

We hope that the information contained in this booklet is of interest to you and will prove a useful source of reference in the future. We are always happy to answer any further questions you may have.

School address:

Swarcliffe Hall
Birstwith
Harrogate
HG3 2JG

Telephone: 01423 771029
Fax: 01423 772600
e-mail: admin@belmontgrosvenor.co.uk
website: www.belmontgrosvenor.co.uk
ParentMail : www.parentmail.co.uk

Headteacher:

Mrs. J. Merriman B.Ed., MA, NPQH

Chairman of Governors

Mrs. F. Trowell
Swarcliffe Hall
Birstwith
Harrogate
HG3 2JG

Governors and their responsibilities:

Mrs. F. Trowell - Lawyer - Legal Matters and Charity & Public Benefit
Mr. M. Pearman - Headteacher - Education and Recruitment
Mr. G. Milne - Headteacher - Education, Recruitment, SEND and EYFS
Mr. T. Waring – Chartered Surveyor - Eco Schools & Buildings
Mrs. A. Whiteley - Banker - Financial Matters
Dr. B. Whitehead - Scientist - Child Protection and Marketing
Mrs. V. Grafton – Retail

School Business Manager:

Mrs. H. Kernaghan

Head's PA/Assistant School Administrator

Mrs. C. Belcher

School Secretary/Admissions

Mrs. S. Bentley

All enquiries regarding school fees and payment should be directed to the Finance Department. Cheques for fees should be made payable to "Belmont-Birklands School Trust Ltd"

Staff List

Form Staff:

Mr. J. McDonald B.A. M(Coll)P	Form 6M
Mrs. G. Furniss Cert. Ed.	Form 5F
Miss S. Johnston B.A. Hons PGCE	Form 4J
Mrs. A. Smith Cert. Ed.	Form 3S
Mrs. E. Shea M.Sc. B.A. Hons PGCE	Form 3Sh
Mrs. P. Dight B.A. Cert. Ed.	Form 2D
Mrs. A. Harrison Cert. Ed.	Form 1H
Miss G. Bamforth B.A. Hons QTS	Form 1B
Mrs. M. Thacker Cert. Ed.	Reception T
Mrs. S. McGinn B.A. Hons PGCE	Reception M
Mr. C. Dight Cert. Ed.	PE / Games
Mrs. C. Fearn B.A Hons	Speech and Drama
Mrs. R. Bird B.Ed Hons	Special Needs
Mrs. A. Hodson B.A. Hons PGCE	Modern Foreign Languages
Mr. N. Wield ASA Swimming Teacher, RLSS National Pool Lifeguard, MISTC	Swimming
Mr. J. Finch	Visiting Sports Coach

Early Years Staff

Ms E. Dunwoody B. A. Hons	Magic Tree Nursery Manager
Mrs E. Asgha NVQ Level 3	Magic Tree Nursery Deputy Manager
Miss L Morrison NVW Level 3	Magic Tree Nursery
Miss H. Green NVQ Level 3	Magic Tree Nursery
Miss H. Parker	Magic Tree Nursery
Miss A. Kendall B.A. Hons PGCE	Magic Tree Nursery
Miss A. Rawding NVQ Level 2	Magic Tree Nursery
Mrs. A. Regan N.N.E.B.	Pre Reception coordinator
Mrs. A. Knowles NVQ Level 3	Pre Reception
Miss S. Pearson B.Sc Level 3	Pre Reception

Teaching Assistants

Miss G. Bland NVQ Level 4
Mrs G. Biggar NNEB
Mrs. B. Dillon BTEC National Diploma (Nursery Nursing)
Miss L. Dickinson NVQ Level 3
Miss T. Sowden NVQ Level 3

Caretaker –	Mr. D. Hawkyard
Chef –	Mr. S White
Catering assistants –	Mrs. C Mawson
	Mrs. A Hustwit

Cleaners –	Mr. D Major
	Mr. J Rycroft

Staff Structure

Senior Management Team
Headteacher
Deputy Head
Director of Studies
Early Years Co-ordinator
School Business Manager

Mrs. J. Merriman
Mrs. P. Dight
Mrs. E. Shea
Ms. E. Dunwoody
Mrs. Helen Kernaghan

Coordinator roles

Pastoral Care Co-ordinator (boys) -
Pastoral Care Co-ordinator (girls) -
Special Needs Co-ordinator -
Mathematics Co-ordinator -
English Co-ordinator –
Science Co-ordinator –

Mr. C. Dight
Mrs. A. Smith
Mrs. R. Bird
Mr. J. McDonald
Miss S Johnston
Mrs. J Merriman

Director of Music and IT Co-ordinator –
Modern Foreign Languages Co-ordinator –
History Co-ordinator –
Geography Co-ordinator -
Art Co-ordinator –
Display Co-ordinator –
DT Co-ordinator –
Religious Studies and PSHE Co-ordinator –
Drama Co-ordinator -
PE/Games Co-ordinator (boys) –
PE/Games Co-ordinator (girls) –
Before/After School Care Co-ordinator –
Charities Co-ordinator –

Mrs. E. Shea
Mrs. A. Hodson
Mrs. A. Harrison
Mrs. A. Harrison
Mrs. G. Furniss
Mrs. A Smith
Mr. J. McDonald
Mrs. A. Smith
Mrs. C. Fearn
Mr. C. Dight
Mrs. G. Furniss
Miss S. Pearson / Ms. E. Dunwoody
Miss G. Bland / Miss T. Sowden

Peripatetic Teachers

Teacher of Woodwind and Piano - Mrs. Janet Frazer LRAM ARCM
Teacher of Lower Strings - Mrs. Fiona Mayo BMus (Hons) Dip Mus LRSM LTC
Teacher of Upper Strings – Mr Tom Foster BAMus (Hons)
Teacher of Piano – Mrs. Sarah Paynes BA MA ALA
Teacher of Brass and Percussion – Mr Mark Sidwell BA LRSM
Teacher of Singing – Mrs. Marika van der Meer RCH
Teacher of Guitar – Mr Dan Webster BMus MSc

Daily Routine

Pre-Preparatory

Monday - Friday 8.40 am - 3.30 pm

Please note: Pre Prep Assemblies on a Thursday are at 10am & Friday at 2.20pm

Preparatory

Monday - Friday 8.40 am – 4.00 pm

Wednesday only

Children arrive no later than	8.40 am	Children arrive no later than	8.40 am		
Registration	8.45 am	Registration	8.45 am		
Assembly	9.00 – 9.15 am	Assembly	9.00 – 9.15 am		
Lesson 1	9.15 – 9.45 am	Lesson 1	9.15 – 9.45 am		
Lesson 2	9.45 – 10.15 am	Lesson 2	9.45 – 10.15 am		
Break	10.15 – 10.40 am	Break	10.15 – 10.40 am		
Lesson 3	10.45 – 11.20 am	Lesson 3	10.45 – 11.20 am		
Lesson 4	11.20 – 11.55 am	Lesson 4	11.20 – 11.55 am		
Lunch	11.55 – 12.55 pm	Lesson 5	11.55 – 12.30 pm		
Lesson 5	1.00 – 1.30 pm	Lunch	12.30 – 1.35 pm	Lesson 6	12.30 -1.00pm
Lesson 6	1.30 – 2.00 pm	Reading	1.40 – 1.55 pm	Lunch	1.00-1.55pm
Break	2.00 – 2.15 pm	Lesson 6	1.55 – 2.25 pm	Reading	2.00 – 2.20pm
Lesson 7	2.20 – 2.50 pm	Lesson 7	2.25pm – 2.55pm	Lesson 7	2.20 – 2.55pm
Lesson 8	2.50 – 3.20 pm	Lesson 8	2.55 – 3.25 pm	Lesson 8	2.55 – 3.25pm
Dismissal Period	3.20 – 3.30 pm	Lesson 9	3.25 – 3.55 pm	Lesson 9	3.25 – 3.55pm
End of School	3.30 pm	Dismissal Period	3.55 – 4.00 pm	Dismissal Period	3.55 – 4.00pm
		End of School	4.00pm	End of School	4.00 pm

Aims and Values

The school provides a rich, diverse, happy and supportive learning environment, fostering children's intellectual, creative, sporting and personal development.

