



Your TLC Journey Begins Here

A WELCOME GUIDE FOR FAMILIES

SEPTEMBER 2026

OUR SPECIALIST PROVISIONS



Nurturing children in the early stages of communication, learning and development.



Supporting children to build independence, confidence and lifelong skills.

OUR MISSION

*"Love one another,
as I have loved you."*

John 13:34



Every Child. Every Chance. Every Day.



OUR VALUES



Compassion



Ambition



Rejoice



Excellence



Service





Welcome to



Mr Connor Lavin
Headteacher



Miss Lisa Dempsey
Deputy Headteacher | SENDCo | Inclusion Lead



We are delighted to welcome you and your family to The Learning Centre (TLC) at St. Stephen's. Starting something new can bring lots of emotions, and we understand that this may be an exciting and sometimes daunting time. Please know that we are here to support you and your child every step of the way.

TLC has been created to provide a nurturing, specialist environment where every child is known, valued and supported to achieve their own unique potential. We believe that strong partnerships with families are at the heart of everything we do.

This guide will help you to understand what your child's first term at TLC will look like, introduce you to our team and answer some of the questions you may have.

We are incredibly proud to welcome you to The Learning Centre and look forward to building a strong partnership with you and your family. Together, we will ensure that your child feels safe, valued and supported to achieve their full potential.

We look forward to welcoming you in September and beginning this exciting new chapter together.

Mr Connor Lavin
Headteacher

Miss Lisa Dempsey
Deputy Headteacher | SENDCo | Inclusion Lead



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Meet Your TLC Team

The people who will support your child every step of the way.



TLC Foundations

EYFS & KS1



Mrs Steph Tootill

Teacher



Mrs Kelly Morris

Teaching Assistant



Miss Kirsty Tollin

Teaching Assistant

Supporting children in EYFS and Key Stage 1 through communication, play, independence and personalised learning.



TLC Thrive

KS2



Mrs Anna Kay

Teacher



Mrs Isi Omijie

Teaching Assistant



Miss Lauren Watkin

Teaching Assistant

Supporting children in Key Stage 2 to develop confidence, independence and lifelong learning skills.

Working Together as One Team



Mr Connor Lavin
Headteacher



Miss Lisa Dempsey
Deputy Headteacher
| SENDCo | Inclusion Lead



Speech and
Language
Therapists



Educational
Psychologists



Occupational
Therapists



School
Nursing Team



Other
professionals,
as appropriate
to each child's
needs



Together, we work in partnership with families to help every child thrive.



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Getting Ready for September

Everything you need to know before your child's first day.



TLC FOUNDATIONS

EYFS & KS1



LOCATION

TLC Foundations is located in its dedicated classroom within St Stephen's R.C. Primary School.



ARRIVAL & COLLECTION

Children should be brought to and collected from the main playground entrance.



OUR LEARNING ENVIRONMENT

Our specialist provision includes:

- A calm, nurturing classroom
- A dedicated sensory circuit
- A quiet room for regulation and individual support
- Access to outdoor learning and the wider school environment



TLC THRIVE

KS2



LOCATION

TLC Thrive is based within the main school building.



ARRIVAL & COLLECTION

Children should be brought to and collected from the Hall entrance.



OUR LEARNING ENVIRONMENT

Children benefit from:

- A specialist classroom
- Calm, structured learning spaces
- Access to sensory and regulation support
- Opportunities to access the wider school community throughout the day



Coming Soon! ♥

LOOKING AHEAD...

We are excited to share that our brand-new purpose-built TLC building is currently being developed and is expected to open during the 2026–2027 academic year.



Once complete, both TLC Foundations and TLC Thrive will move into this specialist environment, designed specifically to support communication, independence, sensory regulation and personalised learning.

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Settling In

Helping every child feel safe, confident and ready to learn.

We know that every child is unique and every transition is different. Our first priority is helping your child feel safe, secure and happy in their new environment. As relationships develop and routines become familiar, we begin to personalise learning to ensure every child can achieve success from their very first weeks at TLC.



Building Relationships

- Getting to know trusted adults
- Developing friendships
- Learning names and routines
- Feeling safe and valued



Understanding Your Child

- Discovering interests and motivators
- Getting to know communication styles
- Understanding sensory preferences
- Learning how your child learns best



Learning Begins Straight Away

From the very beginning, children take part in meaningful learning that is carefully matched to their individual starting points. Whether through communication, play, independence or more formal learning activities, every child begins their learning journey from day one.



TLC Foundations
EYFS & KS1

- Learning through play
- Communication
- Early independence
- Exploration



TLC Thrive
KS2

- Personalised literacy and maths
- Communication and language
- Independence and life skills
- Preparation for future learning



Celebrating Success

- Every achievement matters
- Small steps are celebrated
- Building confidence
- Working towards individual targets



Children do not need to be "settled" before learning begins. At TLC, relationships, wellbeing and *learning develop together*, ensuring every child experiences success from their very first days.

Every child.
Every chance.
Every day.



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A Day at TLC

Every day is carefully planned to provide the right balance of
learning, communication, regulation and enjoyment.



Every day is personalised.

