



HARROGATE
GRAMMAR SCHOOL
EXCELLENCE FOR ALL

MAIN SCHOOL
HANDBOOK
2026-2027



Excellence For All



Welcome

I am delighted to welcome you to Harrogate Grammar School, where we focus on helping students become the best they can be.

We have put together this handbook to answer questions and guide students through their time at HGS.

We deliver our commitment to 'Excellence for All' through a broad and balanced curriculum, and by promoting our REACH values of Respect, Excellence, Adventure, Commitment and Honesty. Each year, we commit to our Respect Pledge, setting out how we respect others, ourselves and our environment.

Outside the classroom, students experience clubs, trips, and enrichment activities across sports, the arts, and STEM. There are also opportunities to learn how to lead, for example through Student Council, Senate and Student Leaders. We strongly encourage students to get involved in at least one extra-curricular activity a term and enjoy the benefits of the wide opportunities available.

Parents/carers are a valued and an important part of our success. An effective partnership between students, school and home underpins our provision. We look forward to working with parents to help students achieve their full potential.

We welcome feedback, and it is crucial that we have open and honest communication. Please use the general school email or the relevant email address on the staff section of the website. Each year group has an allocated Year Manager who should always be the first point of contact.



We want students to enjoy each school day, grasp every opportunity, and become kind, healthy, knowledgeable, and productive young people. Students forge lifelong friendships at HGS and our team of colleagues are dedicated to our commitment to 'Excellence for All'.

Mr Neil Renton

A handwritten signature in blue ink, appearing to read 'N. Renton', written in a cursive style.

Headteacher

**A very warm welcome to our
Harrogate Grammar School
Community.**



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School Values

Our core purpose is to provide 'Excellence for All' and we achieve this through the five REACH values that we embody, role model and teach: respect, excellence, adventure, commitment and honesty.



RESPECT

Respect yourself, others and our environment

EXCELLENCE

Be the best you can be

ADVENTURE

Challenge yourself and keep going

COMMITMENT

Participate, prepare and be punctual

HONESTY

Ask for help, act on advice and take responsibility



Senior Leadership Team



Mr Renton
Headteacher



Mrs Moat
Associate Headteacher



Miss Smith
Deputy Headteacher



Mr Twitchin
Assistant Headteacher/
Director of Sixth Form



Mr Mason
Assistant Headteacher/
Director of Key Stage 4



Mrs Jackson
Director of Key Stage 3



Ms Fareham
Assistant Headteacher
Maths Hub Lead



Ms Smith
Assistant Headteacher
for Teaching and
Learning



Ms Hooper
Assistant Headteacher for
Inclusion
SEND / SENDCo



Mr Sykes
Assistant Headteacher
Faculty Leader -
Science



Mrs Dunne
Assistant Headteacher
Faculty Leader -
English



Mr Hill
Assistant Headteacher
Faculty Leader –
Maths

Who Can I Talk To?

Form Tutors and the Year Manager are the main points of contact for any queries relating to your progress and/or social wellbeing.

For students, the key person in supporting you on a day to day basis in school is your Form Tutor. The Year Manager, is the first point of contact for parents if you have any queries. We welcome contact from parents/carers and consider a mutually supportive relationship very important to students academic and personal development.

REACH OUT

There is a 'REACH Out' app on every student's iPad. Every member of our school community has the right to learn and work in a safe and caring environment in order to realise their true potential. We value respect and positive relationships.

The school does not tolerate bullying, harassment, humiliation, intimidation or abuse of any member of our community and all incidents are taken seriously. If an incident is experienced or witnessed, please use the app to report it.



YEAR MANAGERS



Mr Thurley

Year 7 Manager

ThurleyA@hgs.rkit.co.uk



Mrs Wilkinson

Year 8 Manager

WilkinsonK@hgs.rkit.co.uk



Mrs Oliver

Year 9 Manager

OliverM@hgs.rkit.co.uk



Mr Inglis

Year 10 Manager

InglisT@hgs.rkit.co.uk



Mr Liley

Year 11 Manager

LileyJ@hgs.rkit.co.uk



Safeguarding

CHILD PROTECTION & SAFEGUARDING

Our **Safeguarding Policy** is available on the school's website.

We are committed to ensuring the welfare and safety of all students in school and follow safeguarding procedures.

The Designated Safeguarding Leads (DSL's) at HGS are:

Miss Kristin Smith	Deputy Headteacher
Mr Ben Twitchin	Assistant Headteacher / Director of Sixth Form
Mr Nik Mason	Assistant Headteacher / Director of Key Stage 4
Mrs Carly Jackson	Director of Key Stage 3
Ms Kate Hooper	Assistant Headteacher for Inclusion SEND / SENDCo

CEOP (Child Exploitation and Online Protection)

CEOP helps any child or young person under the age of 18 who is being pressured, forced or tricked into taking part in sexual activity of any kind. This can be something that has taken place either online or in 'the real world', or both. The CEOP Safety Centre has clear information and advice on what can be reported to CEOP, the reporting process and what will happen if a report is made. A report can be made through the HGS website or directly to CEOP.

For more information on CEOP Safety Centre [click here](#).



