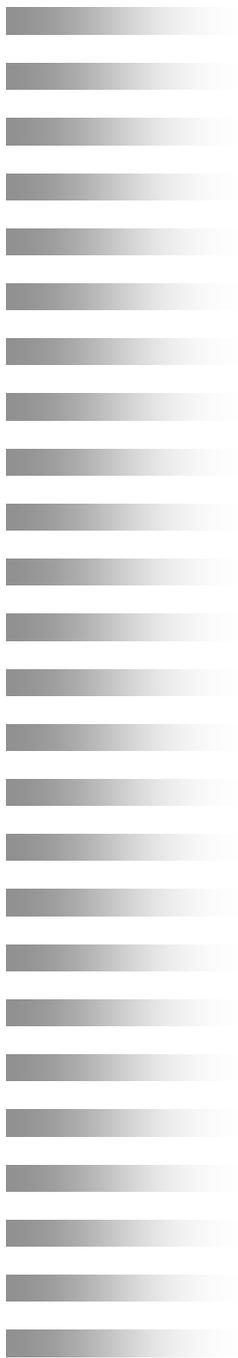




The Grove Junior School



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Dark Lane, Harpenden, Herts AL5 1QB

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Website: www.thegrovejunior.co.uk

Welcome!

It is our great pleasure to welcome you and your child to The Grove Junior School on behalf of all of the staff and pupils here.

We recognise that starting junior school is a vital step forward in your child's development towards independence. We endeavour to build upon your child's early learning and encourage every child to fulfil their potential via a wide range of learning experiences—social and emotional, academic, musical, physical, creative and spiritual.

We value your role as partners in your child's education and we encourage you to participate in the life of the school in a variety of ways: belonging to our thriving Parent Teacher Association; volunteering to help in school; ensuring your child follows our code of conduct and supporting your child with their homework and extra-curricular activities.

We are always willing to discuss your child's progress and are here to help solve any problems. We hope that this prospectus, which includes statutory information, will prove a useful starting point in answering some of your questions about our school.

Finally we hope that your child thoroughly enjoys their time at our school and look forward to meeting you soon.

Yours faithfully

Mrs. Pippa Bremner, Mrs Janice Tearle

Current Co-Headteachers

Ms Maggie Clifford

Headteacher from September 2013

"The behaviour of the pupils is exemplary both in the classroom and around the school. Pupils are extremely polite and courteous, they are welcoming and greet visitors with a smile"

Ofsted 2013

Our aims

A great deal of work has been done to identify those elements that make our school special—what makes it **The Grove Junior School**.

These things have been distilled down to produce simple statements that encompass all of these things and create a way that children, parents, staff and governors can always remember.

Great Fun

Respect and Care

Opportunity for All

Venturing into the New

Excellent Education for Life

We have a wonderful picture that illustrates this which is on display in our reception area.



About our School

The Grove Junior School is a thriving and ambitious County Community School for children from 7 to 11 years of age.

Built in 1964, it is set in the same extensive grounds as The Grove Infant and Nursery School and is situated in the Southdown area of Harpenden, close to open countryside.

The school has a large playing field, playgrounds, a large hall, dining room, library, an ICT suite and 12 spacious classrooms, each with its own toilet and cloakroom area.

Sports facilities include areas for football, netball, rounders and athletics.

The school has capacity for 315 pupils, increasing to 360 by September 2016

Teaching and Learning

' Pupils' attitudes towards their learning are extremely positive and they enjoy their lessons and are keen to do their very best. They are proud of their work and their class achievements and represent the school with great pride.'

Ofsted 2013

Class teachers are responsible for teaching the entire curriculum. Teachers for each school year group organise and plan the lessons together, with the aim of providing meaningful and enjoyable learning. Many subjects are covered by a cross-curriculum approach; for example ICT, which is a skill used across a number of subjects.

Each classroom has an interactive whiteboard with video playing facility and peer-to-peer networked computers, with access to the Internet.

The school has developed a structure that enables each child to be monitored regularly to ensure he/she continues to make progress.

Teachers regularly assess children's progress and set targets for next steps in learning. These are shared with parents and children on consultation evenings.

On a weekly basis each child will have a set of spellings, appropriate to their level, to learn.

At the end of Year 6 the children complete the Key Stage 2 SATS tests in English and Maths. The most recent results for The Grove Junior School are published on our website.