Although routines provide structure and predictability, no two children are the same. Activities, levels of support and learning experiences are personalised to meet each child's individual needs, strengths and EHCP outcomes.



Individual needs



Personalised support



Working towards individual goals



Success every step of the way



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Learning at TLC

Helping every child develop communication, confidence and **independence** through personalised learning.



Every child in TLC follows a personalised learning journey. Teaching is carefully adapted to meet each child's strengths, interests and individual needs, ensuring they experience success while developing the skills they need for the future.



*Every child.
Every chance.
Every day.*



Communication & Interaction

- Developing speech, language and communication.
- Using visuals, symbols, Makaton and other personalised approaches.
- Building confidence to express wants, needs and ideas.



Regulation & Wellbeing

- Helping children recognise and manage their emotions.
- Developing self-regulation strategies.
- Creating calm, safe learning environments.



Learning & Achievement

- Personalised English and mathematics.
- Topic-based learning.
- Practical experiences.
- Learning matched to individual starting points.



Independence & Future Readiness

- Daily living skills.
- Personal care.
- Social independence.
- Preparing children for the next stage of education and beyond.



Personalised for Every Child



Every child's timetable, learning experiences and support are carefully personalised. Some children may spend more time developing communication and independence, while others may access more formal learning.



Our goal is always the same: helping every child make meaningful progress and achieve their individual potential.



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Working Together with Families

Working in partnership to help every child thrive.



We believe that children achieve their best when school and home work together. We value your knowledge of your child and recognise that you are their first teacher. Communication, trust and teamwork are at the heart of everything we do.

Together, we can help every child flourish.



Keeping You Connected via ClassDojo

ClassDojo is our main communication platform, helping us stay connected every day.

- ✓ Daily updates and messages
- ✓ Photos of learning and special moments (where appropriate)
- ✓ Celebrating achievements
- ✓ A quick and easy way to message your child's class team
- ✓ Important reminders and announcements



ClassDojo



Working Together

We work in partnership with you to support your child's progress.

- ✓ Parent consultations
- ✓ EHCP Annual Reviews
- ✓ Person-centred reviews
- ✓ Regular opportunities to discuss progress
- ✓ Shared targets and next steps
- ✓ Your voice is valued at every step



Supporting Learning at Home

We share practical ideas and strategies to support learning beyond school.

- ✓ Simple, practical ideas to use at home
- ✓ Communication activities
- ✓ Reading together
- ✓ Independence skills
- ✓ Celebrating success together
- ✓ Embedding learning into everyday family life



Here When You Need Us

We are here to listen, support and help—every step of the way.

- ✓ Questions are always welcome
- ✓ Support from your class team
- ✓ Support from Miss Dempsey
- ✓ Working alongside external professionals
- ✓ Signposting to additional services where appropriate



Together, we are one team.



We believe that the strongest partnerships between home and school create the best outcomes for children. By working together, sharing successes and communicating openly, we can help every child flourish.



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Frequently Asked Questions

Everything you need to know before your child starts TLC



We know that starting a new school or provision can bring lots of questions. Here are some of the things families ask us most often. If you need any further information, please don't hesitate to get in touch.



1. School Day

What time does the school day start and finish?

The school day begins at **8:40am** and finishes at **3:15pm**.



2. Uniform

What should my child wear?

Children are encouraged to wear the St Stephen's school uniform and PE kit. However, we understand that some children have sensory processing needs or individual preferences. Our priority is that your child feels comfortable, settled and ready to learn. Please speak to us if you have any concerns about uniform.



3. School Meals

Can my child have a school dinner?

Yes. School meals can be ordered through SchoolGrid and paid for in the usual way.

Children in Reception, Year 1 and Year 2 are entitled to Universal Infant Free School Meals.



4. Absence

What should I do if my child is unwell?

Please contact the school office as soon as possible on:

0161 370 2071

to report your child's absence.



5. What Should My Child Bring?

What does my child need to bring each day?

Your child only needs:



We also ask that you leave a named bag of spare clothes in school for Forest School, messy play and any unexpected accidents.



6. Medication

How is medication managed?

If your child needs medication during the school day, please speak to the school office. A medication consent form will need to be completed before any medicine can be administered.



7. Need Help?

Who can I contact if I have a question?

If you have any questions before or during your child's time in TLC, please speak to:

- ✓ Your child's class teacher
- ✓ **Miss Lisa Dempsey** (Deputy Headteacher | SENDCo | Inclusion Lead)

We're always happy to help.



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Welcome to the TLC Family

We can't wait to welcome you in September.

Thank you for taking the time to read this guide.

We are delighted that your family is joining The Learning Centre and look forward to getting to know you over the coming weeks.

Together, we will create a nurturing, inclusive and ambitious learning journey where every child is valued, every achievement is celebrated and every day brings new opportunities to grow.

We are excited to welcome you to TLC and look forward to beginning this special journey together.



Contact Us

-  St Stephen's R.C. Primary School
-  0161 370 2071
-  stsrcp.co.uk
-  admin@stsrcp.co.uk



Stay Connected

Scan the QR code to visit our website and keep up to date with school news, information and events.



stsrcp.co.uk



Our Mission

"Love one another, as I have loved you."

John 13:34

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