

# Spring Grove JI&N School



Working Together to succeed in life

Dear Parent/Carer,

I am delighted that you have chosen or are considering Spring Grove School for your child's education.

Our Ofsted inspection in March 2015 found that

*"The quality of teaching overall is outstanding"*

*"The school's reputation in the community is very strong"*

*"Pupils from a range of cultural backgrounds learn in harmony together, respecting each other's differences"*

*"A rich, exciting and diverse curriculum promotes pupils' spiritual, moral, social and cultural development exceptionally well and prepares them for future life."*

*"Pupils make outstanding progress in all year groups from their individual starting points, regardless of their ability or any barriers to learning"*

At Spring Grove we value the home-school relationship and work very closely with our parents. Spring Grove is truly a community school where children, staff, governors and parents are very proud of our school.

I do hope that the prospectus gives you a guide to our aims and objectives and you find the prospectus interesting and helpful.

Please do not hesitate to contact the school to arrange a visit and I will be happy to show you around the school.

I look forward to a happy association with you and your family in the years to come.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'S. Azhar', with a horizontal line underneath.

Mrs S. Azhar  
Headteacher



# Information

## **Details about the school**

Spring Grove Junior Infant and Nursery is a multi-ethnic faith community school situated close to the centre of Huddersfield. The school was built in 1813 and through its history has played an important role in the changing demography of the community in Huddersfield.

Spring Grove accommodates children from the ages of 3-11 years and has a 230 child place capacity.

Spring Grove has a caring, multi cultural ethos. Children are encouraged to be motivated and independent learners, responsible and confident and able to contribute to the wider community.

## **School admissions contact details**

Headteacher                Mrs Shazia Azhar  
Chair of Governors      Dr Berenice Golding

Spring Grove J.I & N School  
Water Street  
Springwood  
Huddersfield  
HD1 4BJ

Email – [office.springgrove@kirkleeseducation.uk](mailto:office.springgrove@kirkleeseducation.uk)  
Phone 01484 517998  
Fax 01484 517993  
Website – [www.springgrovejin.co.uk](http://www.springgrovejin.co.uk)

## **Local Education Authority details**

Kirklees Metropolitan Borough Council  
Civic Centre  
High Street  
Huddersfield  
HD1 2PQ