MENTAL HEALTH & WELLBEING

The wellbeing of all members of the HGS community is supported through:

- A culture of respectful relationships and exceptionally good behaviour for learning
- Treating everyone fairly and with respect, kindness and care
- Supporting people to manage their emotions and take responsibility
- A sense of belonging, being well supported, a feeling of safety and having a voice
- Opportunities to develop and to contribute

The school partners with the Harrogate Cluster Support Team, who offer emotional wellbeing and trauma support through a school counsellor and wellbeing worker.

For further information on who can help guide students, please see page 6.

MEDICAL MATTERS & EMERGENCIES

Medical Conditions

Please inform the relevant Year Manager in writing of any condition such as asthma, diabetes, epilepsy, and any details relating to the treatment of these.

Prescribed and non-prescribed medicines: click [here](#) to view the school policy regarding prescribed and non-prescribed medication.

Please let us know if your child is suffering from any short-term difficulty which may affect their work. If you wish them to be excused from PE temporarily, please email the relevant Year Manager.

Illness or Accident

If a young person becomes ill in school, or has an accident, they will go or be taken to the First Aider on duty, who if necessary, will telephone parents to return them home. In the rare event of a serious accident, the young person will be taken to hospital and parents informed at once. It is essential, therefore, that we have one or more contact numbers so that parents/carers can be reached quickly.

Parents/carers are asked not to send children to school if they are very unwell, as there are no adequate facilities for looking after them. Any child returning from illness or injury who has reduced mobility will be issued with a Personal Emergency Evacuation Plan (PEEP). This will be completed with the Year Manager.

General Information

SCHOOL/HOME PARTNERSHIP

What you can expect of HGS

We aim to ensure that students will learn, achieve and develop as positive members of the school and wider community. We want them to:

Learn

- Feel safe at school, enjoy their learning and want to come to school every day
- Achieve qualifications that create a pathway to success
- Be creative and independent thinkers and learners who embrace change and enjoy challenge
- Gain a wide range of learning experiences beyond the formal curriculum

Achieve

- Experience a sense of achievement through aspiring to do their best
- Access a variety of opportunities to represent their school
- Be part of a school that is recognised locally, nationally and internationally for its work

Develop

- Be emotionally and physically healthy
- Be charitable, thoughtful and kind
- Have self-belief, confidence and pride in themselves and their school
- Be able to demonstrate an ability to get on well and work with others
- Have a social conscience and play an active part in the community
- Have opportunities to develop their leadership skills and confidence



EXPECTATIONS

Respectful relationships and behaviour

Positive, respectful, caring relationships and good self-regulation are at the heart of a safe and productive learning environment. They underpin effective teaching and learning. Helping everyone in our community to work together means we can develop and sustain positive working relationships.

We support our students and all members of our community to manage their emotions, take responsibility and contribute to school and society in a way that matches our values. All students will sign our respect pledge.

For further information please see our [Relationships and Behaviour Policy](#) on our website.

As a parent/carer of HGS you are agreeing to:

- Speak with respect, kindness and care
- Role model our shared values
- Ensure students come to school every day, on time and ready to learn
- Support the school expectations
- Support learning at home
- Support the school through attendance at parent meetings and school events
- Approach the school early with problems and work with staff to resolve them
- Support good communication between home and school. Click to view our [Positive Communications Charter](#).

As a student of HGS you are agreeing to:

- Show everyone kindness and care
- Have respect for other students, staff and visitors
- Work hard to achieve your potential for learning
- Come to school every day, on time and properly equipped
- Wear uniform correctly and with pride at all times
- Stay safe and ensure others are kept safe
- Participate and contribute to the school and community



General Information

RECOGNITION

Positive Achievement

We have a positive, consistent and effective system of rewards. The Positive Achievement system is designed to support our young people in achieving our expectations, through recognition, when they are met in lessons and around school. We let students know that we appreciate how well they are doing and use recognition to continue to develop positive relationships.

The behaviours we value in school are for effort, not simply skill or talent, so it encourages and builds a sense of resilience and determination to improve. We believe that good behaviour is an integral part of the learning process and that all individuals have the right to learn and work in an atmosphere of respect, trust and safety. Where conduct falls below our expectations, a clear verbal warning will be given in the first instance. If the poor conduct continues, a negative for behaviour will be issued.



CELEBRATION EVENING AND REWARDS ASSEMBLIES

The annual Celebration of Achievement evening is a great success, year-on-year, and provides a wonderful opportunity for students to demonstrate their many talents and achievements.

On this very special night, a whole range of achievements are recognised; academic, sporting, musical and for many, that most important ingredient of any success, effort. It is wonderful to see so many young people come up on stage to proudly receive an award.

The evening takes place in December and recognises students' achievements from the previous academic year. The Celebration of Achievement awards are not just for those with academic or sporting skills. HGS celebrates the brilliant academic achievements of our students but also recognises endeavour, resilience and the positive contribution to the life of the school that students of all abilities are able to make. Reward assemblies also take place in school throughout the year celebrating student success.



General Information

ATTENDANCE & PUNCTUALITY

We expect students to come to school every day, and on time. Students should aim for 100% attendance, as those with the best attendance make the most progress and have a much better chance of achieving their potential.

