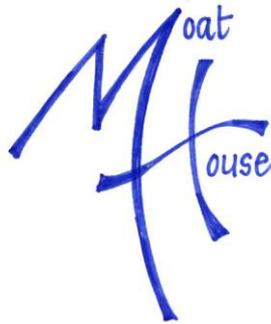


# Information for Parents and Carers



[www.moathouse.stockport.sch.uk](http://www.moathouse.stockport.sch.uk)

Dear Parent or Carer

I would like to welcome you to Moat House, and I hope that you find this booklet helpful.

Moat House opened in 1979 as a special unit for pregnant school-aged pupils and school-aged mothers. It was one of the first units of its kind in the country and continues to be much valued for the work it undertakes, and in 2007, 2010 and again in 2014 was rated as “outstanding” by OFSTED. Also in 2014, staff were awarded a Pearson Gold Award for the “Outstanding team of the year”.

I hope that this booklet will answer queries about Moat House and will give you some idea about the opportunities available.

Moat House staff form a dedicated and hard working team, committed to the well-being of the pupils and their babies. We can provide expert help for many problems that a pupil may have with her pregnancy, the care of her baby, her educational needs, as well as working with her towards her future after leaving school. If a pupil attends the unit and works hard, there is no reason why her education should not continue well into the future.

Staff aim to provide a happy and stimulating environment, where all pupils will find encouragement, praise, fairness, respect and security. I hope that as well as becoming a good mother, pupils will also develop further qualities of consideration for others, determination, resilience and cooperation.

Please feel free to contact me or any other member of staff if you have any concerns. You may do this by telephone, or by visiting Moat House. However, if you decide to visit, please phone first to make sure that the person you wish to see is in school.

I welcome you to the growing circle of people connected with our work, and I hope that the time your child spends at Moat House will be happy and fulfilling.

Yours sincerely

Lucy Cooney  
Headteacher

## **Moat House Mission Statement**

To provide a happy, safe, healthy and stimulating environment where all are valued as individuals and are encouraged and supported to reach their full potential.

### **Aims of Moat House**

#### **Our Aims are to:**

- Provide a learning environment which is happy, welcoming and safe yet challenging and stimulating for pupils, staff and babies alike
- Support and care for pupils, babies and staff so that they are able to enjoy their work and look forward to coming to school
- Develop knowledge and skills necessary to enable pupils, with their babies, to lead healthy, fulfilling and independent lives
- Ensure that pupils leave Moat House with qualifications and skills which will prepare them for further education, employment or training
- Respect and value the many differences between individuals and believe that everyone has unique talents, skills and potential which should be encouraged, developed and celebrated
- Involve parents, carers, other agencies and the wider community in the work of Moat House
- Provide a range of learning experiences which will encourage confidence, self worth and self belief
- Encourage an atmosphere in which all are supportive of each other and work cooperatively

### Staff at Moat House

Name	Roles and Responsibilities
<b>Teachers</b>	
Lucy Cooney	Headteacher, RE
Andrea Swift	Assistant Headteacher, BTEC Home Cooking Skills
Richard Dixson	Maths, ICT, Geography
Jane Thurston	SENCO, English, English Literature
Janet Cottrell	Child Development, Health and Social Care, Parenting, Lifeskills, Modern Languages
Karen Woodside	Science, Lifeskills
Philomena Moylan	Art and Design
<b>Nursery Staff</b>	
Julie Barlow	Nursery Manager, Parenting Programme
Joanne Redmond	Nursery Nurse
Maxine Ratcliffe	Nursery Nurse
<b>Education Support</b>	
Jane Turton	Pastoral Manager
Sarah Dadd	Young Parents' Project Coordinator
<b>Administrative and other Support Staff</b>	
Julie Hutchinson	Admin Manager / Examinations Officer
Anne Overend	Mid-day Assistant

**Other regular visitors to Moat House**

- Health Visitors
- School Nurse
- Midwifery team – specialist teenage pregnancy unit
- Educational Psychologist
- Stockport Family Workers
- School Improvement Advisor
- Local Authority representatives
- Governors

**After Moat House – The Young Parents’ Project**

Stockport is very lucky to have very special support for teenage mums after they leave Moat House.

Sarah Dadd, the Young Parents’ Project Coordinator is based here, and will help young mums to access college and training places by helping with application forms, taking pupils for interviews and supporting applications for childcare placements which are funded by the government through a scheme called “Care to Learn”.

