



Welcome to
Burlington
Junior School



Staff

- Mrs Utting (Headteacher) Mr Blow (Deputy Headteacher) Mrs Case (Assistant Head and Inclusion Leader)
- Miss Summerhays – Year leader and Riley Class (currently Saturn)
- Miss Perry – Kusama Class (currently Mercury)
- Miss Savory – Banksy Class (currently Jupiter)
- Miss Duncombe – Samba Class (currently Venus)

- Miss Spencer supports children who speak English as an additional language.
- Mrs Terri Easty is our Family Outreach Worker across both schools.
- Mrs Kerr, Mrs Norman, Mrs Rogan and Mrs Khan run the school office.

Burlington Snapshot.

- We want children to love their education, enjoy coming to school and achieve the very best they can.
- We are a very busy school. Not a week goes by without something going on.
- Year groups aim to go on three trips a year. Year 3 will go on a short train journey first to get them used to travelling on public transport in large groups.
- We have a large number of clubs that operate during and after school. Please look out for the letters about these.
- Instead of 'Golden Time' we run clubs during the school day at certain times of the year. Children can choose which club they attend. These range from coding, cooking, sports, film and tennis.

Helping children become independent



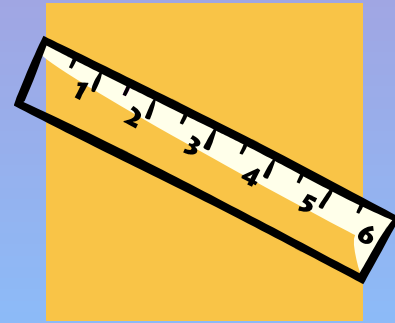
“Dad, you forgot to pack my swimming kit!” –

“I washed it, dried it, folded it, put it neatly in a pile and asked you three times to put it in the bag!”

- Children are involved in our own school development. It will be READ – Read, Every Child Achieves, Attitudes, Developing Handwriting Across the Curriculum.
- We teach children not to be afraid of being stuck (as this now means they are REALLY learning) and work out possible solutions to problems. We try to avoid the response of putting a hand up, saying “ I can’t do it” or asking an adult until they have exhausted the other options.
- You can help by asking them to pack their own PE bag. (Do check it if you are worried but don’t let them see you check!) Ask your child to spend 20 minutes completing their homework before they ask you questions. Do let your children make mistakes so that they can see these errors themselves when completing homework. It is very hard but try to count to three before highlighting the error. They often see it themselves given time.
- We have residential trips in Y4 and Y6 and also run a camp night in Y5. It is useful that they have been on a sleepover before this as a ‘trial run’.

Please could all the children have:

- A 30cm ruler (not bendy ones please.)
- Pencils/ colouring pencils and sharpener.
- A rubber.
- A dry wipe board pen.
- A Pritt Stick- (not coloured glue)
- A plain pencil case which is named. (Not the Smiggle ones or other flamboyant cases.) From September we will be asking children to leave pencil cases in their lockers and take the things they need into the classroom.
- If your child is writing very neatly they are allowed to write in pen. Please do not buy them a pen. They will be given one to use.
- Children have to visit Mrs Utting to be finally awarded their pen licence. (They sometimes have to return a few days later, with even neater work!)



School Uniform.

- No hooped or dangly earrings. Plain studs only please.
- Black or navy shoes. No trainers or high heels. Black boots can be worn in cold weather but should be plain and not have colours, buckles or flamboyant accessories. Children then change out of these boots once they get to school.
- Trainers are worn for outdoor PE with a plain blue/ black coloured tracksuit. They also wear house coloured T shirts.
- Hair should be tied back at all times. A plain blue or black hair band; no fancy ones.
- No jewellery is allowed other than watches and plain silver or gold ear studs. No lip/ nose piercing.
- Extremes of hair styles are not permitted. (Lines shaved to mark a parting, patterns shaved into hair, colours, Mohican styles etc.) Please be aware and let anyone know who takes your child for a hair cut. If in doubt, just ask us first about a style you are considering.
- All clothes and personal belongings should be clearly labelled. Please keep checking these labels. Labelling PE kit on the outside of clothing is very useful.
- No designer clothes in school.
- Fleece are used only for outdoors. Jumpers can be worn inside.
- Children need a school coat in the colder weather. Hooded tops are not permitted.
- Art shirts – Buy today for £2. This will be kept for your child and named. It is kept in school.