# School Values

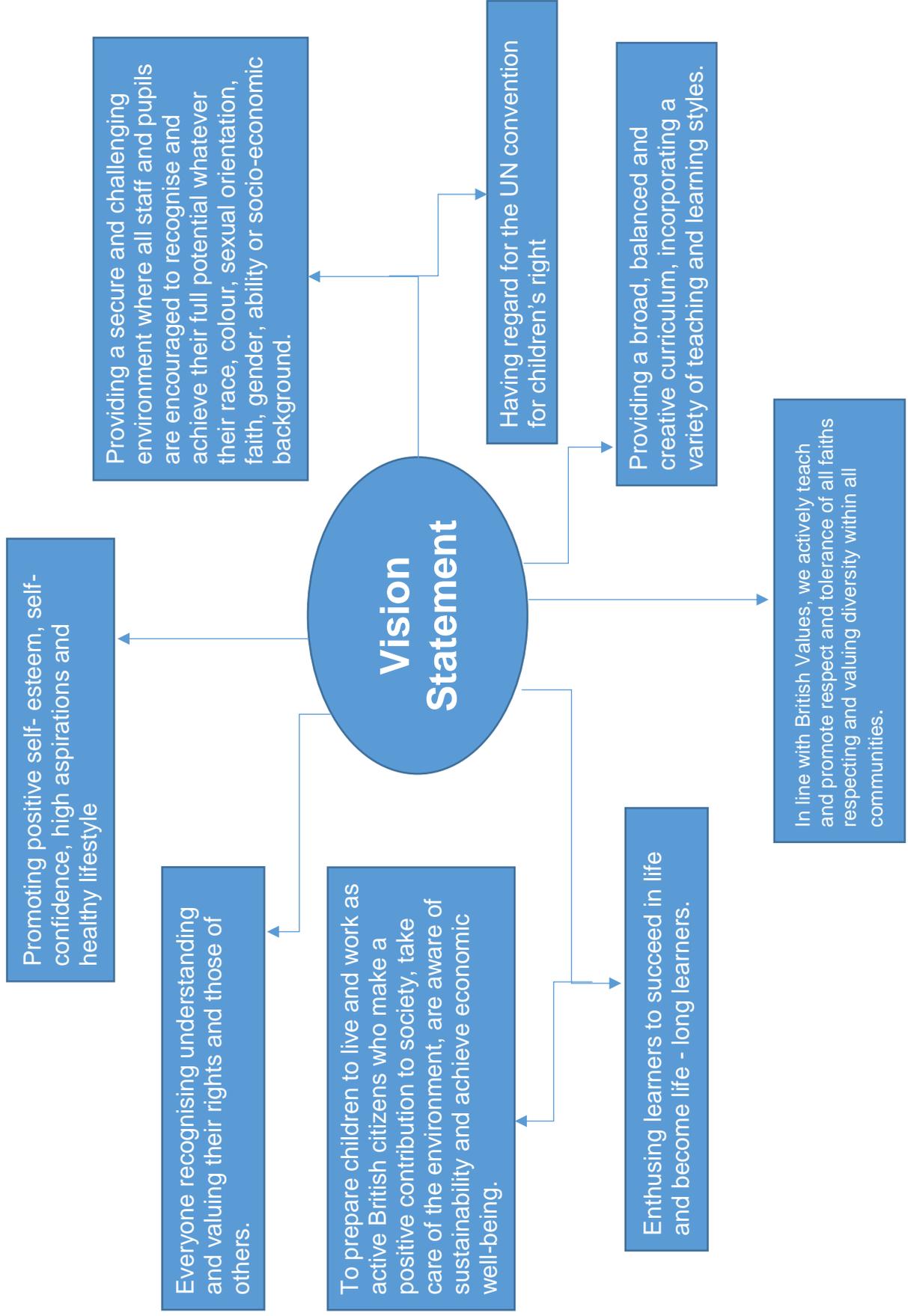
## **Our Values uphold the values and vision of the UNCRC and British Values.**

Spring Grove School is a caring multi-cultural school where everyone is encouraged to recognise and achieve his/her potential whatever his/her religion, culture, race, gender and ability, as supported by the children's charter. Children are at the centre of everything we do. We strive to achieve this by:

- Having high expectation for all within the school community.
- Creating an atmosphere where all forms of bullying including racism are unacceptable.
- Providing a happy, safe and secure environment where children feel valued and respected, and are able to participate and approach all staff.
- Giving all children equal access to the curriculum, resources and support, appropriate to their needs.
- Wanting everyone to feel successful and have their success recognised and celebrated.
- In line with British Values, we actively teach and promote respect and tolerance of all faiths recognising that everyone is an individual and brings with them diverse experiences and backgrounds. We celebrate and value the diversity within our community and promote social cohesion through interaction with other communities. We explicitly teach pupils about the importance of respecting individual liberty and living harmoniously within communities.
- Aiming to deliver a holistic learning experience which develops children socially, emotionally, creatively, culturally and morally in order to become active British citizens, who make a positive contribution to society.
- Encouraging an atmosphere where everybody is given the opportunity to develop their personal learning and learn from each other.
- Engendering mutual respect, trust and honesty for all. The school community values each other equally and learns to share and respect each other's values and beliefs.
- Encouraging parental involvement and working with parents as partners.
- In supporting children to begin to understand democracy and the Rule of Law, we ensure all individuals are accountable for their actions and that everyone understands they have a role to play and as such they will have a voice in many aspects of school life.
- Encouraging healthy lifestyle which seeks to equip individuals to make a full and active contribution to society
- Providing the best available teaching expertise and learning experiences with high expectations of achievement and behaviour.
- Developing self-esteem, self-confidence and positive attitudes.
- Providing an inclusive, broad, balanced, fun and creative curriculum, which incorporates a variety of learning styles to prepare children to be active citizens, who are encouraged to be enthusiastic, independent learners to succeed in life.
- Respecting the environment and ensuring we are a sustainable school



# Vision Statement





# Admissions

## **Admission and Transfer**

This takes place only at the end of school terms. Parents who plan to move should inform the school as soon as possible in order for the school to update the records and pass them to the receiving school.

