



# BURY

GRAMMAR SCHOOL

PRIMARY



## THE PRIMARY DIVISION

PARENTS' HANDBOOK  
SEPTEMBER 2025 - 2026

# WELCOME

## FROM THE PRINCIPAL

The pupils, teachers, parents and friends of Bury Grammar School (BGS) are delighted to welcome you to our school. We are a vibrant, diverse and friendly school community and we are thrilled you are a part of it!

Our pupils have the opportunity to excel academically, to participate in a multitude of extra-curricular clubs and activities and to join with friends in concerts, sporting events, competitions, charity events and trips both at home and abroad. Above all, we want each child to flourish, be themselves, discover what they are capable of and learn to make the most of all their qualities and interests. The ethos of our high-performing and high-achieving school is embodied in our School Aims: Scholarship, Character, Enrichment and Partnership.

Each child is on a very exciting journey, and we are truly privileged to share their journey with you as a family. Parental involvement and communication with home are very important to us; a really strong relationship between pupil, school and home is central to academic success and pupils' happiness and we would always encourage you to communicate openly and positively with us.

I am very proud to be the Principal of Bury Grammar School. I could not work with a more positive, open minded, hardworking, and mutually supportive pupil and staff body and look forward to sharing this educational journey with you. I hope you are as excited as we are about the next stage of your child's journey through education and life: so much is possible.

Sanctas clavis fores aperit

**Mrs Jo Anderson**  
**Principal of Bury Grammar School**



## FROM THE PRIMARY DIVISION HEADS

A very warm welcome to Bury Grammar Primary Division. We are thrilled to have you join our friendly and high-achieving school, where your child's journey towards a great education begins.

Here at Bury Grammar School even our youngest pupils display a love for learning and we are dedicated to encouraging a nurturing and stimulating environment where every child can thrive. Always striving for quality means our standards are exceptionally high and great care is taken to respond to each child's pace and development, ensuring all pupils feel valued. High aspirations, an extended curriculum, quality teaching, our wonderful facilities and outstanding pastoral care all go hand in hand in our Primary Division.

We know that happy pupils are the most effective learners, and we strive to make every child's experience enjoyable and enriching and this is at heart of what we do. We ensure that our pupils, from ages 3 to 11, are encouraged, motivated, and challenged to reach their full potential. Our engaging and ambitious curriculum promotes not only academic achievement but also character development, preparing them for future success at BGS and beyond.

Our school challenges pupils and enables them to flourish and we have great fun along the way too. We look forward to partnering with you in this exciting journey, celebrating each milestone and achievement together.

Welcome to Bury Grammar Primary Division.

**Mrs Sam Aylin**  
**Head of Infants**

**Mr Danny Partington**  
**Head of Juniors**





# TERM DATES/CONTACTS

## TERM DATES

Please refer to our Calendar and Term Dates on the BGS website or the Parent Portal for all key dates:

- [www.burygrammar.com/term-dates](http://www.burygrammar.com/term-dates)
- [www.burygrammar.com/calendar](http://www.burygrammar.com/calendar)
- [BGS Parent Portal](#)

## TERM BEGINS - FRIDAY 5TH SEPTEMBER

### Autumn Term 2025

Staff Day*	Tue 2nd September
Staff Day*	Wed 3rd September
<b>Reception Induction Morning</b>	Thurs 4th September
Term Begins for whole school	Fri 5th September
Teaching staff & Students not in School	Fri 26th September
Half Term Begins	Fri 17th October (end of day)
	Mon 3rd November
Term Resumes	Fri 19th December (midday)
Term Ends	

### Spring Term 2026

Term Begins	Tue 6th January
Entrance Exam Day (No Senior Pupils in School)	Thurs 22nd January
Half Term Begins	Thurs 12th February (end of day)
	Fri 13th February
Staff Day*	Mon 23rd February
Term Resumes	Thur 2nd April (midday)
Term Ends	

### Summer Term 2026

Term Begins	Mon 20th April
Founders' Day	Fri 1st May
Bank Holiday	Mon 4th May
Half Term Begins	Fri 22nd May (end of day)
	Mon 1st June
Staff Day* (staff and examination candidates only in school)	
Term Resumes	Tues 2nd June
Term Ends	Thurs 9th July (midday)

\*Please note that pupils should not attend school on Staff Days.

