

















Calendar of Events for Summer Term 2019 – This Terms Theme - My Health




Date	 Event	Location	Audience
Monday 29 th April	<p style="text-align: center; background-color: #d4edda;">REACH HIGH</p> <p>Welcome Back day Enrichment Day across all classes helping pupils the opportunity to settle back into school</p> <p style="background-color: #d4edda;">Launch this half term’s creative competition Create a poster, make a model, or design a recipe or dance which supports people to make healthy choices</p> <p>Entries will be judged on Friday 24th May and presentation awarded during the special assembly.</p> <p>9.30 – 13.00 Assessment Analysis Meeting</p> <p>13.30 – 14.00 Attendance Analysis Meeting</p> <p>14.00 - Curriculum matters</p> <p>15.30 – Behaviour Analysis</p>	Heads Office Heads Office Heads Office Heads Office	All Teachers/Tutors School Senior Leaders BDo and LDe School Senior Leaders MBa/BDo
Tuesday 30 th April	<p>8.45 Teacher and Tutors Meeting</p> <p>Therapy Play (AM) – ran by KJo & LDe Timetable commences</p> <p>10.00 – 11.00 Clinical ‘Impact’ meeting</p> <p>13.30 – 15.00 Clinical Governance Meeting</p>	Library Coach House Therapy Office Therapy Office	T&T As scheduled timetable Clinical/Therapy Department Senior Leaders
Wednesday 1 st May 	<p>8.45 Sixth Form management Meeting Careers fare Meeting</p> <p>14.15 Overley Tuck shop</p> <p>15.00 – 15.45 Tutor team meetings</p>	Library Main Hall Classrooms	Sixth Form management Team Pupils, staff, visitors Staff







Date	 Event	Location	Audience
Wednesday 8 th May 	Farm Shop Project – Holly Group Overlay Tuck shop (2.00 – 2.45)  15.00 – 16.00 - Defibrillation Training - JBo 15.00 – 16.00 – INTENT, IMPLEMENTATION, IMPACT DISCUSSION – BDo	Farm Shop Main Hall Coach House Library	Pupils, staff & family welcome Pupils, staff, visitors Education Team Group 1+MBa Group 2
Thursday 9 th May 	LDe, BDo to meet re Examination Administration After School Club with Adrian 'Fun with Sports'	Office Look out for poster	Lorna and Bev Pupils
Friday 10 th May	World Red Cross Week: special focus on our programs that keep children healthy and safe around the globe 8.45 Moderation Meeting 10.30 – Senior leader Meeting Special Assembly for all classes (15.15 -3.45) Peter to lead – Ramadan / What can we do to make a difference	Whole school Library Main Hall	Instructors, MBa, LDe, BDo BDo & MBa Pupils and Staff Parents welcome
Learning Walk Week 13 th May – Friday 17 th May			
Monday 13 th May	Awareness days - National walking month 10.00 School Improvement Meeting 13.00 Business Planning meeting After school clubs - Therapy play	Library Library Coach House	Senior Leaders Senior Leaders Pupils/care staff

Date		Location	Audience
Tuesday 14 th May	<p>8.45 BDo to meet with PTr, LDe, MPe, MBa re examination conduct</p> <p>ELC English Examinations to be set today (9.30) Penny & Lorna – Mka</p> <p>(9.30) Mandy & Martin - JPe</p> <p>13.30 – Therapy development/Action Planning following analysis of data (Boxall, TOMS, SCERTS)</p> <p>Therapy Play (AM)</p> <p>9.30 – 15.00 - Interviews to recruit a qualified SEND Teacher</p>	<p>Cherry Room Peers to the library</p> <p>Quiet Room/Willow</p> <p>Therapy Office</p> <p>Coach House</p> <p>Library</p>	<p>Library</p> <p>Therapy Department, BDo, MBa As scheduled timetable</p> <p>Senior Leaders</p>
Wednesday 15 th May 	<p>Farm Shop Project – Cherry Class</p> <p>9.30 – 15.00 – Interviews to take recruit a Teaching Assistant</p> <p>Overley Tuck shop (2.00 – 2.45) </p> <p>15.00 – 16.00 - Defibrillation Training - JBo</p> <p>15.00 – 16.00 – INTENT, IMPLEMENTATION,IMPACT (MBa)</p>	<p>Farm Shop</p> <p>Library</p> <p>Main Hall</p> <p>Coach House</p> <p>Library</p>	<p>Pupils, staff and family welcome</p> <p>Senior Leaders</p> <p>Pupils/staff/visitors</p> <p>Education Team Group 2+BDo</p> <p>Group 1</p>
Thursday 16 th May 	<p>8.45 Whole staff Meeting</p> <p>10.00 Shropshire Virtual School Meeting</p> <p>2.00 – 3.00pm Coffee Afternoon in the Coach House – Willow waiter service</p> <p>16.00 – 17.00 After school club with Adrian 'Fun with Sports'</p>	<p>Staffroom</p> <p>Library</p> <p>Coach House</p> <p>Look out for poster</p>	<p>Education Team</p> <p>LDe, MBa, BDo Pupils, staff, family and friends of Overley Hall</p> <p>Pupils</p>

