

# Grange Moor Primary School



**Work Hard, Aim High**

School Brochure for 2023 - 2024

**Grange Moor Primary School, School Brochure 2020 - 2021**

**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](http://www.grangemoorps.co.uk)

**Chair of Governors:** Mrs. Helen Myers

**Pupils and Staffing**

*Permanent staff in school*

Mr. M. Rodgers	Head Teacher
Mrs. M. Whittaker	Class One and SENCo
Mrs. J. Roclawski	Class Two
Mrs. V. Feeny	Class Three
Mrs. R. Tomlinson	Class Three
Mrs. C. Gray	School Business Manager
Miss. J. Hodgson	Teaching Assistant
Miss. Y Lancaster	Teaching Assistant
Miss .M .Etherington	Teaching Assistant
Mrs. W. Pearson	Teaching Assistant
Mrs. A. Haworth	Teaching Assistant
Miss. K. Livesey	SEN Teaching Assistant
Mrs. J. El-Khoueir	SEN Teaching Assistant
Mrs. P. Barraclough	SEN Teaching Assistant
Mr. A. Crank	Caretaker
Mrs. B. Searby	Senior Lunchtime Supervisor
Mrs. F. Sutton	Assistant Lunchtime Supervisor
Mrs. K. Gilbert	Assistant Lunchtime Supervisor
Mrs. K. Williams	Catering Manager
Mrs. A. Jones	Catering Assistant

Welcome to Grange Moor Primary School, situated in the village of Grange Moor between Wakefield and Huddersfield. We currently have 77 pupils on roll with a capacity of 105.

We are proud of our children's learning attitudes and behaviour in school. We deliver a lively curriculum and plan 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 knowing each child individually, and 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 various 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](http://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 aged 4 - 11. We have a planned admission limit of 15 per year group.

The school building is originally Victorian, with extensions added in the 1960s. The grounds are extensive, and we have a garden where 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 the school is extremely welcome. We invite parents to school regularly for different activities, workshops and assemblies. We have a parental fundraising group and a Parents' Council contributing 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 2.20 pm 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 develop lively and enquiring minds, allowing them to question and argue rationally and acquire a good work habits. 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 by encouraging children to:
  - read for pleasure and information
  - introduce children to a wide range of books  
Including poetry and plays
  - Write for various audiences and purposes and in various 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 together to successfully achieve 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 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, please contact the class teacher or the Headteacher, Mr M Rodgers.

## **The Governing Body**

Mrs. H. Myers (Chair)	Panel Appointment
Dr. A. Youde (Vice-Chair)	Parent
Mrs. R. Tomlinson	Staff / Teacher
Mrs. L. McGrath	Community
Mrs. L. Hodgett	Community
Mrs. L. Jones	Parent Co-opted
Miss. C. Whiteley	Parent Co-opted
Mr M. Rodgers	Headteacher

What are Governors?

Governors are similar to a Board of Directors. They work with the Headteacher to decide 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.

Governors 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 2023 - 2024**

The number on roll for September 2021 is 83. Children will be divided into three classes as follows:

Class One (Years R and 1)

**Mrs M. Whittaker**

Class Two (Years 2, 3 and younger year 4)

**Mrs. J. Roclawski**

Class Three (Years Older year 4, 5 and 6)

**Mrs. V. Feeny / Mrs. R. Tomlinson**

## **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 each pupil's academic, physical, cultural, moral, spiritual and social welfare. 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, speaking, and listening is encouraged throughout the curriculum to enable the children to communicate appropriately and effectively. The school follows the National Curriculum for reading, writing, 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, allowing 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 with any religion. Our daily acts of Collective Worship are an important part of our school life. They provide time for everyone to reflect upon experiences and respond appropriately, regardless of their personal beliefs. The Collective Worship is mainly Christian but has many multicultural elements.

Parents have a legal right to withdraw their children 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 school year's end. 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 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 various 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 understand 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 the 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. The school seeks to promote and enhance music understanding by arranging visits from musicians/artists.

## **Modern Foreign Languages**

We use Language Angels to deliver MFL to our classes.

## **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. The 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 upon 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 the school. Parents and carers are consulted and kept informed of developments. External support agencies (Educational Psychologists/Behaviour and Learning Support Services/Visual Impaired Service/Hearing Impaired Service) are consulted whenever appropriate.

