



# Who's Who? - The Staff



Mr James Puxley Headteacher



Mrs Caroline Webb Deputy Headteacher



Mrs Chapman Assistant Headteacher

# Year 3 teachers



Mrs Chapman Class 1



Mrs Sanham Class 2

# The School Day

Our gate opens at 8:20am and children go straight into their classrooms. The register is taken at 8:30am.

Break time is 10:15am until 10:30am

Year 3 and 4 have their lunch from 12pm until 12:50pm.

Year 5 and 6 have lunch from 12:10pm until 1pm.

The school day ends at 3pm

Parents are welcome to come on to the grounds at the beginning and the end of the day. We ask children to wait with their teacher until they have seen the adult they are going with.

## Assemblies

Morning assembly takes place on a Monday and Thursday until 9.15. Wednesday is singing assembly and also 'Performance Wednesday' when instrumentalists get a chance to play children into and out of assembly.

Every Friday at 2.15 we have our 'Ceilidh' which is a celebration of the week's achievements. The Lower and Upper school attend on alternate weeks. As well as receiving awards for effort and attainment, children are also invited to celebrate their achievements from outside of school.

Once a year each Year 3 and Year 5 class prepares a class assembly which is performed at 9.00 on a Thursday. Parents and carers will be notified of the date and are welcome to attend.

We also hold special services at St Mary's or the United Reform Church in the village to celebrate Harvest, Christmas and Easter. You will be informed of all these events in the weekly school newsletter.

# Snack

A healthy snack needs to be brought in for break time. The children may eat fruit, vegetables or a cereal bar.

# Lunchtimes

Our school meals are freshly prepared by our catering company, Innovate. The cost of a school meal is £2.50. School meals must be pre-ordered and paid for with Innovate by Saturday for the following week. Details of how to register will be sent tomorrow.



# Water bottles

All children should have a water bottle in school. It should have a sports cap to minimise the chance of spillage.

# **Forest School**



Linton Heights has a dedicated Forest School area. Every Friday one class spends the afternoon with our Forest School leaders on a rotation basis.

Children will need to bring in suitable clothes from home for their Forest School sessions.

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## Houses

All children are placed in a house when they start in Year 3. If they have brothers or sisters currently at LHJS, they will be placed in the same house.



The 4 houses are: Rivey (Green), Granta (Blue), Chilford (Red) and Simmons (Yellow).

The house points your child gains each week are added to the house total. Each week the house with the most points is awarded the shield in the Friday Ceilidh assembly.

Children take part in some activities in their house groups most notably in sports day and Church services. cw



Mrs Benjamin



Mrs Bowie

# The School Office

The office is open from 8:15am until 5:00pm.

If you would like to contact the office outside of these hours please leave a message on the school answer phone 01223 892210 or email office@lintonheightsjunior.org

# Communication

All of our communication with parents is via email. Please make sure the office have your email addresses before the summer holidays.

Every Friday we email our School Newsletter which contains dates and information of everything going on.

Our School website is constantly being updated so please check it regularly.

We also have a school Twitter Feed (@lintonheights), a Facebook page (facebook.com/lintonheights) and a new Instagram page (@lintonheights)

# Clubs: After school

#### Examples of clubs are:

- Running
- Football
- Gymnastics

- Action Club
- Choir
- Pop-up Orchestra

At the start of September, a booklet containing all the details about the clubs on offer will be made available on our website. Following on from this a revised booklet will be provided at the end of each term. Parents can then book their children in for the following term. Payment must be made using MCAS. Please also check the details in the booklet carefully. Clubs can not be relied upon as a childcare option. They also are subject to change each term. The school will fund one club per term for children eligible for free school meals.

## Clubs: Before School

8am-8:20am

We refer to it as 'breakfast club' but no breakfast is provided.

£1 per session paid via MCAS.

Children do not need to be booked in advance and are only charged for the sessions they attend. But please let us know if they are likely to be using it at all.

## Absence

The expectation is that children will attend school for 95% to 100% of the time. This is good attendance.

Below 95% attendance is attracts attention from the local authority and is below national averages.

Term time holidays will be treated as an unauthorised absence. Any term time holiday over 3 days will incur a fine.

If your child is going to be absent from school for any reason please contact the office before 9am every day that they are not in school so we know they are safe.

# Uniform

Branded School Uniform can only be purchased online. The link can be found on our school website under parents - uniform.

There is no expectation that branded uniform is worn.

All pupils are expected to wear black school shoes at school. Trainers are not permitted.

Please ensure that all uniform is named.

A lost property box is located in the outbuilding in the playground.





# Uniform

- Navy blue sweatshirt or cardigan
- White or light blue shirt or polo shirt
- Grey/ black skirt, dress, trousers or shorts
- Black shoes not trainers, pumps or Ugg style boots.
- Hair that is shoulder length or longer must be tied back with small accessories only.

