



# HOOK JUNIOR

S C H O O L

INSPIRE • LEARN • ACHIEVE

# Senior Leadership Team



Miss Powell  
Headteacher



Mrs Bailey  
Deputy  
Headteacher



Mr McLaren  
Assistant  
Headteacher  
and Upper  
Phase  
Leader



Miss Stewart  
Assistant  
Headteacher  
and Lower  
Phase  
Leader



Miss Carne  
Attendance  
Behaviour &  
Family  
Support



Mrs  
Boardman  
SENDCo &  
Inclusion  
Leader



Mr Grant  
Business  
Manager

# Year 3 Team



Miss Stewart  
Assistant  
Headteacher and  
Lower Phase  
Leader



Mrs Evans  
Year 3 Teacher  
and Year 3 Team  
Leader  
3ES



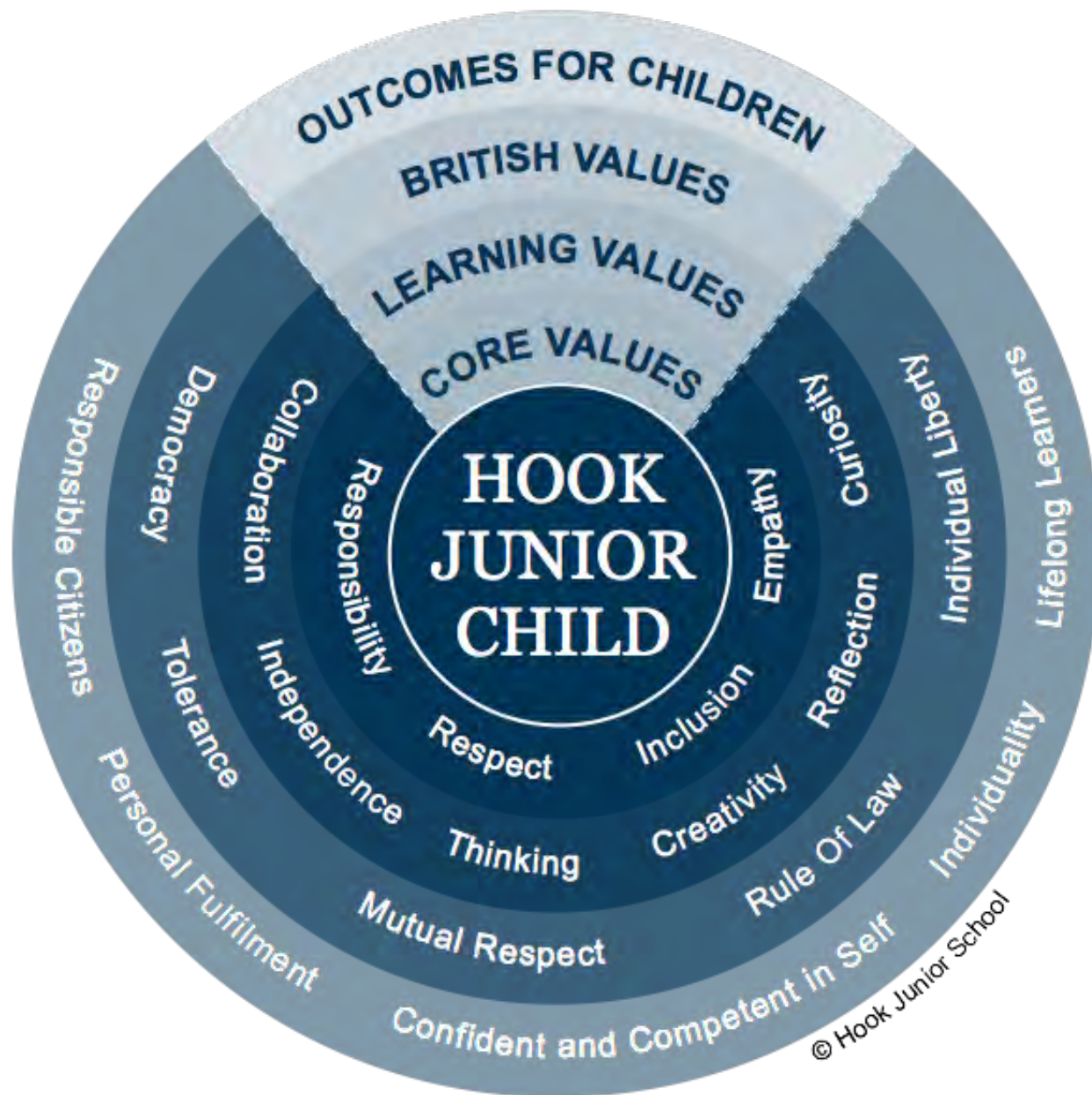
Miss Temple  
Year 3 Teacher  
3CT



Mrs Roberts  
Year 3 Teacher  
3HR



Miss Rutherford  
Year 3 Teacher  
3BR







Access from the Community Centre Car Park





Access from Hartlett's Park





Access from Mitchell's Field onto the main playground





Proceed to the rear of the playground up the ramp to the scooter racks.



For children in 3HR, please wait outside the Music room.



For children in 3CT, 3BR and 3ES, continue along the footpath to the grassy area outside the year 3 classrooms (we will highlight this to you on your tour).

Collection from the back of the Year 3 classrooms in the first week back



# Daily timetable

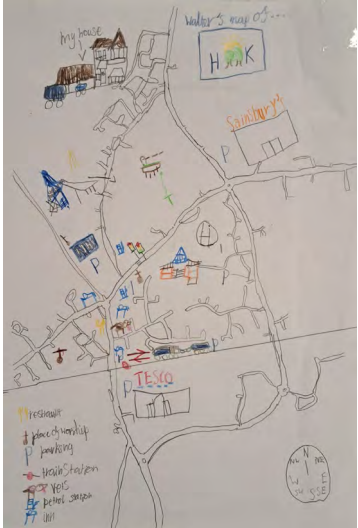
Time	Lesson
8:30 - 8:40	Early morning work: handwriting and spelling practice, mental maths practice, 1:1 reading, responding to feedback.
