



**Pens Meadow**  
Prospectus



**Pens Meadow School**

Ridge Hill  
Brierley Hill Road,  
Wordsley  
Stourbridge  
West Midlands  
DY8 5ST

Telephone

01384 818945

Headteacher

**Mrs Marie Hunter**



**Pens Meadow Post 16**

Tiled House Lane  
Pensnett  
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Chair of Governors

**Mr Paul Leyshon**





## Pens Meadow

Pens Meadow is a special school which offers places for 65 pupils aged 3 – 16 at our Ridge Hill site and 40 pupils aged 16 – 19 at our Pensnett site. We provide a quality education for pupils with complex needs, severe learning difficulties, including autism, and pupils with profound and multiple learning difficulties.

A culture of safeguarding is embedded throughout the school. Our staff team work in partnership with families to deliver a personalised curriculum providing challenge, with support, to ensure all our pupils are prepared for the next stage of their school or adult life.

## Headteacher welcome

My name is Marie Hunter and I am proud to be Headteacher of Pens Meadow School. I have taught in Special Schools for over twenty years and been Headteacher here since 2008. We are a community at Pens Meadow; every child and adult is a part of that community; once you join we ask that you commit to our values and enjoy being here; learning and developing together.

I lead by example, we are innovative, have a 'can do' approach, and enjoy the responsibility of achieving the best we can for all our pupils. If you are interested in joining us, as a family, child, volunteer or supporter, we would love to hear from you.



## Why Choose Pens Meadow?

Pens Meadow is renowned for its family centred ethos and values. Over the years we have seen pupils surpass expectations and excel to become happy, confident learners who overcome challenges to succeed.

We now have two school sites. Our Ridge Hill building, although not new, offers a safe, secure, inviting environment in which the children thrive with the support of our excellent team of education and health staff, family outreach and care staff. We maintain the building to a high standard, frequently adapting spaces to meet the needs of the current pupils.

We also benefit from having three minibuses, which enable the pupils to take an active role outside the school buildings; going swimming, on community visits, being involved with pupils from other schools and practising skills learned in school such as communicating effectively in different environments.

At the Pensnett site, we have a newly re-furbished building and sports hall with extensive outside spaces. This provides opportunities for the students who transfer from the Ridge Hill site, and students joining us at 16 from other schools to work together in preparing for adult life. Having one school across two sites mean we can offer a wider range of resources and opportunities to ensure pupils' needs are met and outcomes are not compromised.

## What we do

At Pens Meadow we believe the curriculum is more than English and Maths. We know communication, independence, knowledge and skills are essential components of learning, and these are all taught in lessons. However, we acknowledge that to be effective, the curriculum needs to ensure that every experience the pupils have with us, every day, is of value.

This requires a holistic approach, involving all adults and pupils in the school.

We are proud of our relationships with families; we work in partnership to develop trust so that when challenge and support are needed, it is done with respect. Our commitment to you is that, through working together, we will achieve the best outcomes for your child.

## Curriculum

The curriculum at Pens Meadow places the child at the centre of the planning process. From Early Years through to Post 16 the emphasis is on providing all pupils with the skills and knowledge they need to be confident learners who are well prepared for the next stage of their school or adult life. Staff are highly effective in assessing pupils' abilities and needs and providing enjoyable and motivating learning experiences. Pupils have positive attitudes to learning. All pupils have individual targets in Maths, English and Personal Development and make outstanding progress towards achieving these.

## Total Communication

Our belief as a school is that effective communication is the foundation of successful learning. Our curriculum is delivered within a Total Communication environment. This means we consistently provide opportunities for pupils to develop a meaningful and functional system of Total Communication using verbal and / or non-verbal communication. This may include speech, Makaton signing, PECS, use of photographs, pictures, symbols, schedules, Objects of Reference, on-body signing, communication passports, switch use and voice output communication aids or AAC equipment

## Support and Partnership

We are able to meet our pupils' need here at Pens Meadow thanks to the extremely effective partnerships we have with families and others. At Pens Meadow we ask that all young people and adults involved with our school support our mission vision and values. We strongly believe that working together can make a real difference for our young people. Building successful partnerships that ensure families feel they are valued is a core purpose of our school.