## **Priorities for Admission**

Allocations will take place on the basis of registrations received by primary schools no later than 15<sup>th</sup> January prior to the school year of full time admission

## **Priorities for Admission to all Key Stages – including Nursery**

1. children in public care (looked after children)
2. children who live in the school's Priority Admission Area (PAA) who have an older brother or sister attending from the same address at the date of admission.
3. other children who live in the school's priority admission area
4. children who live outside the school's PAA who have an older brother or sister attending from the same address at the time of admission
5. children who live outside the school's PAA

Community and controlled schools will admit children with Statements of Special Educational Needs where the school is named in the statement.

## **Notes**

- a) Children in priority 1 above may also be admitted above the Published Admission Number(PAN)
- b) If we cannot agree a request for admission in priorities 2 to 5 without exceeding the PAN, we will give priority up to the PAN to children living nearest the school.
- c) Distance is measured in a straight line from the child's home address to the school. Measurements are calculated using seven-figure grid references for each address taken from Ordnance Survey ADDRESS-POINT data. This grid reference relates to a point that falls within the permanent building structure corresponding to the address. The boundary of the building structure for the address is derived from Ordnance Survey Land-Line data. For smaller, residential properties the grid reference denotes a point near the centre of the building. For larger properties, like schools with for example, multiple buildings and large grounds, the grid reference relates to a point inside the main addressable building structure. The distance calculated is accurate to within 0.1 metres.
- d) 'Live' means the child's permanent home address at the date when applications close or if a significant house move is involved.
- e) For children transferring from First and Middle schools, preference within any of the priorities 2 to 5 above (up to the PAN) will be given to children attending either a first school in the middle school priority admission area, or a middle school in the high school priority admission area.
- f) A priority admission area means a geographical area determined by Kirklees in consultation with the governing body of the school.  
(See Map Supplement available on request)

NB There is no longer a guaranteed a place for any child in any of the priorities at any key stage

Admissions and transfers are normally dealt with in Kirklees by  
Administrative Officer (Admissions)  
Schools and Awards Section Education Service  
Civic Centre 1, High Street  
Huddersfield HD1 6QW Tel. 01484 225007



## **Admission to Nursery**

We have a 60 place nursery; 30 places in the morning session and 30 places for the afternoon session. Parents are offered either a morning place from 8.45am to 11.45am or an afternoon place from 12.45pm to 3.45pm Monday to Friday. There are no flexible hours on offer.

There are three intakes for Nursery: at the start of the Autumn Term, Spring Term and Summer Term. Children will start Nursery the term after they are 3 years old.

Wherever possible children have three terms part-time in the Early Years Unit before starting full-time education. It is essential that children attend regularly and punctually, and are collected on time.

Children attend for morning sessions only during the first week in full time education.

For children starting school for the very first time, there is an option of a home visit for parents and carers.

## **Enrolment**

Once you have decided that Spring Grove is where you wish your child to be educated, you will need to contact us to register your child. All contact details can be found at the beginning of the prospectus.

## **Starting school**

Before your child starts school you will be invited to attend a meeting in school.



# School Procedures

## **Nursery (Red Group)**

Morning hours are 8.45am to 11.45am. Afternoon hours are 12.45 – 3.45pm.

## **The Early Years Entrance For Nursery**

*Morning Session:* Gates and door open at 8.40am  
Gates and door close at 9.10am

Gates and door open at 11.40am  
Gates and door close at 11.55am

*Afternoon Session:* Gates and door open at 12.40pm  
Gates and door closes at 12.55pm

Gates and door open at 3.40pm  
Gates and door close 3.55pm

## **School Time 9.00am – 3.15p.m.**

### **In The Mornings**

#### **Reception (Blue Group)**

Please use the Early Years entrance when dropping your child off at school **and** when collecting them at the end of the day.

