



Year 4

Year Group  
Newsletters  
have been  
sent.

Whole school  
information on  
the front.

Some Year group  
specific  
information on  
the back.

This is what we  
will focus on  
more during this  
meeting.

# Year 4 Class Teachers

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4T Mr Thomson



4D Ms Din



Support Teacher  
Ms Davies



Support Teacher  
Ms Ali



French Teacher  
Mrs Hepworth

# Year 4 Support Staff



Ms. Begum



Ms. Williams



Ms. Rahela



Ms Stephanou



Ms. Khatun

# Safeguarding



Ms Millward



Ms Kurup

At Old Palace, we place a great importance on the welfare and safety of our pupils. Our Designated Safeguarding Lead is **Ms. Millward**. The deputy safeguarding lead is **Ms. Kurup**. Schools have a legal duty to safeguard and protect children. Staff have a duty of care so if they have any concerns they are required to report this to **Ms Millward** as part of their legal duties. Ms Millward also works closely with Shelly- the Parent Support Worker and other external agencies in supporting families where needed.

As a school we are fortunate to have a School Social Worker- Shahnaz Choudhury- who is onsite every Wednesday morning. She supports with 'Early Help' interventions that a family/ child may need. It is voluntary and she will be doing a coffee morning soon to introduce herself.



# Drop off's Pick up



## **Drop off**

School gates will open at 8:50am and will close at 9:02am, anyone arriving after 9:02 will be marked as late.

We ask parents drop their children at the gates in the morning and then kindly move along to allow other parents to drop off. If you have an appointment or need to speak to an admin staff please make your way to the school office.

## **Home time (Pick up)**

Gates will open at 3:20 for collection.

Children in year 4 will be collected from the porch area, the end nearest to the main gate.

## **Bags and School Supplies**

- Please ensure your child brings their PE kit in **Every Monday**, this will return home with them on Friday.
- Children may bring their book bags back and forth to school each day.

# Attendance

It is important that you get your child to school every day and on time:

If your child misses...	That equals...	Which is...	And over 13 years of schooling that's...
1 day per fortnight	20 days per year	4 weeks per year	Nearly 1 ½ years
1 day per week	40 days per year	8 weeks per year	Over 2 ½ years
2 days per week	80 days per year	16 weeks per year	Over 5 years
3 days per week	120 days per year	24 weeks per year	Nearly 8 years

*If your child is late 10 minutes a day - surely that won't matter or affect my child..*

Only missing just..	That equals..	Which is...	Over 13 years of schooling that's...
10 minutes per day	50 minutes per week	Nearly 1 ½ weeks per year	Nearly ½ a year
20 minutes per day	1hour 40minutes per week	Over 2 ½ weeks per year	Nearly 1 year
30 minutes per day	Half a day per week	4 weeks per year	Nearly 1 ½ years
1 hour per day	1 day per week	8 weeks per year	Over 2 ½ years



# Attendance

It is extremely important to let the school know if your child will be absent that day, by calling the school office on the first day of their absence- stating the name, class and reason why.

If we don't hear from you:

First day calling – the school will attempt to contact parents by telephone on the first day of absence

Home Visits – if the school has been unsuccessful in contacting the parents by telephone, a visit to the child's home will be carried out on the second day of absence.

If there is still no contact, the school's Attendance Welfare Adviser (AWA) will be notified as it will be classed as a safeguarding concern and a Child Missing in Education form will be completed.

# Attendance

Certain illnesses

Reminder:

vomiting/ diarrhea- can not return until 48hrs after the last episode.

COVID 19- we still recommend a test. If a child tests positive they are to self isolate for 5 days. Other members of the household do not need to self isolate (unless displaying symptoms).

# Attendance

I

Leave During Term Time

Please inform the office.

An Application for Leave during term time needs to be completed and handed back to the office.

Evidence will be requested alongside your application.

The AWA will be in touch to discuss your application.

A Fixed Penalty Notice can be issued if the leave request is marked as unauthorised. The full cost of a penalty notice is £120 per parent per child, payable within 42 days. The cost is reduced to £60 per parent per child if it is made within 28 days.

The payment is sent to Tower Hamlets, not the school.

# Behaviour

We have updated our schools behaviour policy to support our pupils in understanding and managing their feelings and behaviour. Last year we introduced the zones of regulation with in the classrooms and have built this into supporting our pupils.

