

Welcome Booklet

PHOENIX



CENTRE

The Phoenix Centre provides Tier 3 and 4 support for children in DSPL4
and is managed by Rivers ESC



Meet the Team



Annie Swann -Phoenix Centre Lead

Felicity Skinner -Phoenix Centre teacher

Daisy Loveday –Higher level teaching assistant

Nicky Bonsignore -Behaviour support practitioner

Nicola Harmel -Behaviour support practitioner

Sheibheal Connolly -Behaviour support practitioner

Nikki Loveday -Behaviour support practitioner



Times of the Day



**The Phoenix centre is open for children from 9.30am to 2pm,
Monday to Friday.**

**Times your child attends may vary depending on their individual
needs.**

All children are expected to attend by their agreed start time.

**Parking is available in the visitors section of the car park. Please
bring children to the main entrance gate where a member of
staff will greet you.**

**If your child is not attending the centre due to illness or medical
appointments please telephone the main office by 9-00am on
the day of absence.**

**Our centre calendar is published on our web site. Our INSET days
may vary from your child's primary school.**



Uniform



Children attending the Phoenix Centre should wear their mainstream school's uniform and adhere to that uniform policy unless previously agreed with centre staff.

We encourage our children to change into soft slipper socks on arrival which we will provide for each child. Wellies will also be useful for our Forest School sessions

We access the outdoor environment every day, so please ensure your child has appropriate outdoor clothing e.g. coat, sun hat etc.



Food and Drink



In line with our nurturing ethos all children will be offered snacks and a lunch time meal. We would rather children didn't bring in items from home unless they have previously agreed this with the Centre.

Part of our curriculum is preparation of food and snacks and all children take part in this activity on a regular basis. We will endeavour to provide healthy balanced options each day as well as hot and cold drinks.

Please ensure we are notified of any allergies or intolerances.



Keeping in touch



Communication between home and school is essential, our staff are always on hand to discuss any queries or concerns you have. Your child will have a named key worker, but please feel free to talk to any member of centre staff. We will have regular 6 week reviews of progress and we encourage your input in these meetings.

We use Tapestry learning journal to record your child's educational journey and encourage you to access this software to celebrate your child's achievements.

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Contact:

**The Phoenix Centre, Rivers
ESC Old Essex Road,
Hoddesdon, Herts, EN110AA**

Tel:

**01992 453950
(Press 3 to be transferred to
the Phoenix Centre)**

Email: admin@riversesc.herts.sch.uk