



# HULME GRAMMAR SCHOOL

**YEAR 7 PARENTS' HANDBOOK**

2025

## CONTENTS PAGE

---

<b>WELCOME</b>	<b>4</b>
<b>GENERAL INFORMATION</b>	<b>5</b>
The school day	5
Contact between home and school	5
Absence and health	6
Behaviour	6
Homework	7
Chromebooks and Google Workspace for Education	7
Lunch	7
Mobile Phones	7
Cars	8
School House System	8
General Points	8
Equipment	9
Practical lessons	9
Rewards	9
Parent Pay	9
<b>PASTORAL CARE, HEALTH AND SAFETY, AND LEARNING SUPPORT</b>	<b>10</b>
Pastoral care	10
The school medical team	11
Learning support and EAL	11
The School Counsellor	11
<b>ROAD SAFETY GUIDELINES</b>	<b>12</b>
<b>THE LOWER SCHOOL CURRICULUM</b>	<b>13</b>
<b>CO-CURRICULAR PROGRAMME</b>	<b>14</b>
<b>FORMER STUDENTS</b>	<b>15</b>
<b>USEFUL DATES AND SCHOOL POLICIES</b>	<b>16</b>
Useful dates	16

School documents available to parents	16
<b>DEPARTMENT OF PHYSICAL EDUCATION AND SPORT</b>	<b>17</b>
Whole school statement	17
Aims of the Physical Education Department	17
General policy for physical education and games	18
The PE department operates in three areas	18
Co-curricular sport	19
Guidelines for co-curricular matches	19
Guidelines for parents and pupils	20
Representative honours	20
Links with local clubs	21
Inter-house competitions	21

## Section 1 - Welcome

We are excited to welcome your child to the Hulme Grammar School community. Hulme is a place where everyone is supported, challenged and inspired to be the best that they can be.

### The School's Vision

A vibrant, inclusive education that nurtures young people as individuals, empowering them to realise their potential.

Three tips for your child to make the most of their time at Hulme are:

- 1. Have a growth mindset:** this means relishing challenges; not worrying about making mistakes, but focusing on how to improve. Don't say: "I can't do this." Instead say: "I can't do this yet."
- 2. Aim for excellence:** this means working hard and doing your best, it does not mean being perfect. It means constantly asking yourself: "Is this my best work? How can I improve on it?"
- 3. Engage in wider Hulme life:** making sure that you participate in at least one co-curricular activity and stick at it through the year. Engagement beyond the classroom enables you to explore your wider interests, stay fit and healthy, and learn essential life skills such as resilience, leadership, teamwork, independence and confidence.

There are likely to be a number of questions which you and your child wish to ask about life at Hulme. The purpose of this booklet is to provide information for parents of pupils entering Year 7. If any of these remain unanswered once you have read the information, please do not hesitate to contact the school office via [admin@hulmegrammar.org](mailto:admin@hulmegrammar.org). We will try to answer your questions or put you in touch with the appropriate member of staff.

We trust your child will be very happy at Hulme and that you will enjoy the contact you have with the school.

Listed below are the key members of staff with whom you are most likely to have contact:

Mrs K Pankhurst	Principal
Mr A Marshall	Deputy Principal (Pastoral) and Designated Safeguarding Lead
Mr M Jones	Deputy Principal (Academic)
Ms L Lavin	Senior Pastoral Lead for years 7, 8 and 9 and Head of Year 7
Miss K Jenkinson	7H Form Tutor
Mrs L Mancini	7G Form Tutor
Mrs L Manton-Howard	7S Form Tutor
Miss P Powell	SENCO
Mrs J Millington	Executive Assistant to the Principal
Miss K Dean	Assistant Finance Manager
Mrs K Gresty	School Medical and Wellbeing Officer

## Section 2 – General information

### The School Day

Please find below the timings for our school day.

Please note that pupils can arrive at school from 8:00 and our library is open until 16:45.

8:45 - 9:05	<i>Registration / Assembly</i>
9:05 - 10:05	Period 1
<b>10:05 - 10:20</b>	<b>Break</b>
10:20 - 11:20	Period 2
<b>11:20 - 11:25</b>	<b>Movement Break</b>
11:25 - 12:25	Period 3
<b>12:25 - 13:25</b>	<b>Lunchtime</b>
13:25 - 13:30	<i>Registration</i>
13:30 - 14:30	Period 4
<b>14:30 - 14:45</b>	<b>Break</b>
14:45 - 15:45	Period 5

### Contact between home and school

If you have any concerns about your child's work or any other aspect of their school life and wish to discuss the matter, please telephone (0161 624 4497) or email your child's form teacher ([k.jenkinson@hulmegrammar.org](mailto:k.jenkinson@hulmegrammar.org), [l.manton-howard@hulmegrammar.org](mailto:l.manton-howard@hulmegrammar.org), [l.mancini@hulmegrammar.org](mailto:l.mancini@hulmegrammar.org)) or Ms Lavin as Head of Year 7 and Pastoral Lead ([l.lavin@hulmegrammar.org](mailto:l.lavin@hulmegrammar.org)). If they are not immediately available, they will contact you as soon as possible and either discuss the matter on the telephone or arrange an appointment with you.

