



PROSPECTUS 2023/2024

# St Elizabeth's College & Supported Living



Positive living and learning for people with epilepsy and other complex needs



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# Welcome

## **It gives me great pleasure to introduce you to our Independent College and Supported Living accommodation at St Elizabeth's.**

St Elizabeth's provides specialist care, education and health services to people with learning disabilities, epilepsy and other complex health conditions. Our education and skills development programmes are targeted to meet the needs and ambitions of every individual in our care.

Within our College and Supported Living service, we have very high aspirations for learners, their families and the community and do not see disability as a barrier to living a full life.

Every young adult at St Elizabeth's is given the opportunity to achieve their very best, and we pride ourselves on providing the highest quality learning experiences; we make learning fun, practical, and engaging. The opportunities we provide give learners the confidence and self-belief that they can achieve anything they set their mind to.

Together with our therapy team, we provide our learners with a holistic approach to learning, and ensure college and home life is a thriving and enjoyable experience for everyone. Each young adult has the opportunity to live and learn in a safe and nurturing environment, where differences are acknowledged, respected and valued, where abilities are recognised and achievement is celebrated.

I hope that our prospectus gives you some insight into the ethos and values which enable learners at St Elizabeth's to achieve their full potential. St Elizabeth's at its very heart is a community which comprises of over 100 individuals, 500 staff, and 60 acres of beautiful parkland for everyone to enjoy, and we would love for you to be a part of it.

**Jill Rankin, Chief Executive**

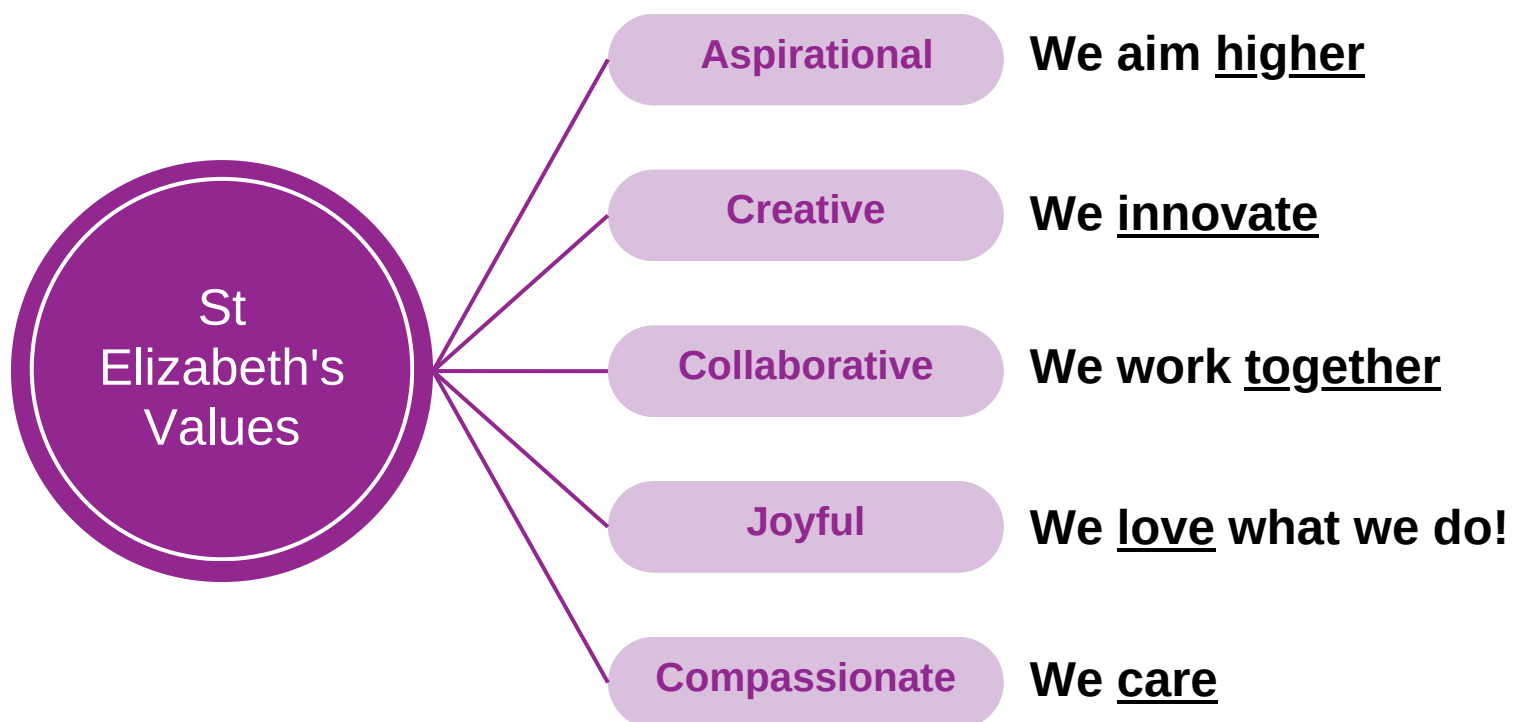
# Vision & Values



## Hope, Joy, Dignity and Respect

Our vision is to demonstrate how love of God and love of neighbour can be combined to enable everyone at St Elizabeth's to ***'live life to the full'***.

