
INFORMATION BOOKLET FOR PARENTS, CARERS AND NEW STUDENTS JOINING KS3 CHILDREN'S HOSPITAL SCHOOL

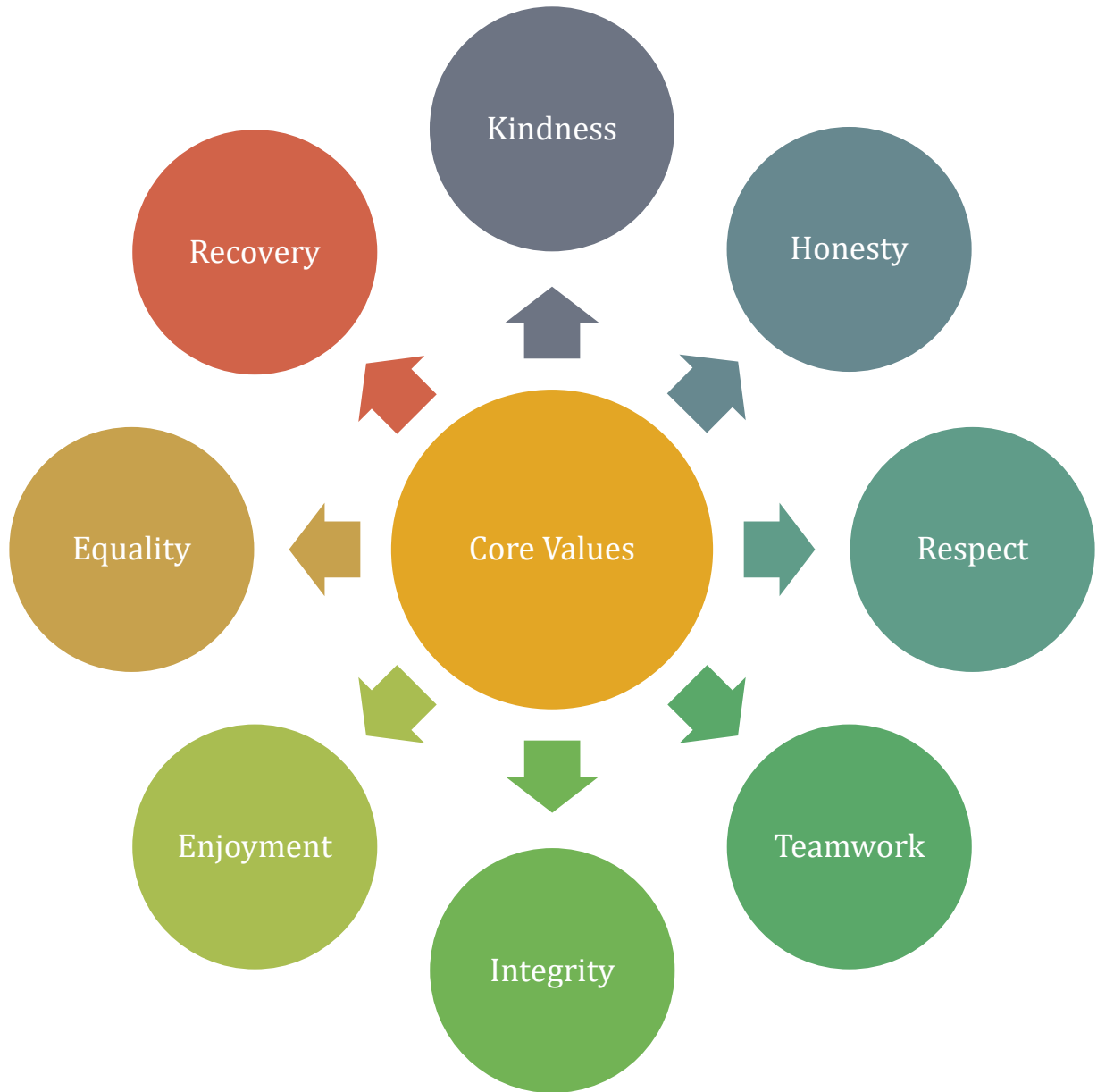


A GUIDE TO THE MAGPIE LEARNING CENTRE

Oct 2025

Our Core Purpose

Working together in a nurturing and happy environment to break down barriers, inspire learning and provide opportunities for all to flourish beyond their expectations.



