



Dear Parents, Carers and Families,

I'm delighted to welcome you to the school year of 2022-23 at Grange Primary School. I look forward to working with all the dedicated Grange Staff to lead Grange Primary forward in providing a great education for our children.

Our vision for Grange Primary is to provide the very best education for our children through high quality teaching and learning centring on Character development; a stimulating and inspiring learning environment and a broad and rich curriculum full of opportunities for children to develop and grow.

Each and Every Child Matters to Us and we focus on 3 key areas:

- Inclusion: To have the highest expectations through valuing and embracing the diversity at our school; ensuring that *Respect* is at the heart of all our relationships and interactions whilst living the principle that *Diversity* enriches.
- Character Development: To nurture each child so that they develop the character strengths and confidence to make healthy, safe and positive choices as they grow and develop and achieve the best that they are capable of. We call this the CC way – Confidence & Consideration – enabling each child with the power of self care and consideration for others.
- Parent/Carer and School Partnership: To work in partnership between school and home in the best interests of our children.

Our mission is to enable children to live with Confidence & Consideration and we call this 'the CC way'. Please look out for the Grange Salute. We believe that the core of learning is focussed on literacy and numeracy and we provide a rich and broad curriculum to engage, inspire and challenge.

We measure success by,

- a) Achieving continuous good progress in outcomes across the school from the Early Years up to our children graduating in Year 6.
- b) Celebrating achievements and opportunities for children across a broad range of subjects and not just in the core subjects.
- c) By children being safe and behaving in a spirit of generosity and inclusion: we believe that "kindness is strength".
- d) Our school being a community of friendship and peace with the principles of tolerance and respect leading the way so that we actively celebrate difference and are each individually stronger in our own identities and personal values. We actively support human rights, champion diversity and stand strongly against racism. We are proud to declare ourselves as an anti- racist school.

Thank you for being so clearly ambitious and aspirational for our children. I am looking forward to meeting everyone through school events, meetings, and your morning and afternoon visits to the school. I will aim to be on the gate as much as possible. Alternatively, please let the office staff know that you would like to meet and they will set up a meeting at a mutually convenient time.

We look forward to a great year at Grange Primary School.



Best wishes,



Mr Daniel Kerbel

## **ADMISSIONS**

Staff and Governors believe that starting school should be a positive, happy experience. All children need a smooth transition into each stage of their school life. When children find it difficult to settle, our caring staff plan carefully to ensure that each child settles quickly and confidently.

We also run staggered intakes in Nursery & Reception to ensure that we get to know & focus on each child.

**Nursery Admissions** - You can apply for a place in our Nursery by filling in an application form available from the school office. There is one intake from September each year for children who have already reached the age of 3. You can only apply for one Nursery place. At the time of application your child's birth certificate and proof of your address, such as a utility bill or council tax bill etc., will be required.

**Reception Class Admissions** – Harrow Council is responsible for all Reception class admissions. If your child is in a Harrow School or Nursery setting, the staff will give you the application form at the appropriate time. If your child is not in a Nursery you can pick up the forms from any primary school or from Harrow Council.

**Years 1 to 6 Admissions** – Harrow Council is responsible for all admissions for Years 1 to 6. You can pick up the application form from the Council or the Council's website.

Harrow also has an online application form which can be accessed via the Council's website.

[www.harrow.gov.uk/admissions](http://www.harrow.gov.uk/admissions)

### **Harrow Admissions Criteria**

If there are more applications than available places, children will be chosen using the following criteria:

- ☐ A 'looked after child' or a child who was previously looked after
- ☐ Children for whom it is essential to be admitted to a specific school because of special circumstances to do with significant medical needs and or social needs
- ☐ Medical reasons relevant to parent) s
- ☐ Sibling link. Children with a brother or sister attending the school at the time of admission.
- ☐ Distance. Children who live closest to the school will be given priority over children who live further away.

Appeals – You can appeal against any decision made about the school place you have been offered. For all information, please go to the harrow website.

[www.harrow.gov.uk/admissions](http://www.harrow.gov.uk/admissions)



## SCHOOL AIMS

**“This is an inclusive school that welcomes pupils from a range of backgrounds and with a range of different needs” (Ofsted June 2019)**

Grange Primary School aims to provide children with a safe, stimulating, learning environment where children are encouraged to achieve to their full potential.

At Grange we aim for our children to:

- develop the skills that will enable them to contribute confidently, responsibly and positively to society
- be safe, secure confident learners
- experience an enjoyable learning environment
- be healthy and happy
- achieve success
- be prepared for their future as lifelong learners

Grange Primary School is a community where:

- each person is welcomed as an individual
- we value our environment
- we learn together through respect and understanding

Grange Primary School is a school of Restorative Parctice:

- we aim to learn from mistakes
- we aim to develop relationships of compassion, consideration and care
- we aim to problem solve collabritavely and in partnership



## OUR ETHOS AND VISION

**“Pupils know how to treat each other courteously. Positive relationships are evident throughout the school, supported by a clear set of values which are prominently displayed around the school, of which the pupils are proud.” (Ofsted June 2019)**

At Grange Primary School we have high expectations of ourselves and each other. The staff work hard to create a purposeful, harmonious atmosphere in which children will thrive and learn well. As a school we are committed to ‘Learning Together, Respecting Each Other, Achieving Our Potential’. We say at Grange “It is not about who you are right now; but about always striving to become your best”.