This is a warm and friendly school, viewing and appreciating each child both as an individual and as a valued member of the school community, offering them a range of educational opportunities to fulfil their aspirations and potential.

It is our expectation and goal that Belmont Grosvenor School pupils come to enjoy and respect learning; develop as effective communicators and as independent critical thinkers and decision makers; accept challenges; appreciate and respect differences and live as informed, concerned and responsible members of society.

- We encourage children to enter into a wise and creative exploration of life, to develop the resourcefulness and self-confidence that will help them find solutions to problems and make a positive contribution to society.
- We ensure our pupils acquire the necessary firm foundations in literacy and numeracy and we enhance their skills and performance in imaginative, creative and physical activities both in and beyond the classroom.
- We stimulate their investigative minds and encourage them to develop a creative and analytical approach to learning.
- We advance our pupils' scientific and technical knowledge to enable them to be original and diverse thinkers.
- We nurture their physical and social development, enabling them to handle both success and disappointment in a dignified and balanced way.
- We encourage children to value service and giving by allowing them leadership opportunities and enabling them to take part in charitable work.
- We foster mutual respect and compassion for each other and the wider community.
- We seek to achieve these aims in a supportive atmosphere.

Early Years Foundation Stage / Pre-Preparatory Department (Magic Tree, Pre Reception and Reception Classes)

The EYFS is the National Curriculum for children aged 3 months to 5 years and therefore incorporates the Magic Tree Nursery, Pre Reception and Reception classes. It is the framework to support children in their earliest years of education and covers six broad areas of learning:-

- Personal, Social and Emotional Development (PSED)
- Communication, language and literacy (CLL)
- Problem solving, reasoning and Numeracy (PSRN)
- Knowledge and understanding of the world (K&U)
- Physical Development (PD)
- Creative Development (CD)

Key Stage One / Pre-Preparatory Department Age 5-7 (Forms 1 and 2)

During this important early stage the Form Teacher and classroom assistant work closely with the children to develop a firm grounding in Literacy, Numeracy and Science. There are plenty of opportunities for play as the children develop socially and academically to become secure and confident learners. The curriculum also gives ample opportunity for History, Geography, and ICT and there is input from specialist teachers in Art, Music, Drama, French, Physical Education (including swimming) and Dance (optional).

Children have the opportunity to take on various roles of responsibility as leader for the day or as a monitor.

Key Stage Two Age 7-11 (Preparatory Department – Form 3, Form 4, Form 5, Form 6)

This is a four-year course building on the work completed in Key Stage One. By this stage, there is an increasing input from specialist teachers, covering French, ICT, Music, Drama and Physical Education (including swimming), but also ICT, Personal Social Health Education, Religious Studies, Art and Design Technology.

A strong emphasis on the core subjects continues through years 5 and 6 and it is expected that pupils will achieve a high standard of work, both in content and presentation. Increasingly pupils are encouraged to apply their new knowledge and skills in practical and scientific investigation and to advance their appreciation and understanding in the media of Drama and Music. Sport features prominently on the Preparatory timetable with frequent matches against other schools played by our teams.

Our pupils are prepared for entrance to independent and local maintained schools at 11+ when appropriate and excellent results are achieved.

Pupils in Year 6 play a major role in taking responsibility for younger members of school, assuming senior positions such as Head Boy and Head Girl, Senior Prefects, House Captains and Sports Captains. They help organise House Fundraising Events and House Sports Competitions, and receive specialised leadership training from an external organisation. Through these responsibilities, our Year 6 children become good role models for younger pupils. In the lower forms the children are elected by their peers as Form Captains, Student Council, Fair Trade ambassadors. These are complemented in Y5 by Traffic Prefects, Playground prefects and Librarians. There also plenty of opportunities for children to become leaders and monitors. Our 'Student Voice' is heard via our School Council which meets every half term.

The Curriculum Framework

The National Curriculum was introduced in September 1989 and although it is not mandatory for independent schools, Belmont Grosvenor School broadly follows the proposals whilst extending the curriculum framework that it offers. Thus all pupils undertake courses in English (Literacy), Mathematics (Numeracy), Science, Information Communication Technology, History, Geography, Music, Art, Design Technology, Physical Education, PSHE and citizenship and Religious Studies. The school also provides courses in Drama, French, German, Italian and Spanish to enrich and extend the overall curriculum.

- **English (Literacy)**

Language, more than any other subject, extends across the full curriculum and is an essential key to much of the child's learning. The ability to read, write, speak and listen is of vital importance to communication and understanding. These are learned skills and therefore at Belmont Grosvenor School they receive the prominent attention their importance demands.

- **Reading**

We aim for fluency, accuracy and understanding in reading. Throughout the school each child's reading progress is carefully monitored. Structured reading schemes are used and at all stages children have access to a wide range of books, fiction and non-fiction, from class and school libraries. Pre-Prep children have a timetabled session in their own library each week and Prep children make frequent use of their library for research during lessons and are able to borrow books during the morning or lunchtime breaks. All the children are encouraged to read for pleasure and are helped to develop skills that will enable them to make effective use of books as sources of information. In Prep the children have a 15 minute designated silent reading session per day. They are also encouraged to appreciate the value of books and to treat them appropriately.

- **Writing**

In written work we stress the importance of structure, punctuation and spelling while at the same time try to stimulate the child's imagination and encourage a confident approach to a wide range of writing styles. A pride in careful presentation is fostered and handwriting skills are regularly taught and practised throughout the school.

- **Speaking and Listening**

Speaking and listening activities are important. Discussions, verbal accounts, poetry and story reading, and dramatic activities help to develop the child's ability to speak with confidence, clarity and fluency.

Every opportunity is used to give children, of all ages, the chance to share their thoughts. The staff make a conscious effort to be good listeners and this is also required of the children.

- **Mathematics (Numeracy)**

Mathematical work follows a structured course in line with the National Curriculum. We aim to enable the children to enjoy this subject and to develop positive attitudes towards Mathematics.

During the early years the activities are very much of a practical nature: counting, sorting, contrasting, measuring and weighing with a variety of materials.

As the children become older their work leads to the acquisition of computational skills, mathematical concepts and language which will enable them to:

- develop analytical and logical ways of thinking;
- successfully manipulate and apply their knowledge to a variety of situations;
- appreciate the relevance of Mathematics in the world;
- appreciate the nature of number;
- extend understanding through enquiry, investigation and experiment.

Your child will be taught much about number and number calculation as it is essential for everyday life; multiplication tables and number bonds are seen as very important.

