



RESIDENTIAL CARE INFORMATION



2020 - 2021



Welcome...

The work of the Residential Department is overseen by the Director of Care Services, Alan Day.

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 students have been away from home. As a result we always expect to give the students 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 eight residential houses, based on the age of the students, offering flexible boarding packages. All the contact details of the houses 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 Care Services



Contact Details for the Residential Houses

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

St Joseph's Specialist Trust
Amlets Lane, Cranleigh, Surrey, GU6 7DH

Dominic Savio

Direct line: 01483 279655
Reception: 01483 272449 ext 211
House Manager: Romilly Yates

Newlands

Direct line: **01483 279656**
Reception: 01483 272449 ext 297
House Manager: Anna Bylinka

Holy Family

Direct line: **01483 542741**
Reception: 01483 272449 ext 210
House Manager: Stephen Mitchell

John Bosco

Direct line: **01483 279658**
Reception: 01483 272449 ext 221
House Manager: Amy O'Grady

Director of Care Services – Alan Day

Deputy Head of Care – Jo Cox

Residential House

Dominic Savio

Newlands

Holy Family

John Bosco

John Paul House

Pavilion

The Lodge

John Paul House

Direct line: **01483 279654**
Reception: 01483 272449 ext 240
House Manager: Lorraine Kelleher

Pavilion

Direct line: **01483 542744**
Direct line: **01483 542745**
Reception: 01483 272449
ext 234 or 225
House Manager: Metodi Markov

The Lodge

Direct line: **01483 542748**
Reception: 01483 272449 ext 212
House Manager: Metodi Markov

St Michaels

Direct line: **01483 542740**
Reception: 01483 272449 ext 213

House Manager

Romilly Yates

Anna Bylinka

Stephen Mitchell

Amy O'Grady

Lorraine Kelleher

Metodi Markov

Metodi Markov



General Information

The Residential Experience

Students stay in small house groups in a calm environment. Each house has a lounge with TV, DVD and computer facilities; kitchen facilities and single bedrooms. The emphasis is on creating a family atmosphere in the houses.

In each house, 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 student 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 student on their Residential targets, which will be assessed every half term.

The role of the link worker is to act as a point of contact for each young person, ensuring effective communication with families and that plans and programmes are up to date and embedded.

Weekly Allowance

Students receive a weekly allowance funded by families. This is £8.00 for Key Stage 2 & 3 and £10.00 for Key Stage 4 & 5.

This money is used to fund the purchase of toiletries and other items that are required by the student. 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.

Each house has a phone in order that the students 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 house has a sleeping in room with a member of staff sleeping in each night. If a student exits their bedroom, this will activate an alarm based with the sleep-in staff room and the staff member will wake to check on them. In addition waking night staff are provided consummate to need for individual students.

Medical

There is 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 Students are under the care of the School GP, who visits weekly. Students visit the local opticians and dentist for routine check-ups and treatment when necessary. Please ensure that your child's medical card is given to the medical team in order that the student 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 GP of a specific gender.

It is also essential that we have full information of the student'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 students 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 student's name with sew on (not iron on) name tapes.



BOYS – RESIDENTIAL

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

BOYS – YEARS 12, 13 AND 14 - RESIDENTIAL

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

ALL STUDENTS

Lightweight waterproof jacket with hood
1 pair wellington boots

A wallet or purse for money



GIRLS - RESIDENTIAL

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

Lightweight waterproof jacket with hood
1 pair wellington boots

A wallet or purse for money



St. Joseph's Specialist Trust



Christ in Our Lives

No Limits ... Just Possibilities

Registered Charity Number 1177680

St Joseph's Specialist Trust

Amlets Lane, Cranleigh, Surrey, GU6 7DH

Tel: 01483 272449

E-mail: office@st-josephscranleigh.surrey.sch.uk

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