## How can you help yourself?

The BLUE zone	The GREEN zone	The YELLOW zone	The RED zone
			
How might you feel?	How might you feel?	How might you feel?	How might you feel?
sad tired bored moving slowly	happy okay focussed ready to learn	nervous confused silly not ready to learn	angry frustrated scared out of control
What might help you?	What might help you?	What might help you?	What might help you?
Talk to someone Stretch Take a brain break Stand Take a walk Close my eyes	The goal of this exercise is to get to the GREEN zone. What can you do to be happy, calm and ready to learn?	Talk to someone Count to 20 Take deep breaths Squeeze something Draw a picture Take a brain break	Stop what I'm doing Make sensible choices Take deep breaths Ask for a break Find a safe space Ask for help

We have updated the language we use when managing behaviour to support pupils to be more reflective.

## Behaviour Chart

I am asking you...

I am reminding you...

1.	<input type="text" value="?"/> Michael
2.	<input type="text" value="?"/> Michael ✓
3.	<input type="text" value="Reset"/>



# Time to Reset

How are/were you feeling?

Why?

The BLUE zone	The GREEN zone	The YELLOW zone	The RED zone
  	  	  	  
How might you feel?	How might you feel?	How might you feel?	How might you feel?
sad tired bored moving slowly	happy okay focussed ready to learn	nervous confused silly not ready to learn	angry frustrated scared out of control

What will you use to help? Circle or write your own.

Stretch                      fidget box                      count

Take deep breaths                      close my eyes

Any other \_\_\_\_\_

How are you now?

I am okay and ready to learn ☐

I need to talk to an adult ☐

# Repair

## Time to Repair

1. What happened?
2. What were you thinking at the time?
3. How are you feeling?
4. Who has been affected and how have they been affected?
5. What should we do to put things right?
6. How can we do things differently in the future?

The BLUE zone	The GREEN zone	The YELLOW zone	The RED zone
<b>How might you feel?</b> sad tired bored moving slowly	<b>How might you feel?</b> happy okay focused ready to learn	<b>How might you feel?</b> nervous confused stuck not ready to learn	<b>How might you feel?</b> angry frustrated scared out of control
<b>What might help you?</b> Talk to someone Stretch Take a brain break Stand Take a walk Close my eyes	<b>What might help you?</b> The goal of this exercise is to get to the GREEN zone. What can you do to be happy, calm and ready to learn?	<b>What might help you?</b> Talk to someone Count to 20 Take deep breaths Squeeze something Draw a picture Take a brain break	<b>What might help you?</b> Stop what I'm doing Make sensible choices Take deep breaths Ask for a break Find a safe space Ask for help



**OLD PALACE PRIMARY SCHOOL**  
10, Leonard's Street, Bow, London, E8 4EP Tel: 020 7460 2000  
Email: admin@oldpalaceprimary.co.uk Website: www.oldpalaceprimary.co.uk



To the parent of carer of: \_\_\_\_\_ Class: \_\_\_\_\_ Date: \_\_\_\_\_

Dear Parent/Carer,

We are concerned about how your child behaved in school today and as a result has/will attend a repair session. At the repair session they will have a restorative conversation with a member of staff. The children discuss what has happened, how they are feeling, who has been affected and how and what they can do differently next time.

The repair session was given for:

- ☐ Vexatious ☐ Verbal Abuse ☐ Discrimination ☐ Bullying ☐ Sexual Abuse  
☐ Reported for cyberbullying ☐ Physical Abuse

Other \_\_\_\_\_

Please talk with your child about what happened and the importance of following our school rules.

Be kind  
Be respectful  
Be a great learner  
Be safe  
Be responsible

So we can be sure that you have received this letter, please sign it and send it back to school tomorrow.

Yours sincerely

Name of child \_\_\_\_\_ Class \_\_\_\_\_

I have spoken to my child about the incident, the choices they made and how they would better manage their emotions and behaviour next time.

Signature: \_\_\_\_\_

Please print your name \_\_\_\_\_ Date: \_\_\_\_\_



Headteacher: Mr G. Palmer BA (Hons)  
School Business Manager: Michele Walsham

# Behaviour

## Parents/Carers

Work in partnership with school to ensure consistent messages are given about expected behaviours

- Support the school's rules and policies (we understand that from time to time, clarification might be required about the application of a particular rule, in such an instance we respectfully ask that you speak to the class teacher or Year Group Leader, as well as your child.)
- Inform school about any issues at home that might affect a child's learning or behaviour

# Uniforms

<https://oldpalaceprimary.co.uk/parents/uniforms/>

The uniform consists of the following:

- SCARLET jumper, kameez, sweatshirts or cardigans.
- WHITE Shirt or Polo shirt (Fred Perry style)
- BLACK or GREY trousers, skirts, salwar and jilbaab (girls) or the kurta and topi (boys).
- BLACK shoes (NOT TRAINERS)
- PLAIN head scarves white, black, grey or navy.

