

HOME EDUCATORS

INFORMATION GUIDE



A handy resource for families who provide
their children with home education

INTRODUCTION

You have been provided with this brochure because you are currently providing education to your children at home, or you have recently notified us that you will be home educating your children.

Kensington and Chelsea Council and Westminster City Council, working in partnership, are keen to support families that make this choice by providing a wide range of information in one place to enable easy access.

This brochure has been produced with input from a vast range of services, voluntary organisations and many other agencies supporting the education, health and well-being of children and young people.

We do hope you find it helpful in your journey as a home educator.



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EARLY HELP SERVICE IN KENSINGTON AND CHELSEA

Our Children’s Centre and Early Help family support teams are now integrated into two family hubs, North and South.

In Kensington and Chelsea our family hubs will:

- Provide and/or co-ordinate access to universal and targeted family support within a range of welcoming and accessible settings.
- Support families to be resilient, self-reliant and independent whilst having the help when they need it in a timely and appropriate way.

Our aim is to work together and build relationships with families in order to support children and young people to achieve good outcomes.

Early Help is a way of getting extra support when needed. Our integrated service for those aged up to 19 aims to help families when difficulties first begin so that we can support them with finding solutions quickly. We will provide support through a variety of community-based settings including children’s centres and schools as well as in the family home.

Through the family hub model, we aim to work with families to understand their needs and ensure they receive the right support at the right time. Our partnership approach will ensure that families do not have to keep repeating their story. A lead practitioner will bring other professionals around the family as needed.



Model of support

We recognise that parents are pivotal in the positive outcomes of their children and so we work to support each parent with their individual needs; using the Family Star Assessment Tool.

Early Help Practitioners are trained in at least one evidence-based programme which they will use in a range of ways within their role either in group settings or as part of their direct work.

All of our programmes and workshops are strength-based and work to build on the parent/child relationship, positive communication, self-esteem and self care among other areas including behaviour-management-strategies and resilience-building.

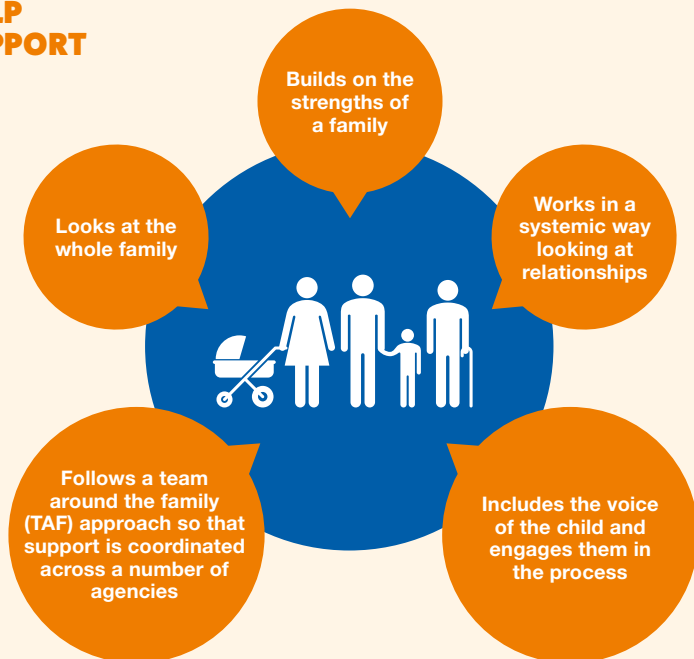
Referrals to the Early Help Service should be emailed to:

✉ earlyhelp@rbkc.gov.uk

To speak to a member of the Early Help Team, please contact:

☎ 020 7598 4601

THE EARLY HELP MODEL OF SUPPORT



EARLY HELP SERVICE IN WESTMINSTER

What is the Early Help Service?

The Early Help Service works with families who have children and young people up to the age of 19 who may require additional support to help them be happier and healthier.

How can the Early Help Service help you?

As part of the Early Help offer you will be introduced to an Early Help Family Practitioner who will work closely with you and your family. The practitioner will meet with you regularly (weekly, or sometimes more often) to help you to make changes to areas of your family life which are causing you worries or problems. Once you have met your Early Help Family Practitioner they will organise, together with you, a Team Around the Family (TAF) meeting which will include other professionals who already work with you or who may be able to help. The team will work with you and your family to make a plan of how you can achieve your goals.

Further information and advice for your family

- For wider support, the Early Help Information Service is available as a free information service for parents and carers of children and young people aged up to 19 (up to 25 years for those with additional needs). Find out more at fisd.westminster.gov.uk or call **020 7641 7929**
- Parenting support is available through community groups, information and advice. Find out more at www.westminster.gov.uk/parenting-groups-and-courses or call **020 7641 3090**
- The Families and Communities Employment Service (FACES) team can help you with finding work or training opportunities. Find out more at www.westminster.gov.uk/faces or call **020 7641 3336**
- The Duke of Edinburgh scheme provides volunteering and adventure schemes for children aged 14 to 24. Find out more at www.westminster.gov.uk/duke-edinburghs-award or call **020 7641 4030**

- The Early Help Team also works with schools and teachers if your child is having problems. Schools can also refer pupils to the Early Help Team.
- Family Hubs will also provide services for families with children up to 19 years old.