**We ask that arrangements to take holidays on dates when pupils should be in school are avoided.**

## CONTACT DETAILS

### Bury Grammar School

#### Primary Division

Bridge Road, Bury, BL9 0HH

**Email:** [schooloffice@burygrammar.com](mailto:schooloffice@burygrammar.com)

**Tel:** 0161 696 8600

**After School:** 0161 696 8600

(option 3, then option 4)

**Website:** [www.burygrammar.com/contact-us](http://www.burygrammar.com/contact-us)

Parents wishing to contact the Chair of Governors should write to:

### Bury Grammar School Governors

Clerk to the Governors

Bury Grammar School

Bridge Road,

Bury, BL9 0HH

## SOCIAL MEDIA

You will find many BGS pupil successes and good news stories on our social media sites. Please do share your good news pupil stories with us so we can celebrate them with our BGS community via social media. Please email [communications@burygrammar.com](mailto:communications@burygrammar.com)

Don't forget to follow us on social media!



Bury Grammar School



Bury Grammar School



Bury Grammar School

# BGS AIMS, TRAVEL & HOUSE SYSTEM

## BGS AIMS

We are a warm, welcoming and forward-looking school which focusses on quality, tradition and innovation.



### SCHOLARSHIP

To challenge and inspire pupils to work hard, aim high, achieve and celebrate academic success.



### CHARACTER

To nurture generosity of spirit, open-mindedness, confidence, resilience, a sense of service and an unwavering commitment to equality.



### ENRICHMENT

To encourage all pupils to participate in a wide range of extra-curricular activities, developing a lifelong love of learning.



### PARTNERSHIPS

To work harmoniously with others and seek to have a positive impact on society.

## TRAVEL & END OF DAY ARRANGEMENTS

Primary pupils are expected to travel to and from school accompanied by an adult and will only be handed over at the end of the day to an approved adult. Any daily changes to pick up arrangements must be in writing to:

[schooloffice@burygrammar.com](mailto:schooloffice@burygrammar.com) and your child's class teacher.

An acknowledgement in writing will confirm your request has been actioned. Uncollected pupils will automatically be taken to the Collection Room and then into After School Club. Any changes to arrangements must be requested in writing by the parent and approved by the Primary Principal including pupils travelling home alone from school. Our school coach service is available for pupils including and upwards of Year 4 however pupils are not encouraged to go on the school coach unless accompanied until Year 6. Our coach service offers a safe, convenient, and direct journey to and from our campus, covering the areas below.

Bolton - Smithills/Egerton/Harwood

Bolton - Turton/Edgworth

Oldham/Middleton/Heywood

Prestwich/Whitefield/Norden/Bamford

Rochdale

Rossendale

Worsley/Eccles/Swinton



You can book and pay for school coaches for the entire academic year ahead, termly, or half termly. All options involve pre-booking so that your child's seat on the school coach is guaranteed. Tickets are issued on a first come first served basis so please book early to avoid disappointment. Where school coaches are full a waiting list is in operation. To find out more and to make your booking please visit:

<https://burygrammar.vectare.co.uk/>

## CAR PARKING

For the convenience of drop off and collection, there is a designated car park for Infant pupils in front of our Primary Division building. Additional parking is available for Infants and Juniors at the Senior Boys' Campus on Tenterden Street. A map showing our parking areas at BGS can be found on our website:

[www.burygrammar.com/contact-us](http://www.burygrammar.com/contact-us)

## SCHOOL HOUSES



The Primary Division has four houses, and all pupils are allocated to one of these houses at the point of admission to School. Pupils in the EYFS and Infant School recognise the Houses initially as colours; Red, Blue, Green and Yellow and then their house stays with them for their whole school journey. Houses compete against each other in annual events such as the House Music competition, swimming gala, House Quiz, house sporting competitions and Sports Day. Pupils have a strong sense of loyalty to their Houses, which remains long after they leave the school.