## PE Kit

When children participate in Physical Education lessons, children must change for all activities. Articles worn indoors must include plimsolls, shorts and a T-shirt. For swimming, a swimming costume and hat are required. Jewellery must be removed before the start of the lesson and head scarves either removed or replaced with a bandana, which will come off easily if it becomes caught. The PE kit should consist of:

- PLAIN T-shirt
- Shorts or tracksuit bottoms
- Plimsolls or trainers



## JEWELLERY

Children can wear small stud earrings but, no dangly earrings to be worn. Children are not permitted to wear chains, bracelets or rings.



# Research Project

Each half term a research project will get sent home for your child to complete. They will be asked to complete the first research project within of the half term, then bring it into school to share with their class.

Awards will be given for best overall research projects and best effort.



# Homework

Year 4 will receive their homework via Google Classroom every Friday.

Each week they are expected to complete the following:

- Weekly spellings
- Grammar
- Maths

They are expected to complete it by the following **Thursday**.

Please email admin should you need any assistance with their login.

Children will also receive 2 library books bi - weekly which they take home to read. Please ensure your child is reading every day.

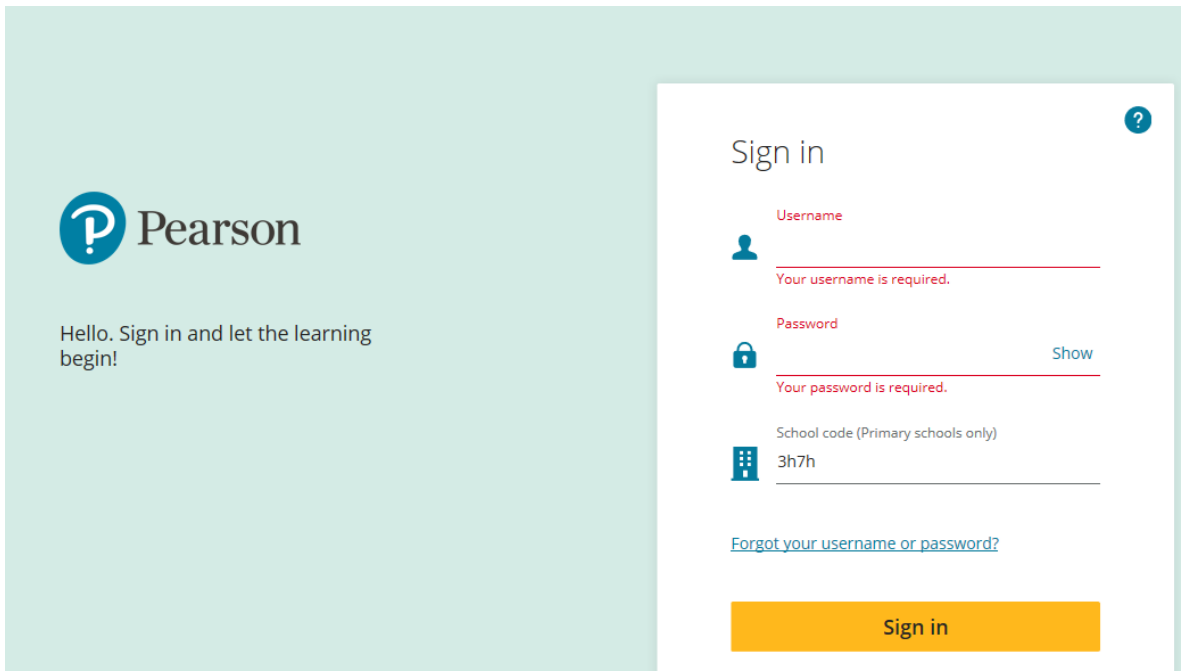
<https://oldpalaceprimary.co.uk/our-learning/homework/>


# Reading at Home

## Year 1 – Year 4

Pupils have access to Bug Club.

Each half term the school adds the titles to be read, which are appropriate for the child's reading level. Once children have read the book, there will be an opportunity for them to answer questions and complete a quiz. They will collect reward points as they go along which can be used to play games. Teachers will monitor pupil progress and share the information with them.




 **Pearson**


Hello. Sign in and let the learning begin!