St Elizabeth's College is committed to ensuring the learners receive a high quality, world class education. Our values are principles that drive behaviour, influence our actions and attitudes, and become our scaffold for life. They influence our relationship with ourselves, others and the wider society.





**Teresa Glynn**  
Director of Learning  
Designated Safeguarding Officer

**Our College is a happy, welcoming place; our aim is to help all learners to grow in confidence as they acquire new knowledge and skills, in their own way, at their own pace – socially, emotionally and academically.**

Our ultimate goal is to support each young adult to become successful, confident individuals, who make positive contributions to the community and society, both now and in the future.

We care deeply about every young adult's personal journey, and take an active approach to ensure every learner has the opportunity to learn, have fun and thrive throughout their college and home life.

St Elizabeth's advocates that all our young adults feel empowered to make their own decisions and choices, and we have a very 'can-do' attitude towards everything. No problem is too big or too small; we encourage all of our learners to feel comfortable in expressing themselves in a safe and caring environment.

Rated 'Good' in our most recent College Ofsted inspection with an 'Outstanding' grade in Behaviour and Attitudes, supporting learners to make progress and develop independence skills is at the heart of everything we do.

Our College benefits from the consistent support of an active team of Governors, who ensure that the college fulfils its duties and provides a nurturing and safe setting for all learners. They challenge the college to ensure that learners can achieve goals within the spirit of the college's vision and aims.

**'Leaders and staff know and understand their learners and their needs very well. They use learners' individual education, health and care plan outcomes effectively in order to plan learning and to ensure that learners receive the most appropriate support for their needs.'**

# Our learners

  
Ofsted  
Good  
Provider



St Elizabeth's College supports and educates young adults aged 19-25 with moderate, severe, or profound and multiple learning difficulties, or with other complex neurological conditions potentially caused or complicated by epilepsy. As either a day learner or a learner living in our on-site supported living accommodation, every young adult we welcome to our college is unique and valued.

Our therapy, care and positive behaviour support team work holistically with learners to ensure our person centred ethos. Our multi-disciplinary approach supports young adults to manage their complex health needs, overcome language and communication barriers and support their social and emotional wellbeing.

## Did you know?

In our most recent Ofsted inspection, we were rated '**Good**' overall, with an '**Outstanding**' rating in Behaviours & Attitudes!



St Elizabeth's College offer a warm, welcoming and safe setting for young adults from all over the UK. The college welcomes young adults from all faiths and none.

We believe that every learner deserves to thrive and learn in an environment suited to their needs, aspirations and goals.

**Every single one of us, from lecturer, to therapist to care worker has a shared aim: we want to support the young adults at St Elizabeth's to 'live life to the full'.**

The College aspires to be successful in all that we do. For our learners, we look at their individual hopes and aspirations for the future, and work together with them to ensure they can achieve their long-term goals.

St Elizabeth's College strives to provide unique learning experiences and opportunities, delivering programmes and activities very much individualised to a learner's needs. We work hard to ensure that our learners are supported to achieve the best possible outcomes from their time at the College.

Learners have weekly opportunities to acquire and practice their skills and gain confidence through Community Participation lessons within their local communities. This also enhances their knowledge of the world around them, and promotes the importance of citizenship.

Learners also attend Independence Skills lessons in the classroom and home setting, developing an understanding of household management tasks such as cooking, shopping and cleaning as well as personal hygiene.

# Learning at St Elizabeth's

Our offer to young adults is carefully developed and refined to enable a personalised approach to learning and developing knowledge, skills that support their independence, health and self-esteem.



## All learners have access to:

- Fully equipped classrooms that include interactive whiteboards, safe and open outside spaces, and hoisting and specialist equipment
- 'The Social Hub' - a student union space for learners to relax, have fun and enjoy their 'university experience'
- 'The Drawing Room' - a creative space with its own kiln
- 'Ashvale' - a horticulture area with free-range chickens and organic produce
- 60 acres of countryside to ride bikes and go-karts safely
- A fully inclusive playground with 7 fun pieces of play equipment
- Two outside gyms built especially for easy access (age restrictions apply)
- A therapy-based ball pit and soft play area
- A fully equipped Food Technology Room
- A music suite and specially adapted sensory room

At St Elizabeth's College, each young person will have the opportunity to live and learn in a fully inclusive, safe and nurturing environment where differences are acknowledged, respected and valued – where abilities are recognised and achievement is celebrated.

