



HULME  
GRAMMAR  
SCHOOL

**Prep Parent Handbook  
2025-2026**

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# WELCOME

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## Welcome from the Head of the Prep School

Welcome to Hulme Prep School – where children flourish, independence is nurtured and every individual is truly known.

At Hulme Prep, we are proud to offer a high-quality, holistic education that places the whole child at its heart. Our enriching and nurturing environment ensures each pupil develops the knowledge, skills and character needed to thrive, both now and in the future.

Our broad and balanced curriculum is designed to spark curiosity and foster a love of learning, both in and out of the classroom. From our inspiring Forest School sessions to our historic and characterful buildings, children benefit from stimulating surroundings that support exploration and creativity. The Early Years and Key Stage One curriculum flows seamlessly into our outstanding Key Stage Two provision, laying strong foundations for a confident transition to our exceptional Senior School.

With smaller class sizes, our dedicated staff quickly get to know each child as an individual, offering personalised support and encouragement from day one. Our pastoral care is outstanding: every child is valued, championed, and guided to become the very best version of themselves.

Choosing Hulme Prep is an investment in your child's future—one we believe will be among the most rewarding decisions you ever make.



Mrs Zoey Ward  
Head of Prep  
Hulme Grammar School

# WHO'S WHO

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Senior Team	
Principal	Mrs Kirsten Pankhurst
Head of Prep	Mrs Zoey Ward
Assistant Head (EYFS Lead)	Miss Kayleigh Evans

## Class Teachers

Each year, class teachers get announced within the Summer Term.

Should you have any academic or pastoral concerns about your child in Early Years or Key Stage 1 please contact your child's class teacher through Tapestry. If your child is in Key Stage 2, please do this via email, telephone or in person.

Classes	Teacher
FSU - Butterflies	Miss Mehtar
Reception - Bees	Miss Evans
Year 1 - Ladybirds	Mrs Russell and Mrs Ward
Year 2 - Dragonflies	Mr Peart
Year 3 - Rowan	Mr Coulson
Year 4 - Maple	Mr Cook
Year 5 - Elder	Miss Rees
Year 6 - Beech	Miss Wall and Mr Parkes
Year 6 - Oak	Miss Cosgrove

Year	Timing of the school day
Foundation Stage Unit	08.45 - 15.15
Key Stage 1 (Year 1 & Year 2)	08.45 - 15.30
Key Stage 2 (Year 3 - Year 6)	08.45 - 15.45

# GENERAL INFORMATION

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## Prep School Term Dates

### Autumn Term 2025

Inset Days for Staff - Monday 1 September and Tuesday 2 September

Term begins for Pre-Prep & Prep, Y7 & Y12 pupils only - Wednesday 3 September

Term begins for the rest of Senior School - Thursday 4 September

Senior School closes at 12:25 - Friday 12 September

Half-term - Friday 17 October - Tuesday 4 November

Inset Day for Staff - Monday 3 November

Term ends - Wednesday 17 December - 12.30pm

### Spring Term 2026

Inset Days for Staff - Monday 5 January

Term Begins - Tuesday 6 January

Entrance Exam (no Senior School pupils in school) - Wednesday 14 January

Half term - Friday 13 February - Friday 20 February

Term ends - Friday 27 March

### Summer Term 2026

Inset Day for Staff - Monday 13 April

Term begins for whole school - Tuesday 14 April

Bank Holiday (school closed) - May 4

Half-term - Friday 22 May - Friday 29 May

Term ends - Friday 3 July - 12.30pm

\*Please note that FSU is closed on all bank holidays.

## Absences

The school must be notified of all absences (illness, medical appointments, music exams etc) via email to [prepadmin@hulmegrammar.org](mailto:prepadmin@hulmegrammar.org)

Medical - If your child is unwell we ask that you inform the school in the morning via telephone or email.

Appointments - If your child has a medical appointment, please inform the school in advance in writing, providing appropriate evidence, so that this can be an authorised absence.

Holidays - We are unable to authorise holidays during term time. Any time off other than for medical reasons or appointments will be unauthorised.

## Wraparound Care

### Foundation Stage Unit

We provide Wraparound Care between 7.30 am and 6.00 pm. Our morning provision is held in the Foundation Stage Unit building on our Thornycroft site and consists of a light breakfast. Our afternoon session includes a snack and various play-based activities indoors and outdoors.

Our Wraparound Care is booked through Prep Admin: [prepadmin@hulmegrammar.org](mailto:prepadmin@hulmegrammar.org)

Session	Cost
Morning Session - 7.30 am - 8.30 am	£4.50
Afternoon Single Session 3.30 pm - 4.45 pm	£4.00
Afternoon Double Session 3.30 pm- 6.00 pm	£8.00

### Years 1 - 6

We provide Wraparound Care between 7.30 am and 6.00 pm. Our Breakfast Club morning provision is held in Hulme Court and consists of a light breakfast. From 8.00 am, Wraparound Care for Year 3 upwards is provided free of charge, while a charge remains for Year 1&2 children. The Sports Hall provides a base for this service. Pupils are taken to their respective buildings at 8.40am in time to start school at 8:45am.

Afternoon wraparound sessions for Year 1-6 pupils are held in 102 in the Main School building.

