

NEW LEAF TRIANGLE CIC



Student Handbook

2020/2021



Nature's Leg Up





WHAT ACTIVITIES YOU MIGHT CHOOSE:

- ◇ ANIMAL CARE
- ◇ HORSE CARE
- ◇ FOREST SCHOOL
- ◇ QUALIFICATIONS
- ◇ BHS CHANGING LIVES PROGRAMME
- ◇ HORSE RIDING
- ◇ WOODWORK/DIY
- ◇ WORK EXPERIENCE
- ◇ LIFE SKILLS (COOKING, DOMESTIC, TRAVEL)
- ◇ COMMUNITY SKILLS
- ◇ ART
- ◇ SPORT, INCLUDING ARCHERY/SHOOTING
- ◇ MATHS AND ENGLISH

Welcome to New Leaf Triangle (NLT)

Our Mission:

To use the natural environment and animals, to help children, young people and adults to learn and combat personal challenges through fun motivational activities.

WHAT YOU CAN EXPECT FROM US:

- A key worker to be your main point of call
- An assessment of what you know and what you need to learn next
- An individual learning programme with individualised targets
- Regular tutorials
- A place that encourages diversity and will make efforts to provide for your diverse needs
- A chance to review your learning journey and make suggestions
- A friendly outdoor environment with access to a range of different activities and animals
- Information about our activities, community activities and careers advice
- 1-1 Support where needed





KEEPING SAFE:

To keep you safe at NLT you will have access to:

- ◇ A well trained and small team of familiar staff
- ◇ A well maintained environment
- ◇ Well trained experienced animals
- ◇ Fire procedure
- ◇ Safeguarding policy
- ◇ Equal opportunities policy
- ◇ Complaints procedure
- ◇ Health and safety information
- ◇ Copy of student handbook
- ◇ Personal protective equipment

YOUR SAFETY AND WELLBEING



FIRE PROCEDURE

1. If you find a fire, ring the red bell in the yard or tell staff immediately.
2. Stay calm.
3. Walk off the site and wait in the car park.
4. Our staff fire warden will tick you off the list.
5. Do not go back into the site to collect anything.
6. If the fire brigade are called, keep out of their way so they can do their job.
7. Do not go back inside until you are given the all clear by the staff fire warden or fire officer.





WHAT WE EXPECT FROM YOU:

- ◇ Behave in a way which does not offend or upset others
- ◇ Respect the animals, help to care for them and keep them safe
- ◇ Show care, consideration and respect for all staff, students and animals
- ◇ Be involved in taking responsibility for your own learning
- ◇ Attend your sessions
- ◇ Arrive on time
- ◇ Organise yourself
- ◇ Make your own goals with the help of your key worker
- ◇ Take part in setting targets, planning, learning activities and reviewing progress
- ◇ Help keep NLT clean, safe and tidy
- ◇ Take care of NLT property and the property of others
- ◇ Use your phone only during breaks and lunch time
- ◇ Wear suitable clothes, including safety equipment when needed
- ◇ Keep your personal belongings safe and valuable items at home

New Leaf Triangle staff will be able to help you with all of this.

LEARNER AGREEMENT FORM

As a student at New Leaf Triangle, I

..... agree to:

- Help to take care of the animals and make sure they are safe
- Arrive on time, appropriately dressed
- Attend my sessions
- Be involved in taking responsibility for my on learning and setting and re-viewing my own targets
- Help keep NLT clean, safe and tidy
- Respect NLT property and the property of others
- Be polite and show respect to staff, students, animals and local community.
- Behave in a way that does not upset others
- Accept responsibility for my actions

Signed (student):.....

Date:

Signed (NLT staff):

Date:

Please show this form to a member of the NLT staff team so they can keep a copy.

COMPLAINTS PROCEDURE

If you are not happy about something at NLT you have the right to complain.

- 1. Speak or write to a Director (Lorraine, Troy or Carly).*
- 2. You will need to give your name and details of the problem.*
- 3. We will then try to sort out your problem as soon as possible.*
- 4. We will get back to you about your complaint.*
- 5. If you are still not happy, you can contact the Chair of the Board of Management, Jeanette MacGregor (Jeanette MacGregor <newleaftriangle@btopenworld.com>)*

SAFEGUARDING PROCEDURE

You have been sent this policy separately and it is also on our website. It explains how all staff at NLT are dedicated to the welfare and safety of individuals who come to NLT.

If you have any worries at home, at school, at NLT or anywhere else please speak to a member of NLT staff. You must tell someone, do NOT keep it a secret.

Lorraine or Carly will help you with your concern. They might need to tell other agencies to keep you safe, such as social care services or the police.



Lorraine Squires Shaw

Executive Director

Speak to her about complaints and worries. She is the Designated Safeguarding Lead.

Lorraine.squiresshaw@gmail.com

Tel: 07825 653170



Carly Steel

Executive Director

Speak to her about complaints and worries. She is the Deputy Designated Safeguarding Lead.



Troy Shaw

Executive Director

Speak to him about complaints and worries. He is the Health and Safety lead.

OUR LOCATION AND FACILITIES

Our two sites, totalling over seven acres, are located in a beautiful, countryside location, near the market town of Melton Mowbray in Leicestershire.

We are a licenced riding establishment and licenced camp site with Melton Borough Council.

We are approved by the British Horse Society (BHS)

We have large carpark areas which can accommodate several vehicles.

Facilities include heated log cabins with kitchen, seating and learning areas, toilet and shower facilities, natural sensory room, barns with large internal stables, all-weather manèges, chicken coops, goat pens, play paddocks, and several horse paddocks.



NEW LEAF TRIANGLE

Executive Directors: Lorraine Squires Shaw, Troy Shaw and Carly Steel

Email:

lorraine.squiresshaw@gmail.com

troy.shaw@newleaftrianglecic.co.uk

carlymurrayteaching@gmail.com

www.newleaftrianglecic.co.uk



newleaftriangle

Site address:

New Leaf Triangle, Goadby Road, Chadwell, Melton Mowbray, Leicestershire, LE14 4LP

*When travelling to us please put 'New Leaf Triangle' into Google maps

Latitude: 52.822344 Longitude: -0.836318