Most communication between home and school is done through email. We ask that you check your email regularly for any communication from school, this includes your Spam box. We ask that if you have any change in personal details you update this on the Parent Portal and also notify us at school.

An information evening for all parents of Year 7 pupils will be held on Wednesday 17 September. The purpose of this meeting is to clarify certain school procedures, such as homework, as your child starts to settle into the routines of a new school. It also enables you to meet their Form teacher and other senior staff on a more informal basis.

We arrange parents' evenings for each year group in school where parents have the chance to discuss academic progress with subject teachers, form teachers, or senior staff. Dates for these meetings can be seen in the school calendar on the school website, and letters inviting you to attend are sent out shortly before the date of the meeting. The progress of Year 7 pupils is reviewed at the end of the first term and if there is any cause for concern, you will be contacted so that any problems can be addressed. A more detailed report is issued at the end of the summer term.

## **Absence, Punctuality and Health**

1. Regular and punctual attendance is required and no pupil may be absent from school (except in the case of illness) unless the permission of Mrs Pankhurst as Principal or Mr Marshall as Deputy Principal of Pastoral has been previously obtained. Leave of absence will not be granted except in exceptional circumstances. Where permission for leave of absence is requested, this must be at least a week in advance. Please email Mr Marshall ([a.marshall@hulmegrammar.org](mailto:a.marshall@hulmegrammar.org)) with any requests. Permission for leave of absence for family holidays during term time will not be granted. Leave of absence will not be granted during the examination period. Where permission has not been sought or granted as outlined, the absence on a pupil's record is noted as unauthorised.
2. Parents are asked to inform the reception on the first day of absence, preferably before the start of morning school but by 9.30 am at the latest either by telephone or via email ([admin@hulmegrammar.org](mailto:admin@hulmegrammar.org)). On returning to school after an absence, parents need to inform admin for each day of absence as a reason is needed to confirm the absence as without it the absence will be recorded as unauthorised.
3. If a pupil is absent for more than a week, it is requested that a letter of explanation (together with a doctor's note or medical certificate if asked for) should be sent to Mr Marshall and our Admin team.
4. Where there is a prolonged absence of 4/5 weeks or more, a doctor's note or medical certificate will be required.
5. If any infectious illness occurs in a house from which a pupil attends school, Mr Marshall and our school Medical Officer, Mrs Gresty, ([medical@hulmegrammar.org](mailto:medical@hulmegrammar.org)) must be informed immediately, and the pupil may not attend school without permission.
6. No pupil is allowed to leave school before the end of the morning or afternoon sessions except at the written request of a parent or guardian. Once a pupil has arrived in school they may not leave the premises again without permission.
7. Pupils who are not in their Form rooms by the ringing of the bell at 8:45 am and 1:25 pm are marked as late on the register.
8. Parents are asked to arrange medical and dental appointments outside of school time, where possible.
9. It is each pupil's responsibility to make sure that they make up any class work or homework missed through absence and they should seek guidance on that from the subject staff who teach them.

## **Behaviour**

Behaviour of the highest standard is expected at all times from all members of the school. Pupils are expected to comply with our code of conduct and behave in a way which is mindful of the needs of others. Please see our Behaviour Policy for further details.

## **Homework**

The amount of homework is carefully planned and parents can access the homework timetable from the beginning of the academic year on the parent portal. Parents are asked to cooperate with the staff so that the appropriate time is spent on this work, in suitable conditions. An email must be sent by the parents, addressed to the relevant teacher if the homework is not able to be completed. As a general rule, no excuse but illness can be accepted. All homework is set on Google Classroom and parents can receive notifications (Guardian Email Summaries) about what work has been set and if homework is not completed. Parents will receive an invitation by email to sign up for Guardian Email Summaries in September. The punctual handing in of homework is carefully monitored.

## **Chromebooks & Google Workspace for Education**

In 2016 Google recognised that Hulme Grammar School are doing 'exemplary things with Google tools' and designated us a Google Reference School. Each student has a Google Workspace account which gives unlimited cloud storage and email along with a host of other productivity, collaborative and creative apps for learning. All students are expected to have their own Chromebook (please see separate letter for details). Chromebooks run Google's Chrome Operating System which stays up to date, is virus free and secure. The quick start-up time (less than 10 seconds) and long battery life (8 hours) enables e-learning resources to be seamlessly integrated into students' learning experience. Pupils need to ensure their Chromebook is fully charged before morning registration each day. Pupils must also ensure that they have a case for their Chromebook to prevent damage.