Children will also learn about shape, measurement, data handling, mathematical symbols and how to use a variety of mathematical instruments.

Recording their mathematical activities in a neat and methodical way is given high priority. Calculators and computers are used, where appropriate, to complement but not replace the child's knowledge. It is important that, as children progress through school, they have the correct equipment e.g. compass, protractor available for their lessons. Teachers will inform you of what is required at each stage.

- **Science**

Science has become an important element of our curriculum as we prepare children for life in an increasingly scientific and technological age.

Our work in Science seeks to develop, using the child's natural curiosity, various aspects of scientific thinking. The ability to observe, classify, find patterns, make predictions, experiment and interpret results is developed. Priority is also given to the coherent communication and recording of scientific activities.

The range of topics the children study relate to the variety and processes of life, human influences on earth, electricity, magnetism, materials, energy and forces, sound, light and the Earth and its place in space.

The different areas of the curriculum are categorised into the following areas:

- Physical Processes
- Materials and their Properties
- Life Processes and Living Things

Scientific Enquiry

Some elements of the Science Curriculum are linked with both DT and ICT.

- **Information Communication Technology (ICT)**

ICT is a key part of the curriculum at Belmont Grosvenor. The subject is taught discretely from Reception through to Year 6 and all children have access to the school's new ICT suite. In addition, other subject areas use ICT to deliver parts of their curriculum, and there are satellite stations connected to school's network in the Library, Music, Art and DT, Nidd and Stables buildings.

All children have their own email address at school and filtered, broadband access to the internet is available for pupils and staff. The teaching classroom has an interactive whiteboard, data projectors and laptops to enable children to benefit from the most up-to-date teaching and learning technology

- **History**

History makes a significant contribution to the school curriculum. Through the programmes of study, the children develop a chronological knowledge and an understanding of events, people and changes in the past. Visits, guest speakers and examining and comparing artefacts are encouraged from the Foundation Stage throughout school. There are many opportunities to link History with the other subjects in the curriculum and this fosters a broader understanding of the subject in each child. Many aspects of History will help the children to develop analytical and reasoning skills, which will enable them to ask questions and evaluate information and ultimately make informed decisions.

- **Geography**

Geography is an important part of the curriculum because it develops interest, knowledge and understanding of people and places throughout the world. It makes children aware of the effects humans have on the environment and other nations. Geography encourages children to ask questions and seek answers, particularly through fieldwork, which is carried out in each year. Geography contributes to the development of many other subjects and so in Pre-Prep classes is integrated within topics, which build experiences through visits, pictures, stories and artefacts. In the Prep and Senior classes, Geography is taught as a subject in its own right, developing wider experience of the world with the use of information from a variety of sources, including the internet.

- **Art and Design**

As Art is a form of communication as well as a means of expression it tends to permeate the whole curriculum, but it also has its own discipline and set of skills. Design technology is a process of identifying needs, gathering and organising relevant information, planning and proposing ideas and selecting a possible solution. The making of the solution and the evaluation of its effectiveness are equally important.

The children are given a wide variety of materials and tools to work with and these are used in a great variety of ways including: drawing, painting, printing, collage, modelling, woodwork, sewing and weaving. A planned programme of skills underpins these activities to enhance, extend and develop the children's skill and satisfaction.

The display of children's work throughout school is a valuable way of reinforcing the recognition of effort and achievement made by the children.

- **Music**

Music plays a prominent part in the life of the school. All children are introduced to the wonders of music and learn how to listen, appreciate, read, compose and perform many different genres of Music. A large number of pupils choose to have individual tuition for musical instruments and singing. These lessons mostly take place during the school day, but are worked on a rotation system, so the same lesson is not missed every week. It is the pupil's responsibility to absent him/herself from the class concerned and to catch up on any work missed. Individual music lessons are charged as extras.

Children who undertake this tuition must be prepared to practise in their own time and we ask for parental support and encouragement in this respect.

N.B. *Notice to discontinue individual tuition MUST be given one full term prior to the date of discontinuing and must be given to the Director of Music in writing, otherwise tuition fees will be charged for that term.*

Extra-curricular musical activities include several choirs, string, guitar and wind groups, and when they come together an orchestra, which are all well attended and successful. The children have opportunities to perform in concerts, take part in assemblies and services and enter Music Festivals, which all help to give them confidence, develop their musicianship skills, and also teaches them the importance of teamwork.

We also offer the children an introduction to Music Technology through the use of classroom keyboards and a purpose built Music ICT Suite, which houses the most up to date music software.

- **Physical Education (P.E.)**

Physical Education is an integral part of each child's education and a wide range of activities is offered, including football, rugby, gymnastics, netball, tennis, lacrosse, cricket, rounders, athletics and swimming. Our aim is to develop confidence and co-ordination in physical activities and to enable children to enjoy all aspects of P.E. whatever a child's ability.

We organise Sports Days, Swimming Galas and several competitive House Sports events, through the year.

Parents are warmly invited to attend matches which are published in the school calendar and will always be most welcome to stay for tea after home matches.

If you feel that your son or daughter is not well enough to take part in any physical activity and needs to be excused, we ask that you inform the school, by letter to the teacher of the lesson or a phone call/e-mail to the school office.

- **Games Kit**

Please ensure that your child comes to school with the necessary kit, clean and named, on the day of the appropriate lesson. Indoor kit may be left at school, but other items should be taken

home each day and returned for the next lesson. A school sports holdall is available, also a school drawstring bag for indoor kit and swimming kit.

It would help us enormously if you followed the guidelines below, when naming kit. Please use proper name tapes whenever possible, as ink on labels fades with time.

- Shorts or skirts - name tape on original label on waistband
- Shirts or tops - name tape on label on collar
- Socks - name tape on the **outside** of the sock, at the top edge.
- Trainers/boots - named with either 'in-shoe' stickers or the full name somewhere visible with an indelible marker.

Please remember to name **all** items; it is usually the smaller items, like socks, goggles and towels which go missing and it is so much easier to reunite object with owner when names are evident.

- **Gum Shields**

All children will need a Mouth Guard for Rugby (Boys) and Hockey (Girls). We do not wish to cause undue concern about the safety of these activities, but we believe this is a measure you can take to minimise any risk.

If your child does not have a Mouth Guard for the lesson that these activities are being taught then they **will not** be able to take part in any practice or game involving contact.

- **Sports Fixtures**

Sports fixtures are an important element in the school calendar, allowing children to meet and compete against children from other schools and to test out the skills they have acquired in lessons and practices. Our aim in these matches is to encourage healthy competition and good 'sportsmanship', without adopting a win-at-all-costs approach. This is reinforced in the children if it comes from you, as well as the coach, so please be as supportive and constructive as you can from the sidelines.

In all years, we aim to give as many of the children as possible, the chance to play in a team. This is done via small - sided matches in games lessons, house matches which will involve most or all of the children and inter school fixtures for the more able players.

As the children get older there will be opportunities for them all to participate in inter school fixtures. This is organised with schools that are prepared to match BGS with pupils of similar ability. We also enter competitions where the emphasis is on the spirit of the sport rather than the end result and is focused on children who do not get too many opportunities to represent school teams. If your son/daughter is selected to represent the school at sport, he/she will receive a team sheet with drop off and pick up times plus any other arrangements, a few days before the match. We welcome, and the team members appreciate, parental support at both home and away matches. Light refreshments are usually served.