Date	 Event 	Location	Audience
Friday 17 th May	8.45 Moderation Meeting 10.30 – Senior Leader Meeting In class assemblies & School Council Meetings	Library Heads office Holly Willow	Teaching Staff BDo and MBa Staff and students
Monday 20 th May 	Theme - Plant a Vegetable Day - "Give a man some vegetables, and you feed him for a day. Teach a man how to grow a vegetable garden, and you feed his whole family for life!" 8.45 Teacher and Tutor Meeting – Discussion regarding Nurture Me Day	Whole school Library	All class groups T & T's
Tuesday 21 st May	Theme Day - Nurture Day – Lorna to lead Therapy Play (AM) 13.00 CAHMs Clinic	Whole school Coach House Library	All staff and pupils As scheduled timetable By appointment only
Wednesday 22 nd May 	Play, buy or make a Musical Instrument Day 8.45 Management Meeting - Impact Farm Shop Project – Willow Class Overley Tuck shop (2.00 – 2.45)  Designated Safeguarding lead Training 15.00 – 15.45 – Therapy Department Training – transactional support	Whole School Library Farm Shop Main Hall T & W Willow Classroom	All class groups BDo, MBa, DMa, LDe Middle Managers Pupils, Staff, Family Welcome Pupils/staff/visitors LDe, ABr, LTh Education Team
Thursday 23 rd May 	SMOOTHY MAKING DAY 8.45 Whole staff meeting Designated Safeguarding lead Training x2 days 16.00 – 17.00 After school club with Adrian 'Fun with Sports'	Staffroom T & W Look out for poster	Education Team LDe, ABr, LTh Pupils

Date	 Event	Location	Audience
Friday 24 th May	8.45 Moderation Meeting 10.30 – Senior Leaders Meeting Special Assembly – Mandy and Penny to lead Theme – Healthy Bodies Awarding prize for the creative competition	Library Heads office Main Hall or in the Grounds	Instructors BDo and MBa Pupils and Staff Parents welcome
Half Term Break			
Lesson Observation Week 3 rd June – 7 th June			
Monday 3 rd June	<div style="background-color: #00FF00; padding: 2px;">Launch this term's competition</div> <div style="background-color: #00FF00; padding: 2px;">Design and make a Disney costume</div> Will be judged on Friday 28 th June and prize awarded in our special assembly. 8.45 Management Meeting - Impact 10.00 School Improvement Meeting 13.00 Business Planning Meeting 16.00 – 17.00 Drop in to chat to Bev or/an Martin	Library Library Library Library	BDo, MBa, LDe, Middle Managers Senior Leaders Business Management Team Parents
Tuesday 4 th June	Therapy Play (AM)	Coach House	As scheduled timetable
Wednesday 5 th June 	8.45 – 9.30 Senior Teaching Assistant Meeting First Aid Appointed Training Overlay Tuck shop (2.00 – 2.45) 15.00 – 15.45 - Health and Safety Audit	Library Main Hall	All senior TA's As scheduled Pupils and staff

Date	 Event	Location	Audience
Thursday 6 th June	8.45 Whole staff Meeting After school club with Adrian 'Fun with sport'	Staffroom	Education Team
Friday 7 th June	Celebrate Best Friend Day by: Spending time with your best friend; Making efforts to find a best friend(if you don't currently have one); Giving a small gift or card to your best friend; Calling an old best friend that you've lost touch with Completed OCR Units to be admitted in line with long term planning Awards Assemblies for all classes (15.15 -3.45) – A healthy mind	Whole school LDe/MBa/BDo /PTR Main Hall	All staff running OCR Pupils and Staff
Monday 10 th June	After school clubs – Therapy play	Coach House	Pupils
Tuesday 11 th June	Therapy Play (AM)	Coach House	As scheduled timetable
Wednesday 12 th June 	Join Ash in the garden 2.30 – 3.00pm - Sixth Form Assembly Overlay Tuck shop (2.00 – 2.45)  15.00 – 18.00 SCHOOL PARENTS EVENING	Walled Garden Main Hall Coach House	Family of the children in Ash group Pupils/staff Parents
Thursday 13 th June	16.00 - DSL refresher training After school club with Adrian 'Fun with sports'	T & W Poster	All DSL's Pupils
Friday 14 th June	Theme day Father's Day 16th June Invite a father or male role model in to school to spend time on a task with their son or daughter 10.30 Senior Leaders Meeting Special Assembly for all classes (15.15 -3.45) Christine & Jess – Sharing our talents	Whole school Heads office Main Hall	Father's or male role models BDo and MBa Pupils and Staff Parents welcome
Monday 17 th June	8.45 Teacher and Tutor Meeting After school clubs – Therapy play	Library Coach House	Middle Managers Pupils/care staff
Tuesday 18 th June	Therapy Play (AM)	Coach House	As scheduled timetable

