

11+ PREPARATION COURSE FOR CEM CANDIDATES IN YEAR 5

(FOR 11+ CANDIDATES ENTERING YEAR 5 IN SEPTEMBER 2022)

The SDE Course has been created for students preparing for the Kendrick and Slough 11+ tests and comprises:

- ✓ **“A technique-focused approach to learning for the 11+”** (unlike many 11+ course providers we teach your child *how* to approach each 11+ question using Susan’s carefully developed *techniques*)
- ✓ **Susan Daughtrey M.Ed Course structure, lesson plans and materials** used in class
- ✓ **4 Assessments at the beginning of the Course** (VR, NVR, Maths and English)
- ✓ **2 hours tuition per week** during term time, 32 lessons in total
- ✓ **‘Mini Mock’ Sessions (2 hours each)** undertaken in January and March 2023 to introduce the students to formal examination and to help monitor progress (extending the Course to 34 Weeks in total)
- ✓ **SDE 11+ CEM-style Mock Exam Session A** (2 ½ hours – spring 2023) is included in the Course fee
- ✓ **SDE 11+ test papers** which are written and reviewed in class in the final weeks of the Course to help structure revision, practice exam technique and timing under examination conditions
- ✓ **Weekly-set Homework** using **homework resources provided by SDE**
- ✓ All test and homework results can be recorded on your child’s Online Record Table, providing **comparative data and analytics**
- ✓ **Fully qualified and experienced teachers**
- ✓ **All SDE staff are carefully vetted, including an Enhanced DBS check**
- ✓ **Small groups: our average Year 5 class size is 10 students**

Optional extras:

- ✓ **10 ½ hour Refresher (Revision) Course at the end of August 2023 (optional extra)**

The classes are held at: **Earley Crescent Resource Centre, Warbler Drive, Earley, RG6 4HD.**

Group C: Saturday 11:15am to 1:15pm

Group D: Thursday 4:30pm to 6:30pm

The total **cost** of the SDE 11+ Course is £2,700, plus any of the optional extras that you wish to add to your booking.

The Course fees are payable by way of an initial deposit of £200 followed by 10 monthly payments of £250 beginning on 1st October 2022 and ending on 1st July 2023.

Book online: www.sde11plus.com/registration/

Step 1 – please fill in the online Registration Form

Step 2 – please set up the online Direct Debit instruction

A full outline of the SDE 11+ Course appears below.

The Susan Daughtrey Education 11+ Course takes account of all the known requirements of the Kendrick and Slough Consortium 11+ tests (currently CEM) making the SDE 11+ Course a very thorough and effective preparation for your child. Many thousands of hours have been spent by Susan (author of the highly successful Verbal Reasoning *Technique and Practice* series of books) writing and refining the Course (including its structure, lesson plans and materials). All of the material Susan has written for SDE's 11+ Courses is currently unpublished and is therefore only available to students attending the Courses.

Initial Assessments

The Course begins (Weeks 1 and 2) with initial assessments in English, Verbal Reasoning, Maths and Non-Verbal Reasoning.

Prep Bag and Homework

At the first session, your child will be given an attractive Prep Bag containing homework books, writing materials and various published books that are referred to as part of the homework programme. Weekly homework varies depending on the topics taught in class and is supplied to your child half termly in advance in specially printed homework books that are personalised with your child's details. Additional homework is set over the school holidays to maintain continuity and to revise, test and extend the work already completed in class. Your child will be provided with additional published books as part of the Course, in order to further supplement and practise the significant amount of homework that Susan has written. All results are now recorded online in your child's SDE Account, which also gives you access to comparative data for all exercises.

A Technique-focused Approach to Learning for the 11+

During Weeks 3 – 24, the Course concentrates on teaching every aspect of the verbal, non-verbal reasoning and Maths components of the CEM® test:

- Your child will be taught Susan's techniques to help them correctly and speedily approach verbal reasoning questions (including comprehension, verbal reasoning, cloze and scrambled sentences);
- The Maths component will involve the teaching of the entire three-year Key Stage 2 Maths syllabus (which begins when the child is in Year 4 at school and concludes at the end of Year 6) as well as the application of Key Stage 2 Maths knowledge to 11+ style problem Maths questions; and
- The techniques for all types of NVR questions are taught as part of the Course.