The school layout is on three levels by a series of stairs. The 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 to identify 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, sport is an important part of the curriculum. All pupils have PE lessons each week with an appropriate mix of individual and team activities. Year Five and Six pupils also have weekly swimming lessons at a Kirklees active leisure venue for a term and a half per year. The school provides a range of after-school activities such as football, basketball and multi-sports.

As Grange Moor Primary School has the active uniform option, this should be the one always worn on days your child has PE.

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

### **Jewellery**

The Governor's policy on wearing 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, bringing 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 encouraging and showing appreciation for good behaviour rather than punishing bad behaviour. Parents are expected to be prepared to support the school fully in its insistence of high standards of behaviour.

## **School uniform**

The School uniform is a practical uniform that allows children to participate in all activities without changing.

The uniform is available to buy at [www.topclassschoolwear.co.uk](http://www.topclassschoolwear.co.uk)

- Red hoodie or zip-up hoodie with the school logo or a non-branded plain red hoodie.
- Red round neck or polo top with the logo or a non-branded plain red t-shirt.
- Black track pants, joggers, leggings, shorts or skorts with the logo or non-branded plain black versions.
- Black trainers or pumps with supportive soles with no obvious branding.

In addition to the active uniform, if Parents wish to dress their children in a more formal uniform on the days when their child does not have PE or outdoor learning, they can attend school wearing:

- Red hoodie or zip-up hoodie with the school logo or a non-branded plain red hoodie.
- Red or white plain polo shirt with or without the school logo.
- Black skirt, pinafore dress or trousers.
- Red and white gingham summer dress or black tailored shorts (summer term only).
- Plain black school shoes.
- Long hair must be tied back at all times; if children attend school with long hair that isn't tied back, they will be given a hair bobble to tie it back for the remainder of the day.

**Please make sure that every item of clothing is named.**

## **Outdoor Learning**

Please make sure on the days your child has outdoor learning, they have appropriate footwear for the weather (wellies or walking style boots when it is wet and muddy); in the colder months, have a warm coat, hat, gloves etc and in the summer months make sure you have applied sun cream prior to them coming to school and provide them with a sun hat.

## **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 by telephone (01924 840748) or leave a message on the absence line, through the App, email or in person before 9:15 am. Please ensure that we know why your child is late or absent. If you fail to contact us, the school will contact you on the first day of absence; this could result in an unauthorised absence mark on the register if you fail to inform the school before 9:15 am.

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. The parent must 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% 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 to the office. You must 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.

Please note only prescribed medicines will be administered in school. If your child has been prescribed antibiotics and requires them less than 4 times per day, please administer these at home; school will not administer a dose during the day if it is only required 2 or 3 times daily. If you feel your child requires medication such as paracetamol etc, you are able to attend to administer this yourself; staff will only administer non-prescribed medication for pain relief following an operation/hospital treated injury.

## **Accidents**

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

Please ensure we have an up-to-date address and telephone number so we can contact you in an emergency, you can keep your details updated via Arbor. 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 you can choose your school. Children will be able 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. The homework ranges from simple reading tasks in Reception to more extensive writing and maths in Years Five and Six.

## **Parental Consultations and Annual Report**

Parent consultations normally 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.

## **Educational Visits**

Educational visits are made regularly. By law, no charge may be made for these visits. The school's policy is 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 allowed to participate in an annual residential visit. Any family anticipating difficulties with payment should see the Headteacher or Mrs Gray at an early stage. Financial assistance is available towards part of the cost for children qualifying for Free School Meals (Pupil Premium children).

## **Payments**

We are a cashless school. All dinners, trips, residential visits, and clubs payments are made via Arbor.

## **School Meals**

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

School lunches are £2.55 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. We are a nut-free school with a number of children with nut allergies; please make sure any food items your child brings into school do not contain nuts or nut traces.

## **Snacks**

Sweets, biscuits, and chewing gum are not allowed in school. If you want your child to have a snack during 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 should 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. Please do not allow your child to attend school wearing a smartwatch.

## **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 while 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 ours, follow the Safeguarding Children Board procedures. In most circumstances, the school will 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.

## **Complaints**

Any complaints about incidents in school should be addressed in the first instance with the class teacher. If the complaint is unresolved, 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 seek advice from Kirklees Council.