Parents are welcome to bring children into the Early Years Unit cloakroom, using the Early Years Entrance. Please do not go into main school, you can leave your child's lunch box in the Early Years area.

#### **Years One and Two**

When the bell goes at 9.00 a.m., all children will line up outside the Year One and Two entrance. Children will be collected by their teacher.

#### **Years Three, Four, Five and Six**

When the bell goes at 9.00a.m., all children will line up outside the Main School Entrance.

## **Bad Weather – Doors maybe be opened after 8.50am – Depending if the hall is free**

On arrival at school all children will be allowed to wait in the school hall until the bell goes at 9.00a.m. when a member of staff will direct them to their class.

Please note that parents are not allowed to wait in the hall.

## **Dinner Time**

Dinner time starts at 11.45 a.m. for Reception and Key Stage One and ends at 12.45p.m.  
Dinner time starts at 12.00 noon for Key Stage Two and ends at 12.45p.m.

**Children in Reception and Key Stage One go in for their dinner at the same time each day. Children who are in Key Stage Two go in for their dinner on a rota basis each week. For children who go home for their lunch please ensure you are at the school on time to pick your child up and return them at the correct time. Children should return to school five minutes before the start of their afternoon session. If your child goes home for lunch and does not return to school in the afternoon, for safety reasons please ring school immediately.**



### **At The End Of The Day**

#### **The Main Entrance and Early Years Entrance for Reception**

The schools doors will be opened at 3.15p.m. Please do not enter the main hall from Early Years at this time.

Please ensure that you collect your child on time. Please make sure your child is clear about the arrangements for collection at the end of the day.

Please remember that for health and safety reasons, prams and pushchairs are not allowed in school and parents' are not allowed on the balcony or in cloakrooms.

#### **NOTE:**

Parents are always welcome to call at the school office to make an appointment to see members of staff. Please do not go upstairs.

#### **Attendance and Punctuality**

We place great emphasis on attendance and punctuality. For your child to achieve, he/she must attend daily. Please make sure that your child is in school for 9.00a.m. It is important for them to be in class at the start of the session. Lateness disrupts everyone's learning. If your child's attendance falls to 85% he/she will be identified by the Local Authority as a persistent absentee and will be monitored closely on their attendance and punctuality.

There are also two types of absence: **Authorised**. This is where the Headteacher gives consent for the child to be absent from school i.e. through illness. **Unauthorised**. This is when the Headteacher does not give consent for the absence. However, even if the absence is authorised, excluding the days off for religious purposes: this will still count towards your child's attendance record as being absent from school for the end of year attendance award.

If your child arrives at school after 9.10a.m. they must report to the school office before going to their classroom.

If you know in advance that your child will be away (for example, a hospital appointment) please let us know.

If your child is ill please ring school to inform us before 9.15a.m. on the first day of illness.

If your child will be absent for any reason other than illness please make an appointment to see the Headteacher.

#### **Signing out**

If you need to take your child out of school to go to the dentist or doctors, for example, you must have permission from the Headteacher. Your child will be collected from class by a member of staff. For security please do not go to the class yourself. You must also sign your child out of school. Please note children will not be allowed out of school on their own during school time. Please try to make appointments outside of school hours where possible and if not, please provide proof of the appointment made.

#### **Holidays**

See letter at the back.

#### **Illness and Medication.**

You will be contacted if your child is taken ill or has an accident at school. It is important that we have a contact number for you. Please update us if these change during the year.

If your child is asthmatic please ensure that they have their inhaler in school.

**No other** medication is allowed in school including throat lozenges and creams. If there are special circumstances please see the Headteacher.

All children with any medical condition requiring medication including asthma and eczema will need a health care plan.

Please note children are **NOT** allowed to carry medicines to and from school except their inhaler.