Weekly Mini Tests

During Weeks 3 – 24 of the Course (with the exception of the two 'Mini Mock' Weeks mentioned below), progress tests in all subjects are administered in the first 10 – 12 minutes of each class. These 'Mini Tests' test your child's vocabulary (which is set as part of the weekly homework assignment), verbal reasoning and/or maths and in doing so not only provide additional weekly practice in all subjects, but fundamentally, assist the teacher to closely monitor the progress of each student.

SDE 11+ 'Mini Mocks'

Mini- mock sessions have been added to the course to:

- 1) provide an early and gentle introduction to formal 11+ style exam testing; and
 - 2) help monitor each student's individual progress on the SDE 11+ Course.
- **Mini Mock 1** is held Week 12 of the Course (w/c 23rd January 2023)
 - **Mini Mock 2** is held Week 19 of the Course (w/c 20th March 2023)

The Mini Mocks are designed to:

The Mini Mock test papers are multiple choice format and only test the students on the subjects and topics that have already been taught on the SDE 11+ Course up to each Mini Mock week. As such, each Mini Mock also acts as a Progress Test so you can see how your child is developing on the Course. As with the 'full' SDE 11+ Mock Exams (see below), you will receive detailed comparative data and analytics as part of the online feedback (accessed via your secure online SDE Account) after each Mini Mock.

CEM-style 11+ Practice Tests (in class)

During the summer term and in the lead up to the 11+, practice CEM[®]-style 11+ tests will take place in class under examination conditions in order to revise in a structured fashion, all the topics taught on the Course, to familiarise the students with the format of the paper (as far as possible) and the procedure of the day, and to continue the continuous assessment of the students. Most of these class tests have been written by Susan. Each 'class-based test-paper experience' will culminate in a review and discussion of the questions that appeared on the test paper to ensure the children benefit from a full explanation of the correct procedure/technique of answering the questions, and to equip the children to more successfully attempt a similar question in the future.

11+ Mock Exams

The SDE 11+ Mock Exams then begin after Easter; each 11+ Mock Exam Session is the equivalent of the real 11+ exam day and can be booked online.

All students attending the SDE 11+ Course are invited to attend Session A in spring 2023, in Earley, for no charge.

Susan Daughtrey Education is a leading provider of 11+ Mock Exam Sessions. We offer seven Sessions (A, B, C, D, E, F and G) which have been carefully designed to complement your child's 11+ exam preparation.

You can find further information about these Sessions on our website:

www.susandaughtreyeducation.com/mock-exams/ Session A is included for all students attending the SDE 11+ Course.

Each 11+ Mock Exam Session comes with access to the ***Susan Daughtrey 11+ Dynamic Video Tuition***[®] service. With Dynamic Video Tuition, for each question your child answers incorrectly on the Mock Exam tests, you will be provided with:

- 1) Your **child's actual wrong answer option for the question**;
- 2) A **link to a video tutorial**, which can be streamed from home, which includes the following:
 - a. The **test question number, test question and multiple-choice answer options** that appeared on the question paper;
 - b. Where relevant (e.g for VR questions), an **explanation of the technique or method that Susan Daughtrey M.Ed recommends your child uses to answer the question, devised and narrated by Susan Daughtrey M.Ed**;

- c. Where relevant (e.g for Maths questions), **working out is shown on screen in a step-by-step fashion**, with Susan Daughtrey M.Ed talking your child through the process she/he should have followed to answer the question correctly; and
- d. Finally, the **correct answer is shown on screen**.

You can pause, rewind and re-watch the video tutorials as many times as you like up to the date of the real 11+ tests.

Dynamic Video Tuition has been devised with the specific objectives of giving your child the opportunity to **learn from their mistakes** and **improve future exam performance**.