Pupils will meet Sarah throughout their time at Moat House, and can ask her for help and support up to the age of 19, or beyond if they start a course before this age.

**The Curriculum**

Most Y11 and re-sit Y11 pupils are expected to follow our core curriculum; older pupils may take a range of these subjects depending on their particular requirements.

English, English Literature
Maths, ICT, Geography
Science, Lifeskills
Child Development, Health and Social Care, Parenting, Lifeskills, Modern Languages
RE
Home Cooking Skills
Art and Design

Pupils may have the opportunity of being entered for the following external examinations:

<b>GCSE</b>	English, English Literature, Maths, Science: Human Health & Physiology, Health and Social Care, Child Development, Art and Design
<b>BTEC</b>	Home Cooking Skills
<b>Entry Level</b>	English and Maths
<b>Functional Skills</b>	English, Maths & ICT
<b>CIEH</b>	Level 1 & 2 Food Safety

Whilst it may be possible for a pupil to continue with subjects she has taken at her mainstream school, this will depend on her attendance, completion of Controlled Assessment, and other appropriate factors. Staff from Moat House will liaise with schools about this.

Moat House provides a happy, working environment for the pupils. During their pregnancies the pupils have ante-natal care. There is a health visitor and midwifery team attached to the unit and there is regular contact with the hospital. After the birth of her baby, pupils can continue their education safe in the knowledge that their baby is well looked after in the nursery.

It is an important part of the activities at Moat House to liaise with other agencies and visitors.

During the year visits may be made to places of interest, for example, Blackpool Zoo, College Open Days, Nurseries, Royal Exchange and Cinema.

### **Independent Work**

Homework is not set routinely, although in the run-up to exams, revision tasks will be set. There is some time set aside in school for independent work which takes the place of homework. All pupils have access to the VLE (virtual learning environment) where teachers have placed additional work for their subjects. Pupils are encouraged to access work on this site if they have internet access at home. This work can be accessed on many mobile phones as well.

### **Public Examinations**

No charge is made for a pupil to be entered for her GCSEs or other public exams, unless the pupil does not sit an exam, or fails to complete controlled assessments without good reason. In these cases a charge of £25 per subject

will be made. Appeals may be made regarding procedures used in examinations. Please ask to see our examinations policy if you have any concerns in this respect.

## **Reports**

Throughout the year pupils will have regular meetings to review their progress. Reports are issued in October and February. In the spring term there is a Parents' Afternoon when there will be the opportunity to discuss examination entries

Parents and carers are always welcome to discuss the progress of their daughter / child, or discuss any other matter. If you wish to do this, please ring first to check that the person you wish to meet with is in school.

## **Certificate Afternoon**

After pupils have left school, there will be a special afternoon when they will be presented with their certificates. Babies are presented with their own "My time at Moat House". Parents and carers as well as other family members and friends are most welcome on this occasion. This usually takes place in December.

## **Complaints Procedure**

There is a complaints procedure for curriculum and related matters. A copy of this is available either from Moat House or the Education Offices at the Town Hall. Please speak to the Headteacher if you are not happy about anything. If you have a complaint about the Headteacher, please contact the Chair of Governors (Judy Davies) or Pat Morgan at the Town Hall directly. (0161 480 4949)

## **Special Educational Needs**

Moat House has a Special Educational Needs policy which is available to be seen in school. Should you have any concerns about your daughter's educational needs, please discuss these with the Headteacher.

## **The School Day and General Information**

### **School Times**

Most pupils are expected to be in school by 9.45am. Breakfast will be available until 10.00 when the first registration starts. Lessons finish at 3.25pm. However, for some pupils a part-time timetable is in place; start and end times are shown on these individual timetables.

Staff will be available on some days until 4.00pm to support controlled assessment, additional subjects from referring schools, or for “catch up” sessions. Please encourage your daughter to attend if she is asked to come to these sessions.

### **Attendance**

Pupils are expected to attend regularly and on time. If for any reason your daughter cannot attend, please contact Moat House before 10.00am. Please ring 0161 429 9015 or text to 07891 949297. If a pupil is absent and we do not know of any reason, you will be called on the same day.

