

Grange Moor Primary School



Work Hard, Aim High

School Brochure for 2019 - 2020

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School Address: Liley Lane, Grange Moor, Wakefield, WF4 4EW

Telephone/Fax: (01924) 840748

E-mail address: office@grangemoorps.co.uk

Website address: www.grangemoorps.co.uk

Chair of Governors: Mrs. Janette Biggins

Pupils and Staffing

Permanent staff in school

Mr. M. Rodgers Head Teacher

Mrs. M. Whittaker Reception

Mrs. J. Roclawski Class One

Mrs. V. Feeny Class Two

Mrs. R. Tomlinson Class Two

Mrs. J. Fenton Class Three

Mrs. C. Gray School Bursar

Mrs. W. Pearson Teaching Assistant

Mrs. J. Boothroyd Teaching Assistant

Mrs. A. Clarkson-Shaw Teaching Assistant

Mrs. A. Haworth Teaching Assistant

Miss. J. Hodgson Teaching Assistant

Miss. Y Lancaster Teaching Assistant

Mr. A. Crank Caretaker

Mrs. B. Searby Senior Lunchtime Supervisor

Mrs. F. Sutton Assistant Lunchtime Supervisor

Mrs. C. Smith Assistant Lunchtime Supervisor

Mrs. A. Harrison Assistant Lunchtime Supervisor

Mrs. J. Barrett Catering Manager

Mrs. T. Pool Catering Assistant

Welcome to Grange Moor Primary School, situated in the village of Grange Moor between Wakefield and Huddersfield. We currently have 86 pupils on roll with a capacity of 105.

We are proud of our children, their learning attitudes and their behaviour in school. We deliver a lively curriculum and plan a wide range of engaging and exciting activities in all classes. These are designed not only to motivate and interest our children but to support and challenge them in making good and better progress and attain highly across the subject range. We pride ourselves on taking the time to know each child individually, providing a high standard of pastoral care.

Our parents play a large role in the education of their children.

We have an open door policy at Grange Moor where parents are always welcome to come and discuss any aspects of school life or their child's work. We plan a range of activities such as assemblies, workshops and performances that encourage this involvement.

This brochure aims to answer any questions you may have about our school and the organisation behind it. More information can be found at www.grangemoorps.co.uk or alternatively please call or contact the school office by email. We encourage prospective parents to come and visit us during the working week when the children are in school. Please contact the school office to make an appointment.

Mark Rodgers

Headteacher

Mission Statement

Our school is a welcoming, safe and supportive place where children achieve through positive learning attitudes.

Providing challenge and aspiration, in partnership with parents, our children develop as motivated, confident and independent learners.

Work hard, aim high

Our School

Grange Moor Primary School is a community co-educational school offering primary education for children in the age group 4 - 11. We have a planned admission limit of 15 per year group.

The school building is originally Victorian with some extensions added in the 1960s. The grounds are extensive and we have a garden in which the children can grow fruit and vegetables and undertake other outdoor learning activities. Our Reception children benefit from being accommodated in our purpose built provision at the rear of the school.

We work very closely with our parents, and parental engagement with school is extremely welcome. We invite parents into school regularly for different activities, workshops and assemblies. We have a parental fundraising group and a Parents' Council which contribute to school improvement.

Parents wishing to enrol their child at our school should call in or telephone the school office to make an appointment to see the head and discuss the school's policy and admission procedure.

School Hours:

Morning session 8.55 – 12.00

Afternoon session 1.00 – 3.15

There are two breaks during the day for all Reception and KS1 children, at 10.25 am and 2.20pm KS2 children have one morning break at 10.25 am.

Ethos and Values

We aim to:

- ◆ help each individual reach his/her full potential
- ◆ create a happy and stimulating environment so that children will enjoy living and learning in a structured society
- ◆ Help our children to develop lively and enquiring minds giving them the ability to question and argue rationally and acquire a good work habit. The ability to apply themselves to tasks is of paramount importance
- ◆ Help children to learn courtesy, good manners and consideration for others. These are very important qualities
- ◆ give our children the opportunity to develop skills appropriate to the time in which they live
- ◆ make children aware of their own environment and its relationship to the world, both immediate and beyond their village
- ◆ make children aware of and respect other cultures and races and provide equal opportunity for all
- ◆ develop literacy skills encouraging children to:
 - read for pleasure and information
 - introduce children to a wide range of books
Including poetry and plays
 - Write for a wide range of audiences and purposes and in a variety of styles.
- ◆ Help develop a meaningful understanding of mathematics to develop appropriate number concepts, skills and the ability to problem solve.

