

# Welcome to Seacroft Grange Primary School Prospectus



**At Seacroft Grange Primary School  
we want the best for and the best  
from everyone in our learning  
community.**



Seacroft Grange Primary School, Moresdale Lane, Leeds, LS14 6JR  
0113 2605385

[www.seacroftgps.org.uk](http://www.seacroftgps.org.uk)

Headteacher: Mr Chris Florey

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Dear Parent /Carer,

Thank you for choosing Seacroft Grange Primary School.

I'd like to take this opportunity to introduce myself. My name is Chris Florey and I'm the Headteacher at Seacroft Grange Primary School – I started in September 2015.

I'd like to share a few things with you to set out my vision for our school. The things that I talk about here you will hear many times over – from the children and staff and I hope that you will join with me in supporting this vision.

***'At Seacroft Grange Primary School, we want the best for and the best from everyone in our learning community.'***

This is our school motto. It means that we will provide the best possible education and support for your children and the best possible support for our staff and parents. In return we expect children to behave well and work hard, we expect teachers to work hard to provide exciting and challenging learning opportunities and expect parents to support us in supporting their children.

I also want to share with you a little bit about the '**Seacroft Grange's GOLD standard**'. We all know that GOLD is expensive, precious and high-quality. Our GOLD standard is an expectation of the **best** behaviour, the **best** work, the **best** attitudes, the **best** support from staff and parents etc. It is not something to aim for but a minimum expectation. **BEST!**

Finally, we have **8 new GOLDEN rules**. These are rules for life – rules that if broken by an adult, would have consequences. These rules are important in establishing our children as social and responsible individuals. I have included a list of the rules on the back of this letter. Please feel free to discuss these with your children – they will become very familiar with them at school.

One of the key rules is: '**we make our problems smaller, not bigger**'. If there is something that you are really happy about, please do tell us – I'd love to tell one of my staff how well they're doing and how much they're appreciated. On the other hand, if there is something that you are not pleased with then please come and see me so we can **make the problem smaller**. I will be at the gate at the beginning and end of every day and am happy to listen to your compliments or comments then or at an alternative time to suit you.

I know that you want the best for your children. That's exactly what I want too. I look forward to getting to know you and help our children be '**GOLD**' and shine for the school, your family and this community.

Yours sincerely  
Chris Florey  
Headteacher



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# **Our Seacroft Grange Golden Rules 'rules for life – not just for school'**

*These rules create a SOCIAL school and prevent ANTI-social behaviour. They apply to EVERYBODY!*

**We make our problems smaller so that we can sort them out quickly and feel happy again.**

**We keep safe hands and feet so that we don't hurt ourselves or other people.**

**We choose our words carefully to show respect for each other.**

**We focus not fuss so that we own our own behaviour.**

**We listen to each other so that we get things right.**

**We are in the right place at the right time so that we are safe and secure.**

**We work hard and achieve GOLD standard so that we can be proud of ourselves and our work.**

**We look after our school so that we have a GOLD standard place to work**



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### **'We want the best for and the best from everyone in our learning community'**

At Seacroft Grange we are making a commitment to our learning community.

We will provide the best education for our children – in return we expect them to work hard and behave well.

We will provide the best support for adults in their careers – in return we expect adults in school to work very hard for themselves and the children in their care, ensuring professional behaviours help the school to build a **GOLD standard** reputation (see below)

We will provide the best support for parents and carers to ensure they are able to provide safe and happy home environments for their children – in return we expect them to support their children and support the school to provide a 'team' approach to ensuring **GOLD standard** outcomes for our children.

### **'Investing in GOLD standard'**

Gold is precious, it has high value, the world's economies are based around it. It is worth our investment. Everything we do as a school is **investing** in our learning community ensuring that we shine.

**GOLD standard** is not something to aim for but rather a *minimum expectation* for everything adults and children do in school. If it's not GOLD, then it's not good enough. This links really nicely to all of our GOLDEN RULES. These are SOCIAL rules for life (for everyone in our learning community):

- We make our problems smaller so that we can sort them out quickly and feel happy again.
- We keep safe hands and feet so that we don't hurt ourselves or other people.
- We choose our words carefully to show respect for each other.
- We focus not fuss so that we own our own behaviour.
- We listen to each other so that we get things right.
- We are in the right place at the right time so that we are safe and secure.
- We work hard and **achieve GOLD standard** so that we can be proud of ourselves and our work
- We look after our school so that we have a **GOLD standard** place to work

### **'SGPS' – our value words**

As a learning community we're going to create a vision/values 'strap line' using the letters SGPS. Watch this space.



