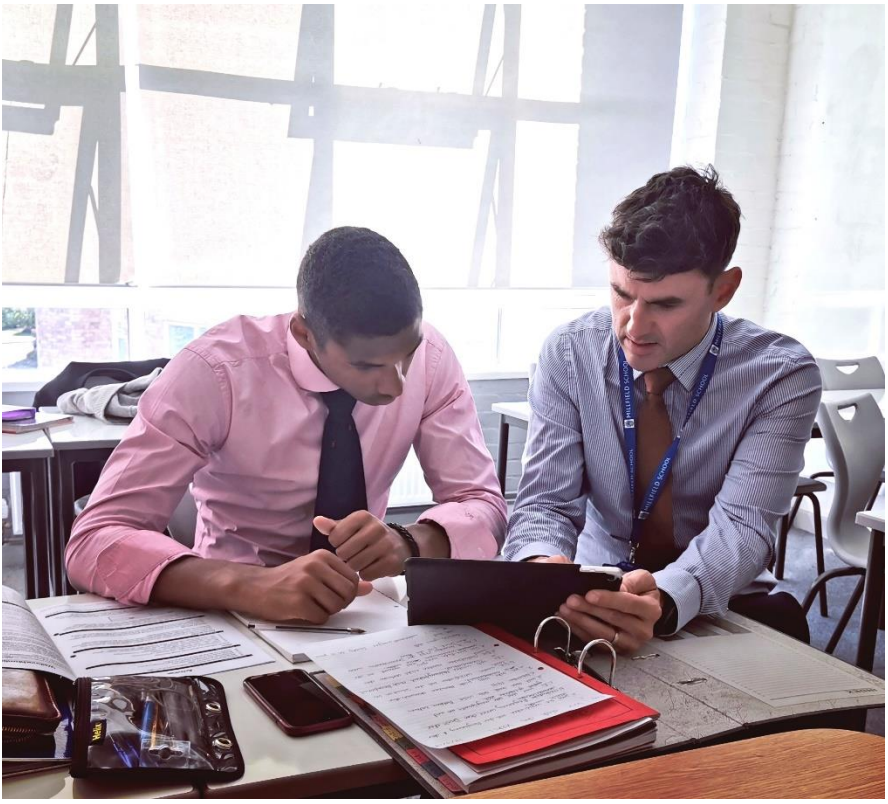
MILLFIELD

Learning Support Centre (LSC)



Overview

Our aim is to develop each child's individual abilities and talents and a balanced, all-round education is at the heart of our philosophy. Millfield chooses to use the more inclusive term Additional Educational Needs (AEN) as an alternative to SEN. Pupils with AEN are welcomed into Millfield assuming they will be able, with reasonable adjustment, to access the mainstream curriculum on offer.

Millfield, as an independent school, is not bound to follow the SEND Code of Practice but operates with close reference to it to ensure best practice.

We offer a tiered approach to Study Support for students with Additional Educational Needs (AEN), dependent on individual needs. Many of our students with AEN are able to work fairly independently and may only need occasional access to the LSC to seek guidance and support. Others will require more intensive support, and this can be timetabled into their weekly academic programme. Adjustments can be made to the curriculum, dependent on need, and all students are supported through teachers who are trained and experienced in Quality First teaching and supporting students with AEN.

What support is available for students with Additional Educational Needs?

Year 9

Students with AEN are supported through the various stages of their learning at Millfield by Quality First Teaching in all of their lessons and, if appropriate, Study Support in the LSC.

Some students are withdrawn from the study of a modern foreign language, in agreement with parents and if their AEN profile suggests this is an appropriate adjustment. This may be because their literacy skills remain significantly weak. In place of their language lessons they have Study Support lessons within the LSC as part of a small group to address literacy difficulties and study skills.

Students with a higher level of academic ability may be set into higher level groups who would ordinarily take two modern foreign languages. They may be withdrawn from the second foreign language in order to have LSC support lessons.

Students can access help and advice during lunchtime workshops within the LSC. There is excellent access to laptops and learning tools and the LSC has a number of specialised programmes to support reading, spelling and typing development.

Years 10 and 11

Students select their GCSE / BTEC options which, along with core subjects of Mathematics, English and Science, comprise the Key Stage 4 curriculum for Years 10 and 11.

Again, some students may have an LSC Study Support option in place of one of their option blocks. This gives them time to further develop literacy and study skills and to have greater flexibility and help with their work overall. Discussions on the suitability of this option take place throughout the options process in Year 9.

Students can continue to access help and advice both before school and during lunch time workshops within LSC.



Sixth Form

In the Sixth Form we continue to support students with AEN in small groups; these sessions are timetabled in a pupil's private study periods. Identified students will attend the LSC at least once a week. They receive information and advice on topics such as generic study skills, including planning and organising assignments, exam skills and revision techniques. This supports their independent study in an environment that is conducive to quiet work. They may take advantage to practise using specialised software and learning tools. Each pupil's LSC Study Support teacher will also help them to structure and write their individual SMART targets to ensure these are inclusive of their subjects and needs.

For those students who may only need occasional access to the LSC to seek guidance and support, we have lunchtime workshops, which are staffed by LSC Study Support teachers.