The school doors open at 8.40am and the day starts at 8.50am with registration in form. We expect students to be seated in form at 8.45am ready for the 8.50am start. If students arrive after this time, they must sign in at student reception where they will be marked late and a negative may be issued.

The diagrams below give you an overview of our absence process. Please see **Absence and Attendance** on our website for more details.

Unplanned Absence

Parents/carers contact the Attendance Officer **by 9.30am on each day** of absence detailing the reason for the absence via the **Arbor App**.

If an absence goes beyond 3 days, please contact the relevant Year Manager to discuss the likely date of return and any special arrangements that might need to be made.

Planned Absence

Students should not be absent from school unless they are ill or have medical or dental appointments that cannot be arranged at another time. If you do need to request time off school for a planned absence, please click here for more information. The planned absence application form can be found **here**.

This planned absence is for exceptional circumstances.

Appointments

Students should not be absent from school unless they have medical or dental appointment that cannot be arranged at another time.

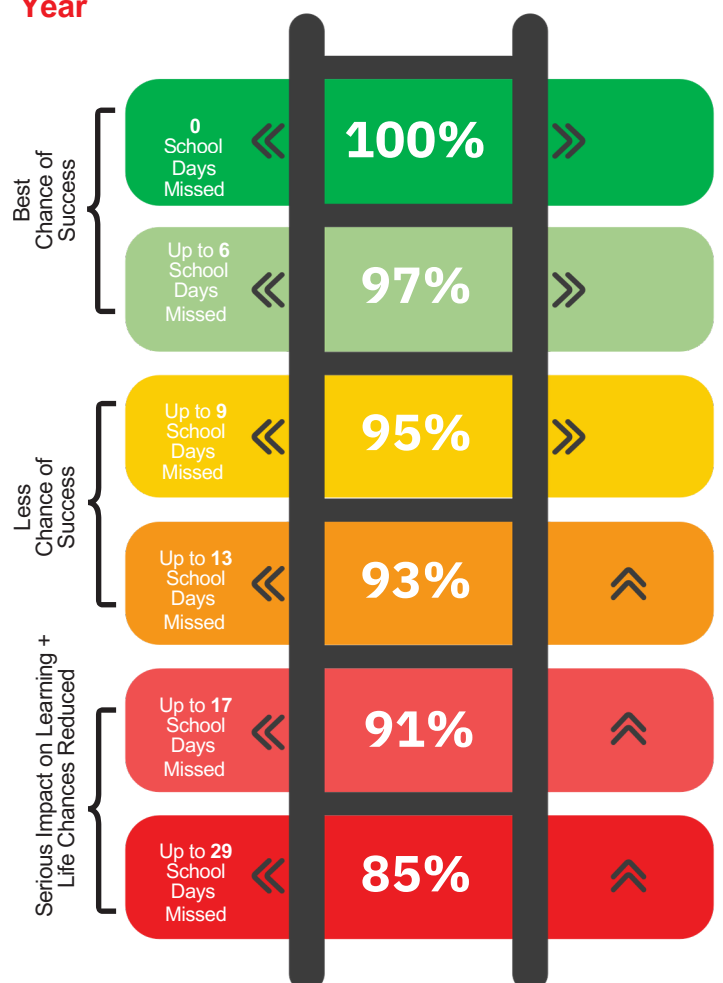
As part of our Safeguarding Procedures, should a student need to attend an appointment, parents/carers should advise the Attendance Officer in advance of:

- The time of the appointment
- The time they must leave school
- Arrangements for getting to the appointment

High levels of attendance are proven to help support exceptional outcomes for students. Whilst we understand there may be some individual circumstances, we would ask you to always work with us to support your child in being in school whenever possible. If your child is absent with no contact about why, as part of our safeguarding process, we will be in touch with you that morning to check the reason why your child is not in school.

If we are unable to make contact with you or your child has fallen into the government defined group of PA (Persistent Absentee) where attendance is below 90%, we will follow up with home visits to ensure the child is safe and provide support to help them come back into school. Students who are in this category will become part of a monitoring group with regular check ins as well as communication where needed with parents to help improve the students attendance.

Attendance Ladder for Success Over One School Year



General Information

EXCELLENT LEARNER HABITS

Every half term, subject teachers will report on Students Learner Habits, which are assessed in the context of:

- Arrive with the correct equipment
- Listen with full attention
- Ask and answer questions
- Stay on task
- Produce your best work and check it
- Act on feedback
- Work well with others
- Meet home learning deadlines

ASSESSMENT

Each term, all classes will complete a 'Common Assessment Task' – CAT. These tasks will assess key knowledge and help teachers check for understanding. Where the CATs reveal a gap in knowledge this can be addressed in subsequent lessons to ensure that all students have the key knowledge needed to progress.

CAT results in a subject may well go up and down each term, depending on the topics or skills which have been covered.

CAT and Learner Habit data will be reported twice a year during Years 7 and 8.

Please see **Assessment** on our website for more information.

CURRICULUM OVERVIEWS

Please click on the links below to see what topics will be covered in each subject area throughout the year:

Key Stage 3 ([Years 7, 8 and 9](#))

Key Stage 4 ([Years 10 and 11](#))

Key Stage 5 ([Year 12](#))

Key Stage 5 ([Year 13](#))



MAKING LEARNING STICK

Teachers prepare students for formal assessments throughout the year with tasks in lessons and tasks set for home learning. They model ways in which students should spend time when revising independently, away from the classroom.