How will your information be used?

The Early Help Service will collect and process information about children and families who use the service under the Data Protection Act 2018.

Your information will be used to:

- Support and monitor progress
- Provide pastoral care
- Assess the quality of our services

Information about you and your family will not be given to anyone without your consent, unless the law and our policies allow or require us to do so. The Early

Help Service is required, by law, to pass on some of this information to the Department for Education (DfE) which uses it to; develop national policies, manage local authority performance, administer and allocate funding and identify and encourage good practice.

The DfE may share child level personal data that is supplied to them, with third parties. This will only take place where legislation allows it to do so and where it is in compliance with the Data Protection Act 2018.

☎ 020 7641 7929

✉ fis@westminster.gov.uk

🌐 fisd.westminster.gov.uk



EMOTIONAL WELLBEING AND MENTAL HEALTH SUPPORT

Growing up is not easy, and sometimes it's hard to cope with whatever life throws at you.

One in ten children and young people aged five to sixteen experiences a mental health problem. It is more common than you might think.

Everyone has mental health, just like everyone has physical health. Mental health is about the way we think and feel. It can also be called emotional wellbeing. Our mental health can go up and down and change in the same way our physical health can. Just because someone has experienced a mental health problem at some stage in their life, it doesn't mean they will always have this problem.

A mental health problem can happen to anyone, whatever their age, ethnicity, religion or IQ. Sometimes problems can develop when someone experiences something traumatic; like the death of someone close or bullying or abuse or a stressful family life. Sometimes problems appear out of the blue. It's not the person's fault and it's nothing for them to be ashamed about.

There are lots of celebrities who have spoken publicly about having mental health problems including Demi Lovato, Frankie from The Saturdays, Johnny Wilkinson, Stephen Fry, Catherine Zeta Jones, Lady Gaga, Tom from McFly, Johnny Depp, David Beckham, Russell Brand and JK Rowling.

A mental health problem is when difficulties in the way we think and feel can mean that we find it hard to cope with family life, relationships, education or the wider world. Problems can range from everyday worries or stresses which are difficult, but can be managed, to more serious problems.

There is a lot of help available and this can be accessed in lots of different ways. You can access any of the below services for free (unless otherwise stated) to support you with your emotional wellbeing and mental health.

ON MY MIND

On My Mind aims to empower young people aged between 10 to 25 to make informed choices about the mental health support they want, the treatments they receive and the outcomes they desire.

Support available:

- Digital resources are accessible any time

Support can be accessed through:

www.annafreud.org/on-my-mind/about

CHILDLINE

Childline helps with any issue a young person is going through. Whether it's something big or small, trained counsellors are there to support anyone aged under 19.

Support available:

- You can get help and advice about a wide range of issues
- You can call, talk to a counsellor online, or send an email or post on the message boards

Support can be accessed through:

www.childline.org.uk or call **0800 1111**. Childline is free, confidential and available any time, day or night.

KOOTH

Kooth offer an online service of anonymous emotional and mental health support for anyone aged 11 to 25.

Support available:

- Drop in/booked online chats with trained counsellors
- Themed message forums (static and live)
- Secure web-based email with a team of counsellors
- Articles regarding mental health and wellbeing

Support can be accessed through:

www.kooth.com 365 days a year, Monday to Friday 12 noon to 10pm and Saturday to Sunday 6pm to 10pm

Online resources are accessible any time.



MIND

Mind provide advice and support to empower anyone of any age experiencing a mental health problem.

Support available:

- Infoline which offers callers confidential help
- Online information and resources

Support can be accessed through:

www.mind.org.uk/information-support/helplines or call **0300 123**

3393 (phone calls from UK landlines are charged at local rates, charges from mobile telephones vary considerably, lines are open 9am to 6pm, Monday to Friday, except for bank holidays, or text **86463** – charged at your standard network rate).

SHOUT

Shout provide support to young people experiencing a personal crisis who are unable to cope and need support.

Support available:

- Chat by text with trained volunteers who will listen to you, and work with you to help you take the next steps towards feeling better.

Support can be accessed through:

www.giveusashout.org or text

Shout to **85258**, free (on most networks) any time.

PAPYRUS

Papyrus is the national charity dedicated to the prevention of young suicide and provides support to anyone up to the age of 35.

Support available:

- Papyrus provide confidential support and advice to young people struggling with thoughts of suicide or worried about a young person at risk of suicide through their helpline, HOPELINEUK.

Support can be accessed through:

www.papyrus-uk.org/hopelineuk, call **0800 0684 141**, text **0778 620 9697** or email pat@papyrus-uk.org (Monday to Friday 9am to 10pm, weekends/bank holidays 2pm to 10pm).

THE SAMARITANS

The Samaritans offer a safe place for you to talk any time you like, in your own way – about whatever's getting to anyone of any age.