If there is a problem with availability, please contact the member of staff in charge of the team, as early as possible. The fixture card will give you prior notice of dates

- **Religious Education and Moral Education**

Belmont Grosvenor School is non-denominational and as such welcomes any child regardless of creed or sect. Whilst Christianity is the religion studied in the greatest detail, being the majority religion of Britain, the children are made aware of the other world religions in preparation for a greater understanding and tolerance in a multi-faith society. Any parent, on grounds of individual belief, may withdraw a child from assembly and/or Religious Education classes.

Pupils are taught to approach religious education with increasing competence in a range of skills. We aim to encourage pupils to be caring and considerate members of school and of the wider community by the development of:

- a sensitivity and tolerance towards others;
- a sense of responsibility for him/herself and others in the world around them and confidence in their own identity;
- a respect for, and readiness to learn from, the aspirations of others;
- a readiness to discuss religious issues openly and to accept different ideas and cultures;
- an ability to realise the connection between actions and their consequences;
- a sense of wonder and respect for the world;

These attitudes and skills are fostered not only in religious education, but in other subjects of the curriculum and in the whole ethos of the school. A variety of assemblies are held each week and throughout the term from celebration of achievement to performing arts, visiting speakers to charity events, cultural diversity to appreciating and respecting different religions.

- **Drama**

The Drama department's activities cover the range suggested at National Curriculum Key Stages 1 and 2, Speaking and Listening. All pupils, including pre-school, have the opportunity for role-play, both as a means of exploring the 'real' world and in developing imaginative and creative skills. Opportunities are given for both individual and group activities, and children in main school are offered the chance to prepare for LAMDA Speech and Drama examinations (London Academy of Music and Dramatic Art) and for entry to local competitions and festivals. During the school year all the children are given several opportunities to address and present performances to different audiences, regardless of abilities or talents.

- **Modern Foreign Language**

At BGS pupils start to learn French in the Pre Reception year and continue through to Year 6.

In the Pre Prep department (from Reception to Year 2) children are taught for one lesson per week, learning elementary vocabulary and phrases through songs, rhymes circle games and elementary writing activities. Year 2 have the opportunity to attend a weekly after school French Club.

As they progress to the Prep department, they are taught twice weekly, with the gradual introduction of reading and writing activities. In Year 6 children have 2 modern foreign language lessons per week, continuing to take French in 1 of them, and participating in a second Languages Carousel for a lesson. This gives the children an opportunity to sample German, Italian and Spanish for one term each.

All lessons are taught by a MFL specialist, and from Year 3 pupils are taught in a dedicated Languages classroom with specialised audio equipment and interactive whiteboard.

- **Personal, Social and Health Education (PSHE) & Sex Education**

Personal, social and health education (PSHE) and citizenship enables children to become healthy, independent and responsible members of society.

We teach PSHE and citizenship in reception classes as an integral part of the topic work covered during the year. As the reception class is part of the Foundation Stage of the National Curriculum, we relate the PSHE & citizenship aspects of the children's work to the objectives set out in the Early Years Foundation Stage (EYFS). Our teaching in PSHE and citizenship matches the aim of developing a child's personal, emotional and social development as set out in the EYFS. We also support citizenship education in Reception classes when we teach 'knowledge and understanding of the world'.

At Key Stage One and Two, PSHE and citizenship is a curriculum subject, timetabled for each class, in addition to our cross-curricular approach. Our teaching reflects the aim of developing a child's personal, emotional and social development as set out in the National Curriculum.

- **Sex Education**

The teaching of all sex and relationship education is set within a clear, balanced sensitive and moral framework in which pupils are encouraged to consider the importance of respect, acceptance of responsibility, sensitivity, self-esteem, dignity, self-restraint, loyalty and fidelity. Although the education of children on sexual and relationship matters is primarily the right and duty of the parents, the school accepts its responsibility to provide sex education for all children. Sex and relationship education teaching is, therefore, complementary to and supportive of the parents' role.

Parents have the right to withdraw their child from sex education lessons but not from those elements that form part of the National Curriculum Science Order. Parents will, therefore, be notified in writing in advance of an outline of areas to be discussed.

- **Dance**

All children, including Pre Reception, are given the option to take dance, to develop a physical awareness of grace, of movement and deportment combined with musical appreciation. Children are encouraged to develop self-expression through music and dance and to explore and develop areas of their own creativity. It is hoped that they will learn to enjoy dancing for its own sake, both as a participant in classes at school and as a visual art in the theatre. In addition, we hope that this subject will build self-confidence through achievement in dance, which will carry through into other areas of academic life.

- **Special Educational Needs (S.E.N.)**

We have a SENCO (Special Educational Needs Coordinator) in school plus other staff responsible for Special Needs/Learning Support teaching. The basic requirements of the National Curriculum can be adapted so that the Form Teachers, with support, can work with the child to follow our usual courses of work in school. Wherever possible this support is carried out within the classroom and may be on a group or an individual basis. If necessary the

child may be withdrawn for individual support and the school follows established procedures to seek additional specialised help when required.

- **The More Able**

Pupils who are more able academically or who have particular talents in the arts, music or games are identified by their specialist teachers. These teachers adapt work to ensure more able pupils are extended appropriately in class and opportunities are taken in school, locally and nationally to provide appropriate challenges on a broader scale. These may include participation in nationally recognized tournaments, events and festivals, or sessions with staff to further develop particular areas of strength.

- **Extra Curricular Activities**

During the school day there are a variety of clubs and societies in which the Pre Prep and Prep children can take part. These activities take place before school, at lunchtimes and after school. These clubs and activities include extra games practice involving those sports pertaining to that particular term. There are also many musical groups and choir practices. Clubs and activities include; Maths, Spanish, I.C.T., Drama, 'Funky Feet', Environment Club, Y6 BGS Award, Exam preparation groups, Book Club, Swimming and Games clubs, R – Y2 Drama, KS1 Nature Club, KS1 Craft Club, KS1 Computer Club and Y2 French Club.

- **Educational Visits & Visiting Speaker**

Throughout all age ranges (From Magic Tree to Year 6) there are many organised visits away from school. As the children progress through the school, the visits are usually based on the work being studied and further enhance the topic that is currently been taught. Visiting speakers and theatre groups are invited into school to further enrich the curriculum. In Years 5 and 6, the children are taken on a residential trip to an Outdoor Centre to give them a sense of independence and to encourage teambuilding. The school has an annual Ski Trip for the children in Y6.

- **Arrival at school /Before School Care (BSC)**

Children should arrive at school ideally between 8.30 am and 8.40 am. Before School Care (BSC) is available from 8.00 am at no extra charge. No cars should go beyond the turning circle before school.

All children **up to Form 2** should go to Stables Hall on arrival at school any time up to 8.40 am. From 8.40am they should go to their classrooms.

Children in **Forms 3 - 6** should go to the Ogden Library if arriving at school between 8am and 8.40am, leaving coats/sports bags in the cloakroom first. From 8.40am onwards all Prep children may go straight to their classrooms. Registration takes place at 8.45 a.m., followed on most days by assembly at 9.00 a.m.

