

# Home Educators

## Information Guide

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



City of Westminster



THE ROYAL BOROUGH OF  
KENSINGTON  
AND CHELSEA

# 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 on your journey as a home educator.**



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# Early help for families in Kensington and Chelsea

Supporting positive change with families and connecting communities.

## What is Early Help?

Early Help is a way of getting extra support when your family needs it. We aim to help families when difficulties first begin so that we can support you with finding solutions quickly and preventing things getting worse.

We provide a practitioner that can meet with you on a regular basis and work directly with you and your family.

If you live in the Kensington and Chelsea and have children aged 0-19yrs we can provide support tailored to your needs and what you identify as being your goals for change.

## We will agree a plan with you and this could include:

- Parenting Techniques
- Wellbeing support

- Support with a child behaviour concern
- Accessing local networks and activities
- Building your confidence
- Supporting school transition if required
- Identifying and supporting young carers

## How to find out more

If you would like to make a referral you can download our referral form from

[www.rbkc.gov.uk/earlyhelp](http://www.rbkc.gov.uk/earlyhelp)

Please email the form to [earlyhelp@rbkc.gov.uk](mailto:earlyhelp@rbkc.gov.uk) and someone will contact you regarding the help we could offer.

If you would like to talk to someone please call Early Help on **020 7598 4608**.

# Family Hubs

## What we do

Family Hubs bring together a large range of support for families in one place. We support families with children aged up to 19, or 25 with special educational needs or disabilities (SEND) to get help at the right time.

We support our residents across the borough from two hubs as well as via phone, text or email. There are friendly, experienced and qualified staff on hand to assist you to find the best services for you and your children. Listening to you, we will continue to develop new and improved activities, services and support.

## What support and service are available at our Family Hubs?

### Children's activities drop-in and pre book:

- Trips for families
- Sensory activities and support
- Speech and language therapy
- A variety of fun, creative development sessions for children

- Fun days and outdoor activities
- Links to drop

### Midwifery Services:

- Antenatal and postnatal support
- Breastfeeding support

### Health Visitors:

- Baby weighing
- Two-year old health checks

### Courses for parents with creche facilities available:

English

Mathematics

### Services:

- Parent support groups
- Housing advice
- Cost of living help (debts, benefits and managing your money, clothes and food banks access)
- Domestic abuse support
- Support to get back into work and volunteering
- Support with finding nurseries and schools
- Support with school attendance
- Connections to youth clubs

## Our Centres

### North of the borough

Holmfield House Family Hub, 6-9  
Golborne Road, W10 5PE

**020 7938 8400**

Clare Gardens Family Hub, 349  
Westbourne Park Road, W11 1EG

**020 7361 2725**

### South of the borough

Cheyne Family Hub, 10 Thorndike  
Place, SW10 0ST 020 7349 1650

St Cuthberts & St Mattias Family  
Hub, Warwick Road, SW5 9UE

**020 7373 8225**

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If you have any queries, please  
email [earlyhelp@rbkc.gov.uk](mailto:earlyhelp@rbkc.gov.uk) or  
call **020 7598 4608**



