

# SKYPOINT SCHOOL HANDBOOK 2022-2023



## Welcome from the Headteacher and Staff Team

Dear Reader

Skypoint School extends a warm welcome to all.

Each individual in our care is important to us and we hope our school will be a happy, caring and stimulating place for all and we ask for the assistance and co-operation of all parents/carers and colleagues to achieve this.

It is vitally important for our children's education, that good, positive communication is established between school, parents/carers and all associated professionals.

Our handbook is provided to familiarise you with some of the educational, organisational and social aspects of our school. We hope you will find our handbook informative and useful, and that it will both encourage and enhance the partnership which already exists.

Please enjoy your guide to Skypoint School and should any of your questions be unanswered here, please do not hesitate to contact us.

Yours faithfully

Michelle McEwan  
Kris Stewart  
Ewan Carmichael

Headteacher  
Principal Teacher  
Principal Teacher

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## **Ethos, Vision and Aims**

### **Ethos Statement**

Skypoint School offers care, support and guidance to children and young people who require an alternative education experience. Supporting everyone's emotional wellbeing and mental health, so that they can be listened to, are happy together and ready to learn.

- Provide a safe and supportive environment where pupils can develop learning, life and work skills
- Engage pupils in a curriculum based on their individual needs and learning styles
- Develop pupils' interests and talents
- Improve the self-esteem and self-efficacy of all pupils
- Set out high expectations for all pupils
- Increase the personal and social attainments of pupils
- Ensure equity of opportunity to all pupils regardless of gender, race, ethnicity, religion, sexual orientation or physical capability
- Promote positive interaction and appropriate relationships between pupils and staff
- Encourage pupils to contribute to the school as a community by participating in the student council and offering suggestions on areas for improvement
- Increase the life chances of pupils by assisting them at key transition stages
- Work in partnership with parents/carers and fellow professionals to achieve positive outcomes for all pupils

### **The Vision**

To provide a safe and secure environment to support young people to re-engage with learning. We deliver personalised learning programmes to support pupils to achieve at their highest potential and achieve positive future destinations.

## Aims of Skypoint School

Our **aim** at Spark of Genius is to provide a high quality educational experience for all pupils based on **inclusion** and **equity**.

We will do this by:

- providing a range of learning experiences appropriate to the needs of all pupils.
- striving to raise standards of educational and social achievement and ensure attainment for every pupil.
- developing learning and teaching strategies to support the needs of all pupils.
- supporting all pupils in their learning and development thereby encouraging them to reach their full potential.
- developing a sense of citizenship and responsibility in our pupils and in our partnership with parents and the wider community.
- working collaboratively with colleagues from local authorities and other statutory services to ensure that the wider needs such as the health of our pupils are met.
- ensuring effective use of all resources including accommodation, finance and staff.
- providing effective leadership and line management.
- paying good attention to self evaluation and planning.
- providing opportunities for staff development and training.
- providing a caring and positive environment within which both pupils and staff are welcomed and valued.

## Quality of Teaching

Spark of Genius sets high standards in relation to the quality of learning and teaching. Staff are encouraged to interact with individual young people, to question them, to check understanding and to challenge them, and to deliver group teaching to promote better understanding and peer tolerance. The school community continuously monitor the quality of teaching to ensure effective learning and the extent to which it meets individual pupil needs.

## **Outcomes for Young People**

Since work opportunities and future life options depend significantly on achievement of skills, Skypoint school provides the best possible opportunities for wider achievement and national accreditation at suitable levels. All courses on offer are accredited through national qualifications or other national awards.

Staff will monitor the progress of young people through care and education targets and ensure continued and increased challenge as appropriate. Headteacher and Teachers keep careful records of progress and ensure continuous improvement. .

Skypoint school also encourages wider achievement of all young people. Residential experiences and sports opportunities provide very good outcomes in promoting peer relationships and developing self-esteem.

## **Quality of Staff**

Staff are recruited on the basis of previous relevant experience and qualifications as well as their ability to make positive and meaningful relationships with young people. The induction and on-going training for staff ensures positive attitudes, absolute concurrence with the vision and aims of the school and clarity about the importance of care and protection, the nature of the curriculum and the need for the highest quality of care, learning and teaching.

Skypoint School employs a high number of staff with a suitable range of qualifications and very good opportunities for continuous professional development. All staff have regular supervision and are given regular informal support as well as specific training opportunities.

## **Links with Parents, Carers and Placing Authorities**

Skypoint School works very closely with families. We strive to provide a positive journey of transition from initial referral to a future destination, a strong relationship with parents and placing authorities is seen as the means to providing a consistent approach. The referral and admissions process is undertaken carefully so that young people and families are clear about expected behaviours and attitudes and know that the prime aim of the school is to support them to achieve better future options. Skypoint staff keep in regular contact with parents and also undertake home visits. Since attendance at school has frequently been an issue for young people, these positive links with parents are crucial in ensuring increased and willing attendance at Skypoint.