Support available:

- You can get in touch about anything that's troubling you, no matter how large or small the issue feels
- They won't judge you or tell you what to do, they'll listen to you

Support can be accessed through:

www.samaritans.org/how-we-can-help/contact-samaritan/talk-us-phone or call **116 123** free any time, from any phone.

CHILD AND ADOLESCENT MENTAL HEALTH SERVICES

Child and Adolescent Mental Health Services (CAMHS) are the NHS services that assess and treat young people with emotional, behavioural or mental health difficulties.

If you are under 16 you can be referred to CAMHS by your parents, teacher, social worker or GP. If you are over 16 you can self-refer to CAMHS as well as being referred by your parents, teacher, social worker or GP.

Support available:

- Face-to-face professional support for problems like depression, anxiety, self-harm, eating disorders or low self-esteem

Support can be accessed through:

<https://camhs.cnwl.nhs.uk/young-people-adolescents/>



THE MIX

If you're aged under 25, The Mix takes on the embarrassing problems, weird questions, and *please-don't-make-me-say-it-out-loud* thoughts that we have.

Support available:

- A confidential helpline via phone, email or webchat
- Discussion boards
- Live chat

Support can be accessed through:

www.themix.org.uk/get-support/speak-to-our-team or call for free on **0808 808 4994**, lines are open from 11am to 11pm every day.

EXAMS, APPRENTICESHIPS AND CAREERS ADVICE

PLANNING FOR GCSE EXAMINATIONS

GCSEs are important. They can have a dramatic impact on your future opportunities, determining what subjects and qualifications you can study next and where you can study these. You should start to prepare for GCSE examinations as early as possible, preferably when your child is 13 or 14.

Schools teach the GCSE curriculum over two or three years, starting Year 9 (age 13) or Year 10 (age 14), with students choosing the GCSEs they intend to study at the end of Year 8 (age 13) or Year 9 (age 14).

Parents of home educated young people should contact the individual examination boards to identify the most appropriate GCSE syllabus to follow. A list of the examination boards is included on page 12.

GCSE and IGCE

Many GCSE subjects include the requirement for controlled assessments, e.g. science practicals and assessed oral components, in the case of GCSE English and modern foreign languages.

You should allow enough time to cover the full syllabus. This must include ensuring all required coursework elements are marked and/or moderated by a qualified assessor (qualified home tutor) prior to registering to take examinations.

You may wish to consider International GCSE (IGCSE). IGCSE follow an established syllabus but are exam based with no other assessed components. IGCSE are currently offered by Cambridge International Examinations and Edexcel International Examinations (Pearson): www.tinyurl.com/y472pc6d

Alternatives to GCSE

If your child has SEND you may wish to consider alternatives to GCSE. These include functional skills for English and maths. Technical awards are practical qualifications. Each exam board can advise on what alternatives to GCSE are available.

Finding an accredited examination centre

All examination boards offer examinations to external candidates. However, individual examination centres – where the exams are sat – have discretion over whether they will accept external candidates.

In exceptional circumstances a state funded secondary school may agree to accept an external candidate. Any external candidate would have to agree to follow the same exam board and syllabus used by the school and meet all requirements for controlled assessments. Most state-funded secondary schools will not accept external candidates. It is most likely that your child will sit exams at an independent college.

You will need to find an accredited local examination centre where you can register your child to sit the examinations as an **external candidate**. Each examination board maintains a list of accredited centres (search for '**private candidate**').

Early College Programmes

From September 2013 further education colleges have been allowed to enrol home educated students onto part-time courses. As a parent you would not be required to pay fees for this provision. However, few further education colleges offer a programme for home educated students because this requires a sufficient level of demand. Students



on this programme will typically attend college for 14 hours per week.

Subject to demand, City and Islington College plans to pilot an Elective Home Education (EHE) Programme for September 2019. For information and to register your interest: www.candi.ac.uk/home-education-hub

Using an accredited examination centre

As a home educator you will be responsible for all costs associated with taking the qualification and sitting examinations. Each examination board publishes a schedule of fees. In addition to the exam board fees examination centres will charge a local administration fee.

You should confirm costs with your chosen examination centre. To keep costs to a minimum, exam entries should be made as early as possible. Independent schools and colleges may allow late entries but late entries will usually incur a higher administration fee.

EXAMINATION BOARDS

(Search for 'private candidate')

Assessment and Qualifications Alliance (AQA)

Stage Hill House
Guildford
Surrey
GU2 7XJ

☎ 0800 197 7162
✉ eos@aqa.org
🌐 www.aqa.org.uk

Cambridge International Examinations

The Triangle Building
Shaftesbury Road
Cambridge
CB2 8EA

☎ 01223 553 554
✉ info@cambridgeinternational.org
🌐 www.cambridgeinternational.org

Oxford, Cambridge and RSA Exams (OCR)

1 Hills Road
Cambridge
CB1 2EU

☎ 01223 553 998
✉ general.qualifications@ocr.org.uk
🌐 www.ocr.org.uk

Pearson Edexcel

190 High Holborn
London
WC1V 7BH

☎ 0845 618 0440
✉ students@pearson.com
🌐 qualifications.pearson.com/en/home.html



London Curriculum (developed by the Mayor of London)

These free resources are available to all. This includes lesson plans that support learning across a range of subjects in KS2 and KS3. For detailed information please visit the following website: www.london.gov.uk/what-we-do/education-and-youth/london-curriculum

Raising the participation age (Post-16 Education and Training)

The Education and Skills Act (2008) places the duty **on young people** to participate in education or training until their eighteenth birthday. In practical terms this usually means continuing in education or training to the end of the academic year in which the young person will turn 18.