**If your child suffers from any allergy please inform school immediately.**

**Uniform** – We expect all our children to wear our school uniform which can be purchased from Term Time Wear, John William Street, Huddersfield or any other outlet.



Please ensure they are wearing: **Boys:** White Shirts or Polo Shirt, blue sweat shirt or fleece with school logo on, black/grey trousers. Plain black, Grey or white socks.

**Girls:** White Blouses or Polo Shirts, blue sweat shirt, cardigan or fleece with school logo on, black/grey trousers, skirt or tunic. Grey/Black Shalwar Kameez, Blue/Yellow gingham dresses. Black/grey tights or full length leggings. In summer girls can also wear white leggings. Girls wearing hijab should ensure that they are no longer than shoulder length and are black or white. Plain black, Grey or white socks.

Only coats or school fleeces are to be worn, fashionable 'hoodies' are not appropriate for school.

Please always write your child's name on items of clothing.

Sensible shoes should be worn at all times (no sandals, slip on shoes, and no high heels, please).

No jewellery should be worn in school except watches and stud earrings. Hair accessories need to be plain and simple. No large bows or flowers please.

If your child wears inappropriate jewellery they will be asked to remove it and it will be returned to them at the end of the day.

Please always write your child's name in items of clothing.

***NB: If you choose to buy sweatshirts/cardigans without the school logo then it must be plain and in the same style as the ones with the logo on.***

### **Physical Education**

All children should always have a change of clothes in school for P.E.

These should be kept in a draw string bag. All items including the bag should have your child's name on.

They can be taken home for laundering at the weekend or end of half-terms.

Most indoor activities are performed bare footed.

Girls should have a T. shirt, shorts or leggings, track suit bottoms and trainers for outdoor games.

Boys should have a T. shirt, shorts or track suit bottoms and trainers for outdoor games.

All watches and ear studs must be removed during P.E.

If your child is unable to remove their own ear rings **you must provide plasters to cover them.** This is for the protection of your child.

Children who attend swimming lessons must remove all jewellery including ear rings.

### **Behaviour**

We expect very high standard of self discipline and behaviour from all our pupils at all times. We do not tolerate any bullying. We hope that encouraging your child to adopt caring and responsible attitudes at school will benefit your child both in and out of school. The school behaviour policy is available for parents to read at any time. If your child's behaviour is unacceptable, staff will deal with it according to the school's policy and you will be contacted by your child's teacher or the Headteacher in order that we can work together to sort any problems out. When your child brings a letter home please acknowledge it by returning the reply slip. If you have any concerns please do not hesitate to contact us.

Children displaying good behaviour are rewarded with half an hour Enrichment activities on Wednesday. These activities may include: sewing, games, creative arts, ICT.

The school also has a Racial Awareness policy and again we will not tolerate any racist behaviour in school from anyone.

### **Dinner Money**

**Dinner Money is £1.90 per day and £9.50 per week for children in Years 3 4 5 and 6 payable on-line through ParentPay.** Dinner money will have to be paid in advance. Every Friday dinner money must be paid for the coming week. If by the Monday morning money has not been received you will need to provide a packed lunch for your child until there is sufficient money in your ParentPay account to allow your child to have school dinners.



Children in Reception, Years 1 and 2 are entitled to universal free school meals through the new government initiative.

### **Healthy Lunch Boxes**

If your child brings a packed lunch, please support us in our healthy eating programme and do not include sweets, chocolate or fizzy drinks. Glass bottles and cans are not allowed in school. Useful sites to visit for ideas; [www.childrensfoodtrust.org.uk](http://www.childrensfoodtrust.org.uk) , [nhs.uk/livewell](http://nhs.uk/livewell)

**PLEASE PUT YOUR CHILD'S NAME ON THEIR LUNCH BOX. Due to shortage of space for our lunch boxes please ensure that these are of a reasonable size.**

### **Milk**

All children in Early Years and Key Stage One have the option of having milk. This will cost £9.50 per term. A letter is sent out advising when payment is due.