# PASTORAL CARE

## PASTORAL CARE

Our school is a fun, happy and nurturing one, and our system of pastoral care ensures that we provide a safe, tolerant, and nurturing environment, which allows pupils to reach their potential in every area of life. Here at BGS we promote a culture of mutual respect and an environment best suited for effective learning.

**Mrs R Newbold**  
Senior Deputy Head Pastoral



**Mrs S Aylin**  
Head of Infants,  
Primary Assistant Head (Pastoral)



At Bury Grammar School, we pride ourselves on excellent pastoral care and our ability to work together as a family to nurture and care for every individual. We feel very strongly that all members of staff have a shared responsibility for the welfare and happiness of our pupils, and we work closely with parents in order to fulfil this responsibility. We care for and respect our pupils, and, in turn, we expect them to care for and respect others. Whilst we believe that pastoral care is the responsibility of every member of BGS, we pride ourselves on the skills and expertise of our dedicated Pastoral Team. Class teachers know pupils extremely well and are aware of their individual needs.



The Primary Division is a welcoming place to be with exceptionally high standards of Pastoral Care. We take pride in knowing our pupils and this helps them feel settled and happy in school. Happy children learn best and we make this our priority. Class teachers work closely with pupils on a daily basis supported brilliantly by our Health Support team who ensure our welfare systems work seamlessly. We place great emphasis on promoting and safeguarding the health, welfare, and safety of children in our care ensuring that the primary focus will always be that your child is safe, happy, and thriving.

## MEDICAL & HEALTH

Our School Health Team works on-site to ensure that our pupils' medical and health needs are met. In addition, the majority of Primary School staff are trained in First Aid.

If your child is unwell at school, you will be contacted and asked to collect them where appropriate. The School is not able to administer any form of drugs or medicine without parental consent. We ask that you inform the School Health Team if your child is taking any medication, and a letter should accompany all medicines which are brought into school. If your child is taking any medication that requires administering during school hours, please complete a medical request form, available at the main reception.

If your child is unable to attend school due to illness, we ask that you follow the 'Reporting an Absence' information on page 7 to inform us of your child's absence. If your child is absent from school due to diarrhoea or vomiting, we ask that they remain off school for 48 hours after the last episode to avoid the spread of infection.

**Mrs K Robinson**  
Head of Health Support



**Mrs N Davies**  
Healthcare Support Worker



# COMMUNICATION

## THE ESSENTIAL COLLABORATION AND PARTNERSHIP BETWEEN PUPIL, FAMILIES AND SCHOOL

Bury Grammar School pupils thrive thanks to the excellent partnership between pupil, home, and school. For us, good communication is vital, and we will always seek to communicate positively, honestly, and openly with pupils and parents.



## CLASS TEACHERS ARE YOUR FIRST PORT OF CALL

We are always happy to talk to parents or meet with you. Your child's Class Teacher sees your child every day; they will be the teacher who knows each pupil best and who is responsible for their education and welfare. Class Teachers are, therefore, the teachers best placed to communicate with home. All queries, thoughts, thanks, or concerns should be sent to them in the first instance; if need be, they will forward your communication on to another colleague. Please find all Class Teacher email addresses on page 13.

## PARENT PORTAL

We aim to keep you updated with the information we hold on your child via the iSAMS BGS [Parent Portal](#). This is an integral tool for communication between school and home and keeps you informed of school routines.

The Parent Portal is where you will find information on:

- Your child's assessments and reports.
- Your child's timetable and teaching groups.
- The School Calendar for the academic year.
- Electronic forms where you can:
  - o Log a pupil absence
  - o Request an authorised absence for a pupil
  - o Report a change in parental contact details
  - o Update your child's lunch arrangements / break time milk arrangements.



Once registered you can save the Parent Portal to your home screen to access this information on the go! If you require any assistance relating to the Parent Portal please email [parentportal@burygrammar.com](mailto:parentportal@burygrammar.com) clearly stating your child's name and class in the email subject.

