

Expectations

Important Information For
Parents & Carers
2019 - 2020



Grange School, Matthews Lane, Manchester. M12 4 GR

 0161 231 2590

 admin@grange.manchester.sch.uk

Attendance and Punctuality

All pupils should attend school every day. Attendance is crucial to ensure pupils receive the best education possible. We expect all pupils to attend school every day and achieve at least 95% attendance across the year. We will be working closely with parents and carers to ensure we achieve this goal. All our classes are working towards the attendance prize at the end of each term so please help your child's class to achieve this.

If your child is unwell and you think they are too poorly to attend school you must ring and inform the school office between 8.00am and 9.00am on the main school number (0161 231 2590). However, if your child begins to feel better after you have phoned us please bring them in to school. The school day starts at 9.00am and finishes at 3.15pm. Registers close at 9.30am and pupils who arrive after that time will be marked as late. School must be notified if a pupil has an appointment to ensure the correct mark is submitted on the register. Where possible medical appointments should be made outside of school hours; where this is not possible pupils should attend school before and after the appointment so they do not miss a full day of education.

As most of our pupils use home-school transport please ensure your child is ready with all the kit and equipment (reading book and reading record, etc.) that they'll need for the day ahead, at the allotted time to be collected. If you bring your child to school please ensure you arrive at the school ready for the start of the day at 9.00am. Pupils should be brought to the appropriate

school door/gate and must wait there with you until the doors open. For those parents who need some flexibility we have a breakfast club that is available from 8.30am – if your child attends breakfast club please bring them to the main reception. Last admission to breakfast club is 8.45am. At the end of the day parents who collect their children from school should wait by the door where they were dropped off. In exceptional circumstances, and as a temporary measure only, school will consider requests for children to be collected slightly earlier. If you are collecting your child before 3.00pm please come into the main reception and ask the receptionist for your child.

We also run an extended provision in the form of after-school clubs. These run on Mondays, Tuesday, Thursdays and Fridays and if you would like your child to attend please call the main school number and speak to the staff in the office for further information.

Any parents who are having difficulties with attendance and punctuality can speak to the Family Liaison Officer (Suzie Evans) who will be happy to give you whatever support she can to ensure your child attends school regularly. Please phone the main school number to arrange a meeting.

Parents are expected to attend all meetings and parent evenings whenever possible. It is especially important to attend your child's annual review. If you are unable to attend any of these please contact the school office to rearrange a more convenient time.

Grange School Uniform Policy

Here at Grange School we have previously operated a non-compulsory uniform policy. However, over the coming months and years we will be moving towards all pupils wearing full school uniform (unless there is a medical reason for them not to), and adopting a formal policy of what we expect our pupils to wear. Therefore, we are strongly suggesting that pupils wear a basic uniform for school as follows:

- A plain blue sweatshirt-type jumper over a plain white or pale blue polo shirt and grey trousers or skirts.
- Alternatively, pupils may wear a blue checked dress with their blue jumper.
- All pupils should wear appropriate footwear in black. If your child cannot tie their shoe laces yet, please ensure they have Velcro fasteners where possible.





FE (Post 16) pupils should wear smart/casual attire – this could be jeans & polo shirt with smart trainers or shoes (no football shirts, ripped jeans or crop-tops, all skirts should be of an appropriate length).

We will be developing the school brand to reflect the wide range of learners we have at Grange and as such we are not producing badges with the school logo, therefore plain jumpers are ideal for the coming school year.

Grange School PE Kit

One of our development priorities for this academic year is to improve the standard of physical education we provide to our pupils. Part of this improvement is to ensure that all pupils wear appropriate clothing for all PE lessons and we strongly recommend the following:

Compulsory PE Kit for Primary (KS1 & KS2)

- A yellow polo shirt
- A pair of black shorts (black jogging bottoms for outdoor PE in the Autumn and early Spring terms)
- Trainers or School pumps
- A black sweatshirt (for outdoor PE in the Autumn and early Spring terms)
- An appropriate PE bag (not plastic)



Compulsory PE Kit for Secondary (KS3, KS4 & KS5)

- A white, non-branded sports shirt
- A pair of black shorts (black jogging bottoms for outdoor PE in the Autumn and early Spring terms)
- Trainers
- A black sweatshirt (for outdoor PE in the Autumn and early Spring terms)
- An appropriate PE Bag (not plastic)



FE / Post-16 students will have a variety of age-appropriate indoor and outdoor activities, ranging from going to the gym to outdoor pursuit activities and the Duke of Edinburgh Award, and pupils will need the appropriate kit for each activity. Class Teachers will inform parents and carers as to what is needed each term.