Children are taught in a variety of ways—sometimes the whole

class is involved, sometimes the children work in small groups and children will work individually or with a partner. Working in small groups helps children to explore a topic in greater depth and encourages them to learn from their own experiences.



The Curriculum

Building on the skills that the children have acquired in their early years, in the Junior School they study all ten subjects on the National Curriculum Key Stage 2 and RE. Children are encouraged to develop study skills and to make their own discoveries.



Literacy

Using the Primary Framework for Literacy, there is an emphasis on the use of language in helping children to learn and there are many opportunities to discover and to practise the skills of listening, speaking, reading, writing, spelling, grammar and handwriting.

In our well-used school library we have a wide range of non-fiction and fiction which is updated regularly. The school also has reading scheme materials which the child follows to ensure his or her continued development as a fluent reader.

Numeracy

The work in Mathematics follows the primary Framework for Mathematics, which builds on practical experience and written computation. We ensure that children will gain an understanding of the rules of number, measurement, shape and algebra included in our Mathematics programmes and an ability to solve real problems.

Science

Science is developed throughout the school and embodies practical work, problem solving and first hand experiences in order to develop the use and application of scientific thinking.

“Teaching in most subjects including English and Mathematics is at least good with some outstanding teaching. As a result standards are extremely high.”

Ofsted 2013

Personal, Social, Health and Citizenship Education

Although a non-statutory subject at Key Stage 2, PSHCE (Personal, Social, Health and Citizenship education) is taught throughout the school and includes activities such as circle time. There is also a strong link with Science when Sex and Relationship Education is taught in Years 5 and 6. Parents are given the opportunity to see video material used before the series of lessons commences with the children. We are proud to be a SEAL (Social, Emotional, Aspects of Learning) Lead School in the County.

Physical Education

In PE the children enjoy gymnastics, games, dance, swimming and outdoor adventurous activities.

The school is proud of its Activemark Award.

Humanities

Much of the children's learning takes place through cross-curricular thematic work where children are given the opportunity develop and apply skills of historical and geographical enquiry.

Thematic studies include, "Spotlight on Africa", "Ancient Egyptians", "How the Romans influenced us", "Children in World War II", "Environmental Explorers" and "The Greeks".

Religious Education is taught in accordance with the Hertfordshire Agreed Syllabus of Religious Education and includes the study of six major world religions.

French

French is taught throughout the school and is very popular with pupils.

Music

Woodwind, brass, piano and stringed instruments are taught in school by Katie Metcalfe Music and there is a weekly lunchtime choir open to all children.

A specialist music teacher is employed to teach music across the school. Children are given the opportunity while at the Grove to perform in concerts and productions.

Collective Acts of Worship

The children of the school come from a range of religious backgrounds and our collective worship is non-denominational but is broadly Christian in nature. Our assemblies reflect the ethos of the school and develop the feeling of belonging to a community. We expect the children to take part in music, stories and time for reflection during assemblies. However, parents have the right to withdraw their child from collective worship and Religious Education after consultation with the Headteacher.

Parents are invited to special sharing assemblies throughout the year.

Special Educational Needs and Inclusion

“The schools nurturing environment means that children receive high quality support enabling them to thrive in this fully inclusive school.”

Ofsted 2013



Children with additional learning needs are helped in accordance with the Code of Practice from the Department for Education. The practice this means a programme of study for the child, worked out by the class teacher, special needs co-ordinator and, if needed, the education psychologist, or other external expert. They may receive additional help from a support teacher or classroom assistant, either individually or within small groups. Similarly, the needs of Gifted and Talented pupils and pupils with English as an additional language are carefully considered and their abilities developed across the curriculum.

Inclusion is an on-going process and involves the identification and minimising of barriers to learning and participation by pupils. Provision for pupils with a disability currently include a Soundfield system installed in six classrooms and the hall, wheelchair access ramps to some rooms and a disabled toilet.

Homework

Pupils usually receive spellings to learn every week as well as a reading log to record their reading at home and a Learning Log to complete a task of their choice. This enables pupils to consolidate what they have learnt in the classroom and gives parents the opportunity to discuss their child's work. In addition to this, we set whole school learning projects as homework from time to time.

School Life

Attendance

The school day begins at 8.50 a.m. with registration. Anyone who misses registration needs to sign in at the school office on arrival before going to their class.

If your child is ill please let the school know as early as possible on the first day of absence. This should be confirmed by letter on your child's return or by email.