There is also a wealth of information for parents on the BGS Parents webpage: [www.burygrammar.com/bgs-parents](http://www.burygrammar.com/bgs-parents)

## ASSESSMENTS AND REPORTS

Assessment at BGS is a positive ongoing process to support pupil progress and is communicated to both pupils and parents. Assessments are carried out throughout the academic year across the Primary Division. Pupil progress is reported to parents ahead of each half term break in the form of Interim Assessment Grades. Reward letters are also sent home to celebrate pupil achievements. Should our expert teachers decide intervention would be helpful, to ensure rapid and good progress, the teacher will put additional support in place making sure parents are kept informed and involved wherever necessary. Additionally, there are two Parents' Evenings per year which can be in person or via Microsoft Teams. Written reports for Kindergarten to Year 6 pupils are also provided towards the end of the academic year. For Kindergarten and Reception pupils (EYFS) there is an ongoing, interactive assessment and reporting platform, where parents can see daily milestones their children have met and are working towards: contributions from parents are welcomed to support a full and comprehensive picture of attainment at this early age.





## WEEKLY NEWSLETTER

Each Friday during term time we produce a newsletter updating parents on activities from the week along with important information on the weeks ahead. Please do read our newsletters to ensure you are kept up to date with our school news and important messages. The newsletter is sent via email and is also accessible via your Parent Portal on Friday afternoons.

## EMAILS

This is our most regular method of direct communication with parents. We regularly use email to communicate information such as school trips, Parents' Evenings, events, concerts, etc, so it is important that you provide us with accurate contact details and specific information about where you would prefer our communications to be sent, please.

## SMS (TEXT MESSAGING)

School uses SMS messaging to communicate with parents. We use the SMS messaging service as a reminder for important events in the school calendar and to inform you of unexpected changes to school routines, for example, school closures, delayed trips, or cancelled activities. Please ensure we have your latest mobile number so you will receive these messages.

## UPDATING PERSONAL DETAILS

Please let us know if your personal details change by completing an interactive, electronic form on the Parent Portal. Log into the Parent Portal, go to the 'Communications' menu and choose 'Electronic Forms', then click on the navy blue 'Complete Form' button next to the form titled 'Update Parent Contact Details'. <https://burygrammar.parents.isams.cloud>

## REPORTING ABSENCE

If your child is ill and unable to attend school, we ask parents to report absences via the Parent Portal, <https://burygrammar.parents.isams.cloud>, rather than telephoning or emailing the School Office where possible. Absences should be reported daily when your child is off school. We find this to be a very efficient way for parents to report absence. To do this, please log into the Parent Portal and simply follow the 'Report a Pupil Absence' link on the home page and complete the form to report the pupil absence for that day. This feature also allows you to report a planned absence in advance for medical appointments or similar one-off absences. When you submit the form through the Parent Portal it automatically alerts your child's Class Teacher and the School Office of their absence.

## SACHEL:ONE

Satchel:One provides you and your child with access to their own personal online homework diary. This diary can be accessed anywhere via the Satchel:One website or app [www.satchelone.com/login](http://www.satchelone.com/login). All homework tasks are set by subject teachers via the Satchel:One diary, along with any additional activities/competitions and important notices. You will receive a welcome email regarding Satchel:One with a link to register. Once registered you will be able to view your child's homework diary. We believe this platform strengthens the partnership we have between pupils and parents and aids with organisation. There is a user guide in the Documents and Files area of the Parent Portal. However, if you require further assistance or experience problems registering, please email [parentportal@burygrammar.com](mailto:parentportal@burygrammar.com)



## SOCS

This is our online school communication system for extra-curricular activities and sports fixtures. SOCS enables both pupils and parents to see the full Enrichment Programme, with details of all clubs, activities, workshops, sport practices, fixtures, results, and match reports throughout the year.

The system can be accessed by visiting [www.socscms.com/login/74/](http://www.socscms.com/login/74/)



You will receive a welcome email containing all the information you need to get started on SOCS, along with a link to the system in the near future.