- We would like all children to have a water bottle in school, labelled and with a sports cap. These should not be bigger than one litre and can be filled during break times.
- Please provide a healthy snack daily. This healthy snack can be eaten at around 10am in the classroom. The snack can be fruit, vegetables or a piece of hard cheese. Please no crackers/ rice crackers. If your child has any dietary needs please let the class teacher know.
- No toys or trading cards to be brought into school.
- No mobile phones please.
- Snack Shack runs on Monday for Y3,. They can currently buy pizza wraps for 30p or a fruit bread bun or containers of dried fruit for 20p.



What was it like on the first day?

- I remember waking up really early as I was so excited.
- When it was lunch time I got five house points for tidying away the balls.
- I was excited to see my brother in school.
- I got very scared. I was worried that the teachers would be really strict and I would get told off. The teachers were really nice and comforted me.
- I remember bringing in all my new stuff.

What did you enjoy in the first term?

- I liked the pirate study and we made fruit grog!
- We got given a paper plate and we had to choose food that we could eat together.
- I remember playing a computer game with a friend and Mr Blow.
- I was nervous but everything was quite relaxing as there was no pressure.
- NO HOMEWORK!
- When it was Greek day we got to eat lots of food.
- Circle time.

Any improvements?

- Can Y3 go in for lunch first? One class was always last on the rota.
- Can you improve the computers in the suite as sometimes they take a long time?
- More challenging work.
- I would like spelling homework.
- More tests.
- We could have popcorn for dessert.
- We could wear mufti when it is our birthday.

Most Enjoyable

- Christmas party
- Greek day
- Table tennis tables
- Maths
- Playing with my friends
- Making cushions
- Celt workshop
- Learning about the rainforest
- Lazer tag today!
- Getting early lunch.

Least Enjoyable

- English test
- PE in hot weather
- When Miss Cooke left
- When Mrs Sims left
- When someone made fun of me. I told the teacher and it got sorted out.
- When we tried guacamole
- When I'm desperate to do something and I don't get chosen.
- I didn't like getting a class punishment.
- Staying in club.

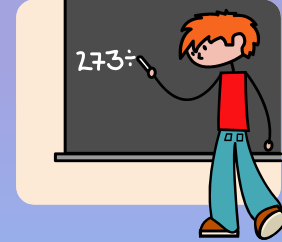
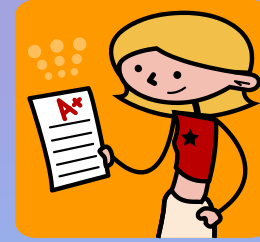
Transition Arrangements

- Y5 buddies.
- Playtime on the school field.
- A tour of the school.
- Meeting the Infant School staff to hand over information.
- The classes are not being split to make this one less thing for the children to worry about. We will split the classes at the end of Y3 once we know them.
- Parents are able to come and see the new class and teacher. Open invitation. Thursday 12th July at 2.00-4.00pm Y2 will have spent the morning with their new teachers
- Each of our Y3 classes will be assigned a Lunch Supervisor for the year who they will get to know and will be able to talk to about any lunch time concerns. They will meet this person on Thursday 12th July.
- Junior staff able to go and watch the children in class in the last few weeks of their Infant term.
- Y3 write 'survival guides'.
- Deputy Head goes over to meet the children in their classes with some current Y3 children.
- No homework except reading will be set for the first half term.





First Day



- This is a big step and a big transition for the children. We will make this as smooth as possible.
- Maps of their classroom's location and how to get into school are around the hall.
- Teachers will be outside to greet the children and then lead them into their classrooms. The children will go inside and then arrangements with seats and lockers will be discussed. If you can avoid going into the classroom that is great, but you are welcome to bring them in on the first couple of days. By the end of the week we like the children to come into their classes independently. If your child does not seem settled by the end of the week, please speak to your child's class teacher, as quite often the children seem different in school.