Holidays

Parents should not take their children on holiday in school term time; however when this is unavoidable because of exceptional circumstances they must write in advance to the Headteacher requesting permission. Permission is not automatically granted. Please note that the Head is unable to give authority for absence during SATS week in Year 6.

Safety and Security

The safety and security of pupils and staff are paramount. The school has installed an access control system to ensure that all visitors must announce themselves before gaining access to the school.

Each classroom has an access door to the playground area and these can only be opened from the inside.

During morning break and at lunchtime the children are fully supervised by the staff and lunchtime assistants who ensure that the children play and stay within the school grounds.

The school has a well-rehearsed emergency policy, including a critical incident plan which will be put into operation should the need arise. The school is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment. CRB clearance is needed for anyone working in our school.

"Governors, parents and staff feel the school is a safe place and this is endorsed by responses to Parent View where all parents agreed. There are robust arrangements to make sure pupils are safe at school."

Ofsted 2013

Uniform

Jumpers and cardigans should be red; trousers, shorts and skirts should be grey. Black school shoes should be worn. A full uniform list is available from the school office and on our website and items of school uniform can be ordered on line.



Physical Education clothing

A change of clothing is needed for physical education activities. Black shorts and white tops should be worn. Trainers or plimsolls should be worn for outdoor PE. Fleece tops and jogging bottoms for PE are available through the PTA.

Any child who does not have PE kit will still be expected to join in physical education lessons. Exemption from PE will only be given upon production of a parent's letter for medical reasons.

All school clothing should be clearly marked with the name of the child. The school does not accept responsibility for jewellery. Only stud earrings are allowed. Watches may be worn, but must be named. Both these items of jewellery should be handed to the teacher at the beginning of a PE lesson, unless Elastoplast is supplied from home to cover the earrings.

Food and Drink

Children are encouraged to bring water into school each day in clear plastic bottles with a sports top. Fresh or dried fruits and vegetables are the only break time snacks allowed.

Lunchtime is between 12.15 and 1.15. Children have the choice of school meals or bringing a packed lunch. Each week the rota for coming into lunch is changed to allow all children the opportunity to come in first and we operate a pupil choice meal system, with pupils choosing their meals on a weekly basis.

The school is proud of its Healthy Schools Award.

Medical

Occasionally accidents happen at school, or a child becomes unwell at school, or a child becomes unwell. First Aid will usually be administered by qualified staff in the school office; however in some circumstances it is necessary to contact a parent/carer. **It is very important we have up to date phone numbers for parents and other emergency contacts.**

Medicines—unfortunately school staff cannot accept responsibility for administering medicines to children, except in exceptional circumstances. We would request that medicines, with the exception of inhalers, are not sent into school. Inhalers will be kept with children.

Staff receive regular training in the use of Epipens for allergies, and are aware of any pupil who has one prescribed.

School trips charging policy

There are occasions on which children are taken out of school on education visits and for swimming and voluntary contribution is usually sought from parents towards the cost. Obviously a substantial number of contributions need to be received before a visit can go ahead. However, we would never exclude a child because a family is not able to make a contribution so please be assured that any approach, made to the Headteacher will be dealt with in a discreet and confidential manner.

Should you require further explanation please ask at the school office for a copy of Hertfordshire's policy on charging.

Recent trips have included day visits to The National Gallery, The Science Museum, The Fitzwilliam Museum as well as residential trips to Cuffley and Kingswood Centres.

School Clubs

The school runs a wide variety of clubs either during the dinner hour or after school. Children are encouraged to join these clubs. The following are examples of clubs run at school: netball, rounds, chess, athletics, German, touch-typing, drama and gardening. We are proud of our QISS accreditation (Quality in Study Support) Emerged Award.

House System

The house system is an important aspect of the school and pupils are enthusiastic about supporting their house by earning house points through achievement and good behaviour. Our houses are Neptune, Saturn, Mercury and Jupiter.

Behaviour

The Grove's Code of Behaviour is outlined in the Home School Agreement and was drawn up in collaboration with parents and pupils.

- Pupils will move around the school in an orderly fashion
- Pupils will show respect for their own and other people's belongings as well as the school's
- Pupils should not remain in classrooms at playtime, neither should they go back into classrooms at playtime nor be there unsupervised
- Mid-morning snacks should be fruit only
- Pupils are not allowed to bring mobile phones, iPods, MP3 players or any electronic games into school.

