

# Welcome to Oaklands Junior School



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# Introduction

## **Welcome**

Welcome to your new school, Oaklands Junior School. We are very happy to have you here and hope that you really enjoy your time in this school.

Starting a new school can often be quite daunting so this booklet is designed to help you settle into school life and get to know your way around quickly, including adjusting to new routines and learning all the teachers' names. It also explains to you what you will need in school and all about the fun things you'll be getting up to!

## **In class**

Now that you're in the junior school you might think you need a bigger bag, filled with pencil-cases, and books. In fact, you won't. In Year 3 you will have writing pencils, colouring pencils, rulers, whiteboards and pens on your tables. You will also be given a book to keep spellings in and a thinking book for jotting down ideas.

The only books you will be carrying to school on a regular basis will be your homework diary and reading book. You must also bring a named water bottle. As these are the only things you will be carrying, it makes sense that you won't need a large bag. The space for bags is limited so please bring a named bag that will easily fold flat. It must be large enough to carry an A4 size folder, which we provide for you, for homework sheets.

## **Uniform**

<b>BOYS / GIRLS</b>
Smart grey / navy blue trousers / navy blue skirt / pinafore dress (skirts or dresses to be a decent length of just above the knee or longer)
Pale blue traditional shirt / blouse / polo shirt with collar Navy blue jumper / cardigan / sweatshirt
Grey / navy blue socks / tights Sensible shoes with low heels
<b>Optional for summer:</b> Blue / white gingham dresses Tailored / grey shorts White socks

If you come to school wearing a jumper or cardigan, please wear them or if you get too hot, take them off and put them in your bag or on your coat peg when not in use. We do not like these tied around waists or around necks as they look untidy.

On PE days, you will wear your kit to school. You will be told when your PE days are in September. PE Kit is a yellow t-shirt (or royal blue t-shirt if this is what children still have from our Oaklands Infants that may still fit), navy shorts and trainers. You will require socks to wear with your trainers. During the winter navy tracksuit bottoms and a plain navy sweatshirt are useful. It is still a good idea to wear your school jumper as the weather can be changeable.

You also need to have an art apron in school all week. The apron can take the form of an old t-shirt or cooking apron. Your art apron should be kept in your PE bag. If you have long hair that can be tied up, then it should be kept up whilst at school. It means that it won't get in your way when you're working and so it won't distract you. Make sure your hairband and hair clips are school colours and of a modest size!

# Daily Routines

## **First thing**

In the morning you will be welcomed into your classroom through the outside door by your teacher.

Once you come inside you can hang your coat on your named peg outside the classroom. You will then need to take your things out of your bag and carefully put it on your coat peg. Next, find your seat inside the classroom. Make sure that you do not leave anything in your bag that you will need.

You will have a morning activity ready for you which you can complete whilst your teacher will call the register and check your lunch orders or ask if you are having a packed lunch. If you are having a school dinner there are three options, which include a hot dinner, a vegetarian option or a jacket potato. You may also bring your own packed lunch. We are a nut-free school so please ensure that you do not have Nutella or any nut products as we have people in school with severe allergic reaction to nuts.

## **Reading**

In your first week, you will be given a reading book and a homework diary. When you have finished reading the book and need it to be changed, you need to remember to place it, along with your diary, in the reading book tray. Once it has been changed it will be given back to you.

Reading is really important so be sure to take your reading book and diary home *every* night. When you have read to your parent or carer, make sure they write it in your diary. You should aim to read for 10 minutes (either in the morning or evening) on a regular basis. If you are able to gain five signatures a week you will earn yourself a house point. If you manage to read five times a week, for half a term, you are a super reader and you could earn yourself a merit!

## **Homework**

Throughout the school, we set homework using Microsoft Teams. You will be taught how to log in and use this in school. It is very useful to make sure you know how to spell your name and know where the @ key is on a keyboard. From October half term, we will set weekly homework using Teams. One week will be an English task and the following will be Maths.

As well as your Teams homework, you are also expected to practise your times tables, learn your weekly spellings and undertake a spelling activity.

## **Assemblies**

As you will see when you are given your timetable, there is an assembly every day and it usually lasts about 15 minutes. As we have assembly every day, we have to make sure we are always on time for it. Entering the hall in silence and sitting down as quickly as possible will make sure we stick to time and that we don't run into play time. Also make sure your shirt is tucked in and that you look tidy, with no cardigan or jumpers tied around your waist.

## **Playtime and Lunchtime**

The buzzer will go for morning break. This is a chance for you to get some fresh air, go to the toilet and eat your snack. The best snacks are fruit or vegetables. Sweets, crisps, cereal bars or fruit winders are NOT ALLOWED. If you have any worries about your snack, please ask your teacher.

At lunchtime each year group takes it in turn to have first lunch. You will have first lunch for the first couple of weeks until you are used to the new routine. A lunchtime controller will ring a bell and hold up a card to show which class is to go in for lunch. You will use the hand sanitizer on entry into the hall and then line up at the counter where the kitchen staff will be able to check your order. If you are having a packed lunch you will be able to sit at a table as soon as you enter the hall. If you are having a school lunch you should queue at the serving hatch to collect your dinner. Every day there is a salad bar with up to 8 choices of salad which you can freely add to your main course. Sit with your friends and enjoy your lunch. When you have eaten your dinner (including your pudding), put your hand up so the lunchtime controllers know you are ready to go outside again. Please make sure you also help yourself to a beaker of water. The lunchtime controllers will show you where to put your tray and plate as you will be expected to clear away yourself.