Holidays and Attendance

- Please ensure your child arrives at school between 8.45am and 8.50am. If they arrive any later than 8.55am in class, having taken off their coats, they will be deemed as late. We record minutes late with our register system. You will be given this information each term at parent consultations.
- If your child is late, please sign them in at the office.
- If your child is absent, please contact the office by 9.00am. We operate first day calling, which means if there is no reason given for an absence we will call you.
- Please let the class teacher know who is collecting the children each day. If your child needs to go home with another adult please let the school office know.
- We are very proud of our attendance. To maintain this we DO NOT authorise any holidays during term time. If you take 5 days or more you may be fined.





Behaviour



- We are very proud of the standards of behaviour at Burlington and visitors to the school always comment upon this.
- We encourage children to open doors for adults and to be polite, saying please and thank you. We ask children to greet teachers by saying hello and using their names.
- We teach through praise and rewards.
- Our behaviour policies and how we teach children are almost identical to the Infants. If a child does misbehave or not complete their work they may be asked to stay inside for some of their break or lunch time.
- We send out a reminder of our behaviour policy in September and it is also on the website.
- We want children, parents and staff to enjoy being part of Burlington, so the way we all speak to each other is very important.



School Meals



- We do not allow crisps, sweets or chocolate covered biscuits in school. Parents have been very supportive of this and the children are proud of their healthy meals and lunch boxes.
- Packed lunches need to be balanced. A sandwich and a drink are not sufficient.
- Parents are welcome to come and have a hot meal with their child. Please book by 9.30am in the morning. You can do this on your child's birthday or a special occasion.
- We have an online payment system. You will receive a letter before the end of term with details of how to log on to enable online payments. You can also pay by cash or cheque at the School Office. The cost is currently £2.25 per day.

General Information

- All school information is now sent home via My School App. You had details of this in your pack. Once you complete the free download you are then able to be sent all school information, including letters, calendars and reminders from teachers straight to your phone.
- The Burlington Bulletin is sent home every Friday via e-mail. It is also on the website. It contains information, reminders and news. If you wish to add a contribution to the Bulletin please leave your message with the office staff.
- Please ensure the school has your updated contact details should any numbers change.
- Please ensure any medicines in the office (inhalers for example) are in date and clearly labelled. You will need to fill in a medical conditions form.
- We welcome help from parents in class and for trips. If you can offer help please let us know.
- We operate a Class Rep system for parents. This is really useful for liaising about school events and ensuring effective communication between home and school. If you would like to be a Class Rep, please approach one of the staff today or leave your details with the School Office.
- We ask for an annual £40 donation to help fund extra activities in school.
- Please can you make sure you have signed the photo permission letter. This way we can be clear what you want and don't want used.
- Acorns is the Burlington before and after school provision. This runs everyday and uses certain areas of the school, such as the ICT suite.



Permission to Photograph Your Child

Please complete the form below, sign and date and return to the school.

I confirm that I have read and understood all school terms and conditions and that I agree to abide by their use.

Name of Child	Class
Name of Parent/Guardian (please print clearly)	
Signature of Parent/Guardian	Date

It is important to tick all boxes that apply. Where forms are incomplete we will assume permission has not been given.

Type of Consent	Yes	No
I give consent for my child's photograph to be used within the school for display purposes.		
I give my permission for my child's image to be used in Learning Journeys or Records of Achievement belonging to other children.		
I give permission for my child's photograph to be used on the School website.		
I give permission for my child's photograph to be used in local and/or national media.		

You may withdraw consent at any time by writing to Mrs D Norman.

Video Filming

During School productions we accept that many parents may wish to film their child. However, all parents must agree to the following terms and conditions:

- All filming is for personal use only and must not be shared with external agencies.
- No video, film or still photography from school events may be posted on any form of social media.

I understand that if I film my child during any school activities, I am agreeing to the School's terms and conditions, especially regarding the use of social media.

Signature of Parent/Guardian	
Date	

A taste of the activities in Y3

- Assemblies
 - Bring a male and female to school
 - Brownies Thinking Day
 - Celt workshops
 - Chocolate rocks
 - Christmas concerts
 - Christmas lunch
 - Cottenham Park visit
 - Pirate Day
 - Multicultural week
 - Fire station visits
 - Biscuit making
- National Portrait Gallery
 - New Malden Walk
 - Making Parthenon's
 - Rainforest
 - Creating Roundhouses
 - Wheels Day
 - Science Museum
 - Wisley Gardens
 - Making picture frames
 - Yoga
 - Wheels Day
 - Fitness Week
 - World Book Day
 - Science Dome
 - Greek Day