## Early Help Systemic Model

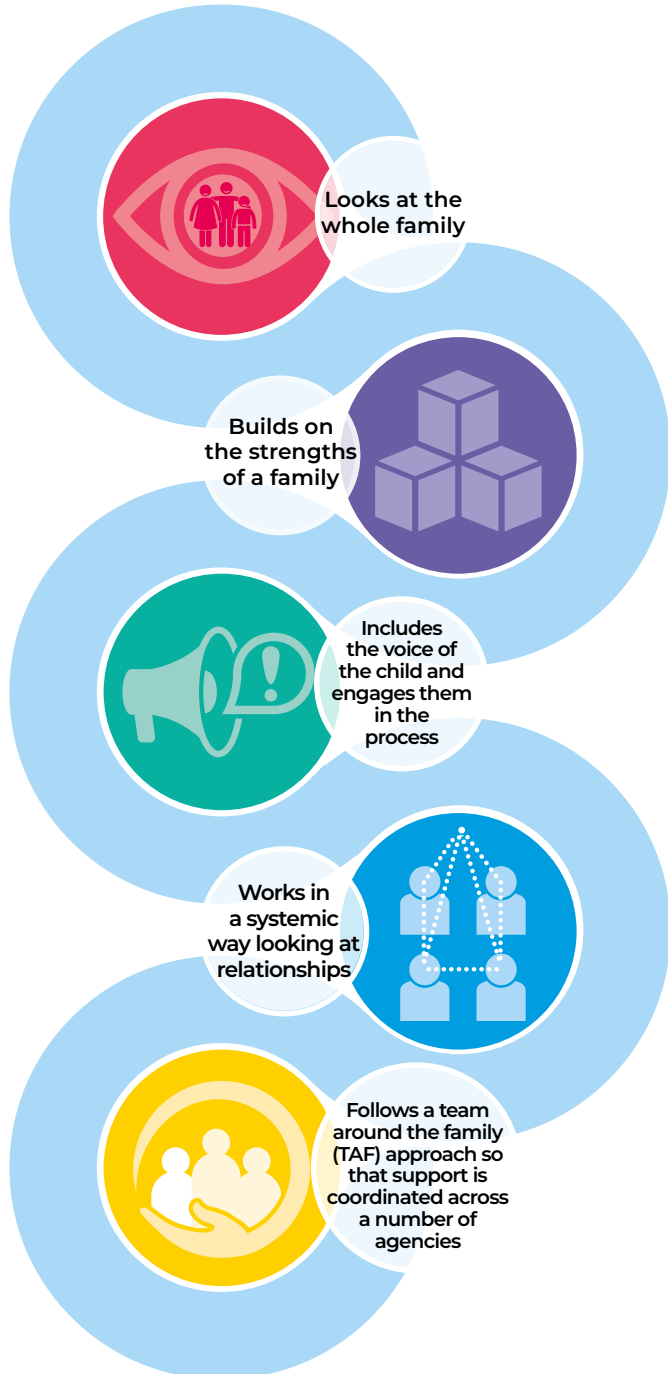
Supporting and building family relationships

## Early Help - Theory of Change

We believe that the resources to make positive change lie within each individual family system. Early Help Practitioners use systemic skills to help families identify patterns in how they relate to each other and the problems they are facing. They are then helped to take different positions and see other opportunities for action.

This process builds new possibilities for change and mobilises the resources within the family to function in a different way, thus reducing problems such as poor behaviour, family arguments and mental well being, etc. wellbeing, etc.

## The Early Help model of Support



## Staff Skills and Training

Family and Children’s Services in the of Kensington and Chelsea has undertaken a far-reaching programme of change and innovation that is called ‘Focus on Practice’.

One part of this programme has involved staff undertaking a 10-month course delivered by the Institute of Family Therapy.

All Early Help Practitioners now have or are working towards the Advanced Certificate in Systemic

Practice with Families in a Safeguarding Context and this forms the basis of their approach with families.

In addition, Early Help practitioners have training in a number of areas including parenting, Signs of Safety and motivational interviewing.





# Early Help service in Westminster

Our Children's Centre and Early Help family support teams are now integrated into three family hubs, North East, North West and South.

## What is the Early Help Service?

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 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 aims to ensure that families do not have to keep repeating their story.

A lead practitioner will bring other professionals around the family as needed.

## Family Hubs

Family Hubs provide services for families with children up to 19 years old. Find out more at [www.westminster.gov.uk/family-hubs](http://www.westminster.gov.uk/family-hubs)

If you have a range of needs, it is likely that you may need support from several different agencies.

If this is the case you may be allocated a worker from our Targeted Early Help team who can work with you as a Lead Professional and help to co-ordinate the other support you need.

