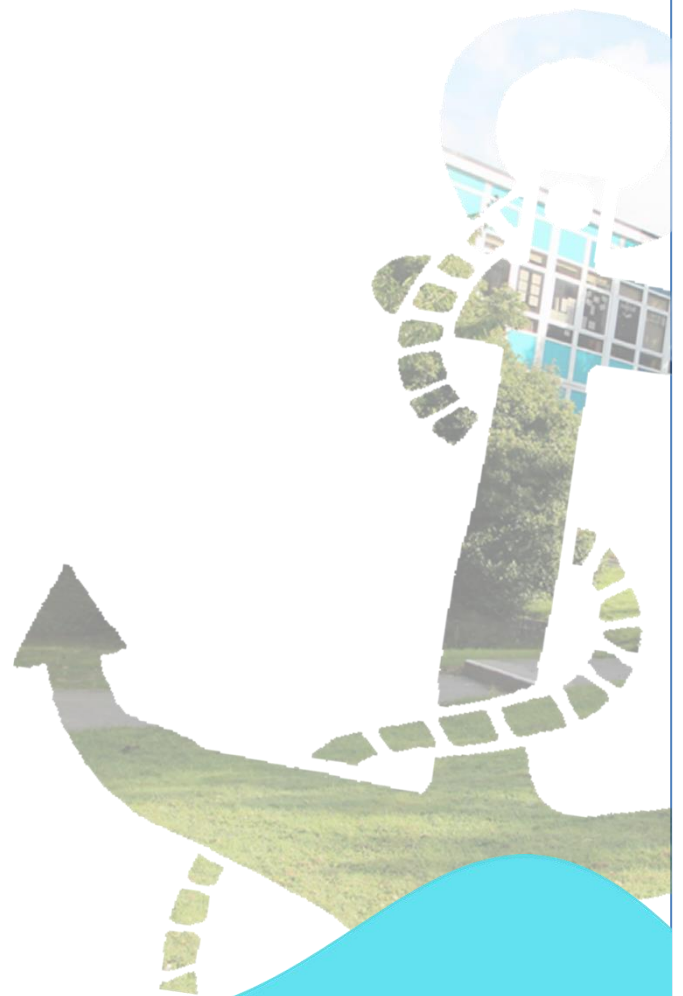




# Welcome to Year 3

September 2018-19



## Teaching and Learning Staff



**Co-Headteacher:** Mr Colin Frost  
**Co-Headteacher:** Mrs Caroline Webb

### The Teaching Team is:



**Lower School Phase Lead and  
3MK**  
Ms Kate Kogut



**3C:** Miss C Griffiths



**3G and Y3 Pastoral Lead:**  
Mr Matt Gates



**3F:** Miss L Finelli



**3MK:** Mrs T Morris  
and Ms K Kogut



**NS:** Mrs S Simpson

Our class teachers are happy to answer any questions you may have and are available on the playground each day. Alternatively Mr Matt Gates is the Pastoral Leader for Year 3 and can be reached via our Academy Office.

## The School Day

The safety of our children is very important to us. In order for you to help us ensure the safety of all children and adults at the beginning of each day we have set procedures and routines in place.



### Beginning of the Day:

- Children are permitted on site from 8:30am - 8:45am under parental supervision
- The bell will sound at 8:45 and the Crest Road doors will open
- Doors close at 8:55am.
- If your child arrives at school after 8:55am you are required to sign in at the Academy Office where your child will be marked as late in the register.

### End of the Day:

- Parents/carers of Year 3 wait on the Lower School Playground (to the right of the Tideway Entrance)
- Children of parents that have been unavoidably delayed will be taken to the Academy Office to await safe collection

## What do I do if I need to drop my children off before the start of school?



## CITY WAY NURSERY

City Way Nursery offers a breakfast club that runs every morning between 7:40 and 8:45 at Delce Academy. Further details are available from the Academy Office or alternatively visit their website at:

<http://www.citywaynursery.co.uk/breakfast-afterschool-club/4593791132>

## What do we do if it is raining heavily in the morning?

The School gates will open at the usual time of 8:30am. Children may wait in the Crest Road Entrance foyer.