The wording of the legislation means that no legal action is taken if you do not continue to participate in education or training after 16. However, the evidence shows that young people who continue in education and training beyond GCSE will earn more than those who stopped at GCSE. This gap increases with age:

A 40 year old graduate is likely to be earning almost twice as much as someone the same age with GCSEs as their highest qualification.

For young people who are aged 18 or younger, post-16 education and training **is fully funded** when attending a school sixth form, sixth form college,

further education college or starting an apprenticeship. Young people who start, or return, to further education aged 19 or older may be required to pay tuition fees.

Information about how post-16 education and training are funded can be found here: www.gov.uk/further-education-courses

Options available after the age of 16 are:

- Continue with home education
- School with a sixth form
- Sixth form college or college of further education
- Start an apprenticeship, traineeship or a supported internship (for students with Education Health and Care Plan)

Making an application for school sixth forms, sixth form colleges and further education

To study for **A-levels** or **technical qualifications** (formerly vocational qualifications) outside of home education, it is advised to look at the sixth form section of school websites and the websites of sixth form colleges and further education colleges.

The dates of information evenings are published on websites and further education colleges will run open days and taster sessions. These can be particularly helpful if technical (vocational) courses are of interest.

It is advised to start research at the age of 15 to allow enough time to check through the courses on offer and potential career ambitions. All schools and further education colleges will provide course guidance.

The 6F website www.6f.org.uk provides a comprehensive list of the post-16 centres and the courses available in Westminster schools and further education.

For schools including post-16 in Kensington and Chelsea: www.rbkc.gov.uk/children-and-education/schools/join-school/find-school

Entry to a school sixth form, sixth form college or further education college will be subject to you meeting the **published entry requirements**.

Schools must apply the same entry requirements to internal students (current Year 11 continuing) and external students (who attended a different school in Year 11 or were previously home educated).



It is usual practice for schools with sixth forms to allocate the majority of places to existing students (providing they meet the entry requirements) leaving only a small number of places available to external students (joining the school for the first time). This is not an issue in sixth form colleges or further education colleges.

You should refer to the individual prospectus or website for the admission requirements for each school sixth form, sixth form college and further education college. In addition to general entry requirements (e.g. five GCSE subjects at grade '4 or 5' and above, including English and maths) additional requirements will apply where subjects are popular or particularly challenging.

You will need to **apply directly** to the schools or colleges that interest you. There is no limit on the number of applications you can make but you will need to make a new application each time.

Take care to note the **application deadlines**. The closing dates for making applications to school sixth forms are usually in January. Sixth form colleges and further education colleges often have later closing dates. Missing the published application date may mean you are not offered a place, or result in you being placed on a waiting list.



APPRENTICESHIPS

Applying for an apprenticeship is like applying for a job. The only actual requirement to start a level 2 (intermediate) apprenticeship, which is considered equivalent to five GCSEs grades 9 to 4, is your age. The minimum age to start is 16.

However, like schools and colleges, most employers will ask for GCSEs or other qualifications. These will usually appear as part of the 'person specification' of the job description. Occasionally an employer will advertise an apprenticeship that is based on skills and attitudes instead of qualifications.

Employers offering a level 3 (advanced) apprenticeship, which is considered equivalent to A-levels, will usually ask for four or more GCSEs at grade 4 or above together with evidence of relevant experience. This will usually include English and maths.

INFORMATION ON APPRENTICESHIPS

Amazing Apprenticeships

www.amazingapprenticeships.com

Find an Apprenticeship

www.findapprenticeship.service.gov.uk/apprenticeshipsearch

A website to make it easy for teachers and careers advisers to access the latest information about apprenticeships.

UCAS

UCAS provides their 'top tips' for applying for an apprenticeship:

www.tinyurl.com/yyvk5lym



USEFUL CAREERS GUIDANCE RESOURCES

National Careers Service

nationalcareers.service.gov.uk

The National Careers Service provides information, advice and guidance to help people make decisions on learning, training and work opportunities. The service offers confidential and impartial advice delivered by qualified careers advisers.

Not Going to University

www.notgoingtouni.co.uk

A resource providing options and advice on alternatives to University.

Labour Market Careerometer

www.lmiforall.org.uk/widget

Giving a quick insight into pay and common tasks of a wide range of jobs.

Icould

www.icould.com

Explore real stories to inspire your career, from accountants to zookeepers, getting a first-hand view of potential future jobs.

