



Year 3 Welcome Meeting

We hope you will find the following information useful.

Following the presentation, if you have any questions, please contact the school office team:

Telephone: 0208 979 2545

Email: office.hjs@hpp.school



Key Staff



Helen Lockey
Executive
Headteacher



Jon James
Head of School



Anna Gale
Assistant
Headteacher



Liz Hawes
Year 3 Behaviour
Lead



Lisa Maxsted
Inclusion
Manager



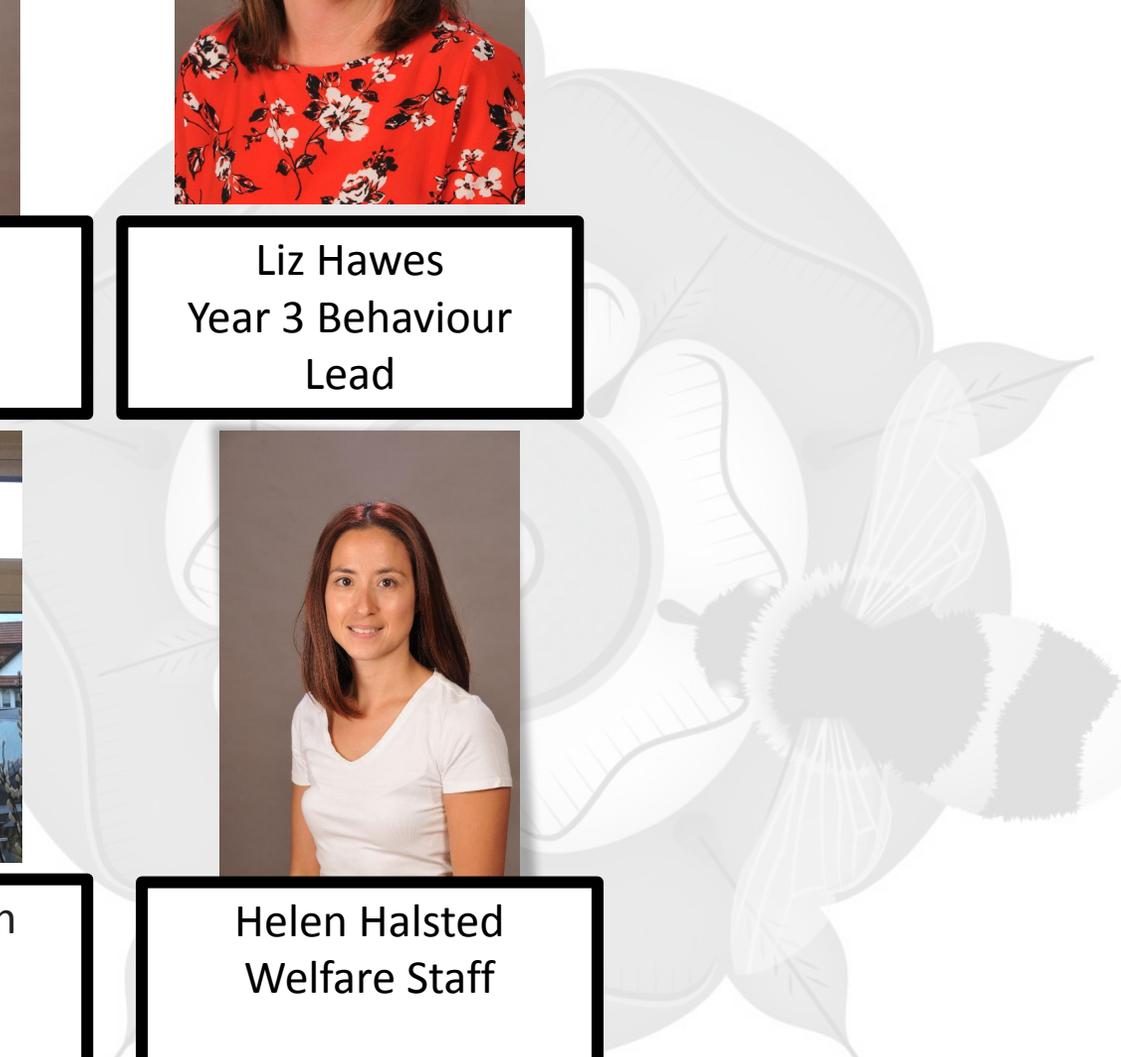
Lauren Drake
Federation Business
Manager



Nikki McLachlan
Receptionist
PA to the ELT



Helen Halsted
Welfare Staff



Yr 3 Team



Miss Rina Miah



Miss Natasha Smith



Miss Cerys Stone



Miss Megan Turner

Classrooms



- The year 3 classrooms will be situated on the ground floor of the main building.
- Each class has a door that opens out onto the lower hall and library area.
- All the classrooms have a deck (or mezzanine) which the children can use as a cloakroom area to place their bags and coats.
- The children will each have a desk with a tray to store all their stationery.
- The schools Teaching and Learning policy expects specific displays within each classroom. This supports consistency and high expectations across the school.