In the Upper Sixth we also offer assistance with writing personal statements for university applications.

What are the main aims of Study Support lessons at Millfield?

To provide students with:

- Additional support and explanation while completing their work
- Help in the management of tasks
- The development of literacy and study skills

Students may work on the following in Study Support sessions

Access to Learning
Using learning tools to assist with learning, planning and organisation.

Multi-Sensory Learning

- Organisation
- Time management
- Motivation

Reading Skills

- Reading for different purposes
- Reading for meaning
- Skimming and scanning
- Subject specific text and vocabulary



Writing Skills

- Research
- Note taking
- Planning – mind maps, writing frames etc.
- Punctuation
- Sequencing ideas
- Drafting and redrafting
- Touch typing
- Spelling
- Proof reading

Revision

- Planning – creating a timetable
- Memory and learning
- Multi-sensory revision techniques
- Time management
- Using iPad resources

Exam Technique

- Reading the exam paper
- Types of questions
- Time management
- Managing stress



How many students are in an LSC Study Support class?

There are usually no more than eight students in a Study Support group, often fewer. We aim to ensure that groups contain students with similar difficulties and following similar academic courses.

Can students have 1:1 help?

Where small group support is insufficient to meet a pupil's needs, we are able to offer 1:1 tuition with an experienced tutor. These sessions will usually take place during private study periods. There is an additional charge for these sessions.

How is prep managed for boarders?

A quiet time is designated within the boarding house in the evenings. If students need additional support, they are able to attend our daily LSC lunchtime workshops.

Laptop computers and iPads can be linked to the school intranet whilst students are in the boarding houses.

Do the students see the LSC as a positive or a negative?

Most students are happy to say that the support they get in the LSC is valued and appreciated. The environment is friendly and supportive, allowing students to take full advantage of the support and facilities available to them. Due to the high numbers of students who attend the LSC, there is no sense of stigma attached.

Can students have exam access arrangements in internal and external exams?

Yes, students who meet the examination boards' criteria for access arrangements may be eligible for additional time, a reader, a scribe or the use of a word-processor. These access arrangements must be supported by an up-to-date assessment and must also be supported by school- based evidence to demonstrate the need.



What support is given to students with Maths difficulties?

Lower mathematics sets in Year 9 have an assigned Sixth Form 'Study Buddy' who will act as a valuable support for the tutor and are often perceived as a role model by the weaker students. Students in the lower sets in Years 10 and 11 will also benefit from this scheme.

In addition, some students who attend Study Support receive an extra period of mathematics every week, usually with one of our trained specialists in dealing with students who struggle with Maths.

GCSE workshops are also offered by subject departments. Whilst any pupil may find these lunchtime drop-ins are particularly busy around examination time. Weaker students are encouraged to attend a regular workshop in order to obtain some additional 1:1 tuition.

Are all tutors at Millfield qualified and experienced in working with students affected by specific learning difficulties?

As a large mainstream school working with a mainstream curriculum, it would not be reasonable to expect all subject tutors to have specialist qualifications in this field. However, teachers in the LSC have undergone additional training and/or have additional experience in supporting students with AEN and many undertake additional training throughout their teaching career at Millfield.

All new teachers are involved in a training programme which includes raising awareness of teaching and learning issues when working with students AEN. There is a continuous programme of staff development in this area. Millfield has long been regarded as a 'CReSTeD' school, which accredits its excellence in this field.

What links are there between the LSC and other academic departments?

Millfield has a very comprehensive Management Information System (iSAMS) which gives all subject staff ready access to extensive information about students' learning difficulties in their classes and how best to respond to individual needs via the 'Student Profile'. Teachers are required to access this profile information for any students in their teaching sets who are on the AEN register.

Each department has an AEN representative who attends half-termly meetings with the SENCo for additional guidance and training, and this forms a link between subject departments and the LSC. The teachers in the LSC are available to give advice and guidance to all departments and are very well regarded within the school.

What feedback do parents get and how can they keep in touch?

There are termly subject and pastoral reports to which LSC teachers contribute.

All students who take Study Support lessons in Years 9, 10 and 11 also have a set of targets which are agreed following baseline assessment in key literacy skills. These targets feed into the scheme of work for each student and are reviewed throughout the academic year.

Contact is also maintained between teachers, parents, group tutors and housemasters/mistresses (HsM). At the beginning of the school year parents are notified of the name and contact details of their child's Study Support teacher who be contacted by telephone and email. In addition, contact may be made with the Head of the LSC if necessary, Group Tutor, Senior Tutor (Year 9) or Head of Year and HsMs to discuss any concerns that arise.





For further information please contact:

Head of LSC/SENCo – Mrs Julie White
Contact the LSC Office:
lsc@millfieldschool.com
Telephone: 01458 444251

Head of Lower School Study Support (Years 9-11)
Mrs Elaine Middleton
middleton.e@millfieldschool.com

Head of Sixth Form Study Support
Mrs Kelly Lindsell
lindsell.k@millfieldschool.com

MILLFIELD

Street, Somerset, BA16 0YD
Tel: +44 (0)1458 442291
generaloffice@millfieldschool.com
millfieldschool.com

September 2019