



Oakgrove School

Together we will succeed

# Oakgrove School

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**Headteacher— Rob Metcalfe  
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**“Together we will Succeed”.**

## OAKGROVE

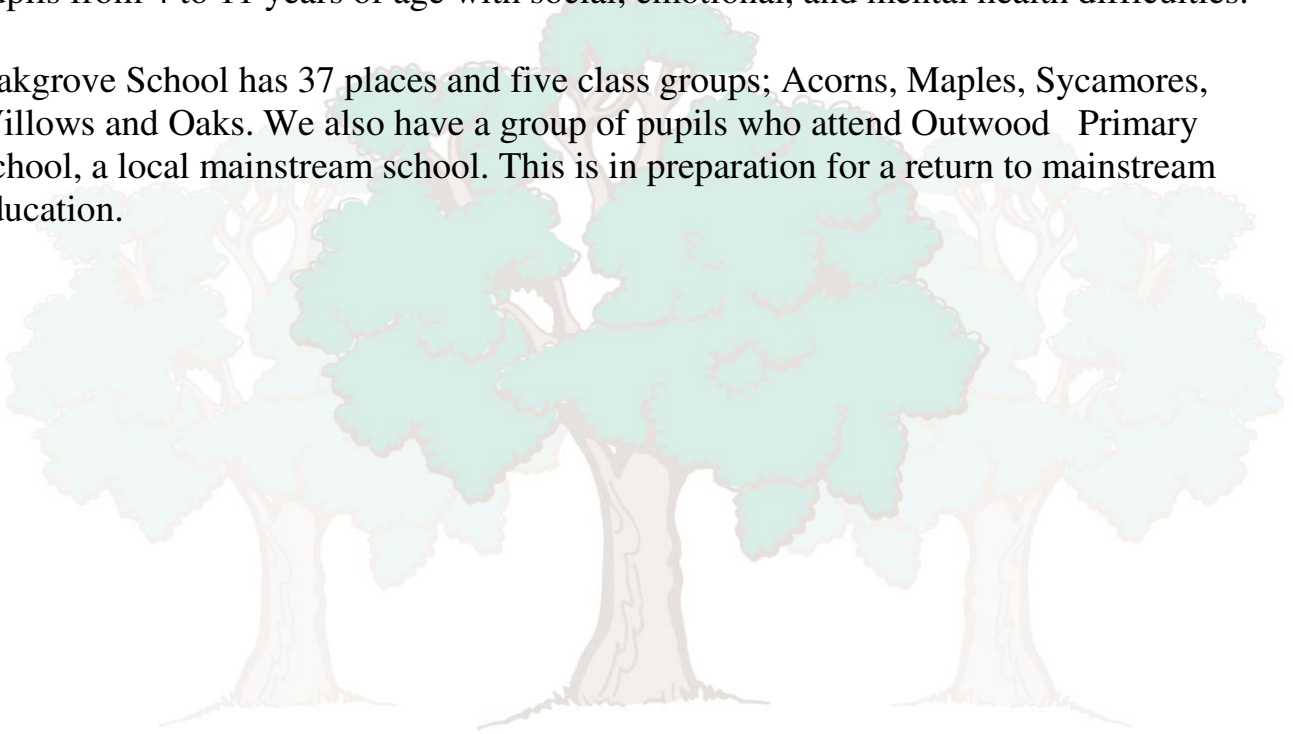
Pupils' behaviour throughout the school was almost always exemplary.' *Ofsted, October 2017*

'Oakgrove transforms its pupils' chances of school success. Pupils flourish in this welcoming, nurturing school. They feel safe. They become much more confident and more able to manage their behaviour and relationships with others.' *Ofsted, November 2012*

'You and all staff have created a safe, calm and emotionally secure environment for your pupils. The interaction between pupils and staff are extremely positive.

Oakgrove is a special school maintained by Stockport Local Authority. We cater for pupils from 4 to 11 years of age with social, emotional, and mental health difficulties.

