



# PARENTAL GUIDE TO THE SPRINGBOARD CENTRE



New Rickstones  
Academy  
To make our best better

# THE SPRINGBOARD CENTRE

## OUR VISION

**Our aim is to ensure that NRA includes all students, including those who for social, emotional or behavioural reasons find that the mainstream education fails to meet their needs. As a fully inclusive Academy we provide such students with an alternative structure within NRA called the Springboard Centre. Within the Springboard Centre students are provided with the social and emotional support, information and guidance, high quality learning opportunities and academic qualifications which will enable them to gain in confidence so that they will be able to move on to the next stage in their lives and become successful members of the wider community.**



## **How do students gain a place at the Springboard Centre ?**

Students who are having any issues with learning, behaviour, attendance or relationships are referred to the Academy's Inclusion Panel. This panel is comprised of the Vice Principal for Student Development and Well Being, the SENCO, the Manager of the Springboard Centre, the Inner College Manager, Heads of Year and the School Counsellor.

Where, in the main school, all strategies to address ongoing issues have been adopted and have been unsuccessful, with the result that the student is in danger of permanent exclusion or where the student is still not attending the Academy, the panel may decide to refer the student to the Springboard Centre. In these circumstances the Vice Principal for Student Development and Well Being will complete a referral form outlining in detail the needs and history of the student and the nature of any issues.

The referral form is passed on to the Manager of the Springboard Centre who will arrange to interview the student and their parents/carers and will report back in writing to the Vice Principal for Student Development and Well Being outlining any issues involved in integrating the student into the Centre. In response to this statement from the Manager of the Centre the Inclusion Panel will then make a final decision on the student's transfer.

To ensure that we can fully meet the needs of the students the Springboard Centre is currently limited to a total of 15 students. At times places will be provided for students from Maltings Academy.

## **What if the student is on the Special Educational Needs register ?**

The Manager of the Springboard Centre meets weekly with the SENCO to discuss the progress of any students on the SEN register and to ensure that their needs are met. Both the SENCO and the Manager of the Springboard Centre will be present at Annual Review Meetings for Springboard students.

## **What courses do students study ?**

- Students continue to study English and Maths at the level appropriate for their ability. The target is for all students to gain a GCSE in these subjects.
- All students study for a BTEC Extended Certificate in Public Services to gain an introduction to Health and Fitness, to develop teamwork skills and to build up an appreciation of an important vocational area.
- Students spend a day a week on Work Experience. In this way they will gain a greater awareness of the world of work and develop the skills necessary to make the transition at an appropriate stage of their life to the world of work. To ensure that the key learning points of the experience are emphasised and extended the students will complete a BTEC Level 2 Certificate in WorkSkills.

- To help in the development of key skills and to recognise students personal achievements students complete ASDAN Silver Award in year 10 and COPE level 2 in Year 11. These qualifications offer a way of accrediting students' activities, allowing us to record, a wide range of their personal qualities, abilities and achievements, as well as introducing them to new activities and challenges
- Students develop their ICT skills and knowledge through the use of ICT for research, work carried out in other subject areas (for example ASDAN Bronze Unit 9 and COPE Unit 9) and the presentation of their work.
- Springboard students will be disapplied from PE, Religious Education and Science. Physical fitness will be a key element of the Public Services course.
- Some of the courses are delivered by the Springboard Centre Manager or Assistant, but specialist staff are allocated to the Centre for subjects such as English, Maths and Public Services.

## **How is the progress of students monitored ?**

By :

- weekly planning meetings held with each student individually and recorded on Weekly Planning Sheets which are kept in students' folders
- NRA interim data collections the results of which are sent home to parents/carers and are analysed by Heads of Year, Heads of Department and the Leadership Team.
- NRA attendance monitoring systems – *see section on attendance*

## **What additional support is provided for students ?**

### **(a) Mentoring**

- Students have individual weekly meetings with the Centre's staff in which they identify areas of success and highlight work to be completed and skills to be developed in the following week. These discussions are recorded on a standard 'Weekly Planning' sheet and kept in student folders
- Students also have a weekly mentoring meeting to focus on their personal development and to explore any social, emotional or behavioural issues which may be a barrier to their learning or which the students themselves may wish to address. These sessions will usually be delivered by the Centre Manager or Assistant, but when appropriate a fully trained counsellor is used.

### **(b) Information, Advice and Guidance**

A key role of the Springboard Centre is to ease students' transition to the next stage in their lives.

- The Connexions adviser interviews each student in depth and supports them in planning for work, training or further education after school.

- The Centre Manager establishes close working relations with appropriate staff in the local Colleges of Further Education.
- The Centre Manager and the Assistant accompany students to the Opening Evenings in the three major local Colleges of Further Education.
- Students are timetabled for a day a week for Work Experience and complete the BTEC Level 2 Certificate in WorkSkills to gain experience of work and to address issues relating to the world of work. In this way students' ultimate transition to work will be eased.
- The Centre seeks to work with any other agency or organisation that may help in student transition to further education, training or work.

### **What about any behavioural issues ?**

- All students are expected to follow the Springboard Centre's code of conduct which is discussed in detail with parents/carers at the initial referral meeting
- Students are not expected to wear a uniform, but to dress appropriately
- Parents/carers are regularly updated on positive improvements or on any concerns. Parental support is a major element in the success of the Centre.
- Day to day discipline issues will be dealt with by the Centre Manager. If the matter is unresolved it will be passed to the member of the Leadership Team with line management responsibility for the Centre.

### **When should students attend ?**

- The Centre's day runs from 9.00 a.m. to 3.00 p.m.
- The Centre's term dates are the same as those of the Academy
- Students will be registered in the morning and the afternoon each day.
- Absence will be reported to the parents/guardians by telephone within half an hour of the start of the session
- Should attendance become a significant concern for any of the students the Vice Principal Student Development and Well Being, Attendance Officer and Centre Manager will meet and agree an appropriate strategy. Parents/carers are kept informed at each stage.