## **Lunch**

1. A cafeteria system for school lunch is provided daily, hot and cold lunch choices are available. There are facilities for the pupils to eat their own sandwiches.
2. Those who wish to have lunch at school must comply with the school rules concerning the lunch hour. They may not leave the school grounds for any reason without the permission of the Deputy Principal Pastoral.
3. Snacks may be brought from home for the mid-morning and afternoon breaks.
4. Food may only be consumed in the school dining room or on the school grounds. Pupils are asked to dispose of litter in the bins provided. Hot food must not be removed from the dining room.
5. Chewing gum must never be brought into school.
6. The school operates a healthy eating policy and is a nut-aware environment.

## **Mobile Phones**

Pupils may bring a mobile telephone into school only under the following conditions:

- The mobile phone must be switched off during the school day unless express permission is given by a member of staff to use it. Pupils in years 7 to 11 should keep their mobile phones in their lockers.
- Pupils must never use a mobile phone to record images of any other pupil, member of staff or any member of the school community. This is an infringement of the Human Rights Act and the Data Protection Act Data Protection Act and pupils will have their phone confiscated; it will only be returned to parents and in addition, pupils will be subject to a serious school sanction.

## **Cars**

Parents are not permitted to block the entrances to the school with their cars; no cars may be driven through the school grounds by parents or pupils. Parents dropping off or picking up children are not permitted to park on the white zigzag lines outside the school at the Chamber Road entrance. Please note that there is no waiting or parking of cars outside the school on Chamber Road for however short a time. Parents should always park on the streets around the school, or use the College Road car park when attending school events and parents' evenings. This also applies when collecting pupils at the end of the school day or from after-school activities.

## **School House System**

- There is an integrated House system for Years 7-13, with all pupils and staff allocated to a house.
- There are 4 houses, named after benefactors of the school: Assheton, Booth-Platt, Hulme and Lees.
- The house colours are as follows: Assheton – Yellow, Booth-Platt – Red, Hulme – Blue, Lees – Green.
- House Captains are appointed from Year 12 with Year representatives appointed from other year groups.
- There are regular House assemblies (at least termly).
- The Houses compete annually for the Needham Trophy, with the trophy presented on the last day of the summer term.
- The system encompasses as many aspects of school life as possible including: sport, music, academic achievement and co-curricular activities. Points are awarded by pastoral staff, Heads of Departments and staff running activities.

## **General points**

1. All pupils must wear their ID cards and lanyards. The ID cards are used to access the buildings, purchase meals in the dining room and borrow library resources. Pupils must not rely on the use of another pupil's card for these purposes. Replacement of a lost card costs £5.00 and can be purchased through the Finance Office.
2. Every article of a pupil's property must be clearly labelled with their name and form.
3. Large sums of money should not be brought to school, but if this is necessary it should be handed in to the school office immediately, for safekeeping, and collected at the end of the day.
4. Musical instruments must be stored in the allocated cupboard.
5. No telephone messages can be taken for pupils except in cases of extreme emergency.
6. Pupils must not arrive at school before 8 am or depart from school before 3.45 pm unless they have received permission from a member of staff.
7. Textbooks, exercise books, furniture, notice boards, equipment, apparatus and all other school property should be treated with care and respect and never defaced. Pupils will be held responsible for loss or damage.
8. Every pupil will be allocated a secure locker, which is free of charge. (If they lose their key, the replacement costs £5). Nevertheless, pupils are advised not to bring electrical goods of any sort, or other valuables into school. If they do so, these items must be secured in their lockers during lesson times.
9. Staff will not take responsibility for investigating the disappearance in school of any of these items.
10. Appropriate behaviour is expected at all times and there should be no physical contact during the school day between pupils.
11. Pupils are forbidden to introduce dangerous implements or weapons of any type into school, or to any school function or event including school excursions.
12. Money transactions, gambling in any form and unsanctioned trading between pupils are forbidden.

## **Equipment**

Pupils entering the school are asked to have available:

- a basic scientific calculator
- pens (blue or black ink)
- pencils
- ruler
- rubber
- sharpener
- coloured pencil crayons

## **Practical lessons**

- An apron is provided to protect pupils' clothing in Food Preparation & Nutrition lessons.
- The school will provide the ingredients for the Food Preparation & Nutrition Lessons at a fixed cost of approximately £30 for the year. The system is for all KS3 students in years 7, 8 and 9. Payment can be made via ParentPay.
- A lab coat is also provided to protect pupils' clothing in Science lessons, along with safety glasses where required.