Research has shown that the best way to start a revision activity is for students to use their memory to **retrieve** what they know about a chosen topic. This could be done by attempting quiz questions online, for example, or self-testing using flash cards. Conducting a 'brain dump' by writing everything a student knows about a topic, before adding further detail from notes or a revision guide is also an excellent retrieval task.

Retrieving information strengthens memory, storing knowledge in long-term memory and making it easier to recall at another time. Students should space out their revision of a certain topic, returning to it over time. This once again develops long-term memory.

What does not improve long-term memory and is an ineffective use of revision time:

- Cramming – leaving revision to the last few days before a class assessment
- Mass revision – spending hours in one go on just one topic
- Reading through notes
- Highlighting key words from notes in different colours
- Copying out notes or drawing diagrams from an exercise book/revision guide or textbook

To summarise, students need to use their memory first, then look up information to see what they can add to the knowledge they currently have.

General Information

HOME LEARNING

Home learning is an integral part of studying at HGS. The opportunity for reflection, consolidation and learning beyond the classroom is a major contributor to achieving success in school.

Students will receive home learning in most subjects. The frequency of home learning in a subject will depend on the number of lessons allocated in the timetable. Students will be set a variety of tasks, ranging from the learning of spellings and key terms or calculations to more creative tasks.

Each home learning task is set by teachers through the Arbor app. This will include a clear description of what to do, and where the necessary resources are located. An expected time frame for completion is given to support students in managing their time.

Parents can view all the details of the home learning tasks through the Arbor Parent app. Teachers will also talk through each task set with students in their lesson.

It is recommended that students have a quiet, clear space to complete home learning tasks. This could be at home or in the Learning Resource Centre, at lunchtime or after school. Students are expected to meet deadlines set for home learning and to be proactive in asking for any additional help they might need. Teachers can then provide the additional support needed for students to be successful in that task.

Frequency and duration of home learning expectations Key Stage 3-4

	KS3	KS4
English	1 Sparx per week 1 other learning task per week	1 Sparx per week 1 other learning task per week
Maths	1 Sparx per week	1 Sparx per week 1 GCSE question on Showbie per week
Science	1 Sparx per week 1 other learning task per fortnight	1 per week per subject
RS	1 per fortnight	1 per fortnight
Geography and History	1 per week per subject	
MFL	1 per week per subject	
Art and Design	1 per fortnight per subject	
Music and Drama (8&9)	1 per fortnight	
All GCSE options		1 per week

KS3 – duration per task

Year 7	20 mins
Year 8	25 mins
Year 9	30 mins

KS4 – duration per task

English, Maths, Science & RS	40 mins
Options	45 mins



General Information

WE ARE A READING SCHOOL

Our ambition is for every student to have a love of reading. Research shows that reading well is the key to unlocking your full potential.

Students in Years 7- 11 are expected to read one morning each week during registration. Students will use Sparx Reader, our online responsive reading programme which encourages reading for pleasure whilst monitoring comprehension and understanding.

Students must also read on Sparx Reader at home in addition to form time in order to earn their targeted points. This is their English homework set every Monday.

ESSENTIAL EQUIPMENT

Students will require the following items in their school bag:

- Named pencil case containing: 2 x black/blue pens, 1 x green biro pen, pencil, rubber, metal compass, protractor and glue stick
- Scientific calculator (such as Casio FX-83GT CW model)
- iPad - fully charged
- Ear phones with jack for music
- A reading book
- One apron
- Reusable water bottle

We also recommend you have a stylus pen to use with your iPad.

For students in Year 7, a stylus is included as part of the iPad scheme. For all other year groups, a stylus can be purchased via Arbor.

Students do not need to bring their PE kits on the first day of term.

SUBJECTS

The subjects you will study in Key Stage 3 are:

Maths	English	Science
Geography	History	Religious Studies
French	German or Spanish	Design Technology / Food & Nutrition
Art	Music	Drama (Year 9)
PE	Computing Year 7/8	

In Big Picture lessons, which are twice a week in Year 7, you will follow a programme of personal development which covers Personal, Social, Health Education (PSHE), Relationships and Sex Education (RSE), Citizenship and Careers Education and Guidance.

In Key Stage 4 you will study the core subjects, English, Maths, Science and Religious Studies, plus four subjects of your choice.

iPADS FOR LEARNING

We are extremely proud of our innovative use of technology to enhance the teaching and learning experience. We implemented the iPad scheme:

- To prepare students for working and living in a digital age
- To support self-led research and problem solving
- To improve the quality of feedback, home learning and collaboration
- To provide new and innovative ways for students to learn
- To ensure the safe use of mobile technology for learning

For further information;

www.harrogategrammar.co.uk/school/ipads-for-learning

APPS

Our core apps allow parents/carers and students to access real time information regarding home learning, attendance and rewards and sanctions. More information can be found on **our website**.

Arbor



The Arbor Student app allows students to access their timetable and also their homework, which will be accompanied by a description and deadlines set by their teachers.