Find out more at [www.westminster.gov.uk/children-and-families/early-help-service](http://www.westminster.gov.uk/children-and-families/early-help-service)

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For wider support, the Family Information Service is available to 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](http://fisd.westminster.gov.uk)

or call **020 7641 7929**

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Westminster Parenting team run a range of courses and workshops to support parents. Find out more at

[www.westminster.gov.uk/parenting-groups-and-courses](http://www.westminster.gov.uk/parenting-groups-and-courses)

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Westminster Employment Service can help you with finding work or training opportunities. Find out more at

[www.westminster.gov.uk/jobs-and-volunteering/westminster-employment-service](http://www.westminster.gov.uk/jobs-and-volunteering/westminster-employment-service)

## Model of support

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.

## How will your information be used?

The Early Help Service collects and uses information about children and families we work with to help us provide services which meet their needs.

We also work with a range of different services and organisations who may already know your child or wider family. Where we believe it may be helpful to talk with other services and share some information, we will discuss this with you and explain what will happen, seeking your agreement to what is shared.

We will not share with or request information from any other service without discussing this with you first, unless we are concerned that this would put somebody in a situation where they are at risk of

significant harm or we have another legal reason for doing so.

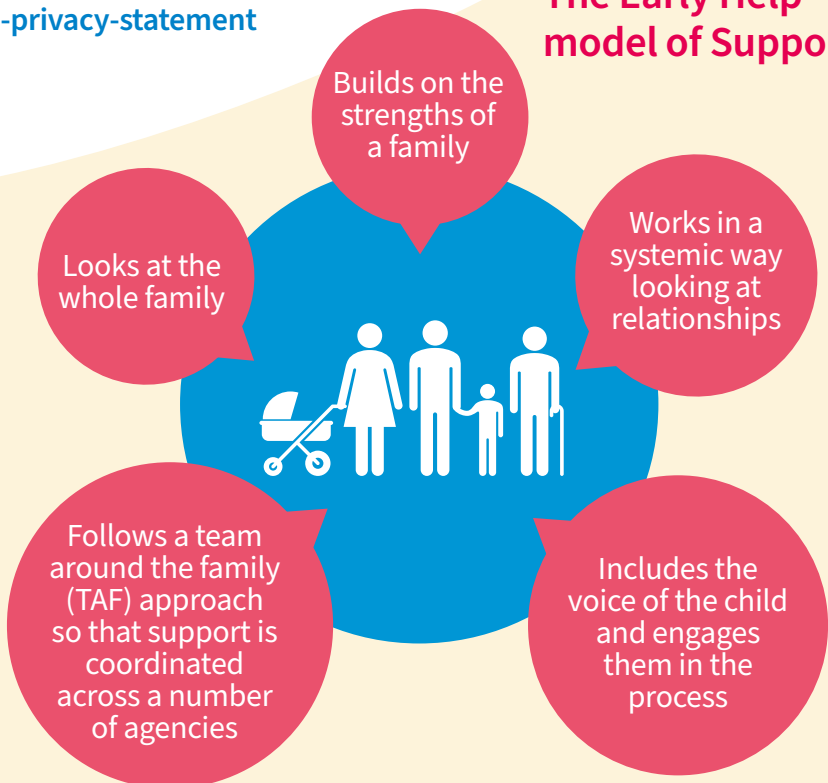
Further details about how we collect and share your information can be found at:

If you have a concern or complaint about the use of your information please email: [dataprotection@westminster.gov.uk](mailto:dataprotection@westminster.gov.uk)

## Emotional wellbeing and mental

[westminster.gov.uk/data-protection/childrens-services-privacy-notice](https://westminster.gov.uk/data-protection/childrens-services-privacy-notice) [clch.nhs.uk/about-us/clchs-privacy-statement](https://clch.nhs.uk/about-us/clchs-privacy-statement)

### The Early Help model of Support



# 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](http://www.rbkc.gov.uk/localoffer)

If you live in Westminster, visit:

[www.westminster.gov.uk/local-offer](http://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](mailto:localoffer@rbkc.gov.uk), or fill out our online survey by going to

[www.bit.ly/Local-Offer-Survey](http://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.

Short breaks can only be used after 3.30pm/weekends or in school holidays.