## THE SCHOOL DAY

Before School Club is available from 7:30am in the Pre-School building for all Primary pupils (bookable in advance via ParentPay). At 8am the Primary Division Hall is open to receive early arriving pupils into school. At 8:15am Reception to Year 3 pupils will be supervised with planned activities until 8.30am where they will then move to classrooms with their teachers before register is taken at 8:40am. Reception pupils will continue round to the rear of the Primary Division Hall to the Reception Classroom entrances where doors to the classroom will open at 8.30am. Infants can continue to enter through the Primary Hall door. The Junior entrance will also be open for Years 4-6 to go directly to their classrooms from 8.15am.

**All pupils must be in school by 8:40am for registration to begin the day formally.**

Pupils receive a copy of their timetables on their first day with copies on Satchel:One and additional copies for parents in their school bags. Here are some **example** timetables:

### PRE-SCHOOL\*

TIME	TEACHING & LEARNING
09:00 - 09:30	Registration and key worker focuses activity
09:30 - 11:00	Continuous provision - children access both our large spacious indoor rooms and our extensive outdoor area
11:10 - 11:30	Teaching of Phonics
11:30 - 12:30	LUNCH
12:30 - 13:30	Continuous Provision - children access both our large spacious indoor rooms and our extensive outdoor area
13:30 - 13:50	Teaching of Maths
13:50 - 14:45	Continuous Provision - children access both our large spacious indoor rooms and our extensive outdoor area
14:45 - 15:00	Story Time
Curriculum Enrichment	Beyond the teaching, we also provide: <ul style="list-style-type: none"> <li>• Welly Walks</li> <li>• PE</li> <li>• Swimming on site</li> <li>• Use of our extensive campus &amp; grounds</li> <li>• Teaching of French</li> <li>• Celebration Events</li> </ul>

\*This timetable reflects the entire BGS subject schedule. However, our EYFS follows Government Statutory Guidance for the EYFS curriculum. Please contact our staff if you have any questions about the EYFS daily format.

### RECEPTION

Time	Monday	Tuesday	Wednesday	Thursday	Friday
08:40	FIRST BELL				
08:45 - 09:00	Form Time	Form Time	Philosophy	Form Time	Form Time
09:05 - 09:55	PSHEE	Maths	Maths	Maths	Maths
10:00 - 10:50	Swimming	English	English	English	Maths
10:50 - 11:05	BREAK				
11:10 - 12:00	Maths	PE	Art	History	English
12:05 - 12:55	RS	Geography	PE	History	Science
12:55 - 13:50	LUNCH				
13:50 - 13:55	AFTERNOON REGISTRATION				
14:00 - 14:50	Drama	French	Computing	Geography	Science
14:55 - 15:15	Phonics	Phonics	Phonics	Phonics	Phonics



## INFANT

Time	Monday	Tuesday	Wednesday	Thursday	Friday
08:40	FIRST BELL				
08:45 - 09:00	Form Time	Form Time	Philosophy	Form Time	Form Time
09:05 - 09:55	PSHEE	Maths	Maths	Maths	Maths
10:00 - 10:50	PE	Swimming	English	English	English
10:50 - 11:05	BREAK				
11:10 - 12:00	Maths	English	Science	Art	History
12:05 - 12:55	Computing	Geography	Science	RS	History
12:55 - 13:50	LUNCH				
13:50 - 13:55	AFTERNOON REGISTRATION				
14:00 - 14:50	French	Drama	Music	Drama	Geography
14:55 - 15:15	Phonics	Phonics	Phonics	Phonics	Phonics

- Infant finish time is **3.15pm**
- The Collection Room is available until 4pm

## JUNIORS

Time	Monday	Tuesday	Wednesday	Thursday	Friday
08:40	FIRST BELL				
08:45 - 09:00	Form Time	Form Time	Form Time	Philosophy	Form Time
09:05 - 09:55	PSHEE	Maths	Maths	Maths	Maths
10:00 - 10:50	Maths	English	English	English	Guided Reading
10:50 - 11:05	BREAK				
11:10 - 12:00	History	PE	Geography	Music	Science
12:05 - 12:55	Swimming	RS	Geography	French	Science
12:55 - 13:50	LUNCH				
13:50 - 13:55	AFTERNOON REGISTRATION				
14:00 - 14:50	Drama	Art	RS	Comprehension	Computing
14:55 - 15:30	Drama	Comprehension	Comprehension	History	English

- Junior finish time is **3.30pm** (Fridays 3:15pm)
- The Collection Room is available until 4pm

## WRAPAROUND CARE

Time	Provision	Cost
7:30am - 8:00am	Breakfast Club (Optional)	£5.49
4:00pm - 5:00pm	After School Club Sessions One (Optional)	£5.38
5:00pm - 6:00pm	After School Club Session Two (Optional)	£3.46

\*After School Club is bookable in advance via ParentPay or payable on collection.