## What do we do if it is raining heavily in the Afternoon?

Please remain on the Lower School Playground, we will bring the children to you as quickly as possible. Please do not stand on the stairs or Crest Road Path as these areas become congested very quickly making it extremely difficult for a secure handover.

In the event of an extreme circumstance we will send a text message to advise you of a change to the routine.

**Crest Road Entrance**



## Attendance

If you know your child will be late or absent please contact Miss Jo Condon in the Academy office either via an email to [a@delceacademy.co.uk](mailto:a@delceacademy.co.uk) or by telephoning and leaving a message on the answer phone. She will contact any parent when a child is absent and we have not been informed. If you have any problems with getting your child to school please contact Mrs Jane Mason our Home School Support Worker/Safeguarding Officer who will be available to discuss any possible solutions.



**Attendance Officer:**  
Miss Jo Condon



**Home School Support Worker  
(HSSW)/Safeguarding Officer**  
Mrs Jane Mason

## Enrichment of the Curriculum - Trips and Visits

To support the enrichment of your child's curriculum Year 3 will have access to learning off site, this could be within the local community or further afield. All trips and visits will be shared with you via letter.



Please ensure that you have returned the completed activities permission form in your pack.

## Schoolgateway

School Gateway is the online system we use which allows you to make safe and secure online payments for trips and visits. It is easy for parents to use and even easier to set up.

Please see: <https://login.schoolgateway.com>

## Snack Time- Morning play 10:30 a.m



Apple	20p
Banana	20p
Carrot	10p
Flavoured water	50p
Fruit bake bar	30p
Fruit flake	40p
Go Ahead bar	25p
Milkshake	50p
Raisins	20p
Yogurt bar	30p
Yogurt flake	40p
Yogurt raisins	40p



Delce Academy encourages a healthy lifestyle and whilst the choice of tuck essentially rests with parents/carers, we would encourage good choices that comply with our healthy snack policy. **Sweets and other unhealthy snacks are not allowed in school.** Children may buy snack from our tuck shop on their way into school.

Our current Tuck Shop flier is shown opposite showing the items we sell and the current price list.

## Lunch Time

Lunch time begins **at 12:00 p.m. until 1:00 p.m.** All Year 3 classes will eat together in the Dining Hall. They will have access to outside space to play until the end of lunch time.



[www.tcseducationcatering.com](http://www.tcseducationcatering.com)



Meals are provided to pupils by TCS and are cooked on the premises. The school uses a cashless system to give you greater freedom and flexibility when paying for your child's school meal. School dinners are provided to those who have booked via:

You can now book and pay for your child's lunch on-line through sQuid.  
[customerservice@squidcard.com](mailto:customerservice@squidcard.com)



Lunches brought from home should form part of your child's healthy balanced diet. Please be reminded that we have a **no nut** policy in school.



## Merit Assembly and Rewards



The children will take part in Merit Assembly on a Friday. This is a special celebration for the children who have worked above their success criteria throughout the week; all children nominated receive a merit certificate to share their successes at home!

## Positive and Negative Consequences

In recognition of positive behaviour for learning and achievements children will receive house points. These can be collected and converted to prizes to be a positive consequence for the choices children make at Delce Academy. Each child is allocated a username and password when they join. Please see: <https://www.pupilrewardpoints.co.uk/delce/login>



Sanctions for inappropriate classroom behaviour



\* Advise learning to continue (only applicable during lesson time)

To support the children in understanding there are negative consequences for inappropriate learning or behaviour choices at Delce Academy we have a behaviour pyramid. This outlines a consequence for different levels of behaviour. If a child is placed on the pyramid level 4 or above parents are informed.

