

Key Information

2020 / 2021



Hamstel Junior School
Excellence in Everything



Hamstel Junior School,
Hamstel Road,
Southend-on-Sea
SS2 4PQ



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@hamsteljuniors



PORTICO
ACADEMY TRUST

the gateway to learning & development

Headteacher's Welcome



I am pleased to introduce myself as the Headteacher of Hamstel Junior School. I hope you find this Key Information booklet useful and that it provides you with the information you need.

Moving from the Infants to the Junior School is an exciting step for children. The close relationship that we have with our colleagues in the Infant School means that we are able to plan a positive and smooth transition for all our children.

Our fantastic and dedicated staff here at Hamstel Junior School are committed to providing the very best for your child. Please do look at our last **Ofsted report** which can be found on our website - we are very proud to continue to be judged a 'good' school.

We look forward to welcoming you and your child to our school.

Yours sincerely

Mrs Farrell

Headteacher

Portico Academy Trust

Hamstel Junior School has been part of Portico Academy Trust since September 2016. The Trust presently consists of Hamstel Junior School, Hamstel Infant School and Nursery, West Leigh Junior School, Porters Grange Primary School and Nursery and Friars Primary School and Nursery.

The Trust was formed to create, within a context of partnership, high expectations for all. With a core of commonly held beliefs, each school in the Trust is able to retain its individual identity and character.

Portico Academy Trust aims to be at the heart of the local communities it serves. We aim to deliver to local families an excellent education and create new opportunities for our pupils.

CEO: Mrs Cheryl Woolf



Contact: Office@westleigh-jun.southend.sch.uk

Visit our website for further information on all subjects.

www.hamsteljuniors.co.uk

Communication



We know how important communication is between home and school.

As a school we send messages to parents via email and text. We also encourage parents to like and follow us on Facebook and Twitter.

We send a weekly newsletter to parents each Friday via email; these can also be found in the [Letters](#) area on our school website.

We ask that all parents have a WisePay account and that they ensure the school has their most up to date contact information (phone number and email address).

The vast majority of our communication to parents is sent home via email; we do not send home paper copies of letters unless they apply to a very small number of children, for example a sports team.

Copies of letters and other key information, as well as highlights of the children's learning, can be found on our website.

Children do best at school when there is an effective partnership between home and school. Please help us to ensure you stay up to date with what's happening at school by making sure you set up a WisePay account when you receive your log in details in September and that you inform us if your email address changes.





Aims of the School



At Hamstel we aim to:

- Welcome each child into a caring community, so that by being valued they learn to value others.
- Promote in each child confidence to do their best at all times and encourage them to be persistent to meet the challenges that they may encounter in life.
 - Promote in each child an enjoyment for learning and school.
 - Provide a stimulating and varied curriculum so that every child is encouraged to develop his or her understanding and skills to their fullest potential.
- Promote in all our children an attitude of self discipline, responsibility and independence so they, as adults, may make a real contribution to their community in a changing world.

We hope to give every child...

- The opportunity to develop the skills and acquire the understanding which provides a firm foundation for all future learning.
- An education that is broad and balanced, covering all areas of the National Curriculum as well as important areas of health, safety, personal and social development and religious education.
- An understanding of all communities and the cultural diversity that makes the modern world.
 - The recognition that each child will develop at his or her own rate.
 - A sense of pride and respect for each pupil's personal identity and fairness for all regardless of gender, race, social background or physical diversity.
- The challenge, encouragement and understanding necessary to reach his or her full potential.