Daily routine



- **8.30 - 8.45am** - Soft start to the morning. As soon as children arrive at school, they go straight to class where there will be an activity for them to complete.
- **8.50am** – Registration
- **8.50-9.20am** – Guided reading
- **9.20am** – English / Maths
- **10.30am** – Break time
- **10.50am** – English / Maths
- **12 noon** – Lunch
- **1.05pm** – Afternoon lessons
- **2.50pm** – Assembly
- **3.15pm** – End of the school day

At the end of the school day children will be dismissed from the front playground.

Home-school diaries and home learning



Week Beginning:

Weekly Learning Support Page

Homework
The school homework policy requires your child to complete the following activities at least 5 times each week (e.g. 5 x reading, 5 x spellings etc). Please tick the corresponding day and then sign the box at the end of the week.

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Reading							
Spellings							
Times tables							
Parent signature				Teacher signature			
The book that I am reading:							
My spelling homework							

- Each child will be provided with a home-school diary to record their homework.
- Children will be expected to complete reading, spellings and times tables 5 times per week.
- The home-school diary is checked daily so parents can also use this as a form of communication with teachers.
- We also have two fantastic online platforms, TTRockstars and Google Classroom.

Home / School communication

Please use the space below if you have any messages / notes for your child's class teacher



Google Classroom

Behaviour



Bee Rules



Be kind to others



Be a good listener



Be respectful towards yourself, others and the school environment



Be hardworking and challenge yourself



Be responsible

- Hampton Junior School has very high expectations with regards to behaviour.
- The behaviour policy is consistently used throughout the school and features core 'Bee rules'
- The main feature is the YOYOB chart, which can be found in every classroom. This is an acronym for: You Own Your Own Behaviour.
- The chart provides both positive praise and clear consequences.
- Each year group has a senior leader allocated as a behaviour lead.

YOYOB Chart

Top Banana Child will move on to top banana if they have demonstrated outstanding behaviour and academic achievement *	Bee's Knees	Good Job If a child has been working really hard, been polite or generally lovely they can move their name to this card	Warning Following a verbal warning, children are to move their name on to the yellow warning card.	Playtime payback Children to stay in for a period of time. This will need to be with the class teacher!	Sent to (see chart on wall) Children to be sent to the Senior Leader for this year group!	Head of School Child to be sent to the head of school.
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School uniform

The governors and staff at Hampton Junior School believe the school uniform is an important part of the school's success. We believe it builds a sense of belonging to our school and we are extremely proud of the image portrayed by children wearing our school uniform in the local community.



School Uniform	Where to buy
HJS badge white polo/white polo	School Days/High Street stores
HJS badge red sweatshirt or cardigan	School Days
Black or dark grey knee length skirt, trousers, <u>long</u> shorts for summer	High Street stores
Red check knee length dress for summer	High Street stores
Black, grey, white or red socks or tights	High Street stores
Black school shoes (NO trainers, boots or plimsolls eg Vans)	High Street stores
Plain coat (no fashion branding)	High Street stores
HJS badge red backpack or suitable school bag	School Days/High Street stores
Plain red or black sun cap	High Street stores

PE / Games Kit

HJS badge house athletics t-shirt

Black shorts

Black HJS Hoodie

Plain black tracksuit trousers (no fashion branding)

Trainers



Games kit

Each child will be part of an HJS team. The t-shirt and PE bag colour will be the same as this team e.g. Bushy = green

Bushy – Green

Hampton – Yellow

Thames – Blue

Tudor – Red

Free School Meals/Pupil Premium Grant

It is important the school have a clear understanding of who is entitled to Free School Meals regardless of whether your child would like to take the meal. The school receives additional funding via the Pupil Premium Grant (PPG).