This is a unique and innovative resource, first introduced by SDE in 2019, which **responds to your child's individual learning requirements** by identifying only the questions your child answered incorrectly on the test papers and addressing those wrongly answered questions through the deployment of a video tutorial.

Summer Holiday Homework

Your child will be set summer holiday homework to continue, through the school summer holidays, the practice and familiarisation of all the subjects your child has learned. The final lessons will take place just a few days before the actual 11+ tests.

The Role of Parents

The Course is rigorous, demands a lot of work and dedication on the part of your child and requires a very determined and positive attitude. If your child has these attributes, most parents tell us that their children thoroughly enjoy the lessons, improve enormously at school generally, make many new, good friends and develop a very strong sense of how to study and what is required to learn and achieve.

We encourage parents to play a major and active role in their child's studying and we see you as an important contributor to this process. You are an integral and important part of your child's exam preparation and performance on this Course.

Parents are asked to oversee the completion of the homework and to mark it using the answers provided in each weekly 'Parent Homework Pack'. Scores are then recorded by the parent on a paper Record Table and can also be recorded on the Online Record Table within your SDE Account, providing you with access to comparative data.

Parents are asked to bring any homework problems to the attention of the teacher, so these can be addressed as part of the homework review which takes place at the beginning of each lesson.

Course Objective

The objective of all SDE Courses is quite explicit - to offer a first-class, quality Course where every effort is made to address the student's weaknesses, to maximise his/her examination performance and to extend each student to her/his fullest potential so the child has the best possible chance of success in the 11+. Everybody who works at Susan Daughtrey Education is striving for excellence and every possible effort is made to achieve it.

The Course is designed for a child who will benefit from lots of teacher contact, support and reinforcement and who will more ably cope with the subjects when spread over a longer period of time.

Optional Extras

Refresher Course

The Refresher Course comprises of 10 ½ hours of intensive revision sessions spread over three days on **August 2023 on Monday 21st, Tuesday 22nd and Wednesday 23rd**. Only students who have attended the SDE 11+ Course are admitted to the Refresher Course. ***The cost of the Refresher Course is an additional £275 if booked at Registration.***

Cost

The total cost of the SDE 11+ Course, to include the cost of all tuition, the four assessments, 2 Mini Mock Sessions, SDE 11+ Mock Exam Session A, the Prep Bag of books and resources provided as part of the homework programme and online learning resources and results recording, is £2,700. The cost of the Course is payable in instalments, as follows:

Date	SDE 11+ Course fee	10 ½ hour Refresher Course (optional extra)
At Registration	£200	-
10 monthly payments from 1 st October 2022 until 1 st July 2023	£250	£27.50
TOTAL:	£2,700	£275

Registration

For your convenience, registration for the SDE 11+ Course can be made online via the SDE website. If you are reading this document on-screen, please click the link below or otherwise type the following address into your web browser:

www.sde11plus.com/registration/

To register, please follow the simple two step procedure:

Step 1 – please select your option and fill in your details on the online Registration Form

Step 2 – please set up the online Direct Debit instruction

All payments will be collected by direct debit – a direct debit instruction is required for SDE to confirm your child's place on the Course.

We hope you have found all the information contained in this Prospectus helpful. However, if you have any queries about any detail of it, please email fwyeth@sde11plus.com or call 0118 9291631 and I will be pleased to help.

I look forward to hearing from you.

Fiona Wyeth

Susan Daughtrey Education

Dates for your Diary

Classes take place on the following dates:

Thursday dates, Group D: 4.30pm to 6.30pm

October 2022:	13 th , 20 th
November	3 rd , 10 th , 17 th , 24 th
December:	1 st , 8 th
January 2023:	5 th , 12 th , 19 th , 26 th
February:	2 nd , 9 th , 23 rd
March:	2 nd , 9 th , 16 th , 23 rd , 30 th
April:	20 th , 27 th
May:	4 th , 11 th , 18 th , 25 th
June:	8 th , 15 th , 22 nd , 29 th
July:	6 th , 13 th
August:	31 st
September:	7 th