## **At Grange Primary School we:**

- Place creativity at the heart of teaching and learning
- Strive to make learning vivid, fun, relevant and real
- Work to ensure all learners succeed in an environment that is welcoming, secure and stimulating
- Recognise and celebrate success
- Aim high and set high standards
- Match teaching styles to learning needs
- Value children as individuals, enabling them to develop a positive self-image and respect for others
- Believe that asking questions is central to learning
- Involve children in their own assessment
- Aim to develop learning skills across the curriculum, inside and outside the classroom
- Value and celebrate our rich diversity
- See the school as a learning community where everyone works hard and enjoys themselves
- Believe that kindness is strength and aim to make that the core value at the centre of our actions
- Believe that good relationships are critical for good learning & aim to treat each other with compassion, respect & humanity.
- Believe in restoration, forgiveness, gratitude and hope

## **OUR SCHOOL VALUES**

### **GRANGE PRIMARY Core Values:**

- We celebrate the core British and Human values of *Liberty; Rule of the Law, Respect and democracy.*
- We are committed to striving for the highest levels of care to ensure that *safeguarding* is upheld at the highest level within a caring, warm, friendly and supportive environment with the highest expectations for every pupil.
- We believe that *good teaching and learning* is transformative enabling every child to succeed, regardless of starting point or external circumstances.
- Kindness is strength – we believe that respectful and positive relationships are crucial for teaching and learning. We will strive to build such relationships and maintain them.

**Our Vision is to work every day to transform what we are into continuously becoming our best selves.**

### **We are:**

- A school
- Staff
- Parents and Carers
- Pupils

### **We can be:**

- A community
- The difference makers
- The child's lifelong support team
- The future

### **Our Mission as staff is:**

- To learn the child
- To learn what works
- To learn what it takes to succeed and gain progress
- To never give up

At Grange we have our own unique CC way which stands for Confidence and Consideration, which is what we want for every child and is what we aim for in our education provision. Look out for CC walking and the Grange Salute.

This is what we believe everyone should be empowered and enabled to have: A wonderful, meaningful, joyous balance of confidence and consideration.

**“The qualities of equality and respect feature in cross-curricular work and displays. These and other enrichment activities add significantly to pupils’ strong spiritual, moral, social and cultural development.” (Ofsted June 2019)**

### **ESSENTIAL INFORMATION**

Grange Primary School  
Welbeck Road  
Harrow  
HA2 0RY

Telephone No: 020 8422 5070  
Email: [office@grange.harrow.sch.uk](mailto:office@grange.harrow.sch.uk)  
Website: [www.grange.harrow.sch.uk](http://www.grange.harrow.sch.uk)

Facebook: @GrangePrimarySchoolHarrow



[@GrangeHarrow](https://twitter.com/GrangeHarrow)



@GrangeHarrow

#### **Nursery Hours:**

Morning Session: 8.30am-11.30am

Afternoon Session: 12.15pm-3.15pm

#### **For Safety**

Parents/carers are not permitted into the school buildings at this time. Please do challenge any unfamiliar adults in the school building (Staff should all be wearing clear Grange lanyards identifying them).

#### **Welcome**

The school has two entrances for parents/carers picking up and dropping off, these are located on Welbeck road and Furness Road (please see table below for drop off and pick up points). Siblings should be dropped off and picked up together with their siblings in the morning and for afternoon pick up from the entrance allocated to the oldest sibling.

#### **Morning registration is at 8.30am.**

In the morning children will go straight into class and at home-time there are designated spots in the allocated areas. Please ensure that at home-time you make eye-contact with the adult dismissing your child before they leave the staff member dismissing.

<b>Drop off Times</b>	<b>Furness Road (Playground)</b>	<b>Welbeck Road (Field)</b>
8.30am	Years 2, 3 & 4	Years 1, 5 & 6
8.30am		Reception & Nursery AM
12.15pm		Nursery PM

<b>Collection Times</b>	<b>Furness Road (Playground)</b>	<b>Welbeck Road (Field)</b>
11.30am		Nursery AM
3.15pm	Years 2, 3 & 4	Years 1, 5 & 6
3.15pm		Reception & Nursery PM

If needed we can change the allocated entrance for your child but this must be discussed with the school office and authorised by the head teacher.

**Visitors to the school should enter the school site via Welbeck Road and report to the school office.**

Due to our strong safeguarding measures everyone is required to sign in and wear identification whilst on the school premises.

## **SCHOOL DAY**

### **Travelling to School and Safe Parking**

As with all schools pick up and drop off points put a big strain on the local roads and parking. Statistically children are very vulnerable from traffic at these times of day so please take care. We would encourage you to walk to school if at all possible, this is better for the environment, traffic and most importantly healthier for the children. If you do have to drive to school, please remember the following important rules:

- **Never stop on the zig zags**
- **Drive slowly in the vicinity of the school**
- **Never block one of the residents' driveways, we are good neighbours and care about the residents living near our school.**
- **Always get the children out of the car on the kerbside**
- **If you are waiting in the car, please switch off the engine**
- **Please leave access for emergency vehicles**
- **Please park considerately**
- **Always be courteous and polite**

### **Breakfast and After School Clubs**

We appreciate that school hours do not always fit in with work and are happy to offer a breakfast club from 7.30am in the dining hall. Your child can enjoy a light breakfast (varies each day) and a drink, and join in various activities.

For your information, breakfast club costs: -

Children arriving between 7.30am and 8.30am = £2.00 per child / per day

Our after school provision is available on the school site until 6.00pm. There is a cost for these sessions and further information is available from the school office.

### **After School Activities**

Each term we offer a range of after school activities with most after school clubs finishing by 4.00pm - parents/carers should check the finishing time for each club. All children should be collected from the Reception playground gate promptly at the club finish time. Please look out for office notifications near the start of terms for information and cost of the clubs.

### **House System**

We have a house system at Grange. It consists of 4 Houses Air, Water, Fire and Earth. Our aim is to build a sense of belonging and pride. It will provide models through team work and opportunities for social interaction. We want to create communities where our students can be proud leaders and valued community members. This system will be used and reflected in every aspect of our school life and will be a cornerstone of celebrating the richness of/and diversity in our school.



## **A Parent and Carer's Guide to Good Attendance and Punctuality**

Good school attendance is one of the main factors in determining your child's future and opportunities in life. Children who are absent from school regularly do less well in achieving their academic potential and have fewer career choices. Harrow Local Education Authority aims for all pupils to attend at [least 98%](#) of the school year.