## **Links with External Agencies**

All pupils in Skypoint School have additional support needs as defined by the Education (Additional support for Learning) (Scotland) Act 2004 (updated 2009). It is therefore essential that Skypoint has close links with all agencies which can provide additional support which recognises these significant social, emotional and learning needs.

Skypoint has close links with the following agencies:

- Educational Psychologists
- CAMHS
- Skills Development Scotland
- Colleges of Further Education
- Health Professionals
- Other various outside agencies (Street League etc)

## **Links with the Local and Wider Community**

Skypoint School recognises the need for links within the wider community. Pupils are regularly out of school involved in learning experiences. Young people have therefore to adhere to reasonable behaviour when out with the school and demonstrate to the public and possible work placement providers that they are responsible citizens.

## **Equality, Equity and Diversity**

All young people in Skypoint School are equally valued. Staff acknowledge and demonstrate children's rights through pro-social modelling, respect and dignity in all interactions with young people and other adults. They encourage young people to discard prejudice and to think more positively about others, including those of different ethnic backgrounds or religion, or those with disabilities. The Health and Wellbeing education programme includes units of study on rights, difference, inequality and diversity.

## **Commitment to Continuous Improvement**

Skypoint school are committed to, clarity of vision, effective leadership at all levels and clear guidance to staff on the importance of consistently evaluating the overall quality of provision.

We commit to continually reviewing our practice. Skypoint's policy on quality improvement and its strategic improvement plan is based on various audits of quality, pupils' attainment figures, pupil/parent voice and exit statistics.

School Information

**Headteacher – Michelle McEwan**

email – [michelle.mcewan@sparkofgenius.com](mailto:michelle.mcewan@sparkofgenius.com)

**Principal Teacher - Kris Stewart**

email - [kris.stewart@sparkofgenius.com](mailto:kris.stewart@sparkofgenius.com)

**Principal Teacher - Ewan Carmichael**

email - [ewan.carmichael@sparkofgenius.com](mailto:ewan.carmichael@sparkofgenius.com)

Skypoint School

Lennox Drive

Faifley, Clydebank

G81 5JY

Telephone – 01389 872058

email - [admin@sparkofgenius.com](mailto:admin@sparkofgenius.com)

**Useful Contacts:**

<b>Skypoint Admin</b>	<b>Head Office - residential services</b>	<b>Regional Lead - Schools</b>
Anne Marie Pendergast	Spark of Genius Training Ltd	Declan Tuer
Skypoint School	Trojan House	Llys
Lennox Drive	Phoenix Business Park	Enderynion Business Centre
Faifley	Linwood	London Road
G81 5JY	PA1 2BH	Corwen
01389 872 058	Telephone - 0141 587 2710	LL21 0BD
<a href="mailto:annemarie.pendergast@sparkofgenius.com">annemarie.pendergast@sparkofgenius.com</a>	Website - <a href="http://www.sparkofgenius.com">www.sparkofgenius.com</a>	<a href="mailto:declan.tuer@caretech-uk.com">declan.tuer@caretech-uk.com</a>



## About Our School

Skypoint School is located in Faifley, Clydebank. Pupils come to us from a number of different authorities including West Dunbartonshire, East Dunbartonshire, Edinburgh, Renfrewshire, East Renfrewshire, Argyll and Bute, North Lanarkshire, South Lanarkshire, East Lothian

At present the age range is 10 – 16 and capacity of the school is 45, spread across the broad general education and senior phase.

The school has the provision to offer a number of practical learning experiences including having access to an onsite Gym, Gym Hall, Woodwork Department, we also have a music studio and hospitality kitchen.

The building has several rooms to allow smaller groups of children and young people to access support from staff. Each child and young person has access to modern technological equipment; there is a library, break out rooms and Physical Education facilities on site and within the local community. Teachers are on site, with support from Educational Assistants and the school Management Team.

### School Day

School starts at 8.45am for all children and finishes at 3.30pm Monday to Thursday and finishes at 1.00pm on a Friday. All breaks and lunches are supervised. Below is a sample of our Senior timetable. The timings are slightly different for the Broad General class.

### PERIOD/BREAK TIMES

PERIOD	Period Times	BREAK	LUNCH
1	09:00 - 09:50	<b>SKYE 10:00 - 10:15</b>	<b>12:00 - 12:30</b>
2	09:50 - 10:40		
3	10:55 - 11:45	<b>BGE 09:50 -10:05</b>	<b>12 :35 - 13:05</b>
4	11:45 - 12:35		
5	12:35 - 13:25	<b>SENIOR 10:40 - 10:55</b>	<b>13:25 - 13:55</b>
6	13:55 - 14:45		
7	14:45 - 15:30		