Date	 Event 	Location	Audience
Wednesday 19 th June 	Join Oak in the garden Overley Tuck shop (2.00 – 2.45)  15.00 – 18.30 - TWILIGHT SESSION CPD Exploitation CSE Vulnerability Training	Walled Garden Main hall Coach House	Family of the children in Oak group Pupils/staff/visitors Education Team
Thursday 20 th June	A celebration of French Culture in preparation for Disneyland Paris Trip – Peter to Lead	School	Staff and students
Friday 21 st June	Moderation meeting and gathering of AQA Unit Award entries to be completed today and handed in to LDe and AGr Awards Assemblies for all classes - A celebration of French culture (15.15 -3.45)	Library Ash classroom and Cherry Classroom	LDe & Middle Managers Pupils and Staff Parents welcome
Monday 24 th June	8.45 Teacher and Tutor Meeting 16.00 – 17.00 - After school clubs – Therapy play Feedback Questionnaires to go out to parents.	Library Coach House Office	T & T's Pupils To parents
Tuesday 25 th June	9.00 Therapy Department – measuring impact of action plans	Library	Clinical/Therapy/BD o/MBa/DMa
Wednesday 26 th June 	Join the young people in Birch Group in the Farm Shop 14.00 DSL update Overley Tuck shop (2.00 – 2.45) 	Farm Shop and Walled Garden TBC Main Hall	Family of students in Birch Class DSL's Pupils/staff
Thursday 27 th June	8.45 Whole staff Meeting After school club with Adrian 'Fun with sport'	Staff room Poster	Education Team Pupils
Friday 28 th June	Take the opportunity to get the jokes started today (1 st July) 8.45 – Action plan reviews for those identified pupil requiring additional support to meet expectations. Special Assemblies for all classes (15.15 -3.45) Peter to lead – Music for pleasure	Whole school Library Main Hall	T & T's Pupils and Staff Parents welcome
Sunshine Break			

Date	 Event 	Location	Audience
Monday 8 th – Friday 12 th Learning Walk Week			
Monday 8 th July	8.45 Management Meeting - Impact 10.00 School improvement meeting 13.00 Business Planning Meeting After school clubs – Therapy play Drop in for a chat with Bev or/and Martin	Library Library Library Coach House Library	BDo, MBa, DMa, LDe Middle Managers Senior Leaders Business Management Pupils/care staff Parents
Tuesday 9 th July	Therapy Play 10.00 IMPACT meeting with therapy department 14.00 – 15.30 SPORTS DAY 	Coach House Therapy Office Walled Garden	As scheduled timetable Clinical & Therapy Department Pupils, Staff, Family and friends of Overley Hall
Wednesday 10 th July 	Farm Shop Project – Holly Class Overley Tuck shop (2.00 – 2.45)  15.00 – 15.45 Tutor Team Meeting - Assessment	Farm Shop Main Hall Tutor Rooms	Pupils, staff , family Pupils/staff/visitors Tutor Teams
Thursday 11 th July	8.45 Whole staff meeting After school club with Adrian ‘Fun with sport’	Staffroom	Education Team
Friday 12 th July 	<div style="background-color: #f4a460; padding: 5px;">All assessment to be completed. (CPG of curriculum and IEPs)</div> 2.00 – 15.30 Afternoon Tea in the Walled Garden, served by Cherry Group <div style="background-color: #f4a460; padding: 5px;">Behaviour data analysis to be completed</div>	Bev’s Office Walled Garden Bev’s office	<div style="background-color: #f4a460; text-align: center; padding: 5px;">STAFF</div> Pupils, Staff, family and friends of Overley Hall <div style="background-color: #f4a460; text-align: center; padding: 5px;">MBa, DMa, BDo</div>

