

# ***ALTERNATIVE CURRICULUM EDUCATION (A.C.E)***

## ***Prospectus 2011***



***'Leading the way in alternative provision'***



# **MISSION STATEMENT**

*Alternative Curriculum Education (ACE for short) supports young people who for whatever reason are disengaged from mainstream education. We strive to ensure that the young people attending our centre gain accreditation through a practical programme of activities taking into account individual learning needs. Our work is done in a safe environment where young people are listened to and feel valued.*

***'Past reputations stay behind, we are here to help not to judge'***

## **Aims**

### **A.C.E aims to:**

- *Build self esteem and confidence in young people.*
- *Provide a wide spectrum of learning opportunities that encompass key skills including intensive literacy and numeracy support, ICT and a wide range of cross curricular activities.*
- *Ensure students feel consulted, informed and that they have ownership over their own learning.*
- *Equip students with the qualifications, attitudes and skills in order to reach their maximum potential in life, work and society.*

## **Objectives**

### **The aims of A.C.E will be achieved by:**

- *Encouraging teamwork and active participation.*
- *Equipping students with valuable life and social skills relating to independent living including personal finance and the world of work.*
- *Providing small banded group sessions (maximum of four students) in Literacy, Numeracy and ICT (Functional Skills.)*
- *Providing a constructive programme of practical activities including Personal and Social Development, Construction (woodwork, painting & decorating, metal-craft, electrical installation and plumbing,) Photography, Hospitality & Catering, Public Services, Health & Social Care, Hairdressing, Child Care, Sporting Activities and Land Based activities including gardening at our allotment and small animal care.*
- *Providing additional help and support to students with poor literacy and numeracy skills by embedding literacy and numeracy into the overall programme of education offered.*
- *Including students in the planning of activities to meet the students needs.*

- *Offering students the opportunity to gain nationally recognised qualifications via Edexcel (Foundation Learning,) Asdan and OCR in a variety of subject areas including Health & Safety and First Aid (St John's Ambulance.)*
- *Supporting Schools, Local Authorities, Pupil Referral Units, Training Providers and other care organisations in meeting the needs of young people.*
- *Ensuring that the government initiative 'Every Child Matters' is encompassed into all areas of the companies practices.*
- *Educating young people about the law, especially with regards to vehicle use.*
- *Providing an opportunity for young people to ride 'off-road' on a purpose built Motorcross track and acquire appropriate skills for on-road riding including health & safety, driving theory and hazard perception testing up to CRB training standard which would not normally be available to young people.*
- *Providing an opportunity for young people to learn basic motorcycle maintenance and repair skills.*

## **Management Team**

The Management team at A.C.E are:



### **Lez Carrick - Director**

*After serving 22 years in the Royal Air Force as a photographer Lez also gained an advanced youth worker qualification and has over 25 years experience of working with young people. On leaving the military in 1997 Lez was employed as the Project Coordinator for the Chequered Flag Motocross project. The project ended in July 2000 and as Lez believed that there was still a need for this type of alternative provision and decided to set up a new project incorporating a more comprehensive and challenging programme of activities and education in partnership with his wife Marie. Lez delivers all the Motorsport and Motorcycle Mechanics and Public Services training along with Photography units to support other courses.*



### **Marie Carrick – Director/Centre Manager**

*Marie joined Lez at the Chequered Flag Project in 1998 and has managed an alternative education program for the last eleven years in partnership with her husband Lez. Marie comes from a community care and residential childcare background and has worked with young people as a qualified youth worker since 1991. Marie has extensive knowledge of looking after children and young people and has set up and ran two successful Ofsted registered afterschool and holiday provisions. Marie runs the day to day operations at ACE and will be your first point of contact.*



### **Adrian Brockwell - Internal Verifier & Qualification Coordinator**

*Adrian Brockwell has a military background and is an I.T professional and will oversee all I.C.T qualifications. Adrian is the centres Internal Verifier and will coordinate all qualifications delivered at A.C.E.*