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**Seacroft Grange Primary School – STAFFING LIST 2015/16**

**Moresdale Lane, Leeds, LS14 6JR**

**HEADTEACHER: Chris Florey**

**DEPUTY HEADTEACHER – Leyton McHale**

Phase Leader SLT (EY)  
Mrs Claire Swallow

Phase Leader SLT (KS1)  
Miss Amy Stocks

Phase Leader SLT (KS2)  
SLT

SENCo  
Diana Johnson

**Inclusion team**

Behaviour Support Workers: Rose Cooper, Leah Nelson, Matthew Chilton  
Pastoral Inclusion Officer: Sam Petts  
Inclusion worker: Tom Milne  
Family Learning Mentor: Susan Hill  
Intervention assistant: Gail Mason

**Support Staff**

School Business Manager: Julie Hinchliff  
Office Manager – Stacey Newton  
Administrator – Kathryn Horrex  
Administrative apprentice: Connor Turner  
Site Manager: Simon Nenadic

**Learning support**

Janine Hall- HLTA  
Alison Ford – Learning Mentor

**Reception (England)**

**Mrs Claire Swallow (SLT)**  
**Miss Ellie Robinson (NQT)**

Sam Neil (Lead TA/HLTA)  
Melanie Jackson- (TA)  
Deborah Pearce- (TA)

**Year 1 (France)**

**Miss Laura Gibbs**

Jannine Wilson (Cover supervisor)  
Anna Thomas- (TA)  
Alex Ford- (TA) Mon- Wed 1:1- GL  
Mathew Chilton (BSW) – Thu-Fri 1:1- GL

**Year 2 (Greece)**

**Miss Amy Stocks (SLT)**

Tracey Hall- TA  
Rebecca Hart 1:1 TA – JL

**Year 3 (Egypt)**

**Mr Charlie Wood (NQT)**

Charlotte Henley- (TA)

**Year 4 (Japan)**

**Mrs Claire Ward (NQT)**

Karen Waddington-(TA)  
Michelle Hudson- (TA)

**Year 5 Brazil**

**Miss Danielle Turner (NQT)**

Louise Balmforth- (TA)- pm S&L  
Jason Czerwick- (TA)- (Dec 15)

**Year 6 Australia**

**Miss Lisa Burley**

Karina Hinton- (Cover Supervisor)

**Year 6 Canada**

**Mr Matthew Phillips**

Laura Manning- (TA)

Hayley Jefferys 1:1 Behaviour Support Assistant- 31<sup>st</sup> August 2016 RM/MP  
Vicky Lorimer (Transition- TA)



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Wednesday – Friday Mrs Patricia Manning – PPA cover (Y4 – 6 NQT)  
Post Maternity – Miss Fiona Garvin – 3 days – January  
Janie Newton- Monday- Wednesday 8- 12:00- November 16

### Lunch Time

#### Lunch time supervisors

Marian Mcnichol  
Cheryl Baker  
Adel Driffield (First Aid)  
Maureen Geekie  
Angie Greene  
Janet Jackson  
Claire Saddington

#### Full lunch time duty

Michelle Hudson  
Charlotte Henley  
Tracey Hall  
BSW's  
Tom Milne



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## Seacroft Grange Primary School School Calendar 2015-16

Holiday	Schools close	Schools open
		Monday 7 September 2015 (staff) Wednesday 9 September 2015 (Children)
Autumn mid-term	Friday 23 October 2015	Monday 2 November 2015
Christmas	Friday 18 December 2015	Monday 4 January 2016
Spring mid-term	Friday 12 February 2016	Monday 22 February 2016
Easter weekend	Thursday 24 March 2016	Tuesday 29 March 2016
Easter	Friday 1 April 2016	Monday 18 April 2016
May bank holiday	Friday 29 April 2016	Tuesday 3 May 2016
Summer mid-term	Friday 27 May 2016	Monday 6 June 2016
Summer	Friday 22 July 2016	

Seacroft Grange will meet the statutory INSET requirements for academic year 2015-16 by holding two INSET days (7<sup>th</sup> and 8<sup>th</sup> September) and hold 9 twilight sessions for teaching staff over the academic year (see school AME).