Session	Cost
Year 1&2 Morning Session 7.20 am - 8.45 am	£4.50
Year 3-6 Breakfast Session 7.20 am - 8.00 am	£4.50
Year 3-6 Morning Session 8.00 am - 8.45 am	Free
Afternoon Single Session 3.45 pm- 4.45 pm	£4.00
Afternoon Double Session 3.45 pm - 6.00 pm	£8.00

## **Food and Drink**

### Snack Time

Butterflies Class Foundation Stage - a small mid-morning snack is provided by the school.

Prep - we ask that you send in a small, healthy snack each day, for example, a piece of fruit.

### Lunch

Foundation Stage Unit - Year 2 - You have the option of sending in a lunchbox or ordering the school cold lunch service, priced at £3.00. Parents make menu selections for their child and these have to be ordered in advance and paid for through ParentPay. There is no hot food option available to these pupils.

Year 3 - Year 6 - You have the option of sending in a lunchbox or ordering hot school lunches. The price is dependent on what your child selects to eat on a daily basis. Your child will use their swipe card to pay and you can top this account up through ParentPay.

\*Please note that we are a nut-aware school so please do not send in any food products containing nuts.

### Drinks

For Foundation Stage Unit - Year 2 children, at snack time there is a choice of milk or water. Milk is paid for on Parent Pay, it is currently £69 per year (Please note that this price may change).

Children bring to school their own refillable water bottle for use throughout the day.

## **Medical Provision**

To facilitate the best care possible, parents are asked to keep the School Nurse informed of any medical condition or concerns pertaining to their child during their time at the school.

If your child is well enough to attend school but has a medicine prescribed by a Doctor, for example, antibiotics, we ask that you complete a 'Medicine Administration' form and we will administer the medicine at the given time. No over-the-counter medicines brought in from home will be administered by staff.

If your child feels unwell during the school day, a paediatric first-aider will look after them and contact you if necessary. The school also has a School Nurse who can be contacted by staff if the need arises.

## House System and Rewards

Our House system plays an integral part in what goes on in Prep. Every child is allocated a House, be it Assheton, Hulme, Booth-Platt or Lees. House points are earned for a wide variety of reasons: excellent work, insightful contributions to discussions and displaying supportive community spirit to name a few. Weekly House point totals are announced in assemblies and there is a termly House reward for the House that has earned the most house points, with special mention going to any key individuals who have significantly contributed to their House. There are numerous House competitions, e.g. sporting, reading, crafts etc, that all Prep students can get involved in so that each individual can contribute to a collective outcome.

House name	House colour	Named After
Assheton	Yellow	Mr James Assheton
Booth-Platt	Red	Mr Hesketh Booth
Hulme	Blue	Mr William Hulme
Lees	Green	Dame Sarah Lees

## Clubs and Activities

We have a wide extra curricular programme at Hulme. Most clubs are led by school staff and are not chargeable, however, clubs run by outside providers are chargeable. Sign-up for clubs takes place during the first week of term in September for clubs running throughout the academic year and termly for those that change throughout the year.

## Music Tuition

Music tuition for Piano, Strings, Woodwind, Brass and Percussion is available for pupils in Years 2 and above. You can sign up for this through the Music Department. Please email [prepadmin@hulmegrammar.org](mailto:prepadmin@hulmegrammar.org) for more information. If your child takes a lesson during the school day, there is an expectation that any classwork missed will be caught up on, outside school.

## Uniform list

The full school uniform list can be found on the school website, along with the school uniform suppliers who stock our uniform.

Link to uniform information - <https://hulmegrammar.org/parent-info/school-uniform/>

## Secondhand uniform shop

The HFA also runs a second-hand uniform shop. If you require any second-hand uniform, our New-2-U Uniform E-mail is [uniform@hulmegrammar.org](mailto:uniform@hulmegrammar.org). Similarly, if your child has grown out of their uniform and it is in good condition, please donate it to us.

## Parental Involvement

At Hulme we have an open-door policy and like to invite our parents in regularly to experience life and activities at school. This is done throughout the year for various events like class assemblies, parents' evenings, concerts and productions and many more.

## Hulme PTFA

The PTFA represents all sections of the schools within the Hulme family. They aim to support the school by organising fun social events for both parents and children. Through events such as the Christmas Fair, the annual duck race, and the quiz night, they raise money to fund additional extras such as musical equipment, playground equipment, a telescope for the new Astronomy Club, and a drone. If you would like any further information on the PTFA and how you can become involved, please contact: [pfta@hulmegrammar.org](mailto:pfta@hulmegrammar.org)

## Parent Communication

### FSU - Year 2

In our Foundation Stage Unit to Year 2 classes, we will communicate with parents via Tapestry. Parents will be sent information and an activation code for this before the start of term.

### Year 3 - 6

In Prep, Year 3 to Year 6 parents can communicate with class teachers via email to Prep Admin: [prepadmin@hulmegrammar.org](mailto:prepadmin@hulmegrammar.org).

Class teachers are available before and after school by appointment to talk through any questions and concerns you may have.

You will receive an Autumn Term progress report, a full end of year report and two parents' evenings to discuss your child's progress (October and March).

## Policies

Visit our website to read all the school policies and procedures:

<https://hulmegrammar.org/about-hgs/policies/>

Parents are invited to contact the school if they require any further information.