## **Rewards**

**House Points** - House Points are given for good/improved work or effort throughout the term according to department criteria. House points are given also for kindness, consideration or service to other people, the school or the community. Some pupils manage to acquire a substantial number which is indicative of hard work successfully completed.

**Books of Excellence** - Academic work of the very highest standard is recorded as a Book of Excellence. Pupils present their work to the Deputy Principal Pastoral and their achievement is recorded on their pastoral file.

**Postcards** - Pastoral and academic postcards may be sent home to congratulate a pupil for their excellent contribution to school life.

Some academic departments run their own reward schemes to encourage pupils within those subjects.

Where pupils receive any of the above it is a cause for congratulation and is a means of encouraging pupils to achieve further success or progress. It is important that we give positive recognition to the achievements, however small, and we are sure you will support us in reinforcing such means of encouragement.

## **Parentpay**

We use 'Parentpay', an online payment system for items such as school meals and trips. If you are new to the school you will be provided with activation codes which will give you access to your secure online account.

If you have used Parentpay in a previous school, you will still need to set up a new account at HGS.

## **Section 3 – Pastoral care, health and safety and learning support**

### **Pastoral care**

We aim to assist pupils to settle as quickly as possible into the routine of senior school. There are staff and senior students who provide help and support during this period of adjustment. We hope that all pupils will then be able to make the most of the opportunities:

- to enjoy learning and achieve their full potential
- to make new friends
- to broaden their co-curricular experiences

Academic work is monitored through regular reviews, homework and tests, and you are kept informed of progress and any problems which might occur, through parents' meetings and the issue of reports or specific contact where there is a need. In addition, we have a strong pastoral system to ensure that pupils are cared for as individuals and also encouraged to develop as members of the school community. Form teachers play an important role in encouraging and assisting pupils; in addition to monitoring work and organisation. The form tutor will also help pupils to settle down socially.

Ms Lavin, Senior Pastoral Lead of the Lower School and Head of Year 7, plays an important part in dealing with pupils who are experiencing any specific difficulties. Please encourage your child to share any problems with their Form teacher, or Ms Lavin – often with a little help, a seemingly difficult problem can be quickly resolved. Where there are any difficulties which cannot be easily solved in school, the form teacher or Ms Lavin will contact you so that the school and parents can work together. While Mr Marshall has overall responsibility for Years 7 – 11, Ms Lavin has specific responsibility for Years 7, 8 and 9. We do have procedures for dealing with problems such as persistently late homework, breaches of school rules or discipline problems and parents are informed when these have to be put in place.

In Year 7, students continue to build upon the skills, attitudes, values, knowledge, and understanding they acquired during their primary school years. The purpose of PSHE education is to acknowledge and address the changes that young people go through, particularly during the transition to secondary school, the challenges of adolescence, and their growing independence. This subject equips students with the necessary skills to navigate the opportunities and challenges they will encounter in life. They are encouraged to effectively manage diverse relationships and cope with the increasing influence of peers and the media. PSHE education helps students gain confidence in overcoming the challenges of effective learning and making a meaningful contribution to society.

### **Personal initiatives**

Pupils must ask the Principal or Deputy Principal Pastoral for permission if they wish to form a club or society. This rule applies to the promotion of fundraising of any kind, organising any social or sporting event connected with the school or producing any written or printed publication within the school or externally about the school.

### **Effort and achievement**

At Hulme Grammar School, we look for fulfilment and enjoyment and we try to be positive in everything we do. We respect and encourage each other as individuals and as members of teams. We also encourage inquiry, hard work, high standards and competition. We take pleasure in each other's achievements and we never mock each other's effort or failure. Each pupil has the right and the responsibility to contribute to this ethos.

### **Courtesy and good manners**

From time to time teachers, parents, visitors to school premises or other pupils may need assistance. Pupils must be ready to offer help. Senior School Ambassadors, made up of Sixth Form students are appointed by the Principal to assist in the orderly running of the school. Their authority should be respected and pupils should cooperate with them at all times.

### **In the classroom**

We expect pupils to make it as easy as possible for everyone to learn and for the teacher to teach. Their Chromebook, books and other equipment should be ready for the start of each lesson. To avoid disturbing lessons, books may only be collected from lockers before school and during breaks or lunchtime. Pupils must keep their classrooms tidy.

### **The School Medical Team**

The school Medical Officer, Mrs Gresty, works in partnership with pupils and their parents. You will be informed if any health problems are detected in school and given appropriate advice. Parents are welcome to contact the school Medical Officer (Telephone number 0161 624 4497 or via email ([medical@hulmegrammar.org](mailto:medical@hulmegrammar.org)) who is available onsite between 8.45 am and 15.45 pm on school days. Medical teams come into the school to conduct medicals as required.