## 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

<https://www.nhs.uk/conditions/social-care-and-support-guide/support-and-benefits-for-carers/carer-breaks-and-respite-care/>

To find out more, visit the People First website at

[www.peoplefirstinfo.org.uk/looking-after-someone/support-to-look-after-someone](http://www.peoplefirstinfo.org.uk/looking-after-someone/support-to-look-after-someone)

For further information please contact the Front Door Officer:

**07790 362 267**

[biboroughhealthnotifications@rbkc.gov.uk](mailto:biboroughhealthnotifications@rbkc.gov.uk)



# 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 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:

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Kensington and Chelsea

020 3317 4460

Email: [cnw-tr.kandcshs.cnw@nhs.net](mailto:cnw-tr.kandcshs.cnw@nhs.net)

Westminster

020 3317 4460

[cnw-tr.westminstershs.cnw@nhs.net](mailto:cnw-tr.westminstershs.cnw@nhs.net)

## Healthy eating and oral health

Change4Life provides healthy lifestyle clubs focusing on healthy eating, physical activity, sleep and wellbeing to support families in eating well and keeping active.

Change4Life supports expectant parents, children and young people in Kensington and Chelsea and Westminster in a fun and interactive way. More information on Change4Life is available here:

[www.family-action.org.uk/what-we-do/children-families/change4lifeservice/](http://www.family-action.org.uk/what-we-do/children-families/change4lifeservice/)

**Change4Life Kensington and Chelsea**

[www.rbkc.gov.uk/health-and-social-care/public-health-services/change4life-kensington-and-chelsea](http://www.rbkc.gov.uk/health-and-social-care/public-health-services/change4life-kensington-and-chelsea)



## Change4Life Westminster

<https://www.westminster.gov.uk/children-and-families/change4life-westminster/change4life-families>

### Find a local NHS dentist

[www.nhs.uk/service-search/dentists/locationsearch/3](http://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](http://www.rbkc.gov.uk/leisure-and-culture/sports-clubs-directory) and Westminster at [www.activewestminster.org](http://www.activewestminster.org)

## Healthy relationships

Our City provides information on free and low cost activities for under-25s in Westminster and Kensington & Chelsea.

<https://ourcity.org.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](http://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](http://www.childline.org.uk) or call **0800 1111**. Childline is free, confidential and available any time, day or night.

## We got U, U got this

Support for young people in Westminster and Kensington and Chelsea.

<https://www.westminster.gov.uk/we-got-u>



## 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](http://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](http://www.mind.org.uk/information-support/helplines)

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](http://www.giveusashout.org) or text **Shout to 85258**, free (on most networks) any time.

## Qwell

A free, safe and anonymous mental health and wellbeing support at your pace for adults

<https://www.qwell.io/>

## 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:

<https://www.papyrus-uk.org/>

**Call 0800 0684 141, text 0778 620 9697** or email [pat@papyrus-uk.org](mailto: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](http://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](http://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.



# 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. 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 Aged Vaccination Programme in Westminster and Kensington and Chelsea

Our vaccination programmes are delivered according to national campaigns and the scheduled school age vaccination programme

[www.nhs.uk/conditions/vaccinations/NHS-vaccinations-and-when-to-have-them](http://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 and 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. Aged 4 to 16 years

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

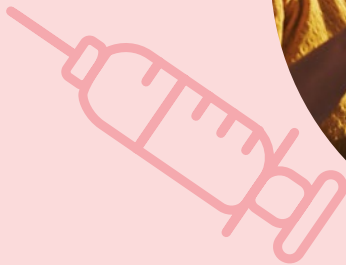
## Measles and Polio

Cases of measles in London are increasing and traces of polio virus have been detected in the sewerage system.

The Joint Committee on Vaccination and Immunisation (JCVI) advises that all children are up to date with their childhood vaccinations to protect against serious childhood diseases like

measles and polio. It's never too late to catch up.

You can make an appointment at your GP practice or with the School Aged Immunisation Service.





## 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.

Our contact email is:  
[clcht.ohp@nhs.net](mailto:clcht.ohp@nhs.net)



# Occupational Therapy

Occupational Therapists (OTs) are a source of practical solutions to help children perform day to day activities to the best of their ability. They are concerned with helping children and young people achieve function and independence.