Oakgrove School has 37 places and five class groups; Acorns, Maples, Sycamores, Willows and Oaks. We also have a group of pupils who attend Outwood Primary School, a local mainstream school. This is in preparation for a return to mainstream education.



## **ADMISSION**

Admission to the school is subject to your child having an Education, Health and Care plan, which indicates Social, Emotional and Mental Health difficulties being their primary need. This is the responsibility of the Local Authority.

If the best place to meet your child's needs is felt to be Oakgrove you will be invited to visit the school, to discuss your child's needs in detail with the Headteacher and to hear about its aims, curriculum and organisation. There will also be time to discuss the 'Home School Agreement', which outlines the way in which we wish to work in partnership with you and your child whilst they attend the school.

During your visit to Oakgrove School you will also have the opportunity to view the school, see pupils in class and meet members of staff.

## **HOME/SCHOOL LIAISON**

Oakgrove School aims to foster a good working partnership with all parents and carers, and one way in which we achieve this is through our home/school liaison system.

### **Home/School Diary**

Your child will be given a 'Home/School Diary', which is written in daily by class teachers and support staff, to communicate positive achievements or minor messages to you about your child's day at school. We ask that you check and sign your child's 'Home/School Diary' each day, and feel free to add any messages of your own.

We also encourage you to contact the school by telephone, or in person at a mutually agreed time if you have any problems or concerns.

### **Special Occasions**

On special occasions for example our school productions or special assemblies, you will be invited to visit the school.

## **PUPIL PROGRESS AND ANNUAL REVIEWS**

You will have the opportunity to meet with your child's class teacher during the autumn and summer terms. These parent / carer and teacher meetings enable you to hear about the progress your child is making and the targets they are working towards.

In addition to these meetings, you will be invited to an annual review meeting during which you will discuss your child's progress, specifically linked to the outcomes described on their Education, Health and Care Plan (EHCP).

If you have difficulties in attending the Annual Review, please contact the Headteacher.

## **TEACHING GROUPS**

Oakgrove School has five class groups; Acorns, Maples, Sycamores, Willows and Oaks. In the main, they could be categorised as:

Acorns: Key Stage 1

Maples and Sycamores: Lower Key Stage 2

Willows and Oaks: Upper Key Stage 2.

However, when we allocate pupils to class groups we take into consideration not just their age, but also their academic ability and their level of emotional resilience. For this reason, it is common for there to be a mix of ages in any given class group.

Regardless of the class group, all of our children access learning opportunities appropriate for their age and academic ability.

## BEHAVIOUR

Oakgrove School has high expectations of all its pupils, and whilst we recognise the special needs of our pupils we still endeavour to encourage adherence to the “**Golden Rules**”.

- Do be kind and helpful
- Do work hard
- Do be honest
- Do look after property
- Do be gentle
- Do listen to people

We also identify three key values: **respect, resilience** and **responsibility**.

We focus on positive reward systems, and good behaviour is constantly praised, and rewarded. At the end of each week we also hold a **Celebration Assembly**, in which the children’s work is displayed for the rest of the school to see. Star workers are recognised and celebrated.

However, following incidents of unwanted behaviours natural consequences follow. This could be that work needs to be completed during a pupil’s free time, repairs are made to any property damaged and in exceptional circumstances, pupils may remain at school beyond the normal home time (but only with parental / carer permission) or a formal exclusion may be issued. This would be a last resort as we endeavour to address any issues here in school to avoid the need for exclusion.

Given the additional needs of our pupils we also have a detailed **Care and Control Policy**, including the use of Positive Handling Strategies, by specially trained staff, in line with the guidance and practice supported by the LA.

All pupils will also have a **Pupil Support Plan**, which is shared with parents and regularly reviewed.

The policies and practices put in place by the school endeavour to ensure that all children and staff feel safe and secure in our school and able to work within a caring stable environment with the minimum of disruption.



## CO-LOCATED CLASS

As part of the re-integration into mainstream school, a **Co-located Class** has been established at **Outwood Primary School**, which a number of our have access. This allows our pupils to spend time learning in a mainstream class group. These pupils are aiming for a full-time return to mainstream education, and receive support from Oakgrove staff whilst there.