Dates of appointments which have to take place during school time should be given to staff so that a note can be made. Please make sure appointments are made out of school, if possible. If this is not possible, the beginning or end of the day is preferable. Pupils should not need to take a full day off for appointments – they are expected to be in school before or after these times. Please make sure an appointment card or letter is also brought in.

If a pupil's baby is unwell, it would be very helpful if they could be looked after at home if possible so that the pupils do not miss too much school.

Most pupils attend school up to the birth of their baby. If her midwife or doctor has told a pupil that it is not advisable for her to attend school she may be taught at home. After the birth of the baby, pupils usually take up to 4 weeks maternity leave (or 6 weeks after a Caesarean section). Pupils may return earlier if their midwife agrees to this.

## **Bus Passes**

Free passes are given to pupils who live more than 3 miles from school, and concessionary passes for those living less than 3 miles away. Help is available in making applications for passes, including availability of photographs. If pupils have any problems with drivers not accepting passes, please note the time and number of the bus, and tell someone in school immediately, so that the matter can be taken up with the bus company.

## **Smoking**

As with all council premises, smoking is not allowed on school grounds.

## **Fund Raising**

This year, money has been raised for a little girl living in an Indian orphanage. Your support is most welcome for any events to support her eg the Christmas raffle.

## **In Service Training**

On occasions, training will take place during school time. These days are not always the same as other local schools. Parents and carers will ALWAYS be informed by letter about holiday dates, and dates of any other closures.

## **Nursery**

Julie, Jo, and Maxine run the nursery which was judged as Outstanding by Ofsted in 2014. It has also gained the Leading Parent Partnership Award. A home visit will be arranged before a pupil returns to school following the birth of her baby. When pupils return to school, they are given a comprehensive introduction to the nursery. The nursery nurses will want to find out as much as possible about her baby's routine, likes and dislikes, and will discuss nursery procedures at length.

The nursery is bright and cheerful, and leads onto an enclosed garden. We provide a safe, homely, hygienic and exciting atmosphere. We treat each baby as an individual and aim to help make his / her early years a pleasant experience with secure foundations for his / her future development.

## **Health Issues**

A midwife and health visitor attends Moat House each week. Pupils are able to discuss individual matters in private if they so wish.

Access to other services is also available - eg Central Youth, Counselling Services, Child and Adolescent Mental Health Services, Sexual Health Services including emergency contraception. Please see the headteacher or pastoral manager for any further information including contact details.

The school nurse visits to keep immunisations up to date, and is available for discussions about other health issues if necessary. If staff at Moat House have any concerns about the health of pupils, this will be discussed with the pupil, giving due regard to confidentiality guidelines.

## **Health and Exams**

If a pupil is unwell at the time of a public exam (for example a GCSE) and this can be verified by a medical practitioner (for example a midwife or doctor) special consideration will be applied for so that the final grade a pupil grade will not be affected by her health problem. If necessary, staff will enable the pupil to take her exams in hospital or, in some cases at home. This might need to happen if a pupil has an exam, and has only just had her baby.

## **Charging Policy**

During the year, there are visits to a variety of places. Most of these are at no charge to the pupil. However, there are some visits which will require payment, and these cannot run without parents' contributions. (Cheques should be made payable to "SMBC".) If a pupil misses an exam (or an exam paper which forms part of an overall exam), without good reason, a charge of £30 will be made to cover the cost of entry for that subject.

## **School Lunch**

This is provided each day. If a pupil is not entitled to free school meals, there is a charge of £1.50 per day. The Headteacher will discuss arrangements for this at your introductory visit.

## Parental Responsibility

It is always assumed that the parent named on the birth certificate has parental and legal responsibility for the baby – unless a Legal care Order has been disclosed to the Headteacher.

# Safeguarding

Schools have an important part to play in the detection and prevention of child abuse.

Parents and carers should be aware therefore; that where a member of the school staff suspects that a pupil or her baby may have been hurt/abused, the school has no option but to report the matter to the Safeguarding Unit immediately. In certain circumstances school will contact parents to discuss the concern. However, there may be occasions when Children's Services contact parents directly.

This requirement forms part of the Local Authority's procedures for dealing with child abuse and is not a matter for the discretion of individual Headteachers or members of school staff.

To make a referral to  
Stockport safeguarding  
unit telephone:  
**0161 474 5657**

For more information, please see our website:

[www.moathouse.stockport.sch.uk](http://www.moathouse.stockport.sch.uk)