

St. Joseph's Specialist School & College



Christ in Our Lives  
No Limits ... Just Possibilities

# RESIDENTIAL CARE INFORMATION



2016 - 2017



## **Welcome.....**

The work of the Residential Department is overseen by the Director of Residential Services.

We hope this booklet will give you all the information you need regarding our Residential Department but if you have any questions or concerns, we are always on hand to help you.

This is often the first time some of our learners have been away from home. As a result we always expect to give the learners and their families extra support during the first few weeks after they arrive, in addition to the high level of care and supervision which is in operation at all times.

We have five residential groups, based on the age of the learners, offering flexible boarding packages. All the contact details of the groups are in this brochure.

We have also included some information about being a boarder at St. Joseph's which you may find useful.

Alan Day  
Director of Residential Services



## Contact Details for the Residential Groups

Post should be addressed to the learner stating their Residential Group name, followed by the school address:

St Joseph's Specialist School & College  
Amlets Lane,  
Cranleigh  
Surrey GU6 7DH

### **Newlands / Dominic Savio**

**Tel: 01483 279655**

Team Leader: Lorraine Kelleher

### **John Paul House**

**Tel: 01483 279654**

Team Leader: Georgina Shackell

### **Holy Family**

**Tel: 01483 542741**

Team Leader: Andy Pusey

### **St. Michael's**

**Tel: 01483 542740**

Team Leader: Jo Cox

### **John Bosco**

**Tel: 01483 279658**

Team Leader: Dan Murphy

### **Pavilion / Loretto Lodge**

**Tel: Pavilion 01483 542745**

**Loretto Lodge 01483 542748**

Team Leader: Tom Wema

### **Head of Care - Jay Shekleton**

#### **Residential Group**

Dominic Savio / Newlands

Holy Family

John Bosco

John Paul House

St Michael's

Pavilion / Loretto Lodge

#### **Care Team Leader**

Lorraine Kelleher

Andrew Pusey

Dan Murphy

Georgina Shackell

Jo Cox

Tom Wema



## **General Information**

### **The Residential Experience**

Learners stay in small groups in a calm environment. Each group has a lounge with TV, DVD and computer facilities; Kitchen facilities; both shared and single bedrooms (dependent on the needs of the learners). The emphasis is on creating a family atmosphere in the groups.

In each group, experienced and trained care staff provide a caring environment under the direction of a Team Leader and Deputy Team Leader.

### **Link Care workers**

After approximately two weeks each learner is assigned a Link Care worker, link education worker and link therapy worker. These will be assigned dependent on personality and relationships that have been built.

The Link workers will work closely with the learner on their Residential targets, which will be assessed every half term.

### **Weekly Allowance**

Learners receive a weekly allowance funded by families. This is £8.00 for Key Stage 2 & 3 and £14.00 for Key Stage 4 & 5.

This money is used to fund the purchase of toiletries and other items that are required by the learner. By managing this money it helps them with their independence skills and money handling skills. It is also used to fund outings and treats outside the school day.

This should be handed in to the office on the first day of each half term in an envelope marked 'For the attention of the Financial Assistant'. (Cheques should be made payable to 'St. Joseph's School'.) Pocket money can also be paid via 'School Money' online. Please contact the Finance Department for details as to how to access this. All the money is accounted for and any money that is left over will be returned to you at the end of the term.

### **Pay phone**

Each group has a phone in order that the learners can make outside calls. The number of our independent Listener and childline are available if they wish to speak to someone outside the school.



## **Sleeping in Staff**

Each group has a sleeping in room with a member of staff sleeping in each night. If a learner steps over the threshold of the door in their room, an alarm goes off and the staff wake to check on them. In addition waking night staff are provide consummate to need for individual learners.

## **Medical**

There is a qualified Nurse, a Senior Healthcare Assistant and a Healthcare Assistant who are responsible for all medical requirements. The surgery is operational during school hours Monday to Friday. After hours we have a very efficient 'on call' system which an experienced member of staff responds to. If required Senior Management are called for advice.

