

All you need to know for Pens Meadow School



Contact Number: 01384 818945 **Website:** www.pens-meadow.dudley.sch.uk
E-Mail: info@pens-meadow.dudley.sch.uk
School Address: Ridge Hill Site, Brierley Hill Road, Wordsley, Stourbridge, West Midlands, DY8 5ST
Post 16 Site: Tiled House Lane, Pensnett, Brierley Hill, West Midlands, DY5 4LN
Transport: Dudley 01384814371 Sandwell: 0121 569 5867

Head Teacher: Mrs Marie Hunter
Deputy Head: Miss Jodie Colbourne
Family Outreach: Mrs Sally Cartwright & Mrs Sue Wales

Timings of the School Day:

Ridge Site: 08.45am – 3.00pm Post 16: 09.00am – 3.15pm

What to do if your child is ill or absent:

If your child is ill you must inform us on the first day of their absence and also contact school transport. All parents will be telephoned by 10.00am if we have not been notified of why your child is absent. Should your child have a medical appointment, please call us and notify reception as soon as you receive the appointment. You may be asked to show appointment letters to school. We do understand that there may be times when you need to request for a leave of absence for a special event. All policies are on our website. Please contact school to discuss this further.

School Uniform:

Please call reception if you have any questions, or wish to make an order

Events:

Family Outreach encourage families to come together in both a safe and supportive space. We do this through a range of events and opportunities. We also hold celebration events throughout the year. Families are notified through fliers, website and newsletters.

Parent Evenings:

We hold two Parents Evenings a year, one in the Autumn Term and another in the Spring Term. These give you an opportunity to discuss your child's progress. We invite different people and professionals to attend these who may have information of interest and support to you

EHCP:

Your child will have a yearly review of their Education Health Care Plan (EHCP). This is called an Annual Review and you will be notified of this event. School actively encourages that all the people actively involved with a young person are present. All pupils have an Individual Education Plan, which works towards outcomes identified in the EHCP.

Communication and Pupil Information:

All our young people have a Keyworker in class and will have a home-school communication book. All pupils have an All About Me Profile which captures all the important information about a young person and their needs. Any health information is also included.

Transitions

When your child is due to move into the next stage of their education you will have an opportunity to discuss this and be involved in planning with our Transitions Team.