You can help your children by allowing them to organise themselves and their belongings on arrival at school, we suggest that Prep pupils are left by Parents at the gate or door and that Pre-Preps are brought into school. A good start to the school day is essential for the children; it is vital therefore that young children are allowed to settle quickly and many are reluctant to do this until after their Parents have left. Some children, especially the youngest ones, do become a little upset or are 'clingy' as Parents leave. Please do not allow yourself to become unduly upset by this as parting from Parents is all part of the learning process and children are

rarely upset for long, usually cheering up very quickly as soon as they become involved in their work. If you ever have reason to be concerned, it is far better that you leave quickly and, if necessary, telephone the school later to check that your child has settled.

- **Leaving School – Pre-Prep Children**

Parents of Pre Reception should collect their child at the end of the session from Pre Reception. Reception parents should collect their child from their teacher at 3.30pm from Stables Yard. KS1 children should be collected from their teacher outside Nidd at 3.30pm. If children are not collected they will be taken to the Waiting session in Stables Hall.

Prep children will be dismissed by the staff on duty from the yard at the back of school. Children will be expected to shake hands with the member of staff and to inform them of who is collecting them. Children in Y5 -6 will be allowed, with signed permission from their parents, to walk down to the Car Park where a member of the Senior Management Team will be waiting. They will be able to accompany a younger sibling if the parents have made this request. Any child not collected by 4.15pm will be brought up to school and taken to ASC in the Ogden Library.

Children attending Clubs or being collected from fixtures should be collected from the yard at the back of school too.

- **After School Care**

After School Care (ASC) is available until 6pm each school day.

The school offers 3 different types of provision:

- **Pre Prep Waiting**
- **Pre Reception – Y2 ASC**
- **Y3 – 6 ASC**

Each type of provision offers the first 30 minutes of ASC **free of charge** as a service to parents.

Parents need to book their children into ASC session using the half termly booking form which is sent out at the start of each school half term.

Booking forms will also be available in BSC or from School Office each day until 8.40am. to allow for any changes in circumstances or the need to access the service on a particular day. Should families need to book children in by telephone during the course of the day, the Out of School coordinator, Beth Dunwoody, will ensure all changes to registers are updated by 3.30pm. In the case of an emergency the Out of School Care phone number is 01423 771071.

Pre Prep Waiting: Pre Reception – Y2 children who are being collected at 4pm, may attend from 3.30pm until 4.00pm, free of charge. These sessions take place in Stables Hall until 4.00pm. Children not collected from the Waiting area at 4pm will then be transferred to ASC in the Out of School Care room, when a charge will be incurred.

Pre Reception – Y2 ASC

The children in Pre Prep, who are remaining in school beyond 4pm, will at the end of the school day be taken directly to the Out of School Care room, where they will be given a drink and healthy snack.

Please arrange to collect your child at 4.30pm, 5pm, 5.30pm or 6pm so the children can be engaged in profitable activities during these half hour slots. Cars are only allowed to come up to Stables after 5.15pm. The drop off zone for MTN could be used prior to 5.15pm.

Y3 - 6 ASC

Y3 – Y6 go to the Ogden Library for supervised homework session. The free homework session runs until 4.30pm and then the extended homework session is available until 5pm, charged at ASC rates. If parents wish their child to remain beyond 5pm they will then be transferred to ASC in Out of School Care room.

Homework Session

This is a formal homework session with study support between 4.00 and 5.00pm for Years 3 – 6 in the Ogden Library. This activity is available every day as part of After School Care (see After School Care section). At 5.00pm pupils remaining may attend the After School Care session up to 6.00 p.m. in the Out of School Care Room.

- **Homework**

We value homework very highly at Belmont Grosvenor School and consider it to be an essential part of pupils' learning. It is used to develop understanding of a subject or an idea, to reinforce work studied in class, to develop the habit in pupils of working and thinking for themselves and to give a sense of pride and ownership for their work.

Homework will be set on a regular basis from the Foundation Stage through to the end of Key Stage 2. ALL children will be encouraged to read each evening as an essential part of their homework.

The following table gives guidelines as to how much homework will be set each evening / week:-

Year Group	Expectations
Pre Reception / R	A small amount of reading should be done at home each evening, as directed by the class teacher.
Y1 / Y2	Reading each evening. Weekly spelling task / learning. By Year 2, a weekly Maths task is introduced.
Y3	Reading each evening. Weekly spelling and tables tasks, together with another Maths and English task. There might also be a Science task to be completed.
Y4	Reading each evening. Weekly spelling and tables tasks, together with another Maths and English task. In the Spring and Summer terms, ongoing research / topic work may be introduced. There might also be a Science task to be completed.
Y5	Reading each evening. A weekly spelling and tables task. Written tasks each week for Maths and English. Ongoing research / topic work. French and Science each week.
Y6	Reading each evening. A weekly spelling and tables task. Written tasks each week for Maths and English. Ongoing research / topic work. French and Science each week.

At the beginning of the school year each pupil is issued with a home/school diary (Y3-6) in which they will be required to note the details of each piece of homework set. Additionally, the diary is a means of keeping parents informed. Form tutors check diaries weekly and ask parents to sign the diary at the end of each week.

- **Reports and Consultations**

Early in the academic year you will be invited to a Meet the Teacher Evening when your child's Form Teacher will discuss the everyday requirements and the curriculum within that year group. A progress report for R – Y6 is sent home towards the end of this first term and followed up with a Parent / Teacher Consultation Evening to discuss in more detail the child's report and next steps. Year 6 pupils are also invited to attend this evening.

Parents of Pre-Reception to Year 6 children have the chance to meet again with Core/Form teachers and Specialist teachers in the Spring Term to discuss the spring term report.

A full academic report is sent home, together with the results of assessments and tests at the end of the school year.

There is an additional evening - "Making Choices – Beyond Year 6" -for parents of children in Years 4 and 5, which helps explain senior school options and the application and entry process.

Written reports give the opportunity for parental comment; you are not obliged to make a comment, but it is essential that these slips are signed and returned to school. The Headteacher is available at all Parents' Evenings should you wish to see her.

If, for any reason, a member of staff is concerned about a child, parents will immediately be contacted. Should parents wish to talk to a Form Teacher about a specific problem during a term, an appointment can be made at a mutually convenient time.

- **Descriptors**

At the start of each term, descriptors are issued to parents of Prep pupils. These outline the curriculum areas and topics that pupils will be studying during the term.

- **Moving on at the end of Year 6**

Pupils from Belmont Grosvenor School move on at the end of Year 6 to some of the leading schools in the area and we have an enviable record in preparing children for entrance into selective independent and maintained schools. Pupils are guided carefully and sensitively by experienced staff, and work is geared towards the entrance requirements of individual schools. To help in this process, Year 6 children have a day's seminar in learning and study skills during the autumn term. They also attend a weekly exam booster class, have formal interview practice and take "mock" assessments and exams. BGS pupils regularly win academic, sport, music and drama awards to senior school. Whether pupils move on to an academically selective school or not, they receive the same thorough preparation and enter their new environment fully equipped for the challenges they will meet.

For the moving on process to be really effective, it must involve a partnership between prep school, parents, children and senior school. We are well placed to advise on the different

options available to your child and can help in arranging visits to potential senior schools. Each year we hold a “Making Choices – Beyond Year6” evening in the summer term, where the transfer process is explained in detail and to which a large number of senior schools bring display stands and staff. The whole process of exploring choices can never start too early and we are always happy to discuss future schooling with parents.

