

Parent Pack 2024-25

OMG Education

Email: <u>info@omg.school</u> Website: <u>www.omg.school</u> Tel: 0208 159 3838 Address: 85 Commercial Street, London, E1 6BG

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Welcome to OMG.

OMG Education is an independent school offering a comprehensive and unique learning experience; we are not affiliated with specific religious, political, or governmental organisations. Our independence allows us to create an inclusive environment where students can explore their interests and talents.

As the founder of OMG Education, I am deeply committed to empowering young people, particularly those from disadvantaged backgrounds, to unlock their full potential. Growing up in similar circumstances, I understand first-hand the daily challenges and barriers young people face.



My personal journey fuels my passion for creating meaningful opportunities for others. OMG Education was born from my desire to

provide tailored support, mentorship, and education for young people who may not fit into traditional schooling environments. We aim to nurture their talents, build confidence, and guide them toward brighter futures.

With a focus on Alternative Provision, I work alongside a dedicated team to ensure that every young person we serve receives the individualised attention and resources they need to thrive. Together, we're building a stronger community by helping our young people succeed in education, employment, and beyond.

If you have any questions, queries, or concerns about any aspect of the training or our services, please do not hesitate to contact me on 07498 330 265.

I am the Headteacher here at OMG Education. In my role, I ensure that all our educational programmes are current and in line with policy. I manage the fantastic teaching staff here and work with them to ensure all our programmes are always creative and informative.

OMG focuses on the education and personal development of young people. I want to ensure that every young person entering our alternative provision leaves at the end of year 11, aspiring to achieve their dreams.



Helen Strachan, Headteacher

OMG Education Team

Our school is proud to have a team of passionate and experienced educators committed to providing the highest-quality education. Our staff members are dedicated to nurturing the potential of each student and creating a positive and supportive learning environment. Please see all staff's names, titles, and contact details below.

Jamal Miah - Proprietor	Email: j.miah@omg.school	
	Mobile: 07498330265	
Helen Rose Strachan –Headteacher	Email: <u>helen.strachan@omgeducation.co.uk</u>	
	Telephone: 02081593838	
Yamna Saeed – Head of Learning and Welfare	Email: <u>v.saeed@omg.school</u>	
ramna Saeeu – Heau of Learning and Weitare	Telephone: 02081593838	
Nicola Jane Manley -	Email: n.manley@omg.school	
Multi Subject Teacher and SENDCO	Telephone: 02081593838	
Jerome Aaron Francis –	Email: j.francis@omg.school	
Welfare and Development Mentor	Telephone: 02081593838	
Lola Gil Bermejo Roman -	Email: <u>l.roman@omg.school</u>	
Music teacher	Telephone: 02081593838	
Sean Cox – Learning Support Assistant / Science	Email: s.cox@omg.school	
Teacher	Telephone: 02081593838	
Waqas Riaz –	Email: waqas.riaz@omgeducation.co.uk	
Head of IT and Compliance	Telephone: 02081593838	
Atiya Miah -	Email: a.miah@omg.school	
Administrator	Telephone: 02081593838	

Safeguarding Team

At OMG, the safety and well-being of all our students are paramount. Below is our safeguarding team, who are always here to listen and ensure your safety. If you feel that you or someone you know is in danger, has a safeguarding concern, or is a victim of any of the things listed in the safeguarding section of this pack, please contact them or any staff member in the school.



Jamal Miah Director j.miah@omg.school



Helen-Rose Strachan Designated Safeguarding Lead helen.strachan@omgeducation.co.uk



Yamna Saeed Designated Safeguarding Lead <u>y.saeed@omg.school</u>



Nicola Manley Assistant Designated Safeguarding Lead <u>n.manley@omg.school</u>



Lola Gil-Bermejo Assistant Designated Safeguarding Lead I.roman@omg.school

If you have any safeguarding concerns regarding the Proprietor, Jamal Miah, please get in touch with our school governor at **governor@omg.school**.

Procedures

Complaints

Any young person, parent/carer or other person accessing our services wishing to make a complaint can do so in person, by phone, by email, or by letter. For written complaints, please write to Director Jamal Miah at OMG Education, 85 Commercial Street, London, E1 6BG.