We are committed to supporting our learners to develop an understanding, through the demonstration of our behaviours and action, of our Christian and British Values. Our Catholic ethos is evident throughout College life, embedded into the curriculum and delivered through many of our lessons and experiences.




















The College offers a comprehensive programme over a three-year period, which develops learners' independent living skills; provides extensive work-related learning and work experience opportunities; and focuses on relevant English, mathematics and ICT skills. We offer a wide range of vocational and work placements, as well as regular trips to the local community to take part in social and leisure activities through long established community links. The College works under external accreditation which underpins the curriculum, but does not drive it. Our aim is to enable each learner to achieve their individual goals and potential.



# Learning pathways

Each Pathway is aimed at preparing young people for adulthood and is accredited with City & Guilds. Some learners may work towards individual units, while others may work towards achieving a Diploma by the end of the three-year course. All learners also work towards accredited mathematics and English qualifications. Each young person drives their development over time, and the flexible nature of our Pathways enables us to adapt them accordingly.

## Core provisions

-  The Arts
-  Behaviour and attitudes
-  Creative Arts
-  Community
-  Enrichment
-  Enterprise
-  Personal development
-  Spiritual wellbeing
-  Sports
-  Therapy
-  Extra curriculum activities
-  IAG - information, advice & guidance
-  ICT
-  Independent living skills
-  Health & Safety and Prevent
-  Music
-  Tutorials
-  Work related learning / work experience
-  History, Science and Geography

### Pathway 1

Works towards a 'skills for working life' qualification aimed at entry level 3. This Pathway supports the development of core functional and work-related learning skills and experience.

### Pathway 2

Works towards a 'personal progress' qualification (entry level 1).

### Pathway 3

For learners with the most complex needs. This Pathway embeds therapy as the learning tool, developing communication with accessible resourcing, core functional skill development with multi-sensory and low arousal learning.

## Outcomes

- A sense of belonging
- Confidence
- Independence skills
- Understanding social conventions
- Supporting social responsibilities
- Citizenship
- Confident communication & expression of views
- Living in the community



**‘Leaders and staff have created a calm and inclusive learning environment where learners feel safe and can flourish.’**

**-- Ofsted**

# Work related learning

At St Elizabeth's College, vocational learning opportunities are an integral element of the curriculum offer. We work closely with external partners to enable learners to have a diverse range of work-related learning activities available to them.

Learners gain units of qualifications through these learning environments which help build a 'passport' to take with them when they transition from the College.

The College have close working arrangements with Services for Young People and as a result, we have an Information, Advice and Guidance Coordinator come in for 20 days a year. Our Coordinator is a specialist in supporting young people with Special Educational Needs, and holds 1:1s with the learners as well as working with families to discuss options and links with their local authorities. The Coordinator works alongside the lecturers, goes into classrooms and supports those who want to develop their CVs, all while offering impartial advice to support their transition. The aim is to help learners realise their goals and aspirations and to live more independently.

Using this information, we have secured a number of work experience placements within local businesses and are continuing to progress this important part of our curriculum.



# Broad & balanced curriculum

## Enrichment is an important part of life at St Elizabeth's, with opportunities and activities occurring all year round.

We have a fully accessible outdoor gyms, a sports hall and sports pitches for our young adults to enjoy, as well as indoor therapy facilities including sensory rooms and ball pits. We are lucky to be situated in a beautiful rural setting, perfect for walks, bike rides or just to explore! We have a 3-acre apple orchard, and run a specialist organic horticultural area with chickens and allotments.

Enrichment at college include visits to Church Farm, Paradise Wildlife Park, Canalability, Duxford Imperial War Museum and Rocksteady Music, as well as seasonal activities ranging from visits to Christmas markets, to religious studies trips to local places of worship, to name a few.

We have a fleet of vehicles including specially adapted people carriers and minibuses, used to accommodate a variety of outings.

Learners also participate in PDBA (Personal Development, Behaviour and Attitudes). This is an opportunity for learners to become more self-aware in their journey to adulthood. They are encouraged to become more mature, independent and confident, developing a sense of social justice and moral responsibility reflecting on how their choices and behaviour may affect others. They learn how to make better, more informed choices about their health and environment and take responsibility for their own learning.

## Learner Voice

Staff at college also encourage learners to use their voice to shape their own and their peers experience of life at college. A key part of this process is participating in Learner Council meetings, meeting every half term. During the meetings, learners are supported to discuss important issues and topics, and cast votes on outcomes. Topics include College prom themes, Christmas meals, health and safety issues and their concerns. Learners run democratic campaigns to become Chair each year, appealing for votes from their peers in order to take up the position.