## **Tutors & Supporting Staff**



### **Josephine Braines - Literacy & Numeracy and SENCO**

*Josephine Braines has a nursing military background and joined A.C.E in September 2008 as our Literacy, Numeracy and Workskills tutor. Jo has many years experience of working in schools including Thomas Deacon Academy and Deacons School prior to that as an alternative curriculum coordinator. Jo has experience of working with disaffected young people as a qualified SENCO and qualified Teaching Assistant. Jo is also our Special Educational Needs Co-ordinator.*



### **Keith Chester – Construction & Land Based**

*Keith Chester is ex armed forces and is a qualified carpenter and has many years experience in the trade. Keith will deliver all construction subjects including woodwork, bricklaying and painting & decorating. Keith will also deliver all land based and animal care programmes.*



### **Lucrezia Ricciardi - Hair and Beauty**

*Lucrezia Ricciardi has been a tutor as A.C.E for the past eight years and is a fully qualified Hairdresser and nail technician with many years of hairdressing experience.*



### **Lee Carrick - BMX & Bicycle Maintenance & Sports Activities**

*Lee Carrick has been with A.C.E for over ten years. Lee races BMX and is currently at the top of his game both nationally and regionally. Lee has a wealth of experience in all aspects of BMX and bicycle maintenance. Lee has completed the Youth Leadership Award and is a qualified Teaching Assistant. He also holds a Diploma in Sport and delivers all our sporting activities.*



### **Lez Baptiste– Motorsport & Motorcycle Mechanics**

*Lez has been with A.C.E for many years and works alongside Lee Carrick in the Motor section and has a wealth of experience in the motor industry and of working with young people in both an educational and residential setting.*

*All A.C.E tutors have a high level of experience and are qualified in their own specialist area. All support staff have teaching assistant qualifications, or are working towards this. A.C.E have a comprehensive staff development program which ensures all staff continually develop their practice and ensure that their industry knowledge is current and up to date.*

*All staff are recruited in line with DCSF safer recruitment guidelines and all have an Enhanced CRB check. All staff take part in an extensive training programme covering, Positive Handling Techniques (Teamteach,) First Aid, Fire Awareness, Child Protection and Health & Safety.*

## **Student Bookings**

*Student bookings must be made in writing and all Registration forms must be completed. Students can be placed with A.C.E for individual sessions, or for a day for which a day rate is offered. We are also able to offer a part time programme of education (up to 15 hrs per week.)*

*A.C.E asks that potential students visit the centre with their parents/guardians before they are placed onto the programme.*

*We also offer 'taster' sessions for potential students being placed with us.*

***If for any reason a student needs to be withdrawn from the ACE programme a four week cancellation fee will apply alternatively another student may take the sessions booked at no additional cost.***

## **Group Bookings**

*Select groups of (minimum of 4, maximum of eight) young people can be placed onto any of our sessional activities available for their sole use.*

***Please contact the office to discuss your group requirements.***

*Transport can be provided at an additional minimal cost (depending on availability.)*

## **Foundation Learning**

*Foundation Learning is the name given to a range of flexible learning programmes for young people and adults at Entry Level and Level 1 made up of units and qualifications from the Qualifications and Credit Framework. It is one of four qualifications suites for 14-19 year old learners alongside General Qualifications, Diplomas and Apprenticeships.*

*A.C.E is an Edexcel approved centre and can provide Foundation Learning in many practical subject areas including Construction, Public Services, Hair & Beauty, Sport and Recreation, Health & Social Care, Personal and Social Development and Functional Skills (Literacy, Numeracy and ICT.) Students will work towards the highest level of qualifications dependant upon their ability and the number of hours and attendance at the centre.*

***We offer the following accreditation:-***

***Edexcel BTEC Entry Level Award (Entry 3) (QCF) 6 credits***

***Edexcel BTEC Level 1 Award (QCF) 7 credits***

***Edexcel BTEC Level 1 Certificate (QCF) 13 credits***

***Edexcel BTEC Level 1 Diploma (QCF) 37 credits***

***\* As a guide 10 hours of learning = 1 credit***

***Units can be combined into a qualification, all course units are worth between 1 & 4 credits. Individual Unit certification is also available for short placements.***

