

ST. BERNARD'S CATHOLIC SCHOOL

EXTENDED SCHOOLS POLICY October 2017

1. Status

- 1.1 This is not a statutory policy but is recommended as good practice.

2. Purpose

- 2.1 The Government's vision, set out in the Children's Plan, is that every child and young person should have the opportunity to fulfil their potential. Extended Schools are a key mechanism for this and help deliver the Every Child Matters (ECM) outcomes for children and young people; namely being healthy, staying safe, enjoying and achieving, making a positive contribution and achieving economic well being.
- 2.2 This policy sets out how St. Bernard's School, working in partnership with other schools and providers, and as part of Lancashire's Children's Trust, will provide access to extended services for children and young people, their parents and carers and the wider community. This will be either on the school site or signposted to other extended services offered locally by other schools and providers.

3. Consultation

- 3.1 Consultation with children and their parents and carers on what extended services should be delivered at or through school will be carried out at least annually. This will be achieved through the following mechanisms:

- School Council
- Parents' Forum / Council
- School Staff
- Governors
- Use of Questionnaires
- Focus groups

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- 3.2 St. Bernard's will also take into account data identifying need and results of consultation carried out by key partners in the delivery of extended services. This will include:

- Joint area needs assessment
- Area Profiles
- School data
- Local Authority Childcare Sufficiency Assessment
- Local children's centre consultations

4. Provision of Extended Services

The following core offer of extended services will be provided

- 4.1 High quality childcare – breakfast club will be available at school from 7:30 am and after school childcare will be available from 3.10 – 6.00 pm. Parents and carers will be signposted to the Families Information Service which will provide them with information of other childcare available during the school holidays.

4.2 Varied menu of activities

A programme of lunch time and after school learning activities will be developed and delivered on a termly basis. These include

- Extension activity (eg homework clubs, booster classes)
- Enrichment activity (eg special interest clubs such as drama, arts, music tuition, sports,)
- Enabling activities (eg mentoring, help with key skills)
- 2 – 3 hours per week Sport / Physical activity

The programme of activities will be made available each term to parents and carers and children via the newsletter and school website.

We will also signpost children and parents and carers to other local activities through our Sports Clubs / School Links and via the Families Information Service.

4.3 Swift and easy access to specialised services

St. Bernard's have effective arrangements in place for the early identification and support of children with additional needs.

Through a referrals process we have access to the following specialist services:

- Speech and language therapy (SALT)
- Educational Psychologist
- Child and Adolescent Mental Health Services (CAMHS)

A named member of school staff will retain responsibility for liaison with the service that provides any intervention.

St. Bernard's will ensure that sufficient members of staff are trained in using the Common Assessment Framework and that they use it proactively to identify needs and ensure that any interventions and referrals are appropriate. We will work with other services to identify a lead professional where needed.

4.4 Parent support

St. Bernard's aims to work in partnership with parents and carers to achieve the best possible outcomes for children in school and will:

- Offer transition information sessions for all parents and carers when their child starts reception class and in year 6 in readiness for moving on to high school.
- Offer family learning opportunities, where children and parents and carers can learn together, and signpost to other family learning opportunities locally.
- Provide information, advice and assistance to parents and carers to support their child's learning and well-being, and provide, via the Families Information Service and Service Information Directory, information about local and national services which are available to parents and carers.
Offer evidenced based parenting programmes at and signpost to parenting programmes

4.5 Community Use

St. Bernard's is part of the wider local community and as a school we recognise our duty in promoting community cohesion. As part of this, we will make the school facilities available, where possible, to the community through our lettings policy.

Community use of school currently includes:

- *Breakfast and after school Club*
- *Nursery*
- *Football Clubs*

Extended services, where possible, will also be available for children and families who do not attend our school but live locally.

5. Relationship to other policies

5.1 Extended services are reflected in the following school policies:

- Safeguarding policy
- Health and Safety policy
- Equalities policy
- Behaviour policy
- Charging policy
- Lettings policy

5.2 Any partner agency delivering extended services on school site will adhere to the relevant school policies, in particular safeguarding, equalities, and health and safety.

6 Monitoring and evaluation

6.1 As extended services are key to the delivery of ECM outcomes for children and young people, they are reflected in the school's Self Evaluation Form and will be included as appropriate in the School's Development Plan. Monitoring and evaluation will therefore take place within the school's evaluation and planning cycle.

6.2 The Headteacher will have responsibility to monitor the take up and impact of extended services and the following data will be collected:

- Take up of extended services by type, by year group, gender, ethnicity, Free School Meals and identified vulnerable groups
 - Take up of extended services by type by parents and carers
 - Feedback on extended services

6.3 The Headteacher will also have responsibility for reporting the evaluation of extended services annually to the governing body.

7. Policy Review

Policy to be reviewed in 2020 October