Milk is provided free to all nursery age children. Free milk is also provided for Key Stage 1 children on free school meals. A government subsidised charge is made per term to all other children who wish to have milk daily.

### **Snacks and Tuck Shop**

Children in Early Years and Key Stage One will receive a piece of fruit everyday. In Early Years an additional healthy snack is provided and we ask for a contribution of £5.00 towards the cost of these at the beginning of every term.

Key Stage Two children can buy fruit and healthy snacks from the tuck shop.

Your child should not bring more than 30p per day to spend in the tuck shop.

**Can we remind parents that sweets including chewing gum are not allowed in school.**

### **Water**

It is important that all children drink plenty of water. Children have access to a drinking water machine at school and can have water in the classroom. Water bottles are available to buy in school at the cost of £1.00. If children bring their own water bottle it must have a non-spill lid. Ensure bottles are named.

### **Breakfast Club**

Our Breakfast Club runs from 8.30am to 9.00am. *Last admission is 8.50am.* All full time children are welcome to attend.

### **Curriculum Visits and Charging Policy**

Throughout the year children will be given the experience of visiting various places that will assist in their learning. These will be related to the topics being studied in class and form part of the work for the term.

Such visits are very valuable in enhancing a child's independence and self confidence.

Many of these are free but when expense is incurred we will ask parents for a contribution. As the school can only ask for donations by law towards these costs we hope you will support such visits by donating realistic amounts towards the cost.

School trips are costed on every individual contributing their share. If these costs are not covered then trips may have to be cancelled.

When details of individual trips are sent home if you have any problems please do not hesitate to see your child's class teacher or Headteacher.

We also offer a 3 day local residential visit for our children in Year 6

### **Extra Curricular Activities**

Over the year there will be a wide range of activities that take place before school, at lunchtime and after school. These are organised by the staff, pupils and experts from outside school.

These vary according to the time of year but may include: - netball, football, rugby, cricket choir and drama.



### **School Clubs**

Each year there will be a wide variety of clubs on offer for children from Reception class upwards. You will be notified if your child has a place in any club, along with times for that club. Please ensure that you make arrangements for your child to be collected at the end of every session.

### **Homework**

Homework is both important and necessary and may take many different forms: reading, research, games to play. Please make sure your child completes the work and returns it to school. The school has a homework policy which outlines expectations for the work a child should do at home. This will vary throughout the school, and will gradually become more complex as a child gets older. We ask you to encourage your child to complete any homework, and to help with research activities where possible. Older children may need somewhere peaceful to work so that they acquire good working habits at home.

We welcome support from home for example taking your child to local libraries, art galleries and museums, collecting materials to bring to school to support learning in the topics that are being studied. A termly letter to parents will inform you of these topics. Lost or damaged books or games will have to be paid for.

### **Assemblies**

Throughout the year we will be holding various assemblies that we will invite parents to. The children work very hard to prepare for these assemblies and we would like to encourage as many parents as possible to attend. We work with the traffic wardens to allow parking near the school for these assemblies. Please support the school by attending the assemblies even if your child may not have a part in them.

**Safeguarding** — Gates - Due to safeguarding requirements the main gates on Bow Street will remain locked during school hours. The gates will be opened in the morning and at the end of day as usual. Access to the school can be gained from the entrance on Water Street. Also when the children are lining up to come into school in the morning, parents should refrain from lining up with their children. If you would like to see your child entering the school please wait at the side of the playground.

### **Car Safety**

Where possible we would like to encourage children to walk to school. As a result of this I would ask that you be very mindful of the children when parking near the school. **Do not** use the school gate area or staff car park to turn around in, or park on the zig-zag lines. Please do not double park to let your child in/out of the car. Please ensure your child is wearing their seat belt and using a car seat/booster seat if necessary.

### **Parental Partnership**

We believe that working together as partners will help your child to achieve the highest standards he or she is capable of. If at any time you would like to speak to the Headteacher or a member of staff, please make an appointment at the office.