The Arbor Parent app provides a convenient way for parents/carers to access, review and request changes to the data we hold on our system. You can also use this app to view attendance records, report absences, view your child's timetable, check what homework has been set, add money to cashless catering accounts, book a place on a trip/club, pay for trips and view progress reports.

Showbie

Students can access Showbie as an app on their iPad. Teachers share resources for lessons and home learning through 'classes' they create on Showbie.



NEWSLETTER AND COMMUNICATION

Our 'Student News' document is emailed to students and parents/carers weekly with key messages about their week ahead.

We also send an end of term update to parents/carers before Christmas and Summer holidays. In addition, we share regular safeguarding updates.

General letters are sent via email but can be found on our website. Student specific letters will be sent separately via email.



General Information

A TYPICAL SCHOOL DAY

School is open from 8am. Students can go to Breakfast Club in The Hub, which is the school canteen, or go to the Learning Resource Centre (LRC).

The main entrance doors open at 8.40am and students must be seated in form by 8.45am, ready for an 8.50am start.

Registration takes place between 8.50am and 9.00am with their form tutor. The form tutor will stay with students through years 7-11 and will support them on their journey through school.

Lessons throughout the day are either 50 or 55 minutes long and take place in different classrooms. Students must remember to take all their belongings with them that they need for classes.

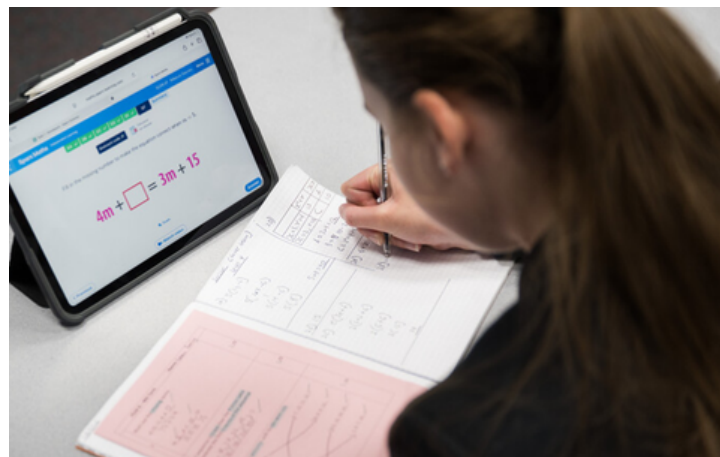
Some lessons take place with students from their form and some lessons will have different groupings. They will usually have someone from their form with them and will soon make new friends.

School finishes at 3.30pm except on Wednesdays when lessons end at 2.40pm.

The School Timetable

8:00-8:40	Breakfast Club	40 minutes
8:50-9:00	Registration	10 minutes
9:00-9:55	Period 1	55 minutes
9:55-10:50	Period 2	55 minutes
10:50-11:10	Break	20 minutes
11:10-12:00	Period 3	50 minutes
12:00-12:55	Period 4	55 minutes
12:55-1:45	Lunch	50 minutes
1:45-2:35	Period 5	50 minutes
2:35-3:30	Period 6	55 minutes

*Please note on Wednesday the school day finishes at 2.40pm.



ROUTINES

Students must remember to:

- Follow our respect pledge
- Arrive smartly dressed in their uniform
- Bring a school bag with all the essential equipment
- Have money on their online account for lunch or bring a packed lunch
- Be punctual
- Smile and enjoy

LUNCH & BREAK TIMES

Break time is 10.50 - 11.10am
Lunch time is 12.55 - 1.45pm

At break time there are snacks available from The Hub, or Year 7 Quad. At lunchtime, students will either go to The Hub, Sustain or Year 7 Quad for hot food where there is lots of choice every day. Menus are changed daily and can be viewed on the HGS website. They are also sent out weekly directly to their school email address so they can plan in advance. Meal deals are available and include either a hot main course or sandwich plus a pudding. Alternatively they can bring a packed lunch with them to the Quad or Hub, under supervision, and are asked to put all their litter in the bins provided. We also provide hydration stations to refill water.

Cashless catering

We use a cashless system that works either by using your fingerprint or a special PIN number that students will be given. To top up their account you [pay online](#) through the Arbor app. Parents/carers can keep track of spending if they wish via the [app](#).

Free school meal (FSM) application

Parents/carers can apply for FSM through the [Online Free School Meals](#) system.








If you are unsure if you qualify, please complete the application form [here](#), as eligibility will be checked regularly.

Please **do not** apply via North Yorkshire Council.



All HGS students must wear our school uniform.

- Our school uniform means everyone is treated correctly as our expectations apply to all students
- Putting on our school uniform places students in the frame of mind to learn
- Wearing our school uniform shows pride in belonging to HGS
- Certain adaptations may be allowed in terms of protected characteristics following the Equality Act 2010.