It is important that your child develops good attendance habits from the beginning of primary school.

*We know that children who have below average attendance at primary school:*

- can have difficulty in making and keeping reliable friends
- may have difficulties with school work
- can develop behavioural problems in and out of school
- are more likely to truant or drop out
- do less well in securing their knowledge
- have less opportunities for further education and employment
- find it more difficult to find and keep a job
- are more likely to be involved with the police

### **What parents/carers can do...**

If you are a parent/carers, it is your responsibility to:

- avoid unnecessary absences such as treats for birthdays etc.
- arrange medical/dental appointments for after school (if this is not possible, avoid keeping your child off school for the whole day)
- shop for clothes and shoes at the weekend, not during school time
- inform the school on the first morning if your child is ill and send a note explaining the absence on your child's return to school, signed and dated
- if you think something is wrong e.g. your child complains of feeling ill frequently or bullying, contact the teacher and make an appointment to discuss your concerns
- ensure your child is ready for learning and in class by 8:45am

### **How you can help:**

- set up good evening and morning routines so that your child arrives alert and ready to learn
- make sure your child arrives on time - late arrivals are disruptive
- take an active interest in your child's school and homework
- attend parent and curriculum evenings
- give your child some dedicated full attention time away from your phone and other responsibilities

### **Pupil leave of absence from school (update)**

The Amendments in September 2013 to the 2006 school attendance regulations make clear that [Head teachers may not grant any leave of absence during term time](#) unless there are exceptional circumstances.

As absence for holidays is no longer allowed, no parent can demand leave of absence for the purposes of a holiday. For more details, see the Grange Primary Attendance policy.

**Please note that there are 190 days of school and 175 days to spend on holidays, family time and appointments. Don't lose a day of your child's learning – It is an investment in their future and helps us all build a stronger learning community for us all.**

## **SCHOOL MEALS**

Hot meals and packed lunches are eaten in classrooms.

### **Hot Meals**

All hot meals are cooked on the premises and are well-balanced and nutritious. Children are encouraged to eat all their lunch, but are not forced to do so. Please let us know if your child is allergic to any food. Water and milk are available for all children at lunchtime. School Meals at Grange are provided by The Pantry Catering. We operate a cashless system and the school will provide all parents/carers with registration details. **All meals need to be paid for in advance on line.**

All children are encouraged to stay at school during lunchtime. If you would like your child to go home for lunch, please discuss this with the Head teacher.

### **Packed Lunches**

If your child is having a packed lunch, please provide it in a secure box or bag with nothing breakable. Your child should be provided with food that is easy to eat and nutritious. The School has a Healthy Eating Policy and sweets, nuts, chocolate and fizzy or canned drinks must not be included in the packed lunch. Water and milk are provided for all children at lunchtime, so a drink is not needed unless you wish to provide one.

Information and advice on healthy packed lunches is available from <http://www.nhs.uk/Livewell/childhealth6-15/Pages/Lighterlunchboxes.aspx>

The menu for the term is in the parent's section on the school website, on display in the dining hall and copies are available in the school office. There is always a vegetarian option. All meat served is halal.

Children are expected to be polite and courteous to all midday supervisory staff. Should a child be persistently badly behaved we reserve the right to insist on that child going home for lunch for a fixed period of time.

### **Free School Meals**

All pupils in Reception, Year 1 and Year 2 are entitled to a free school meal as part of the Government's Universal Infant Free School Meals Scheme. However, **all** parents who are in receipt of any of the following must make an application for free school meals. This will ensure the child receives their full entitlement to free school meals from Year 3 onwards and pupil premium, which enables the school to plan and support learning opportunities.

Your child may be entitled to free school meals if you are in receipt of any of the following:

- Income Support
- income-based Jobseeker's Allowance
- income-related Employment and Support Allowance
- support under Part VI of the Immigration and Asylum Act 1999
- the guaranteed element of Pension Credit
- Child Tax Credit (provided you're not also entitled to Working Tax Credit and have an annual gross income of no more than £16,190)
- Working Tax Credit run-on - paid for 4 weeks after you stop qualifying for Working Tax Credit
- Universal Credit - if you apply on or after 1 April 2018 your household income must be less than £7,400 a year (after tax and not including any benefits you get)

Children who get paid these benefits directly, instead of through a parent or guardian, can also get free school meals.

For more information and to make an application for free school meals go to <https://www.gov.uk/apply-free-school-meals>

## **School Meals - Frequently Asked Questions**

### **What if my child doesn't eat anything?**

Eating is monitored by the lunchtime staff. Children are encouraged to eat a balanced lunch and to try a range of foods. If there are concerns about what your child is eating this is recorded and you will be contacted to come into school for a discussion. If you have any questions or concerns about lunches, please see your class teacher in the first instance.

### **What if my child is a slow eater?**

Children can eat at their own pace and are always given time to finish their food.

### **Who looks after the children at lunchtime?**

School meals supervisory assistants (most of whom also work in classes) supervise the children in the hall and after they have eaten, in the playground.

### **Can children bring snacks into school?**

All children in Nursery, Reception, Year 1 and Year 2 are provided with a piece of fruit by the school as part of the Government's Free Fruit and Vegetable Scheme. Children in Years 3 to 6 are encouraged to bring in fruit or vegetables as a snack for morning break, no other snacks are allowed.

### **Can children bring drinks into school?**

Only water should be brought into school. All children are encouraged to bring in a named water bottle and there are water stations in the corridors which the children can use. Water and milk are available to all children at lunchtime.

## **Classroom Birthday Treat Guidelines**

Please note that all birthday celebration items to be brought in only if PRIOR arrangements have been made with the school office.

All foods must be pre-packaged and store bought. Please **do not** send cakes, cupcakes, doughnuts, biscuits or sweets (these will be sent back home).