Saturday dates, Group C: 11.15am to 1.15pm

October 2022:	15 th , 22 nd
November	5 th , 12 th , 19 th , 26 th
December:	3 rd , 10 th
January 2023:	7 th , 14 th , 21 st , 28 th
February:	4 th , 11 th , 25 th
March:	4 th , 11 th , 18 th , 25 th
April:	1 st , 22 nd , 29 th
May:	6 th , 13 th , 20 th , 27 th
June:	10 th , 17 th , 24 th
July:	1 st , 8 th , 15 th
August:	26 th
September:	2 nd

OBJECTIVES

“The primary objective of the Course is to offer a first-class quality Course where every effort is made to address the student’s weaknesses, to maximise his/her examination performance and to extend each student to his/her fullest potential so the child has the best possible chance of success in the 11+.”

In order to create the best learning environment for each pupil, all reasonable efforts will be made to achieve the following objectives:

- That each pupil is able to learn in a safe environment;
- That each pupil’s progress or ability to learn and improve his/her performance is enhanced by a focused learning environment, free from distractions and not impeded by the poor conduct or behaviour of other children in the class; and
- That each pupil shows courtesy and respect to the teacher of the class, the other children in the class and any other persons he or she comes into contact with on the course and/or while at the course venue.

TERMS AND CONDITIONS

1. Definitions

In these Terms and Conditions, the following terms have the meanings stated below:

- “Child” means the child who is registered to attend an SDE course and whose name appears on the Registration Form;
- “Client” means the parent or guardian of a Child registered to attend an SDE course whose name appears on the Registration Form; and
- “SDE” means SDE (Earley) LLP, a limited liability partnership incorporated in England with registration no. OC399967.

2. Parties etc.

- 2.1. This agreement is between the Client and SDE. Neither the Client nor the Child has any direct or indirect contractual or other relationship with any other person or entity other than SDE.
- 2.2. This agreement supersedes and replaces any previous agreement(s) between the Client and SDE.
- 2.3. SDE (Earley) LLP is an independently owned and operated franchise of Susan Daughtrey Education.

3. Safety

- 3.1. The Client shall, prior to the commencement of the course and at regular intervals during the continuation of the course, emphasise to the Child the importance of remaining under the supervision of the teacher at all times during class and while at the course venue. The Child should be instructed not to leave the course venue under any circumstances unless accompanied by the Client or the person nominated by the Client to deliver and collect the Child from the course venue.
- 3.2. The Client shall ensure that he or she or, where relevant, the person with responsibility to deliver and collect the Child to and from the course venue on the relevant course date personally:
 - 3.2.1. delivers the Child to the custody of the teacher in charge of the Child’s course; and
 - 3.2.2. collects the Child from the teacher in charge of the Child’s course.

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4. Medical conditions, medication and treatments

- 4.1. The Client shall notify SDE in writing at registration if the child suffers from any medical injury, condition (including any allergies) or disability that ought properly to be brought to the attention of SDE so that an assessment of the needs of the child can be made.
- 4.2. In the event that the child develops a medical condition (including any allergies) while attending an SDE course, the Client shall inform SDE in writing in advance of the lesson so that an assessment of the needs of the Child can be made.
- 4.3. The Client shall ensure that any medication or treatment that the Child is receiving (either at the time of registration on the course or during the continuation of the course) is brought to the attention of:
 - 4.3.1. prior to registration, or at such time during the course as the medication or treatment commences, to SDE by notice in writing;
 - 4.3.2. at the commencement of each lesson, to the teacher of the class.
- 4.4. SDE and its teachers are not trained or insured to administer medications and, accordingly, are unable to administer medications to children attending SDE courses. If required, the Client shall administer the medications having first advised SDE of the circumstances.
- 4.5. SDE reserves the right at any time and without further notice to the Client to refuse to administer medication or treatment. Such refusal to administer medication shall extend, without limitation, to a decision, to be made by the teacher or relevant SDE employee, consultant or agent who may need to make such a decision following the development of a medical condition or emergency situation while the Child is in the custody of SDE. In such circumstances the teacher or relevant SDE employee, consultant or agent may contact the emergency services and/or the Client if they consider it appropriate to do so.
- 4.6. In the event that SDE is notified that a pupil in a class has a food allergy (or other similar condition), the teacher will take reasonable precautions to protect that pupil from exposure to the cause of the allergy (or other similar condition) but SDE cannot guarantee non-exposure.
- 4.7. The client agrees not to bring their child to class for a period of at least 14 days after they have developed any symptom or symptoms which could be indicative of Covid-19.