**Sign in**

Username


 Your username is required.

Password

 [Show](#)

Your password is required.

School code (Primary schools only)

 3h7h

[Forgot your username or password?](#)

**Sign in**

## Bug Club

School Code: 3h7h

Welcome

Click My Stuff to get started!



# My Stuff

My  
Home

My  
Stuff

My  
Library

My  
Rewards

Log  
Out

Grown-ups

Close



5 items



Doctor Who: The  
Eleventh Hour

New

39



How to be a  
Detective

New

24



Petronas

New

39



The Queen's Spy

New

36



The Time  
Travelling Cat:  
Egyptian  
Goddess

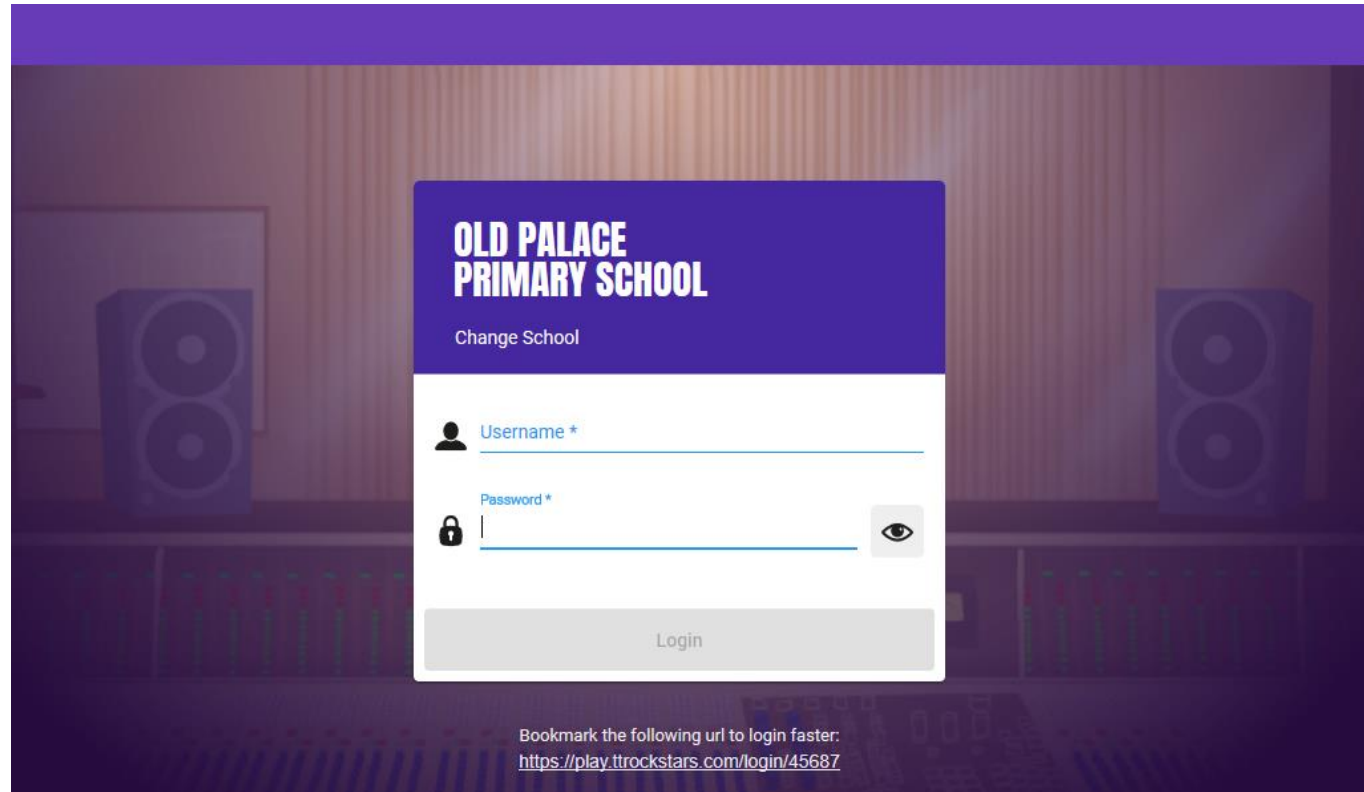
New

36

# Number Facts and Times Tables

## Years 3 – Year 6

In KS2 pupils are expected to practice their focus times table and division facts of the week. All children have access to Times Tables Rock Stars to support this. Children are tested fortnightly on their times tables.