Welcome to The Magpie Learning Centre

KS3 Children's Hospital School

Who we are



We are a small school who provide an education for KS3 students who are not able to attend mainstream school for medical reasons. We are teachers and teaching assistants and we will liaise with your medical team and anyone else involved in your care, so that we can teach you safely.

Our Aim



To provide a positive school experience with a quality education and exciting opportunities to build skills, knowledge and resilience so that our students can live and enjoy a better life.

What we do



We teach lessons, run trips and have enrichment events in school. We offer Art Therapy, Thrive and various holistic activities. We work with other groups of people to make sure our students are supported. We give our students an education with a personalised approach and try to get our students back on track so that they can learn and enjoy life.

Your welcome meeting

This is a chance to tell us your story in your own words and to see the Magpie Learning Centre.

What happens

We will

- go through all the information in your referral
- talk to you about what has been difficult so that we have a chance to make a positive start
- take a tour of the school
- set a start date for the assessment group

What to wear

Dress for school, tidy clean clothes. You can find The Magpie Centre dress code in this booklet.

What to bring

- The completed Pupil Data booklet. The booklet contains
 - Forms to get information about you and your child like address and contact numbers
 - Sections about medical conditions so we can look after your child
 - The home school agreement
 - Permission forms for data collection and ICT use
 - Photo and media consent
- If you wish to apply for school transport, please complete the online application or enclosed form.

If you need support completing the Pupil Data booklet, please inform us prior to your welcome visit so that we can arrange this with you.

Assessment Places

Assessment group

The Assessment group runs over 4 sessions or two weeks. At the end of the Assessment place we may recommend:

- A return to school or a different plan
- A place at The Magpie Learning Centre

Return to School or different plan



We will contact your school and liaise with others working with you to make a joint plan if we feel you need different support.

Transition to The Magpie Learning Centre



If The Magpie Learning Centre is the right pathway new students view lessons and then take part in some lessons as part of the assessment process.

In the Assessment Group

The Assessment group is made up of students who are all new to the school.

Teachers and subjects

There is support in the group throughout each session. Teachers from the subjects we teach will come in to do assessments and get to know the new students.

Activities

We have lots of activities to get to know you and to help you settle in and make friends. We will work with you to write your at-a glance sheet about you and what helps you in school.

Attendance

It is important to attend all your sessions to complete the assessment group.

Assessment

We will assess

- Academic skills in curriculum subjects
- Strengths and Difficulties
- Social skills
- How you manage the school environment
- Your ambitions and links with their schools
- Reading and spelling ages

Assessment Activities

Working with
others

Written
assessment

Setting up
school logins

Gardening

Games

Watching
lessons

Taking part in
lessons

Joining in at
break

Planning a
timetable

Writing your
at-a-glance
sheet

The School Day

Timings of lessons

Breakfast is available in the morning from 8.50 am.

Breakfast		
Uplift	9.00am	9.30 am
Lesson 1	9.30 am	10.20 am
Lesson 2	10.20 am	11.10 am
Break	11.10 am	11.30 am
Lesson 3	11.30 am	12.20 am
Personal Development	12.20 am	12.50 pm
Lunch	12.50 pm	1.30 pm
Lesson 4	1.30 pm	2.20 pm
Lesson 5	2.20 pm	3.10 pm

Timetables

Each student has a personal timetable which depends on their health. Timetables are always kept under review. We will agree all timetable changes with you.

When students transition from the assessment group to The Magpie Learning Centre they are usually allocated one full day and two half days. The student helps to decide which sessions they attend so they can make a successful start. When they are settled we will begin to increase the time in school.

Groups

We have one KS3 Children's Hospital group at The Magpie Learning Centre.

Dress Code

We ask that students attend The Magpie Learning Centre in appropriate clothing.

We do not get changed for PE/Art/Outdoor Learning, so clothing needs to be suitable for all of these activities.

Please ensure that students bring a coat/jacket as we do go for a walk most days.