## Complex Needs

All our pupils have complex needs which require effective team working to provide the best outcomes. Our education staff team is extremely well qualified and experienced in working with pupils with a range of needs. We have a team of nurses and health professionals, family support, speech and language therapist, and a social worker, all employed by school. We also work closely with physiotherapists, educational psychology, teachers for Hearing Impaired and Visually Impaired, sports coaches, musicians, dance teachers, connexions, social care and many other agencies.

## Behaviour Management

Behaviour and Safety at Pens Meadow is outstanding. We have our own approach to behaviour management which is highly effective in supporting pupils to remain engaged with their learning. This is in partnership with families and in conjunction with a range of other support services such as social care, CAMHS, educational psychology and family support.

We have a team of CRISES (Conflict Resolution Strategies for Emotional Support) Trainers in school who ensure all staff are confident and competent in supporting our pupils.



## Family Outreach

Pens Meadow recognises that being a parent or carer of a child with learning difficulties presents challenges which can impact on the whole family. When families are well supported and equipped to overcome these challenges this can only have a positive impact on the children and their engagement at school. In recognition of this, Pens Meadow works in partnership with Halesbury in employing our own family outreach team. More information is on their website.

## Home School Association

Pens Meadow Home School Association (HSA) is a registered charity which has the intention of raising funds for the benefit of all pupils attending Pens Meadow School. All parents and families are invited to be members of the HSA and are asked to support our events.

## Parent Views

*'Going to school was a scary prospect. My son was three years old. On our first visit it felt like we'd come home.'*

*'We almost feel like a family. Support is always available if you have any worries, nothing is too much trouble'*

*'Pens Meadow School has given my son the opportunity to be himself. I like the daily diary, this helps me know my son's daily activities and progress.'*

*'I love the day to day communication I have with staff about my daughter's well-being during the day.'*

*'A truly welcoming place. Exactly the right environment for my son. It takes the 'whole child' into account and he is thriving there.'*

*'All the staff are very welcoming and friendly around the school. Everyone knows my child which I love. It's like one big family.'*

*'I really love Pens Meadow School. When I visit, the head and staff are really nice and welcoming to parents. It has a really calm and homely atmosphere. My son is enjoying his lessons and the learning and personal care is outstanding.'*



## Mission

We aim to work in partnership with all our stakeholders to create an environment where young people with complex needs are supported to achieve their full potential in school and in their adult life. We will enable our young people to be active participants in school, at home and in the wider community.

## Vision

Our success will be demonstrated by the results of our LIVING, GROWING, LEARNING ethos that relates to all young people and adults, which is defined as,

## Values

### Integrity

- Work in an open, honest and constructive way
- Value and support each other
- Our values will not be compromised

### Respect

- Behave appropriately
- Treat everyone fairly
- Show consideration for others

## Living

Our encouragement will stimulate full engagement in school life. We will ensure that effective partnership working with all stakeholders will help us to achieve our goals.

## Growing

We will develop confident and valued members of our community. Our pastoral care, guidance and support will be recognised as outstanding.

## Learning

We will deliver a personalised curriculum for all our learners within a total communication environment. All our young people and adults will have high expectations for themselves and others.

### Commitment

- Be accountable
- Take responsibility for our actions
- Have enthusiasm and positivity

### Working Collaboratively

- Learn from each other
- Communicate effectively
- Collectively set and achieve high standards



# Pens Meadow Code of Conduct

*I will always try my best*

To understand that everyone is different but we are all equal

To control my actions

To communicate in my own way and have my choices valued

To work hard and allow others to do the same

To look after my school and take pride in my community

To take time to listen and understand

## Home - School Agreement

At Pens Meadow we ask that all young people and adults involved with our school support our mission vision and values. We strongly believe that working together can make a real difference for our young people Building successful partnerships that ensure families feel they are valued is a core purpose of our school

**We ask young people, staff and parents to agree follow our rules.**



# School Organisation



## Primary

The Primary Department at Pens Meadow, Ridge Hill has four classes; Rainbow, Red, Yellow and Pink. Children are in Primary from the age of three or four up to eleven. Each pupil is placed in the class that can best meet their needs; both educationally and with regard to health.

The Primary team of staff is led by Val Hill, who has teaching and learning responsibility for the pupils. There are three other teachers, two HLTAs, a class based nurse and teaching assistants. Each class also has special needs support workers over the lunchtime period.

Pupils in Primary all have a keyworker; a member of the class team, who is the main point of contact for parents. Pupils also have support from speech and language therapists, physiotherapist, teachers for hearing impaired and visually impaired, school health, educational psychology, social care and the family support team as and when required.