- ◆ encourage scientific and investigative skills so that children will learn to study living and non-living things with a purpose
- ◆ provide a programme of physical skills so that health and physical development is promoted
- ◆ to waken an awareness of the heritage around us through project work such as historical, geographical and religious
- ◆ develop an appreciation of the variety of the world around us through science and art
- ◆ to reinforce learning in the classroom through a programme of educational and residential visits
- ◆ To establish an environment within which teaching and non-teaching staff, school governors, colleagues and parents can work with each other for the successful achievement of these aims.

Our code of conduct

The school has few rules but these are brought to the notice of new parents at introductory meetings and via the school prospectus. New rules or policy changes are issued by letter to parents. The school develops its discipline through the ethos of the school.

Follow the Grange Moor Primary School Code

1. Work together as a team.
2. Show good manners and kindness.
3. Be honest at all times.
4. Look after our school and the property of others.
5. Listen to what others have to say.
6. Treat one another as you would want to be treated.
7. Fighting and bullying are not acceptable.
8. Always give your best.
9. Behave out of school as we do in school.
10. Pupils have a right to learn. Teachers have a right to teach.

We will always contact you if we are concerned about your child's behaviour and attitude towards others or work.

Partnership is a two-way process and if you are ever concerned about your child then please contact the class teacher or the Headteacher, Mr M Rodgers.

The Governing Body

Mrs. J Biggins (<i>Chair</i>)	Panel Appointment
Dr. A. Youde (<i>Vice-Chair</i>)	Parent
Mr. T Lyles	Panel Appointment
Mrs. C Gray	Staff
Mrs. A Haworth	Staff
Mrs. J. Fenton	Teacher
Mrs. H. Myers	Community
Mrs. L. Leonard	Community
Mrs. L. Jones	Parent
Miss. C. Whiteley	Parent
Mrs. L. Hodgett	Community
Mr M. Rodgers	Headteacher

What are Governors?

Governors are similar to a Board of Directors. They work with the Headteacher to make decisions about how the school is run. They meet regularly in school and have legal duties, powers and responsibilities.

Governors are appointed to:-

- ◆ Approve what is taught in school.
- ◆ Set standards of behaviour.
- ◆ Interview and select staff.
- ◆ Monitor and set the school budget.

Governor's work together; they cannot act individually.

School Governors are:-

- ◆ Parents.
- ◆ Staff at school.
- ◆ Local Council representatives.
- ◆ Community representatives, business women and men.

Parent Governors:-

- ◆ Have a child in school.
- ◆ Are elected by parents of the school.
- ◆ Serve, as do other governors, for four years.

Admissions Policy

All admissions to school are controlled by Kirklees Council. Further information can be found online at:

<http://www.kirklees.gov.uk/beta/schools-and-education.aspx>

School organisation for 2019 - 2020

The number on roll for September 2019 is 86. Children will be divided into four classes as follows:

Class R / 1 (Years R and 1) **Mrs M. Whittaker**

Class One (Years 1 and 2) **Mrs. J. Roclawski**

Class Two (Years 3 and 4) **Mrs. V. Feeny / Mrs. R. Tomlinson**

Class Three (Years 5 and 6) **Mrs. J. Fenton**

School Curriculum

The governors work with the teaching staff and Local Education Authority to provide a broad, balanced, differentiated and relevant curriculum. School is an important influence on a child's development and the curriculum promotes the academic, physical, cultural, moral, spiritual and social welfare of each individual pupil. It seeks to develop the potential of every child in order to prepare them for the opportunities, responsibilities and experiences of adult life, and provide a sound basis for future secondary school education. The school aims to produce happy pupils with sound moral values, who are confident, knowledgeable and articulate. Further details on the school curriculum can be found on the school website.

English

Competence in reading, writing and speaking and listening is encouraged throughout the curriculum in order to enable the children to communicate appropriately and effectively. The school follows the National Curriculum for reading, writing and speaking and listening.

Mathematics

Importance is attached to the children achieving and understanding mathematical processes, concepts and skills. A positive attitude to mathematics is encouraged by presenting the subject in an interesting way which allows active participation in the learning process. An emphasis is also put on mental arithmetic. The school follows the National Curriculum for mathematics.

RE and Collective Worship

The school is not affiliated to any religion. Our daily acts of Collective Worship are an important part of our school life. They provide time for everyone, regardless of their personal beliefs, to reflect upon experiences and respond appropriately. The Collective Worship is mainly Christian but has many multicultural elements.

Parents have a legal right to withdraw their child from religious education and collective worship. They would need to consult with the Headteacher about this procedure with reference to Section 25 of the 1944 Education Act. Children who have been withdrawn will be given appropriate work to do.

We visit St. Bartholomew's Church in Grange Moor to celebrate Harvest Festival, Christmas, Easter and the end of the school year. Parents are more than welcome to join us on these occasions.