Examples of appropriate clothing include; leggings, joggers, t-shirts, jumpers and hoodies.

We ask that students do not wear any denim or cropped tops and that sliders are not worn to school.

Please be mindful that clothing should not include any offensive slogans.

Examples of appropriate clothing at Magpie Learning Centre:



Food

Meals	• Breakfast is available to all students before school and through Uplift. • Snacks are served at break. • Hot meals and cold sandwiches are available at lunchtime. • Fruit is available all day. • Hot drinks are available at breaks and mealtimes. • Water/squash/juice are available all day.
Free School Meals for all Please bring a copy of your certificate of entitlement. This helps us to continue to provide a service for all our students. No students are asked for money, limited to a budget or questioned about entitlement in school.	Nuts Due to the serious nature of nut allergies, no nuts are permitted in school. This applies to our kitchen and to food and sweets brought in by students and staff.



Salad Boxes

Lettuce, cucumber, tomatoes, onion, peppers,
sweetcorn & egg
Add-ons: chicken, tuna, ham, coleslaw, cheese

Pasta Pots

Mixed bean with homemade dressing
Tuna mayo
Chicken mayo



Jacket Potatoes

Butter, coleslaw, cheese, beans, tuna mayo,
chicken & bacon, chilli, chicken curry

Hot Cobs / Baguettes

Bacon, sausage, egg

Burgers

Beef or chicken burger
Add-ons: cheese, onion, salad, hash brown,
bacon (chips allowed once per week!)

Freshly
prepared
every day!

Cold Cobs / Wraps / Baguettes

Cheese, cheese salad, cheese mix, egg mayo,
egg salad, ham, ham & cheese, ham salad, BLT,
chicken, chicken salad, chicken & bacon mix,
tuna mayo, tuna mix, tuna salad.



Medical Information

Medication

If prescribed medicine is needed in school please ask for a medicines form. All medicines must be stored in the school office, in a child-proof container and accompanied by a signed parental consent form which gives clear instructions as to when the medication is taken and the amount to be administered.

Students who have inhalers should carry their inhaler and we will keep a spare inhaler in the school office. It is very important that students do not carry any tablets or other medication, prescribed or over the counter medicines in school.

Home School Communication and support for families

Reporting Absence

Please report absences on every day that your child is absent. Call the Willow Bank school office on 0116 229 8137, or The Magpie Centre directly on 0116 497 9992, giving your child's name and reason for absence. Please call by 8.30am for morning sessions and before 1pm for afternoon sessions, or 1 hour before lessons are due to begin. All unexplained absences will be followed up by our Attendance Officer.

Reviews

Reviews are meetings where we plan the next steps for your child. We will invite all the people who can help. This includes representatives from your mainstream school and health, and may include education welfare officers or Early Help workers and other people who are supporting and can help.

Communication

We use text and emails to follow up absences and to keep in touch with you regarding school information. Tutors will also keep in touch by phone and email.

Transport

If you would like school transport families can apply to the Local Authority, either on paper (Leicester City) or online (Leicestershire County). Although transport is not part of The Magpie Learning Centre we do liaise closely with transport.

Support for Parents and Carers

Our family support worker and our Youth Worker are available to all families. We have a parent/carers support group each half term, including topics such as information about careers, early help and on-line safety. This also provides an opportunity for parents and carers to meet with others who have students at The Magpie Learning Centre.

Support for students

A holistic approach

We offer strong pastoral support for all students. Students are taught and supported by a consistent team of professionals who will get to know your child and offer the support we feel will be most beneficial. This may include Thrive, 'Messy Senses' or Art Therapy and all students will be able to access cooking, outdoor learning, arts and crafts and group walks around the local area.

If we offer Thrive or Art Therapy to your child we will send permission forms to you.

All students will be allocated both a Teacher and a TA tutor - these people will be the main point of contact and will hold review meetings. Our teaching assistants support students both in lessons and at social times.

Home School Agreement

This is your copy of the Home School Agreement. There is also a copy in the data booklet which needs to be signed and returned to school.

Home/School Agreement

Student Name: _____

Timetables

At the Children's Hospital School, some students follow part time timetables, to reflect their health needs. Students are given agreed leave of absence for part of the week, which will be recorded as authorised absence (C).