The curriculum in Primary follows the Pens Meadow approach of placing the child at the centre. Communication, independence and personal development are the central themes. This is delivered through the Early Years, child centred, approach, evidenced through 'learning journeys', developing into a more structured, subject delivery approach when the pupils are ready for it, evidenced through DAPA (Dudley Agreed P Scale Assessment) All pupils have targets in Maths and English as well as IEP targets to overcome their barriers to learning. The class teams work with families to focus on areas of priority to achieve targets together.

Primary have a topic approach; each half term there is a different focus which enables interesting, exciting learning opportunities for pupils. Although pupils have a class base, some elements of the curriculum are delivered to groups which are decided on pupils' abilities and needs. These groups include phonics, soft play, and swimming.

Pupils go out of school on regular community visits which are linked to topics, give opportunities to develop learning from school lessons, or are to take part in one on the '101 things to do at Pens Meadow'. As pupils move throughout the Primary Department they are challenged to grow and develop as individuals, meeting their targets and becoming confident young people so they are ready for transition to the Secondary Department.



## Rainbow

Rainbow Class meets the needs of pupils with complex medical needs

## Red

Red Class is an early years class centred around the needs of the pupils who typically have severe learning difficulties and, or, autism



## Yellow

Yellow Class meets the needs of children aged seven to eleven who have severe learning difficulties and, or, autism



## Pink

Pink Class is a learning class for children with autism and, or, challenging behaviour who need additional support in the class group





## School Organisation

### Secondary

The Secondary Department at Pens Meadow, Ridge Hill has three classes; Orange, Purple and Green. Children are in Secondary from the age of ten or eleven up to sixteen.

Each pupil is placed in the class that can best meet their needs; both educationally and with regard to health. On occasions, pupils with complex needs do not transfer to the Post 16 Pensnett site, but stay at Ridge Hill if it is agreed this is best for the pupil.

The Secondary team of staff is led by Liz Abbotts, who has teaching and learning responsibility for the pupils. There are two other teachers, two HLTAs, class based health support and teaching assistants. Each class also has special needs support workers over the lunchtime period.

Pupils in Secondary all have a keyworker; a member of the class team, who is the main point of contact for parents. Pupils also have support from speech and language therapists, physiotherapist, teachers for hearing impaired and visually impaired, school health, educational psychology, social care and the family support team as and when required.

The curriculum in Secondary follows the Pens Meadow approach of placing the child at the centre. Communication, independence, personal development and preparation for the next stage of their school career are the central themes. This is delivered through a structured, subject delivery approach, evidenced through DAPA (Dudley Agreed P Scale Assessment) enriched by topics which change every half term. All pupils have targets in Maths and English as well as IEP targets to overcome their barriers to learning. The class teams work with families to focus on areas of priority to achieve targets together.

Secondary pupils follow an accredited curriculum; ASDAN Life Skills Challenge.

Pupils have a registration group, which is their class base. However, to provide challenge and meet different needs, pupils are grouped for some elements of the curriculum. These groups include phonics, soft play, farm visits and swimming. Whilst there is flexibility of movement between classes, the aim is that pupils become established in classes with staff that know them well. This provides a safe and secure learning environment where pupils can maximise their potential.

Pupils go out of school on regular community visits which are linked to topics, give opportunities to develop learning from school lessons in different contexts, or are to take part in one on the '101 things to do at Pens Meadow'.

As pupils move throughout the Secondary Department they are challenged to grow and develop as individuals, meeting their targets and becoming confident young adults so they are ready for transition to the Post 16 Department.



## Green

Green Class is a stimulating environment, meeting the needs of children aged eleven to sixteen who have severe learning difficulties and, or, autism

## Orange

Orange Class is a stimulating environment, meeting the needs of children aged eleven to sixteen who have severe learning difficulties and, or, autism



## Purple

Purple Class meets the needs of pupils with complex medical needs and pupils who benefit from a sensory curriculum





## School Organisation

### Post 16

The Post 16 Department at Pens Meadow, Pensnett currently has three classes; Oak, Birch and Elm. Students are at Pensnett from the age of sixteen and can stay three years, until they are nineteen. The Secondary team of staff is led by Sarah Sparkes, who has teaching and learning responsibility for the pupils. There are two other teachers, three HLTAs, class based health support and teaching assistants. There are also special needs support workers over the lunchtime period.