[www.parentpay.com/parents/](http://www.parentpay.com/parents/)



## ASSEMBLIES & FORM PERIODS

Assemblies at BGS are an important time for the school to come together. Primary assemblies are based on our Pastoral Scheme of Work and include School Aims, Philosophy, and Fundamental British Value themes. They are led by the Primary Senior team and visiting speakers, including our Senior Prefect team. During Form Period one form time is Philosophy focused and the other is PHSEE. Every Friday there is a whole school Celebration Assembly where the achievements of the week for all pupils from EYFS to Year 6 are celebrated!

## HOMEWORK

We believe that homework is a vital element of the learning process, enabling pupils to consolidate work carried out in lessons, explore topics further and undertake research in preparation for classroom activities. Establishing excellent study habits early on is the key to success in examinations and life beyond school.

**Homework is set by the Class Teacher using the web-based system Satchel:One.**

This programme can be accessed online or via the Satchel:One parent app which you can download.

### 5 tips for homework:

- Download the 'Satchel:One' app. A great tool for pupils and parents
- Find somewhere quiet and set up an area free from distractions
- Get yourself into a routine and set aside time each day to complete your homework
- Make a copy of your homework timetable Don't forget to factor in any out of school activities
- Ask for help if you're not sure. Teachers are always happy to help!



## LUNCH ARRANGEMENTS

Pupils will have ample time to eat lunch and enjoy playtime with their friends. Some enrichment activities also happen at lunchtime too.

School lunches are billed termly with school fees, but pupils may alternatively bring a packed lunch if they prefer. The canteen provides a variety of healthy eating options, with hot meals, sandwiches, and a salad or pasta bar. Meat, vegetarian and Halal meals are always available. You can find out more on our website: [www.burygrammar.com/pastoral-care/healthy-eating](http://www.burygrammar.com/pastoral-care/healthy-eating)

## PARENTPAY

Our online, cashless payment system is called 'ParentPay' which enables parents to pay for breakfast club, wrap around care and trips.

[www.parentpay.com/parents/](http://www.parentpay.com/parents/)







## MUSIC

All pupils have weekly class music lessons which focus on the key skills of listening, composing, and performing. To enhance these timetabled lessons, there are many opportunities for pupils to become involved in the thriving extra-curricular life of the Music department.

From Year 1, there are many and varied musical groups to attend to suit all instruments and musical styles all of which rehearse weekly and perform regularly. There are many musical opportunities each year including inter-house, class, local, national and AJIS (Association of Junior Independent Schools) competitions.

Starting in Key Stage 1 (KS1), pupils may choose to have additional instrument lessons in school which can be arranged to fit around pupils' individual timetables. Availability will be communicated to pupils and parents in more detail during the course of the year.



## EXTRA-CURRICULAR

At Bury Grammar School we offer outstanding personal development through our enrichment programme.

Our online platform, SOCS, enables both pupils and parents to see the full Enrichment Programme, with details of all clubs, activities, workshops, sport practices, fixtures, results, and match reports throughout the year.

With well over 60 clubs and societies to choose from, the problem is fitting everything in. We've calculated that if you tried a new activity each day it would take most of the school year to experience everything! Every pupil is encouraged to take part in as wide a range of activities as possible and to achieve the right balance between academic excellence and extra-curricular personal development. A full list of extra-curricular activities can be found on the 'Enrichment' page of our website: [www.burygrammar.com/enrichmentatbgs](http://www.burygrammar.com/enrichmentatbgs)

We also offer a wide variety of educational trips, visits and invite visitors into school to enhance the curriculum. Our youngest pupils venture more locally and then build up their confidence to move further afield. Residential begin in Year 3 with initially one night away and building up to 3 or more in Years 5 and 6.