### **Healthy Snack Ideas:**

- Popcorn
- Crackers
- Pre-Packaged fruit
- Bananas
- Satsumas
- Raisins

We are strongly encouraging families to send non-food items on birthdays. Instead of edibles, please consider sending something for the children to enjoy such as:

### **Non-Food Ideas:**

- Pencils
- Pens
- Erasers
- Markers
- Notepads
- Stickers
- Bookmarks
- Matchbox cars
- Tops

- Whistles
- Bubbles
- A game for the classroom
- A classroom book (a nice touch would be having it signed and dated by your child).

Please remember to call the school office or pop in if you would like to send in any birthday treats for your child's class.

### **SCHOOL UNIFORM**



All Grange children wear their school uniform including Reception children as we want our children to feel proud of themselves and their school. Smart and correct uniform plays a big part in giving a child a sense of belonging and identity. School uniform can be ordered online from My Clothing; (a delivery charge is payable) or purchased directly from Angels Uniforms in Rayners Lane.

Angels Uniforms – Rayners Lane, Middlesex HA5 5EH. Tel 020 8866 9972

To order your school uniform items online from My Clothing, please follow this link: <https://myclothing.com/>

We also offer second-hand uniform for sale via our office – All the items of the uniform can be bought cheaply in supermarkets except for the Grange logo jumpers, cardigans and shirts.

#### **School uniform consists of:**

- Grey or black trousers, skirt or pinafore - can be worn with grey, black or white socks, tights or leggings to the ankle - (leggings are not allowed by themselves).
- Grey or black shorts or skirt with grey, black or white socks, tights or leggings.
- White shirt, blouse or polo shirt (with or without logo).
- Blue check dress with grey, black or white socks, tights or leggings (no other colours or patterns).
- Blue Grange Logo Cardigan or Jumper.
- Black, white or blue headscarf with no embellishments.
- **Black leather shoes or completely black trainers (no white soles or logos).**

***Please remember to mark all uniform with your child's name***

#### **Headscarves**

We work in partnership with all members of our community and we foster a spirit of mutual respect and understanding for religious and cultural beliefs. We therefore request that when headscarves are worn they are black, white or blue with no embellishments and are of a length that does not present a health and safety risk. Please remember that the children will be participating in physical activities involving a range of apparatus and equipment.

## PE Uniform

PE (Physical Education) is an important part of the National Curriculum, and it requires appropriate clothing. Children will no longer need a P.E. bag as they will come in PE kit on PE days. It is important that the correct PE uniform is worn. All items are available cheaply through supermarkets. The necessary clothing and footwear are:

- **WHITE T-Shirt**
- **Dark blue or black sports shorts/track suit bottoms**
- **Sports trainers/plimsolls for outdoor PE**
- **Plimsolls for indoor PE**
- **Dark blue or black track suit or jumper and leggings for cold weather - no logo tracksuits**
- **No branded/logo shirts**



Dance and gymnastics are done in bare feet; long hair must be tied back. Please ensure all items of clothing are clearly named. PE kits should be taken home for washing as and when necessary.

In many cases teachers will ask their class to come in PE kit on PE days to save time and maximise time for learning.

## **PLAYTIME AND LUNCHTIME ACTIVITIES**

**“Pupils know each other well and look after each other. At playtimes, a range of organised activities effectively ensure that pupils play well together.” (Ofsted June 2019)**

### **School Meals Supervisory Assistants (SMSAs)**

We have SMSAs who supervise and support the children during the lunch hour, in addition to class educator's. 20 of these adults are school learning supports assistants (Educators) with whom the children are very familiar with. Our SMSAs support the children to play collaboratively on the playground and resolve any issues that arise. They also encourage children to finish their lunch, have good table manners, be polite and promote healthy eating. They regularly hand out stickers that the children can achieve for these reasons. The majority of our SMSAs are first aid trained and are able to address any injuries that occur. If needed, children are taken to the welfare room where a first aider is based.

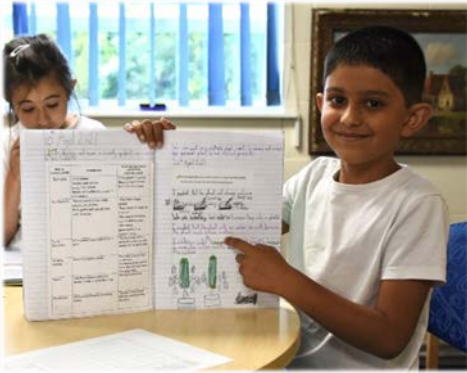
### **Grange CC Monitors**

We have a number of year 5 and 6 pupil leaders who organise group and individual activities for younger children to take part in during the lunch hour. They are supported by pastoral staff to ensure the activities they provide are inclusive and promote teamwork between children.



## Outdoor Equipment

Every lunchtime, our sports leaders provide children from all year groups with sports equipment to use at lunchtime. These include balls, hoola-hoops, skipping ropes and other multi-sport items. We also have a full-sized basketball court and hoops that children use, as well as 6 Korfball hoops of differing heights. KS1 children also have the use of 2 multi-hoops where a number of children can use at the same time. Children in Reception use a different playground closer to the dining hall. They have the use of their own equipment including a range of small and large balls, hoops, skipping ropes, scoops and hoppers. They also can use the small field towards the front of the school when the weather is dry.



## **BEHAVIOUR AND REWARDS**

### **The CC way – Behaviour for a better world**


At Grange Primary School we work together as a community to provide a happy, secure and stimulating environment where children are motivated to learn, are valued as individuals and are empowered with Confidence and Consideration. This is what we want for each of us: to have Confidence, a real sense of self-worth and Consideration, a recognition in action of the value of others and caring about the world.

During each day we aim to provide the children with physical exercise and reading for pleasure as part of their daily routine.