- **Pastoral Care coordinators**

The spirit of the school is characterized by the happy relationships that exist between staff, children and parents. Each child is placed in a class where the form teacher, along with the two Pastoral Care Coordinators, Mrs. Anne Smith and Mr. Chris Dight constantly monitor the children’s welfare to create a friendly and disciplined environment where the children can thrive. If you have any concerns please talk to the form teacher or Pastoral Care coordinators who will be happy to help.

- **Absence from school**

Except for illness, children should not be absent from school. If a child is absent, the school should be notified by telephone or email to admin@belmontgrosvenor.co.uk, before 9am, on the first day of absence, to notify the school of the reason for and likely duration of their child’s absence. An explanatory note should be brought immediately on return to school. We will always telephone the home on the first day of an unexplained absence in order to make sure that your child has not suffered an accident. The school should be informed, in advance, of dental or medical appointments. On collection parents must sign their child in and out at the school office.

If parents request permission for their child to be absent for other reasons this should be put in writing to the Headteacher at least two weeks before the period of absence.

We always send parents the term dates over a year in advance in order that you can arrange your holidays without disrupting your child’s education. Please note that it is the Governors’ policy usually not to allow holiday to be taken during term.

- **Communications**

Letters about absence due to illness, dental appointments etc. should be addressed to your child’s Form Teacher. Other letters should be addressed to the Headteacher. Communication can be made via email. BGS staff emails are first name initial and surname @belmontgrosvenor.co.uk e.g. cdight@belmontgrosvenor.co.uk with the exception of Mrs Smith who is msmith@belmontgrosvenor.co.uk or emails can be sent to admin@belmontgrosvenor.co.uk.

- **Illness and Administration of Medicines**

Should your child be taken ill or have a serious accident at school we are only allowed to administer simple first aid. In the event of more serious problems we will contact you so that you can take appropriate action. It is therefore essential that we have up-to-date information on how and where to contact you in an emergency.

In the event of your child suffering from sickness and diarrhoea we request that you do not bring your child to school until at least 24 hours after the symptoms have ceased.

If your child has contracted head lice your pharmacist will advise you of the most suitable products and offer practical advice. Once your child has been treated it is unnecessary to keep them away from school.

- **Prescribed medicines**

Medicines should only be brought to school when essential, that is where it would be detrimental to your child's health if the medicine were not administered during the school day. It is to be noted that medicines that need to be taken three times a day could be taken in the morning, after school hours and at bedtime.

We will only accept medicines for your child that have been prescribed by a doctor, dentist, nurse prescriber or pharmacist prescriber. Medicines must always be provided in the original container as dispensed by a pharmacist and include the prescriber's instruction for administration.

In the event of your child needing to be given medicine at school we must have written consent. A form is available from the school office that must be completed on the first day that the medicine is to be administered at school, without this it will not be possible to give your child the medicine.

Asthma inhalers should be carried by the child to ensure that they have immediate access to their inhaler when required. The inhaler should be clearly marked with the child's name. A medicine form should be completed for your child when they are diagnosed with Asthma.

In the event of your child's medical needs changing, either short or long term it is important that you discuss your child's needs initially with their form teacher and then put it in writing to the school where records will be updated.

- **Morning Break**

Children in Magic Tree and Pre Reception will be provided (free of charge) with a morning drink - a choice of milk or water. Older children have water freely available. All children may bring a piece of fresh fruit/raw vegetables or a plain biscuit from home, no other snacks are allowed. Snacks for break, for younger children in particular, should be brought to school in a named plastic container. Sweets/crisps must not be brought to school.

- **School Meals**

Children who are staying all day will have a school lunch. A vegetarian option is always available. In exceptional circumstances, where a child may have particular dietary problems, a packed lunch may be brought. A term's notice in writing is required for children wishing to discontinue with school lunches. Please remember Belmont Grosvenor is a 'nut-free zone.'

- **Uniform**

The wearing of our school uniform is **compulsory**. Please see the attached sheet for uniform details. All uniform is available through our School Uniform Shop. It is hoped that our uniform will reinforce the children's pride in their school appearance. When children make the effort to dress smartly and appropriately for school this often reflects their attitude to the school day. The younger children should be encouraged to learn to tie their own shoelaces, as an important part of their growing independence. It is extremely important that **ALL** items of

uniform are clearly named, preferably with nametapes. Second hand uniform is available in school. Please see the Secretary/school shop for details

Children may return to school in summer uniform after the Easter holiday, although they may prefer to remain in winter uniform if the weather is still chilly. Summer uniform must be worn by all pupils from May half term until the end of the academic year. Cardigans/jumpers are optional for the summer term but blazers must be worn when travelling to and from school. At the beginning of the academic year in September, children may wear summer uniform if the weather is warm, but all children must be in full winter uniform by October half term.

If your child is not required to wear uniform for a particular day e.g. a school trip, you will be informed by the Form Teacher.

Belmont Grosvenor School occasionally has 'Mufti' (non-uniform) days, usually to raise money for charity. On 'Mufti' days the children are allowed to come to school in casual clothes although it is important that, for safety reasons, they adhere to the normal school regulations on the wearing of low-heeled shoes and long hair must be tied back.

The wearing of jewellery or nail varnish is **NOT** allowed in school. Watches, if worn, must be clearly marked with the owner's name. Ear-rings, if worn, should be plain gold or silver studs.

All children's hair must be kept neat and tidy. All hair bands and bobbles must be navy. Boys hair should be smart and of an acceptable length.

- **Code of Conduct**

Pupil welfare is initially the responsibility of the Form Teacher, in liaison with the Pastoral Care Co-ordinators and worries or problems may be referred to them, by staff, parents or children. The final responsibility remains with the Headteacher. It is our aim to have a happy school in which staff and children live and work together in an atmosphere of mutual respect. The emphasis is on the positive promotion of good behaviour and a responsible attitude. The children are encouraged to see themselves as members of a caring community with obligations to each other and the school as a whole. Discipline is maintained largely through close contact with parents and the Pastoral Care Coordinators/Headteacher who will ask parents to come in and discuss any serious work or behaviour problems mentioned by staff. Please see attached school policies on Rewards and Sanctions, Behaviour Policy and Anti – bullying policy

- **Merits**

Children will be awarded Stars and Merits by staff for particularly good work, marked improvement or good behaviour. These are collated by the form teacher and in the case of younger children are placed on a special card. These are then collected as House Points and this effort is applauded, both as an individual and a team effort. As an added incentive, Bronze, Silver and Gold Certificates are given to children as they accumulate a certain number of Merits during each year, these are presented in assembly. Badge are also awarded in KS2.

- **Friendship Leaves**

Children in Pre Prep are awarded Friendship Leaves or Stars for the Rocket for Acts of Kindness. These are placed on the Friendship Trees in Pre Reception and Stables Hall. The

children also receive a certificate from the Head as recognition of their pleasing gesture which is presented in the Celebration of Achievement Assembly.

- **Golden Table**

In Prep children are recognised each half term for their all round commitment, contribution, achievement and consideration by being awarded a Golden Ticket which invites them to join Golden Table at lunch.

