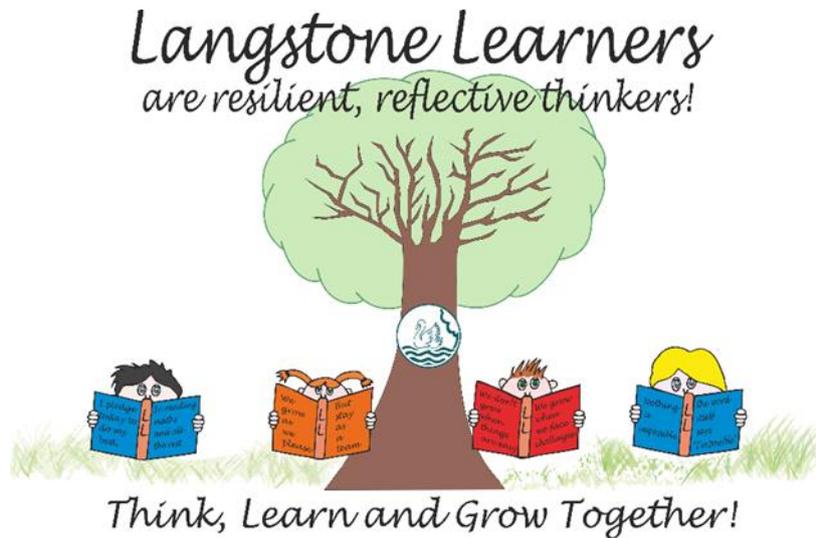




# LANGSTONE JUNIOR ACADEMY

The aim of this booklet is to introduce you and welcome you to life at Langstone Junior Academy. This booklet should answer some of your questions and show you how you can be an active member of the community as we work together. If you do not find all the answers you need, then please do not hesitate to ask for information - everyone will be pleased to help.



## *Aims and Values*

*We are a Community that, together, aspire to learn and use life experiences to question and challenge our ever-changing world. We are active learners that seek opportunities to 'Think, Learn and Grow Together'.*

### **We aim to:**

- Provide all children with experiences that they can learn and develop personally from.
- Develop children's confidence to overcome any challenges, both at an academic and personal level
- Allow children time to develop thoughts and ideas so that they can be creative and reflective in their approach to learning
- Give children opportunities to work with one another so as to develop tolerance, appreciation and acceptance of others ideas as well as learn in a collaborative manner.
- Provide positive examples of learning behaviour as a community

We work closely in partnership with families to ensure every child thrives. Children are encouraged and taught to be resilient and reflective in all areas of their life. They are given

time to think and direct learning so as to develop a passion to learn more. These are skills that will not only prepare children for Secondary School but for life.

### **School Administration**

Langstone Junior Academy  
Lakeside Avenue  
Portsmouth  
PO3 6EZ  
023 9282 4138

### **Your Contact Details**

Please ensure that the school office has your full address and contact details. You should also provide an emergency contact number for another family member or friend we could contact should you be unavailable. Please remember to inform us if you change any of your details.

### **ParentMail PMX**

We use a system called ParentMail PMX where we send text messages and information/letters via email. This allows for effective communication between school and home, ensuring that letters don't get lost on route home. Please ensure your registration forms are signed and returned as soon as possible. If you already use Parentmail PMX, please change your 'manage account' settings to Langstone Junior Academy.

### **Absence**

If your child is unable to attend school you must inform the school via telephone. If your child suffers from sickness or diarrhoea we ask that he/she not return to school for 48 hours as this type of illness can be very infectious. We have a 24-hour absence answerphone line where you can leave a short message.

### **Holiday during Term Time**

From the 1<sup>st</sup> of September 2015 DFE regulations came into force regarding leave of absence for children from school. Headteachers may not grant leave of absence during term time unless there are exceptional circumstances.

### **Punctuality**

The school day starts at 8:50am. In order to ensure your child is supervised we ask that they do not arrive before 8:45am. Please ensure that your child is not late for school as this will also be reported on during the year as time lost. The school day ends at 3:25pm. You are welcome to come into the school playground via the pedestrian gate from 3:20pm onwards in order to collect your child.