Uniform		
<p>Branded uniform - These items can be purchased via our school uniform suppliers (Emblazon, Rawcliffes). Our PTA also hold regular second hand uniform sales.</p>		
Blazer		Black with HGS logo.
Trousers		<p>All students in Year 7 Black trousers with HGS logo - school suppliers have boys and girls fit trousers. Skirts will no longer form part of the HGS uniform for students starting in Year 7 (2026/7). Students in Years 8 to 11 will still be able to wear the HGS branded skirt until the end of Year 11.</p>
Tie		There is a different tie for each year group, students keep the same design tie from Year 7 to Year 11.
Jumper (optional)		OPTIONAL: Black with school logo. The blazer must be worn over the jumper.
<p>Non branded uniform - available from any uniform supplier</p>		
Shirts		Plain white shirt with a collar to wear a tie Shirt must be long enough to be tucked in with the top button fastened.
Shoes		Black, flat shoes. No boots, trainers (inc Nike black Air Force) or canvas pumps. The only person who can provide permission to wear trainers is the Year Manager.
Socks / Tights		Black socks to be worn with trousers (boys and girls). Black tights to be worn with skirts (girls - Years 8 to 11).

Uniform Standards

We expect students to:

- Wear their uniform correctly and smartly
- If an item of clothing is not on the uniform list, students must not be wearing it
- Hair should be a natural colour
- All uniform must be labelled with the student's name



Additional Information

Make up	We encourage students not to wear makeup in school. However, if they choose to do so, it should be minimal subtle, and natural-looking. Please note that false nails, acrylic nails, and false eyelashes are not allowed. These are not suitable for a school environment and can create safety risks during practical activities in several subjects.
Jewellery	Maximum of two plain studs may be worn in each ear. One plain ring may be worn on each hand.
Hair	Hair should be natural colour. Head scarves are not to be worn, except for religious reasons.
School Bag	A bag suitable to carry your school books and school equipment (including your school iPad and pencil case).
Outer clothing	We recommend a simple and inexpensive waterproof coat that covers the school blazer.
Footwear	Students should wear flat, plain, black, polished shoes. No boots, trainers (including Nike Air Force) or canvas pumps. For PE: Trainers should be worn, unless you are taking part in rugby or football outside when studded football boots are recommended.
Cyclists	For those cycling to school we recommend students wear a cycling helmet and reflective clothing. Students should bring a secure locking device and place the bicycle in the designated shelter.










Uniform - PE Kit



PE kit

Branded uniform - These items can be purchased via our school uniform suppliers (Emblazon, Rawcliffes). Our PTA also hold regular second hand uniform sales.

PE polo shirt		Black/red with HGS logo
Hoodie (optional)		OPTIONAL: Black/red with HGS logo
Non branded uniform - available from any uniform supplier		
Shorts		Year 7 - Plain black unbranded shorts or skirt HGS Branded skorts and shorts for current Years 8-11 only No cycling shorts or Nike Pro-style shorts
Base layer		Black or red
Joggers / leggings		Plain black non branded joggers or leggings
Socks		Year 7 - Football / Rugby / Hockey - plain black long socks (suitable to wear over shin pads) or HGS Branded socks for current Years 8-11 only Netball / Tennis / Athletics / Cricket / Basketball etc - plain white ankle socks
Shoes		Trainers Studded football boots (for rugby, football)
Protective Equipment		Shin pads Gum shield

Learning Support

SEND (SPECIAL EDUCATIONAL NEEDS & DISABILITIES) & THE LEARNING SUPPORT FACULTY

We are a vibrant, dynamic and forward-looking Faculty, committed to ensuring success for all our young people who have additional needs. Through carefully tailored and closely monitored provision, we aim to support and enhance teaching and learning to ensure 'Excellence for All.'

Inclusion is a whole school priority and we are committed to providing accessible experience for all our students.

Staff are made aware of individual student needs and provide high quality inclusive teaching with reasonable adjustments when and where needed.

The Learning Support Faculty is responsible for ensuring that additional needs are identified as early as possible so that appropriate assessment, advice and provision can be implemented. Year 7 students are proactively screened for processing differences and speech, language and communication needs. The impact of any intervention is carefully monitored and kept under review whilst the full involvement of young people and their families is at the heart of everything we do.



There is a diverse range of additional needs within the school and we support each of the broad categories of SEND, Cognition & Learning, Communication & Interaction, Physical, Medical & Sensory and Social, Emotional & Mental Health.

We have a dedicated team of Learning Support colleagues, whose experience and bespoke training enable them to deliver high quality support and intervention.

We work closely with our external professional partners from Education, Health and Social Care as well as consulting voluntary agencies and specialist charities. This collaborative, multi-agency approach ensures that our assessments, advice, and interventions are well-informed by experts in each field.

Our Learning Support base is modern and welcoming. If you would like more information about the work of the Learning Support Faculty, please email our SEND team on hgssend@hgs.rklt.co.uk or phone: **01423 531127**.

Please click [here](#) to view our SEND Information Report.



Extra Curricular

EXTRA CURRICULAR CLUBS & ACTIVITIES

We have a wealth of extra curricular enrichment opportunities available for students inside and outside school hours. These activities offer students the chance to experience something new, go on a trip abroad, extend their learning or develop new leadership skills – whatever they choose to get involved in, there is something for everyone and we encourage all our students to take part.

Visit **Clubs & Activities** for a full overview of the enrichment opportunities offered.