The majority of Residential Learners are under the care of the School GP, who visits weekly. Learners visit the local opticians and dentist for routine check-ups and treatment when necessary. Please ensure that your son's/daughter's medical card is given to the medical team in order that the learner can be registered with the school GP if you wish to do so. Please also notify the medical team if you would like your child to be seen by a female GP.

It is also essential that we have full information of the learner's medical details. Please ensure that all relevant medical consents have been completed, signed and returned to school.

## **Clothing List**

School uniform Polo Shirts, Sweatshirts and PE T- shirts can be purchased through the school by contacting the school office.

Between Years 12 and 14 we encourage learners to take an interest in choosing their own clothes and to express their own style of dress, as well as taking as much responsibility as possible for the care of their own clothes. However, we have suggested a list of clothing which is likely to be required during the course.

If there is any item which you are unable to supply please let us know. Please make sure all clothing is marked with the learner's name with sew on (not iron on) name tapes.



## BOYS – RESIDENTIAL

<b>UNDERWEAR AND OTHER ITEMS</b>	<b>CASUAL WEAR</b>
2 pairs pyjamas	1 track suit
2 vests if worn	2 pairs of jeans
4 pairs pants	1 pair shorts
4 pairs socks	2 jumpers
1 dressing gown	4 T shirts
1 pair bedroom slippers	1 coat 1 pair trainers
Toiletries and wash bag	

## BOYS – YEARS 12, 13 AND 14 - RESIDENTIAL

<b>SUGGESTED SCHOOL CLOTHES</b>	<b>SPORTS WEAR</b>
2 pairs trousers	T-shirts and shorts suitable for PE
3 jumpers / sweatshirts	Trainers for outdoor PE
4 T-shirts / shirts	Tracksuit bottoms for outdoor PE
Trainers	2 pairs swimming trunks
1 anorak	
1 pair walking shoes	

## ALL LEARNERS

**Lightweight waterproof jacket with hood**

**1 pair wellington boots**

A wallet or purse for money



### GIRLS - RESIDENTIAL

<p><b>UNDERWEAR AND OTHER ITEMS</b>  3 pyjamas / 5 sets of underwear  4 pairs casual socks / tights  1 dressing gown  1 pair bedroom slippers  Toiletries and wash bag</p>	<p><b>CASUAL WEAR</b>  4 sets of leisure clothes suitable for season  Trainers or leisure shoes  Outfit for parties / discos</p>
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### GIRLS – YEARS 12, 13 AND 14 - RESIDENTIAL

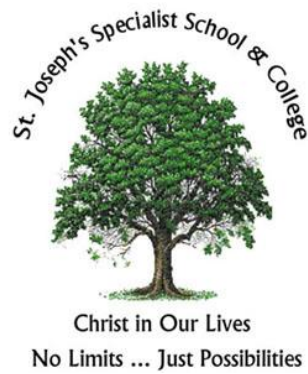
<p><b>SUGGESTED SCHOOL CLOTHES</b>  2 pairs trousers / skirts  3 jumpers / sweatshirts  4 T-shirts / blouses  Trainers / sandals  1 anorak  1 pair walking shoes</p>	<p><b>SPORTS WEAR</b>  T-shirts and shorts suitable for PE  Trainers for outdoor PE  Tracksuit bottoms for outdoor PE  2 swimming costumes</p>
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<p><b>UNDERWEAR AND OTHER ITEMS</b>  3 pyjamas / 5 sets of underwear  4 pairs casual socks / tights  1 dressing gown  1 pair bedroom slippers  Toiletries and wash bag</p>	<p><b>CASUAL WEAR</b>  4 sets of leisure clothes suitable for season  Trainers or leisure shoes  Outfit for parties/discos</p>
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