Inspiring Futures

www.inspiringfutures.org.uk/our-services/futurewise-direct

Careermap

Careermap produce the free Careermap in addition to online videos:

www.careermap.co.uk/careermag/

Careersmart

www.careersmart.org.uk

Independent and impartial careers website supporting individuals to be informed and confident in their career choices and decisions. Includes articles and podcasts on a range of subjects and the latest labour market data.

Morrisby

www.morrisby.com/students

Careers Advice for Parents

www.careersadviceforparents.org

Where the Work is

www.wheretheworkis.org

Interactive tool enabling users to explore demand for particular occupations, potential salary benefits and likely levels of competition for these positions. Findings can be shown at UK-wide, national and regional levels (eg. London).

Start

www.startprofile.com

EY Building a Better Working World

ukcareers.ey.com/students/career-advice/parental-advice

HOME EDUCATION SUPPORT NETWORKS

THE OTHERWISE CLUB

A community centre for home educating families open since 1993.

For more information please visit:
www.theotherwiseclub.org.uk



ALL WAYS EDUCATING

All Ways Educating (AWE) has a discount website with exclusive offers for home educators, see www.awediscounts.com

Popular products include ConquerMaths (59 per cent discount), ConquerComputing (50 per cent discount) and Purple Mash (50 per cent discount).

To be kept up to date with offers, you can also follow the AWEdiscounts Facebook page at www.facebook.com/AWEdiscounts


HEALTH AND WELLBEING


We want every child and young person growing up in Kensington and Chelsea and Westminster to have the best start in life. Supporting children, young people and their families to lead healthy and happy lives is a local priority.

The annual public health report – *Our Health, Our Wellbeing: young people growing up in Kensington and Chelsea, and Westminster* – helps to further understand the needs of local children and young people. See www.jsna.info/ourhealthourwellbeing

The following resources and services help support local children, young people and their families to lead healthier and happier lives.

The Kensington & Chelsea and Westminster School Health Service can offer telephone advice for home schooled young people. Please contact our duty desks as follows:

Kensington and Chelsea
 020 3317 4460

Westminster
 020 7758 0736

Healthy eating and oral health


Change 4 Life healthy eating and physical activity resources. The Change 4 Life school zone offers downloadable teaching and learning materials at <https://campaignresources.phe.gov.uk/schools>

Change4Life Kensington and Chelsea
 www.rbkc.gov.uk/health-and-social-care/public-health-services/change4life-kensington-and-chelsea

Change4Life Westminster
 www.westminster.gov.uk/change4life-families

Tale of triumph over terrible teeth
 www.westminstertoothfairy.com

Change 4 Life top tips for teeth
 <https://campaignresources.phe.gov.uk/resources/campaigns/69-top-tips-for-teeth>

Find a local NHS dentist
 www.nhs.uk/service-search/dentists/locationsearch/3

Physical activity

Find local clubs and activities for Kensington and Chelsea at www.rbkc.gov.uk/leisure-and-culture/sports-clubs-directory and Westminster at www.activewestminster.org

You can find local sport and physical activity strategies for Kensington and Chelsea at www.tinyurl.com/y4nof35r and for Westminster at www.activewestminster.org/about-us/strategy

What works to increase physical activity in schools and colleges is a national briefing for head teachers, college principals, staff working in education settings, directors of public

health and wider partners to support them in getting young people more active. See www.gov.uk/government/publications/what-works-in-schools-to-increase-physical-activity-briefing

Healthy relationships

SRE for the 21st Century and Sex Education Forum have numerous resources for educational settings to support discussions and learning around healthy relationships and sex education.

See www.tinyurl.com/y5z37xbp

EMOTIONAL HEALTH AND GENERAL WELLBEING

KOOTH

Free, safe and anonymous online counselling support for young people aged 11 to 18.

RISE ABOVE

National website of digital resources (e.g. videos and vlogs) discussing things that matter to young people such as stress, anxiety, body image and relationships.

CAMHS

Child and adolescent mental health services (CAMHS) for children aged up to 18 and their families who are experiencing mental health problems.

INSIGHT

Young People's Wellbeing Service. Insight provide a range of prevention services, specialising in substance misuse prevention and diversion, to young people aged up to 25 years old in Westminster and Kensington and Chelsea. Contact **020 8960 5510** or a.makvandi@blenheimcdp.org.uk

HEALTH OCCUPATIONAL THERAPY

The Health Occupational Therapy (OT) service aims to provide children with ways of adapting within their own environment, assisting them to achieve their own potential, developmentally, physically, socially and emotionally in their occupational roles at school, carrying out activities of daily living and in their leisure/play time.

What does the service cover?

OTs may see a child or young person who requires help with:

- Developing the skills needed to participate in self-care tasks (e.g. tooth brushing, toileting, washing, dressing, eating)
- Participating in learning tasks (e.g. writing, using scissors, selecting and organising tools/belongings)
- Positioning and posture to support participation in everyday activities
- Accessing play/leisure resources and physical access – this may include supporting a child with motor coordination difficulties
- Upper limb management for children and young people with neurological conditions

Referral process

Referrals are accepted from parents or health professionals. This includes GPs, paediatricians, Allied Health professionals.