## Other Awards

*A.C.E can provide short courses in the majority of the subjects offered with individual unit certification available for work completed. The programme is designed to be as flexible as possible to allow students to be placed 'on and off' the programme to meet the referral agencies requirements.*

*Here at A.C.E Training we believe in a personalised approach to ensure students work at their own pace and ability, therefore we will utilise other awarding bodies to ensure that all student abilities are catered for and their individual needs are met.*

## Content & Methods of Delivery of Courses

*A.C.E reserves the right to make variations to the contents or methods of delivery of courses, to discontinue courses and to merge or combine courses if such action is reasonably considered being necessary by the company in the context of its wider purposes. Should we need to discontinue any course a suitable alternative will be offered.*

***Should a tutor be absent from ACE under no circumstances are students sent home they will be placed in a suitable alternative session.***



# ***Programme of Education & Activities 2011***

**LITERACY  
NUMERACY  
I.C.T  
WORKSKILLS**

**PERSONAL & SOCIAL DEVELOPMENT  
HEALTH & SOCIAL CARE  
CHILD CARE**

**PRACTICAL WOODWORK  
METALCRAFT  
PAINTING & DECORATING  
BRICKLAYING**

**LAND BASED SKILLS  
GARDENING PROJECT  
ANIMAL CARE**

**BMX & BICYCLE MAINTENANCE  
MOTORSPORT (Off Road Motocross Track)  
MOTORCYCLE MECHANICS  
SAFE ATTITUDES & ROAD USER SKILLS  
ASDAN ROADWISE**

**HAIRDRESSING, NAIL ART & BEAUTY THERAPY**

**CATERING & HOSPITALITY**

**PUBLIC SERVICES  
TEAM WORK & TEAM BUILDING  
ARTS & CRAFTS**

**SPORT & RECREATION  
ACE CHALLENGE ACTIVITIES**

**PHOTOGRAPHY & ANIMATION  
MUSIC GROUP**

**PERSONAL DEVELOPEMENT**

**ANGER MANAGEMENT  
TEAM BUILDING & PROBLEM SOLVING**

*A.C.E is a local authority approved alternative provision provider and can offer courses and qualifications from entry level to level 2 via Edexcel, OCR and ASDAN.*

## **Personal Learning Programmes**

*A.C.E work in partnership with the referral agency, parents and the young person being placed to provide the most suitable programme of education to meet his or her needs. On referral students are assessed in numeracy, reading, spelling and I.C.T.*

*The programme of education will be derived from the data received on assessment and students will be banded into the various academic subject groups to ensure they work at their own pace and ability. Students will work at Entry level, level 1 or level 2 (Literacy, Numeracy and ICT only.) Student progress will be monitored carefully and reports will be available at the end of each term.*

*A.C.E will also provide a detailed end of year report for each young person who attends our centre which will be available to the referral agency and parents/guardians.*

## **Behaviour & Exclusions**

*A.C.E. may exclude any student who fails to comply with reasonable directions given by the management team or tutor in charge.*

***While every effort is made to inform parents or guardians about serious breaches of the rules the management team may at their discretion impose sanctions including immediate suspension or expulsion but only after consultation with parents and the referral agency. A.C.E reserves the right to dismiss any student whose standard of conduct is unsatisfactory. The management team's decision is final.***

## **Publicity**

*Students and their parents or guardians agree that student's photographs, limited details and achievements may be used for promotional purposes. (Please refer to our Safe Use of Photographic Images Policy.)*

## **Policies**

*For a full list of A.C.E policies or details on insurances please contact the office.*

***Alternative Curriculum Education recognises its responsibility to safeguard the young people who attend our centre and encompass safeguarding practices into every area of our work. ACE has been approved by the local authority as an alternative education provision provider and is listed in the 'Matrix' document.***