The medical room is open throughout the school day. The Medical Officer provides basic first aid and administers simple medication, such as painkillers. Pupils who are unwell during lessons can consult them with the teacher's permission.

The school Medical Officer is involved with health education/promotion both on a one-to-one basis when she sees pupils individually and through the school curriculum encouraging pupils to adopt a healthy lifestyle.

### **Immunisations**

Immunisations are offered according to LA guidelines. Parents will be notified of these in advance.

### **Learning support**

If you are aware of any learning difficulty experienced by your child at primary school, please contact Miss Powell, our SENCO, via email ([p.powell@hulmegrammar.org](mailto:p.powell@hulmegrammar.org)) as soon as possible after the start of the term. Similarly, if we become aware of any previously undiagnosed problems, we shall contact you and advise you of the support that we can provide in school.

### **EAL provision**

If your child has English as an Additional Language (EAL) and may need some extra support, please also contact Miss Powell.

### **The School Counsellors**

The School Counsellors provide a qualified and quality assured service to support the mental health and well-being of our pupils. Allowing them a safe and confidential space to explore any difficult issues they may have can enable them to achieve their full potential both personally and academically. Referrals are made through the Senior Pastoral Lead or Medical Officer.

## **Section 4 – Road safety guidelines**

### **Senior School**

No pupil is allowed to leave the school premises between lessons or during the break, except to attend lessons at our sporting facilities. When going to and from these sites, pupils should use the routes advised, take care in crossing roads and arrive at lessons punctually and use the pedestrian crossing when moving from site to site. Parents should advise their children how to arrive at and leave senior school before and after the school day according to particular travel arrangements.

We devote time in school to instructing pupils on crossing roads safely. We explain the reasons for suggested routes and stress the importance of extreme caution. The local police are very helpful in making recommendations and also in speaking to various groups of pupils at regular intervals. Advised routes are as follows:-

### **Travel to the sports hall and swimming pool\***

Cross Chamber Road at the Pelican crossing. Cross Frederick Street at the traffic lights. On returning to school proceed up the road and cross Frederick Street at the traffic lights. Cross Chamber Road retracing the outward journey.

### **Travel to the shale pitch and lower sports fields\***

Turn right out of the gate and proceed down College Road to Frederick Street. Turn right and cross Frederick Street opposite the lamp post. Continue down College Avenue to cross opposite the gate to the all-weather pitch. Return by the same route.

\* When travelling to the sports facilities pupils in Years 7 to 11 will always be accompanied by a member of the PE staff

## Section 5 – The Lower School Curriculum

Our KS3 curriculum aims to provide a broad and balanced foundation for pupils. We believe passionately that offering a challenging, supportive and inspiring KS3 curriculum is essential to help develop knowledgeable and inquiring life-long learners.

Pupils study a wide range of subjects alongside a core dedicated to developing literacy, numeracy and scientific understanding through English, Maths and the Sciences. The importance of knowledge in our curriculum cannot be overstated. Knowledge acts as a 'mental Velcro': the more knowledge our students have, the more they will learn. Knowledge gives our students more to think about.

In addition to developing a broad knowledge base, we also believe in fostering creativity in our students. We define creativity as the ability to generate original ideas that have value. Our curriculum encourages divergent thinking, the process of coming up with multiple solutions or approaches to a problem, as a means of promoting creativity. We recognise that creativity is a vital skill in today's world, where innovation and new ideas are essential for success.

Similarly, we recognise the importance of developing critical thinking skills in our students. In the age of the internet, where vast amounts of information are available at the click of a button, the ability to make judgments and analyse information is more important than ever. Our curriculum emphasises the importance of analysing and evaluating information, rather than simply accepting it at face value. We believe that critical thinking is an essential skill for success in both academics and life and is a key tool for independent thinking.

Hulme students are students of character. In keeping with our growth mindset in all areas, we believe that character is not fixed and can be developed and enhanced. Qualities such as leadership, resilience, collaboration, and empathy are essential for success in life, and we work hard to instil and grow these values in our students.

Pupils in Year 7 all undertake five hours of Physical Education per fortnight. This includes one double period where most external sporting fixtures will take place.

All pupils in Years 7, 8 and 9 have two hours per fortnight devoted to PSHE (Personal, Social, Health and Economic) education.

Pupils are tracked throughout KS3 to ensure that they are making optimum progress. A mixture of informal and formal assessments helps teachers, pupils and parents monitor progress. Baseline data, attainment data and attitudes to learning are reported regularly to parents. Intervention is put into place for pupils who are not meeting expectations.

All pupils participate in an extensive co-curricular programme and there are various super-curricular activities which allow our pupils to explore subjects in greater depth than the content covered in timetabled lessons. There is more about the co-curricular programme in the next section of the handbook.