“I really enjoy my work experience with Jenny. I like using the screwdriver and helping to fix the curtains. Out of 10 I think my work experience is 10/10. I look forward to helping Jenny every week.”

-- Learner on work experience with our Site Manager



# College FAQs

## **How do I know my son/daughter will progress?**

All learners are supported to make progress which is actively celebrated every day. Each learner has an Individual Learning Plan linked to their EHCP outcomes. SMART targets are created and these are tracked in every lesson. You can expect to receive a 6-weekly report within your son/daughter's first term. We monitor the learners progress during our three assessment weeks that occur throughout the academic year. Their progress is communicated to parents / carers and local authorities in our mid- year and annual review reports. Weekly Multi-Disciplinary Team meetings take place to discuss learner progress and resolve any learning obstacles that have been identified.

## **How do you determine which pathway my son/daughter takes in college?**

The application for the initial assessment and the information collated from previous schools will all support in assessing which pathway your son/daughter will be placed on.

## **Can you provide specialist equipment if needed?**

Yes, the Therapy team will work with external partners to fund/supply any equipment required to meet individual learners needs. There may be funding agreement as part of the transition process that St. Elizabeth's will source some pieces of equipment.

## **Can St Elizabeth's arrange for my son/daughter to have transport to and from College?**

The college do not arrange the transport, this is arranged via your funding authority. You should discuss this with them as part of the agreed placement.

## **Who are you regulated by?**

We are regulated by Ofsted. Our most recent inspection graded us as Good with Outstanding elements!

## **How do the Supported Living staff support learning in the classroom?**

Supported Living staff receive Education Best practice training to ensure they are able to support learning effectively.

## **Does my son/daughter have one lecturer?**

Each learner is supported by a team of lecturers with a variety of specialisms. Each learner will meet with their named 'Key-lecturer' twice a week for tutorials to talk about targets, progress, and keeping safe (PREVENT agenda).

# Supported Living Leadership



**Cheryl Allum-Clarke**  
Director of Wellbeing

As parents, we are all keen to make the right choices and guide our children and young adults to the next stage of their lives. With this in mind, welcome to our Supported Living service! We have purpose built, beautifully furnished homes for our young people to reside during their college placement.

The transition from childhood to adulthood can be challenging, and for most, this is often the first time living away from home. We fully acknowledge what an anxious time this may be for both learners and their families, and endeavour to support you every step of the way.

Our team are devoted to supporting learners on their journey to independence and adulthood. We will support them to understand their rights and responsibilities, as well as enjoying new, enriching experiences as young adults such as Fresher's Week, social evenings at The Social Hub, managing their money, shopping for groceries and even visiting the pub!

We pride ourselves on giving learners the best experiences and ensuring their pathway to adulthood is stimulating, exciting and consistent. We are devoted to a person-centred approach based on choice, dignity and respect.

Our support teams are passionate about creating positive life experiences in preparation for life beyond college.

We are **risk informed not risk adverse** - we find strategies to overcome potential risks, so your young adult can live their lives to the full and gain the full range of adulthood experiences regardless of their needs.



**Jenny Brand**  
Registered Manager

# Supported Living



**Our registered Supported Living accommodation feature six bespoke, purpose built bungalows in Centenary Close and one semi-detached single story home known as Jubilee Rise, all situated within walking distance of all the college facilities. We ensure our young adults are included at every stage of the admissions process and living with individuals who share similar interests, carefully matching the dynamics and compatibility of each house group.**

Within Centenary Close, each bungalow consists of a communal sitting room, a snug, kitchen, utility room, and wet room for each bedroom. Jubilee Rise has 3 bedrooms and a communal bathroom/shower room, open plan lounge, dining and kitchen areas.

Learners are encouraged to personalise their room when they move to St Elizabeth's to ease the transition. Rooms can be freshly decorated, and furnished with new and/or familiar pieces of furniture to suit the learner's wishes. We recognise moving into somewhere new is a big step, so we will always encourage learner's to make their space their own with photos and sentimental items.

All of our on-site accommodation is owned by our local Housing Association, so learners are issued with a licensing agreement when they move in. The licensing agreement is for 3 years based on a 52-week year and is linked to their College placement - this means that only learners enrolled and participating in College are able to hold the agreement. For learners who have been assessed as not having capacity, their family/representative will be required to apply for deputyship to sign on their behalf.

Our Therapy and Positive Behaviour Support Team support each learner in line with their EHCP to develop their skills and understanding of their own health needs, as part of their education package.

Our Finance Team will support college learners with their benefits. All learners have access to housing benefit in order to pay their rent, with Employment Support Allowance and Disability Living Allowance allowing learners to meet their everyday financial needs.