For telephone complaints, please call the Headteacher, Mrs Helen-Rose Strachan, on 02081593838. For email complaints, please email Mrs Helen Rose Strachan at <u>helen.strachan@omgeducation.co.uk</u> If you have a complaint about the Headteacher, you should direct it to the Director, Jamal Miah. His email is <u>jamal.miah@omgeducation.co.uk</u>. You can also read our Complaints and Compliments Policy and Procedure on our website, <u>www.omg.school/policies</u>

Reporting student absence:

Illness & Authorised Absence: We understand that learners occasionally become ill or need to be away for other reasons and require time off from their training course. Should this be the case, parents/carers are expected to contact OMG EIS as soon as possible.

Appointments: If your young person must attend an appointment or meeting during the school day, the young person will have to be collected to by parent/guardian with proof of appointment to be either shown at reception when you collect the young person or to be emailed to our Head of Learning and Welfare staff member Yamna Saeed on <u>y.saeed@omg.school</u>. No young person will be given permission to leave the premises under any circumstances unless authorised by a parent or guardian.

Lateness: If your young person is running late or if they are going to be absent for the day, parents/carers are expected to communicate with our Administrator, Atiya Miah, by 9.40 am via telephone or email at <u>a.miah@omg.school</u>. If no communication has been made from home to school, OMG EIS staff will attempt to make contact and get/give updates on current situations with your young person.

The contact number for OMG EIS reception is 02081593838; alternatively, you can contact our Head of Learning and Welfare, Yamna Saeed, at <u>v.saeed@omg.school</u>.

Behaviour Policy: Behaviour & Standards: Whilst your young person is at OMG EIS, they will meet other students from various backgrounds and abilities. Learners are expected to always be respectful of others. Any disruptive or abusive behaviour will be dealt with under the terms of the disciplinary procedure.

Mobile Phones: Mobile phones are banned from all lessons. Learners are expected to place their phone(s) in a phone sleeve located in the classroom and retrieve it at the end of the day.

15 Points	Learners will be awarded a memory stick & a snack voucher.
25 Points	A learner can reduce their disciplinary stage.
35 Points	Learners will be awarded 30 minutes of studio time.
55 Points	Learners will be awarded with 3x Snack Vouchers.
80 Points	Learners will be awarded with 1x lunchtime meal (£10 max spend) of their own choice.
100 Points	Learners will be awarded a £20 voucher to spend at their favourite store.
130 Points	£30 Cash sent to parent/carer account
160 Points	A learner will get a £50 Amazon voucher.

Behaviour and attitude points procedure: Our behaviour and attitude points system is to be used as a tool to promote positive behaviour and foster a positive learning environment. It is not to be used as a punitive measure.

- For every positive behaviour, students will receive positive points from 1 to 5.
- For every negative behaviour, students will receive negative points from -1 to -5.

If you have any concerns regarding the behaviour and welfare of your child, please contact Yamna Saeed (Head of Learning and Welfare) and Jerome Francis (Welfare and Development Mentor) to share your concerns.

Anti-Bullying Policy

OMG EIS is committed to providing all students with a safe, caring, and inclusive learning environment. We believe all students have the right to learn in an atmosphere free from bullying, harassment, and discrimination.

We take all reports of bullying seriously. If you or your child experiences or witnesses bullying, immediately report it to a teacher or another staff member. Working together can create a school environment where everyone feels safe, respected, and valued. For further guidance, please refer to our website, <u>www.omg.school/policies</u> and select our "Anti-Bullying Policy."

Search and confiscation

The school reserves the right to search students and their belongings, including bags and electronic devices, if there is reasonable suspicion that they may be in possession of items that could pose a risk to the safety and well-being of others.

Procedures

- 1. **Reasonable Suspicion:** Searches will be conducted when there is a reasonable suspicion that a student is in possession of items that could pose a risk to the safety of others.
- 2. Search Procedures: Searches will be conducted by a member of staff in a private, respectful manner.
- 3. **Confiscation of Items:** Items that are confiscated will be securely stored and returned to the student or their parent/guardian at an appropriate time.
- 4. Parental Consent: For more intrusive searches, parental consent may be sought.
- 5. Record Keeping: A record of all searches and confiscations will be kept.

The rationale for the Policy

This policy is necessary to ensure the safety and well-being of all students and staff. By implementing this policy, the school aims to:

- Prevent the possession of harmful items, such as weapons or drugs.
- Reduce incidents of bullying and harassment.
- Maintain a positive and productive learning environment.