5. Payment

All course fees are to be paid on the date(s) set out in the Registration Form and, in the event that the Client fails to make payment on the due date(s), the Child shall not be entitled to attend the course and SDE reserve the right to cancel the Child's place and to allocate the Child's place to another pupil without further notice. Cancellation in such circumstances is without prejudice to the other remedies SDE may have against the Client in respect of such non-payment.

6. Withdrawal / Cancellation / Curtailment / Non-attendance

- 6.1. If you wish to cancel the Child's place on the Course at any time, including before the Course has started, you may do so by notifying SDE in writing by email to fwyeth@sde11plus.com. You will not be liable for any direct debit instalments due after the date of notification of withdrawal, however you will not receive a refund of any payments made or due prior to or on the date of withdrawal. Once you have withdrawn your child from the Course, your child is not entitled to attend any further lessons. You are not required to return any homework materials (such as the Prep Bag) supplied to your child prior to the date of withdrawal.
- 6.2. The Client is assured that SDE will use its reasonable endeavours to deliver the course on the date(s) and time(s) set out in the Prospectus. However, there may be exceptional circumstances in which it is necessary for SDE to cancel the course, for example, where a teacher becomes unwell and is unable to deliver the course or a course venue is, for some reason, no longer available. In the extremely unlikely event that a course is cancelled part way through its delivery, SDE will refund a pro rata amount of the course fee to take account of the part of the course which is not delivered and the Client's entitlement to such a pro rata refund will be its sole remedy against SDE in these circumstances.
- 6.3. Without prejudice to and notwithstanding clause 7.1, at any time on or prior to the date on which the first lesson of a course is to be delivered, SDE reserves the right to cancel:
 - 6.3.1. the course;
 - 6.3.2. the Child's place on the course; or

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6.3.3. to elect not to deliver the course (for whatever reason)

and, in such circumstances, the Client's only remedy against SDE shall be to a refund of the payment(s) he or she has already made to SDE for such course.

6.4. SDE reserves the right to remove a Child from one or more classes (or, where appropriate, the remainder of the course) in the event that the Child's conduct or behaviour is, in the opinion of SDE, such that it:

6.4.1. prevents or inhibits (or is likely to prevent or inhibit) SDE from meeting the objectives (stated above these Terms and Conditions) for the benefit of all pupils on the Child's course; or

6.4.2. interferes (or is likely to interfere) with the proper management of the class by the teacher having regard, in particular, to the health and safety of all pupils, the teacher and any other persons who are (or may be) present at the course venue.

For the purposes of this clause 7.3, SDE's decision as to what constitutes behaviour or conduct which has the effect(s) (or is likely to have the effect(s)) set out above shall be final and binding on the parties.

6.5. In the event that a Child is for any reason unable to attend a class, application may be made in writing to SDE to arrange an alternative date in another class to be provided by SDE (if any). SDE shall make reasonable efforts to accommodate the child but accommodation shall at all times be subject to availability (including, for the avoidance of doubt, sufficient space, in the opinion of SDE, for the Child to attend in addition to the pupils already scheduled to attend such class). In the event that no alternative class is available, or if the Child is unable to attend an alternative class offered to the Client by SDE, SDE shall, on request, indicate the work the Child should complete at home (where possible). For safety and logistical reasons, no Child shall be admitted to an alternative class where prior arrangement has not been made with SDE by following the procedures set out in this clause 7.4.

