020.**