Staff Structure

Headteacher

Mrs C. Farrell

Deputy Headteacher

Ms Hall

Assistant Headteacher Curriculum Innovation

Mr Goddard

Assistant Headteacher Inclusion & SEND

Ms Vosper

Year Group Leaders

Year 3

Mrs Dunn

Year 4

Mrs McCarthy

Year 5

Mr Smith

Year 6

Mr Goddard

English and Maths Leaders

English Lead

Miss Calver

Maths Lead

Ms Lothian

Teaching Staff

Year 3 Teachers

Mrs Dunn
Miss Bradley
Miss Eldridge
Miss Hall
Ms Lothian

Year 4 Teachers

Mrs McCarthy
Mr George
Miss Hendle
Mr Lynes
Miss Murphy

Year 5 Teachers

Mr Smith
Miss Bath
Miss Joyce
Miss Miles
Miss Wakefield

Year 6 Teachers

Miss Austin
Miss Calver
Miss Duggans
Miss Gozzett
Miss Hammond

Inclusion Team

Child and Family Support Officer

Mrs Heron

Assistant SENCo

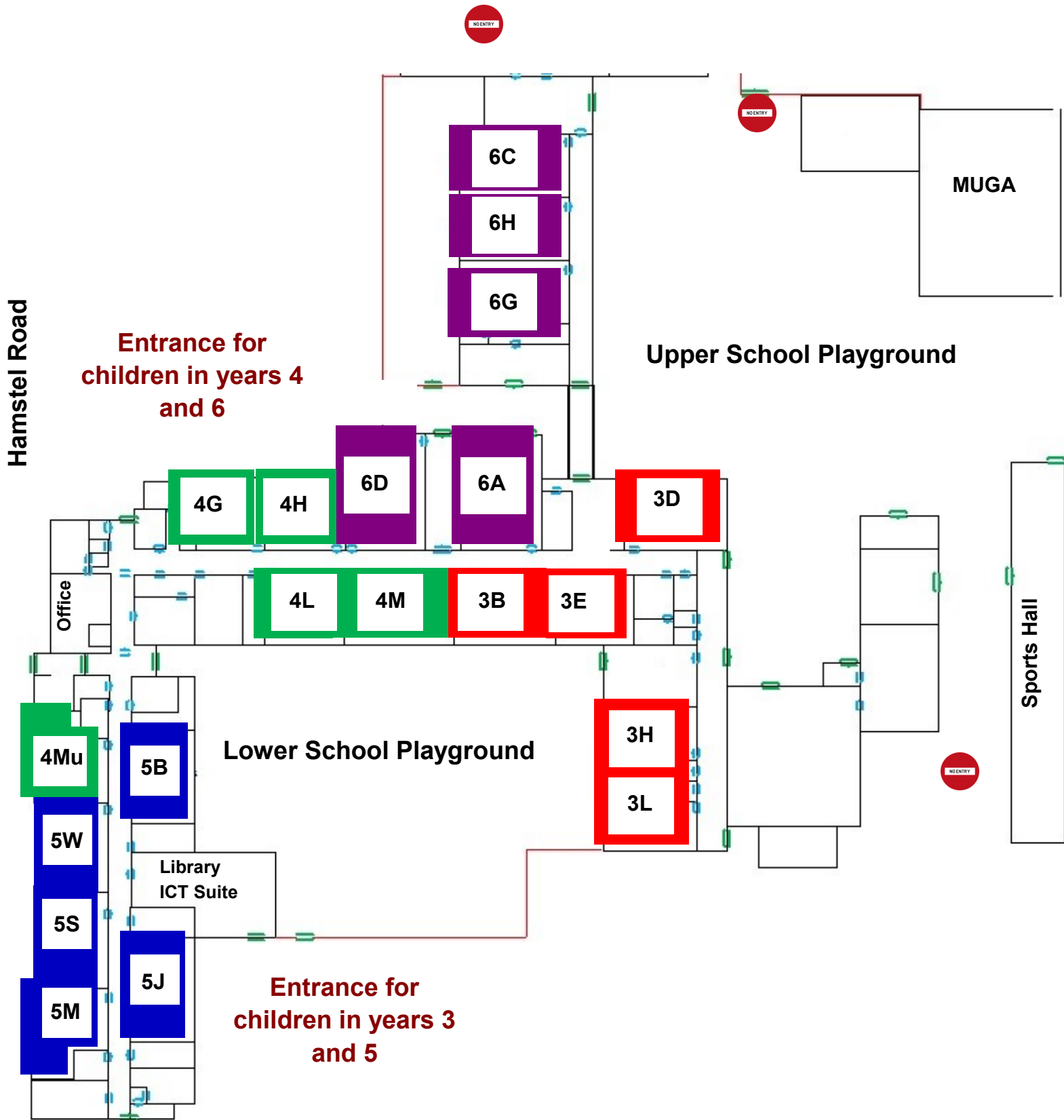
Mrs Austin

Learning Mentors

Miss Storrar and Ms Groom

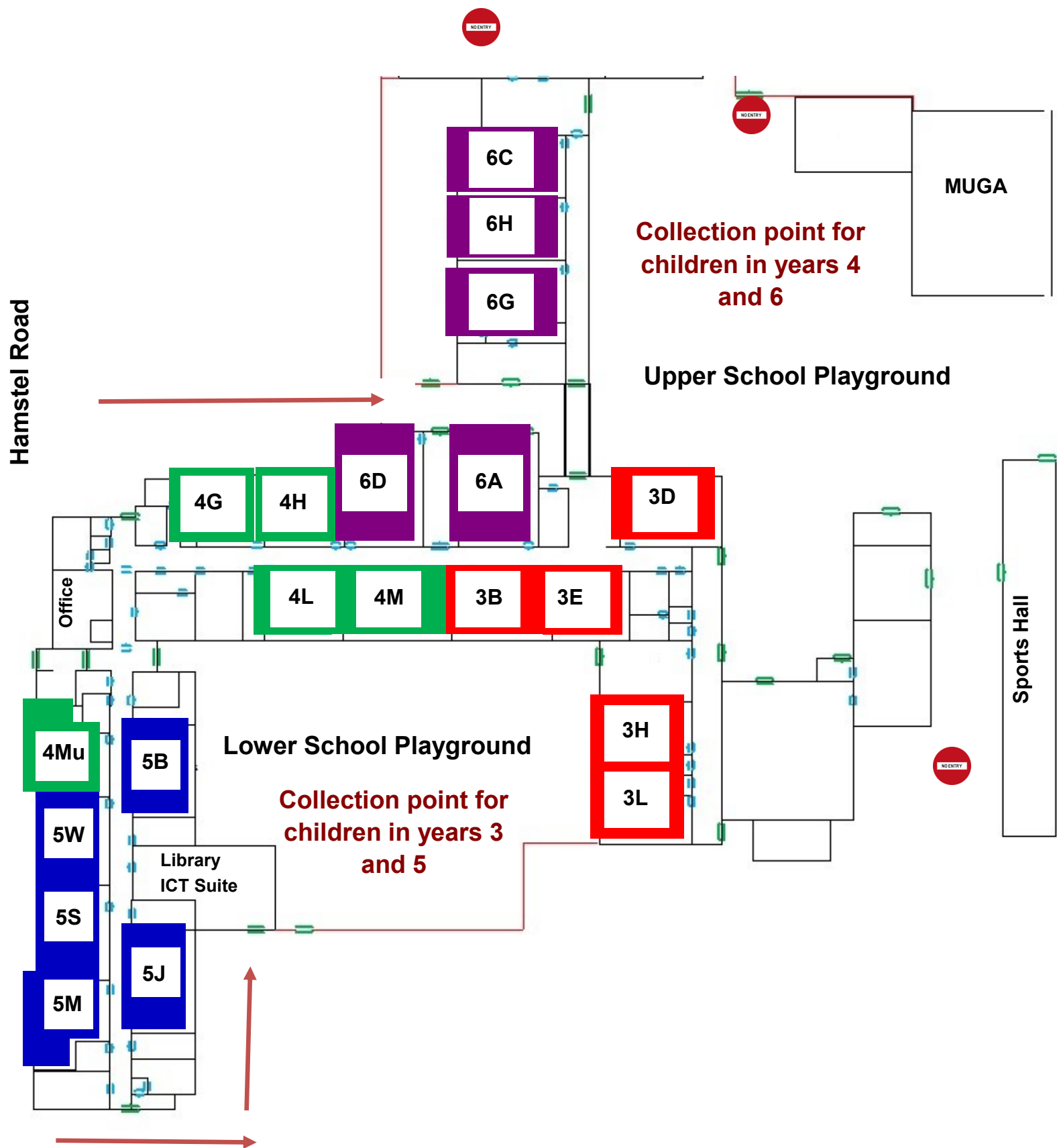
Autumn 2020

Entrances



Autumn 2020

Exits



School Term Dates (2020-2021)

Autumn Term 2020

3rd September - 18th December 2020

Half term 26th October to 30th October

School Closed - 2nd September and 2nd November - Teacher Training Days

Spring Term 2021

4th January – 26th March 2021

Half term 15th – 19th February

School Closed – 12th February - Teacher Training Day

Summer Term 2021

12th April - 20th July 2021

Half term 31st May - 4th June

May Bank Holiday - 3rd May