Issue: 1 Issue Date: July 2024 Review Date: July 2025

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Timetable

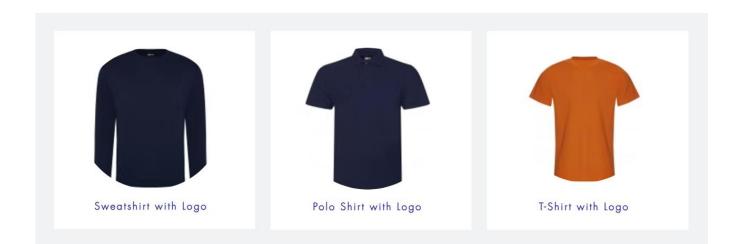
JOINT	Monday	Tuesday	Wednesday	Thursday	Friday
9.30-10.00	Wellbeing - JF	Wellbeing - JF	Wellbeing - JF	Wellbeing - JF	Wellbeing - JF
10.00-11.00	Maths - TS	Science -SC	English Lang - TS	Music - LGB	PSHE - JF
11.00-11.15					
11.15-12.15	English Lit - TS	Music - LGB	Maths - TS	PE - JF	Drama - NM
12.15-13.15	English Lit - TS	Music - LGB	Business - YS	PE - JF	Drama - NM
13.15-14.00					
14.00-15.00	Maths - TS	Business - YS	English Lang - TS	Spanish - LGB	Humanities - NM
15.00-15.10	Tutorials - LBG	Tutorials - LBG	Tutorials - LBG	Tutorials - LBG	Tutorials - LBG

Uniform

Please scan the QR code below to access and purchase student uniform:



You can also go to our school website <u>https://www.omg.school/school-uniform</u> for guidance on purchasing. Students will need to purchase the three clothing items below:



Students need to wear

- School T-shirt: A navy school T-shirt with our logo must always be worn during school hours unless otherwise specified.
- School Jumper: In colder weather, a navy school jumper with our logo is required to be worn over the school t-shirt.
- PE T-shirt: A separate T-shirt with our logo, designated for PE activities, must be worn during physical education classes.
- Lower Body: Students may choose appropriate trousers, skirts, or shorts. Clothing should be neat and clean and not excessively revealing or too tight-fitting. The hemlines of skirts and shorts should be no shorter than mid-thigh. These must be dark in colour.
- Shoes: Students must wear comfortable, closed-toe shoes that are dark in colour and promote safety and are suitable for a school environment.
- Jewellery: Students are discouraged from wearing excessive jewellery for safety reasons. All jewellery must be removed during PE classes.

Bursaries

We proudly offer financial support to all our students who fit the criteria, such as travel, uniforms, and lunches. The bursaries are awarded to each student based on their circumstances, provisions already in place, and funding available. To receive financial support, it is important that the application form is filled out correctly and evidence is provided. The eligible criteria are available to view on our website, <u>www.omg.school/bursaries</u>.

Please download the application form on <u>www.omg.school/bursaries</u> and email it back to <u>a.miah@omg.school</u> or <u>j.miah@omgschool.</u> If you have any questions regarding the application form or the financial support criteria, please email us at <u>info@omg.school</u> or 02081593838.

Student school equipment

Students will need to bring in their equipment with the following items:

- Pencil case
- Pens

- Rubber
- Pencil and pencil sharpener
- Ruler
- Highlighter
- Notebook for general notes (writing books will be provided)
- Water bottle

ID Cards:

Your young person will be issued with an ID card upon completion of enrolment. The expiry date on the card will be the anticipated end date for a learner's programme of study at the time of issue.

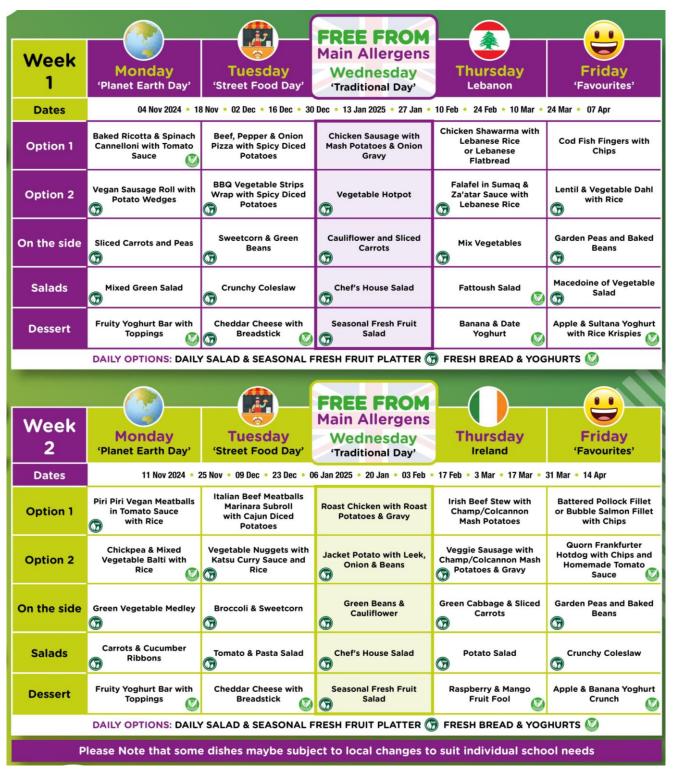
Learners are expected to:

- Wear their ID card visibly always when they are on school premises
- Show their ID card to staff upon request. Learners will be asked to present their ID card when accessing facilities and to enter formal examinations.
- Use their ID cards responsibly. Every ID card is unique and non-transferable, so learners should never allow anyone else to borrow or use their ID card.
- Only have one card. If a learner loses their card, and receives a replacement, and then finds their old card, they will need to hand in the old card to the reception
- Ensure that their ID card is always attached to the lanyard representing OMGEIS.

Please Note:

- ID cards always remain in the property of OMGEIS
- If a learner finds a card on campus, they will be expected to hand it in immediately to reception
- We offer one free replacement if the ID card is lost or stolen during learner enrolment. Visit reception, and we will be able to issue a replacement.
- Once the learner has had the free replacement, if the ID card is lost or stolen again, the learner will be charged a fee of £10 for every future replacement.

Lunch Menu



Term dates for 2024-25

Below are the term dates. If there are any changes to these, you, your parents, and carers will be informed.

Start date: 01 Sep 2024

End date: 31 Aug 2025

Term / Holiday	First Day	Last Day
Autumn term	09 Sep 2024	19 Dec 2024
> Half term - Autumn	25 Oct 2024	04 Nov 2024
Spring term	06 Jan 2025	O3 Apr 2025
> Half term - Spring	14 Feb 2025	23 Feb 2025
Summer term	23 Apr 2025	22 Jul 2025
> Half term - Summer	23 May 2025	01 Jun 2025

Our Curriculum

Our curriculum is designed to inspire young minds and equip them with the knowledge and skills they need to succeed. We offer a broad and balanced education that fosters creativity, critical thinking, and problem-solving abilities. Our dedicated team of teachers delivers engaging lessons that spark curiosity and encourage lifelong learning.

Accredited subjects	Exam Board
Maths and English Functional Skills and GCSE	Pearsons Edexcel
OMG EIS offers GCSE and Functional Skills (FS) in Maths and English. Learn practical	
skills in English and Maths that will help your young person get the most out of work,	
education, and everyday life. You will need the functional skills you learn to fully	
benefit from your course. If you currently have a D or a level 2, then you will take a	
GCSE in that subject.	

	1
English Literature GCSE	
English Literature is a captivating exploration of the human experience. By studying a	
diverse range of texts, from classic novels to contemporary poetry, you'll develop a	
deep appreciation for the power of language and storytelling.	
Level 1 and 2 Technical Award in Business and Enterprise	NCFE
Develop your business skills in a supportive environment. Learn the business's	
essentials, from marketing and finance to creative problem-solving. Gain valuable	
skills to prepare you for future careers or starting your venture.	
Level 1 Award - Personal & Social Development	NCFE
Learners will be prepared for their next steps and the big world that they are soon to	
become a part of, taking current affairs into account. Your young person will develop	
employment and social skills and gain a deeper understanding of the society we live in	
and a deeper understanding of themselves, identifying the role they will play in life.	
Level 1 and 2 Technical Award in Sports Studies	NCFE
Learners will participate in sports once per week, which we believe is essential for	
their overall well-being. Sports promote physical health, provide a great outlet for	
stress, and allow students to bond with their peers. We encourage all learners to get	
involved in sports sessions that contain a variety of physical activities.	
Level 1 and 2 Technical Award in Music Technology	NCFE
Explore the world of music creation! Learn how to use technology to compose, record,	
and edit music. They can develop musical and technical skills in a creative and	
collaborative setting.	
Level 1 Certificate in Performance Skills	NCFE
This course empowers our students to hone their performance skills and become a	
more confident and engaging communicator. Through practical workshops and	
performance opportunities, they will gain valuable skills in areas such as vocal	
delivery, stage presence, and character development, preparing them to excel in any	
performance setting.	

Unaccredited Subjects

SCIENCE

Uncover the wonders of the natural world through hands-on investigations. We'll delve into engaging

experiments and build fascinating projects, fostering a deeper understanding of scientific principles.