8:45	Registration; children arriving from 8:46 will be marked as late
8:45 - 9:15	Guided Reading
9:15 - 10:15	English
10:15 - 10:30	Assembly
10:30 - 10:45	Break time
10.45 - 11:50	Maths
11:50 - 12:10	New spellings/dictation, 1:1 reading, times tables and taught spelling lessons.
12:10 - 1:00	Lunch
1:00 - 1:15	Quiet reading, teachers listen to children individually, library time once a week.
1:15 - 3:05	Curriculum - (Science, Art, DT, PSHE, RE, Computing, Music, PE, History, Geography, French)
3:10 - 3:20	Class story

# Developing Independence

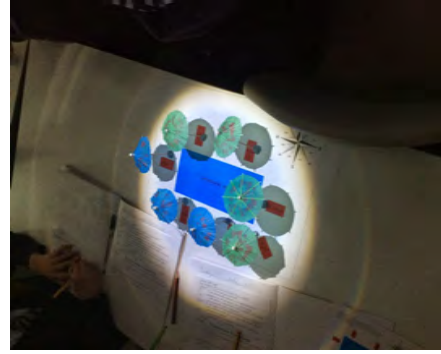
Daily routines	<p>8:30 - 8:38 children make their way into the classroom independently and settle down to early morning work.</p> <p>Register is taken at 8:45 and beyond this time children are marked as late.</p> <p>Daily timetable displayed in the classroom</p>
Organisation	<p>Ruck sack (not too big!)</p> <p>Water bottle and healthy snack of fruit or vegetables</p> <p>All stationery provided by the school</p> <p>PE kit (Children will arrive wearing this on their PE days)</p> <p>Reading and library book, reading record and maths home learning book</p>
Home learning	<p>Weekly spellings and maths home learning once a week</p> <p>Daily reading to an adult at home. Reading stage books can be changed on a daily basis.</p> <p>Times tables practice once a week</p> <p>Half term topic based home learning (enquiry based project work)</p>