### **Break and Lunchtime**

We have split break and lunchtimes to allow the children more space and freedom to play. It also provides a better dining experience for all children in the school hall. The times are as follows:

	Breaktime	Lunchtime
Year 3	10.30 - 10.45	11.50 - 12.35
Year 4	10.30 - 10.45	12.05 - 12.50
Year 5 and 6	11.00 - 11.15	12.30 - 1.15

For those children in Years 3 and 4, it means a slightly earlier lunchtime and therefore a longer afternoon session. Your child may want to bring in a fruit snack to enjoy during a short toilet/snack break between lessons in the afternoon. Please note that nuts will not be allowed due to allergies.

### Hot dinners

We have worked with our provider ISS and have established an online ordering and payment system. Your child will be offered a range of choices for their meals and you can support this using the online system. Our school council has been very active in ensuring that the quality of provision was improved and as a result children can now have snacks whilst waiting as well as having a wider range of salads. Menus are set by ISS and are available for each term in advance. We no longer use colour bands but use an I-pad system at lunchtime. Hot dinners cannot be ordered after 10am so if your child has a morning medical appointment, please ensure that you order the meal before 12 midnight on the previous evening or advise the school office of your child's meal requirement. Hot school dinners cost £2.05. We are working towards becoming cashless by September so encourage our parents to use either the online payment system or the card terminal in the office.

### Water bottles

Keeping hydrated is an important part of staying healthy and impacts upon learning. The school will provide a water bottle for your child but this must be taken home on a daily basis, cleaned and returned to school. This will ensure that optimum hygiene is maintained.

### School Uniform

**There will be a transition year from the old uniform to the new bearing the Academy Logo during 2018 - 2019.**

- Black or grey trousers or skirt
- White shirt or polo shirt
- Bottle green cardigan/ fleece / jumper
- Summer dress in green and white check
- Flat heeled black shoes (not open-toed shoes or trainers)
- Smart grey shorts



Fleeces/polo shirts/ jumpers/ cardigan bearing the school crest are on sale from TESCO and Penelope Ann.

**Please ensure that all uniform is clearly labelled.**

### PE Kit

This should be in school at all times as PE slots are subject to change with our flexible timetable. However, your child's class teacher will advise you about the scheduled PE slots allocated on the timetable at the start of the year.

- A pair of shorts
- Trainers or plimsolls
- Plain white T-shirt
- Tracksuit bottom and sweatshirt for winter.



**Please ensure that all uniform is clearly labelled.**

Jewellery should not be worn in school. If your child has pierced ears they may wear stud earrings which must be removed for PE. Watches are permitted but children are responsible for looking after them. All mobile phones must be handed to the class teacher for safe keeping during the day.

### **Homework**

Learning is an essential part of good education. Regular homework is important as it gives pupils the opportunity to apply skills, deepen understanding and further their own learning independently. These important life skills are essential in developing our learners, fostering a love of learning and increasing confidence. It is important to encourage your child to attempt homework with little support but lots of encouragement from you. We want children to feel that they are able to discuss their processes when sharing their homework.

At Langstone, homework will be:

- Weekly times tables
- Regular reading at home, recorded in a reading record alongside reflective comments
- Optional project based - either before or after a topic in learning.

### **Enriching the curriculum**

A range of after school activities are available for all children during the year. Some of these are run by staff from the school and by outside providers. Clubs offered range from Football, Dancing, Choir, Chess, Street Dance, Archery, Fencing, Basketball, Gymnastics, Dodgeball, Netball, Hockey, Rounders Cricket and Tennis.

The school plans for residential visits for Year's 4 and 6. Year 4 has the opportunity to visit Avon Tyrrell in the New Forest and Year 6 will visit Fairthorne during the Summer Term. Apart from this, we encourage learning outside the classroom and as all year groups plan off site visits linked to the curriculum to further promote the learning experiences of all children.

### **Class Assemblies**

These are held on a Thursday throughout the school year and everyone is welcome to attend. They start at 9.00 and finish at 9.20. This is an opportunity for your child to share with you their recent learning and celebrate their achievements from across the curriculum. Please note that we cannot allow photos/videos to be taken and shared on public/social media for safeguarding reasons. Thank you for your understanding on this matter.

### **Special Education Needs**

We recognise our responsibility to develop a curriculum accessible by all. We monitor the progress of all children and aim for children to achieve their full potential. We endeavour to identify and make provision for any difficulties a child is experiencing as quickly and professionally as possible. Parents' support in helping us identify and overcome issues is valued.