The KS3 curriculum allocation for each subject is listed in the table below:

Subject	Periods for each subject (1 hour lessons per fortnight)		
	Year 7	Year 8	Year 9
English	7	7	6
Mathematics	7	7	7
Biology	2	2	3
Chemistry	2	2	3
Physics	2	2	3
Science Skills	0	0	1
Art	2	2	2
Design & Technology	1	1 1/3	1
Drama	1	1 1/3	1
Food Nutrition & Preparation	1	1 1/3	1
Geography	3	3	3
History	3	3	3
Computer Science	3	3	2
Music	2	2	2
Physical Education	5	4	4
Religious Studies	3	3	2
Spanish	4	4	4
PSHE	2	2	2
Total	50	50	50

## Section 6 – Co-curricular programme

A wide range of co-curricular sports activities, musical opportunities, clubs and societies are available to pupils throughout the school including inter-house events, trips and super curricular days.

### Sport

See the sports section at the end of this handbook.

### Music

The school has a choir, an orchestra, a brass band, a soul band group and other smaller ensembles – rehearsals take place regularly both within and outside the school day. Concerts are given regularly both within and outside the School. Pupils joining the choir will find themselves engaged for one or two part lunchtimes per week in rehearsal. The standard of choral singing is excellent, and for those with good voices, the choir is an experience not to be missed. Pupils may also learn piano, or one (or more) of a wide variety of orchestral instruments. Particulars about instrumental tuition may be obtained from Mr D Robertson, the Director of Music.

## **Drama**

There is a wide range of drama clubs available for students throughout their time at Hulme including the opportunity to complete LAMDA examinations. Each academic year there are a number of shows and performances for students to take part in. Our Winter Show for example is available for all students from Year 7 through to sixth form. Particulars about Drama can be obtained from Mrs Eckhardt.

## **Clubs and Societies**

Clubs and Societies meet regularly at lunchtimes and after school, and pupils are expected to become involved aiming to achieve the Hulmeian award for involvement in a wide range of the co-curricular programme. We hold a co-curricular fair for all pupils in the first week of the Autumn term where pupils have the opportunity to find out about the various co-curricular activities on offer and are encouraged to sign up for them. Parents will also be able to see the co-curricular programme via the parent portal. Pupils in Year 9 can join the Duke of Edinburgh's award scheme, participation in which can continue into the Sixth Form.

## **Trips abroad**

Each year school parties are taken on trips abroad. We value greatly the social and educational benefits which our pupils gain from these trips. However, any pupil with a record of inappropriate behaviour in school (in particular where there is evidence of refusal to follow instructions) may not be allowed to accompany these trips. After consultation with parents, the final decision on participation will be made by the leader of the trip in conjunction with the Deputy Principal.

## **Section 7 – Former Students**

The School is active in keeping in touch with former students, known as alumni. On leaving school, former students receive an annual Alumni Magazine and email updates and are invited to regular reunions in Manchester and London. Alumni are also encouraged to volunteer within the school, particularly in areas that support current students' plans for higher education and career development. The School also has an active fundraising programme involving alumni.

Additionally, there is the Hulmeians' Association, a separate, volunteer-led organisation, which seeks to keep former pupils in touch with one another and with the school, as well as fostering social contact and fellowship. A very popular dinner is held in the school each year, at the end of the spring term and the council meets to transact the necessary routine business and to receive reports from representatives of the various sections of the association.

All students on leaving the School are automatically members of the Association.

## Section 8 – Useful dates, parents’ complaints procedure and school policies

### Useful dates

In September all members of Year 7 will have their photographs taken in school. This is for school records but you will have the opportunity to purchase these.

**12 September**

**17 September - 6:30 pm**

**2 December - 5.00 pm - 7:30 pm**

**18 May 2026 - 3 June 2026 (TBC)**

**Individual School Photographs**

**Y7 Parents’ Information Evening**

**Y7 Parents’ Evening**

**Y7 End-of-Year Assessments**

Please look at the school calendar on the parent portal which is updated regularly and for key dates which are published on the school website in September, for details of other dates, including staff inset days.

### School documents available to parents

- Mission Statement, Aims and Objectives of the Hulme Grammar School
- Admissions policy
- Accessibility policy and plan
- Adverse weather policy
- Anti-bullying policy
- Assessment policy
- Behaviour policy (Discipline, rewards and sanctions)
- Bereavement policy
- Bursaries and scholarships policy
- CCTV policy
- Conduct in sport policy
- Curriculum policy
- Data retention policy
- Drugs education policy
- Discipline and exclusions policies
- Educational and welfare provision for pupils with statements of special educational needs
- Educational and welfare provision for pupils for whom English is an additional language
- Educational visits policy
- E-Safety policy
- Equality and diversity policy
- Evacuation policy
- Examination policy
- Fire prevention policy
- First aid policy
- Gifted and Talented policy
- Health, safety and environmental policy
- Marking and feedback policy
- Missing child policy
- Parental complaints policy
- Parental complaints procedure
- Personal, Social, Health, and Economic Education Policy
- Physical Intervention policy

- Privacy notice
- Public examination results
- Safeguarding policy
- Staff list – teaching and support

If you wish to read any of these policies, please visit the school website.