School Closed - June 18th and July 21st Teacher Training Days



Timetable

Breakfast Club: 7:45am - 8:40am (no entry after 8:10am)

Registration: 8:40am - 8.50am

Break: 15 minutes during the morning

Lunch: A period of 55 minutes at some point between 12:10pm and 1:15pm

End of Day: 3:20pm

Daily After School Club - 3:20pm - 5:00pm

School Uniform

By accepting a place at Hamstel Junior School, parents are agreeing to support their child in the wearing of correct uniform. This creates a calm environment in which children feel organised and prepared to learn. There are occasional non-uniform days throughout the year, usually linked to fundraising for specific causes. If children arrive at school without the correct uniform, the school may supply them with it for the duration of the day, and you may be contacted.

Girls

Boys

Winter

Black or grey knee length skirt or trousers, white polo shirt, maroon cardigan, maroon jumper or maroon sweatshirt. Combined skirt/trousers are **not** permitted.

Black or grey trousers, white polo shirt and maroon jumper or maroon sweatshirt.

Black shoes or **plain black trainers; no sandals.**

Flat heeled black shoes or **plain black trainers; no sandals.**

Summer

As winter or pink and white gingham dress. In addition, black or grey uniform shorts (to the knee) can be worn instead of trousers.

As winter but black or grey uniformed shorts (to the knee) can be worn instead of trousers.



[Visit our website](#) for key information about School Uniform, including a link to view and buy our uniform online.



Craft Activities

An apron to protect clothes during craft activities should be provided and kept in school - an old adult shirt worn backwards and the sleeves cut to an appropriate length is perfectly adequate. Please ensure there is a secure button in the top neck position.



P.E. Games and Swimming

All children are expected to change fully into the correct clothing for P.E., games and swimming.



P.E. and Games

Each pupil will require a pair of plimsolls or trainers, a plain yellow T-shirt and maroon shorts.

Outdoor Games in Winter

It is advisable to provide either a tracksuit or a jumper.

Swimming

All children will require a costume, towel and swimming hat in a waterproof bag.

Hats are available from the school office at a cost. We ask that parents only buy a red hat if their child suffers from a medical conditions that warrants special care whilst in the pool e.g. asthma.

Not Permitted

Large trainer boots for PE or games, cycling or Bermuda shorts for either P. E. or swimming.

P.E. and swimming are part of the National Curriculum and all children participate in these subjects unless we receive a letter from their parents excusing them.