# Autumn Term Curriculum

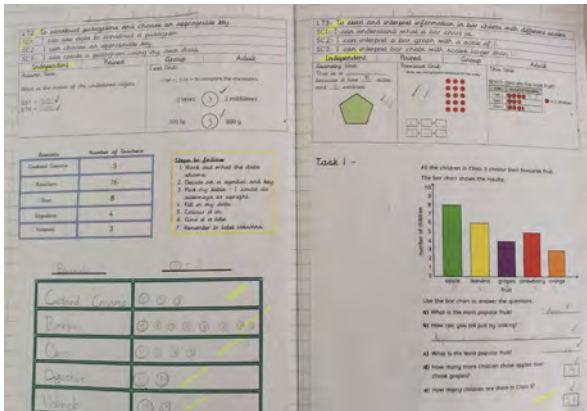


# Spring Term Curriculum





# Summer Term Curriculum



# Trips Across the School

- Local area study around the village
- London Eye and Landmarks
- Church visit
- Mary Rose
- Lepe Beach
- Gilbert White Field Study Centre – River Trip
- Primary Proms at the Anvil
- PGL Marchants Hill
- Think Safe



# Visitors and workshops across the school

- Iron Age workshop
- Samba workshop
- Art workshop
- STEM career fair
- School council selected charities
- Viking day
- Astronomy evening
- Shakespeare performance

# Summer Learning

There will be some recommended summer learning in your pack that you will receive:

- Revision of 2x, 5x and 10x times tables
- Revision of number bonds to 20
- Recommended reading – booklists / topic book lists
- Revision of high frequency words and key spellings from Year 1 and Year 2
- Pre-teach of key vocabulary for the curriculum

# Summer Learning

- Listen to children read
- Share stories daily
- Teach children to swim
- Spend as much time as possible in the outdoors
- Encourage independence and resilience
- Teach children to ride a bike
- Teach children to tie laces independently
- Use a knife and fork correctly
- Teach children how to wear their ties



# Attendance

- A child's attendance (and absence) is a legal parental responsibility.
- Foundation for good attendance - strong partnership between school and parents
- Attendance Policy & strategy will be followed and is on website
- Decision to authorise or not authorise (even for illness) always lies with the school

# Parents / Carers are responsible for:

- Making sure their child attends school every day on time
- Call / Email the school to report their child's absence before 9:00 am on the first day of the absence and each subsequent day of absence
- Ensuring that, where possible, appointments for their child are made outside of the school day
- Only request a leave of absence if it is for an exceptional circumstance.
- We do not authorise absence for school holidays in term time.
- Children arriving after 8:46 am are marked as late – this mark shows them to be on site, but is legally recorded as an absence.
- Penalty notices will be issued for unauthorised holidays, absence or lateness that fit the criteria set out in our policy.

# Attendance Ladder

How close is your child to 100%?

0 days off school	100%	Perfection
Equates to 2 days off school each year	99%	Excellent
Equates to 5 days off school each year	97%	Good
Equates to 10 days off school each year	95%	Slight Concern
Equates to 20 days off school each year	90%	Concerned
Equates to 30 days off school each year	85%	Very Concerned



# Behaviour

- At Hook Junior School, we are committed to providing a caring, friendly and safe environment for all our pupils so they can learn in a happy and secure atmosphere.
- All learners at Hook Junior School have the right to feel free from the fear of intimidation, harassment, victimisation or ridicule from other individuals or groups. The principles of tolerance, understanding and respect for others are central to school values.

# Behaviour

WE WILL	WE WILL NOT...
1...be respectful to all adults and each other	1...be disrespectful to adults or each other
2...be kind, caring and helpful	2...hurt other people's feelings
3...be honest	3...physically hurt anybody
4...be polite	4...cover up or hide the truth
5...listen to others	5...to waste our learning time or that of others
6...always try our best	6...waste or damage property or equipment
7...look after property	

# Positive Behaviour System

- Behaviour is a means of communication
- Teach children causes, consequences and to self-regulate their behaviour
- Public praise, private disappointment
- Rewards - sincere verbal praise, house points, raffle tickets, star of the week, certificates, calling parents, golden time
- Behaviour has consequences – detention
- Opportunity to reflect – restorative practice
- Behaviour Plans in place for individual child who are struggling.