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

## **Section 9 - Department of Physical Education and Sport**

### **Whole school statement**

Physical education and sport play a large part in the life of the pupils of Hulme Grammar School; the Governors and Principal recognise the importance of a well-balanced programme which gives equal opportunities to all. At the same time, pupils are positively encouraged to realise their full potential and represent the school at the highest level.

### **Aims of the Physical Education Department**

Sport is for everyone and all levels of ability. In an ever-changing world, we believe sport plays an extremely important part in preparing pupils for adult life. At Hulme, we encourage our pupils to:

- appreciate and enjoy moving and achieving in physical activities;
- develop competence and confidence in physical skills;
- understand and appreciate a wide range of physical activities;
- be able to take part effectively on their own, with partners and in groups, in both competitive and cooperative situations;
- value safety codes, minimise risk, avoid danger and respond appropriately to emergencies;
- recognise, understand, appreciate and comment on the performance of oneself and others;
- learn to cope responsibly with success and failure;
- appreciate the contribution that physical activities can make towards health and a sense of well-being;
- appreciate and develop a sense of fair play, the need to play to the rules and to adopt the highest standards of conduct in all activities;
- show commitment to their team and their school;
- recognise the steps needed in the learning of skills and can transfer them to new learning situations.

The school believes very strongly in healthy competition both in team sports and in individual sports. Pupils not only compete against one another, but they also have the opportunity in individual sports to improve on personal best performances where they can record their improvements without having to compare them with other pupils whose natural skills are superior to their own.

### **General policy for physical education and games**

- All pupils will be expected to participate in physical education and games whilst attending the school.
- An email from a parent or guardian is required to confirm any exemption.
- We are firmly of the opinion at Hulme that to have an alert and responsive brain, a fit and healthy body is essential.
- Pupils will be expected to always show a high level of safety, courtesy and enthusiasm at all times.

- A meeting will take place with the pupils each year where attitude and organisation will be clearly explained.
- Notices giving information about physical education and games arrangements will be posted on Google Classroom and pupils should check this regularly.

### **Movement to external facilities**

Care must be taken whilst crossing roads and pupils should be sensible at all times whilst moving between facilities. The pelican crossing should always be used, as should the crossing patrol when in attendance.

### **Fixtures against other schools and external competitions**

Pupils, unless directed otherwise, will always travel in school uniform or travel in smart school kit. The behaviour on buses and whilst visiting other schools or venues should be impeccable. We see pupils who represent the school in fixtures against other schools or in external competition as ambassadors of the school and they should behave accordingly.

### **Inter-school and inter-house participation**

A pupil selected to represent their house or school in any event or activity is expected to turn out, at whatever inconvenience to themselves. No reason for absence, other than illness or bereavement, will be accepted and a serious view will be taken if anyone is in default on this matter.

### **The PE department operates in three areas:**

#### **The school fields**

In winter, football is taught on the all-weather pitches adjacent to Frederick Street for boys. Netball skills are taught on the hard court areas in front of the senior school.

In summer, athletics and cricket skills and rounders skills are taught on the main field. Tennis is taught on the tennis courts.

Matches against other schools in all school sports take place on these fields or courts. The boys change in the Pavilion and the girls change in the locker rooms.

#### **The Sports Hall**

The Sports Hall is well equipped for teaching skills in the following sports: table tennis, basketball, badminton, gymnastics, trampolining, cricket, athletics, volleyball and short tennis. Indoor football, netball and hockey also take place when the weather is inclement.

It has several nets for dividing the hall or for safety when playing some sports. It is marked out for all the major indoor sports with different coloured lines for each sport.

#### **The swimming pool**

Swimming stroke techniques are taught in the pool to all pupils.

The pool is ideal for teaching small groups and measures 20 metres long by 10 metres wide. It is 1 metre deep in the shallow end and 2 metres deep in the deep end.

The school swims competitively against other schools in this pool.

There are rules for the use of each of these facilities and everyone who uses them should familiarise themselves with these rules. Guidelines are laid down for all health and safety issues and everyone using the equipment or facilities should be aware of these guidelines.

All pupils will be made aware of the safety codes in operation and will be expected to follow them. This includes the wearing of helmets in cricket and mouthguards in hockey and rugby.