Students in Post 16 all have a keyworker; a member of the class team, who is the main point of contact for parents. The keyworker meets with the student regularly to discuss progress towards targets and plan for next steps, within school and after school. Students also have support from therapists, school health, educational psychology, social care and the family support team as and when required. In addition to this, we employ a Learning Manager who works with the students in small groups and individually, supporting them with preparation for adult life.

The core curriculum in Post 16 ensures all students have broad, balanced, relevant and challenging opportunities. Communication, independence, personal development and preparation for the next stage of their adult life are the central themes. This is delivered through an accredited curriculum; OCR Life and Living Skills and ASDAN Personal Progress. Different approaches are used; teaching in registration groups, ability groups, interest groups with 1:1 teaching and support where required. All students have targets in Maths and English as well as IEP targets to overcome their barriers to learning. The class teams work with families to focus on areas of priority to achieve targets together.

Once particular needs, strengths, areas of interests or challenges have been identified, there are opportunities within the week to personalise the curriculum for students. We have excellent facilities for developing catering and hospitality skills, office skills or outdoor learning such as horticulture. This supports students by providing relevant work related learning opportunities within Post 16, before students undertake external work related learning opportunities.

Students also have opportunities to undertake farm visits, swimming, college links, sports studies in the sports hall, creative arts and community visits to practise the skills learned in school.

Once a student starts at Post 16 we work with a wide range of providers and support networks to ensure our students have the best possible opportunities for moving on positively after school. These include designated transition staff within school, the family outreach team, connexions, social care, health professionals, colleges, local businesses, and the voluntary sector and youth services.



Birch



## Birch

Birch Registration Group is a mixed age group, meeting the needs of students with different abilities including complex learning difficulties, medical needs and autism.

## Elm

Elm Registration Group is a mixed age group, meeting the needs of students with different abilities including complex learning difficulties, medical needs and autism.



Elm



Oak



## Oak

Oak Registration Group is a mixed age group, meeting the needs of students with different abilities including complex learning difficulties, medical needs and autism.



## Admission Procedure

Prospective families are welcome to visit the school. Please contact the school to book a visit.

All pupils attending Pens Meadow have severe learning difficulties or profound and multiple learning difficulties. In addition to this, pupils may have autism.

All pupils attending Pens Meadow have an Education, Health and Care Plan (previously a statement of special educational needs)

Dudley SEN Team are responsible for placing pupils at Pens Meadow. Further information is also on Dudley MBC website; Local Offer

## Uniform

Uniform for pupils at Ridge Hill is a sweatshirt and / or polo shirt printed with the school logo. This is available to order from school. All clothing should be clearly labelled. Pupils will also require a swimming kit and P.E. kit.

Students at Pensnett are expected to dress in a smart, casual way, appropriate for school and the activities they are undertaking.

## The School Day

### Ridge Hill

Arrival 8.45 - Departure 3.00

### Pensnett

Arrival 9.00 - Departure 3.15

## Contact Details:

Dudley SEN Team  
Westox House  
Dudley MBC

Phone: 01384 814214

# Attendance and Absence

Good attendance is essential if pupils are to gain the maximum benefit from their time at school. If your child is absent, please phone the school after 8.00am to explain the absence. If no message is received, the office staff will phone you to establish the reason for absence. We are not able to authorise absence for family holidays. If you need to request leave of absence for exceptional circumstances, please contact the school office.

## Raising Concerns and Resolving Complaints

From time to time parents, and others connected with the school, will become aware of matters which cause them concern. To encourage resolution of such situations the governing Body has adopted a 'School Complaints Procedure'/'

## The procedure is devised with the intention that it will:

- Usually be possible to resolve problems by informal means
- Be simple to use and understand
- Be non-adversarial
- Provide confidentiality
- Allow problems to be handled swiftly through the correct procedure
- Address all the points at issue
- Inform future practice so the problem is unlikely to recur

**Full details of the procedure may be obtained from the School Office or from the Clerk to the Governing Body, Mrs D Petford.**

## Other Information

For further information regarding Pens Meadow, please visit our website;

[www.pens-meadow.dudley.sch.uk](http://www.pens-meadow.dudley.sch.uk)

## On here you will find:

Staff lists

Class pages

Term Dates

School policies