➤ **School trips including:**

- Year 7 or 8 French and Battlefields
- Year 7 or 8 German trip
- Year 7 or 8 Spanish trip
- Year 9 Outward Bound Residential
- GCSE & A Level subject specific trips
- Year 9 & 10 Ski Trip
- End of year trip in July for Years 7 to 10

➤ **Duke of Edinburgh Bronze & Gold Award**

➤ **Sports clubs including:**

- Rugby
- Football
- Hockey
- Netball
- Rounders
- Athletics

➤ **Music clubs including:**

- Junior & Senior Choir
- Jazz Band
- Junior & Senior Orchestra

➤ **School productions**

➤ **Creative writing club**

➤ **Art & Design clubs**

➤ **Science & Maths clubs**

➤ **Dungeons & Dragons and Minecraft clubs**



ENCORE!

Encore! is the name of the instrumental and vocal music teaching provision at HGS. It has been especially designed to provide an easy transition for all students to continue with or start instrumental and/or vocal lessons from primary school upwards.

Click on the link [here](#) to find further details.



TRAVEL TO AND FROM SCHOOL

Walking

We encourage walking to school where possible, with student entrances located on West End Avenue, Otley Road and Arthurs Avenue. These entrances are open for students from: Otley Road and West End Avenue 7.30am to 8.50am and 3.30pm to 4pm. Main school gates on Arthurs Avenue 7.30am to 7pm.

Buses

Information regarding Home to School Transport Services can be found on the [North Yorkshire Council Website](#).

Students who travel to school by bus, whether on contract or service buses, are expected to behave with courtesy and consideration for others. A student who behaves badly on a contract bus may lose their place.

Bicycles

Parents/carers are asked to ensure that they only allow their child to cycle to school if they are a fully competent cyclist, and if the bicycle is maintained in good working condition. All bicycles must be left in the bike shelter and should be kept locked. No cycling is permitted in school grounds. It is strongly recommended that a cycle helmet be worn and also outdoor reflective clothing in the winter months.

Cars

Parents/carers who bring students to school or collect them are asked not to turn in the school grounds, and not to park on the yellow zigzag lines outside the school on Arthurs Avenue. It is important that we show consideration towards our neighbours. In order to reduce congestion please consider parking away from the site and walking in if at all possible. We also ask that you respect our local community and do not park in adjacent streets to the school including Cundall Way, Southway, Grasmere Crescent and Rossett Way. Disabled parking is provided at the front of the school.

Safer transport: Park & Stride

As a school of over 2000 students, it is not easy to manage the movement of students in and out of school by a variety of transport methods. Parental feedback resulted in the establishment of a 5-minute walk zone called "Park-and-Stride". The idea is that parents drive their children to a safe drop off/pick up point 5 minutes walk from school. This avoids congestion around the school and provides some exercise for the students. We talked to Harrogate Borough Council who suggested three safe drop-off/pick-up points:

Park Road

This point would suit those drivers approaching from Leeds Road or York Place. The only significant road to be crossed to get to school is West End Avenue.

Pannal Ash Drive

This point would suit those drivers approaching from Burn Bridge or Otley Road. There are pedestrian facilities incorporated in the Pannal Ash Road and Arthurs Avenue signals to ensure safe passage to and from school.

Manor Road

This point would suit those drivers approaching from the North. The pedestrian facilities at the Cold Bath Road signals will ensure safe passage to and from school.



Policies and Personal Development

POLICIES

Behaviour

Positive, respectful, caring relationships and good self-regulation are at the heart of a safe and productive learning environment. Therefore, we help everyone in our community to work together to develop, maintain and sustain positive working relationships that match the school's values. Please see the **Relationships and Behaviour policy** on the HGS website for further information.

Attendance

Every student has a right to access the education to which they are entitled. The school aims to work together with parents/carers, teachers and outside agencies to ensure that all students attend both regularly and punctually. For further information please see the **Attendance policy** on the HGS website.

Bullying

The school does not tolerate any bullying or harassment of any kind. Please refer to our **Bullying and Harassment policy** on the HGS website. If you as a parent/carer are concerned please get in touch with your child's Year Manager. Your child can directly talk to their Form Tutor, Year Manager, any member of staff or use the Reach Out app.

Mobile Phones

We understand the need for young people to carry a mobile phone for their own personal safety. However, we expect that when students enter the school their phone is turned off and kept in their bag. Should a student need to make contact with home, they do so through their Year Manager.

If a student is seen with a mobile phone, even if not in use, it will be confiscated until the end of the school day.