### **Co-curricular sport**

The school runs teams in all its main sports: football, netball, swimming, cricket, rounders and athletics with teams in all year groups. The school also runs teams in tennis, trampolining, basketball, table tennis, badminton and golf.

A fixture list is published at the beginning of the school year. Many fixtures take place on Saturdays and pupils are expected to represent the school whenever selected.

These teams compete against all the other Independent schools in the area. Teams representing the school are entered and do have success in national and county competitions as well as in local competitions.

All pupils in the school are given every opportunity to represent the school and trials are held every year to allow the late developers another chance. Regular practices take place out of school hours regularly in all school sports and specialist coaches are employed to offer expert assistance to the senior school staff who run the teams in these sports.

Pupils who display the required amount of talent, commitment and reliability in their chosen school sports are eligible for the awarding of school colours. There are junior and senior colours in all the major school sports.

The school expects that all pupils who are selected to represent school teams should do so willingly and they should realise that failure to respond or turn up not only lets themselves down but also the remainder of the team.

The school expects the highest standard of behaviour from pupils participating in sports both within the curriculum and in inter-school fixtures. Guidelines are laid down by the school regarding a code of conduct for both pupils and their parents when involved in matches against other schools.

### **Guidelines for Co-Curricular matches**

All co-curricular fixtures will be communicated with pupils and parents via SOCS. Parents are asked to confirm attendance by clicking on the 'consent' option accessed via the team sheet. More details can be found in the additional co-curricular information.

## **Guidelines for parents – supporting their child and the school**

- Teachers and coaches give their time and energy to the development of all pupils in the team including your son or daughter. Please give them your support.
- Pupils will perform much better in a relaxed atmosphere and are much more likely to enjoy the game.
- The pupils will learn best by example. Please applaud good play by both teams.
- Winning and losing are essential aspects of a young sportsperson's education and parents should step back from the competitive nature of the game and allow their child to develop.
- Encourage your child to always play by the rules.
- Pupils are involved in sport for their enjoyment - not yours. Your child does not play to satisfy your ambitions!
- The decisions made by the official(s) should be respected and should not be questioned publicly. Parents should never try to influence the result of a game or interfere in the running of it.
- Parents are welcome to contribute by giving positive encouragement, and applauding where possible all the pupils in the team. Never ridicule or shout at your child or any other team member for making a mistake or losing a match.
- Please help the school to remove verbal and physical abuse from sporting activities – both on and off the field.

## **Guidelines for players**

- Try to play for enjoyment not just to please your parents or coach.
- Try your best to understand the rules and play by them.
- Always accept decisions made by the officials.
- Control your temper and avoid petulant behaviour.
- Be a good sport and try to appreciate good play from both teams.
- Remember that you are an individual playing in a team game and that it is the team that is important.
- Don't try to gain an unfair advantage through gamesmanship. Treat your opponents as you would like to be treated yourself.
- Show your appreciation at the end of a game by shaking your opponents' hands and thanking the referee.

Try to remember that the member of staff in charge of your team gives up their own time to do this and that you should give them your full cooperation at all times. This involves such things as signing off promptly, attending training sessions regularly and behaving impeccably in matches.

## **Representative honours**

It is hoped that the more able pupils in each of the school sports will go on to represent town, region, county and eventually, national teams, and every opportunity is given to them to do so. Pupils are recommended for trials in the major school sports and many have gained representative honours in football, netball, rugby, cricket, athletics, hockey and swimming over the years.

The school recognises the benefits of pupils representing teams outside school and, where possible, they are released. It is expected that the organisations they represent liaise with the school to ensure there is no conflict of interest.

Many pupils from the school gain representative honours in sports not pursued within the school. These pupils are given every encouragement in their various sports and are recognised by the school by the awarding of house points.

### **Links with local clubs**

The school has forged links with several local sports clubs to give the pupils further opportunities. We have links at present with Oldham Rugby Union Football Club, Oldham Athletic Football Club, Netball in the Community, Oldham Netball Club, Tameside Netball Club, Hollinwood Table Tennis Club, and partnerships with Werneth Cricket Clubs and Werneth Golf Club. These clubs use our sports hall for their training/coaching and we have the option to use their facilities and pupils from the school have the opportunity to join in training sessions at these clubs. Additionally, the school makes its facilities available to other clubs and organisations in the area and the Oldham schools and Lancashire CC have made use of our indoor cricket facilities in recent years. Pupils have the chance to learn how to play golf in sessions organised at Werneth Golf Club.

### **Inter-house competitions**

Senior school athletics championships are held on the school field towards the end of the summer term. As many pupils as possible are involved in the championships and those not competing are encouraged to attend.

Inter-house competitions additionally take place in the following sports: Football, netball, rounders, table tennis, basketball, badminton and golf. Points for all these competitions are added to House totals and contribute towards the Needham Trophy.