A referral to Health Occupational Therapy will be considered when there is a concern regarding the child's ability to participate in the following areas:

- Play/leisure
- Self-care/independence

The '**reason for referral**' box on the referral form must identify **at least two functional concerns**, such as difficulty using cutlery, dressing, riding their bike, making breakfast/light snacks, participating in sporting activities, handling play items (e.g. building with Lego) or using tools such as scissors and pencils. The definition of function is 'age-appropriate daily activities.'

Referrals for handwriting difficulties where no other functional concerns are identified will not be accepted.

If a child or young person has been discharged from the Health OT service, parents may re-refer their child up to one year after discharge.



Where to send completed referral forms:

Children & Young People's
Occupational Therapy
The Medical Centre
7e Woodfield Road
London W9 3XZ

✉ clcht.referrals.cypot@nhs.net

You can download the referral form by visiting www.tinyurl.com/y4w37y9d

For further information contact:

Children & Young People's
Occupational Therapy (CYPOT)
Adrienne McGhie (Team Lead)

☎ 020 8102 4008

☎ 020 7266 8606

✉ adrienne.mcghie@nhs.net

🌐 [www.clch.nhs.uk/services/
occupational-therapy-children](http://www.clch.nhs.uk/services/occupational-therapy-children)

IMMUNISATIONS

What is immunisation?

Immunisation makes sure that our bodies are best-protected against some serious diseases. It means that if we come into contact with certain diseases our bodies are better-equipped to fight them off.

As a result of the UK's national immunisation programme, a number of diseases have disappeared from the UK, such as polio. However, as they are still present in other countries, they could come back, so it is vital that we remain protected. Maintaining high immunisation rates means that we not only protect ourselves, but also our families and communities, and it helps to keep diseases at bay.

What does the Child Immunisation Service do?

We offer the following immunisation services through our School Vaccination Programme.

Our school-based immunisation team is responsible for school-based immunisation programmes in the boroughs of Hammersmith & Fulham, Kensington and Chelsea, Westminster, Brent, Ealing, Hillingdon and Camden.

Our vaccination programmes are primarily carried out in school-based settings and are delivered according to

national campaigns and the scheduled school vaccination programme – see www.nhs.uk/conditions/vaccinations/NHS-vaccinations-and-when-to-have-them

We offer local catch-up clinics for those children who have been absent during school vaccination programmes or for young people who are educated at home or have an individual need.

We offer the following vaccinations:

- The HPV (Human Papilloma Virus) vaccine for 12 to 13 year old girls in Year 8 and from September 2019 boys aged 12 to 13 years at school in Year 8
- The DTP (diphtheria, tetanus and polio) teenage booster for 13 to 14 year old girls and boys in Year 9
- Meningococcal (Meningitis) ACWY vaccine for 13 to 14 year old girls and boys in Year 9
- Seasonal influenza (flu) vaccination (Reception class and Years 1,2,3,4,5 and 6)

Our contact numbers are **020 3317 5076** Immunisation Office or **020 3317 5074** Immunisation Nurse.

Please do not leave a message as we do not have an answering service.

LIBRARY SERVICE

Our libraries are inclusive spaces where all are welcome

It is free to come and use any of the 16 libraries across the Bi-Borough. Visitors who wish to borrow items from the libraries (books, DVDs, Talking books, etc), will require a library card, however those who wish only to read and use the space to study are not required to join.

The libraries offer a wide variety of activities and clubs for both adults and children that anyone is welcome to come along to. These range from under fives Story and Rhyme sessions, nationwide incentives like the Summer Reading Challenge, City Read, book groups and much more.

Becoming a member of our libraries also gives you free access to a number of great online resources. These include but are not limited to: IXL – fantastic children’s learning resource, Mint UK, the Cloud Library and more.

If you would like to find out more about our service, pop into your nearest Westminster or Kensington and Chelsea library.



MUSIC HUB

Overview

The Tri-borough Music Hub (TBMH) is the lead organisation that oversees the delivery of music education in three West London boroughs – Hammersmith & Fulham, the Royal Borough of Kensington and Chelsea; and City of Westminster – working with schools, pupils, the workforce and the community. Through an agreed shared-services model, it is a centralised local authority service which receives core funding from the Department for Education via the Arts Council England delivering an extensive programme of musical learning in and out of school.

The TBMH is a music-specific service focused on high quality outcomes inclusive of all learners. It recognises the numerous benefits that music can bring to everyone from all backgrounds and in all circumstances. A large part of its programme of music-making happens outside of school time and this is open to anyone that lives in the three boroughs, including pupils who are elective home educated.

Mission statement

The Tri-borough Music Hub aims to provide opportunities for all to develop a life-long love of music and realise their musical potential whilst developing their personal and social identity. A broad range of progressive musical pathways will be provided in partnership with outstanding music organisations that are committed to our ethos.