Once you are outdoors there are many things for you to do, including using the adventure playground. Each year group takes it in turn, and you will be shown how to use it safely. There are also plenty of playground games for you to enjoy.

If you feel a bit lost or lonely, go to sit on the colourful buddy bench and someone will come to talk with you.

As well as having plain water in your water bottle in class, there is water available on a trolley near the hall during lunchtime that you can go and help yourself to this.

Make sure if you need to go to the toilet you go in your break times and lunchtimes and let the adult on duty know if going into school from the playground. It is sometimes difficult for your teacher to let you go during lesson times, when tasks are being set or new topics are being taught.

At the end of break and lunch, a whistle will be blown and you will need to line up. There will be two lines and your teacher will tell you where to stand. If you are unsure of where to line up, watch to see where your teacher stands, as they will always stand at the front of your line. When you line up, you need to make sure you always stand quietly so that you can hear your teacher's instructions and we can get inside as quickly as possible.

## **School Clubs**

During the year you will get the opportunity to take part in different clubs. Most of these take place at lunchtimes, although some may be before or after school. Whether these are sports and games, or other interesting activities, the important thing is that they are fun and enjoyable and might give you the chance to try something new and exciting. We encourage everyone to have a go at the activities on offer.

# **Rewards and Sanctions**

## **House points**

When you enter the school you will be put into one of the four houses. These were Blue, Green, Yellow and Red houses, the colours will still stay the same but our School Council will announce the new names for these houses in the autumn term. If you have a brother or sister in school, we try to put you into the same house team. You will take part in events, such as sports day, as well as earn house points. These are given to you for a variety of things e.g. a wonderful piece of work, or being extremely well behaved. As you earn house points you mark them up on the chart in your classroom (your teacher will show you how). At the end of a half term the house with the most house points gets an extra play, so it's really worth earning them!

## **Certificates**

In sharing assembly each week there are certificates given out. They may be for good work in Science, improving your handwriting or for a whole variety of other reasons. Each class teacher nominates two children from their class to get these certificates. You can also get an award if you earn lots of merits.

At Oaklands we like to celebrate your talents and achievements. If you win an award or receive a certificate, medal or trophy for something you have achieved out of school recently, you can bring these in to share with the school during Monday assemblies. It is important that you show these to your teacher before the assembly so they know what you would like to share with everyone.

## **Merits**

Merits are very special indeed. They are given for a number of reasons, including staying on the green behaviour traffic light for a whole term or passing 4 levels in the times table tests in a year. There will be many opportunities in your school life that allow you to earn merits. Once you gain ten merits you get a Bronze award to show how hard you've worked. This will be presented to you in assembly. For twenty merits you get a Silver award and for thirty merits you will get a Gold award. By Year 6, you may receive a Platinum Award for forty merits gained throughout your time at Oaklands Junior School, or even a Headteacher's Award for fifty merits!

## **Daisy Trophy**

The Daisy Trophy is awarded to one child every half term for achievement or special effort in any area of school life. Names are recorded in a special book near Reception and a card with the same words is presented in an assembly for you to take home.

## **Hot Chocolate Friday**

Your teacher may surprise you with this reward as a child from each class is nominated to have hot chocolate with Mrs. West. This takes place in her office at 3pm every Friday.

## **Pride Assembly**

Pride awards are presented at the end of half term in October, February and May. Children are chosen by staff for a particular theme. In the Autumn Term, the award will be given for presentation. Parents are invited to this assembly.

## **'Traffic Lights'**

At Oaklands Junior School we expect our classrooms to be places where every child can listen, discuss and work together in order to learn and improve in all they do.

In each classroom we have a traffic light system on display, which has a green, orange and red section to show how well everyone is working and behaving. You will have a peg which will start every lesson on green to show that you are keen to learn and try your best. If you behave in a way that distracts or disrupts others and despite a warning you continue, you will be asked to move your peg to orange. If poor behaviour continues you will have to move your peg to red and will be sent to work in another year group for that lesson. Your teacher will tell your parents or carers what has happened.

It is important to remember that if you are asked to settle down or behave in the classroom you will have the opportunity to do so and show that you can work hard and behave sensibly. If your peg is on orange you have the chance to move back to green by settling down for the rest of the lesson.

By keeping our pegs on green we can all help to make our classrooms happy, hard-working places where everyone can do their best.

There are behaviour merits for staying on the green traffic light all term.

## **'Watch Your Step' book**

Sometimes people do things that they are not allowed to do. It may be taking or breaking something on purpose or maybe using bad language or deliberately hurting another child. If this happens you will be given the chance to talk to the teacher about it and tell the truth about what happened. You will be given a warning about your behaviour. We may talk with your parents or carers about what has happened.

However, if you have been warned before about how to behave and not listened to the teacher's advice, then your name may be put in the Watch Your Step book and your parents informed. This book is kept by the deputy head, Mr. Holland. However, if your name goes into the book twice in one half term, then you will be kept in one lunchtime for a detention. More than twice? Oh dear, your parents or carers will receive a letter telling them about your poor behaviour. They may come in to talk with your teacher about your behaviour and to work out how to help you improve it.



## Enjoy yourself

It may seem as if there is a lot to remember but don't worry too much. Once you start, you'll be surprised at how quickly you settle in and how fast you remember all of these things. The most important thing is to be yourself and enjoy yourself. School is a place to learn as well as to have fun and make new friends. Remember, if you're ever unsure about anything don't be afraid to ask. Everyone at Oaklands Junior School wants to help you settle in quickly and make a happy and successful start to life at your new school.