I greet the day with the Grange Salute:  
Good listening (touch the lobes of ears)  
Kind hands (open palms outwards)  
Kind words (point a finger to the lips)  
Confidence (hand on heart)  
Consideration (spreading outwards gesture)

### **Our Grange mantra:**

It's ok to be angry; it's ok to be sad  
It's not ok to hurt others; it's not ok to hurt myself  
There is always a way to find calm  
We learn from our mistakes  
We forgive and grow  
There is always hope  
We are confident and considerate

The CC Way	Well-being Thermostat
 <p><b>Earn rewards for CC behaviours</b></p> <ul style="list-style-type: none"> <li>Stay with your class (bubble)</li> <li>Walk on the left next to the wall</li> <li>Helping to keep everyone safe</li> <li>Listening to your teacher</li> <li>Being a good friend</li> <li>Meeting a target</li> <li>Taking on new challenges</li> <li>Follow instructions given by adults</li> <li>Kind hands and words</li> <li>Tell an adult if you feel unwell or upset</li> <li>Being a great role model</li> <li>Looking after our school</li> <li>Improving your learning</li> </ul>	<p><b>Red – meeting with the headteacher to decide if it is safe for you to stay in school</b></p> <ul style="list-style-type: none"> <li>Spitting/biting</li> <li>Leaving the school</li> <li>Fighting/extreme physical behaviour towards adults or children</li> </ul>
	<p><b>Orange – your parent/carer will be called to help you change your behaviour</b></p> <ul style="list-style-type: none"> <li>Bullying</li> <li>Racist comments</li> <li>Touching someone else's food</li> <li>Entering another bubble</li> <li>Loss of control</li> <li>Theft/vandalism</li> </ul>
	<p><b>Purple – you will reflect with SLT to help you change your behaviour</b></p> <ul style="list-style-type: none"> <li>Not following instructions that keep everyone safe</li> <li>Physical aggression</li> <li>Verbal aggression</li> <li>Leaving your bubble without permission</li> <li>Refusing to wash your hands</li> </ul>
	<p><b>Pink – you will reflect with your teacher to help you change your behaviour</b></p> <ul style="list-style-type: none"> <li>Sneezing or coughing without covering your nose and mouth</li> <li>Standing too close to someone/touching/sitting in someone else's space</li> <li>Playing contact games eg catch</li> <li>Lying</li> </ul>
	<p><b>Blue-you will be given support in your classroom to help you change your behaviour</b></p> <ul style="list-style-type: none"> <li>Behaviours that prevent good learning</li> </ul>

### Celebrating Success

We affirm praise, encourage and recognise the children's achievements in all aspects of school life. Positive learning behaviours and character strengths (The CC Way) are celebrated in class and at the weekly Head teacher's assembly with our successful rewards point system. Children who are making good choices are given stickers, certificates and may be given monitor responsibilities.

All rewards are logged on our brilliant **Class charts** system. Once signed up, parents will receive notifications of rewards direct to their phone and can also reward their own child's efforts by logging Parent rewards. Positive comments are written on children's work, smiley faces, stickers and stamps are also awarded. Children who achieve Gold rewards are presented with certificates by a member of the Senior Leadership Team and their awards are then displayed on our corridor Reward boards.

The Grange ethos: The biggest reward is affirmation.

### Wellbeing Thermostat

The Behaviour Thermostat is a visual, structured, whole school approach that the children find easy to understand and which ensures consistent implementation. Behaviour thermostats are displayed in all classrooms and throughout the school. The idea is that we have it in our power to self-regulate. We can cool ourselves down and learn from our mistakes.

Behaviours are logged on Class charts and parents will, as with rewards, receive notifications of behaviours direct to their phone, once signed up.

For each and every child Grange Primary seeks greatness and wishes to work together to help the child succeed by learning behaviours that will help them make positive choices as they live their lives to the full.

Our approach to Behaviour Education is restorative and relationship-based. We aim to give every child a chance to succeed and fix up anything that has gone wrong. The thermostat is a way of visually helping the child get back on track, make good choices and learn from their mistakes.

### **Home School Links**

The school welcomes all parents/carers as part of our school community and parents/carers should not hesitate to contact the school about any matter concerning their child/children. Small problems can often be prevented from becoming major ones if prompt action and co-operation is sought by teachers and parents/ carers. Parents/carers should always speak with the class teacher in the first instance.

Any parents/carers wishing to come along and visit the school or meet us before enrolling their child in January are welcome to do so. Please contact the school office for dates of school tours. The parents and carers of all children starting school for the first time will be invited to an introduction and welcome session in June. The school also holds a 'Meet the teacher' meeting in the third week of school in September.

### **Parental Involvement**

All parents of children at Grange Primary School are automatically members of our school PTA – Parents Teachers Association. Our PTA raises money specifically for the children at Grange through annual events such as the Summer Fair, International Food Bazaar, Book Fair and Christmas Fair. The PTA cannot function without the support and participation of the parents and welcome help of any kind. If you wish to have more information about this association or to help out at some of their events, please speak to a member of staff in the school office. Regular coffee mornings and meetings are held during each term to discuss and plan for forthcoming events, etc.

We will invite you to share in various fundraising activities throughout the course of the year. We hope you will enjoy them and help us to raise money, which will be spent in a variety of ways to support and enhance the school's facilities.

A group of parent helpers come into school regularly to provide valuable assistance with a variety of activities. Volunteers for this are always warmly welcomed. For longer periods of voluntary work in school, legislation requires that all adults working with children undergo a criminal records check through the Disclosure and Barring Service, which will be arranged through the school.

### **Home/School Agreement**

The school has a Home/School Agreement designed to strengthen the partnership between home and school. Parents are required to sign this agreement when their child joins the school.

