



Lower Key Stage Two Transition Booklet 2022

Welcome to Year 3/ 4 (Lower Key Stage 2/LKS2). To those of you whose children are starting Year 3, there are a few things that will be new to your children, and to those returning to us, we hope that a lot of this will sound familiar!

Staffing

Our 3/4 team this year includes teachers and teaching assistants with a wide range of experiences and specialisms. Our staffing structure will be as follows:

- Mrs Parr (Phase lead) and Mrs Jordan
- Miss Addison
- Mrs Hellowell

Teachers:



Mrs Parr



Mrs Jordan



Miss Addison



Mrs Hellowell

Teaching Assistants:



Ms Hayes



Mrs Miles



Mrs Hearmon



Mrs Bolt



Ms Mills



Miss Crook

Communication

Should a parent wish to speak to their child's class teacher, an appointment should be made via the school office or email. Any appointments would be arranged for after school at a convenient time for both parties. A curriculum letter will be sent out to parents at the beginning of each term outlining areas of the curriculum that the children will be covering. This will also include additional information about trips, visits and dates for the diary.

Mornings

The school day starts at 08:40. Mrs Parr and Mrs Jordan's class, as well as Miss Addison's class should arrive promptly and go straight to the playground where there will be an adult on duty from 8:30. Once the whistle has been blown at 08:40, the children should line up in their classes and wait to go in. Ms Hellowell's children should congregate at the front right hand side of the school by the library fire exit and the door will be opened at 8:40.

The children will be expected to put their coats and bags on their pegs, put their lunchbox on the shelf above the pegs and bring their water bottles into the classroom to be placed in the designated areas.

The register will be taken at 8:50am when we will ask each child whether they are having a packed lunch or a school dinner. School dinners will need booking in advance via ParentPay.

End of the Day

The school day ends at 3:20 pm. Mrs Parr's and Mrs Jordan's class will be brought to the white railings at the back of the school and the children will be dismissed to their adult. Miss Addison's will do the same via her fire escape on to the playground and Ms Hellowell's will be dismissed through the door they came in in the morning. We are happy for children in LKS2 to walk home independently, but we do ask that LKS2 parents write a letter of permission and send this to the office. If there are any changes to the usual person collecting your child then please let us know in the morning, or ring or email the office staff to let them know during the day.

Break times and Snacks

We promote healthy eating so we only allow children to bring in healthy snacks for break time. This can take the form of fresh fruit or cheese - preferably no packaging. Snacks are not provided by the school in KS2. There are food bins available at break times so the children can dispose of any cores or peelings.

Lunchtimes

Children should know whether they are a packed lunch, meat option school dinner or vegetarian option school dinner and these should have been pre-ordered via ParentPay. The school dinner menu can be found on the school website. Lunchtime is from 12.00 – 1.00pm.

School equipment

All stationery is provided by school. No pencil cases or other equipment from home should be brought in as this often causes problems if items get broken or lost and can act as a distraction for some children.

Children must have a book that they are reading in school and at home on a daily basis. The children will be given the opportunity to borrow books from the school and classroom libraries.

No toys are to be brought in from home please.

Uniform

Parents should ensure that children have the correct school uniform as follows:

- *Black or grey trousers / shorts / pinafore / skirt*
- *A white polo top / shirt*
- *A Chelsey / maroon jumper or cardigan (no hoodies or fleeces please)*
- *Black school shoes or dark coloured trainers*

The children should not wear make-up, nail varnish or jewellery except a watch and stud earrings. Please note, for health and safety reasons, hoodies or hooded tops are not appropriate.

On PE days, the children will be required to come into school wearing their PE kit and if possible please could earrings be removed at home. We will advise which days your child has PE as soon as we have confirmed this.

PE Kit should consist of:

- *A plain white top / house top (summer)*
- *Plain black or navy joggers / shorts*
- *A school rugby top (winter – optional) – these are available from ‘Make It Mine’, our school uniform shop.*
- *Sports trainers (can be same as those worn to school, if dark coloured)*

Swimming

We are hoping to be able to offer swimming lessons to all children in Key Stage 2 next academic year and will be in touch with details as soon as we are able to confirm them.

Mobile phones

Children in LKS2 are not permitted to bring mobile phones into school.

Home Learning

Home learning is not compulsory. However, we do provide topic based project opportunities on the termly newsletter. Parents and pupils should familiarise themselves with the Home Learning page on the school website. We would also encourage children to read for pleasure as much as possible. We allow children in Key Stage 2 (Years 3-6) to choose their own reading books. However, we will always ensure that each child has chosen a book with a suitable level of challenge. We expect all children to be reading independently or to an adult for at least 20 minutes 4 times a week. If there is something specific that we feel your child would benefit from working on at home, we will speak to you individually.

Medication

Any medication that needs to be taken during the school day should be given to the class teacher. This will be kept in the classroom in a clearly marked medical box out of children's reach. For Asthma inhalers, the date, time and number of puffs will be recorded. You will need to complete a medical form at the office for any medication which needs to be kept at school.

We look forward to working with you next year,
Lower KS2 team