Lyric Square

King Street
London W6 0QL

☎ 020 3745 6024

🌐 www.triboroughmusic.org

Music Hub Twitter

www.twitter.com/tbmhmusic

Instagram

[www.instagram.com/
triboroughmusic/](https://www.instagram.com/triboroughmusic/)

Early Years Twitter

www.twitter.com/TBEYMCmusic

Vimeo films

www.vimeo.com/user32843735

Flickr photos

[www.flickr.com/photos/
triboroughmusic/albums](https://www.flickr.com/photos/triboroughmusic/albums)

ONLINE AWARENESS

The NSPCC provide helpful guidance to keep children safe online. The following is a summary of information provided by O2 and NSPCC.

A parents' guide to being Share Aware

A guide providing information and advice on keeping your child safe online. The guidance is simple and easy to follow and is all about talking to your child, getting the family involved and finding out what you can do.

For more information please visit:
www.nspcc.org.uk/globalassets/documents/advice-and-info/share-aware.pdf

For advice and support on setting up parental controls, adjusting privacy settings, understanding social networks and more – call the O2 and NSPCC online safety helpline.

☎ 0808 800 5002

🌐 www.nspcc.org.uk/online-safety

ORAL HEALTH PROMOTION SERVICE

We provide oral health improvement programmes within the borough and work with various partners to achieve this aim. We are open to ideas, and please feel free to contact us if you want to plan anything to improve oral health within your locality.



✉ clcht.ohp@nhs.net

RUGBY PORTOBELLO TRUST

MAGIC MUMS

Rugby Portobello Trust (RPT)'s Magic Mums parenting group is supported by a professional trainer who has skills and experience in Positive Parenting and Strengthening Families. We run three sessions per week during school terms on Tuesdays, Wednesdays and Thursdays, delivering ten-week courses, with about ten mothers per course. Mums can bring their younger children (up to school age), who will be supervised during the course by qualified staff and supervised volunteers. Every Magic Mums session includes a hot sit-down lunch for all families. There is also the opportunity to join off-site trips and activities with your children.

Tuesday, Wednesday and Thursday during term time, 10am to 1pm.

The Rugby Portobello Trust
221 Walmer Road
London W11 4EY

How to register

Fill out the form on the RPT website to apply: www.rugbyportobello.org.uk/what-we-do/magic-mums-club

BABY LOAN EQUIPMENT SERVICE

RPT's Baby Loans Service provides clothes, toys and baby equipment that have been donated. Mums and carers are able to take what they want and we ask that they return them when they no longer need them.

Tuesday and Thursday during term time, 10am to 11am.

The Rugby Portobello Trust
221 Walmer Road
London W11 4EY

How to register

You don't need to register in advance, your details will be taken when you arrive.



HOMework CLUB

Homework Club is a free service which supports primary school children with their homework in a calm and encouraging atmosphere. All children must be registered by the Homework Club Co-ordinator and must commit to regular attendance (once a week). When the homework has been completed satisfactorily, children join in with the Junior Club which runs in parallel to the Homework Club.

Monday, Tuesday or Wednesday during term time, 3.30pm to 5pm.

The Rugby Portobello Trust
221 Walmer Road
London W11 4EY

How to register

There is currently a waiting list for Homework Club. Please fill out the form on the RPT website to register for the waiting list and they will let you know when places become available (please fill out one form per child):

www.rugbyportobello.org.uk/what-we-do/homework-club



JUNIOR CLUB

RPT's Junior Club is a space for children to engage in activities such as arts and crafts, cooking, music, sports and fitness after school. The club aims to expose children to new experiences and also runs sessions on fencing, archery, wall ball and tag rugby. Junior Club is free and open to children aged six to 12.

Monday, Tuesday, Wednesday during term time, 3.45pm to 5.30pm.

The Rugby Portobello Trust
221 Walmer Road
London W11 4EY

How to register

Fill out the form on the RPT website to register: www.rugbyportobello.org.uk/what-we-do/junior-club

YOUTH CLUB AND PROJECT ATHENA

RPT's Youth Club follows on from Junior Club and is open to children aged 13 to 19 (25 for those with learning difficulties). The Youth Club programme aims to develop the knowledge, skills and attitudes to help young people make a smooth transition from childhood through adolescence into adulthood. All activities promote learning and wellbeing. The Youth Club operates a set of rules to ensure a good and welcoming environment for all our young people. There's also a special girls-only club on Thursday, Project Athena, for young women aged 10 to 16. Both are free for children to attend but they must be registered.

Youth Club runs Monday, Tuesday and Wednesday during term time, 6.30pm to 9pm. Project Athena runs Thursday during term time, 5pm to 8pm.

The Rugby Portobello Trust
221 Walmer Road
London W11 4EY

How to register

Fill out the form on the RPT website to apply: www.rugbyportobello.org.uk/what-we-do/youth-club

FOOTBALL ACADEMY

RPT's Football Academy has over 100 local children attending structured football sessions twice a week where all sessions are coached by experienced FA qualified coaches. Children accessing the Football Academy can also link in with the range of other services provided by RPT. We offer a range of sessions for girls and boys aged five to 11.

Our Football Academy is currently full except for our reception-aged session which takes place every Thursday, from 4pm to 5pm.

