



Welcome to 4M's
'Meet the
Teacher'



Staff in Year 4



Teachers

4M Miss McGrath

4A Miss Altundal

4MC Mrs Courtney and Mrs Major



Support Staff

Mrs Bates & Ms Titre





Vision and Values

Our Vision

We passionately believe in developing a life-long love of learning within an inspirational and inclusive environment. Highfield is a warm and friendly place of co-operation, equality and respect.



Our Values

- To instill a love of learning
- Everyone deserves to receive a high quality education
- We treat each other with empathy and kindness, and we are polite to each other

We will be focusing on a different 'value word' each half term.

This term we will be focusing on our 3 core values:

Respect, Kindness and Co-operation.



Attendance and Punctuality

8.50 - doors open, children must be in school on time.

3.20 - home time.

Please make sure your child attends every day and on time.

Sickness/absence: If your child is sick, please phone the school office on the first day of their absence. Once your child returns to school they should bring in a letter confirming why and when they were away from school.

If you know your child is going to be absent, e.g. for a medical appointment, please let the office know as soon as possible.

Collection: If you want another person to pick up your child regularly, you will need to complete a Collection form. For one-off situations, e.g. one child going to another's house, please send a letter to the class teacher in advance.





In an emergency, or if you are running late, please ensure you ring the school office.

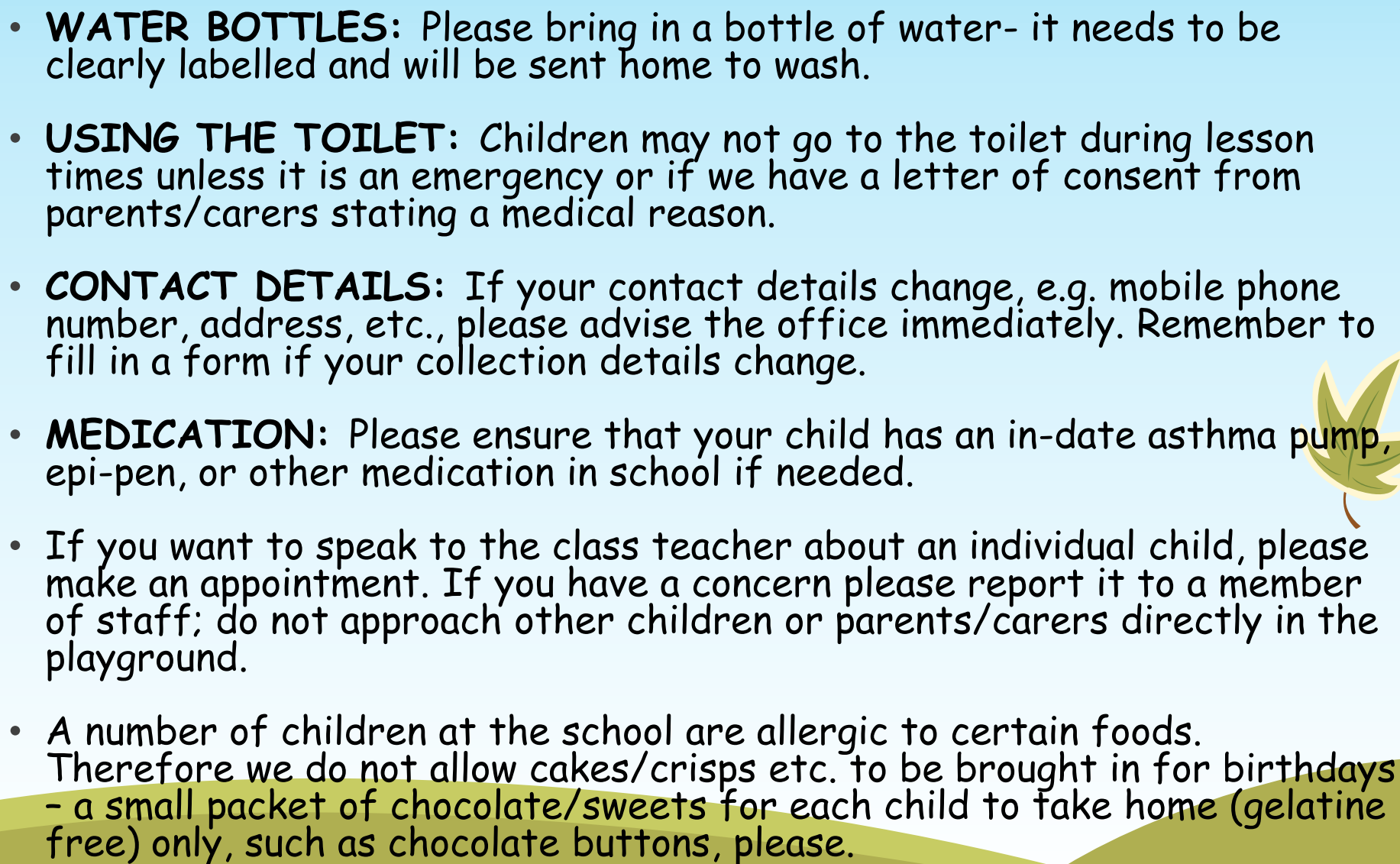
Contact

- **Email:** attendance@highfield-pri.enfield.sch.uk
- If child is collected for a medical/dental appointment we need to be informed beforehand - **at the latest by 9.30am** on day of collection. We need to know what time you will be collecting them so we can get your child ready.
- **Holidays will not be authorised during term time.** If you need to take your child out of school for any reason then please complete an exceptional circumstance form.