## CURRICULUM

Oakgrove School aims to provide a balanced curriculum taking into consideration the Special Needs of individual children. It is envisaged that some children will require more individual attention, particularly in cases of specific learning difficulty.

It is our aim to try to fulfil the academic potential of each child. In order to achieve this aim the educational programme must facilitate the growth of self-esteem, confidence, inter-personal relationships and social development. The school offers full access to the National Curriculum as essential in fulfilling one of the school's aims—a return to mainstream, where possible. In our approach to planning we adopt a topic based style, especially in relation to the teaching of subjects, such as History and Geography.

Pupils' work is planned on a yearly, medium term and weekly basis by class teachers, linking with subject co-ordinators.

### **Religion & World Views (previously Religious Education)**

Religion & World Views is a compulsory part of the school curriculum. Oakgrove School follows the agreed syllabus for Stockport.

Religion & World Views is taught both as a separate subject, and within other areas of the curriculum. Parents, if they wish, may ask for their children to be withdrawn from this element of the curriculum and attendance at religious worship. Alternative provisions will be made for your child.

Oakgrove School has no religious affiliation.

## **Relationships & Sex Education**

Relationships & Sex Education, (RSE), promotes a child's self-esteem and emotional well-being and helps them to form and maintain worthwhile and satisfying relationships, based on respect for themselves and for others, at home, school, work and in the community. It encourages the exploration and clarification of values and development of positive attitudes. RSE provides information which is easy to understand that is relevant and appropriate to the age and maturity of the children and develops their confidence in talking, listening and thinking about feelings and relationships.

The RSE objectives that are taught within the Science National Curriculum are compulsory. Aspects of RSE are taught as an integral part of the PSHE provision throughout the school, from Reception to Year 6, and wherever possible is part of cross curricular work.

Teaching of RSE will be taught in the context of relationships from September 2020. This subject will be a statutory requirement nationally. However, parents retain the right to withdraw their children from elements of this curriculum and we would hope to discuss & reassure parents about any concerns they have.

### **I.C.T.**

I.C.T. skills are an integral part of your child's education, and all pupils at Oakgrove School are taught I.C.T. skills, and have access to the I.C.T suite.

### **Physical Education**

Physical Education is part of the curriculum, and therefore all pupils are expected to participate. We endeavour to teach all children to swim, and your child will attend frequent swimming lessons, taught by qualified instructors at Cheadle Leisure Centre.

All pupils will also receive instruction from qualified Sports Instructors who attend school each week and provide sports sessions for pupils.

### **Statutory Attainment Tests (KS1, KS2)**

All children are tested at the statutory times (Year 2 and Year 6), and parents are informed of the results via report or an annual review.

### **Complaints about the Curriculum**

Arrangements exist for the consideration of written complaints about the school curriculum and related matters.

Please contact the school.

## **Homework**

Your child will bring home a reading book and we expect you to support your child's reading development by listening to them read on a daily basis. We also expect our children to learn their times tables at home as well as in school.

Other forms of homework are not regularly set, however on occasion, your child may bring work home that is linked to the theme they are working on in school.

## **BULLYING**

Bullying of any form is not tolerated at Oakgrove. We encourage all pupils to be open and honest, and provide daily opportunities to discuss any difficulties they may be having. We also encourage parents to keep us fully informed of any changes in their children's behaviour, which might cause concern. **Circle Time** is part of our curriculum and bullying is never off the agenda. The staff remain vigilant and our high staff-pupil ratio allows us to monitor pupils very closely.

## **CHARGING & REMISSIONS**

(See detailed School Policy)

It is Oakgrove School's policy to only ask for nominal contributions to activities deemed beyond the usual curriculum. No child will be excluded from such an activity due to hardship.

## **SMOKING**

The school, in line with LA policy, has a No Smoking policy. This applies to staff, pupils and parents who are on school property.



## GENERAL ARRANGEMENTS

### Transport

Transport to and from school is provided by the Local Authority and they will send you an application form to complete.

