



**S P R I N G F I E L D**  
JUNIOR SCHOOL



**Year 3 Prospectus  
2020—2021**

## WELCOME

We welcome you into our school community where you will find a staff team dedicated to the care and education of your children that goes beyond the norm. We are proud not only of outstanding academic results but also of our smiling, friendly and secure pupils in and out of lessons.

We are delighted that past children and parents frequently remain in contact and are keen to support the school. We want to embed in all our pupils a love of learning and confidence in themselves and others. To achieve this we build our work on principles of support and openness.

A prospectus can only ever give a taste of what's on offer, but we do hope this one will entice you to come and visit us. Please do contact us with any questions or queries you may have; we aim for the transition to Springfield to be as smooth and stressful as possible.

The Springfield Leadership Team



## VISION

At Springfield Junior School we are creating a happy, friendly learning environment where children are motivated to achieve, confident in themselves and trusting in the support of others. Children do well in all areas of personal development and are well equipped to move forward once their time at Springfield is complete.

## MISSION

Springfield school achieves its vision through the creation of a caring and learning environment, laying the foundations of an excellent education. We recognise and celebrate the achievements of all our children in academic learning and in considerate and responsible behaviour.

## VALUES

- Individuality
- Breadth and depth of experience
- Sharing of skills, talents and strengths
  - Self discipline and independence
- Strength and confidence in one's own abilities

## JOINING YEAR 3

We are looking forward to our partnership with you in teaching and nurturing your child through Year 3 at Springfield Juniors. We plan to have fun and learn through a range of topics. In the meantime, to support you and your child in the transition from Infants to Juniors, we have listed some important 'things to know'. If there's anything we've missed, please don't hesitate to ask.

### First week routine

We know how families worry about that very first day and indeed the first week; so during this time, you can come into the main playground with your child from 8.30am.



Your child's teachers will come out into the playground at 8.45am to greet them. The children can then line up with their new class teacher, who will take them into their classroom.

### Usual routine (start and end of school day)

From the beginning of the second week your child will be expected to arrive in the main playground between 8.30am and 8.45am. They will be expected to walk independently into school to begin morning work in their classroom.

At 3.20pm, (end of the school day) your child's class teacher will lead the children out to the playground, where you can meet them.

### Break and lunchtime routines

There are two break times during the day. Morning break lasts for 15 minutes and will happen at 10.30am each day.

The children are encouraged to behave well and independently, so they are trusted to go out quietly onto the playground. At the end of morning break, the staff on duty will blow the whistle and hold up class cards. The children then come quietly back into the classroom.

During morning break, your child may bring a snack to keep their energy levels up. This must be either fruit or vegetables, or a plain cereal bar please. They are encouraged also to bring a named water bottle to keep in the classroom so that they can keep hydrated.

Once or twice a week, there is a Tuck Shop available, where your child can buy a healthy snack for a small cost. Details of this will be confirmed in the new term.

Lunch time break begins at 12.00pm and ends at 1.00pm. The children can choose either a packed lunch, hot dinners or Pick and Mix, which gives a choice of roll or sandwich, snack Yoghurt or jelly, fruit and a cake or biscuit.

All lunches are eaten in the school hall; your child's class may be first or second sitting. Milk is available if your child would like it.

## School Meals

During nursery, Year 1 and 2 school meals are funded. From Year 3 onwards (unless your child is eligible for a free school meal) these will need to be paid for via our Arbor app. School meals cost £2.30 per day.

If your child is eligible for a free school meal, please fill in the application form on the government website detailed below, unfortunately, we are not longer able to accept paper applications to school as this must be applied for online.

<https://www.gov.uk/apply-free-school-meals>

## Cloakroom

Depending on which classroom your child has been allocated, their cloakroom may be in the class or in one of the main cloakrooms. In either case, there is limited room for bags etc., so we ask that no large bags are brought in.

## Tray in the classroom

To encourage independence, your child will be given a labelled tray in their classroom. They should put all the things they need for the day in here at the beginning of the day, and check that they have everything from it to take home at the end of each day.



## Breakfast Club

If you need to bring your child to school early because of work or other commitments, we run a Breakfast Club from 7.45am. Your child can simply come; they do not need to book a place. They will be provided with a glass of milk or orange juice and can choose from cereal or toast. This is provided free of charge.



## Absence notification

If your child cannot come to school because of illness, please call the school office as soon as possible on the first day to let the school know. You can leave a message on the school voicemail if no-one is available to speak to.

## Toilets procedure

There are three sets of boys' and girls' toilets around the school. The children will be told which of them to use and when. We encourage the children to become responsible for their use of the toilets by making sure they go at break times and lunch times rather than lesson times. However, if your child has a particular medical reason, exceptions can be made.

The children will also be encouraged to wash their hands regularly during the day especially at lunchtime and break before eating.

## Library

We have a fabulous library at Springfield Juniors. The children can select books regularly and bring them home to share with their families. They are encouraged to choose at an appropriate level and trained to change their own books using their personal library pin number. They will be expected to bring their library books into school daily in order to change them and read in class.

