CAVENDISH
SCHOOL

Every Day is a Fresh Start!

prospectus
CAVENDISH SCHOOL

Every Day is a Fresh Start!
welcome to our school

Cavendish school was set up in June 2000 to provide broad and balanced education for children who have been excluded from mainstream schools. It is a happy and safe environment which provides National Curriculum subjects and a host of additional sports and activities. There is a team of committed and professional staff, and specialist support for those with emotional, behavioural or literacy difficulties.

Often our pupils come from difficult backgrounds and our aim is to help them not only benefit from learning but to build up skills and social confidence for the many years of adult life which follows. We have strong links to the appropriate services in the local community and involve Careers Advisors, the Health Service, Police, Local Colleges and the Youth Services in order to widen the curriculum and provide motivation.
our pupils realise that honesty is a foundation stone of social life and relationships

Many of our pupils have achieved success in academic subject, arts, sports and socially, and have gone on to rewarding adult lives in society.

A wide range of academic and other subjects, arts, sports and activities. Our pupils also chose to come to Cavendish School.

our pupils achieve national public examinations, sport skills and art prizes.

our pupils learn to share values of honesty, respect and responsibility for themselves, each other and as members of society.

we offer a supportive situation for our pupils to feel safe and enable them to learn and feel good.

we offer a new start to many pupils who would otherwise be outside the education system for ever.

pupils learn self esteem and are able to progress and learn.

We recognise each individual and work with their particular situation and requirements to help them towards their potential.

Many of our pupils have achieved success in academic subject, arts, sports and socially, and have gone on to rewarding adult lives in society.

our pupils realise that honesty is a foundation stone of social life and relationships

Every Day is a Fresh Start!

Choices

Achievement

Values

Empathy

New Start

Dignity

Individual

Success

Honesty
Having been established in 2000, we moved into our present building in January 2005, following a disastrous fire at our previous site. Our premises were built in 1885, originally as a convent and cottage hospital, and latterly as the location for a variety of community projects, serving the population of Rotherhithe and the surroundings Docklands.

The building has four storeys with spacious and airy rooms. We take advantage of Southwark Park, located at the back of our building, which we use daily for recreation and school activities.

Since our move we have been steadily improving and refurbishing the building. We have designated subject classrooms and some smaller rooms for small group work with specialist accommodation for Food Technology, Gym and Art. There is also a large hall, which provides recreational and assembly space we also have a designated dining area.

CCTV is in operation throughout the school.

Students are admitted from Year 7 to Year 11.
School hours are from 8.45am to 2.30pm, Monday to Friday.

Proprietor: Cheryl Stepton
Contact Number: 07729 906794

Every Day is a Fresh Start!
We believe that choosing a school for a young person is extremely important. We have provided some information about our school that will be of use to you when you are considering different options.

Cavendish School is an independent special school for students experiencing social, emotional and behavioural difficulties (SEBD). We are directly funded to provide education for students from the neighbouring Local Authority’s. We are a school with a mixed population of students aged 11-16. The school provides full-time education for students in Key Stage 3 and 4 who have not conformed to conventional education. All the students have Statements of Special Education Needs, in addition to SEBD. The school provides a positive learning environment where young people are given the opportunity to achieve and succeed.

We offer a broad and balanced curriculum at KS4, with a core of GCSE subjects and vocational programmes. We aim to prepare our students for a successful transition into further education or employment. If you are interested in our school and want to know more please contact us at the above address.

I look forward to meeting you.

Yours faithfully,

SARA CRAGGS

Head Teacher NPQH, B.Ed.
Main Line Railway Station:
South Bermondsey, Rotherhithe New Road - 10 minute walk

London Underground Stations:
Canada Water (Jubilee Line) Surrey Quays Road - 15 minute walk
Surrey Quays Over Ground Station - 5 minute walk

Bus Routes: 381, 1

Off-street parking is available free of charge in Southwark Park, adjacent to the school
“Education is the most powerful weapon which we can all use to change the world”
Nelson Mandela

Our Purpose
Cavendish School works hard to provide a rich and balanced educational environment which caters for the whole person - academically, vocationally, socially, morally, spiritually, physically, emotionally and environmentally. We aim to meet the needs of all our students as well as developing their ability to be independent responsible learners. In this way we will raise aspirations, unlock potential and work to achieve excellence through encouraging a “can do” culture which nurtures confident and competent people.

