



Welcome Pack

Welcome from the CEO

As a parent or carer, we sincerely hope that your involvement in being part of our family of colleagues will be a positive experience.

Springboard Project is one of a group of colleges that form the New Bridge Multi Academy Trust. Each college values the contribution of each individual. We believe by working in partnership we can achieve more for your child.

We constantly aim to improve standards. We are confident that you can contribute and fully participate in shaping the future direction of the college. We value your feedback at any event, meeting or occasion you may be attending at the college.

We believe that our children and young people deserve an outstanding and enjoyable college experience. They also need to feel safe, secure and valued in order for them to learn.

‘Creating meaningful futures’ is the vision that drives the Trust.



Welcome to The Springboard Project

Here at the Project, we believe passionately in supporting our students to achieve their very best outcomes and overcome their barriers to learning. Our provision is set up to provide high quality, innovative educational provision for 14-19 year olds with social, emotional and mental health (SEMH) needs. Our aim is to meet the needs of our young people where they are, supporting them to gain the skills, knowledge and experience necessary to go into fulfilling life beyond education. It is our ambitious goal to support every one of our students into employment, further education or training once they leave us at 19.

We promise to ensure all our students have the opportunity to:

- Gain a minimum of 4 Level 2 (GCSE or equivalent) qualifications, including Maths and English
- Gain a vocational qualification in a pathway of their choice
- Develop employability and life skills, including recognised qualifications
- Have real, meaningful work experiences, including being allocated a career coach, who will stay with them post-19

We also believe that we cannot support our young people in isolation, and so always look for innovative ways to support our wider community, the young people's families. This can be through offering a friendly ear / support to the adults around our students, through to real, practical support via our 'Project Pantry', a one-stop option for families struggling with the cost of living crisis.

The Project is part of the New Bridge Group, a specialist MAT focussed on supporting young people across Oldham, Tameside, Rochdale and Stockport with additional needs. Through the MAT, and our partnerships with wider external agencies, we can support our young people up to the age of 25, ensuring they have the best possible outcomes and move successfully into adulthood.

Andrew Howard
Head of Site



Important information

Address-

2 Media Square,
Phoenix Street,
Oldham,
OL1 1AN

T- 0161 883 3250

E- info@newbridgegroup.org

W- www.springboardproject.org

Headteacher- Andrew Howard

Documents to complete

- ICT Acceptable use agreement
- Pupil and Parent Data Collection Form
- Pupil Consent
- Food Allergy & Intolerance Form

Free school meal letter to be provided by your Local Authority. Oldham LA FSM link on website.

Transport will also be provided by your local authority.

Springboard Project Day

Time	Activity
8.45-9.00	Arrival/Breakfast
9.00-9.05	Form Period
9.05-9.50	Lesson 1
9.50-10.35	Lesson 2
10.35-10.45	Break
10.45-11.30	Lesson 3
11.30-12.15	Lesson 4
12.15-12.45	Lunch
12.45-12.50	PM Reg
	Vocational
12.50-14.30	Curriculum
14.30-3.00	Drop off/Pick up





Career Guidance Service

Careers Guidance Services are provided by a qualified, impartial Careers Advisor. They provide this for Years 9 to 11 and attend your child's review if necessary. They are available to provide information and advice on a range of education, employment and training options.

Attendance

What to do if your child is ill or cannot attend the Project...

If your child is going to be absent, it is essential that you inform college of the reasons why your child is not attending. Please telephone the college by 9am. If your child is ill for a length of time, you may be asked for medical evidence of the illness e.g. a doctor's note.

Medication

If your child requires medication in the school day parents/carers must:

- Come into school and sign over all the documentation for the medication.
- The medication must be in the original medication box with the student's name on.
- If students require long term medication parents/carers must ensure the medication is replaced.

We cannot give any medication without the above procedures completed.



Holidays within Term Time

Head Teachers can't grant authorised absence during term time, unless in exceptional circumstances. Exceptional circumstances include things like death of close family member, attendance at a funeral of close family relative, respite care or housing crisis which prevents attendance. To be authorised, it has to be requested in advance and evidence needs to be supplied.

Emergency Closure

We endeavour to keep the site open at all times, however there are very rare occasions where we have to close. If such a decision is made the following action will be taken:

- A message will be placed on the website.
- The school's phone will be updated with a message.
- Springboard Project's Facebook will be updated.
- Revolution Radio and Key 103 will be kept informed and updated.
- The 'Schools closure' page on the Oldham Councils website is updated regularly by the Local authority showing our status as closed. The information will be kept updated. www.oldham.gov.uk/schoolclosures

Communication

Springboard Project uses an information system called Arbor. Once we have all the student's and parent's details, an account will be setup. You can use this to pay for meals, trips and residential. We also send letters regarding any upcoming event or just for general communication.

If you require any help with Free School Meal applications, Arbor setup or anything else, please do not hesitate to contact Springboard Project staff for help.





Safeguarding

Keeping children safe is everyone's responsibility and here at The Springboard Project we are dedicated to promoting the safety and welfare of all of our students. All staff receive safeguarding training to help them identify and support with safeguarding worries and concerns that our students and their families may face.

We sometimes need to share information when there are concerns about a student's welfare. We work closely with local services and partner agencies to ensure that our students are safeguarded from harm. We have a number of policies and procedures that contribute to our safeguarding commitment, including our Child Protection Policy, which can be viewed on our website.

We actively support the Government Prevent Agenda to counter radicalisation and extremism.

Safeguarding Leads on site:

Andrew Howard – Head of Site
Victoria Donnelly – Safeguarding Lead
Ruby Taylor – Safeguarding officer

Governor with responsibility for Safeguarding:

Anne Clarke



Mental Health First Aiders:

Mental Health First Aiders within the school setting are a point of contact for students and staff who are experiencing a mental health issue or emotional distress. This interaction could range from having an initial conversation through to supporting the person to get appropriate help. As well as in a crisis, Mental Health First Aiders are valuable in providing early intervention help for someone who may be developing a mental health issue.

Named Mental Health First Aiders:

Victoria Donnelly - Senior Mental Health Lead
Ruby Taylor – Youth Mental Health First Aider
Charlie Roberts – Youth Mental Health First Aider
Tony Chard – Adult Mental Health First Aider
Andy Greenway- Adult Mental Health First Aider