### **Complaints Procedure**

If you are unhappy about anything at school, please speak to your child's class teacher or to the Headteacher. Usually matters can be discussed and sorted out to everyone's satisfaction this way, but in the event of unresolved issues, parents will be advised of the Local Authority's formal complaints procedure as established under Section 23 of the Education Reform Act.

### **Parent Governor**

We are allocated five parent governors who are elected by parents and serve on the Governing Body for four years. Parent governors may finish their term of office even if their child has left the school. When a vacancy arises the Headteacher will send out a letter inviting nominations from any parents who wishes to become a governor at our school.



# School Curriculum

The curriculum of the school is designed to fulfil the requirement of Government legislation as outlined in the National Curriculum document. However it also includes additional informal programmes – the extra-curricular activities, and those features of the school which define its ethos and values, particularly with respect to the ethnic diversity of our children. Through a carefully planned learning framework we aim to give each child equal opportunity to follow a broad and balanced curriculum which plans for progression in both skills and learning, to enable children to be confident, independent and lifelong learners with high aspirations. Social, Moral, Spiritual and Cultural (SMSC) education is the foundation on which we build the learning and pervades the whole curriculum ensuring that pupils are reflective, respect each other and other faiths and work and play together harmoniously.

The quality of education offered to children at Spring Grove is something that we continually strive to improve. The OFSTED inspection, which was undertaken during November 2006 said – *“Spring Grove is outstanding. In this school not only does every child matter everyone matters. The school is committed to the development of pupils ,teachers and all staff both in and out of class. This commitment is reflected in its achievement of the nationally recognised Investors in People”*

With the introduction of the new curriculum children will be assessed on expected outcomes for their year group. (see Curriculum for the curriculum delivered in each Year group).

We received the DFES School Achievement Award in 2002 for being a particularly successful school Since this inspection we have also achieved the Basic Skills Award, Investors In Pupils Status, Healthy Schools Gold Award, National Artsmark Gold Award, Kirklees Inclusion Quality Mark, Rights Respecting Schools L2, Religious Education Quality Mark Gold, Every Child Counts School Accreditation 2014.

Our teaching methods vary from individual to group, to whole class teaching in order to enable children to reach their potential. We include teaching about and reference to the UNCRC in line with our accreditation as a Rights Respecting School.

Each child in the school has an entitlement to each of the subjects of the National Curriculum requirements unless otherwise exempt through circumstances of Special Education Needs.

The National Curriculum is made up of several components:

- **The Core Subjects:** English, Mathematics, Science,
- **The Foundation Subjects:** History, Geography, Art and Design, Music, Computing, Design & Technology, Physical Education, Modern Foreign Languages; we offer French in Key Stage 2

## The Early Years Unit

The Early year's unit provides a continuity of care and education for children aged between 3 and 5 years.

We provide an active curriculum, which builds on our children's previous experiences and interests as a basis for learning in all areas. We firmly believe that this provides a good foundation before beginning the more formal National Curriculum.

## Religious Education

Spring Grove is a multi-ethnic, multi-faith school and is not affiliated to a particular religious denomination.

Religious education in school is planned in accordance with the Local Agreed Syllabus for Kirklees and Calderdale (2014) and the associated Schemes of Work.

In line with the Agreed Syllabus, we intend to contribute to the children's own spiritual, moral, cultural and social development.

We ensure the common ethos and shared values which we promote throughout school are closely reflected in the teaching of R.E. and at Spring Grove we see this as the fostering of positive attitudes within the pupils as they explore their own beliefs and those of the wider community.

Christianity, Islam and a non-religious approach are taught at Key Stage One and Two.



In addition, Sikhism and Judaism are taught at Key Stage Two to broaden the children's understanding of our multi-faith society.

Aspects of other major faiths in Great Britain (Hinduism, Buddhism) are studied where they naturally occur through festivals (e.g. Diwali) and as part of a particular topic (e.g. India).

Children in Foundation Stage have the opportunity to learn from their own immediate experiences of family life and celebrations. In Key Stage 1 and 2 we aim to develop children's knowledge and understanding of Religion, whilst giving them a safe space to ask questions and explore answers to life's big questions.