**There are 3 different OT teams who support with this**

## 1. NHS CYPOT

CLCH Children and Young People Occupational Therapy accept referrals for children who are home schooled, and they will be triaged and accepted using the same criteria as any other child, based on health need.

Parents or professionals can access **Universal Occupational Therapy Programmes** for a range of needs at any time via

<https://www.clch.nhs.uk/services/occupational-therapy-children>

Parents who are known to the Child Development Teams can also access **Targeted** face-to-face group sessions on:

**Eating issues** - This group covers underlying reasons for picky and problem eating and offers strategies for making mealtimes more enjoyable. It is run over three sessions.

**Toileting training with additional needs** - It covers underlying reasons for difficulties with toileting and offers strategies to progress your child within toileting, according to their readiness level.

**Embrace group** – Family known to Child Development Centre. It supports families that are new to child developmental services, challenging behaviours, and strategies to parents with younger children

**Sleep group** - Family known to Child Development Centre. Provides support with sleep routine and strategies.

**Specialist support** with an individual assessment is available for those with complex health needs or significant regression in ability who have 2 or more serious difficulties with essential daily activities.

## 2. SEN OT for students with EHCP's

If parents have been offered a suitable school placement by the local authority but parents have elected to educate their child at home, and the local authority have agreed that home education can meet the child's SEN needs, the local authority has discharged its responsibilities and does not provide OT provision.

## 3. Social Care OT's based with the Disabled Children's Team in RBKC

Referrals are appropriate for children who are home educated or currently out of education for the same reasons as for any other SCOT referral i.e. in inability to manage essential daily living tasks. This would ordinarily include doing homework. The criteria for referral acceptance are;

Social Care O.T.'s provide specialist help for children who have complex permanent developmental or physical needs.

Services are available to RBKC residents who have a child aged 0 to 18 with a diagnosed condition that is substantially affecting their everyday living, not exclusively including the following examples:

- Global developmental delay
- Physical impairments such as cerebral palsy or a genetic condition
- A profound sensory impairment
- A significantly disabling chronic ill health condition
- Autistic Spectrum Disorder with communication disorder and developmental delay
- Learning disability causing inability to manage essential activities of daily living
- Life limiting illness.

# 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):

<https://www.ucas.com>

## 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.

## Examination boards

(Search for 'private candidate')

### Assessment and Qualifications Alliance (AQA)

Stage Hill House  
Guildford  
Surrey  
GU2 7XJ

0800 197 7162  
[eos@aqa.org](mailto:eos@aqa.org)  
[www.aqa.org.uk](http://www.aqa.org.uk)

### Cambridge International Examinations

The Triangle Building  
Shaftesbury Road  
Cambridge  
CB2 8EA

01223 553 554  
[info@cambridgeinternational.org](mailto:info@cambridgeinternational.org)  
[www.cambridgeinternational.org](http://www.cambridgeinternational.org)

### Oxford, Cambridge and RSA Exams (OCR)

1 Hills Road  
Cambridge  
CB1 2EU

01223 553 998  
[general.qualifications@ocr.org.uk](mailto:general.qualifications@ocr.org.uk)  
[www.ocr.org.uk](http://www.ocr.org.uk)

### Pearson Edexcel

190 High Holborn  
London  
WC1V 7BH

0845 618 0440  
[students@pearson.com](mailto:students@pearson.com)  
[qualifications.pearson.com/en/home.html](http://qualifications.pearson.com/en/home.html)



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](http://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.

### **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](http://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](http://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](http://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](http://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](http://www.amazingapprenticeships.com)

### Find an Apprenticeship

[www.findapprenticeship.service.gov.uk/apprenticeshipsearch](http://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.ucas.com/](http://www.ucas.com/)



## Useful Careers Guidance Resources

### National Careers Service

[nationalcareers.service.gov.uk](http://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](http://www.notgoingtouni.co.uk)

A resource providing options and advice on alternatives to University.