### School Holidays/In-Service

<b>HOLIDAYS</b>	<b>AUTUMN TERM 2022</b>
<b>Teachers Return</b>	<b>Monday 15th August 2022 - Tuesday 16th In-service Day</b>
<b>Pupils Return</b>	<b>Wednesday 17th August 2022</b>
<b>September Weekend</b>	<b>Friday 23rd - Monday 26th September 2022</b>
<b>October Week</b>	<b>Monday 17th - Friday 21st October 2022</b>
<b>In-Service</b>	<b>Monday 14th November 2022</b>
<b>Christmas/New Year</b> 	<b>School closes Friday 23rd December at 1 pm  Monday 26th December 2022 - Friday 6th January 2023</b>
	<b>SPRING TERM 2023</b>
<b>Pupils Return</b>	<b>Monday 9th January 2023</b>
<b>Half-Term</b>	<b>Monday 13th &amp; Tuesday 14th February 2023</b>
<b>In -Service</b>	<b>Wednesday 15th February 2023</b>
<b>Spring Break</b> 	<b>School closes Friday 31st March - 2.30pm  Monday 3rd April - Friday 14th April (Inclusive) 2023</b>
<b>Pupils Return</b>	<b>Monday 17th April 2023</b>
	<b>SUMMER TERM 2023</b>
<b>May Day</b>	<b>Monday 1st May 2023</b>
<b>In-Service</b>	<b>Tuesday 2nd May 2023</b>
<b>Half Term</b>	<b>Friday 26th - Monday 29th May 2023</b>
<b>School Closes</b> 	<b>Tuesday 27th June 2023 at 1pm</b>

## **Pupil Attendance and Absence**

It is the responsibility of parents and carers to inform the school of any absence. Parents and carers are asked to contact the school, outlining the reason for absence along with the expected return. The school office is open between 8.30am and 4.00pm. Attendance is taken twice a day, morning and afternoon. This information is continually monitored and reported back to the relevant authority when required.

The school cannot authorise absence for holidays etc during term time.

## **School Uniform**

Our current school uniform is Navy/Black jumper, white polo shirt, black/grey trousers, jeans or plain jogging bottoms.

A change of clothing should be worn when attending PE. There are forms of dress which are unacceptable in school, such as items of clothing which:

- Clothes which encourage faction (such as football colours)
- Clothes which are a health or safety risk
- Clothes which may provoke other pupils
- Clothes which are offensive or indecent
- Clothes which encourage the use of alcohol or tobacco

## **School Meals**

Because eating and drinking are such a vital part of our educational curriculum, all children attending Skypoint School are provided with free meals and snacks. This includes a hot meal at lunch, toast or cereal at breakfast, fresh fruit and water throughout the day. If pupils have a special dietary requirement, please contact the school to discuss.

We always look at ways in which students can get involved with the school meals on offer and following suggestions, we also have days where we celebrate food from various countries as well as introducing meat free days.

## **Transport**

Transport to and from school is based on the local authority agreement and the Educational Psychologist will apply directly to the local authority transport section. Once transport has been agreed the local authority should confirm in writing the details of your child's transport arrangements.

(The Contractor's name and telephone number). The school does monitor transport and should any issues arise, we contact transport providers and local authorities

If a child is absent from school for any reason it is the responsibility of the parent to inform the transport company.

On any occasion when a parent wishes to have a child collected from school other than by the usual transport we ask that they contact Kris, Michelle or Anne Marie at the school.

### **Children Leaving School Premises**

Our school policy is that pupils remain under the supervision of staff members at all times of the school day and only leave the premises on organised outings accompanied by staff members or with staff permission and it's safe to do so.

If any pupils abscond from school without permission, staff will contact the parent/carer and if deemed necessary the police will be called.

It is our policy to request parental permission on an annual basis for local outings, and for outings which are significantly different we request special parental permission for each occasion.

### **Behaviour Support**

Positive behaviour management is the basis for allowing us to achieve our aims. All staff are assessed on a mandatory basis in Therapeutic Crisis Intervention. This training is focused on raising the self-esteem of pupils and helps them to find new strategies to help them regulate their behaviour, by showing them that they are valued, and that they can have successful and positive futures by focusing on their education within a new environment and using new tools.

With reference to Rights Respecting Schools. It is the right of every pupil to feel safe and to have access to an appropriate curriculum. It is the right of every member of staff to feel safe and to be supported by colleagues and management.

In our situation, where children have complex support needs, we require to protect vulnerable children and enable children with challenging behaviours to learn appropriate behaviour in a range of settings. We must at all times strive to maintain the dignity of each pupil. At the heart of our position is the belief that behaviour is a means of communication, and, where behaviour is challenging to the services, pupils should be guided and supported towards a more acceptable means of communication.

To this end we structure individual strategies for each pupil who exhibits challenging behaviour. These are known to all staff and ensure an appropriate and systematic response at all times which is aimed at eventually enabling pupils to gain control of their own behaviour. As with all our approaches, parents are fully consulted about decisions taken regarding difficult behaviour.

In the very rare event that our Behaviour Support Policy fails, exclusion would be used as a last resort. It is our policy to recognise that challenging behaviours in our pupils are almost always part of the particular difficulty or diagnosis. Thus, we strive to deal with the behaviour and still value the child or young person.