Our Ethos
Our ethos is based on “Every day is a fresh start”. This allows for mistakes to be made and risks taken with learning in an environment that is safe and caring. We believe that we are all different but all equal and it is our commitment to inclusion, compassion and understanding throughout all aspects of the life and culture of the school.

Our Values
Our learning ethos is firmly rooted in our code of conduct and the values which arise from our purpose statement and our ethos. Our goal is that these will permeate every aspect of school life. We will continually measure and evaluate our performance using the code of conduct and the values as our guide.

“The important thing is never to stop asking questions and wondering - Why?”
Albert Einstein

Every Day is a Fresh Start!
Staff

The school’s most important asset is its people. They were recruited because they are the right people for the job. They are people that are focused on children learning and succeeding. We endeavour to treat them in a way that values them as the school’s most valuable asset.

Diversity

We value each individual and will protect their right to freedom and choice. We will work actively against discrimination and social exclusion and seek equal opportunities for all. Therefore we will respect the beliefs and practices of people of all faiths and work to ensure that the school provides a welcoming environment for all. We have a commitment to diversity and reflect this in the way we deliver education.

The Environment

We consider it important to respect the school environment and our local community. We all have a commitment to respect the environment through considering sustainability and bio-diversity. We try to exercise wisdom, integrity and responsibility in the use of all the resources around us.
our purpose, ethos and values

Educational Balance
We believe it is our responsibility to help every student to realise their potential. We place equal value on personal development, preparation for life after school and academic progress and are committed to providing individual programmes of study for all our students.

Learning
We understand that everyone is a pupil and student—whether student, staff, parent/carer, or member of the local community. We aspire to create a learning environment where all “want” to learn rather than “have” to learn by developing education tailored to the individual needs of each pupil and student. We want each child to realise their potential and are therefore committed to their holistic development.

Responsibility
We will seek to ensure that all students understand that each person thrives best when they take responsibility for their own learning, and behaves in a way that considers the needs of others and exercises the appropriate self-discipline.

Innovation
We will encourage creative vision, thinking and problem solving, seeking to pioneer new methods, develop fresh perspectives and embrace innovation, change and challenge.

Every Day is a Fresh Start!
Enterprise
Every aspect of our curriculum will work to develop young people who are entrepreneurs and are well prepared not just for the world of work but also for living life as a whole. Our commitment is to develop informed active students with a strong sense of self-confidence who can explore questions, seek solutions and make informed decisions.

Integrity
We foster honesty, openness, respect for others, and responsibility for your self. These are essential ingredients of a mature well balanced entrepreneurial spirit.

Community
We seek to contribute to the economic, social and spiritual development of the local community working in partnership, wherever appropriate, with other local bodies and agencies to maximise integration and impact. As part of our commitment we will develop outreach work that benefits the local community.

Partnership
Achieving excellence in education is the outcome of a partnership between students, parents, carers, local authorities, and other agencies as well as the school. Therefore we will develop an environment where parents/carers are positively engaged with us in supporting each student. We will also acknowledge the importance on youth work within their local communities.

Inclusion
We are committed to providing an environment which specifically recognises and meets the requirements of those who need extra/special support for learning. Our focus will always be on how we create and sustain an inclusive community.

Every Day is a Fresh Start!
Excellence
We believe that excellence in education is achieved through a blend of high quality facilities and outstanding teaching professionals mixed with clear leadership, a positive affirming environment and a commitment to develop talent. This means that we expect a high standard of work, behaviour and commitment to the school from everyone involved.

Fun
It is a fact that all people work hardest and learn best when they enjoy what they are doing. We will always celebrate achievement and learning.

Teamwork
We value collaboration. Each individual has a unique contribution to make to the life of the school. Working together as a team helps individuals to develop and take risks with their learning.

Health
We encourage everyone connected to the school to develop and maintain a healthy lifestyle. We are part of the healthy school initiative, and our environment, curriculum, and culture reflect this commitment.