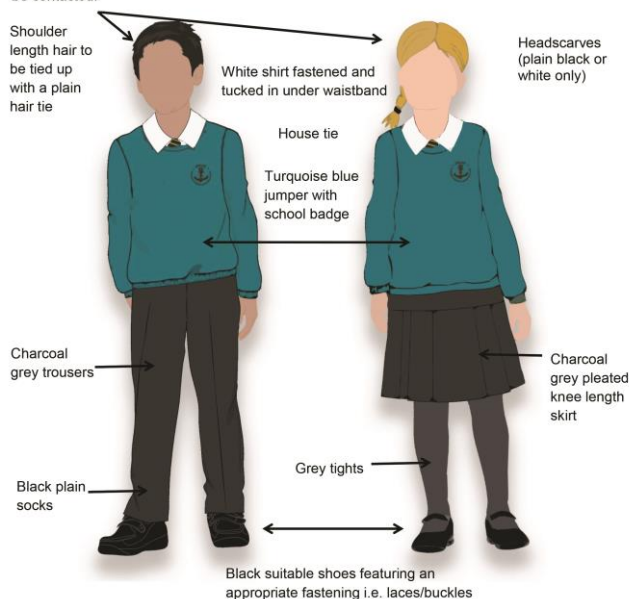
## Dressing for School

Our school uniform reflects the seasons with a winter and summer uniform. By wearing the correct uniform the children are smartly dressed and are prepared for their learning day. Staff will monitor children's uniform daily. Children that are not following the uniform policy will be expected to provide an explanation and parents/carers will be contacted. School uniform can be purchased online at:

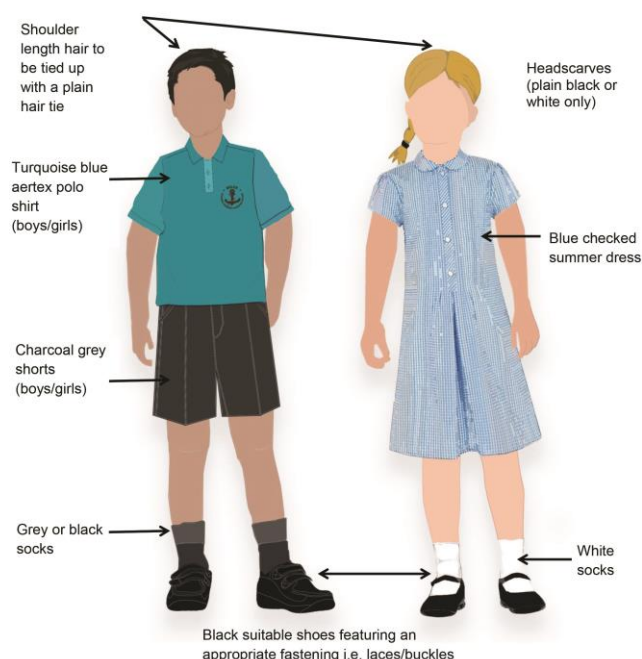
<https://delce-academy.schoolyardonline.co.uk>

### Winter Uniform

At Delce Academy, children are proud of their school uniform; and by wearing a uniform all pupils feel part of the school community. By wearing the correct uniform the children are smartly dressed and are prepared for their learning day. Staff will monitor children's uniform daily. Children that are not following the uniform policy will be expected to provide an explanation and parents/carers will be contacted.



### Summer Uniform



#### Footwear:

- X Trainers
- X Boots
- X Ballet pumps
- X Canvas shoes

#### Jewellery:

- ✓ Small stud earrings
- ✓ Watch

#### Footwear:

- X Trainers
- X Flip flops
- X Ballet pumps
- X Canvas shoes

#### Jewellery:

- ✓ Small stud earrings
- ✓ Watch

#### Variations:

- ✓ Short sleeve white shirt with house tie
- ✓ Charcoal grey pleated knee length skirt

## PE Kit

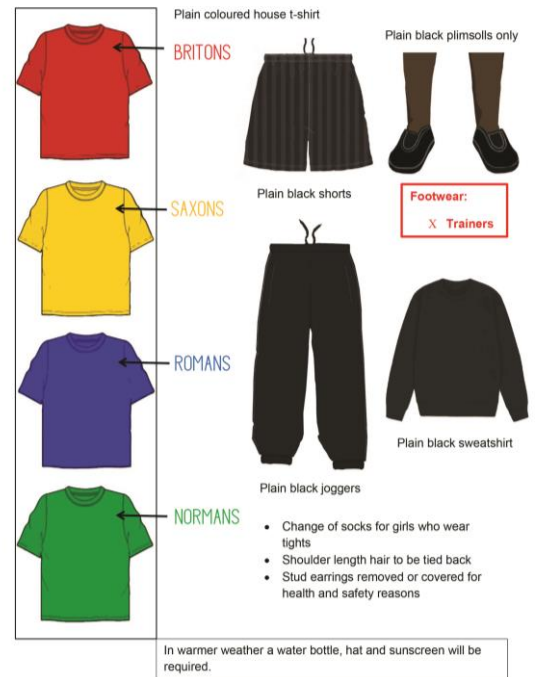
To support the children in taking part in PE they will be expected to wear their PE kit. This supports the children to develop key life skills, becoming more independent in taking care of their possessions and dressing and undressing independently. In support of your child's developing independence, they would benefit from a PE bag that was named so that they are prepared on PE days.