The Home School Agreements also includes:

- Be prepared to do my best
- Talk quietly unless asked to do otherwise
- Show respect towards other children and to adults
- Do not hurt another person on purpose
- Be helpful

"The exceptionally good behaviour is commented on by a number of community groups when children have taken part in festivals, competitions and events within the local community"

Ofsted 2013

Behaviour management is the responsibility of the classteacher. Any instances of problem behaviour will be discussed with the Head and will be dealt with in school time by the class teacher. If a pupil's conduct gives continual cause for concern a meeting with the parents would be arranged to try and rectify the situation. The Behaviour Policy sets out a system of rewards and sanctions which are applied throughout the school.

The Grove Junior School also has policies covering issues such as anti-bullying and a statement on racial equality which are strictly enforced. Copies of our policies are available on our website. Any allegation of bullying is taken very seriously and dealt with immediately. Through our behaviour policy we aim to create an atmosphere in school where everyone feels secure and confident.

Pupils in Year 6 are given the opportunity to become peer mediators whose role is to help younger pupils sort out the occasional playtime squabble through modelling effective conflict/resolution discussion. Pupils in Year 6 are also given the opportunity to become play leaders and school monitors which helps to foster a spirit of responsibility.

Parents in Partnership

Parents visiting school

Parents can be assured of a warm welcome if they wish to visit the school. However, for obvious reasons a visit must be pre-arranged. The secretaries in the school office will be pleased to make necessary arrangements. Parents with infant children joining the school in September are invited to a meeting in July.

An Open Evening, to which all parents are invited, is held towards the end of the school year. This gives a splendid opportunity to look around the school and talk to their child's future teachers.

Parents helping in school

We invite parents to become involved with the school day in a variety of ways and we have over 50 parents involved in our Parent Volunteer Programme.

We welcome parents to support our Guided Reading lessons which take place daily.

Parents can also help with other activities such as cookery, sewing, the library and on school trips. We are always keen to have parent helpers as escorts on swimming days. There is also an opportunity to help children with special needs on a regular basis by becoming part of our "Toe by Toe" reading scheme.

We recognise some working parents cannot make a regular commitment of time however we welcome these parents to become involved in one-off "working parties" to take on specific projects. We value the support of parents and believe it enriches the lives of our children.

Consultations evening

Consultation evenings, held in the autumn and spring, present excellent opportunities to speak with their child's teacher and view their child's work.

Complaints

The school aims to work closely with parents, and we hope that parents who have any concerns and anxieties will, in the first instance, raise these issues with the class teacher or Headteacher. If you are unsure who to approach please ask your child's teacher or, if that is not possible, then contact the school office.

Parent Teacher Association

The Grove Schools have an active and thriving PTA. All Grove School parents automatically become members of the Parent Teacher Association (PTA). The aims of the PTA are to promote broader contact between parents and staff and to run activities to support the schools and advance the childrens' education. An extensive range of social and fund raising activities are held each year, raising funds for the schools. The PTA has an Annual General Meeting each year at which the Committee is elected and the financial accounts approved. New, enthusiastic members are always sought!

The Governing Body

The School Governing Body are responsible for school policy and monitoring the performance of the school so are closely involved in the life of the school. However, the day to day running of the school is the responsibility of the Headteachers and the staff.

The Governors meet regularly to discuss how best to use the available resources for the benefit of the school and other key areas of the school's work.

Apart from their formal meeting, Governors meet in committee to discuss curriculum, personnel, finance and premises; visit the school occasionally during the working day and attend major school functions, sporting and social events. Parents are kept informed through regular Governor Newsletters and surgeries.

Details of the Governing Body are provided on our website.

Moving on after Year 6

This is an important year for our oldest pupils and every effort is made to make the transition to their next school as smooth and as happy as possible.

We also hold a special Year 6 Assembly to say farewell to our leavers and wish them every success in Secondary School.



Breakfast and After-School Provision

A Breakfast and After School Club is available and provided by Fusion Childcare Services. The Club is registered with an regulated by Ofsted and reviewed annually by the School to ensure that agreed standards are met and maintained.

The club offers a Breakfast Club and an After School Club provision for children from the Infant and Junior Schools.

The Breakfast Club offers 24 places and operates from 7.45 a.m. to 8.45 a.m. daily in the Junior School Dining Room. Children are taken to their classes at the start of the school day.

The After School Club offers 35 places a day and runs from 3.15 p.m. to 6.15 p.m. in the Infants School Dining Room.

You can find more information about Fusion at www.fusionchildcareservices.co.uk



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