ICT

Computers are available in all classrooms and we now have a suite of laptops which are used across school. Each classroom uses an interactive whiteboard and has a broadband connection.

Design and Technology

In Design and Technology children are encouraged to solve practical problems and seek ways to improve them, use a variety of different skills and evaluate their designs and completed work.

History and Geography

Through various topics these subjects are studied and brought to life by using artefacts to help develop an understanding of how societies have developed. An appreciation of the influence of people, time, places, conditions and events in the past and present is developed through these units of work.

Music

Music is taught and enjoyed throughout school. Children are involved in varied musical experiences through listening, singing, movement and dance, using tuned and un-tuned instruments.

Musica Kirklees offers lessons to pupils at the request of parents. School seeks to promote and enhance music understanding by arranging visits from musicians/artists.

Modern Foreign Languages

We have a specialist languages teacher from Lingotot who visits school on Wednesday mornings working with Years 3, 4, 5 and 6.

PSHCE (Personal, Social and Health Education and Citizenship)

PSHE and Citizenship help to give pupils the knowledge, skills and understanding they need to lead confident healthy lives and be informed and active responsible citizens. School follows a programme called Social and Emotional Aspects of Learning (SEAL)

Sex Education

The school has a policy for health and sex education initiated by staff and agreed by governors and parents. During the early years at school no formal sex education is taught, although through our thematic approach many areas of health education will be covered. These will lay the foundation for later work.

Formal sex education takes place for children in Years 5 and 6. Any videos to be shown to the children will be shown to parents first. This should help us all to answer questions truthfully and in a natural way.

Parents have the right to withdraw their child from sex education over and above that which forms part of the national curriculum.

Special Educational Needs and Inclusion

Grange Moor Primary School supports an inclusion policy, offering mainstream school opportunities to all pupils. School endeavours to meet the needs of all pupils. Details of our offer can be found on the school website [here](#)

Children with special educational needs are given individualised programmes of study, linked to the National Curriculum developed by school. Parents and carers are consulted and kept informed of developments. External support agencies (Educational Psychologists/Behaviour and Learning Support Service/Visual Impaired Service/Hearing Impaired Service) are consulted whenever appropriate.

The school layout is on three levels by a series of stairs. School will always take reasonable steps to ensure that all children are able to attend Grange Moor Primary School should they wish to do so.

Some work has been undertaken to promote access for all e.g. handrails on all staircases, white edged steps for clear visibility and a disabled toilet which houses an electronic changing mat and shower. Recent refurbishments have created wheelchair access to the first floor.

All entrances have ramped access. Further access work may be undertaken in consultation with the local authority.

A gifted and talented register is in place identifying pupils who are extremely able either in a specific subject area or more generally. Curriculum planning is matched to the needs of individuals and groups of children.

Physical Education and School Sport

At Grange Moor Primary School we regard sport as an important part of the curriculum. All pupils have two PE lessons per week with an appropriate mix of individual and team activities. Year Five and Six pupils also take a weekly swimming lesson at Almondbury High School pool. The school provides a range of after school activities such as football, basketball and multi-sports.

PE Kit

Parents should ensure that children have the correct and suitable clothing for their PE lessons, including swimming. These should be brought to school on Monday and stored on the pegs in the cloakroom and taken home weekly for washing. All children must change their clothing for PE.

Indoor: Black shorts / white t-shirt (preferably with school logo)

Outdoor: loose clothing e.g. t-shirt/shorts plus something warm for winter and trainers or pumps

Swimming: All children require a towel, a cap and swimwear (trunks not shorts for boys)

Jewellery

The Governors policy on the wearing of jewellery in school is in line with LEA policy and Government Health and Safety legislation.

“Jewellery should not be worn in school. This includes earrings and other body piercing such as belly button piercing. Studs have been permitted but must be taken out for all PE, including swimming.”

Behaviour

All pupils are expected to be well behaved and so bring credit to themselves, their parents and our school.

We have a positive behaviour policy which is reviewed and evaluated each year. We try to create a pleasant atmosphere conducive to learning where we can all work safely and effectively.

Emphasis is given to encourage and showing appreciation for good behaviour rather than punish bad behaviour. It is expected that parents will be prepared to support school fully in its insistence of high standards of behaviour.

School uniform

There is a school uniform which is available for purchase through Term Time Wear or Tesco. Links to these suppliers are found on the school website.

The uniform consists of:

- Red sweatshirt with logo
- Red or white polo-shirt with logo
- Grey or Black trousers/skirt
- Girls may wear chequered summer dresses during the summer months.
- Boys may wear shorts during this period as well.
- Black shoes or trainers (all year). Open toed shoes / sandals are not permitted

Children need to wear an appropriate change of clothing for PE and games, preferably:

- White T-Shirt with school logo
- Black or navy blue shorts
- Track suit bottoms and top for outdoor PE
- Pumps for indoor work and trainers for outdoor work

Please make sure that every item of clothing is named. We keep lost property for a limited number of time before it is recycled. If your child does lose something, please check their cloakroom and classroom first.