The image shows a login interface for 'OLD PALACE PRIMARY SCHOOL'. The background is a dark purple room with two large speakers and a bookshelf. The login form is a white box with a purple header. The header contains the school name and a 'Change School' link. Below the header are two input fields: 'Username \*' with a person icon and 'Password \*' with a lock icon and a toggle eye icon. A 'Login' button is at the bottom of the form. Below the form, there is a text prompt to bookmark a URL for faster login, followed by the URL: <https://play.ttrockstars.com/login/45687>.

**OLD PALACE  
PRIMARY SCHOOL**

[Change School](#)

Username \*

Password \*

Login

Bookmark the following url to login faster:  
<https://play.ttrockstars.com/login/45687>

<https://play.ttrockstars.com/auth/school/student/45687>




https://play.ttrockstars.com/ttrs/online/play?mode=garage


Search

PLAY


SHOP




SINGLE PLAYER



**GARAGE**  
Teacher Set




**STUDIO**  
12 x 12




**SOUNDCHECK**  
25 questions


MULTIPLAYER



**FESTIVAL**  
12 x 12




**ARENA**  
Teacher Set




**ROCKSLAM**  
12 x 12


**GARAGE**



Tables:  
Teacher Set



Play solo



10 per correct answer

PLAY

YOUR TABLES:

10	2	5
3	4	8
6	7	9
11	12	13

Please ensure your child practises their times tables daily.

# Multiplication Timestable check



This half term year 4 will be completing their Multiplication Timestable Check.

This is a national check completed by all pupils in June across England to test their times table knowledge.

For further information please click [here](#).

What?

It is an on-screen check consisting of 25 times table questions. Your child will be able to answer 3 practice questions before taking the actual check. They will then have 6 seconds to answer each question. On average, the check should take no longer than 5 minutes to complete.

Why?

The purpose of the check is to determine whether your child can fluently recall their times tables up to 12, which is essential for future success in mathematics. It will also help your child's school to identify if your child may need additional support.

# Trips

Information about trip dates, costs and links to their topic will be included in the year group newsletter sent out at the beginning of each half term. Please be sure to read through the news letter and the teachers will be happy to answer any of your questions!

This term the children will be visiting the Tate Modern to learn all about European art and artists. The cost of the trip is free.



This term the children will be visiting the to learn more electricity particularly in the home at the Science Museum. The cost of the trip is free.

# Text Messages and Parent Pay

To help do our part to reduce paper waste our main form of communication for sending information is via text message. This can include:

- School Newsletters
- Injuries in school
- Over due books
- Trips
- Workshops available
- Reminders and Updates

Please make sure the office has your most up to date mobile numbers. Two phone numbers per family can receive text messages.

We are also minimizing the handling of money and so as of the 2021-2022 academic year have moved all school payments onto our parent pay portal. If you are having any difficulties with your parent pay account please contact the admin and they will be happy to assist.

## Clubs

### ***Breakfast club***

From 8:00 onwards £2 per child per day  
Children will be provided with a breakfast and activities

- After school clubs will begin the week beginning 12<sup>th</sup> September. The school will send you a text message asking you to submit your interest for your child to attend an after school club. Please fill in the google form and club spaces will be allocated.
- The letter for clubs will be sent out next week.
- After school clubs run until 4:30pm.
- Our school sports clubs are free.



# Online Safety!

Part of our monitoring also includes online safety. In a recent pupil survey, just over half of pupils had said they were being monitored when using a device at home. We would like to remind carers and parents that children should be monitored when using a device connected to the internet.

Children are using a variety of apps such as Discord and Tik Tok, please see <https://www.net-aware.org.uk/> to find out more information about the age restrictions, how safe the app is and what they are mainly used for.

Should you your child need to report any inappropriate or dangerous behaviour online please ensure they take a screenshot and report it to either [www.ceop.police.uk](http://www.ceop.police.uk), a member of staff or the admin of the app.

For parents wishing to improve their privacy and parental controls on their device, please email admin and request support from our IT technician.

We will be re launching our Online Safety team, which will include parents from Yr groups to share their concerns about online and what the school and community can do to support.

<https://www.nspcc.org.uk/keeping-children-safe/online-safety/#guides>

# Parental Engagement!

This year we will be launching our Parent Council.

Coffee morning will now be taking place on Thursday. We will hold a variety of different themed coffee mornings and welcome parent suggestions for coffee mornings they would be interested in. For example we will be running a coffee morning for parents voice.

Forida, one of our parent support workers is currently on Maternity leave.