



**SEN and Disability Local Offer:**

**Name: Oakfield High School & College  
Post 16**

|  |   |                         |   |
|--|---|-------------------------|---|
| <b>Setting Name and Address</b>  | Oakfield High School & College.<br>Long Lane,<br>Hindley, Wigan,<br>WN2 4XA               | <b>Telephone Number</b> | 01942 776142  |
|  |   | <b>Website Address</b>  | <a href="http://www.oakfield.wigan.sch.uk/">http://www.oakfield.wigan.sch.uk/</a> |
| <b>Does the post 16 setting specialise in meeting the needs of young people with a particular type of LDD?</b> | <b>Complex Learning Needs</b>   |                         |   |
| <b>What age range of learners does the post 16 setting cater for?</b>  | <b>16 - 19</b>  |                         |   |
| <b>What is the admission criteria for your post 16 setting?</b>  | LA set criteria, see Admissions Criteria - Special and Resourced Schools document.        |                         |   |
| <b>Name and contact details of your establishments Additional Learning Support lead</b>                        | Kathy Claxton (Assistant Head)<br>01942 776142 ext 1227<br>kclaxton@oakfield.wigan.sch.uk |                         |   |

Name and contact details of the person/role responsible for maintaining details of the Local Offer

|                                     |                                |              |                                |
|-------------------------------------|--------------------------------|--------------|--------------------------------|
| <b>Name of Person and Job Title</b> | Kathy Claxton (Assistant Head) |              |                                |
| <b>Contact telephone number</b>     | 01942 776142<br>ext 1227       | <b>Email</b> | kclaxton@oakfield.wigan.sch.uk |

I confirm that our Core Offer has now been published on the Institution's website.

|   |   |             |          |
|---|---|-------------|----------|
| <b>Please give the URL for the direct link to your Establishments Local Offer</b> | <a href="http://www.oakfield.wigan.sch.uk/index.php?option=com_jdownloads&amp;view=viewcategory&amp;catid=9&amp;Itemid=178">http://www.oakfield.wigan.sch.uk/index.php?option=com_jdownloads&amp;view=viewcategory&amp;catid=9&amp;Itemid=178</a><br><b>see - Prospectus / Core Offer</b> |             |          |
| <b>Name</b>   | K Claxton   | <b>Date</b> | 18.11.14 |

## Accessibility and Inclusion

At Oakfield High School & College all learners have a Statement of Educational Needs or an Education Health Care Plan and are referred to Oakfield by the Local Authority.

Oakfield has a 6<sup>th</sup> Form for young people from 16-19 years of age.

At Oakfield we believe in preparing our learners for life after college, 'learning today for our tomorrow'.

We promote independence and effective communication and provide a safe yet challenging environment where learners further develop skills of decision making, problem solving and working with others.

At Oakfield we aim to provide an engaging and challenging curriculum, which is intended to motivate and support, enabling learners to make outstanding progress and achieve the highest standards possible, both socially and academically. We have high expectations of all our learners, in terms of academic, social, and personal achievements.

We seek to prepare our learners for the future and help them develop the skills and qualities they will need in order to contribute positively to our community. We encourage a commitment to lifelong learning and personal development.

See '*About Oakfield – Commitment Statement*' and '*Information – Prospectus*' sections of the school website for further details.

## Teaching and Learning

In the 6<sup>th</sup> Form at Oakfield we aim to cater for individual needs and interests, therefore we review our courses each year.

For those learners who transfer to Oakfield College - post 16 provision either from Oakfield High School or from local mainstream provision, there is an irresistible choice of courses on offer, e.g.;

- Floristry
- Construction Skills
- Sports Studies
- Media
- Digital Arts
- Landbased Studies
- Animal Care
- Healthy Living & Fitness
- Performing Arts

At Key Stage 5 learners access a curriculum which includes a wide range of vocational option subjects, core subjects such as; Adult Literacy, Numeracy, Creative Technology and PSHE, an exciting Enrichment / Enterprise curriculum and The Duke of Edinburgh Award.

All learners in Y14 follow Oakfield's World of Work programme, which includes opportunities to engage in extended work experience placements. They have regular support from college staff and external advisors in relation to transition to further education, employment, training or Adult Social Care provision.

See '*Information – Prospectus – College*' section of the school website for further details.

Information, advice and guidance forms part of the PSHE and World of Work programmes at Key Stage 5. Parents are welcome to contact Oakfield at any time if they wish to discuss any aspect of their child's transitions or future provision.

See '*Curriculum*' and '*Sixth Form*' sections of the school website for further details.

## Progress monitoring and review

All Learners have an Annual Review of SEN Statement or Education Health Care Plan.  
See *'Information – Prospectus'* section of the school website for further details.

## Safeguarding

Oakfield commits to following agreed procedures, whilst ensuring the workforce within the School are trained in accordance with Section 175 Education Act 2002. This section of the Act states that "...training should be every two years for designated teachers for child protection and every three years for the rest of the staff, including non-teaching staff and welfare staff.