Supporting your child

- * Ensure they start each day with a healthy breakfast and go to bed early.
 - * Find a quiet place at home where they can do their homework/read.
 - * Check home school reading books and homework regularly.
 - * Carry out some independent research on curriculum topics.
 - * Keep yourself updated and informed r.e. e-safety.
 - * Encourage your child to talk about their day.
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- **WATER BOTTLES:** Please bring in a bottle of water- it needs to be clearly labelled and will be sent home to wash.
 - **USING THE TOILET:** Children may not go to the toilet during lesson times unless it is an emergency or if we have a letter of consent from parents/carers stating a medical reason.
 - **CONTACT DETAILS:** If your contact details change, e.g. mobile phone number, address, etc., please advise the office immediately. Remember to fill in a form if your collection details change.
 - **MEDICATION:** Please ensure that your child has an in-date asthma pump, epi-pen, or other medication in school if needed.
 - If you want to speak to the class teacher about an individual child, please make an appointment. If you have a concern please report it to a member of staff; do not approach other children or parents/carers directly in the playground.
 - A number of children at the school are allergic to certain foods. Therefore we do not allow cakes/crisps etc. to be brought in for birthdays - a small packet of chocolate/sweets for each child to take home (gelatine free) only, such as chocolate buttons, please.



Uniform




Children are expected to wear full school uniform including the correct footwear. Letters will be sent home if children do not wear school uniform.



Labelling

Please ensure that your child's uniform and PE kit are clearly labelled with a **permanent** marker or label. PE kit needs to be in school every day and their T-shirt can be in their team colour.









Jewellery

For health and safety reasons, children may not wear jewellery to school (other than small stud earrings or religious jewellery.)







PE

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- Our PE days this term will be on **Wednesdays** (indoor) and **Friday** (outdoor)
 - Please send your child to school with an appropriate PE kit, in the winter they should wear long trousers and a jumper.
 - Children must be in full PE kit for each lesson. If children repeatedly forget their kits a letter will be sent home.
 - If your child cannot take part in PE, please send in a note otherwise they will not be exempt from the lesson.
 - There are also lots of after school clubs that you may want your child to take part in.




The Golden Rules




- We are kind and helpful and respect each other's cultures.
 - We enjoy learning in class and let others do the same.
 - We take care of our school and equipment.
 - We are polite to each other and take it in turns to speak.
 - We always behave sensibly and safely in school.
 - We listen to the staff and do what they say straight away.
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The 3R Rules

- Remain in your seat
 - Raise your hand
 - Respect everyone
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Walking not Talking

Walking sensibly and safely



Rewards and Sanctions

Rewards

- Team Points
- Class Treats
- Table Points Rewards
- Good Work Certificates

Sanctions

- Behaviour Sheet
- Time Out
- Missed Break Times



The Creative Curriculum


- Highfield continues to follow a more Creative Curriculum.
- Learning is topic based and centres on the new National Curriculum.
- This term the whole school topic is 'Step Back in Time' where we will be exploring the Romans and Anglo-Saxons, as well as what we can learn from the past.




Homework



- Homework is sent home every Friday. It should be handed in by the following Tuesday.
 - Children should expect to get 2 pieces of homework a week.
 - Homework may include a piece of research or investigation and will include books to read on Bug Club and a Maths task.
 - These passwords will be in the front of their reading records.
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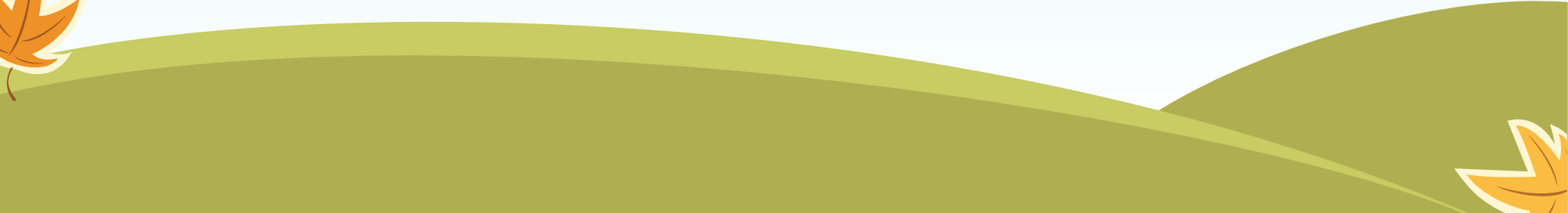


It is your child's responsibility to ask for homework if they don't receive it for any reason, and to ensure that homework is given in.







Spellings

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- Your children will be having a weekly spelling test in the form of dictation. They will need to know what these words mean and how to spell them properly.
 - Spellings will be tested on a Monday and will be handed out with homework.
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Reading



- Children may bring a book from the class book corner to read at home or they may read their own books.
 - Some children will be reading independently, others will benefit from reading with their parents/carers.
 - If your child is reading independently, you can still help them by asking them to tell you about what they have read. Either way, they should record their reading in their Home/School book.
 - Please look in the Home/School book regularly for our comments.
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**Book bags need to be brought in every day
and should be a sensible size.**





Internet safety

At Highfield we aim to keep children safe whilst using the internet. This is achieved through:

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- Assemblies and videos.
 - Lessons and discussions every half term.
 - Blocked sites and filters.
 - Learn how to protect your child online - visit www.thinkuknow.co.uk
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Questions?