Leadership
We believe that the delivery of our vision and the development of good teamwork are dependent on the quality of leadership at all levels in the school.

Excellence
We believe that excellence in education is achieved through a blend of high quality facilities and outstanding teaching professionals mixed with clear leadership, a positive affirming environment and a commitment to develop talent. This means that we expect a high standard of work, behaviour and commitment to the school from everyone involved.

Health and Safety
To provide a safe and healthy working and learning environment for pupils, staff and visitors. To keep under review the measures taken to ensure the School complies with the Health and Safety at Work Act 1974. To promote cooperation between the employer and employees in instigating, developing and carrying out measures to ensure the health and safety of all employees, students and visitors. To ensure, as far as is reasonably practicable, that persons are not unnecessarily exposed to risks to their health and safety.
A school uniform was introduced in Autumn 2008. A number of our students asked if they could wear a school uniform, so in the Spring 2008 term we asked our students to vote “For” or “Against” a school uniform - 89% of them voted “YES”.

Staff believe that since implementing the school uniform, those coming into school wearing the correct uniform are more focused, settle easier and are ready to start learning. It is the parent / carer’s responsibility to ensure their child is wearing the correct uniform each and every school day. Those students who are not in the correct uniform will be sent home to change into their uniform and return to school.

The school uniform consists of white collar short sleeved shirt, navy sweatshirt with school logo and a tie, dark (black, navy or grey) trousers and black shoes / trainers. The tie is optional but must be worn at assembly and special events.

The School provides this uniform when joining Cavendish and at the beginning of every autumn term; two white collar short sleeved shirts and two navy sweatshirts. We ask that should your child need further white shirts that you purchase these as and when required.

Should your child lose or damage their school sweatshirt the school can provide a replacement at a cost of £10.00. Payment can be made in either in cash or by cheque made payable to “Cavendish School Limited”. We would suggest that when your child has PE that they bring a t-shirt, shorts / tracksuit bottoms (depending on weather) and trainers to change into.

During the summer term when the weather is exceptionally hot we will not require students to wear the school sweatshirt.

If you require further information please contact your child’s tutors.
Our aim is for every child, whatever their background or circumstances, to be provided with the support they need to access the aims of the Every Child Matters documentation.

Cavendish School share the objectives of developing and maintaining participation and progression in learning for all students; and we strive to achieve the aims and outcomes set out in the Every Child Matters documentation.

Be healthy
Cavendish school support and encourage young people to adopt and maintain a healthy life style through not only the provision of healthy eating and the adoption of a sport and fitness routine; but also through education and support from a number of off site agencies. We maintain an active programme of PHSE that encompasses not only drugs, alcohol and smoking but also look at stress and the need for an achievable work life balance.

Stay Safe
Cavendish school has a comprehensive policy on health and safety and is active in providing an educational setting where the safety of our students is of paramount importance. We firmly believe that students can only learn and achieve if the students feel secure and safe. In such situations they are able to take risks with there own learning. As a school we do not tolerate bullying, and are active in dealing with issues of a discriminatory nature as and when they arise. We have far reaching child protection policies and procedures which are adhered to and with the help of outside agencies we are able to maintain an environment where students are able to learn and are safe from harm.

Every Day is a Fresh Start!
Enjoy and achieve

Cavendish school ensures that young people have access to a high quality of educational provision, which is able to meet their needs and help them achieve their potential. We want students to enjoy school and feel motivated and stimulated by their learning. National tests provide us with benchmarks that we can use to help us set and maintain targets. We put in place aspects of flexible individual programmes of study to facilitate the progress of each child along their chosen pathway. We value highly the leisure and recreational provision that we have within the school and the various outside agencies and support that we use. We want our students to enjoy their time at Cavendish school, and are conscious of the fact that for some these years will be their most informative and influential.

Make a positive contribution

Cavendish school encourages young people to feel valued and part of a vibrant community. They are encouraged to actively engage and contribute ideas towards their community and environment as well as that of the wider world. We have a close relationship with the police and students are encouraged to be aware of appropriate positive behaviour in and out of school. We encourage them to be part of their own action plans and to formulate schemes and plans to bring about change within their lives. We also set about maintaining management of how students can accept responsibility for their actions and bring about change within the school community and the wider world. They are encouraged to form positive relationships and to acknowledge the hurtful nature of bullying and discrimination and the destructive effect it has on everyone. The development of self confidence, and the ability to manage ones life and make informed decisions that will affect their future life.

