



Spa Camberwell Induction Policy

Spa School is a community made up of students, parents, staff and governors, working together.

Our vision

Spa School provides excellent education and opportunities for young people with autism.

Our pupils:

- Are happy, safe and healthy
- Develop independence while learning and achieving
- Are ready for the future.

Our induction programme for new staff is designed to enable staff to become an effective contributing member of our school community.

We aim to:

- make new staff welcome, included and supported.
- make new staff aware of the school's philosophy, aims and objectives.
- provide staff with a sound understanding of the needs of students with ASD and provide strategies to ensure each student individually achieves the core aims of the school
- develop the knowledge and skills of new staff to provide job satisfaction, motivation and quality of learning experience for all students.
- provide the opportunities for new staff to be informed of school procedures and educational developments.
- enable new teachers to engage effectively with planning, preparation and effective teaching so that students progress.
- enable new staff to be confident in asking for and receiving help.
- all staff to build confidence and expertise in working with our students and for their particular areas of responsibility.

Spa school is committed to the ongoing support of its staff and teachers and teaching assistants are supported by their Assistant Headteachers. All staff are assured of the support and availability of all members of the Leadership Team for support, encouragement and problem solving.

Our induction programme is not static and develops to meet the changing needs of our students and our school.

Spa School Induction Training Programme

All Staff Training

Week 1	<ul style="list-style-type: none"> • Staff Handbook • Health and Safety • School Procedures and Safeguarding
Week 2	<ul style="list-style-type: none"> • Introduction to Autism • Sensory needs and ASD
Week 3	<ul style="list-style-type: none"> • Behaviour and Autism • Writing Behaviour Management Plans
Week 4	<ul style="list-style-type: none"> • Communication and Autism

All staff undertake a two-day Team Teach course as soon as possible after joining Spa.

Teacher Specific Training

Week 1	<ul style="list-style-type: none"> • Weekly planning • Routines: form time, break duty, wet play, register, assemblies • Managing a class team
Week 2	<ul style="list-style-type: none"> • Risk assessments, protocols for organising outings, letters home, contact with parents • Safeguarding • Recording incidents, accidents, , physical intervention, CPOMS • Working with other agencies
Week 3	<ul style="list-style-type: none"> • Assessment & pupil tracking • Personal Learning Plans • Earwig : progress and assessment
Week 4	<ul style="list-style-type: none"> • Performance Management • Classroom observations • Professional Development • Learning and Teaching