School Nurse

The nurse visits regularly and can be contacted on 0300 3045555

School attendance

We are required to keep attendance records for all children in our school.

If your child is absent for any reason please let us know either by telephone (01924 840748) or leave a message on the absence line, by text, email or in person. Please make sure that we know the reason why your child is late or absent. School will contact you on the first day of absence if you fail to contact us.

We are unable to authorise any requests for term-time holidays. Parents that do take their children out of school will be subject to a fixed-penalty fine.

An unauthorised absence is one that is not covered by a parental explanation, verbal or written. It is the parents' responsibility to ensure that their child attends school every day and is not late.

As a school we are determined to achieve an attendance total of 97.5% or over for any academic year. We hope that all parents support us in achieving this target.

Medicines

Medicines, including inhalers, should be clearly labelled and given into the office. You will be required to sign a consent form if you require us to administer any medicine.

Our staff have been trained in the use of epipens or anapens in the event of an anaphylactic reaction in any children with serious allergies.

A record of administered medicine is kept in the school office.

Accidents

We will contact you if your child is taken ill or has an accident at school.

Please make sure that we have an **up to date** address and telephone number so that we can contact you in an emergency. The majority of our staff are qualified first aiders.

Transfer to High School

Transfer to the next phase of education takes place at the end of Year 6. LEA forms will be sent in September so that you can make your choice of school. Children will have the opportunity to meet staff and pupils of the pyramid High School (King James's School) in the summer term.

Homework

Each class teacher sets out a programme of homework to be completed each week. This is set out in a half-termly curriculum letter. Homework ranges from simple reading tasks in Reception to more extensive pieces of writing and maths in Years Five and Six.

Parental Consultations and Annual Report

Parent consultations will take place twice during the year. Parents are always welcome to make appointments to discuss behaviour and progress at any other time should they wish to do so.

A written report will be sent out in the summer term. Results of Standard Attainment Tasks and Tests will be sent to the parents of Year 2 and Year 6 in July.

Educational Visits

Educational visits are made regularly. By law, no charge may be made for these visits. It is the policy of the school to ask for contributions towards the cost of each visit. However, if enough money is not received to cover the cost of the visit from voluntary contributions, the visit may have to be cancelled.

Residential Visits

Children from Year three onwards are given the opportunity to take part in an annual residential visit. Any family who anticipates difficulties with payment should see the Headteacher at an early stage. Financial assistance is available towards part of the cost for children qualifying for Free School Meals (also known as Pupil Premium children)

Parent Pay

We are a cashless school. All payments for dinners, trips, residential visits and clubs are made through Parent Pay. All parents are provided with a login to create an account.

School Meals

Children may stay for school lunch or bring a packed lunch to eat in the dining hall.

School lunches are £2.25 per day. If your child brings packed lunches please do not send chocolate bars, glass bottles or cans as these can cause accidents. School is working with Kirklees Healthy Schools and encourages parents to send healthy packed lunches.

Snacks

Sweets, biscuits, chewing gum, are not allowed in school. If you would like your child to have a snack at break time, please send a piece of fruit. KS1 are offered a free piece of fruit each day provided by the NHS.

Water policy

We understand that children need to drink frequently during the school day. Children may bring a filled water bottle (no juice or squash) from home at the start of each day.

Items not allowed in school

We do not allow any portable electronic equipment to be brought into school (e.g. music players, cameras and mobile phones). Children should not bring in other items such as toys as breakages can occur.

School security

All doors are locked and any visitor to school needs to ring the bell at Reception. Children are not permitted to answer the door. Visitors to school will be asked to sign in and may need to wear an identity badge. Children arriving late for school must come to Reception and ring the bell. We wish to encourage parents to be part of school life whilst at the same time keeping security tight.

Safeguarding of Children

Grange Moor Primary School is committed to ensuring the welfare and safety of all children in school. All Kirklees schools, including our School, follow the Kirklees Safeguarding Children Board procedures. The school will, in most circumstances, endeavour to discuss all concerns with parents about their children. However, there may be exceptional circumstances when the school will discuss concerns with Social Care and/or the Police without parental knowledge (in accordance with Child Protection procedures). The school will, of course, always aim to maintain a positive relationship with all parents. The school's child protection policy is available on request.

Complaints

Any complaints about incidents in school should be addressed in the first instance with the class teacher. If the complaint is not resolved it should be referred in writing to the Headteacher. If a satisfactory conclusion has still not been reached, the matter should be referred to the Chair of the Governing Body who may decide to seek advice from Kirklees Council.