PE kits can be sent into school and kept in classes or lockers for the half term, or they can be sent home each week. Please inform your child's teacher which you would prefer.

Swimming Kit

Some pupils will attend either swimming lessons or sessions in a Hydrotherapy Pool. For any of these the pupils must have the appropriate swimming kit as directed by Manchester Swimming, consisting of:

Girls:

- One-piece swimming costume (without frills or other embellishments)
- A towel
- An appropriate swimming bag (preferably not a plastic bag)

Boys:

- Swimming Trunks (not beach or board shorts)
- A towel
- An appropriate swimming bag (preferably not a plastic bag)

If your child's hair is longer than shoulder length they must also wear a swimming cap, this is the case for all pupils, boys and girls.

Additionally, as the pupils move into upper KS2 (Y6) and into KS3 (Y7, Y8 & Y9) we will be running a showering programme as part of the PE curriculum for the Independent Pathway.

For this the pupils will need:

- A towel
- A wash kit (shower gel & shampoo and any prescription moisturiser or creams)
- An appropriate bag (not plastic)

All swimming kits and showering kits will be sent home after use.

As with all personal property please ensure your child's name is clearly written on the label of all items of uniform, PE kits, swimming and showering kits.

Homework

We will be developing our policy on homework over the coming year and your child can expect to be given homework at least every week by the end of the current academic year. All homework activities will be appropriate to the pupil's level of attainment and will be designed to give the pupils the opportunity to apply their learning away from the classroom. Homework will usually be sent home on a Thursday and should be returned no later than the following Tuesday.

Pupils will be having regular reading sessions as part of their daily learning and we strongly encourage parents to spend at least 10 minutes a day reading with their children. Even those children who are at a very early stage of reading will benefit hugely from interacting with books and stories being read to them by their parents and carers. We will send home a guide to help parents engage their children with reading more at home.

If you would like your child to bring home a reading book and reading record please contact your child's teacher. We don't send reading books home automatically as we find that regular reading in class works well for our pupils. Each pupil's progress is recorded and tracked and progression reported to parents as part of the pupil's annual report.

Mobile Phones, Electronic Devices and Toys

At Grange School we have an acceptable use policy that includes mobile phones. Any parent wishing their child to bring a phone to school must make this arrangement with one of the Deputy Heads. We understand that for some of the older pupils it is appropriate and that there is a place for this technology in the modern world. However, we have a wide range of ages and needs in our school and some of our pupils are particularly vulnerable. As such we ask parents and pupils to agree to our acceptable use policy when it comes to mobile phones.

- Only pupils in the secondary or FE departments will be allowed to bring a phone to school (KS3, KS4 and KS5), with prior arrangement with one of the Deputy Heads
- All phones must be brought to the office upon arrival where they will be stored in a locked drawer until the end of the day when they can be retrieved by their owners ready for going home. Phones will not be available to students during school time.
- Should a pupil not hand in their phone and are seen using it during the school day the phone will be confiscated and returned to its owner at the end of the day. If there is a repeat of this by the same person the phone will be confiscated and only returned to a parent and no further permission will be granted for the remaining school year.
- Pupils refusing to adhere to these arrangements will not be allowed to bring a phone to school

Electronic devices are not allowed in school. However we understand that these can help to manage behaviour and boredom on the home-school transport buses. If you would like your child to have access to theirs for the journey into school and back home, please make arrangements with one of the Deputy Heads. These devices will be stored as above for the duration of the school day and will be subject to the same policy as mobile phones; however, the age restriction will be reduced as appropriate.

Toys must not be brought into school. However, if a toy helps your child to transition into school from home then it must either go home with parents once the pupil has been dropped off, or by arrangement with one of the Deputy Heads, where it can be left in a locked cupboard until the end of the day.

If you have any questions or queries please contact us on the main school number or by email to admin@grange.manchester.sch.uk