Achieve economic well being

Cavendish school is instrumental with the help of outside agencies such as Connexions, in making students aware and preparing students for further education and training, whether in college or within the work place. We want our students to be ready and able to access employment and to play a useful and fulfilling role in society in general. Students should aspire to live in decent homes, with access to transport and the ability to provide material goods for them and their families. The importance of education and training will be stressed so students can fully grasp the importance of maintaining a household free from the insecurities of a low income.
At Cavendish School we aim to:

• Enable students to access the National Curriculum
• Address the needs that have been highlighted within each Childs Statement of Special Education Needs.
• Provide a safe environment in which students can learn.
• Provide a broad and balanced academic and vocational curriculum.
• Facilitate progression into the world of work or further education

The curriculum at the Cavendish School is broad and balanced in both key stage 3 and 4, but students in KS4 are offered a mixture of Entry Level, GCSE subjects and vocational programmes. All courses will lead to national accreditation, be stimulating and relevant to our students. It is essential that teaching and learning strategies provide access to the curriculum for students who find learning complex and challenging. Methods of assessment reveal and record the maximum achievements of our students. The learning process supports the development of a positive identity for all students, together with respect for differences. Teaching methods ensure that there is a differentiation and give bilingual students and those with minimal English as well as those with learning difficulties, every opportunity to access the curriculum. All students undertake base-line assessments in mathematics and English at the start of their programme at the school. These tests indicate strengths and weaknesses and inform individual learning programmes. This allows the package of teaching and learning to be very relevant and specific to each student.

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The curriculum of Cavendish School aims to address the following:

• The requirements of section 1 of the Education Reform Act 1988
• The requirements of section 19 of the 1996 education Act to provide suitable education
• The requirements of the LA curriculum policy as amended for exceptional education provision
• Reasonable attentions to the programmes of study of the National Curriculum
• Appropriate accreditation based on assessment needs of the pupil referred.
• Regard for spiritual, moral, social and cultural development of young people
• Provision of sex education
• Provision of a cycle of assessment, planning, delivery and evaluation with transition to appropriate provision
• Provision of work related learning
• Provision of work related experiences

All educational programmes include

- English
- Mathematics
- Science
- Art
- Design Technology
- Humanities
- Languages
- Personal, Social Health Education
- Food Technology
- Information Communication Technology
- Physical Education

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In addition to this the school curriculum incorporates the following into its planning:
- Citizenship
- Equality of opportunity
- Spiritual, moral, culture and social development
- Attainment and progress
- Special educational needs
- Supported self review
- Wider additional educational experiences
- Working with and reporting to parents and carers
- Working in partnership with the school and the community
- Every Child Matters agenda

The school’s curriculum also tries to take into account the specific characteristics and special educational needs of individual pupils particularly those with emotional and behavioural difficulties, and those who are disaffected. Individual programmes of study are arranged for pupils with specific literacy and numeracy difficulties, as well as supporting those for whom English is a second language. Anger management and art therapy along with coping strategies are explored with each pupil in an effort to help them improve their self worth and enhance their learning and social skills. Each subject focuses on improving motivation, raising the self-esteem and confidence of our pupils; this in turn enhances their skills in making and sustaining appropriate social skills and presenting opportunities to demonstrate their achievements and success.
Placements at Cavendish are available only by arrangement with a Local Authority. All pupils who apply for places have a Statement of Special Education Needs completed or in the process of being finalised. Students are admitted to Cavendish if the school, education authority, parents/carers and, on occasions, social services, agree that the school can meet the Special Education Needs of the young person.

We also admit young people who where in full time residential care using the same criteria. Cavendish is registered with the Department for Education (DfE) as a school catering wholly or mainly for SEN/EBD students.

A school such as ours can be suitable to meet quite a range of additional needs, but it is usually inappropriate for students with physical disabilities (unless they are minor) or for those with severe learning difficulties or severe emotional and behavioural difficulties.