### **Statement on bullying**

The school has a clear policy on tackling and preventing bullying, and all instances of alleged bullying are carefully investigated and reported where necessary. There are a number of elements in our anti-bullying strategy, foremost of which is the work of the staff in raising awareness of issues relating to bullying, cyber-bullying and developing confidence in pupils. Yearly we plan a themed week in line with national Anti-bullying week for all pupils.

The school has staff who are trained in Anti-Bullying, Cyber-bullying and Internet Safety and we have a CEOP ambassador within the school.

Dealing with bullying behaviour and internet safety are embedded in course work at appropriate stages. Our aim is that all pupils will feel safe in Skypoint School and will know how to seek appropriate support should they encounter bullying behaviour.

### **Free sanitary products**

In line with the Period Products (Free Provision) (Scotland) Act 2021, Skypoint school provide a range of free sanitary products to all people that require them. These products are located in all toilets around the school and the school office also stores packs that can be taken home on request.

[Period poverty | West Dunbartonshire Council \(west-dunbarton.gov.uk\)](https://www.west-dunbarton.gov.uk/period-poverty) ,  
[Period products provision \(argyll-bute.gov.uk\)](https://www.argyll-bute.gov.uk/period-products-provision) provides information on free period products in West Dunbartonshire and Argyll and Bute.

### **Safeguarding**

We aim to ensure that we deliver all of these commitments in a safe learning environment. We are committed to safeguarding and promoting the welfare of children and young people and expect all staff,

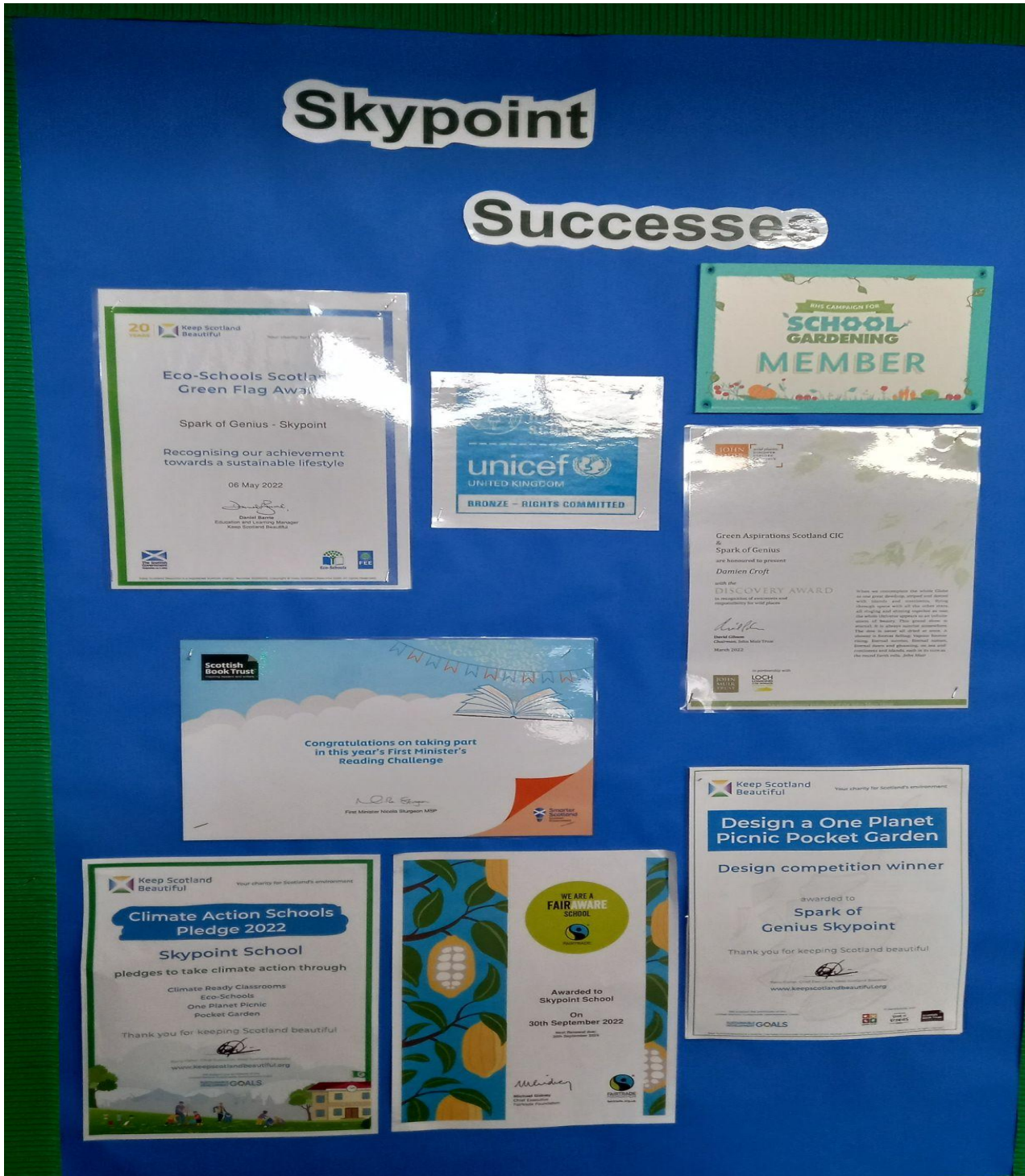
volunteers and other third parties to share this commitment. The safety of our pupils is our number one priority.