These give our pupils the chance to learn outside the classroom, perhaps as part of an Art trip to a local gallery including Whitworth or further afield with a History visit to Chester. We also offer international visits for our older pupils providing the exciting opportunity to experience visiting abroad with peers, preparing pupils for further adventures in senior school.



## EQUIPMENT

All standard stationery and learning resources are provided by the School, although your child may choose to bring their own moderately sized pencil case and stationery. Items which may be useful are writing pencils, colouring pencils and pens, a writing pen and a glue stick.



## MOBILE PHONE DEVICES

Pupils are not permitted to carry/use a mobile phone or wear a watch connected to the internet. For older pupils who may need a phone for travelling home, phones may be brought into school but must be switched off, and handed into their class teacher on arrival and collected at the end of the day. Should pupils not hand phones to their teacher at the start of the day they will have their phones confiscated and returned directly to parents and may be at risk of not being permitted to bring them into school again. Please check with your child's Class Teacher if you are unsure.

## SCHOOL COUNCIL

Pupil voice is an important part of school life! There are many opportunities for pupils to get involved in a number of groups who are encouraged to contribute to school discussions and be part of driving the school forward. We believe change is good and we are very proud to say that we listen to our children – they tell us so!

## VALUABLES

Unless there is a specific reason for bringing valuables into school, this should be discouraged. Any valuable items that are brought into school, such as money, or mobile devices, should be handed to their class teacher on arrival and collected at the end of the day. All property should be clearly named.

## UNIFORM

Please make sure ALL uniform items are named. The uniform list on the school website includes additional items that will be needed for certain subjects including Swimming, Games and PE. Pupils may choose to wear what they are comfortable wearing from the whole list however for smart presentation purposes we ask that certain items are worn together. For example, if choose to wear a closed neck shirt, please wear a tie with this. Please check the list carefully as some items are optional, however if you choose to wear these, we do ask that they are purchased from the approved suppliers. For further understanding please consult our website or your child's Class Teacher.

Full school uniform should be worn at all times, including on the journey to and from school.

[www.burygrammar.com/admissions/uniform](http://www.burygrammar.com/admissions/uniform)

### UNIFORM STOCKISTS

The official supplier is:

#### Monkhouse/Top Form

51 – 53 Drake Street, Rochdale 01706 345 257  
86 The Rock, Bury 0161 764 4320

#### Grays Sportswear - PE Kit

[www.graysteamsports.com/collections/bury-grammar-school](http://www.graysteamsports.com/collections/bury-grammar-school)



# MEET THE TEAM

## Mrs S Aylin

Head of Infants &

Primary Assistant Head (Pastoral)

[saylin@burygrammar.com](mailto:saylin@burygrammar.com)



## Mr D Partington

Head of Juniors &

Primary Assistant Head (Academic)

[dpartington@burygrammar.com](mailto:dpartington@burygrammar.com)



## Mrs S McMahon

Head of Pre-School

[smcmahon@burygrammar.com](mailto:smcmahon@burygrammar.com)



## TEACHERS

Your child's class teacher is always your first point of contact and they are always happy to help.

Pre-School

Reception Blue

Reception Red

Year 1 Amber

Year 1 Yellow

Year 2 Green

Year 2 Purple

Year 3 Bronze

Year 3 Gold

Year 4 Navy

Year 4 Ocean

Year 5 Jade

Year 5 Marine

Year 5 Turquoise

Year 6 Crimson

Year 6 Ruby

Year 6 Scarlet

Mrs S McMahon

Mrs D Prudham

Mrs A Bye

Mrs R Prince

Miss L Unsworth

Mrs S Aylin / Miss K Bird

Mrs R Tracey

Mr J Hardie

Mrs S Hill

Mrs A Moran

Mrs G Coyle

Mrs K Woodhead

Mr D Partington / Miss K Bird

Mrs A Hunt

Mrs R Hankinson

Mr D Larkins

Mr E Whittaker

[smcmahon@burygrammar.com](mailto:smcmahon@burygrammar.com)