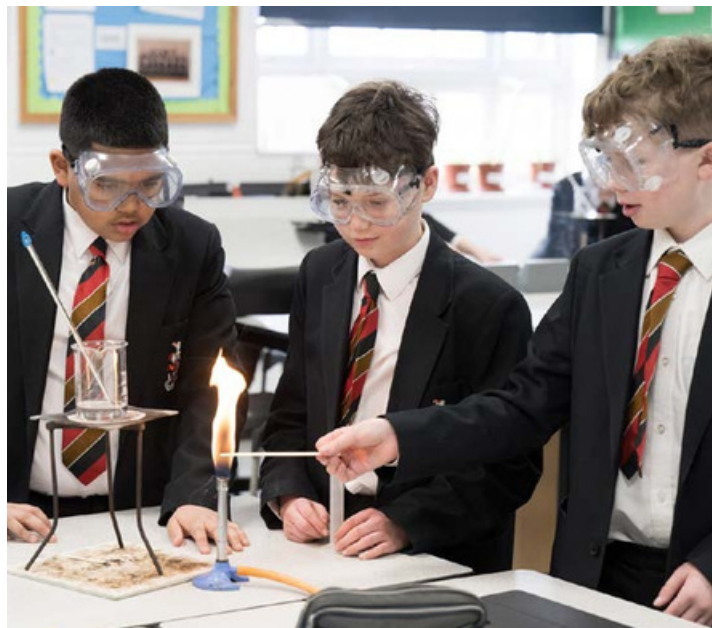
Powers to search and confiscate

Authorised staff have a statutory power to search students or their possessions, with or without consent, where they have reasonable grounds for suspecting that the student may have a prohibited item.

These are statutory powers and are used to ensure that all students are kept safe. For further details please see the **Searching and Confiscation policy**.

Substance Misuse

The school will not tolerate any student under the influence of, or in the possession of, using or supplying any substance including drugs, tobacco or alcohol. This applies to the whole school premises and also their journey to and from school. Please refer to the **Substance Use and Misuse policy**.



PERSONAL DEVELOPMENT CURRICULUM

The Big Picture Programme

Students in Years 7 to 11 follow a Personal Development programme called 'The Big Picture' which incorporates elements of Personal, Social, Health Education (PSHE), Relationships and Sex Education (RSE), Citizenship and Careers Educations and Guidance. This is delivered by Form Tutors through Big Picture lessons supported by assemblies.

There are a number of requirements which all schools must adhere to when providing sex and relationships education and RSE plays an important part in fulfilling the statutory duties all schools have to meet. Much of the RSE lessons takes place within Big Picture PSHE lessons and are set within the wider context of the PSHE curriculum. They focus more on the emotional aspects of development and relationships, although the physical aspects of puberty and reproduction are included.

Click on the **RSE policy** for more information.

Further details can be found on the **HGS website**. We are delighted to have been awarded the prestigious and nationally recognised Quality in Careers Standard Award (QICS) for our Careers Education Information and Guidance programme. It is one of the highest accolades a school can receive for excellence in this area of school life.

For more information see **Careers Education and Guidance** on the website.



Term Dates 2026-27

Term Dates	
Autumn Term 1	Wednesday 9 September - Friday 23 October
Half Term	Monday 26 October - Friday 30 October
Autumn Term 2	Monday 2 November - Friday 18 December (2.30pm finish)
Christmas	Monday 21 December 2026 - Friday 1 January 2027
Spring Term 1	Monday 4 January - Friday 5 February
Half Term	Monday 8 February - Friday 12 February
Spring Term 2	Monday 15 February - Friday 19 March
Easter	Monday 22 March - Friday 2 April
Summer Term 1	Monday 5 April - Friday 28 May Bank Holiday - school closed Monday 3 May
Half Term	Monday 31 May - Friday 4 June
Summer Term 2	Monday 7 June - Friday 23 July (2.30pm finish)

Professional Development Days (school is closed):

September 2026	Monday 7 September 2026 and Tuesday 8 September 2026
October 2026	Friday 2 October 2026
November 2026	Friday 27 November 2026
July 2027	Friday 2 July 2027 Monday 26 July 2027



Key Contacts, Alumni & PTA



ALUMNI

Are you a former student or member of staff from Harrogate Grammar School? If so, we would like to invite you to join the alumni community network, Harrogate Grammar Connect. Visit our [alumni page](#) to complete our joining form and email hgsalumni@hgs.rklt.co.uk if you have any questions.

PTA

We know that the first few months can be a daunting experience for students and parents. The PTA is a supportive network, that will welcome you along to a wide range of social get togethers, answer your questions and generally point you in the right direction. As a parent you are automatically a member of the PTA and we look forward to meeting you at one of our meetings or social events.

Each year we aim to raise around £20,000 which helps to provide equipment, facilities and experiences that would otherwise not be available within the school budget. They include books for every new Year 7 student, the Bird of Prey experience, musical bursaries, sports and musical equipment and kit.

Please do support and get involved with our PTA. You can find more information in the bulletin, in our Facebook group or email us directly.

Contact details

Rob Grand: PTA Chair
Email: hgspta@hgs.rklt.co.uk
Facebook: @HGS PTA

KEY CONTACTS


There are also some other key contacts in school listed below:

General Enquiries 01423 531127 / mail@hgs.rklt.co.uk
Attendance Via Arbor App
Cashless Catering kitchen@hgs.rklt.co.uk
Encore! hgsencore@hgs.rklt.co.uk
Finance hgsfinance@hgs.rklt.co.uk
iPads for Learning hgsipads@hgs.rklt.co.uk



A full list of staff is available on the school website - www.harrogategrammar.co.uk

SOCIAL MEDIA ACCOUNTS

Main School

-  [Harrogate Grammar School](#)
-  [HarrogateGS](#)

Sixth Form

-  [Harrogate Grammar Sixth Form](#)
-  [harrogategrammarsixthform](#)





HARROGATE
GRAMMAR SCHOOL
EXCELLENCE FOR ALL

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