We are a non-denominational coeducational day school who accepts pupils between the ages of 11 and 16 from a number of Local Education Authorities. We welcome visits from interested parents, carers and Local Authority officers. A copy the Admissions Policy and Procedures can be viewed at the school by appointment.

We currently have students on roll from the following London Boroughs:

- Bexley
- Greenwich
- Hackney
- Islington
- Lambeth
- Lewisham
- Southwark
- Tower Hamlets
- Wandsworth
- Westminster

We have previously worked with the following London Boroughs:

- Newham
- Croydon
- Barking & Dagenham
- Bromley
- Waltham Forest
- Merton
- Camden

Every Day is a Fresh Start!
Rationale
It is our responsibility to set appropriate learning challenges and respond to students’ diverse learning needs. To this end Cavendish School must provide appropriate strategies for:

• Creating effective learning environments
• Securing the motivation and concentration of pupils
• Providing equality of opportunity through teaching approaches
• Using appropriate assessment approaches
• Setting targets for learning

In order to achieve the above a balance of rewards and sanctions must be enforced to:

• Show recognition of student’s behaviour
• Ensure the safety of students and staff
• Provide realistic and achievable targets for pupils
• Monitor behaviours
• Encourage, support and educate

Rewards & Incentives
It is the overall policy of Cavendish School to promote the more positive aspects of our students, to which end the Rewards Programme becomes fundamentally the most important policy within the school.

Sanctions
It is important that students should acknowledge and take responsibility for their behaviour. It is up to us as a school to ensure that our students are aware of and understand the consequences of their actions. This can be achieved by using a number of strategies pertinent to the individual and will often involve imposing sanctions.

A copy the School Behaviour Management Procedures and Policy can be viewed at the school by appointment.
Our anti-bullying policy encourages students to speak to an adult in school if they are being bullied and promises that the disclosure will be taken seriously and acted on.

All adults have the responsibility to listen and pass on details to the relevant member of staff if they are approached by a student.

Students

If you are being bullied at school:

• TELL an adult in school that you trust. Take a friend if it helps.

• DON’T listen to the bully when they say that you will be in trouble if you TELL. You are not doing anything wrong - THEY ARE.

• What you say will be passed on to your tutor. YOU WILL BE TAKEN SERiously.

• If you need somewhere to be safe, there will be a place for you to go while the problem is being sorted out.

• If you see someone being bullied at school:

• The best thing you can do to help is to TELL an adult.

• DON’T listen to the bully when they say that you will be in trouble if you TELL. You are not doing anything wrong - THEY ARE.
If your child is being bullied or is bullying in school:

• We can help

• Contact the school and ask to speak to the tutor.

• Talk the problem over with the teacher. Be sure of your facts. In particular, children who are being bullied can become upset and anxious and confused about what has actually happened.

• DON’T let your child talk you out of contacting the school.

• A copy the School Anti-Bullying Procedures and Policy can be viewed at the school by appointment or on our website
  http://www.cavendish-school.net/miniweb/download/Anti_bullying_Policy.pdf
Teachers are uniquely placed, as responsible adults outside students’ family homes, to be able to detect signs of child abuse. Because of their day-to-day contact with children, teachers, have a duty to inform the schools designated persons who in turn has a duty to work with the Safeguarding Team in each borough and other relevant agencies. Where possible teachers should be able to observe outward signs of abuse, changes in behaviour or failure to develop and progress. Teachers are in a particularly good position to further the personal and social development of children.

Due to the sensitive nature of such issues, it is vital that all staff follow the clearly defined procedures set out in our Safeguarding / Child Protection Procedures and Policy, which may be viewed by appointment at the school or on our website:

ALLEGATIONS OF ABUSE AGAINST A MEMBER OF STAFF

The school has adopted the London Child Protection Procedures commissioned by the London Safeguarding Children Board on behalf of the Association of London Directors of Children’s Services, the Metropolitan Police Service, NHS London, the London area of the National Offender Management Service, the NSPCC and London’s voluntary and community child care services sector.

Teachers who hear an allegation against any another member of staff must report the matter immediately to the Head teacher, unless the Head teacher is the person against whom the allegation is made. If the allegation is against the Head teacher it should be reported to one of the designated persons detailed below.