### **Communication with Parents**

The school currently uses Sims InTouch to communicate with parents via email and text messages. Please ensure you keep the school updated with any changes to your contact details. A regular newsletter is issued to keep you informed about school events and other issues. Your child will regularly bring information home in their school bag. Please encourage them to pass these on. **Please note that the newsletters are also available on our website and on twitter [@GrangeHarrow](https://twitter.com/GrangeHarrow).**

*PLEASE REMEMBER TO CHECK YOUR CHILD'S SCHOOL BAG.*

### **Website**

Visit our school website to keep up to date with what's happening in school, [www.grange.harrow.sch.uk](http://www.grange.harrow.sch.uk) , stay up to date with our @grangeharrow Twitter & Instagram, The Great Grange Podcast (available on platforms such as Spotify) and The Grange Primary Harrow YouTube Channel: make sure to subscribe to our exciting, communal, education and fun channel, use the playlist to navigate. There are sections for Parents, Governors, Pupils, Curriculum etc. If you're looking for the school policy on something, want to

view the latest newsletters, or if you'd like to know some useful websites to support your child's learning, have a look at the website. There is also a calendar where you can view dates for assemblies, trips and term dates. The website is run by the school so if you have any questions or suggestions, please let us know.

**“Good links with parents ensure that they are well informed about their child’s development and well-being.” (Ofsted, June 2019)**

## **Consultation Evenings**

We hold a Consultation Evening for parents/carers each term. Consultation evenings provide a valuable opportunity to discuss children's progress at home and school and we do expect parents/carers to attend. The first is held in the Autumn Term to enable parents/carers to meet their child's new teacher, to discuss the curriculum for the new year group and look at individual targets. The second one, in the Spring Term, is to review progress and review targets. In the Summer Term, parents/carers can make an appointment to discuss their child's report with the class teacher and set targets for the new year.

## **Parent Views**

An annual questionnaire for parents and children is carried out at the Parents Evenings to gather opinions on different aspects of the school. Please make the effort to complete this, particularly if you have ideas to put forward. The responses are used when reviewing school policy and formulating the school's development plan. Children also complete a questionnaire to help the school to evaluate its teaching and learning. You can also give your views online through the Ofsted Parent View portal, please follow the link below;



<https://parentview.ofsted.gov.uk/>

## **Learning Workshops**

These events provide the opportunity for parents/carers to come in to school and find out how different aspects of the curriculum are delivered in school and how learning can be supported and extended at home.

## **What happens if my child is struggling?**

If you, or your child's teacher, feel that your child is finding it difficult to learn or behave appropriately, good communication is the key to moving forward. It's always worth telling the teacher if there are any changes or issues at home that may be affecting your child's behaviour at school such as moving house, illness in the family, etc. Staff will always speak to you if they feel there is an issue. Our aim is that with a bit of extra support and communication between home and school, problems can be sorted out and progress will be made.

## **We don't speak English at home – how can I help my child?**

There is a wide and rich range of languages in addition to English spoken among families at Grange Primary. We celebrate this diversity with our 'language of the month'. Each month a language is selected and the children will learn about the language whilst parents/ carers are invited to share their knowledge. Many children speak a language other than English at home. Bilingualism has real benefits for children's learning, so don't feel that it holds them back. It is a source of richness!

The important thing is that they are fluent and comfortable in their *home* language, as this is how their understanding of the world develops. Children are amazing linguists, but they need a solid base of a home language before learning a new one. So:

- DO** value your home language
- DO** talk to your child in your home language
- DO** read stories to your child in your home language
- DO** encourage them to speak to you in your home language

## Online Shopping

If you shop online, you could raise money for the school simply by going through a website. Easy Fundraising enables you to raise free donations when you shop online by going to

[https://www.easyfundraising.org.uk/causes/grangeprimaryschool-harrow/?utm\\_campaign=raise-more](https://www.easyfundraising.org.uk/causes/grangeprimaryschool-harrow/?utm_campaign=raise-more)

Once you have registered, visit your retailer of choice and once you've ordered, the retailer makes a donation to your chosen good cause: **Grange Primary School - Harrow**

## HEALTH AND WELLBEING

### Child Protection

At Grange Primary we are actively committed to promoting and safeguarding the welfare of pupils at our school. We believe that children have a fundamental right to feel safe and protected from any form of abuse. Therefore, we aim to provide a secure, caring environment with highly skilled and aware staff, and a curriculum which nurtures self-esteem and empowers children to protect themselves. All concerns are reported to the relevant staff and dealt with in accordance with our school policy. Mrs Watson and Mr Kerbel are the Designated Safeguarding Lead (DSL). We also have a deputy DSL – Ms Raza. Concerns may be raised with any member of the senior leadership team. You are of course welcome to make contact via the office. No concern is too small for us to listen to!

### Health and Wellbeing

There are certain medical conditions which you will have notified the school about if they affect your child: Diabetes, Epilepsy, Asthma, Anaphylaxis. These conditions require certain named, prescribed medication to be held in school. It is the responsibility of parents/carers to ensure that ALL their child's medication is in date.

### Prescribed Medication

If your child has been unwell, please make sure they are fully recovered before they return to school. However, if your child returns to school and prescribed medication still needs to be given to him/her (such as antibiotics), we request that parents come into school at an agreed time to administer such medication or sign a disclaimer to authorise a member of staff to administer the medication.

### Medication Kept at School

If your child is asthmatic and uses an asthma pump, he/she must bring two pumps into school, one of which will be kept in class and the other in the Welfare Room. These will be administered as necessary. If your child requires an epi-pen these will be kept in the Welfare Room for use as required. They must be **in date**.

### Head lice

Head lice are a continuing nuisance in schools and we encourage parents/carers to check their child's hair on a regular basis. Letters will be sent home to all the children in a class as soon as we are notified of a child in that class having head lice. We are not permitted to treat head lice in school.

### Contagious Illnesses

Please let us know immediately if your child contracts a contagious or infectious illness.

### Illness and accidents

The school will ring you straight away if your child becomes ill during the day. Please make sure the office has your up-to-date contact details. We have a number of trained first aiders on our school staff.

### School nurse

The school nurse visits the school on a regular basis and is always happy to see parents if you have any concerns about your child's health. Your child will also have routine height and weight checks during their school life.



## Hot weather

Parents are asked to provide children with sunhats on hot summer days. If it is likely to be sunny it's best to apply sunscreen before school. You may provide your child with sunscreen, but teachers are not allowed to apply sunscreen to children, so make sure your child knows how to do this themselves.