Jewellery and Earrings

Bracelets and necklaces should not be worn but children may wear a watch. In the interests of health and safety we ask that children with pierced ears wear small studs or sleeper earrings and that **ALL** earrings **MUST** be removed for PE, games and swimming lessons.

Hair

Children should not wear large bows or have designs shaved into their hair. In addition, children should not have dyed hair.

Please make sure that ALL items of clothing and personal belongings are clearly marked/ labelled with your child's name.



Extra - Curricular Opportunities

The school organises a number of after school clubs which are run by staff members as well as outside agencies. In the last year the range of activities on offer included: football, cheerleading, basketball, table tennis, computing, art, netball, and hockey.

Clubs take place before and after school as well as during the lunchtime. A number of clubs are free, however, for clubs provided by an external provider a small charge is made.

Many clubs are over-subscribed; if this is the case names are placed on a waiting list.

There are also a variety of lunchtime clubs which children are able to attend run by our Learning Support Team.

There are a number of peripatetic **Music Teachers** who visit the school and offer tuition for various musical instruments at a cost.

Homework

Children do best at school when they are supported at home. We ask that children read every night and complete work which will support the acquisition of the key skills for reading, writing and maths. Reading should be recorded every evening in your child's Home School Diary.

Years	Expectations for each week
Years 3 and 4	<p>Reading - daily reading for approx. 15 minutes</p> <p>Spelling - weekly spelling task – searching the books read at home for words matching the weekly spelling pattern/ learning the list of Words I Need to Know. Using SirLinkalot to support in the learning of tricky spellings.</p> <p>Maths - daily practice of the key skills (KIRFS) as outlined for each half term. Daily practice of times tables; this can include using TT Rock Stars.</p>
Year 5	<p>Reading - daily reading for approx. 15 minutes</p> <p>Spelling - weekly spelling task – searching the books read at home for words matching the weekly spelling pattern/ learning the list of Words I Need to Know. Using SirLinkalot to support in the learning of tricky spellings.</p> <p>Maths - daily practice of the key skills (KIRFS) as outlined for each half term. Daily practice of times tables; this can include using TT Rock Stars.</p> <p>Additional homework will also be set for those children attending the 11+ clubs or receiving additional support.</p>
Year 6	<p>Reading - daily reading for approx. 15 minutes</p> <p>Spelling - weekly spelling task – searching the books read at home for words matching the weekly spelling pattern/ learning the list of Words I Need to Know. Using SirLinkalot to support in the learning of tricky spellings.</p> <p>Maths - daily practice of the key skills (KIRFS) as outlined for each half term. Daily practice of times tables; this can include using TT Rock Stars.</p> <p>Additional homework may also be set to prepare the children for the end of key stage 2 SATs and transition to secondary school.</p>

If you wish your child to complete additional work at home, he / she can use the [links on our website](#) to access sites with suitable practice material.

Accidents, Sickness, Medicines

We occasionally have to contact parents during the day and it is essential to have your work number or other emergency contact number on the admissions form. Emergency contacts should be people you trust to look after your child - they may be required to authorise medical treatment.

Please also remember to let the school know if you change your address or telephone number.



School staff are **not** permitted to administer medicines but, if your child needs treatment and is capable of managing their own dosage, then medicines may be sent into school on request. The office will accept prescribed medicines only as long as they are in the original packaging with the pharmacist's label stating the child's name, dosage instructions and expiry date. This should be handed in to the school office where the relevant form will need to be completed and signed.

Asthma pumps are kept in the classrooms in a zip wallet with the child's name written on, in a class bag. Children are encouraged to self-administer and to be responsible for their own treatment. All staff are aware of the needs of asthma sufferers and will encourage children with asthma to participate fully in all aspects of school life. It is important the school has information about such children; parents should complete a school asthma card after discussion with their GP/ practice nurse. **As parents it is your responsibility to check that your child's asthma pump is in date.** If your child no longer suffers from asthma please notify the office so that we can amend your child's records.