### Labour Market Careerometer

[www.lmiforall.org.uk/widget](http://www.lmiforall.org.uk/widget)

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

### Icould

[www.icould.com](http://www.icould.com)

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

### Inspiring the Future

[www.inspiringthefuture.org/](http://www.inspiringthefuture.org/)

### Careermap

Careermap produce the free Careermap in addition to online videos:

[www.careermap.co.uk/careermag/Careersmart](http://www.careermap.co.uk/careermag/Careersmart)

[www.careersmart.org.uk](http://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](http://www.morrisby.com/students)

### Careers Advice for Parents

[www.careersadviceforparents.org](http://www.careersadviceforparents.org)

### Where the Work is

<https://datamade.us/our-work/where-the-work-is/>

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](http://www.startprofile.com)

### EY Building a Better Working World

[ukcareers.ey.com/students/career-advice/parental-advice](http://ukcareers.ey.com/students/career-advice/parental-advice)

### Westminster Employment Service

For Post 16

<https://www.westminster.gov.uk/jobs-and-volunteering/westminster-employment-service>

### Kensington and Chelsea Targeted Prevention Team

For advice/support around Post 16

[targetedprevention@rbkc.gov.uk](mailto:targetedprevention@rbkc.gov.uk)



# Education support networks

## The Otherwise Club

A community centre for home educating families open since 1993.

For more information please visit:  
[www.theotherwisecub.org.uk](http://www.theotherwisecub.org.uk)

## Oak National Academy

The Oak National Academy to support great teaching. They are an independent public body that work in partnership to improve pupil outcomes and close the disadvantage gap by supporting teachers to teach, and enabling pupils to access a high-quality curriculum.

<https://classroom.thenational.academy/>

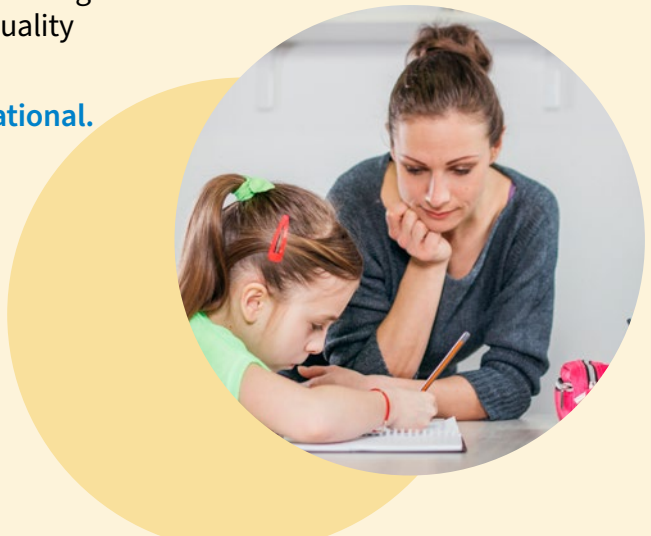
## All Ways Educating

All Ways Educating (AWE) has a discount website with exclusive offers for home educators, see [www.awediscounts.com](http://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](http://www.facebook.com/AWEdiscounts)



# Library Service

Our libraries are inclusive spaces where all are welcome

Anyone can join the library for free. You can join online or in person at any of our libraries - all you need is proof of your permanent address in the UK.

There are 18 libraries across the Bi-borough and visitors wishing to borrow items such as books, DVDs and audiobooks will require a library card.

All libraries have study spaces which are free to use and do not require library membership to access.

The libraries offer a variety of activities and clubs for adults, children and young people that everyone is welcome to come along to.

These range from under-fives Baby Rhyme Time and Storytime sessions, Homework Clubs, nationwide incentives like the Summer Reading Challenge and World Book Night, health events, reading groups and much more.