As Parents/Carers, I/we understand that during periods where my child is not timetabled to attend school or is absent, parents/guardians have legal responsibility for their care and well-being

Signature(s) _____ Date _____

As a school, we will inform you of timetable changes and share changes in writing so it is clear when your child is expected in school.

Signature _____ Date _____

Please note that if a student does not attend regularly and when expected, leave of absence can be withdrawn and all absences can become unauthorised.

As Parents/carers, I/we will:

- work with the Children's Hospital School to support my child's education as appropriate
- support my child to access lessons regularly as agreed, on time and properly equipped
- support the school's code of conduct and dress code
- let the school know, at the earliest opportunity, if my child has a medical appointment, or is unable to access their lessons
- contact school on the first and every day of absence
- let my child's tutor know of any issues that might affect my child's work, behaviour or attendance
- encourage my child with independent learning, to meet their targets and to read
- treat others with courtesy and respect
- respect personal information and maintain confidentiality relating to others
- advise and support my child to use ICT equipment and the internet safely at home, in order to complete school tasks
- support liaison between school and other services, including CAMHS, so that we can work together to support your child
- work with other support agencies as requested or required, to support your child
- let the school know if anyone in my child's household is suffering with sickness, stomach upsets or any infectious conditions
- support my child to have a healthy balance of school work, concentration and screen time with exercise, leisure, fresh air and conversation.
- **At The Magpie Learning Centre** Cancel transport in good time if my child is unable to attend

Signature(s) _____ Date _____

The school will:

- provide a balanced curriculum, meeting the individual needs of the child
- promote a safe, caring environment
- expect high standards of behaviour and self-discipline of all in our school
- develop clear lines of communication between home and school
- liaise with other professionals working with you, including the school you are on roll at, to plan a way forward and keep on track
- keep you informed of your child's progress and attendance
- encourage success and recognise effort and achievement
- liaise with you and with transport providers regarding timetable changes
- treat everyone with courtesy and respect
- respect personal information and maintain confidentiality relating to others

Signature Stephen Readman Date _____

As a student I will:

- attend school / access lessons every session that I am expected to, unless I have a valid reason for absence
- have high standards of behaviour and self-discipline
- be ready for lessons on time and do my work to the best of my ability
- dress sensibly, modestly and safely, following the dress code for school
- treat others with courtesy, respect and kindness
- show consideration for all members of the school community and respect for their property
- use appropriate language to staff and others
- tell a member of staff if I have any issues that might affect my work, behaviour or attendance
- respect personal information and maintain confidentiality relating to others
- use ICT equipment and the internet safely at home and in school
- try to get on with others and always behave in a way that allows others to get on with what they should be doing
- work with my team to keep myself safe

Signature _____ Date _____

Our website

You can find more information about us on our website such as

Curriculum	Values and Ethos	Safeguarding	Parents	News and Events	PSHE
					
Within our personal development curriculum, we teach Relationships and Sex education. More details can be found on our website, including how to exercise your right to withdraw.					

Did you know...The Children's Hospital School is over 75 years old?

School Closures

If the school is closed due to snow this will be announced on local radio and on their websites. Note that The Magpie Learning Centre is part of The Children's Hospital School.

If there is heavy snow during the school day we may close the school early so that students are able to travel home more safely. If this is the case we will contact you directly so that you are aware. Please ensure that we have up to date emergency contact information for you.

How to Contact Us

Address: The Magpie Learning Centre
300 Hillsborough Road
Leicester
LE2 9PQ

Phone: Willow Bank main site - 0116 229 8137
Magpie Learning Centre - 0116 497 9992
Email: wbadmin@childrenshospitalschool.sch.uk
Web: www.childrenshospitalschool.leicester.sch.uk

Main Contacts

The Magpie Learning Centre

Mr Stephen Deadman – Executive Headteacher
Ms Nikki Cole – Deputy Headteacher, Head of The Magpie Learning Centre
Mrs Emma Henson – DSP Lead / Teacher
Mrs Susan Wale
Miss Amy Neville
Miss Courtney Fish
Miss Sophie Arnold