The Rugby Portobello Trust
221 Walmer Road
London W11 4EY

We also run various open sessions during term time:

- Boys' football for Years 1, 2, 3, 4 runs from 4pm to 5pm at **St Clement and St James Primary School, Penzance Place, W11**

How to register

Sessions cost £4, to register please fill in the form on the RPT website: www.rugbyportobello.org.uk/what-we-do/football-academy

PLAY 3 HOLIDAY CENTRE

RPT's holiday play centre is open every holiday (excluding Christmas and the May half term) and provides a fun, safe and welcoming space for children to spend their time. Children have access to sports, arts and cultural activities, team and confidence-building exercises and off-site trips, as well as freshly prepared breakfasts and tea.

All school holidays except for Christmas and the May half term.

Breakfast: 8am to 9am

Core day: 9am to 5pm

Extended day: 5pm to 6pm

Avondale Park Primary School
Sirdar Road
London W11 4EE

How to register

Core day currently costs £11.50 (includes afternoon tea), breakfast costs £1.50 and extended day costs £1. It is recommend you pre-register for the holiday centre. To find out the dates for pre-registration call: **020 7229 2928**.

See information on the webpage here:

www.rugbyportobello.org.uk/what-we-do/play-3



SEND LOCAL OFFER

If you think your child may have significantly greater difficulty learning than other children of the same age, or your child has a disability that prevents them accessing what is ordinarily available, you can find out about local services on the Local Offer website. You will also find contact details for independent advice services for parents and carers of children and young people (up to age 25) with SEND.

The SEND Local Offer is a Council website providing information on services and support available in the borough for children and young people (aged 0 to 25) with special educational needs and/or disabilities (SEND) and their families or carers.

The website is co-produced with parents and contains a wide variety of useful information including:

- Education, Health and Care Plans (EHCPs)
- Healthcare services
- Social care and independent family support
- Short breaks opportunities
- Money and financial support
- Preparing for the transition to adulthood

- Things to do in the local area
- Parents' frequently asked questions (FAQs)

There are different Local Offer websites for Kensington and Chelsea, and Westminster

If you live in Kensington and Chelsea, visit: www.rbkc.gov.uk/localoffer

If you live in Westminster, visit: www.westminster.gov.uk/local-offer

We are always happy to receive feedback on the SEND Local Offer and would encourage you to send any comments through to localoffer@rbkc.gov.uk, or fill out our online survey by going to www.bit.ly/Local-Offer-Survey



SHORT BREAKS

What are short breaks?

Short breaks enable disabled children, young people and adults to have time away from their carers, explore new opportunities, have fun and broaden their social networks whilst promoting independence. They can provide families with an opportunity to have a break from their caring responsibilities, and can last from a few hours to a few days, evenings, overnight and weekends.

Benefits of short breaks

Providing short breaks has helped many families live a better quality of life, for example having a supported holiday together, with parents having some time to rest or spend with other children in the family and disabled children, young people and adults taking part in many new activities which they have enjoyed.

In some cases, the support offered by the short break service has helped prevent family stress and breakdown. Many families have also felt it has enabled them to become stronger and better able to manage.

Children and young people have told us that they are now able to go out much more than before. They can choose what activities they want to do and who they want to go to activities with. There is more to do in their local area and they feel much happier.

Who are short breaks for?

Families with children **between the age of 0 and 18** may be entitled to short breaks if they are affected in their everyday living by one or more of the following:

- A physical impairment
- A sensory impairment
- Chronic physical ill health
- A communication or language disorder
- An Autistic Spectrum Disorder
- A learning disability

If you care for someone **aged over 18** with additional needs and/or disabilities you may also be able to access short breaks. You can apply for the Carers Assessment by visiting www.tinyurl.com/yyd2uuts

To find out more, visit the People First website at www.peoplefirstinfo.org.uk/looking-after-someone/support-to-look-after-someone

For further information please contact the Front Door Officer:

☎ 07925 894 176

✉ biboroughhealthnotifications@rbkc.gov.uk

CONTACT DETAILS

This brochure has been produced by the Admissions and Access to Education Service. The information has been collated to advise and support home educators. Any queries will need to be made directly to the respective service provider.

If you would like advice on educating at home, the Admissions and Access Service can provide you with guidance, the home education policy that applies to Kensington and Chelsea Council and Westminster Council, and a list of frequently asked questions.

All information can be located using the contact details below.

Admissions and Access to Education Service contact details:

Kensington Town Hall
Green Zone, 2nd floor
Horton Street
London W8 7NX

☎ **020 7745 6439/6448**

✉ **home.education@rbkc.gov.uk**

🌐 **www.rbkc.gov.uk/education-and-learning/elective-home-education**



All information contained in this brochure is correct at time of publication, November 2019. Kensington and Chelsea and Westminster Council are unable to endorse voluntary organisations, or those limited by guarantee.

All the information in this brochure is readily available in the public domain but has been presented in this brochure for ease of reference.



THE ROYAL BOROUGH OF
KENSINGTON
AND CHELSEA



City of Westminster