Please contact the **Travel Co-ordination Team** on **0161 474 2504** if you have any problems, or require information with regard to your child's transport.

### School Lunches

School lunches are prepared by a local school kitchen. Menus can be found on the school website.

Pupils may bring packed lunches if they prefer.

Under normal circumstances 1 weeks' notice should be given if lunch arrangements are to be altered (e.g. changing from school dinners to sandwiches).

Lunch money can be paid weekly (Monday mornings) or half termly, by cash or cheque (cheques made payable to Oakgrove School)

The cost of school dinners is £12.55 per week.

If you are in receipt of Income Support, Income-Based Job Seeker's Allowance, Income related Employment Support Allowance or the Guarantee part of Pension Credit or if you have an annual income (as assessed by the HM Revenue & Customs) of less than £16,190 each year (but not Working Tax Credit) you will be eligible for Free School Meals. Further information is available from The Free School Meals and Clothing Grants Team, Stockport, online at [www.stockport.gov.uk/school-grants](http://www.stockport.gov.uk/school-grants)

Any pupils in Reception, Year 1 and Year 2 can receive Universal infant free school meals which are funded by the government.

### Absence

Please notify the school as soon as possible if your child is to be absent from school as unexplained non-arrival causes concern and may involve staff attempting to contact you.

**This information must be given directly to school and not passed on via the taxi operatives.**

Where attendance is a problem, parents and Education and Welfare will be contacted immediately.

### Family Holidays

It is not desirable for pupils to be taken out of school during the term as this clearly disrupts their education. However, a parent may request permission from the Headteacher

to do so via a form available from school. Headteachers do not have the legal authority to authorise holidays during term time. Only exceptional circumstances will be considered and requests will be considered on an individual basis. Any unauthorised holidays taken during term time will be reported to the Local Authority who may impose a fine.

### **First Aid and Illness**

The school has a number of qualified First Aiders. If your child becomes unwell or injured, appropriate attention will be given. It may be necessary to send a child home early if they are unwell. It is essential that we have an up-to-date home and mobile contact number of at least two people who can ring in emergencies. If your child is clearly unwell please do not send him/her into school. This will prevent ailments being spread amongst pupils and staff.

### **Medicines**

Prescribed medicines may be given at school as long as they are in the original packaging and box and providing certain conditions are followed:

- The name of the doctor, and telephone number, is available.
- The dosage is clear on the container.
- We have written permission from the parent.
- The medicines are also clearly named.

We would also ask that:

- Medicines are not given to children to be brought to school, but to be handed to the passenger assistant on your child's taxi.
- Medicines are handed to staff.

Medicines will be kept in a locked medicine cabinet with the exception of asthma inhalers.

## SCHOOL UNIFORM

Oakgrove school uniform consists of:

- White shirt or polo shirt
- Grey/black trousers/skirt
- Black shoes
- School yellow sweatshirts available to purchase from the school office.  
Age 5-6 - £11.00  
Age 7-8 - £11.00  
Age 9-11 - £11.00  
Age 12-13 - £12.00  
Age 14-15 - £12.00
- Pumps - it is essential for all pupils to have a pair of pumps in school to wear during the day.

### **P.E. Kit**

- White plain round neck T-shirt
- Black shorts
- Black jogging bottoms
- Black sweatshirt
- Trainers and Black school pumps

### **Swimming**

- Swimming Costume or Trunks (not shorts)
- Towel

Please ensure that your child wears clothing which he/she can easily manage when changing for games/swimming. All personal possessions must be clearly marked. Please note that the use of goggles is not permitted during swimming lessons.

### **Book Bags**

These are available to buy from school at a cost of £3.00 each

### **Jewellery**

In the interests of safety and security no jewellery should be worn in school

## COMPLAINTS

In the first instance please telephone the school and speak to the Headteacher. Your complaint will be written down, and a record kept of how it was resolved. If you remain unhappy with the response you can of course refer to either the Governing Body of the school, or the LA. These contact details are available from the school.