Our School will therefore:

- (a) Establish and maintain an ethos where children feel secure and are encouraged to talk and are listened to.
- (b) Ensure that children know that there are adults in the School who they can approach if they are worried or are in difficulty.
- (c) Include in the curriculum, activities and opportunities for Personal, Social, Health Education and Citizenship, which can equip children with the skills they may need to stay safe from abuse.
- (d) Include in the curriculum, material which will help children develop realistic attitudes to the responsibilities of adult life, particularly with regard to child care and parenting skills.

Before confirmation of appointment, all staff (both teaching and non-teaching) and including volunteers who apply to work at Oakfield will be subject to a rigorous recruitment process to ensure, as far as possible, their suitability to work with children. References will be taken up and they will be required to give evidence of their qualifications and details of previous experience and work history. As part of this recruitment process, all potential staff will be required to declare any criminal record. Criminal Records Bureau checks will be undertaken. No one will be employed if it is considered they are unsuitable to work with children.

At Oakfield, we are committed to Safeguarding and Child Protection training. The Head Teacher, Designated Person for Child Protection and the nominated Governor for Child Protection will undertake the relevant training for their role, in accordance with Section 175 of the Education Act 2002. This will require training every two years.

All other staff will receive relevant training on Safeguarding and Child Protection in accordance with the same section of the Education Act 2002 every three years.

See *'Information – Policies – Child Protection Policy'* section of the school website for further details.

## Health (including Emotional Health and Wellbeing)

Oakfield is currently working towards achieving the Mental Health Award status.

The wellbeing of all learners is considered and provided for both within the curriculum and on an individual basis.

See *'Information – Prospectus'* and *'Policies'* and *'About Oakfield – Respect Charter'* sections of the school website for further details.

## Communication

Communication and open dialogue is actively encouraged at Oakfield. At Oakfield we are proud of our positive partnership with parents/carers and are currently in the process of applying for the

Parent Partnership Award. We wish to ensure that parents/carers feel they can approach us directly with any concerns or problems so that we can resolve issues quickly. We have a highly effective pastoral system in place; parents/carers can contact the relevant Pastoral Manager for advice and guidance concerning the wellbeing of their young person. If anyone is concerned that an issue has not been resolved satisfactorily then the Headteacher will liaise with the Governing Body and/or Local Authority.

See *'Information'* and *'Parents'* sections of the school website.

## **Working together**

Oakfield encourages parental support, recognising the positive difference this makes in a young person experience of education. Oakfield has an active PTA and parent group (POOCH – Parents of Oakfield College and High School).

Non-prejudicial visits to Oakfield are welcome by appointment. This enables us to make sure visits meet individual needs and that relevant questions can be answered. Oakfield holds an open day/evening each year, details of which are available on our website.

Oakfield works in partnership with a range of professional agencies in order to support our learners. These currently include; Physiotherapists, Speech and Language Therapists, Transition Social Workers, Visual Impaired and Hearing Impaired Services and The Careers Service.

See *'Information'* and *'Parents'* and *'Sixth Form – College Life'* sections of the school website.

## **Help and support available**

At Oakfield the pastoral system is organised through key stage Pastoral Managers who work with the support and guidance of the Leading Learning Manager, in conjunction with Oakfield's Learning Support Team.

The Leading Learning Manager and Pastoral Managers play a key role in making sure that there is excellent communication between Oakfield and home.

We are committed to making sure that parents/carers are kept up to date with their child's progress and achievements, academically and socially.

Our key focus is upon celebrating success and this is supported by our reward system which includes 'Excellence Awards', phone calls home and 'Praise Texts'.

At Oakfield we expect high standards of behaviour ensuring that Oakfield is a safe place where everyone has the right to learn. As a community we all sign up to our Respect Charter which is our code of conduct and is part of our Respect (Anti-bullying) Policy.

See *'Information – Prospectus - Organisation'* and *'Sixth Form – College Life'* sections of the school website.

## **Transition to and from the institution**

The individual young person is at the centre of all transition planning at Oakfield supported by; key staff, the Careers Service, Transitional Social Workers, Health Workers, etc., parents/carers and a relevant curriculum, all of which inform the annual review process.

See *'Information – Prospectus'* section of the school website.

## **Enrichment/Additionality**

As well as an irresistible curriculum, college learners have extensive opportunity to contribute to the Oakfield community, this includes; charity and fund raising events, 'After School Clubs', social events, i.e. concerts and sporting activities.

All college learners take part in the Duke of Edinburgh Award Scheme and are given the opportunity to take part in the DofE Expedition. Our exciting Enrichment programme, which is delivered through The Duke of Edinburgh Award includes activities such as; Art Attack, Life Skills, The 9 2 5 News Team, the gym, Aqua Sports and the World of Work. Oakfield also operates Independent Travel and Community Travel programmes, which are available to all learners.

All learners at Oakfield have the opportunity to achieve qualifications, based on their individual ability. A full list of courses and public examinations which may be offered is available on the web site at the start of the academic year.

See '*Curriculum*' section of the school website.