**Twilight 5 – 24/02/2016 is for ALL staff.** This is school's statutory safeguarding training which we receive every 3 years. Staff who don't normally work on training days will be paid for their time (3.15 – 5.15pm).



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## Key information

### SCHOOL DAY

The school day starts at 8.50am. The gate at the front of school will open at around 0845 so please make sure your children are ready to come into school and start their learning promptly.

The school day ends at 3.00pm. The gate at the front of school will open around 2.55pm. Please make sure the office knows who has permission to collect your children.

Children have a 15 minute break at 10.45am and then break for lunch at 12.00pm.

There are 3 assemblies per week, one to start our week on a Monday morning, a class assembly on a Wednesday morning and a GOLD celebration assembly on a Friday afternoon.

### SCHOOL UNIFORM

**School Uniform** - can be bought from Brigade Clothing, please call at the office to order your uniform with the school logo. Alternatively you can source your own uniform from various shops and supermarkets ensuring children have the following:

- Black/Grey Trousers or skirt
- Pale blue polo shirt or shirt (with the logo available from Brigade Clothing)
- Blue cardigan or jumper (with the logo available from Brigade Clothing)
- Shoes - sensible flat shoes with easy fastenings - **NOT flip flops or sandals with heels.**
- PE kit – White T shirt and black shorts or track suit bottoms and pumps
- Children need to wear appropriate clothing for the weather e.g. bring a coat to ensure they are warm and dry.

**Jewellery:** Please do not bring valuable items to school. Stud earrings may be worn but no other jewellery.

**Book Bags** - these can be purchased from the admin office for £2.50 and will be used to send letters and reading books home. Please check the bag daily to keep up to date with letters and reading books.

**NOTE: School can not be responsible for lost uniform, please ensure all clothing worn for school is named.**

### LUNCHTIME

Your child can either have a school meal or bring a healthy packed lunch with them.

If you choose school lunches the cost are:

- Reception to Year 2 - FREE
- Year 3 – 6 - £2.00 per day



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Dinner money should be paid a week in advance and monies should be put into an envelope and in the drop box in the school entrance.

It is important you make a commitment to one lunch arrangement and remain with it. Dinners are ordered in advance and it is very difficult for the kitchen if you keep changing lunch arrangements.

If your child forgets their packed lunch we will ensure they have a school meal but you will be expected to pay for it (if you are not entitled to a Free School Meal)

If you do not inform us of a change from school meals to another arrangement you will continue to be charged for the school meal until we are formally advised of the change. We cannot back date changes from school meals to other arrangements.

**Universal Free School Meals (UFSM)** – All children in Reception, Year 1 and Year 2 are entitled to a FSM. If you would rather send your child to school with a packed lunch then please inform the office.

**Free School Meals (FSM)** - We are informed by benefits of those entitled to free meals and this information is treated in confidence. If you receive benefits you MAY be entitled to FSM - please contact the benefits office. To receive FSM you have to apply for them.

## **CHILDREN WITH SPECIAL EDUCATION NEEDS**

At Seacroft Grange Primary School we see the children as individuals and will strive to give each individual the help, support and encouragement needed to meet the next challenge.

Legally, a child is defined as having Special Educational Needs (SEN) if he or she has a learning difficulty which requires special teaching in addition to what they would normally receive in the classroom.

Mrs Diana Johnson is the SEN co-ordinator and in consultation with the class teacher, plans an appropriate strategy of work which may take the form an Individual Education Programme (IEP) to meet the specific needs of each individual on the register.

Our Learning Support Assistants help deliver these programmes of work. The school will keep you fully involved and, in relevant cases, may seek the help and advice of the Educational Psychology Service and/or the School Medical Service.

Some funding for children with SEN is allocated through Leeds Funding for Inclusion service. A copy of the school's SEN policy is available for you to see in the office should you wish to see it.



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