# 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.



## Where to find further information

Here is the link to our e-brochure where you can browse all lessons/ classes/ensembles/choirs we offer during the week and on a Saturday:

<https://www.triboroughmusicub.org/out-of-school-music-tuition-2023-2024/out-of-school-music-tuition-e-brochure/>

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## Lyric Square

King Street  
London W6 0QL

020 8741 6822

[www.triboroughmusicub.org](http://www.triboroughmusicub.org)

## Music Hub Twitter

[www.twitter.com/tbmhmusic](http://www.twitter.com/tbmhmusic)

## Instagram

[www.instagram.com/triboroughmusicub/](http://www.instagram.com/triboroughmusicub/)

## Vimeo films

[www.vimeo.com/](http://www.vimeo.com/)

## Flickr photos

[www.flickr.com/photos/triboroughmusicub/albums](http://www.flickr.com/photos/triboroughmusicub/albums)

# Rugby Portobello Trust

## Magic Mums

Rugby Portobello Trust (RPT)'s Magic Mums is a service which supports parents/carers in three different ways, relationships, wellbeing and skills. This is currently reflected in our 3 morning activities. On Tuesday we offer a stay and play for all parents and carers and under 4s.

We provide a community wardrobe, snacks and drinks, we often have advisors in from a variety of services such as community champions and health visitors with opportunities for free play and making friends with each other both children and adults!

On Wednesdays we offer our wellbeing sessions which focus on the adult and their relationship with themselves and their children.

These are informal with topics generated by the group and delivered in partnership with Morley College. Thursday morning is skills focus, currently we are offering a jewellery making class. We will be offering a variety of vocational

course both craft vocational. On Thursday we all have lunch together.

There is also the opportunity to join off-site trips and activities with your children.

**During term time: Tuesday 9.30 to 11.30am, Wednesday and Thursday, 10am to 12pm.**

**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](http://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.**

**On Thursdays we run an Academic Support Group for secondary pupils focused on GCSE and A levels, 4pm to 5.30 pm**

### **The Rugby Portobello Trust**

221 Walmer Road  
London W11 4EY

#### **How to register**

There is currently a waiting list for Homework Club and Academic Support. 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](http://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 runs sessions on fencing, archery, wall ball and tag rugby fencing, archery, wall ball, boxing, badminton and tag rugby. We also have a qualified gym instructor. 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](http://www.rugbyportobello.org.uk/what-we-do/junior-club)

## Youth Club, Project Athena and Man Cave

RPT's Youth Club follows on from Junior Club and is open to children aged 13 to 19 (25 for those with SEND). 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 Tuesday (6 to 9pm), **Project Athena**, for young women aged 11 to 19 and on Thursdays a boys only

club called **Man Cave** (6.30 to 9.30pm) for young men aged 15 to 21. Both are free for young people to attend but they must be registered.

**Youth Club runs Monday, Wednesday and Friday during term time, 6.30pm to 9pm..**

### 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](http://www.rugbyportobello.org.uk/what-we-do/youth-club)

## Football Academy

RPT FC is a Football Academy based in Notting Hill W11 that has over 100 local children attending its football sessions. Each squad trains twice a week and plays competitive matches at Regents Park on Saturday mornings.

All our coaches are experienced and hold the necessary FA qualifications. Children accessing the Football Academy can also link in with the range of other services provided by RPT youth services.

Our Football Academy is normally full except for our reception-aged session which takes place every Thursday, from 4pm to 5pm. All our training sessions cost £6.00 per child, per session.

**The Rugby Portobello Trust**  
221 Walmer Road  
London W11 4EY

To make an enquiry:-

Please email Riley Taggart  
(football operations manager)  
[riley.taggart@p3charity.org](mailto:riley.taggart@p3charity.org)

## 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.**

**Avondale Park Primary School**  
Sirdar Road  
London W11 4EE

## How to register

Currently costs for a full extended day are £26 for 8am to 6pm (includes all meals)

Shorter days are available. It is recommended 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](http://www.rugbyportobello.org.uk/what-we-do/play-3)



# 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](http://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 5000** or visit the website:

[www.nspcc.org.uk/online-safety](http://www.nspcc.org.uk/online-safety)



# 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](mailto:home.education@rbkc.gov.uk)**

**[www.rbkc.gov.uk/education-and-learning/elective-home-education](http://www.rbkc.gov.uk/education-and-learning/elective-home-education)**



All information contained in this brochure is correct at time of publication, November 2023. 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.