Where an allegation is made against a teacher, there should be an urgent initial consideration by the designated person, of whether or not there is sufficient substance in an allegation to warrant an investigation.

DESIGNATED PERSONS

Sara Craggs - Head Teacher
Pat Shaw - SMT, SEN Co.
Jason Dornelly - SMT, Student Welfare
Anne-Marie Beale - SMT, Staff Welfare
Cheryl Stepton - SMT, Managing Director
Debbie Sycamore - SMT, Human Resources Manager
The school’s Safeguarding Policy contains more detailed information about safeguarding children and can be viewed in the Human Resources office. All staff and volunteers should protect themselves by following the school’s code of conduct for staff. Safe professional practice is vital for ensuring that they do not place themselves at risk. A copy the Schools Safeguarding Procedures can be viewed at the school by appointment or on our website: [http://www.cavendish-school.net/miniweb/download/Safeguarding_Child_Protection_Policy_and_Guidance.pdf](http://www.cavendish-school.net/miniweb/download/Safeguarding_Child_Protection_Policy_and_Guidance.pdf)
**KNOW YOUR PROCEDURES - THEY ARE YOUR BOUNDARIES. THEY ARE THERE TO PROTECT YOU AS MUCH AS TO PROTECT CHILDREN**

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<thead>
<tr>
<th>1</th>
<th>Make a note of what you have seen or been told.</th>
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<tbody>
<tr>
<td>2</td>
<td>Don’t make assumptions - keep an open mind.</td>
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<tr>
<td>4</td>
<td>Don’t physically examine the child (other than in an emergency when no first aider is available).</td>
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<tr>
<td>5</td>
<td>NEVER promise to keep “secrets”. Explain that you can listen to them, but make it clear that if you perceived that they are in any danger of harm then you will have to seek advise because you have a duty to protect children and young people. Reassure them that they can be helped and kept safe.</td>
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<tr>
<td>6</td>
<td>Maintain confidentiality for the child or young person. It is vital that you never ring home or contact Children’s Social Care services yourself - that is the role of the Designated Person.</td>
</tr>
<tr>
<td>7</td>
<td>Be discreet - do or say nothing that may place the child or yourself at risk.</td>
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8. Act quickly and share the information with your Designated an / or Deputy Designated Person for Safeguarding at Cavendish School. They are: Designated Person: Sara Craggs // Deputy Designated Persons: Pat Shaw/Anne Marie Beale/ Jason Dornelly/ Debbie Sycamore/ Cheryl Stepton. Please inform Sara in the first instance or Pat, Anne or Jason if she is not available.

9. If none of the Designated Persons stated in last paragraph are available and you are extremely concerned about the safety of one of our students, then see Debbie Sycamore or Cheryl Stepton.

10. If the disclosure of your concern relates to a member of staff, this must as soon as possible be shared with the Designated Person and nothing should be said to the colleague involved. If you are in any kind of doubt about the procedures for Safeguarding Children and Young People then please see Sara Craggs or Debbie Sycamore straight way.
complaints

We strive to be a school where you are more than satisfied with what we do to support your child, especially in difficult situations. When you think we do this particularly well, please let us know. Staff work hard for the pupils and we all want to recognise that.

But sometimes things may not go well. For example, you may feel that your child is being bullied and are not happy that the right things have been done to address this. We hope that good communication would solve such a problem. Our aim is that by careful listening, constructive discussion and sensible actions we can work together to solve problems, and so improve our school systems further. But if the problem persists, you may wish to make a complaint.

**When should I complain?**
If you believe that something is seriously wrong, then make a complaint. We will investigate it and base what we do on the schools agreed policy.

**Whom do I contact?**
That depends on the particular situation. Often your child’s class teacher or form tutor will be able to deal with the matter. More serious problems might require the intervention of a senior member of staff or the head teacher. Most problems can be solved in this way. A complaint about the conduct of the head teacher should go to the Proprietor (Managing Director), to the school address.

Certain specific complaints (e.g. about school admissions) are dealt with by the Local Authority. Staff at the school can advise you about where to direct your complaint or you can contact your local authority complaints department.
What if the matter is still unresolved?