# Transition from Year 2 to Year 3

- Move up morning
- Join for playtime
- Join for assembly
- Year 2 / Year 3 Reading
- School Tour
- Join for sports day
- Join school events (Year 4 and Year 6 Performance and Sports Day)
- Transition meetings between Year 2 teachers and Year 3 teachers
- Observations of Year 2 classes

# SEND

- Transition Meetings
- Observations in current school
- Additional transition
- Please contact us if you have any concerns about your child.

# Administration Team



Mr Grant  
Business  
Manager



Mrs Drew  
Senior  
Administration  
Officer



Mrs Doughty  
Administration  
Officer



Mrs Hart  
Finance  
Officer



Ms Hemmings  
Administration  
Officer



Mr Addison  
Site Manager



# Two-way Communication

- Seesaw – online learning / remote learning platform; communication with the class teacher
- End of the day on the playground
- ParentMail – messages and forms
- Book an appointment
- Speak to or email the office staff to pass on a message
- Learning Consultations (October and February)
- Written Report (July)
- School Facebook / Twitter page (@hookjunior)
- Weekly school newsletter by email

# Extra Curricular Activities

- A number of extra curricular activities run throughout the school year
- They change term on term
- Details of all extra curricular activities are published on our website.
- You will be invited to apply for school-run, teacher-led extra curricular activities
- Peripatetic music tuition is offered by independent music teachers
- For clubs facilitated by third parties, contact the club facilitator directly to enquire and book
- Koosa Kids offer wrap around childcare at Hook Infant School

# Equipment

- Children will need to bring a ruck sack (not too big) into school, this will go in their locker. You can purchase an optional Hook Junior School rucksack.
- They will need to bring a water bottle and a fruit or vegetable snack.
- All stationery is provided by the school, children must not bring pencil cases.
- Children will need to bring in their reading book, reading record and maths home learning book in their bag each day.





# Uniform

- White formal long sleeve shirt or white formal short sleeve shirt
- A school tie is compulsory for all children and must feature the appropriate [House colour](#)
- Grey school trousers or grey school skirt or grey school pinafore or grey school shorts
- Black, grey or white socks or grey tights
- Black formal school shoes
- Children choosing to wear a jumper, cardigan or blazer must wear an item that bears the Hook Junior School logo.

# Uniform - PE Kit

- White short sleeve polo shirt bearing the Hook Junior School logo in the appropriate [House colour](#)
- Navy shorts or skort bearing the Hook Junior School logo
- White sports socks
- Trainers
- Children come into school wearing their P.E kit.
- All children are required to wear an appropriate combination of the following upper body and lower body PE kit:
- An optional navy tracksuit, formed of navy top and bottoms, each bearing the Hook Junior School logo may be worn for some outside activities during the winter months.

# Online Payments

- Online payments can be made for many school services including dinners, clubs run by the Junior School, contributions to trips and activities
- Register for the online payment service at the start of the year
- Payments should be made with the app on your mobile device, or via the ScoPay website
- You should pay for school lunches online and in advance; a school meal costs £2.80
- Please remember that we do not offer a credit service; lunches must be paid for in advance
- School lunch debts over £20 will result in your child's school lunch being suspended and you will be required to send your child to school with a packed lunch.
- Your child may qualify for free school lunches; find out more [via the School Meals page on our website](#)

# Collecting Key Information

- **It is essential we hold the correct information about you and your child**
- You will be invited to provide us with comprehensive and current information relating to your child
- This will enable us to fully care for your child whilst they attend
- You must provide key contacts (three), medical needs, dietary needs and more
- You will provide this to us via the Arbor parent portal
- You must provide us with this information by the start of the new school term
- You will be reminded to provide the required information if we have not received it by this time



# Medical

- You must share all medical needs, concerns and relevant history with the school
- You must grant permission for us to administer medication in school by completing a form
- Our staff are first aid trained and will administer first aid to all children as required
- If your child has a care plan this will be followed in partnership with parents and health professionals

# Year 3 Team



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Assistant  
Headteacher and  
Lower Phase  
Leader



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