We aim to provide appropriate support in relation to the needs of individual children and the support offered may include reading, handwriting, spelling, speech and language, mathematics and or physical needs. Children encountering emotional, social, behavioural or friendship issues will work with the pastoral team. For more information contact the SENCo (Mrs Emma Lamb) or look at our website for the SEND Information Report.

## School Staff September 2018

TEACHING STAFF		
Role	Person	Responsibilities
HEADTEACHER	Mrs Jane Bush	Assessment, Child Protection and Safeguarding, Teaching and Learning
DEPUTY HEADTEACHER	Mr Johan Wessels	Assessment, Child Protection and Safeguarding, Teaching and Learning
ASSISTANT HEADTEACHER	Miss Georgina Morton	Curriculum, Teaching and Learning, Year 6 teacher
ASSISTANT HEADTEACHER	Mrs Stephne Wessels	Curriculum, Teaching and Learning, Year 6 teacher
SENCo	Mrs Emma Lamb	SEN, Designated teacher for LAC, Safeguarding.
YEAR 6 TEACHERS	<b>Miss Natasha Bellamy</b>	IT
	Mr Josh Phelan	English
	Mrs Lyndsey Knight / Miss Georgina Morton	French Curriculum, Teaching and Learning
	Mrs Steph Wessels/ Mrs Hannah Lyne	Curriculum, Teaching and Learning The Arts (Music, Art and D&T)
YEAR 5 TEACHERS	<b>Mr Nicholas Bosnic</b>	PSHE / P4C
	Mrs Charlotte Bridgeman	Maths
	Mr Danny Shaw	The Arts (Music, Art and D&T)
YEAR 4 TEACHERS	<b>Miss Holly Thompson</b>	Science
	Miss Georgina Chappell	Humanities and Off Site Visits
	Miss Victoria Lawry	RE
YEAR 3 TEACHERS	<b>Miss Lisa Howard</b>	Assessment
	Miss Stephanie Bygrave	Humanities and Off Site Visits
	Mrs Helen Williams	PE

## SUPPORT STAFF

Mrs J O'Donnell - HLTA	Mrs F Sexton	Mrs S Ceeley
Mrs H Dorkings - HLTA	Mrs S Phillips	Mrs P Ball
Mrs A Selway	Mrs G Randall	Mrs J Wallis
Miss L Isaac	Mrs B Carter	Mrs V White
Mrs L Page	Mrs T Eade	Mrs L Coombs - LIBRARIAN
Mrs S Small	Mrs A Campbell	
Mrs H Hammami	Mrs D Cormican	

## PASTORAL TEAM

SENCo	Mrs E Lamb
School and Home Support Worker	Mrs L Geall
Learning Mentor	Mrs A Campbell

## OFFICE STAFF

Office Manager	Mrs E Wrighton
Finance	Mrs T Clark
Admin and Attendance	Mrs L Reeves
Admin Assistant	Mrs L Page

## CARETAKING

Site Manager	Mr E Talmond
Cleaner	Ms C Willis
Cleaner	Mrs K Tanner
Cleaner	Mrs S Powell

## LUNCHTIME SUPERVISORS

<b>Senior Lunchtime Supervisor: Mrs E Jones</b>			
Ms P Ball	Mrs A Campbell	Mrs K Tanner	Mrs C Burton
Mrs J Wallis	Mrs T Eade	Mrs V White	Mrs H Hammami
Mrs S Small			

## Complaints

We hope that you will be very happy with your child's education. If, however, you have an issue please contact the class teacher in the first instance. If you still have concerns, these should be brought to the attention of the Year Leader, Deputy Headteacher and then the Headteacher. If you still feel you need to take a matter further then contact the Chair of Governors. Our Complaints Policy can be found on our school website.

## School details:

Langstone Junior **Academy**  
Lakeside Avenue  
Copnor  
Portsmouth  
PO3 6EZ  
023 9282 4138

[www.langstone-jun.portsmouth.sch.uk](http://www.langstone-jun.portsmouth.sch.uk)

Headteacher: Mrs Jane Bush

Site Manager: Mr Eric Talmond

Chair of Governors: Mrs Irene Baldry

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