# The journey to independence



“A massive thank you - I was blown away by the efforts of the staff in arranging my daughter’s birthday party.”

-- Parent

## A place to build important relationships

Each young person is assigned a keyworker(s). This is someone who will lead on overseeing their interests, progress and wellbeing. They will lead on communicating with family and professionals (where appropriate), but most importantly have a positive impact on the young person’s journey by nurturing and encouraging independence and ensuring their wishes, feelings and voice are heard.

## A place to have fun!

College and the ‘university experience’ is about learning, but it’s also about making new friends, having fun and creating great memories. We do all that we can to ensure young people take part in new experiences, adventures, trips and activities. We want them to leave with memories they will never forget.

## A place to empower and achieve

We spend time with each young person and the people that know them best to set goals and targets to meet their aspirations. We pride ourselves in celebrating all achievements and capture moments within our digital records system to share and celebrate fun and independent milestones.



# Staff Development & Training

At St Elizabeth's, we prioritise the well-being and development of each young adult entrusted to our care. Our dedicated staff members are at the heart of our commitment to creating a safe, caring, and enriching environment that promotes growth, learning, and happiness. Our team's qualifications and training are central to our ability to provide exceptional care, making us a leading provider in the field of education and supported living provisions.

## College Team

All of our College lecturers have GTC registration as qualified teachers/lecturers or FE, PGCE as the equivalent. Our Learner Support Assistants have a minimum of QCF level 2 in learning or care with the aim to develop them further with teaching qualifications such as PTTLS.

## Supported Living Team

As a CQC requirement, our Registered Manager is appropriately qualified with a Level 5 diploma in Leadership for Health & Social Care. We go a step further and support all of our care managers to also complete this qualification. Our care & support staff embark on their level 2 or 3 diploma in Health & Social Care.

## All staff working with young adults

All staff complete up to level 2 Safeguarding Adults at Risk. There is a suite of mandatory training requirements including Oliver McGowan (Autism & Learning Disability), Epilepsy, radicalisation, person-centred approaches, Choice, Dignity & Respect, to name just a few. We have care & support staff trained in administering medication based in every home, and have a range of short courses available on our Learning & Development System.

# Supported Living FAQs

## **How do I know my young person will progress?**

Keyworkers will set targets in line with their EHCP, but adapted to within the home setting. They will also complete monthly reports to outline the progress made by the individual. The college lead on half-termly reports, which the supported living team contribute to.

## **Can I visit my son/daughter at any time?**

Yes, however we ask that college hours are respected as mandatory learning time. We also ask that if you wish to visit in the evenings or at the weekend, to avoid disappointment you phone ahead and let staff know you're coming, in case we have any trips or activities planned.

## **Can my son/daughter phone or video call me any time?**

Yes, outside of college learning time. We ask that the privacy of other peers is respected and if possible, not in the background of any calls taking place.

## **Can my son/daughter choose their evening and weekend activities?**

Yes. We will plan individual and group activities taking place both on and off-site. We will regularly ask what learners what to do and take that into account.

## **Who are you regulated by?**

Our Supported Living Service is regulated by the Care Quality Commission (CQC).

## **How will their money be managed?**

The deputy/appointee will supply the young person with their money. This may be passed the manager who will audit and account expenditure. Spending limits will be pre-arranged to ensure clear expectations are clear and agreed.

## **Who is keeping my son/daughter safe out of hours?**

We have a Waking Night team, led by a Night Manager and a Deputy.

## **If my son/daughter needs or wants to buy something, what is the process?**

Pre-agreement will be made prior to admission of the types of purchases and amounts your young person wants to make. This ensures their money is managed in line with capacity, budget training and having clear expectations. Each individual and their family are different so we will ensure everyone is clear on how money will be managed.

“He has been out on Sundays and interacting, going shopping and eating in restaurants. This has helped him gain more skills to sit and eat for longer with his family at home.”

-- Parent



“My son is happy and thriving on the routine and relationships the team have built with him. Staff have a clear understanding of my son’s needs and this is very important to us as a family.”

-- Parent

# Accessing the community



We promote accessing the community at every opportunity. This increases confidence in social situations, and gives young people the chance to gain new skills and a deeper understanding of living independently as a young adult using community resources.

We promote new friendships within the community, supporting Herts 'Connected Lives Model' - promoting independence and citizenship.

## Community Services

- **Healthcare services** - we will support individuals to make and attend appointments, manage their anxieties and celebrate their achievements.
- **Leisure activities** - we will support individuals to explore their interests and attend a range of activities including football matches, night clubs, gyms, cinemas, zoos and bowling, to name a few.
- **Groceries** - we will support individuals to create shopping lists, advise on healthy choices and assist them with spending their money sensibly and with choice.