It is a mandatory requirement for all staff to undertake Child protection training on induction and annually thereafter.

The safeguarding and child protection policy is available on request.



**Skypoint Successes to date  
Awards/Certificates**



We also received the John Muir Bronze Award and , Class 1 , Skypoint School, Spark of Genius, Overall Winner, West Dunbartonshire Maths Contest , 10 June, 2021.

## School Improvement Plan

### Who do we consult?

When developing our Improvement plan, we collect the views of children, parents/carers and staff.

All staff are regularly consulted through regular planned staff meetings and through self-evaluation learning conversations. In addition all staff are asked to participate in the annual staff survey.

Children's views are sought through class discussion, evaluation of topics and events and by means of questionnaires. The Pupil Council and other decision making groups meet regularly and are used as a vehicle to discuss school improvement, raise issues and feedback to staff any concerns that are raised by the children.

Parents' and Carers' views are sought through regular communication and discussion and through link meetings, pastoral visits, open days, education reviews and biannual surveys. Feedback forms from IEPs and reports are included in the Pupil Support Planning process.

The opinions of partners and other services supporting the work of the school are also sought through discussion at LAAC meetings, Education Reviews and annual stakeholder surveys. All information gathered is collated and used to assist us to identify next steps and areas for improvement.

Please see our evaluation outcomes for the targets we set in 2021/2022 and our targets for 2022/23

### Spark of Genius Schools' Improvement Planning Priorities 2021/22 & Evaluation

#### Evaluation of 2021-22 targets

Strategic Targets for SOG schools	Evaluation
1. Take a collegiate approach to streamline self-evaluation and moderation approaches to evaluate the standard of learning and teaching	<ul style="list-style-type: none"> <li>-Regular HT cluster meetings and various moderation activities took place to streamline processes across the school cluster.</li> <li>-Peer moderation of writing assessments took place in the Broad General phase.</li> <li>- English and Maths leads were established within the school and Literacy and Numeracy strategies and programmes will be developed in the new term.</li> <li>-Curriculum audit was completed in June and areas for development will be addressed in the new school year</li> </ul>



Local Targets	
2. Improve and enhance pupil participation	<p>All pupils were involved in all 4 arenas of participation - <i>Decision making groups, Opportunities for personal achievement, Learning, teaching and Assessment and Wider Community</i>. Pupils were nominated or volunteered for various groups and committees across the school.</p> <p>Participation in these groups led to various successes and awards including a Bronze award for Rights Respecting Schools. It also strengthened links with the school community.</p>
3. Provide opportunities for targeted mental health support for pupils and staff	<p>Covid recovery plan was implemented throughout the school under the headings of - <i>Approaches to supporting young people's wellbeing/Outdoor learning/Local Approaches to Recovery</i>.</p> <p>A health and wellbeing peer supporter and staff mental health champion were allocated and offered advice, support, encouragement and gave directions for further support.</p> <p>A floor book was created to evidence our Covid recovery journey.</p>
4. Improve and enhance environmental awareness in the school and wider community	<p>The school achieved its Eco Schools Green flag and were finalists in the Pocket Garden competition.</p> <p>Eco awareness was threaded through curricular experiences - rewilding, Farm to Fork journey and making contributions to the local food banks.</p>

2022-23 Target Overview	
1	Improve the tracking and presentation of performance and outcome data across the school
2	Create a streamlined school strategy for Literacy and Numeracy to evidence skills progression across all phases of the school.
3	Further develop Learning for Sustainability as a whole school approach, involving the wider community.
4	Develop and implement strategies to raise the profile of the school

## School Inspection 2019

In November 2019, a team of inspectors from Education Scotland visited Spark of Genius, Skypoint School. During their visit, they talked to parents/carers and children and young people, and worked closely with the Headteacher and staff.

The Inspectors found the following strengths in the school's work:

- Across the school, all education staff have caring, supportive relationships with children and young people. They help learners to feel safe, comfortable and confident in seeking support when anxious or distressed
- Education staff know children and young people very well. Teachers, teaching assistants and subject instructors work well in partnership to help children and young people remain focused and on task with their learning.
- The school's success in supporting previously disengaged children and young people to make progress with their learning. Children and young people are attaining particularly well in literacy and numeracy.
- Children and young people are improving their confidence and developing their ability to communicate effectively with others. They are able to try new things, make friends and engage well in the community.