The Hamstel Rights

The aim for all of us, parents and teachers, is for each child to become a well-motivated and self-disciplined member of our society. It is important for every child to learn to live and work with others, to enjoy both work and play and to behave in a safe and courteous manner whilst at school. The school seeks to maintain a hardworking and calm atmosphere based on the belief that children need to learn self-management of their emotions and conduct.

Parents, carers and the school community share joint responsibility for ensuring children develop the skills to enable them to do this.

We encourage and expect all children to show consideration for themselves, other people and property and to use the 3 Rs as a basis for behaviour:

- The Right to be Safe
- The Right to Respect
- The Right to Learn



Year 3 Curriculum

The National Curriculum

At Hamstel Junior School we follow the National Curriculum which was introduced in September 2014. Children are taught the three core subjects of English, mathematics and science. They are also taught the foundation subjects: history, geography, design and technology (D & T), physical education, computing, French, art and design and music. Religious education is also taught through the locally agreed syllabus.

English

The development of children's skills for reading and writing is a high priority in the school. Within specific English lessons, lessons across the curriculum, class reading sessions and in targeted interventions where appropriate, we focus on developing three areas of reading:

- Becoming an expert decoder
- Reading for understanding
- Reading for pleasure

Expert readers can become expert writers. The school takes a *Talk for Writing* approach to English which uses high quality texts as models for children's own writing. Each half term, children explore a selection of poetry, a work of fiction and a related non-fiction text. Teaching will involve a variety of styles with great emphasis being placed on the high quality of children's work.

Maths

At Hamstel Junior School we follow the Maths No Problem scheme. Maths No Problem is a maths scheme which is based on the mastery teaching approach from Singapore; it is an approach to teaching maths which develops pupils' mathematical ability and confidence without having to resort to memorising procedures to pass tests - making mathematics more engaging and interesting.

A Connected Curriculum

The National Curriculum is often approached through topic-based, cross curricular lessons which encompass the core and foundation subjects in a relevant and meaningful way. We plan a range of trips over the year and also enjoy visits from local theatre groups, authors etc.

Further Information

Further information can be found in the [Curriculum](#) area on our website. Please also see the [Highlights](#) page on our website to find out more about what the children have been learning.

School Meals

All school meals, and places for Breakfast Club, need to be booked at least a day in advance using our online system *WisePay*. Please ensure you have set up a *WisePay* account as we are unable to accept cash payments. Those in receipt of Free School Meals **must** also book their free breakfast club and free school dinners online.

We are a large school and it is important that monies are paid promptly. **We do not give credit.** Where families are in receipt of Universal Tax Credit or Income Support they may find themselves eligible for free school meals. If you think you are eligible, [visit Southend Borough Council's website](#) for more information.

If you wish, your child can eat their own packed lunch at lunch time. We regret, however, that our facilities do not allow us to permit hot drinks and for safety reasons we also ask you not to send glass or other breakable containers in to school. The school is a 'nut free' school so please make sure that your child's lunch does not include any food containing nuts. In addition, we do not allow canned or fizzy drinks. If you wish your child to come home for lunch a form must be completed and signed in advance. The form can be obtained from the school office and a new form must be completed each week.

You can view the menu, and other key information about school meals, on our website.

Online Bookings and Payments

All payments and bookings are made via [WisePay](#). In order to make any payments and bookings parents will need to set up an account.

A *WisePay* account is needed to book and / or pay for the following:

- School meals
- Breakfast Club
- Daily After School Club
 - School trips
- Before and after school activities
 - Music lessons

In order to set up an account you will need a link code. You will receive this on the first day of the school year. Please contact the school office if you do not receive this.

Visit the [Online Payments and Bookings](#) section on our website for guidance.

Forms to be Completed

- Admissions Form
- School Trip Permission Form
- Online Safety and IT Permission Form

Visit our website for further information on all subjects.

www.hamsteljuniors.co.uk