## Jewellery

For health and safety reasons, children must not wear jewellery to school. If your child has pierced ears, only studs are permitted. All jewellery must be removed during any form of physical activity (athletics, dance, games, gymnastics, swimming) and given to the teacher for safekeeping. **We wish to make it clear that the responsibility for the loss or damage of any such items remains with the parent/carer.**

## Nurture Groups

Mentors work with parents and children, mostly on social and emotional issues. Staff will make contact with families of children who they feel will benefit from being part of a nurture group.

**“Most staff go out of their way to provide a safe, stimulating and vibrant environment in which to learn. As a result, most pupils settle quickly to their learning and enjoy coming to school, saying that it is a good school”, (Ofsted, June 2019)**

## HELPING YOUR CHILD STAY HEALTHY

Sleep is very important to a child's wellbeing with evidence indicating that sleep is just as important as healthy eating and exercise for children to develop properly. Children who don't get enough sleep are more likely to be overweight as they tend to crave and eat sugary or starchy food to provide energy to stay awake. Younger children who are persistently sleep deprived may seem irritable and overactive seeking constant stimulation and lack concentration. The key to how much is enough sleep is whether a child gets up fairly easily in the morning, is alert and happy for most of the day. Below is a guide to the approximate hours of sleep children should aim for.

These are hours of sleep based on age, endorsed by the NHS:

4 years	11 hours, 30 minutes
5 years	11 hours
6 years	10 hours, 45 minutes
7 years	10 hours, 30 minutes
8 years	10 hours, 15 minutes
9 years	10 hours
10 years	9 hours, 45 minutes
11 years	9 hours, 30 minutes

## Teeth

Hopefully by the time they start school your child will have visited the dentist already and you will be actively promoting healthy teeth at home. A regular teeth-cleaning routine is essential for dental health as well as regular visits to a dentist. Tooth brushing should be supervised until children are 7 or 8 years old to ensure they are brushing teeth correctly and for the correct amount of time, **two minutes at least twice a day.**

## Signs of hearing and vision problems

Even though your child may have had routine hearing and vision tests, it's still important for you to look out for signs of any problems and see your GP if you have any concerns. In older children, signs of a possible hearing problem include the following;

- inattentiveness
- talking loudly and listening to the television at a high volume
- mispronouncing words
- being unsettled at school

Signs of a possible vision problem in a child include:

- not seeming to recognise familiar faces
- erratic eye movements or squint (misalignment of the eyes)
- poking or rubbing their eyes
- not making eye contact
- poor attention at school or reading difficulties

## Breakfast

It is enormously important that children have a good breakfast every day before they come to school. Most of the important work in school takes place during the morning and children need to be at their most attentive. Children need complex carbohydrates such as wholegrain cereals or brown toast to keep them going until lunchtime. Visit the Change4life website for suggestions for a healthy breakfast at <http://www.nhs.uk/change4life/Pages/breakfast-for-life.aspx>

If you are struggling financially, please speak in confidence to Mr Kerbel or Mrs Watson and you will be able to send your child (costs covered) to Breakfast Club and we will discreetly serve them breakfast. Hunger must not be a barrier to learning.

## SAFETY AND SECURITY

**IT IS ESSENTIAL THAT PUPIL RECORDS ARE KEPT UP-TO-DATE ESPECIALLY PARENT/CARER CONTACT DETAILS.**

If you move house or change your home or work phone and emergency number, please let the school office know. We need to have current contact numbers where you or a responsible relative or friend can be contacted if your child needs you during school hours. Please make sure the school office has all the telephone numbers necessary in case of any emergency.

Our welfare staff are fully qualified in first aid should your child become unwell whilst at school. If your child is seriously injured, requires urgent medical attention or is too unwell to be in school, you will be contacted immediately.

Pupils may not leave school unaccompanied during school hours but may be collected by parents or carers for unavoidable requirements such as dental appointments that cannot be made outside of school time, after prior arrangement with the school.

Please remember that we have 190 school days which leaves 175 days outside of school time!

We are constantly on guard in school to make sure that safety hazards are dealt with quickly. We have a health and safety representative keeping check at all times. If you are aware of any potential hazard in school, please report it to the school office as soon as possible.

We have regular fire drills and all pupils learn how to leave the school building safely in case of an emergency.

**“Pupils feel that the school is a friendly and safe place to be. They have a good understanding of how to keep themselves and others safe.” (Ofsted June 2019)**

## **Personal Accident Insurance**

Harrow Council, in common with most other Local Authorities, carries a third party insurance policy. This means that, in the event of an accident, a successful claim could only be made if negligence were to be proved against part of the Council or any of its employees.

The Local Authority does not have a personal accident insurance policy for the children in its schools. Parents/carers may, of course, make their own arrangements by taking out a separate policy or by modifying any existing insurance policy they may already have, if they so choose.

## **Queries, Problems and Complaints**

If a query or problem arises, please do not hesitate to contact us. Your child's teacher is always willing to discuss any concerns you may have but it is best to arrange a mutually convenient appointment as he/she often has to attend meetings at the end of the school day.

The Head teacher, Deputy Head teachers, Assistant Head teacher and SENCO are available to discuss urgent or serious problems but, it is always best to make an appointment if possible.

A copy of the Complaints Policy and Procedures is available from the school office and can also be found on the school website.

## **EQUITY; EQUALITY AND EQUAL OPPORTUNITIES**

Grange Primary is an inclusive school and we celebrate the diversity of our school population including ethnic diversity. We endeavour to make all of our families feel part of the school community and to demonstrate respect for the different cultures represented here.

**We believe that diversity is a strength and we aim to build a school community based on the British and human values of: Liberty (The right to make our own choices regarding our lives and lifestyle); Rule of the Law (Responsibility to not harm others or ourselves with our choices); Democracy (the right and responsibility to solve problems through democratic methods); Respect (tolerance of others' choices and Respect for All).**

The promotion of racial equality and Gender Equality at Grange Primary is present not only in the Equality Policy but in all policies, schemes of work, resources and the everyday practice of the school. We also actively campaign against anti-racism through the curriculum and school campaigns.