The PE kit is outlined in the uniform leaflet, coloured house team T-shirts can be purchased online at:

<https://delce-academy.schoolyardonline.co.uk>

**NB: Please name all uniform and PE kit so that children can be responsible for their things.**

## PE Kit



## PE Team

Miss Amanda Haggerty  
(PE Teacher)



Mr Andrew Heath  
(PE Teacher)

Mr Hayden Lewis  
(PE Teacher)



Mrs S Saputo  
(PE Teacher)



## House Teams:

Delce Academy actively encourages the children to develop citizenship skills through being part of a house team.

**There are four house teams:** Britons, Normans, Romans, Saxons,



Your child will be allocated their house team on starting school and this will remain their team throughout their school life. House teams are often used to organise whole school events such as sports day and assembly.

## Delce Academy Parents and Teacher Association – (PTA)

Delce Academy is fortunate to have a number of dedicated parents and carers who actively support the Academy in raising funds for additional resources and experiences for our children. They are always looking for new families to join and support their events. If you are interested in getting involved please contact the Academy Office for further details.

## Suitable School Bag, Water Bottle and Spare Art Shirt

Each child is encouraged to have a school bag for taking things home such as letters, their reading book and packed lunch box. All items need to be clearly named for the children to identify and take care of their property.

You can provide your child with an optional apron/old shirt for them to wear on top of their uniform for any Art and DT lessons.

It is important to keep hydrated, especially during the warmer weather; Academy water bottles can be purchased from the Academy Office and must be clearly named.

## Reading Books

In order for your child to become a successful reader they need to be reading daily and we request your support in this.

Reading is a vital area of learning for all children. Regular reading supports the understanding of different types of books (fiction and non-fiction) and reinforces the application of phonics skills.

Your child's reading will be recognised through the school's reader achiever programme.



## Home Learning

Home learning is set weekly and consists of:

- Home reading [www.oxfordowl.co.uk/for-home](http://www.oxfordowl.co.uk/for-home)
- Phonics and spelling rehearsal
- Number facts rehearsal
- Mathematical problem solving - [www.mymaths.co.uk](http://www.mymaths.co.uk)



Each term there is a topic based project that includes research, design and evaluation. Projects are presented and celebrated in class.

## Parents as Partners

We actively seek to involve parents in their child's learning.

We regularly hold Open Classroom events where you are welcome to come and share in the learning that we are undertaking. These are special times where the children love to share their classroom and the different learning experiences that they have had. We welcome all members of the family to come and join us.

If you have any interesting learning experiences that you would like to share with the class, please offer your time to provide something extra for the children. This may be time for hearing readers; you may have green fingers and be able to support in the garden; have strong construction or design skills; artistic talents, the list is endless! Any offers of support would be appreciated as experiences such as these all provide the children with key skills for their learning development.

Pupil Learning Conferences are held throughout the year; you will receive an appointment to meet with your child's class teacher. This is an opportunity to discuss the attainment and progress of your child. If you would like to discuss your child's progress outside of these meetings, you are welcome to make an appointment to see your child's class teacher at any time.



## The Office Team



Mrs Leah Smy - Office Administrator

Mrs Julie Tingley - Office Manager

### Contact Us:



[office@delceacademy.co.uk](mailto:office@delceacademy.co.uk)



**01634 845242**



[www.delceacademy.co.uk](http://www.delceacademy.co.uk)

The Academy Office can be accessed using the entrance on The Tideway. We are here during term time 8:00am – 5:00pm and are happy to assist with any queries you may have.