[dprudham@burygrammar.com](mailto:dprudham@burygrammar.com)

[abye@burygrammar.com](mailto:abye@burygrammar.com)

[rprince@burygrammar.com](mailto:rprince@burygrammar.com)

[lunsworth@burygrammar.com](mailto:lunsworth@burygrammar.com)

[kbird@burygrammar.com](mailto:kbird@burygrammar.com)

[rtracey@burygrammar.com](mailto:rtracey@burygrammar.com)

[jhardie@burygrammar.com](mailto:jhardie@burygrammar.com)

[shill@burygrammar.com](mailto:shill@burygrammar.com)

[amoran@burygrammar.com](mailto:amoran@burygrammar.com)

[gcoyle@burygrammar.com](mailto:gcoyle@burygrammar.com)

[kwoodhead@burygrammar.com](mailto:kwoodhead@burygrammar.com)

[kbird@burygrammar.com](mailto:kbird@burygrammar.com)

[ahunt@burygrammar.com](mailto:ahunt@burygrammar.com)

[rhankinson@burygrammar.com](mailto:rhankinson@burygrammar.com)

[dlarkins@burygrammar.com](mailto:dlarkins@burygrammar.com)

[ewhittaker@burygrammar.com](mailto:ewhittaker@burygrammar.com)

Primary Head of Enrichment & Trips

Head of Primary PE

Primary Cover Supervisor

Mr M Maguire

Miss F Harrison

Mrs C Baumber

[mmaguire@burygrammar.com](mailto:mmaguire@burygrammar.com)

[fharrison@burygrammar.com](mailto:fharrison@burygrammar.com)

[cbaumber@burygrammar.com](mailto:cbaumber@burygrammar.com)







## SPECIAL EDUCATIONAL NEEDS & DISABILITIES

If we have information that a pupil has a special educational need, for example from an Educational Psychologist's report or Specialist Teacher assessment, we may write a Pupil Profile that will give details about the nature of their needs and support in lessons. If there is a concern that a pupil may have a SEND during their time at BGS, we will carry out the appropriate inhouse assessment(s) and, working in cooperation with the pupil and the parents, make recommendations for further specialist assessments if it is felt this is necessary. Further details can be found in our Special Educational Needs Policy. For further information, please contact Mrs Deacon, the SENCo, via our School Office.

**Mrs R Deacon, SENCo**



## SUPPORT STAFF

<b>Mrs A Cole</b>	School Administrator (Primary)
<b>Mrs T Howarth</b>	Junior School Administrator and Pastoral Support
<b>Mrs N Davies</b>	Primary Healthcare Support Worker
<b>Mrs J Sumner</b>	Primary Caretaker
<b>Ms K Barker</b>	Primary PA

## BGS DIRECTORATE

<b>Mrs J Anderson</b>	Principal
<b>Mrs S Aylin</b>	Head of Infants, Primary Division Assistant Head (Pastoral)
<b>Mr D Partington</b>	Head of Juniors, Primary Division Assistant Head (Academic)
<b>Mrs V Leaver</b>	Deputy Principal
<b>Mrs K Ward</b>	Bursar
<b>Mr R Lees</b>	Senior Deputy Head Enrichment
<b>Mrs K Lewis</b>	Senior Deputy Head Academic and Admissions
<b>Mrs R Newbold</b>	Senior Deputy Head Pastoral (Designated Safeguarding Lead)
<b>Miss J Sherriff</b>	Head of Sixth Form





## NOTES

Handwriting practice lines consisting of 20 horizontal dotted lines.



BURY  
GRAMMAR SCHOOL  
PRIMARY

Bury Grammar School, Bridge Road, Bury, BL9 0HH

Tel: 0161 696 8600

After School: 0161 696 8600  
(option 3, then option 4)

[schooloffice@burygrammar.com](mailto:schooloffice@burygrammar.com)

*Don't forget to follow us on social media*



Bury Grammar School



Bury Grammar School



Bury Grammar School

[WWW.BURYGRAMMAR.COM](http://WWW.BURYGRAMMAR.COM)