- **School Houses**

We have four School Houses - Hereford, Kent, Cornwall and Rutland - each with nominated House Captains from Year 6. The Houses are named after the Duchies that have given their names to the area of Harrogate in which the school originated. Children are allocated to a House on joining main school and the purpose of this is to encourage teamwork. The children in KS2 sit in houses at lunch time to engender a sense of House spirit. House Captains start lunch by saying grace. The Houses work together, and compete against each other on Sports Days and in various sporting competitions throughout the year. Children can also be awarded house points for achievements in Music and Drama. A running total of House Points/Merits collected by each House is on display and is updated by the House Captains on a weekly basis. An award is given to the highest scoring House each term.

- **Information for Parents**

The Head writes to all parents in Blazer Post each week giving details of events in school. Parents also receive lists of term dates and regular advance notification of trips and outings. A small amount of our communication to parents is sent via the children and it is important therefore that you encourage your child to be responsible in passing letters on to you promptly. With the younger children, letters are often put inside reading books/wallets and it is essential therefore that these are checked regularly. We aim to send home all letters on a Friday. All of our letters are placed on parentmail and you can register online as a parent with parentmail. This is a highly efficient service for receiving communications from school. It also allows us to send text messages in an emergency and also emails. The website is www.parentmail.co.uk if you would like any further information about this please contact Claire Belcher, PA to the Head. Latest news is also posted regularly on the website. All communications are also put on the website in parentzone. This area is password protected.

User name: parentzone

Password: bgs100

In order to help home/school communication the children are also issued with reading diaries (Pre-Prep) and homework diaries (Prep). This should help you to keep in touch with your child's reading/homework and we ask please that you read and sign them on a regular basis.

- **Events in School**

The relationship between home and school is extremely important to us all and we appreciate the support the parent body gives us. By being secure in our relationships we can ensure your child gets the very best out of their education at BGS. As a whole school community we celebrate the many individual and collective successes of the children. This we do through inviting you to Parent Assemblies, School Productions, Fixtures, Sports Days, Church Services and Speech Day to name but a few.

There are also opportunities each term to meet with the Senior Management Team to learn more about school procedures and to understand school policies. It also is a forum for you to offer suggestions about how we can further develop and improve the school. These are informal occasions and occur every half term.

We also want to involve you further in the Learning process. Throughout the year there are a number of events we organise for parents and carers; these range from information giving sessions such as Curriculum Evening, Workshops, Making Choices Evening, as well as Open Days and the opportunity to attend meetings where we share with you the key changes at each transitional phase.

We give you advance notice of these events through Blazer Post or through a personal invite.

Photography and filming of school events: The school policy is that we are extremely happy for you to take photographs for personal use but we would request that any photographs or video clips are not uploaded onto any social networking sites.

- **Learning Zone**

The Learning Zone is available on our school website. It contains various links to educational sites for all ages, and even a couple directed at parents and families. The sites are a fantastic way of encouraging and building on your children's learning at home and we hope you will enjoy looking at them together.

Username: learning

Password: bgs100

- **Easyfundraising**

We have registered school with easyfundraising.org.uk, an organisation which generates income to charities and good causes through a cash-back scheme from retailers when purchases are made through its site. All it takes is a couple of extra clicks when ordering on line. Don't forget to save the website to your favourites to make it even easier for you to use.

Here's how it works:

- Visit the website at www.easyfundraising.org.uk
- Register your details
- Choose Belmont Grosvenor School as your cause
- Search for your chosen retailer or retail category
- Start shopping!

It really is that simple, it will not cost you a penny more, you still deal with your retailer of choice and up to 15% of your purchase value will be donated to school.

- **Parent Teacher Association**

The PTA exists to provide social events for children and parents and to raise additional funds for school equipment and resources. We have an enthusiastic and energetic PTA committee, which organises these events and all parents are most welcome to attend the Annual General Meeting held in the Autumn Term when new committee members are elected. We also have a

PTA Class Representative for each class (non-committee members) whose role it is to communicate ideas and to generate support for PTA projects in school.

- **Money and Valuables**

Children are not encouraged to bring valuables or toys into school. The school cannot accept liability for loss or damage to any private property in school. When sending money into school, please put it into an envelope clearly marked with your child's name, the amount enclosed and what it is for. Mobile phones, Ipods or electronic games consoles are not allowed to be brought into school.

- **Insurance**

Parents are advised that children's personal belongings e.g. calculators, musical instruments etc. should be insured, as they are not covered by the school's insurance.

- **Car Parks**

We are very concerned about Health and Safety issues regarding children, parents and staff at Belmont Grosvenor ask for your patience and care when driving and parking on the school site. The car parks by the gate are also netball and games courts, frequently in use in the afternoons. The girls use the Netball courts until 3.45pm on a Wednesday afternoon and therefore only 1 court will be available for parking until after this time. Pre Prep parents are encouraged not to arrive any earlier than 3.25pm on a Wednesday which will allow plenty of time to walk up to Stables Yard to collect your child/children. Likewise Prep parents will need to arrive after 3.45pm. In the event of a fixture over running please park on the school drive. On the remainder of days please restrict parking to the lower court area in the afternoons before 4.15pm and look out for special no-parking signs announcing occasional events, such as tournaments. **No cars are allowed beyond the fork in the drive after 8am and until 5.00 p.m.** There is **no parking** at the turning circle. However children in Y3- Y6 maybe dropped off here in a morning. Only parents with children in the Magic Tree Day Nursery may use the Magic Tree parking bay.

- **Footpaths**

It is important that all parents use the footpaths provided so as to ensure all children and parents are safe as they walk from the car park to school and from school to the car park. Please do not walk on the roads including the one leading up to Stables as these are used by staff and school minibuses. This helps the school to reinforce the importance of Road Safety.

- **Cold Weather Policy**

In the event of inclement weather, parents should assume that school will remain open and function as normal. Children will only be released early, due to adverse weather conditions, if a parent contacts the school and requests that the pupil be released because of travelling difficulties. Children will not be permitted to telephone parents to ask them to come and collect them before the end of the school day.

Notification of school closure will be passed to local radio (Stray F.M.) using the appropriate security code. Parents are advised to listen to the local station if the weather is severe.

If it snows overnight and the school is unable to open parents will be contacted via the Parentmail text facility. If you have not received notification via Stray FM. Parentmail and the school website by 7.45am then the school will be open as usual.

- **Bursary Policy**

The Headteacher is extremely happy to have a confidential discussion with parents with regards to Bursary places. The school bursary policy is available on the school website.

All applications will be considered by the Bursary Committee comprising the Headteacher, School Business Manager and representatives of the governing body.

Parents wishing to be considered for such places should please contact the School Business Manager who will be able to let you have the Bursary Application Form.

- **The Governing Body**

The school is a registered educational charitable trust and all Governors are trustees of the school. There are usually two Governors' meetings each term, the Headteacher is invited to attend and presents a report to the Governors on each occasion. No employee of the trust may be a Governor. Governors do not propose school policy nor determine the day to day running of the school, however, major policy changes are approved by them. Governors are invited to attend most school and PTA events and they attend an annual informal meeting with staff.

- **Complaints Procedure**

It is hoped that any difficulties arising will be resolved amicably, through discussion between parents, the Headteacher and other staff. The Headteacher is always willing to see parents by appointment.

The School Complaint Policy is available from the School Office. Should a complaint not be resolved, parents have the right of appeal to the Board of Governors.

- **Child Protection**

Belmont Grosvenor School is committed to ensuring the welfare and safety of all children in school. Belmont Grosvenor School follows the North Yorkshire Safeguarding Children Board procedures.

