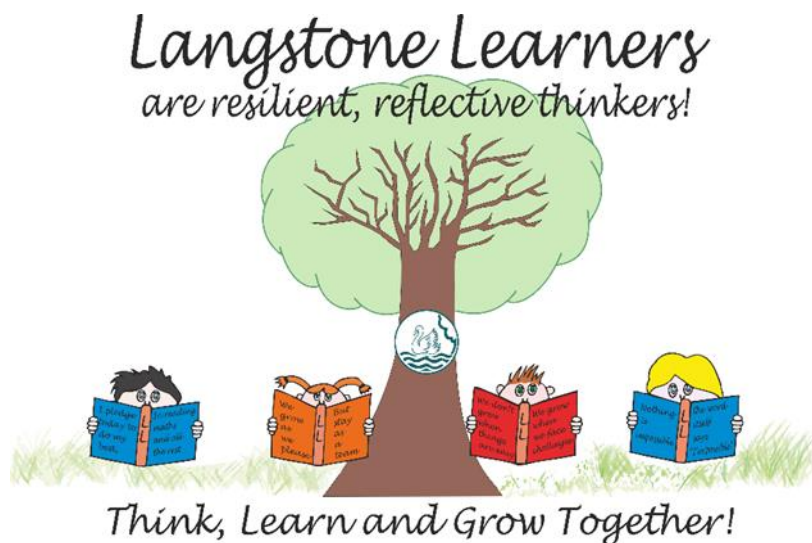




The aim of our 'Welcome Document' is to introduce you and welcome you to life at Langstone Junior Academy. This booklet should answer some of your questions and show you how you can be an active member of the community as we work together. If you do not find all the answers you need, then please do not 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 including online

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 1st 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

In order to ensure your child is supervised we ask that they arrive in the ten minute slot that is allocated to them. For Year 6 they may arrive between 8.20 and 8.30 with lessons starting at 8.30. For Years 3, 4 and 5, they should arrive between 8.30 and 8.40 with lessons starting at 8.40. Please ensure that your child is not late for school as this will also be reported on during the year as time lost.

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	10.00 - 10.15	11.30 – 12.10
Year 4	10.15 – 10.30	11.40 – 12.20
Year 5	10.30 – 10.45	12.20 – 12.45
Year 6	10.45 – 11.00	12.30 – 13.10

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 Caterlink and have established an online ordering and payment system via 'Scopay.'. Your child will be offered a range of choices for their meals and you can support this using the online system/app. Menus are set by Caterlink and are available for each term in advance. We use an I-pad system at lunchtime. Hot dinners cannot be ordered after 9.30am so if your child has a morning medical appointment, please ensure that you order the meal either before 12 midnight on the previous evening **or** advise the school office of your child's meal requirement by 9.30am. Hot school dinners cost £2.15. We are a cashless school so encourage our parents to use the online payment system via the 'Scopay' website or app. There is always help on hand if this proves a problem so please call us.

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 when they join our school but this must be taken home on a daily basis, cleaned and returned to school. This will ensure that optimum hygiene is maintained. If the water bottle becomes lost or broken, we ask you to provide a bottle for them.

School Uniform

- 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 Penelope Ann, Tangier Road and Tesco.

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 black shorts
- Trainers or plimsolls
- Plain white T-shirt
- Black tracksuit bottom and black 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 & Home Learning

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.

We actively engage children with Google Classroom, a learning platform where they are taught to access learning independently and remotely. In school, we refer to this as 'blended learning'. Children will have a session in school of this form of learning every week – it helps to support them with learning from home and completing 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 6. 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 regularly throughout the school year and everyone is welcome to attend when conditions allow. 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.

School Staff September 2021

TEACHING STAFF		
Role	Person	Responsibilities
HEADTEACHER	Mrs Jane Bush	Assessment, Child Protection and Safeguarding, Teaching and Learning, NPQ
DEPUTY HEADTEACHER	Mr Johan Wessels	Assessment, Child Protection and Safeguarding, Teaching and Learning, Research
ASSISTANT HEADTEACHER	Mrs Georgina Harris	Curriculum, Teaching and Learning, Safeguarding, Year 6 teacher
ASSISTANT HEADTEACHER	Mrs Stephne Wessels	Curriculum, Teaching and Learning, Safeguarding, Mental Health Lead, Year 4 teacher
SENCo	Mrs Emma Lamb	SEN, Designated teacher for LAC, Safeguarding.
YEAR 6 TEACHERS	Mrs Lyndsey Knight	Year 6 Lead, Math Lead, French Lead
	Mrs Lisa Howard	English Lead
	Mrs Helen Williams	Science Lead
YEAR 5 TEACHERS	Mr Josh Phelan	Year 5 Lead, DT Lead, Safeguarding Curriculum Lead
	Mr Alex Handley	NQT
	Miss Louise Dummer	Computing Lead
YEAR 4 TEACHERS	Miss Stephanie Bygrave	Year 4 Lead, Humanity Lead – History and Geography
	Mr Shaw	Art Lead, PE Lead
	Mrs Natasha Bellamy	Math Support Lead
YEAR 3 TEACHERS	Miss Georgina Chappell	Year 3 Lead, PSHE Lead, School Council

	Miss Holly Thompson	Science Support Lead
	Mrs Hannah Lyne	Music Lead
	Mrs Jayne O'Donnell	NQT, Langstone Learner Lead

SUPPORT STAFF

Mrs H Dorkings – HLTA	Mrs F Sexton	Mrs S Ceeley
Mrs V Daraz	Mrs S Phillips	Mrs J Wallis
Mr M Rogers	Mrs G Randall	Mrs V White
Mrs L Page	Mrs R Carter	Mrs K Ponsford
Mrs S Small	Mrs T Eade	Miss Chloe Rodgers
Mrs H Hammami	Mrs A Campbell	
Mrs D Cormican		

PASTORAL TEAM

SENCo	Mrs E Lamb
School and Home Support Worker	Mrs L Geall
Learning Mentor & Well Being Lead	Mrs A Campbell

OFFICE STAFF

Finance	Mrs Tracey Clark
Data Officer	Miss Robyn Beames
Admin Assistant	Mrs Lisa Page

CARETAKING

Site Manager: Mr E Talmond	
Cleaner	Mrs S Clover
Cleaner	Mrs K Tanner
Cleaner	Mrs K Davies

LUNCHTIME SUPERVISORS

Senior Lunchtime Supervisor: Mrs J Wallis			
Mrs K Ponsford	Mrs A Campbell	Mrs K Tanner	Mrs H Hammami
Mrs S Small	Mrs T Eade	Mrs V White	Mr M Rogers
Miss C Rodgers			

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

Headteacher: Mrs Jane Bush

Site Manager: Mr Eric Talmond
Chair of Governors: Mrs Irene Baldry
[facebook.com/langstone.junior](https://www.facebook.com/langstone.junior)