Your child qualifies for free school meals if you are receiving one of the following:-

- Income Support
- Income Based Job Seeker's Allowance
- Income related Employment & Support Allowance
- The Guaranteed Element of State Pension Credit
- Support under part VI of the Immigration and Asylum Act 1999
- Child tax credit (but not Working Tax Credit) and have an annual household income of less than £16,190
- Universal Credit - if you apply on or after 1 April 2018 your household income must be less than £7,400 a year (after tax and not including any benefits you get)

To apply for free school meals please contact Richmond Borough Council via the link below:

https://www.richmond.gov.uk/free_school_meals

Parent Pay & Free School Meals

Hampton Junior School uses Parent Pay, an online payment system, to collect all money for school events including the following:

- School meals
- Educational visits/school journeys
- Swimming lessons
- Food technology contribution
- HJS School run clubs



On the first day of term, we will issue you with a letter providing you with your username and password for Parent Pay. We would urge you to register immediately in order to be able to make payments to the school. If you need support, please do not hesitate to contact Mrs Clare.

You can retain your existing account when your child moves to another school that uses ParentPay



At HJS we want to encourage pupils to become independent learners who take responsibility for their own equipment. Therefore, all children are expected to have the following equipment at school. Please ensure all personal equipment is clearly labelled.

This stationary should be replenished regularly.

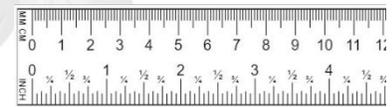
Equipment



£6



- *Named pencil case (suitably sized to fit in a tray)*
- *HB pencils (x3) for writing*
- *300mm ruler*
- *Eraser*
- *Colouring pencils*
- *Purple Biro (not gel pen)*
- *Pritt Glue stick and spare*
- *Barrel pencil sharpener (to catch shavings)*
- *Whiteboard pen (x2)*
- *Yellow and green highlighter*
- *A4 Plastic press stud wallet for reading book and home school diary*
- *Handwriting Pen-once your child's teacher has awarded your child with a 'pen licence' they are able to then purchase and use a blue handwriting pen*



Attendance and Punctuality



In line with the school's attendance policy all absence requests during term time must be put in writing to the Head of School, who will respond accordingly.

Regular attendance and good punctuality at school are not only legal requirements, but are essential for children to access a broad and balanced curriculum and to fulfil their educational potential.

HJS identify 'good' attendance as being 95% or higher.

It is the parent/carer's responsibility to inform the school of the reason for a child's absence by 9am on the first day of absence.

If a child has vomited or has diarrhea then parents should keep them off school for 48 hours from the last period of sickness to ensure that they recover.

If a child is likely to be absent for a long period, greater than 3 days, the school may request that the parent provide medical evidence from a doctor / GP.

Communication



HJS is an extremely busy school and therefore it is vital that we maintain excellent communication with our families. We do this using the following:

- ❖ Phone calls
- ❖ Parenthub
- ❖ Emails
- ❖ Weekly news notes
- ❖ Facebook / YouTube
- ❖ Termly parent consultations
- ❖ Parent year group meetings
- ❖ Termly curriculum maps / newsletters



Summer Term 2022, 26th May 2022

Hampton Junior School



A MESSAGE FROM THE HEAD OF SCHOOL

Dear Parents/Carers

A thank you to the PTA who organised some balloons and bunting for our Jubilee Day. The children were excited to dress up in red, white and blue and to take part in some Jubilee-themed activities throughout the day. I'm sure the ice-creams went down well too. A big thank you to Ms Bienge who organised a lovely day and Mrs Claire, Mrs McCartney and Mrs McLachlan for ensuring the children got their ice-cream.

We have completed our creative arts week and the children have produced some stunning art work. This part of the curriculum is hugely important to us at HJS and I encourage you to talk to your children about what they have created at school. A big thank you to Ms Newton for her hard work in organising this.

I wish you all a restful and enjoyable half-term break. Please remember that the school is closed tomorrow for an INSET day. We look forward to welcoming the children back to school on Monday 6th June.

Have a good half term

Mr Tidd



Medical needs



Welfare staff: Helen Halstead (Paediatric First Aid – FAIB)

Short Term Medication:

Whenever possible parents/carers should administer short term medications such as antibiotics, nose drops, eye drops, and ear drops at home.

If it is necessary to administer short term medication during the school day, such medication will be given by school staff only if:-

- 1) The parent/carer has completed a medical consent form
- 2) A parent/carer gives the prescribed medication to the school office in a clearly labelled container with the pharmacist's label intact, showing the child's name and instructions for administering the medicine.

Long Term Medication:

All children will need a health care plan completed with the welfare officer.