A more detailed report can be obtained following the undernoted link:

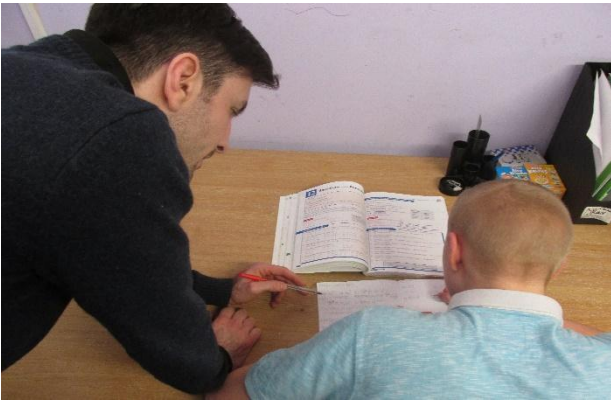
<https://education.gov.scot/education-scotland/inspection-reports/reports-page/?id=4371>

## Curriculum at Skypoint School

### Bringing learning to life and life to learning.

Curriculum for Excellence in Scotland is aimed at all 3-18 year olds. Wherever they learn, it aims to raise standards, prepare our children for a positive future and equip them for the jobs of tomorrow in a fast changing world.

Curriculum for Excellence enables professionals to teach subjects creatively, to work together across the school and with other schools, to share best practice and explore learning together.



Teachers and practitioners will plan, evidence and report holistically on their child's "learning journey". Helping their progression from primary to secondary and beyond, ensuring the transition is smooth. They'll ensure children continue to work at a pace they can cope with and with a challenge they can thrive on.

Curriculum for Excellence balances the importance of knowledge and skills. Every child is entitled to a broad and deep general education, whatever their level and ability. Every single teacher and practitioner will be responsible for Literacy, Numeracy and health and Wellbeing – the language, numbers and personal and social skills that unlock other subjects and are vital to everyday life.

It develops skills for learning, life and work to help young people go on to further study, secure work and navigate life. It brings real life into the classroom, making learning relevant and helps young people apply lessons to their life beyond the classroom. It links knowledge in one subject area to another helping children understand the world and make connections. It develops skills so that children can think for themselves, make sound judgements, challenge, enquire and find solutions.

## **Broad General education (BGE) - Nursery to S3 - Early Level to Fourth Level**

### **Eight Curricular areas:**

- Expressive Arts – including art and design, dance, drama and music.
- Health and Wellbeing – mental, emotional, social and physical wellbeing, PE, food and health, substance misuse and relationships, sexual health and parenthood.
- Languages – listening and talking, reading and writing in literacy and English.
- Mathematics – including analysing information, solving problems and assessing risk.
- Religious and Moral Education - (denominational and non-denominational) learning about Christianity, other world religions, and developing values and beliefs.
- Sciences – understanding important scientific concepts across planet Earth, forces, electricity and waves, biological systems, materials and topical science.
- Social Studies – understanding people, place and society in the past and present including history, geography and modern studies.
- Technologies – including computing, food, craft and design.

### **National Qualifications at S4 to S6 - National 1 to 5, Higher**

National Qualifications (NQs) are one of the most important types of qualification in Scotland. NQs are taken by students in secondary schools and colleges (and some training providers). They can also be taken by adult learners.

Skypoint school pledge that every pupil who attends until their natural leaving age will achieve three or more NQs at their highest potential.

### **Other qualifications and wider achievements;**

National Progression Awards (NPA)

ASDAN lifeskill challenge awards

ASDAN short course awards

John Muir Award

Duke of Edinburgh

(please see our website for further information on wider achievement)

## Health and Wellbeing

It is the responsibility of **all** staff to look after our pupils' Health and Wellbeing, and to ensure that the school is a place where children feel safe and secure. Ultimately, Curriculum for Excellence aims to improve our children's life chances, to nurture successful learners, confident individuals, effective contributors, and responsible citizens, building on Scotland's reputation for great education.

Please visit the website listed below for more information on the Curriculum for Excellence.

[Parentzone Scotland | Parent Zone \(education.gov.scot\)](https://www.parentzone.scot.nhs.uk/)



*Photo: Pupils litter picking at local beach*

## Assessment and Reporting

### Tracking learners' progress

When pupils start within the school an initial diagnostic assessment is used to build a picture of the 'whole' child. This includes gaps in Literacy and Numeracy and Health and Wellbeing needs.

Diagnostic, formative and summative assessment is used throughout a pupil's educational journey. This measures achievement and progress in a number of areas including academic progress, skills for life, learning and work and Health and Wellbeing.

### IEP

Where necessary, any individual academic or health and wellbeing needs over and above planned learning experiences are outlined on an Individualised Education Plan (IEP). This provides a more personalised picture of achievement and progression for parents, teachers and other professionals. This also allows the school staff to identify the next steps in their personal educational journey.