Parents should be aware that as part of our recruitment process no staff will be appointed to Belmont Grosvenor School without satisfying a Criminal Records Bureau check (CRB).

The policy on Child Protection is available from the school office.

- **School Policies**

EYFS and School Policies are available to parents on the school website OR FROM THE School Office.

This parent's handbook is intended to be a fairly comprehensive but, by its nature, it can not hope to include everything that happens in a busy school year nor will it answer every question a new parent will have.

If there is any information which you feel it should include or any questions, however apparently trivial, which you feel are not answered within these pages, please do not hesitate to contact the school office.

Pre Reception

GIRLS

- Cardinal red/navy polo shirt
- Navy school sweatshirt
- Navy tunic dress
- Navy knee socks or tights
- Navy painting smock
- Draw string bag

Other items:

Hair bands and bobbles in navy only.

Watches, if worn, must be clearly marked with the owner's name.

No jewellery should be worn in school. If children have pierced ears, plain gold or silver studs may be worn.

Navy or black low heeled shoes (not patent or slip on style).

All articles of clothing must be clearly marked with the child's name.

BOYS

- Cardinal red/navy polo shirt
- Navy school sweatshirt
- Charcoal grey trousers with grey ankle socks or charcoal grey shorts with navy knee length turnover socks
- Navy painting smock
- Draw string bag

Other items:

Watches, if worn, must be clearly marked with the owner's name.

Navy or black shoes.

All articles of clothing must be clearly marked with the child's name.

RECEPTION – YEAR 2 UNIFORM AND EQUIPMENT LIST FOR GIRLS

Main Uniform:

- Cardinal red school blazer
- Navy/cardinal red stripe cardigan
- Navy tunic dress
- Blue/white pinstripe blouse
- Navy/cardinal red ribbon felt hat
- Navy knee socks or tights
- Navy painting tabard
- Navy school book bag/backpack
- Navy school coat (not compulsory)
- Navy/cardinal red school scarf (not compulsory)
- Navy ski hat (not compulsory)
- Navy gloves (not compulsory)

Summer Uniform:

- Blue/white pinstripe dress
- Cream/navy ribbon straw hat
- White ankle socks
- Navy school baseball or legionnaire's hat

PE Uniform:

- Cardinal red/navy polo shirt
- Navy cycle shorts
- Navy school sweatshirt (not compulsory)
- White socks
- Black indoor pumps
- Navy swimsuit
- Navy school draw string bag

Other items:

Hair bands and bobbles in navy only.

Watches, if worn, must be clearly marked with the owner's name.

No jewellery should be worn in school. If children have pierced ears, plain gold or silver studs may be worn.

Navy or black low heeled shoes (not patent or slip on style).

All articles of clothing must be clearly marked with the child's name.

RECEPTION – YEAR 2 UNIFORM AND EQUIPMENT LIST FOR BOYS

Main Uniform:

- Cardinal red school blazer
- Navy/cardinal red stripe pullover
- Charcoal grey trousers with grey ankle socks or charcoal grey shorts with navy knee length turnover socks
- Blue/white pinstripe shirt
- Navy/cardinal red cap
- Navy painting tabard
- Navy school book bag/backpack
- Navy school coat (not compulsory)
- Navy/cardinal red school scarf (not compulsory)
- Navy ski hat (not compulsory)
- Navy gloves (not compulsory)

Summer Uniform:

- Blue/white pinstripe short sleeve shirt
- Navy school baseball or legionnaire's hat

PE Uniform:

- Cardinal red/navy polo shirt
- Navy indoor shorts
- Navy school sweatshirt (not compulsory)
- White socks
- Black indoor pumps
- Navy swim trunks
- Navy school draw string bag

Other items:

Watches, if worn, must be clearly marked with the owner's name.

Navy/cardinal red book bag

Navy or black shoes.

All articles of clothing must be clearly marked with the child's name.



PREPARATORY (YEAR 3 – YEAR 6) UNIFORM AND EQUIPMENT LIST FOR GIRLS

Main Uniform:

- Cardinal red school blazer
- Navy/cardinal red V neck pullover or cardigan
- Navy kilt style skirt
- Blue/white pinstripe blouse
- Navy knee high socks or tights
- Navy school book backpack
- Navy school coat (not compulsory)
- Navy/cardinal red school scarf (not compulsory)
- Navy ski hat (not compulsory)
- Navy gloves (not compulsory)

Summer Uniform:

- Blue/white pinstripe dress (Years 3 and 4 only)
- White ankle socks
- Blue/white pinstripe short sleeve blouse (Years 5 and 6 only)
- White ankle socks
- Navy school baseball hat or legionnaire's hat

PE Uniform:

- Cardinal red/navy polo shirt
- Navy school sweatshirt
- Navy cycle shorts
- Navy games skirt
- Navy/red hooped socks
- Navy tracksuit jacket
- Navy tracksuit trousers
- Navy swimsuit
- Navy school draw string bag
- Navy/cardinal red kitbag
- Mouth protector/gum shield/shin pads
- Outdoor trainers
- Hockey/lacrosse boots

Other items:

Hair bands and bobbles in navy only.

Watches, if worn, must be clearly marked with the owner's name.

No jewellery should be worn in school. If children have pierced ears, plain gold or silver studs may be worn.

Navy or black low heeled shoes (not patent or slip on style).

All articles of clothing must be clearly marked with the child's name.



PREPARATORY (YEAR 3 – YEAR 6) UNIFORM AND EQUIPMENT LIST FOR BOYS

Main Uniform:

- Cardinal red school blazer
- Navy/cardinal red V neck pullover
- Charcoal grey trousers with grey ankle socks or charcoal grey shorts with navy knee length turnover socks
- Navy/red stripe school tie
- Blue/white pinstripe shirt
- Navy school book backpack
- Navy school coat (not compulsory)
- Navy/cardinal red school scarf (not compulsory)
- Navy ski hat (not compulsory)
- Navy gloves (not compulsory)

Summer Uniform:

- Blue/white pinstripe short sleeve shirt
- Navy school baseball or legionnaire's hat (not compulsory)

PE Uniform:

- Cardinal red/navy polo shirt
- Navy indoor shorts
- Navy/cardinal red hooped shirt
- Navy outdoor rugby shorts
- Navy/red hooped socks
- Navy tracksuit jacket
- Navy tracksuit trousers
- Navy swim trunks
- Navy school draw string bag
- Navy/cardinal red kitbag
- Mouth protector/gum shield/shin pads
- Outdoor trainers
- Football boots

Other items:

Watches, if worn, must be clearly marked with the owner's name.

Navy or black shoes.

All articles of clothing must be clearly marked with the child's name.

Shin pads (Form 3 upwards)

Navy Baseball Cap (Form 3 upwards)
Navy Legionnaires Hat

BOYS BALLET (OPTIONAL SUBJECT) (not available at the school shop)

As for P.E.
Black ballet shoes (Reception – Form 4 only)

Other items

- Navy/cardinal red school kit bag
- Navy/cardinal red school swim bag
- Navy/cardinal red backpack with school crest

**ALL ARTICLES OF CLOTHING MUST BE CLEARLY MARKED WITH THE CHILD'S NAME
PLEASE CONTACT MRS ANDREA BARNARD on 07766 572244, FOR ALL UNIFORM
ENQUIRIES.**

SECOND HAND UNIFORM SHOP – BRITT RHODES