## Reading



We are really keen on reading at Springfield Juniors. Your child will be given a Reading Diary in the first week of school, with a bookmark of helpful ideas for reading and discussing together. We use the Accelerated Reader system to monitor their reading.



## Homework

In addition to reading, your child will have maths homework in the form of an online app called Times Tables Rockstars. More information will be given about this in due course. Because we do not set weekly written homework, it is fully expected that your child reads at home on a daily basis for a minimum of 10 minutes per day. Reading diaries will be checked weekly to ensure this happens.

## Uniform

Springfield sweatshirts are available from the school office but they are not compulsory. The children are expected to wear a red jumper or cardigan, grey trousers or skirt and smart black shoes.



In addition, your child will need a coat appropriate for all weather - the children tend to go out for break come rain or shine!

Please make sure that these are named. It's very difficult to sort through lost property without name labels!

## PE

There are two PE sessions per week, one indoor and one outdoor. The days will be confirmed in September.



Your child will need a plain t-shirt and shorts with plimsolls or trainers for PE in warm weather. During the cold months, they will need a pair of jogging bottoms and a fleece. These can be kept in school in a PE bag. Please make sure each item is named.



At Springfield Juniors, there are lots of opportunities for the children to enrich their learning and life experience:

### **Musical instrument lessons**

Your child might like to learn to play a musical instrument. More details about this opportunity will be given to you in September.



There are also a number of choirs and drama groups that your child may be interested in joining in order to boost their confidence and begin to get to know other children from across the school.

Over recent years, our children have had the opportunity to perform at a range of venues including Snape Maltings, St Edmundsbury Cathedral and Aldeburgh beach bandstand and these groups have become incredibly popular with children from across the school.

## Clubs

There are a range of clubs on offer both within, before and after school. Details will be sent out early in the school year via Arbor.

If a club has to be cancelled for any reason, a message will be given to each class and a direct message or email will be sent out via Arbor from the office (please ensure you have enabled the push notifications within the Arbor app).

The range of clubs includes dance, cooking, squash and football, to name but a few.

## Duathlon Club

The children will have the opportunity to take part in an early morning Duathlon Club at school. This is on a rota basis and the children will be informed in the new academic year.



## Trips

As a vital part of the children's enjoyment of learning, we like to organise a trip or visitor per term.

Payments for trips will be made through the Arbor system for ease and convenience.

## Celebration assembly

Friday assemblies are a great opportunity for different year groups, classes and clubs to share their achievements and learning with the rest of the school. Parents are welcome to attend and will be informed if their child is involved in a forthcoming assembly. Children's achievements are also celebrated through regular newsletters.



## House Teams

In the first week of school, your child will be allocated a House Team. They can earn points for excellent behaviour and a fantastic attitude, as well as through in-school competitions. The winning House Team is rewarded at the end of each term.

## New Class Lists

Details of your child's new class and teacher will be given in advance of the September start. Please contact the school if any additional information is required.

## USEFUL INFORMATION

**Year 3 Team Leader:** Mrs P Whitmore

**Family Support Worker:** Mr Rycraft

Members of the Senior Leadership Team are often available at the beginning and end of the school day if you wish to contact them. Alternatively you can phone or email for an appointment.

**School Address:** Kitchener Road, Ipswich, IP1 4DT

**Telephone Number:**

01473 741300

**Email:** [admin@springfieldjuniors.net](mailto:admin@springfieldjuniors.net)

**Website:** [springfieldjuniors.org.uk](http://springfieldjuniors.org.uk)



### The School Day

Pupils arrive at school between 8.30am and 8.45pm, where they are able to come straight into their classrooms. This minimises traffic issues at the start of the day. Entry doors will be locked as soon as the children come in at 8.50am. Entry into school after this time will be through the main reception area.

Parents will be asked to sign a late book if children arrive after 8.50am and 1.10pm. Late after 9.00am and 1.20pm will be treated as an unauthorised absence and could result in a penalty notice being given to the parent/guardian. The Educational Welfare Officer has weekly visits into school to discuss attendance with the Headteacher.

### Morning

8.50am till 12.00pm – Please ring before 9.30am if your child is going to be absent. Lunchtime begins at 12.00pm. If your child goes home for dinner, please be back at 12.55pm.

### Afternoon

1pm till 3.20pm – Try to make appointments for the doctor/dentist after school hours if possible, if not notify the office of the date and time.

### Admin

To enable us to keep you up to date with events at school, we will be sending a welcome email for our parent contact system Arbor. This will include a link and guide to setting up your Arbor app which you will need to access to find out about school trips, clubs, pay for school dinners and contact school. The app can be downloaded for iso and Android devices, if you don't receive the welcome email please email our admin address above with your child's details.

***Please DO NOT at any time park in front of the school gates or in the yellow lined zig-zag areas, this is for the safety of the children and to allow emergency services access to school.***