#### For PE:

- Light blue t-shirt for PE
- Navy blue shorts for PE
- Navy/ black tracksuit
- Trainers for outside for PE

## PE kit

In addition to the basic PE Kit a navy or black tracksuit can be worn in the colder months.

Children may wear a base layer under their PE top. This needs to be black, white or blue

Hair must be tied back and no jewellery (including earrings)

to be worn.

PE kit must be in school every day.

In September and after May half term the children swim in our outdoor pool.

Hats must be worn.



#### ORDER SCHOOL UNIFORM ONLINE

Our uniform is supplied by Price and Buckland, who have been manufacturing exceptional schoolwear since 1959. Visit the website below to shop for your school uniform.



#### **HOW TO ORDER**

We have a brand-new online school uniform shop. Please visit the website below to shop for your school uniform.

- Visit the school finder located on the Price and Buckland website.
- 2 Browse the range and buy your uniform.
- 3 Enter your delivery details and await your order.
- Register your details or log in to your account to view your order status and history.

price-buckland.co.uk

# Your child's equipment

Children do not need to bring any equipment into school. We will provide everything they need.

Please ensure toys and special items are not bought into school as they can easily get lost of broken leading to a lot of upset.

Children will be expected to have their reading record book and reading book in school everyday.

# Reading

Your child will be issued with a reading record book, which they will need at school each day. This will travel between home and school and the expectation is that your child reads aloud to an adult at home at least three times a week. This earns the children a house point! The adult will sign and comment on the child's reading in the reading record book.



# The Year 3 Curriculum



and Cambridge)

## Music

There is the opportunity for children to have group or individual lessons in a wide range of instruments including: flute, brass, clarinet, violin, recorder, piano and guitar. More information will be emailed tomorrow.

Mrs. Mason leads singing assembly weekly and teaches each class music once a week.

# Sports at Linton Heights



Miss Farr Sports Leader

- We are fortunate to have a very enthusiastic sports leader at LHJS.
- There are lots of opportunities to take part in competitions throughout their time here.

HS

Home learning is set on Teams. Children will also have access to Times Tables Rockstars.

Every week your child will receive maths home learning.

Additionally, each half term the children will receive a home learning menu which details a variety of home learning that your child can chose from and complete on a weekly basis. Some longer projects may be stretched over two weeks.

For the first half term of year 3, children will be expected to read 3 times a week for 10 minutes. They will also be expected to Play on TTRockstars for 10 minutes 3 x a week. They will also Have the opportunity to complete a piece of creative home learning based around our topic.

After October half term, we will bring in maths home learning so that by the end of the Autumn term, they are completing the range of home learning that is expected in all the other year groups.



All children should know their times tables by the end of Year 4.

Children will have access to a website called TT Rockstars to help them practice.

The children are tested most weeks aiming to achieve different times tables awards. HS

# The Library

All children will be placed on a reading colour band, which is a continuation of the Infant School banding. There are no 'free readers' at Linton Heights.

They will be regularly assessed by their class teacher but the bands broaden considerably at Key Stage 2 and it is not unusual for children to stay on a colour band for about a year.

Children can visit and borrow books from the school library on some lunchtimes.



# Reporting to Parents

Meet the Teacher meetings happen within the first couple of weeks in September and allow you to meet your child's teacher as well as find out more information about the day to day expectations.

At the end of the year we send home a report on the year's progress and we hold Parent/Teacher consultation evenings in the Autumn and Spring terms where you will be able to discuss your child's progress with their class teacher.

You will also receive a Pupil Profile sheet three times a year which will outline how your children are achieving. HS

# Educational visits and residential trips

We take all our year groups on trips throughout the year with Years 4 to 6 having opportunities for residential experiences.

Visits for Year 3 in 2023-24 might be:

- An Ancient Egyptian Experience Day
- Local village visit e.g. Pocket Park or Sutton Hoo
- Visit to the River Cam

Exciting event: Whole school visit to the pantomime in Bishop's Stortford!

School trips are paid for online within MCAS. Login details will be given out in September.

# Behaviour

We have high expectations of behaviour for our pupils.

These high expectations help the children become independent learners, responsible for their own behaviour and the impact that their behaviour can have on other children.

The behaviour policy is available on the school website. The policy reflects our core values and how expected behaviour should be in line with these.

### Jobs to do before the summer holidays!

- 1. Email the office (office@lintonheightsjunior.org):
  - a) register your child's lunch choices with Innovate
  - b) to let us know if your child might be using our before school club.
  - to give us your email address for our mailing list.
- Sign up for music lessons via the school website.
- Order uniform
- Investigate Free School Meals to see if you are eligible.