## School reports and educational reviews.

When a pupil starts their school placement, an assessment period will begin, usually six weeks. Staff will collate the relevant information and arrange for an initial review to take place. This will involve the lead teacher, pupil, parents and carers along with other relevant professionals. The initial review will provide the opportunity to discuss the future plans and support in order to allow the pupils to meet their potential.

Education reviews will take place twice per school year, allowing the parents/carers and professionals to meet and discuss the progress made as well as plan for the future. This also gives the opportunity to look through the pupils 'learning journey' to see the experiences and outcomes achieved.

In addition to this, interim reporting and end of year reporting will take place in the form of a report card or parental/carer meeting .

## Transitions

The first eligible school leaving date for most young people is 31 May in S4. This applies to young people whose fifth birthday fell between 1 March and 30 September in the year they entered P1. Younger pupils in a year group cannot leave before December in S5.

In Skypoint School the support provided by school staff and other partners such as Skills Development Scotland is personalised to meet each young person's needs. Skills Development Scotland visits the school throughout the year and supports the young people in preparation for moving onto a positive destination. This includes support with college or job applications, CV writing and interview skills. All young people should receive the correct amount rather than the same amount of information, advice and support in order to help them enter and sustain a positive destination. For young people who do not immediately enter a positive destination on leaving school, support from Skills Development Scotland will continue until they find a suitable opportunity.

We also have strong links with West College and students are given the opportunity to participate in part-time courses throughout the year.