Date		Location	Audience
Monday 15 th July	After school clubs – Therapy play	Coach House	Pupils
Tuesday 16 th July	Therapy Play (AM) 2.00pm TOMS Meeting re Action Plans 3.00pm School Council Meeting Willow and Cherry	Coach House Therapy Office Cherry Class	As scheduled timetable Therapy Staff and students
Wednesday 17 th July 	13.30 Farm Shop Project - Cherry Overley Tuck shop (2.00 – 2.45)  15.00 – 18.30 TWILIGHT SESSION CPD Epilepsy Training	Farm Shop Main hall Coach House	Pupils, staff, family welcome Pupils/staff/visitors Education Staff
Thursday 18 th July	8.45 Whole staff meetings	Staffroom	Education Team
Friday 19 th July	Assessment data analysis deadline 10.30 SLT meeting Awards Assemblies for all classes (15.15 -3.45)	Office Heads Office Main Hall	MBa, DMa, BDo MBa, DMa, BDo Pupils and Staff
Monday 22nd July	8.45 Teacher and Tutor Meeting – key events for the summer term so far After school clubs – Therapy play	Library Meeting room	Middle managers Pupils
Tuesday 23 rd July	Therapy Play (AM)	Coach House	As scheduled timetable
Wednesday 24 th July	11.00 – 14.30 OPEN DAY 	Marquee Walled Garden	Pupils, staff, family and friends of Overley Hall
Thursday 25 th July	Today is Thread the Needle Day 10.00 – 15.30 Governance Meeting TBC	Library	Governing Body
Friday 26 th July	<i>National Parents Day (Sunday)</i> is a special day to honour your mother and father. And, it's a time to celebrate the family structure and family values. 8.45 – 10.30 Long Term Planning for 2019/2010 No Assembly	Whole school Library	Middle Managers

Date		Location	Audience
Monday 29 th July	Whole School Enrichment day – Focus communication Middle managers – Planning Day TBC After school clubs – Therapy play	Coach House	Pupils/care staff
Tuesday 30 th July	Whole School Enrichment Day – Focus interaction and social skills Middle Managers – Action Planning Day TBC Therapy Play (AM)	Coach House	As scheduled timetable
Wednesday 31 st July 	Farm Shop Project - Willow Sixth Form Management Meeting – Measuring the impact of the development plan Overlay Tuck shop (2.00 – 2.45) 	Farm Shop Library Main Hall Poster	Pupils, staff, family welcome Sixth Form Management Team Pupils/staff Pupils
Thursday 1 st August 	Enrichment Day – Focus sensory 16.00 – 17.00 Drop in for a chat with Bev or/and Martin After school club with Adrian ‘Fun with sport’	Whole school Library Poster	Parents welcome Pupils
Friday 2 nd August	Whole School Enrichment Day - Enrichment Day No Assembly	Whole school	

Break up for Summer Break

INSET for Staff - 2nd and 3rd September 2019

Autumn term commences Wednesday 4th September 2019

Special Notice

At Overley Hall School we love an excuse to invite the parents into school, or to host a special day for the children to be part of. We like to take part in National Charity days to raise money for charities that are close to our hearts.

Every year we raise money for a number of charities. This year the charities we have supported include: The West Midlands Air Ambulance, mad About Harry, Red Nose, Children in need, Cuan Wildlife and Huntington's chorea Disease. Children have made decisions about how we raise money during school Council Meetings.

An open door policy continues to be in place at Overley Hall School to parents, guardians and carers of pupils of Overley Hall. If you require a meeting with Bev, Head of School, you will always be made welcome but to save disappointment (or a long wait), a phone call to check her availability would be advisable.

Senior leaders Bev, Martin & Dee try very hard to attend most meetings. If you specifically require a senior member of staff to attend a particular meeting, please get in touch and we will do our best to attend.

Weekly - Monday, Tuesday, & Thursday, Bev will meet with teachers at 8.45 and whole staff team on a Thursday from 8.45 to 9.00am.

Lisa our Occupational Therapist and Brad our Clinical Psychologist are available Tuesday each week. Rachel our Speech and Language Therapist is available Tuesday, Wednesday and Thursday and Karen & Lorna, Therapy Assistant and Learning Coordinator respectively are available Monday to Friday. If you require support or advice don't hesitate to call to arrange a meeting. Meetings around the child (MAC) are usually held on a Tuesday to ensure therapy and clinical staff can attend hence maximising the impact of therapy advice and support.

Weekly Award Assemblies take place each Friday at 3.15. Fortnightly (as scheduled on the Calendar of Events) we hold *special assemblies* and we invite parents and family to come along and join in the celebration. We thank you for your support.

In November and June we send you a questionnaire to gather your thoughts and feelings about the service provided by Overley Hall School, we look forward to your feedback to help us to continue to develop and celebrate the things that go well.

May I take this opportunity to thank you for your support and I look forward to working with you to making 2019 summer term very productive and successful for all children and young people attending Overley Hall. 'Together' we can make a real difference to the progress and achievement of your children and we look forward to seeing you at this year's Open Day. Our theme this year will be 'Disney'.

Kind Regards

Beverley