You should write to the head teacher, in the first instance, if you are dissatisfied with the handling of a complaint. The head teacher will investigate the matter and may invite you to a meeting to talk about it. The school may arrange for a suitable mediator to be present. After trying all other avenues, you may decide to make a formal complaint to the Proprietor by sending a letter to the Proprietor (Managing Director) at the school address. The Proprietor (Managing Director) will investigate and may invite you to meet them to discuss your concerns.

If you are still dissatisfied, after an investigation by the Proprietor, you may appeal to the local authority. In cases where you believe that the school has acted unlawfully or unreasonably or failed to fulfil a statutory duty, you can take your complaint to the Secretary of State for Education and Skills. If you want further information or support I recommend Parentline Plus to you as a source of information and advise (0808 800 2222).

All this looks very formal, but very few problems have to go through such steps because we work hard to understand and resolve problems as quickly as possible. In this way pupils of the school get the best possible chance to succeed in their learning. A copy the School’s Complaints Policy and Procedures can be viewed at the school by appointment or on our website:

http://www.cavendish-school.net/miniweb/download/Complaints_Policy.pdf
As part of our healthy schools initiative, we actively promote a healthy eating programme, in conjunction with exercise and personal fitness. We know that diet is central to children’s health and well being, as well as protecting them from a variety of diseases. Children need to be educated as to the importance of healthy eating, and the need for five portions of fruit and vegetables everyday. Ample water throughout the day reduces tiredness, irritability, and distraction from thirst and can have a positive effect on pupil concentration. As children spend a quarter of their waking time in school, one big step is to improve their nutrition and their general health and to offer and promote healthy food and drink choices throughout the school day. A good school diet has been proven to increase attendance, attention, and behaviour and improve levels of consciousness. This then affects the learners’ motivation and self-confidence. Students currently have access to food, prepared and cooked on site, three times a day, at breakfast, break and at lunchtime. There are always vegetarian options, and fruit and vegetables are served daily. We understand the importance of good food in a child’s life. Many students do not eat at home or just snack on unhealthy foods. If students are hungry, they are unable to work, concentrate or stay awake. If they eat too much sugar, they experience the same type of reactions. With this fact in mind, students are fed frequently and appropriately. We felt there was a real need for a breakfast club, so that those students who are not able to eat breakfast are not disadvantaged in any way at school. Students are taught to understand the benefits to their health of a comprehensive fitness routine and sensible eating is an integral part of that programme.

Meal times:
- 8.45am - 9.00am: Breakfast
- 10.40am - 11.00am: Mid-morning snack
- 12.30pm - 1.00pm: Lunch

Every Day is a Fresh Start!
Cavendish School has a number of carefully
designed policy statements to comply with
our legal responsibilities and to ensure the
health, safety and well-being of pupils and
staff.

Accessibility Plan
Acceptable Holding and Touching Policy
Admissions Policy
Anti-bullying Policy
Assessment Policy
Attendance Policy
Behaviour Management Policy
Child Protection
Complaints Policy
Curriculum Policy
Data Protection Policy
Disability Policy
Equal Opportunities Policy
Fire Procedures
First Aid Policy
Health and Safety Policy
PSHE Policy
Recruitment Policy
Safeguarding Procedures
School Development Plan
School / Home Contract
Teachers Qualifications

Copies of the following Policies and Procedures are available upon
request. The above list is not exhaustive. Our policies and procedures
are reviewed yearly or when amended legislation dictates.
For further information please contact the school office or email us at
info@cavendish-school.net

Every Day is a Fresh Start!
Local Authority Placement Liaison

If you wish to visit the school or would like further information please contact me on the following numbers or e-mail address:

SARA CRAGGS-Head Teacher
Mobile: 07975 939 865
E-mail: sara@cavendish-school.net

DEBBIE SYCAMORE- HR Manager
Mobile: 07885 761 412
E-mail: debbie.s@cavendish-school.net

PAUL STEPTON- Volunteer Local Authority Placement Liaison
Mobile: 07949 215 175
E-mail: paul@cavendish-school.net

CHERYL STEPTON- Managing Director
E-mail: cheryl@cavendish-school.net

Cavendish School
Lady Gomm House
58 Hawkstone Road
London  SE16 2PA

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