Assemblies are held for children on a regular basis.

Parents can exercise their rights under section 25 of the Education Act 1944 and section 9 of the Education Reform Act 1988 in respect of withdrawal of children from collective worship and instructions (RE). Children withdrawn from collective worship and RE by parental request will continue working on other curriculum activities

### **Physical Education**

Children engage in a minimum of 2 hours of active Physical Education every week. In Early years and Key stage 1 P.E. is taught through a multi-skills approach, where children will improve their balance, agility, speed, skill and control of their body. In Key stage 2 children will continue to develop those skills through sports and modified games. All children will experience; Dance, Gymnastics, Invasion Games, Striking and Fielding and Net/Wall Games. Children in Years 3 and 4 are expected to attend swimming lessons as part of the National Curriculum. All children will be encouraged to engage in extra-curricular competitions, whether that be inter school or intra school competitions, regardless of age, gender or ability.

We are proud to have the Zone Parc programme in place. This encourages all pupils to be active during playtimes. We also have a School Sports Organising Crew, this is a pupil led programme where they will organise competitions and events for the children to participate in at lunch and break times.

### **Musical Instruments**

The Kirklees Music School is a charitable trust which offers lessons on a whole range of musical instruments. The music school will make a charge, usually termly, for instrument tuition. Please contact the school and we will put you in touch with the Music School.

At present a number of our children have lessons. In Year 3 a teacher from the Music School comes into to school to give all the children a guitar lesson. We are also able to offer a small group of children the opportunity to continue with the guitar after Year 3.

### **Sex and Relationship Education**

The governors and staff accept there is a need for sex education in school and consider it should not be treated in isolation but as an integral part of the SMSC and Science programme, appropriate to the age of the child..

Sex Education is delivered in a sensitive way within the context of family relationships.

Parents do have the right to withdraw their child from sex education and should contact the headteacher if they wish to do so. Materials used to support the teaching of sex education are available for parents to view.

### **Special Educational Needs (SEN)**

All children are different. We seek to extend all our children, including those with special needs and those who are gifted, by a balance of individual and group teaching programmes.

At some stage during your child's school life he or she may need extra support. Any child assessed as having special needs of any nature is given appropriate special help across the curriculum and progress is reviewed frequently.

The 1993 Education Act stated that from September 1994 all schools were required to have regard to a Code of Practice on Special Educational Needs when managing their special needs provision. This Code of Practice and a simplified parents' guide is available for all parents to see in school. Parents can also inspect the school's Special Educational Needs Policy.



Through a carefully planned staged approach, the special educational needs of our children are provided for at Spring Grove. An Individual Education Programme (IEP) is formulated for each child with needs that require specific action, and in the event that extra support is needed this too follows a planned, staged approach. In the majority of cases the needs of each child will be met in normal classroom situations with work pitched at their level.

At all times we aim to work in partnership with parents, and in all instances, parents' views and concerns will be sought. The school will promote a positive and collaborative relationship with parents and keep them well informed at all stages of the school's SEN procedure.

### **School Websites**

You will be able to find information about:-

- Procedures
- Ofsted Reports
- The School Prospectus
- Curriculum overview for each class
- Letters

You may log on as a guest at [www.springgrovejin.co.uk](http://www.springgrovejin.co.uk) to see how the website progresses.

You may also log onto [www.myschoollunch.co.uk/kirklees](http://www.myschoollunch.co.uk/kirklees) to view the school lunch menu and much more.

### **Kirklees No Smoking Policy**

In line with current legislation the school premises and playgrounds are no smoking areas. We ask all parents and visitors to the school to respect this please.

### **Access to all document and information**

**All policies and relevant documents are available for your inspection, please contact the school. If you wish to take a copy out of school an administrative charge will be made.**

This prospectus was published by the Governors of Spring Grove J. I & N. School in September 2014 and is correct at the time of publication. Any future changes in this prospectus may be published.