We seek to provide good quality education for all of our pupils, whatever age, gender, ethnicity, attainment and background. We are committed to 'Learning Together, Respecting Each Other, Achieving Our Potential'.

We aim to ensure that all of our pupils have every possible opportunity to learn whilst being given full and equal access to all aspects of the curriculum. We endorse this through our Equal Opportunities Policy. We seek to encourage, support, guide and celebrate the successes of all pupils in all areas.



## **CURRICULUM**

**“Adults provide challenging work which ensures that children improve their writing or can explore a subject independently.” (Ofsted June 2019)**

### **English**

At Grange Primary School writing skills are developed from an early age to enable children to write creatively and effectively for a range of different purposes across the curriculum. Children are taught to write legibly and fluently with accurate spelling and grammar. We encourage them to take pride in their work. Children at Grange Primary learn to read through the teaching of phonics as well as by sharing books at school and at home. These skills are further developed through guided reading and children are actively encouraged to read, not only for learning, but also for pleasure. We have a wonderful library and encourage you to make the most of it! Encourage your child to borrow books and look for opportunities to borrow books as a family.

### **Maths**

At Grange Primary School we are committed to developing pupils' knowledge and understanding of mathematical processes, concepts and skills. There is a strong emphasis on both the development of mathematical fluency and the ability to problem solve and reason. We strongly believe that children benefit from opportunities to use and apply mathematics in practical and real life situations. Throughout the school, there is a clear focus on developing children's use and understanding of key mathematical vocabulary.

### **Science**

At Grange Primary, we see science as observation, research and experience of the natural world and the forces that operate within it. We strive to provide opportunities for hands-on learning in science at our

school to engage the children and encourage developing their position for STEM learning (Science, Tech, Engineering, Maths).

### **Information and Communication Technology**

All children have access to and are encouraged to use the technological equipment in school. We aim to provide children with the skills to use technology with confidence and due regard to safety. Technology is used across the curriculum to enhance the delivery of the wider curriculum of which, computing and programming skills are an integral part.

The school is wirelessly networked and all computers have access to the internet, which, in this modern world, we see as a vital learning tool. Each classroom has an interactive whiteboard in addition to sets of iPads, Chromebooks and laptops. We consider every child's safety seriously and we have appropriate filters in place to block unwanted web content. As part of our online safety curriculum, the children are taught how to identify online hazards and how to keep themselves safe online.

### **Foundation Subjects**

All the other curriculum subjects (History, Geography, PE, RE, PSHE, Art, Design Technology and Music) are taught to encourage critical thinking and knowledge development in pupils. Knowledge organisers with key words and concepts will be sent home to explain the key areas of learning that will be covered. The curriculum is designed to engage children in their own learning and develop children's independence and confidence as well as their subject knowledge. We use a style of teaching that prepares our children very well for their future as adults. It gets children interested and focused in their learning and helps them to make links with what they experience in real life. It encourages children to develop flexible, adaptable skills that can be applied to the constantly changing world around them. We encourage children to think deeply and critically with a view to making a contribution towards world improvement and bringing about positive change through their actions.

### **PSHE (Personal Development, Social and Health Education)**

Grange Primary places PSHE at the **HEART** of its curriculum with a weekly dedicated PSHE lesson taught by the class teacher. Our PSHE follows the Jigsaw Mindfulness scheme of work with the explicit aim to develop positive character strengths such as resilience, empathy and self-regulation. The weekly lesson is a Grange non-negotiable and include the RSE (Relationships and Sex Education) curriculum which became statutory in Sep 2020. The RSE curriculum is age-appropriate and follows the Jigsaw scheme of work which is communicated to Parents and at this point in time, Parents can exercise their right to withdraw their children from RSE specific lessons. The RSE curriculum at Grange aims to equip children with the values and practices of Respect and tolerance and the ability to hold their own values and beliefs whilst keeping themselves safe and treating everybody, including those protected by the equalities act, with tolerance and respect according to British values. PSHE is about our core Grange Values.

### **Physical Education (PE)**

All children in the school have at least 2 sessions of PE a week. Across the year the children learn a range of sports including dance, gymnastics, games and athletics. During Year 4 the children will also have swimming lessons at Hatch End Swimming Pool. The children are taught about the links with health during PE lessons and are encouraged to develop a positive attitude towards fitness.

### **Special Educational Needs**

The needs of children with learning difficulties are met within school and every attempt is made to identify special needs as early as possible. We work closely with outside agencies, such as Speech and Language Therapists and Educational Psychologists to help us provide the best support for our pupils with Special Educational Needs.

The SENCO leads all aspects of Special Needs and Inclusion, working alongside the Inclusion Team and in collaboration with the SLT.



## Class Assemblies

Each class presents an assembly for the whole school, these are held on Friday afternoon. Dates are published in the newsletter and on the website and the class teacher will usually send a reminder note home too. Parents are invited and encouraged to attend their child's class assembly. We look forward to welcome you to be a part of our Grange Community where we learn with, and to, have; consideration for each of us.



## Open Mornings

We hold termly open mornings when Parents and Carers can visit the classrooms of their children and look at their books, chat with the teacher and bond with their children in the learning process. We see this as a very valuable way to cement our school and parent/carer partnership.

We look forward to welcoming you to be a part of our Grange Community where we learn with, and to, have; Confidence and Consideration for each of us the CC way. We are so happy that you are part of our great grange community.

**“Pupils have developed sufficient independence and resilience to learn effectively on their own”.**  
(Ofsted June 2019)



Welbeck Road, Harrow HA2 0RY

**T: 020 8422 5070**

**E: [office@grange.harrow.sch.uk](mailto:office@grange.harrow.sch.uk)**

**[www.grange.harrow.sch.uk](http://www.grange.harrow.sch.uk)**