Hertfordshire County Council - Connected Lives Model

- **Other services** - we will support individuals to gain skills and experience in making appointments and arrangements to access services such as hairdressers or barbers, visits to the bank or post office, restaurants and shops, to name a few.

# Community FAQs

## **What happens if my son/daughter becomes unwell?**

It's always a worrying time when our son/daughter become poorly. If your son/daughter becomes unwell while in our care, we will monitor them closely and call the GP, 111 or 999 where appropriate. We will follow all health care protocols, and will keep you informed and updated at every step.

## **What if my son/daughter has to go to hospital?**

In the event your son/daughter needs to go to hospital, we will accompany them at every stage, and will inform you as you may wish to attend also.

## **What happens if my son/daughter needs to see a GP or healthcare professional?**

We will have a pre-arranged agreement regarding who will manage this. Some families prefer to manage it themselves, but we are happy to do so if it's more convenient.

## **Can you arrange regular trips to the community for my son/daughter?**

Yes absolutely! Each house will have regular meetings about activities they would like to do, and individual wishes can be discussed with their key worker.

## **Can I/We request for my son/daughter to have appointments made for them, for example hairdressers or opticians?**

Yes. Your son/daughter's key worker can arrange this, and the wider staff teams in their absence.

## **How do I ensure my son/daughter is able to regularly access leisure opportunities?**

We will plan large and small activities, events and trips throughout the year. Some are routine, for example shopping, but other activities might be extra special like trips to London or the seaside!

## **Do you charge for transport?**

We run a service vehicle scheme that all learners can access in addition to public transport or private hire (taxi). Charges are calculated per mile and shared if more than one passenger shares the journey.

# Therapeutic Support



**All young people living and learning at St Elizabeth's College & Supported Living accommodation benefit from our therapy support throughout the week. Therapy is incorporated throughout the curriculum and daily routines, supporting our holistic approach to learning.**

Therapeutic input runs concurrent with academic programmes and are integrated into the day as part of individualised timetables and daily routines.

Therapy sessions are provided in a format that is best suited to an individual's needs and preferences. This may be in 1:1 or group sessions, or work indirectly by supporting teaching staff, care staff and families to implement new initiatives. For sessions provided in our therapy rooms, these have been carefully developed to ensure it is an engaging and purposeful environment, created for each individual attending.

We specialise in a range of therapeutic input including Alternative and Augmentative Communication (AAC), Rebound Therapy, Sensory Integration and Hydrotherapy, to name a few. This allows us to provide expertise in the use of specialist equipment such as eye gaze systems, communication apps, specialised sensory assessment and delivering extensive physiotherapy driven hydrotherapy for those attending offsite sessions.

As well as working closely with our onsite teams, we have close links with our local orthotics department, our therapy colleagues at Princess Alexandra Hospital, our local communication aid service and wheelchair services.

Our group activities help to deliver therapies in fun and engaging ways whilst combining motor co-ordination, mobility, cognition and total communication approaches, helping to develop social interactions alongside peers.

## Therapy team:

- Speech and Language Therapists
- Physiotherapists
- Senior Occupational Therapist
- Behaviour Support Practitioners
- Therapy Assistants

## Some of our exciting therapy groups include:

**Cheerleading Group** - a dance group which aims to develop gross motor skills, coordination, body/spatial awareness and shoulder/arm strength and stability.

**Snack Chat Group** – a food preparation group, run jointly between Occupational Therapy and Speech and Language Therapy. The aim of this group is to promote functional performance in food preparation tasks, making choices, language development and team working.