7. Customer satisfaction

7.1. In the unlikely event that you are not happy with the services provided by SDE, in the first instance please raise your concerns with the course teacher at the first available opportunity.

7.2. In the event that having raised your concerns with the course teacher the matter has not been resolved to your satisfaction, please contact Susan Daughtrey Education's head office by email to the following email address providing as much information as possible about your circumstances idaughtrey@sde11plus.com. Every effort will be made to ensure that your concerns are properly dealt with.

8. Intellectual Property

8.1. It is hereby acknowledged by the Client that SDE has certain valuable intellectual property rights including, without limitation, copyright, trademarks, trade names and trade secrets (e.g. techniques) with respect to the provision of its courses and other services which are provided by SDE (together "Intellectual Property").

8.2. All Intellectual Property provided to the Client and/or Child (howsoever supplied, including without limitation, in hard or electronic form):

8.2.1. shall remain the sole and exclusive property of SDE and no right, title or interest in such Intellectual Property shall transfer to the Client and/or Child under these Terms and Conditions (or otherwise) and no right is given to duplicate or transmit (by electronic means or otherwise) such Intellectual Property (in part or in whole) and no right is hereby or shall be given or implied unless and until stated by SDE in writing; and

8.2.2. shall remain the confidential information of SDE and must not be disclosed, transferred or provided to (whether to review, retain or take copies of) any other person without the prior written consent of SDE.

9. Personal data

9.1. We will use the personal data that you give us to:

9.1.1. provide the tuition services; and

9.1.2. inform you about similar products or services offered by Susan Daughtrey Education.

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- 9.2. We may store personal data in hard or electronic form and it may be given to, or accessed by, other legal entities (and their respective personnel) trading under the "Susan Daughtrey Education" or "SDE" brand. We will not give, or provide access to, personal data to any third party.

10. Exclusion and Limitation of Liability

- 10.1. Without prejudice to clause 11.2, SDE's maximum aggregate liability for breach of these Terms and Conditions (including any liability for the acts or omissions of its employees, consultants or agents), whether arising in contract, tort (including negligence), misrepresentation or otherwise, shall in no circumstances exceed the amount of course fees paid by the Client to SDE for the SDE course(s) the Child is registered to attend.

- 10.2. Nothing in these Terms and Conditions shall in any way limit:

10.2.1. either party's liability for death or personal injury caused by its own negligence; or

10.2.2. any liability which cannot be excluded by law.

- 10.3. These Terms and Conditions set forth the full extent of SDE's obligations and liabilities in respect of the course and/or other services provided by SDE including as to its quality, the chances of a Child's success in the examinations (which, for the avoidance of doubt, is not guaranteed by SDE). Any other condition, warranty, or other term concerning the course or other services to be provided by SDE which might otherwise be implied in or incorporated within these Terms and Conditions, whether by statute, common law or otherwise, is hereby expressly excluded.

- 10.4. The performance of any Child in the actual 11+ examination is ultimately the sole responsibility of the Child and SDE shall not be responsible or liable for:

10.4.1. a Child failing the exam(s) or not performing in the exam(s) as expected by the Client and/or Child; or

10.4.2. without prejudice to the generality of the foregoing provisions of this clause 11.4, any indirect or consequential loss or damage (whether relating to the circumstances provided for by clause 11.4.1 or otherwise).

11. Novation

Client agrees that SDE may transfer the benefit and burden of this contract to another entity trading under the 'SDE' and 'Susan Daughtrey Education' names. If this happens, SDE will write to the Client informing the Client of the change.

12. Third Parties

Nothing in these Terms and Conditions is intended to give any person any right to enforce any term of these Terms and Conditions which that person would not have but for the Contract (Rights of Third Parties) Act 1999.

13. General

- 13.1. Any notice to SDE shall be in writing and directed to SDE (Earley) LLP at fwyeth@sde11plus.com.

- 13.2. Any notice to the Client shall be sent to the address of the Client on the Registration Form or as notified to SDE from time to time.