

# Your Questions Answered

Who is there to help me in school?

**Mrs. Abel-Goldbin** is the SENDCo, which means it is her job to help students who find some bits of school especially difficult. You can find her in Learning Support. She leads the Teaching Assistants, who work in lessons to help with your learning.



**Mrs. Wood** is the Senior Pastoral Leader for Year 7. Her job is to make sure that you are happy and behaving well, so you can focus on your learning. You can find her in the SPL office, behind Student Services.

**Mrs. Lees** is the Pastoral Assistant for Key Stage 3. Her job is to help Mrs. Wood to make sure that students are cared for and ready to do their best learning. You can find her in the SPL office.





## Who is there to help me in school?

**Mrs. Edwards** works in Student Services. She looks after medical issues and care plans. She is also there to help if you don't know where to go, you've lost something, you feel poorly, or you need to sign out for an appointment.




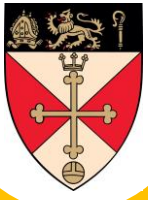
**Mrs. Copson** works in Student Services too. She looks after attendance and registers. She looks after medical issues and care plans. She is also there to help if you don't know where to go, you've lost something, you feel poorly, or you need to sign out for an appointment.

**Mr. Harrell** is the Deputy Headteacher and he is also the Designated Safeguarding Lead. This means that it is his job to make sure that all the children in school feel safe and that no one is being harmed in school or outside school.



There are lots of other people in school to help you and you will soon get to know them. They include your **Form Tutor**, your **Class Teachers**, and **Teaching Assistants**. If you don't know who to ask for help, just ask any of us. If we don't know, we'll find someone who does.





## Who will help me with my learning in lessons?



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### **You!**

Remember to help yourself. Listen carefully to instructions, read through worksheets carefully and choose behaviour that helps you to learn.

### **Class teachers**

Your teachers are there to help everyone and it is their job to organise the learning so that everyone in the class can complete work and make progress.



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### **Teaching Assistants (TAs)**

How much support you get from Teaching Assistants will depend on what help you need to learn. If there is a Teaching Assistant in your lesson, they can help you to understand the work better, but they will encourage you to do as much as you can for yourself.



## What if I can't do the work?

### Don't give up

Sometimes the work will be hard, but you just need to try your best. If you have a go, it helps your teacher to see what you understand and what you need help with.



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### Talk to your teacher

Ask the class teacher to help you. If you still don't understand, stay behind after the lesson or find them at break or lunchtime and talk to them about what you are finding hard.

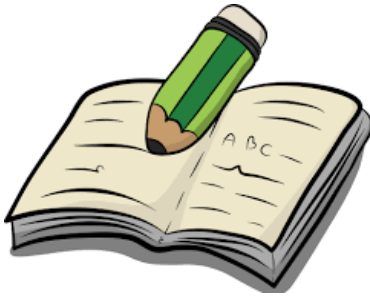
### Talk to Learning Support

If you're finding lots of work too hard and it is starting to worry you or make you upset, go and talk to Mrs. Abel-Goldbin and the Learning Support team. No one should be upset about not being able to do the work.





## What should I do if I am having problems with homework?



**Write your homework down carefully when your teacher sets it. If you are struggling, ask your teacher or teaching assistant to help you. Or you could ask your teacher if you can take a photo on your phone.**



**Look through your homework the day your teacher sets it. You might not finish it but check that you understand what you need to do.**



**Talk to your teacher before the homework is due in.**

I had a look at the homework, and I don't understand it. Please will you explain it to me again?




## What should I do if I am having problems with homework?



**Go to Homework Drop-in at lunchtime. This is run by the Academic Leaders, who are teachers who are in charge of making sure all our students are achieving their potential. They can help you with your homework if you are stuck.**

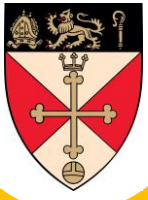
**If you are still finding homework too difficult and it is worrying you or making you upset, go and talk to someone in Learning Support.**



I'm finding a lot of homework really hard and I get frustrated and upset at home.

I'm really glad that you've come to talk to me because that doesn't sound good. I can definitely help make that better.

# What should I do if I am worried about something?



## Talk to your form tutor

It is easy to talk to them because you will see them every morning for tutor time or assembly.

## Talk to Mrs. Lees

Mrs. Lees isn't a teacher, so you can find her in the SPL office most of the time.



## Talk to Mrs. Wood or Mrs. Abel-Goldbin

If you're still worried about things, talk to Mrs. Wood or Mrs. Abel-Goldbin. Or talk to any adult in school that you trust.



If we think there is someone else who can help you, we might arrange for you to talk to...

Sixth Form Peer Mentor

ELSA

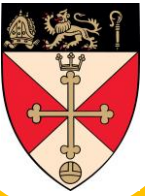
School Counsellor

School Nurse

Mrs. Riall (Autism Specialist Teacher)

Careers Advisor

Art Therapy



## What should I do if something happens at break or lunchtime?

### Walk Away



If you don't feel safe or you are getting angry, walk away.

Tell one of the adults on duty.



If you can't find an adult, report it to Student Services.

If you find lunchtime particularly noisy and difficult, talk to Learning Support. Some children spend lunchtimes in the Learning Support rooms because it is quieter and there are teaching assistants there to help with any problems.