## St Elizabeth's Values



**Aspirational**  
**We aim higher**



**Collaborative**  
**We work together**



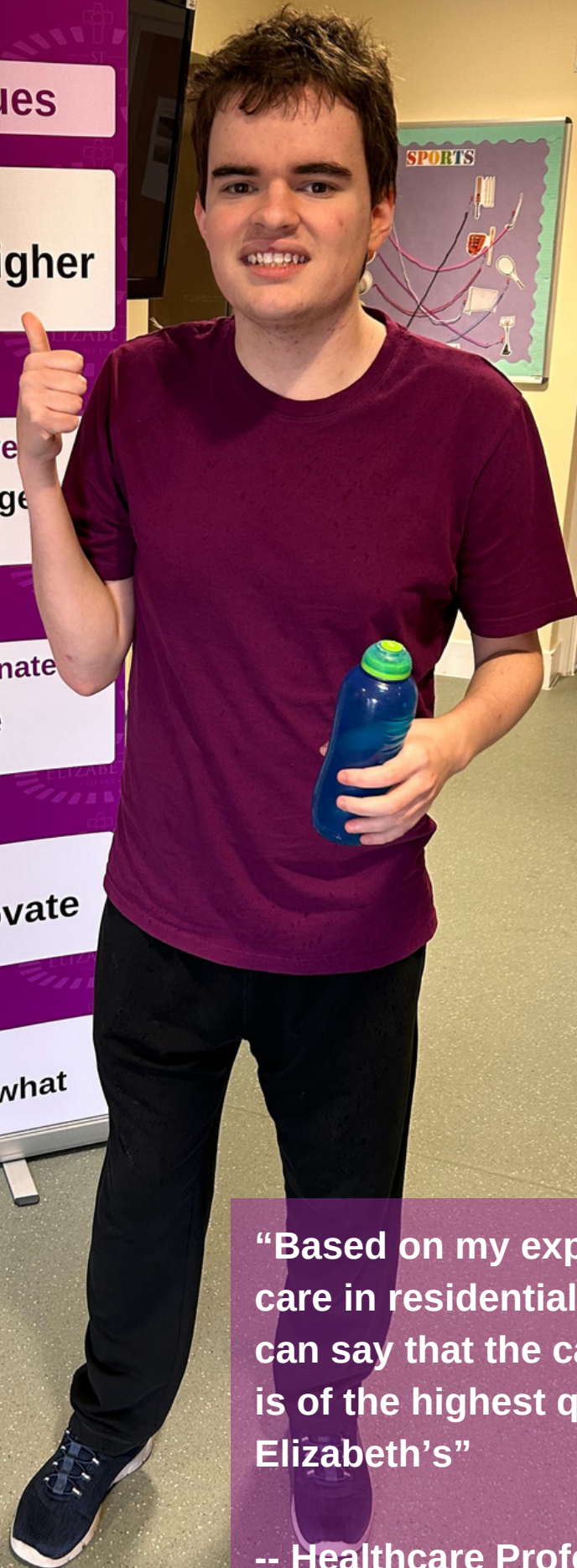
**Compassionate**  
**We care**



**Creative**  
**We innovate**



**Joyful**  
**We love what we do**



**“Based on my experience of care in residential settings, I can say that the care received is of the highest quality at St Elizabeth’s”**

**-- Healthcare Professional (2023)**

# Life after St Elizabeth's



At the end of their three year college placement, our learners have gained valuable life skills and are equipped to start their next chapter in adulthood. Most of our learners transition into community supported living settings in a location of their choosing, whether that be local to St Elizabeth's or further away to be closer to family and friends.

We support our learners and families through this process and work as a multi-disciplinary team to help people plan their futures and decide on what is right for them. We hold a series of transition planning meetings throughout each year in partnership with the local authority and the MDT, keeping the learner at the centre of their future plans.

We fully engage in this process and support people to visit their new home before they move, as well as providing emotional support at a time of change and excitement.



# What makes us unique?

We have worked hard to refine our strong multi-disciplinary approach - teachers, therapists and care staff work in partnership to ensure we meet the education, goals and aspirations and therapy requirements set out in EHCPs. We are not a shared resource - we exist solely to provide excellent standards of care for our young adults.

We are creative and innovative, creating bespoke packages which can always be adapted depending on the level of need.

*'The maximum waiting time for NHS non-urgent, consultant-led treatments is 18 weeks from the day your appointment is booked or when the hospital or service receives your referral letter.'*\*

At St Elizabeth's, young adults can be seen and assessed by a member of our therapy team within 24-48 hours, often avoiding long community wait times.



**up to 18 weeks**



**24 - 48 hours**

\*Stats taken from <https://www.nhs.uk/nhs-services/hospitals/guide-to-nhs-waiting-times-in-england/>

## Our promise to you

Family and friends are a huge part of our St Elizabeth's family. We understand that starting on the St Elizabeth's journey can be daunting, scary and a worrying time for everyone involved.

Our promise is to ensure our care is always individualised with a caring approach, high quality and centred around the individual. That our young adults are listened to, respected, safe and happy, and St Elizabeth's feels like a home away from home. We promise to always look after our staff teams, so they are providing the best possible care, and to maintain high training standards across the board.

We promise to be transparent and honest with you at every step, and will be consistent in our communication and engagement with local authorities, health providers, regulators and families.

# Safeguarding

Safeguarding is of paramount importance to us, and is at the heart of everything we do. Every staff member, regardless of department, undergoes an enhanced disclosure and barring service check, as well as rigorous regular safeguarding training to ensure everyone we support is safe, well and happy while in our care. We adopt a multi agency approach, so everyone is working together to achieve the same outcome. We operate under the Hertfordshire Safeguarding Adults Board which encourages all agencies to work together to safeguard vulnerable adults.