HUMANITIES

Embark on a captivating exploration of human history, cultures, and languages. Through interactive activities and creative projects, you'll gain a richer appreciation for the diversity of human experiences.

WELL BEING

Sharpen your self-awareness and develop practical tools to optimise your physical and mental health. You'll

delve into strategies for stress management, healthy nutrition, and creative self-expression.

SPANISH

Our experienced tutor will guide you through the basics of grammar, vocabulary, and pronunciation.

Whether you're planning a trip to a Spanish-speaking country or simply want to learn a new language, this course is for you.

As an Independent School, we ensure that we:

- Provide an agreed structured programme of learning with clear aims, objectives and methods.
- Provide all tools, equipment and materials required.
- Provide a thorough induction programme, including health and safety, at the start of the programme.
- Carry out risk assessments on all aspects of programmes prior to the commencement of the programme.
- Provide a clear process for reporting accidents.
- Keep all student details in accordance with the Data Protection legislation.
- Provide an identified person to be available for support.
- Record individual attendance and inform the organisation of absences daily.
- Maintain attendance record on site, which can be inspected at any time.
- Comply with drugs, bullying and behaviour management guidelines.
- Comply with the Local Authority's trips and visits guidelines and ensure that all necessary documentation is completed.

- Provide support for students deemed to have special educational needs (SEND) and/or education and health care plans (EHCP).
- ECHP additional support
- Provide in writing, prior to the commencement of the programme place, relevant detailed reports on the participant's circumstances, behaviour and educational status.

General communication and updates regarding our young people:

Parents and guardians will receive a timely update on their child's academic progress, attendance, and behaviour. This will provide valuable insights into your child's development and allow for open communication between home and school.

Should you have any questions or require further information, please contact us on 02081593838 or email <u>info@omg.school</u> and the relevant member of staff will get back to you.

Key Contacts at OMG

FIRST POINT OF CONTACT FOR ALL SAFEGUARDING CONCERNS

NAME: JAMAL MIAH CONTACT NUMBER: 07498 330 265 EMAIL: jamal.miah@omgeducation.co.uk

DESIGNATED SAFEGUARDING LEAD

NAME: HELEN ROSE STRACHAN CONTACT NUMBER: 0208 159 3838 EMAIL: <u>helen.strachan@omgeducation.co.uk</u>

DESIGNATED SAFEGUARDING LEAD NAME: YAMNA SAEED CONTACT NUMBER: 0208 159 3838 EMAIL: y.saeed@omg.school

ASSISTANT DESIGNATED SAFEGUARDING LEAD NAME: LOLA ROMAN CONTACT NUMBER: 0208 159 3838 EMAIL: <u>l.roman@omg.school</u>

ASSISTANT DESIGNATED SAFEGUARDING LEAD NAME: NICOLA MANLEY CONTACT NUMBER: 0208 159 3838 EMAIL: <u>n.manley@omg.school</u>

LOOKED AFTER CHILDREN (LAC) - IN CHARGE PERSON

NAME: YAMNA SAEED CONTACT NUMBER: 07498 330 265 EMAIL: <u>y.saeed@omg.school</u>

OUT-OF-HOURS SAFEGUARDING CONTACT

NAME: JAMAL MIAH CONTACT NUMBER: 07498 330 265 EMAIL: jamal.miah@omgeducation.co.uk

Key Contacts within the Tower Hamlets

Multi-Agency Support Team (MAST)	
You must complete the <u>MAST request for support</u> form to make a referral. Monday to Friday, 9 am to 5 pm (excluding bank holidays). For urgent concerns outside of office hours, call our Emergency Duty Team at 020 7364 4079 (after 5 pm and at weekends)	Phone: 020 7364 5006, Option 2 or 3 Extension: 5606 / 5601 / 5358 / 7796 / 3342 / 7828 / 6469 / 3181 Email: <u>MAST@towerhamlets.gov.uk</u>
Police Child Abuse Investigation Team	020 8217 6484
(CAIT)	(or use 999 if not available)
Local Authority Designated Officer (LADO)	020 7364 0677
	07903 238827
Contact Melanie Benzie for allegations against	
professionals, staff, or volunteers.	LADO@towerhamlets.gov.uk
Early Help select Option Two.	
Open during weekdays (excluding public holidays)	020 7364 5006 (select option two)
from 9 am and 5 pm.	
Children's Social Care Emergency Out-of-Hours	
Duty Team	020 7364 5006 (Select option 3)
(5.00 pm onwards)	