

Key Information

Address: Cornwall Road, Scunthorpe, DN16 3AW **Telephone Number:** 01724 843601

Email: admin.tgps@northlincs.gov.uk **Website:** www.tgps.uk.com

Head Teacher: Mrs L Thorpe

Assistant Head Teachers: Mrs K Fisher and Miss F Mawson

The School Day and Class Information

Nursery

9am to 12pm

Reception to Key Stage Two

8:50am: School opens its doors to children and registration period begins

8:50/9:00am: Registration period closes and lessons begin

12pm– 12:40pm: KS1– Y1 Lunch Break

12:05pm– 12:45pm: KS1-Y2 Lunch Break

12:00pm– 12:40pm: KS2– Y3 and Y4 Lunch Break

12:15pm to 12:55pm: KS2– Y5 Lunch Break

11:45am to 12:30pm: KS2– Y6 Lunch Break

14:40/14:50pm: School finishes Miss R Gathercole

Class Name	Year Group	Teacher	Class Name	Year Group	Teacher
F1	Nursery	Mrs K Simpson	3C	Y3	Miss R Corney
FSLH	FS2	Miss L Hoggard	4C	Y4	Miss C Crowe
FSLC	FS2	Mrs L Cooper	4T	Y4	Miss B Turtle
1S	Y1	Miss K Sutherland	5D	Y5	Mrs N Utenkova
1H	Y1	Miss C Holland	5F	Y5	Mrs K Fisher
2G	Y2	Miss K Gibbons	6C	Y6	Ms A Chowdhury
2K	Y2	Mrs L Knowles	6G	Y6	Miss R Gathercole
3W	Y3	Miss D Wilson	6M	Y6	Ms F Mawson



Visitor Information Booklet

Please ensure that you take the time to read through this booklet as it contains important information regarding the safeguarding of our children, school procedures and expectations for our visitors on site.

Head Teacher:

Mrs Larissa Thorpe

A very warm welcome to The Grange Primary School

Please switch your mobile phone off or to silent- thank you.

Please refer to this handy information booklet for the duration of your visit. If you have any further questions, please do not hesitate to contact a member of the school office team.

Safeguarding and Welfare

The Grange Primary School is committed to safeguarding and promoting the welfare of all our children and families.

For the safety of our pupils and for Health and Safety purposes, please sign in and out at the Reception and ensure that you have printed off an identity sticker. This must be visible at all times and worn throughout your visit. Before working alongside our pupils you will be required to provide a valid DBS certificate.

The Designated Safeguarding Lead is Mrs J Fanthorpe. Her deputy is Mrs C Hempstock. Any child protection concerns should be reported to Mrs J Fanthorpe in the first instance.

Confidentiality

All stakeholders in school must appreciate and respect the need for complete confidentiality. Confidential or personal information about a pupil and/or family under any circumstances must never be disclosed to anyone. This includes commenting on social media websites.

Health and Safety

Please be vigilant around the site regarding health and safety, reporting any concerns to a member of the school office as soon as possible. It is everyone's duty and responsibility to report any issues they become aware of which may result in an accident or injury to themselves or others. The Health and Safety Policy is displayed in the staff room.

Fire Evacuation Procedures

In the event of an emergency, please immediately leave the building via the nearest fire exit, which will be clearly identified with a green fire exit sign. In the event of an evacuation, please assemble in the playground. Assembly Point 1 for F1 and F2 is the Early Years playground and Assembly Point 2 for KS1 and KS2 is the KS2 playground.

Medical Provisions

In the event of illness, incident or an accident, please seek the attention of a qualified First Aider by informing a member of the school office team, who will be able to assist and provide the correct medical care, as well as, any completing of relevant paperwork.

Personal Possessions, Smoking and Mobile Phone Usage

Please do not leave any personal belonging unsupervised around school. Should you need to leave your personal items, please ask a member of the school office team to store it securely on your behalf in the school office.

Following Health and Safety Regulations, smoking, including the use of e-cigarettes, is not permitted on school grounds.

The use of mobile phones are not permitted in areas accessible to children. If you do need to make a personal call, please do so in the staff room.

School Dinners

Forgotten your lunch? If you would like to order a school meal, please refer to the weekly menu via the school office for your options of the day. The price of an adult meal is £3.15 and is payable to the school office team in advance. Please have orders in no later than 9:30am.

Washrooms

Adult toilets (including a disabled toilet) are located next to the double doors at the main reception at the front of the school.

Access Arrangements

If you require assistance in accessing any of the facilities in our school, please ask at the school office.

We hope that you enjoy your visit with us!