Read and adhere to Care Plans and Risk Assessments

**Robust policy & procedures to keep everyone safe**

Raise any concerns without delay

**See it, Stop it, Report it**

Record the right information in the right way

**Be accurate, fair and true**

Take pride in everything I do

**Safeguarding is everyone's responsibility**

Treat everyone with dignity and respect

**Everyone deserves the highest standards of care**

# Mental Capacity & Deprivation of Liberty (DoLs)

**When children become young adults, the law around how services are provided change. As well as our staff teams undertaking comprehensive training around these changes, it is important for families to also understand and have the right information on how this will affect you and your child.**

## Mental Capacity Act

The Act is about how decisions are made concerning adults. It applies to all people who are 16 and over in England and Wales. The law says that every adult, whatever their disability, has the right to make their own decisions wherever possible. There are many important decisions that people with severe or profound disabilities will not be able to make for themselves. This Act provides a legal way for people to make decisions for adults in their best interests when they lack capacity to do so for themselves.

## Deprivation of Liberty Safeguards

Like all of us, the individuals we support may need care or treatment at some point in their lives. Everyone should be supported in a way that is safe and gives individuals the freedom to do what they want to do. Preventing anyone from this right on a regular basis is called being deprived of their liberty. Sometimes individuals receiving support or treatment might be deprived of their liberty to keep them safe - this would be a decision made in their best interests. If an individual is deprived of their liberty, this is recorded within a special protection called safeguards to make sure they are supported properly and are kept safe.

## Deputyship

If a person does not have the mental capacity to make important decision or grant a power of attorney to a person of their choice, then the Court of Protection can appoint a deputy to make decisions and receive information about a person on their behalf. This is usually a family member or an advocate. You have to apply to the Court of Protection to become a deputy, and you will require the application to be made in order to sign the tenancy agreement for supported living. We will support and signpost you on how to do this. Once complete, you will need to provide St Elizabeth's with copies of the appropriate paperwork to show that you have the necessary authority.



**‘Learners express themselves through art activities and individual music sessions, and staff support learners to understand their rights and responsibilities.’**

**--Ofsted**

# Next steps

If you are interested in finding out more about accessing our College and Support Living accommodation, our friendly admissions team are on hand to help.

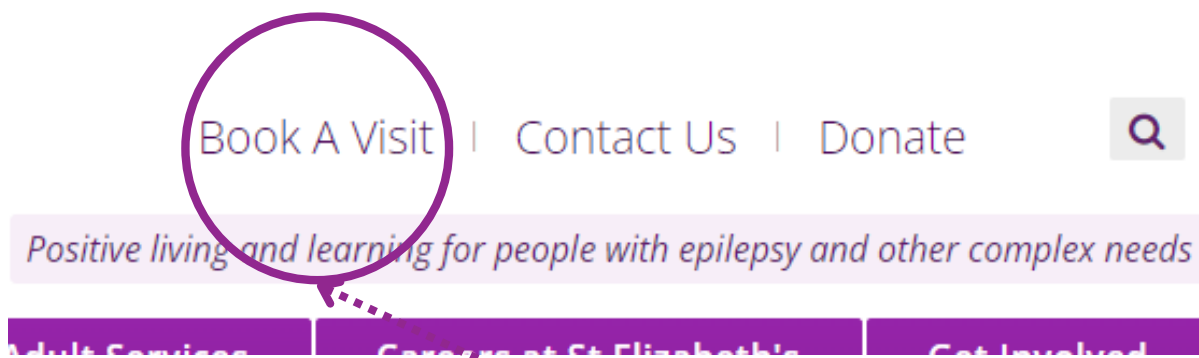
Your first step would be to get in touch for an informal chat or to book a tour with our admissions team. You do not have to disclose personal information on your child/family member at this stage, but the more information we know the better informed we can be when we come to meet you.

If you would like to go ahead with putting forward an application, we will ask for a copy of the individual's EHCP (Education Healthcare Plan) and any other supporting documents.

**Please note, we can only consider placements for individuals with an EHCP in place.**

Before considering a placement, we will need to have seen or met your child/family member so we can assess whether or not we can meet their needs. If putting together an application yourself, please inform your local authority and your child/family member's social worker so they are aware.

We understand that many families are looking for reassurance and support through what can be a difficult and stressful time. We are proud to offer a very personal approach, and provide consistency and strong communication throughout the entire admissions process - we will always do as much as we can to support you.



## Contact:

**E:** [admissions@stelizabeths.org.uk](mailto:admissions@stelizabeths.org.uk)

**T:** 01279 843451 (Ext. 415)

**W:** [www.stelizabeths.org.uk](http://www.stelizabeths.org.uk)

## Did you know?

You can also fill out a 'Book a Visit' request on our website!





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