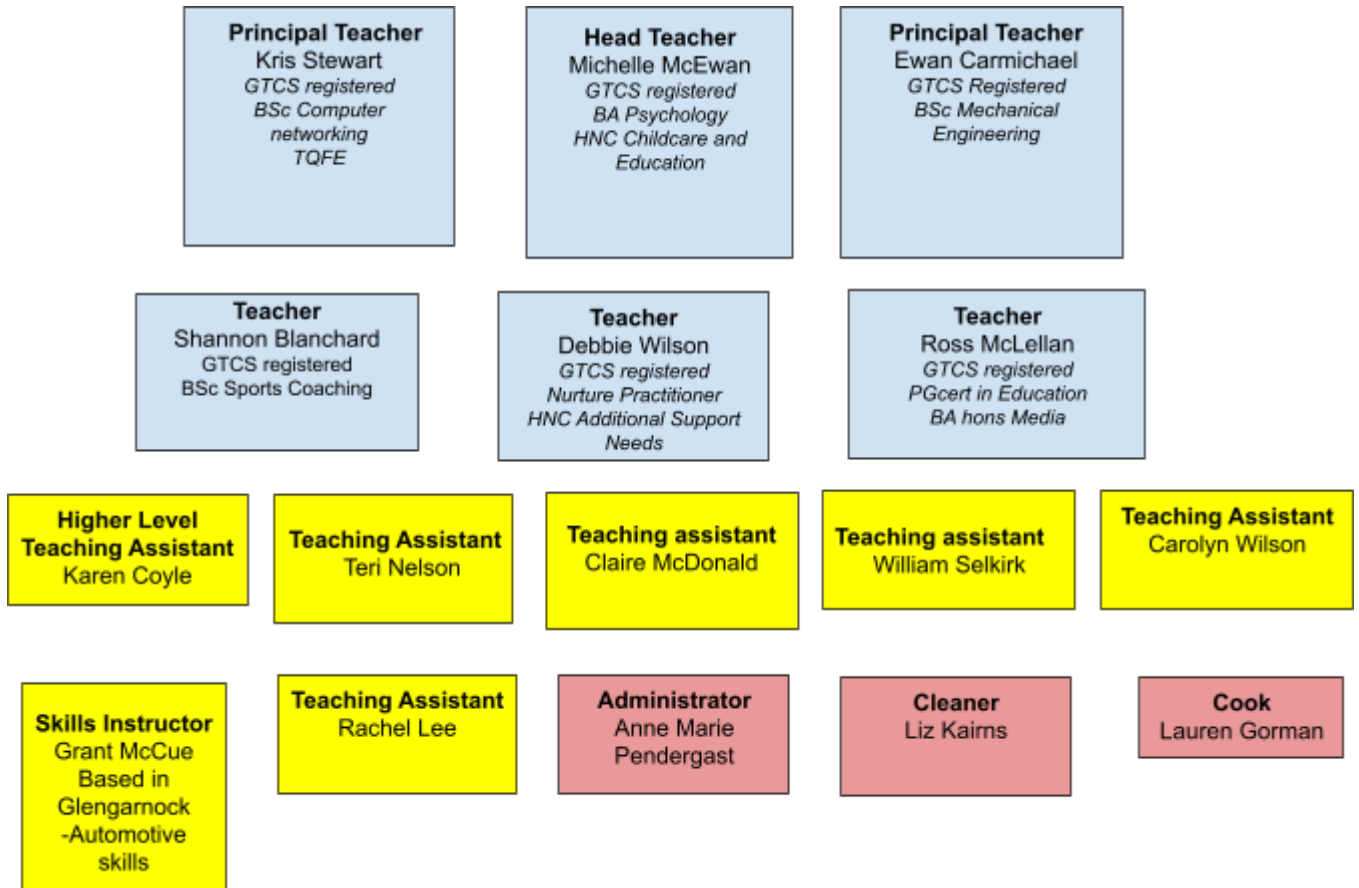
## **Complaints and Suggestions**

We are always looking for ways to improve the experience of pupils and parents/carers in Skypoint school. We would hope that any worries or concerns can be addressed with school and management staff. But in the unfortunate event that this is not the case, Spark of Genius has a specific complaints procedure that can be followed. A copy of this policy can be sent on request and more information can be found on the Spark of Genius or Caretech websites.

APPENDIX 1



Skypoint Staff Structure





## APPENDIX 2

### Staff Biographies

#### **Michelle McEwan (Head Teacher)**

Hi my name is Michelle. I have over twenty years experience in working with children and young people from 3 - 18 years, in various settings, including nursery and after school care.

I joined Spark of Genius in 2006 as a class teacher in Dunoon Learning Centre. I then moved to Caledonian Secondary school before being promoted to Head Teacher in 2015 whilst working in Caledonian Primary school. I have been Head Teacher in Skypoint school since 2017.

#### **Kris Stewart (Principal Teacher)**

My name is Kris Stewart, I am Principal Teacher at Skypoint School. I have worked with Spark of Genius for over 15 years, starting my career as a teaching assistant.

Throughout my journey, I have gained lots of experience working across different Spark of Genius provisions before taking on the role of Manager, Teacher then Principal teacher. My background is in Computing and I have also gained various qualifications whilst in Spark of Genius including becoming a CEOP ambassador and Therapeutic Crisis Intervention trainer three years ago.

#### **Ewan Carmichael (Principal Teacher)**

My name is Ewan Carmichael, I have been Principal at Skypoint School since 2017. Prior to this I qualified as a Mathematics teacher in 2006. I worked in various mainstream schools before starting work with Spark of Genius 2008.

Throughout my career with Spark of Genius I have enhanced my knowledge on working with young people with various additional support needs and diagnosis including ADHD, autism and trauma.

I have experience of teaching in other capacities - being a snowboard instructor for several years before completing my teaching qualifications

#### **Ross McLellan (Teacher)**

Hi, I'm Ross McLellan and I teach a variety of Senior subjects in Skypoint School. I am a registered English and Media teacher, having studied Media at university. After several years as a youth worker, I have now been with Skypoint School for the past eleven years, initially working as a Teaching Assistant.

I have now been teaching for four years, having completed my Postgraduate Studies in Education.

### **Debbie Wilson (Teacher)**

Hi, My name is Debbie Wilson and I teach the Skye Class in Skypoint School.

Previously, I worked in the early years sector for seven years before joining Spark of Genius as a Care and Education practitioner. I then joined the Skypoint school team full time as a Teaching Assistant before working my way to Classroom Teacher in 2020.

### **Shannon Blanchard (Teacher)**

Hi my name is Shannon Blanchard, I started three years ago as Teaching Assistant in Spark of Genius and more recently qualified as Class Teacher. I have been working with children and young people over the past eight years. My experience started with taking pupils for lunchtime and after school clubs.

Shortly after this, I completed my College and University course which provided me with experience of taking children for PE classes, working with professionals from other schools and working with young adults with learning needs.

I qualified as an ASN teacher in 2020.

### **Claire McDonald - (Teaching Assistant)**

My name is Claire McDonald and I have worked with Spark of Genius for over three years. I am a Teaching Assistant within Skypoint school and more recently, I have undertaken the necessary training to become Mental Health Champion.

Before moving to Skypoint school, I worked within the residential houses.

I find it rewarding to work with children and young people and I feel that being part of Skypoint school has allowed me to help make a difference to their lives.

### **Carolyn Wilson (Teaching Assistant)**

My Name is Carolyn, I have worked for Spark of Genius as a Teaching Assistant for more than a year.

Prior to that I worked in childcare for ten years as a regulated qualified Childminder. Before I had my own now teenage family I worked in banking as an Offshore Operations Manager.

### **William Selkirk (Teaching Assistant)**

My name is William, I started working at Spark of Genius over two years ago.

Before starting at Skypoint School I had graduated from the University of Glasgow. I have previous

experience working with young people in various settings including after school clubs.

### **Teri Nelson (Teaching Assistant)**

Hi my name is Teri Nelson, I have worked with Spark of Genius for two years. Until recently I worked across various residential houses.

Within my time at Skypoint school, I have gained experience in supporting pupils with various needs. My passion has always been working with Children and, coming to work, knowing I am contributing to making a difference in their lives makes it all worthwhile.

Before joining Spark of Genius I gained my SVQ 2 in Social Care and I have since gained my SVQ 3 and an HNC in Social Services.

