



Year 3

**Information booklet
for parents and carers**

2025-2026

Key Members of Staff



Mrs. Sexton

Head Teacher
Mon—Thurs

Designated
safeguarding lead



Mrs Doyle

Deputy Head Teacher

Head teacher:
Friday

Designated safeguarding lead and
Senior Mental Health Lead



Mr Harrison
Assistant
Head Teacher



Mrs Kirk
Assistant
Head Teacher



Ms Fear
Pastoral &
family
liaison lead

Deputy
safeguarding lead



Mrs Little
SENCO

Key Members of Staff



Miss Taylor Y3T
Class Teacher
Full time



Ms Jackson Y3J
Class teacher
Full time



Mr Frampton Y3JF
Class Teacher
Full time

Welcome

We are really excited to welcome your child to the Junior School. Hopefully this booklet will answer lots of your questions about the routines in our school. If you have any more questions, please do not hesitate to email the junior school office on enquiries@dobcroft-jun.sheffield.sch.uk.

Start of the School Day

The morning bell will ring at 8:55am, however, your child may enter the classroom from 8:45 am, where their teacher will be waiting for them. There will always be a member of staff wearing a high vis jacket on the playground from 8:45am. If your child is having a tricky morning in terms of the transition between home and school, Ms Fear (a member of our pastoral team) will be by the DASH gate doing meet and greet and part of her role is to support children within that transition. Please do approach her if this time of day is challenging at any point.

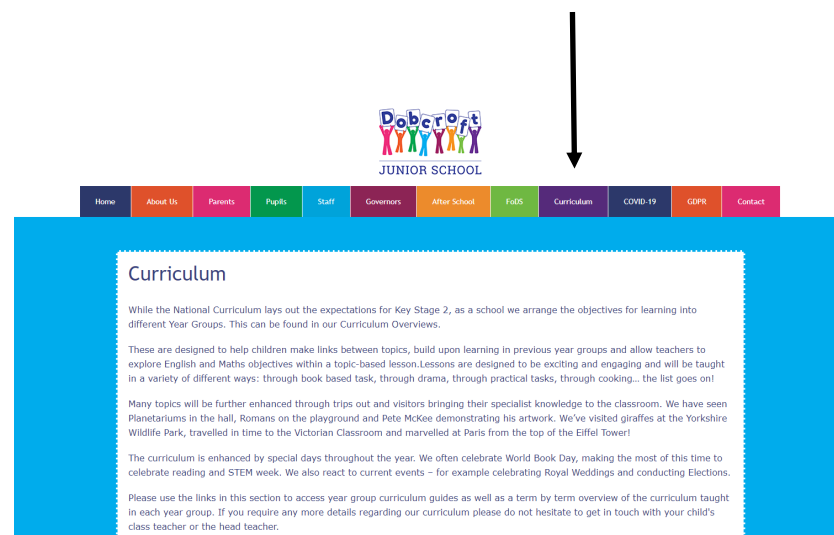
The End of the school day

The school day finishes at 3:30pm and all children are brought onto the front playground to a specific, consistent area of the playground. Our office will collect information each term about who picks up each day, or if your child goes to a club so that teachers are well informed and can release children to their identified adults. Please ensure your child is clear about who and where they are picked up from to support a smooth transition. Staff will not be able to let children go with someone who isn't on the provided pick up information, unless this has been communicated with the office. Children who not collected by 3:40pm are taken into the office area where they will be supervised. In an emergency, please ring the school office if you are delayed collecting your child.

If someone different is picking up your child, or if your pick up plans have changed, please inform the office in advance.

Curriculum

Most lessons will be taught in the classroom by your child's class teacher. Every morning, the children will be taught Maths and English. In the afternoons, they are taught whole class reading and the wider curriculum subjects. Please visit our school website for details of the topics which are covered in Year 3 for each subject.



One afternoon a week, the children have access to subjects taught by specialists. These subjects include: **R.E., Music and French**. In Year 3, this occurs on alternate **Mondays and Wednesdays**. Your child's teacher will have PPA (Planning, Preparation and Assessment) during this time.

Playtimes

Children will be outside during playtimes and lunchtimes, so please make sure that your child has the appropriate outdoor clothing for the weather. Children must not bring footballs or any other toys into school. School will provide balls at certain points of the day.



Snacks

Children should bring a **healthy** snack to eat during morning playtime. This is in line with our Healthy Schools and Healthy Minds initiatives.

We are a 'nut free' environment as we have several children with severe allergies. This includes items that 'may contain nuts or traces of nuts'.



Toilets

Children are encouraged to go to the toilet at break times to reduce the amount of disturbance during lessons. However, they may ask to visit the toilet at any time. If your child has any difficulties or a plan to follow regarding toileting, please communicate this with your child's class teacher.

Lunchtime

Children choose their lunchtime option daily. You can use the options flexibly.



There are two options to choose from :

- Healthy cooked dinner from school

Vegetarian options are available everyday.

Halal options are available on request on Wednesdays

(Roast Dinner Day).

- Packed lunch from home

We would encourage you to choose healthy options.

When your child has hot dinners, they will be asked to make a choice from the menu when they come into school. This will be done on a computerised ordering program. Your child's teacher will show them how to do this. This choice is saved ready to remind them as they enter the dining hall.

Children eat their dinner in the hall. The year 3 children are the first year group to eat every day.

Lunch Payments

Lunch payments are made using ParentPay. You will receive a unique activation username and password which will enable you to access the ParentPay website and pay online. We would like to encourage parents to pay for meals a half term in advance if at all possible, however, parents can pay a minimum of £10.00 each time.

School Uniform

Children are expected to wear school uniform. Our school colours are the same as those of the Infant School, but we have a different logo. School uniform consists of:

- Navy / Jade sweatshirt, cardigan or fleece (with school logo)
- Navy / Jade / White or polo shirt or shirt
- Navy / grey / black smart trousers, smart shorts, pinafore or smart Skirt
- Blue or green checked dresses
- Plain dark and sensible shoes, boots or trainers—no bright stripes . In warmer months, black or white sturdy sandals may be worn.

P.E.

P.E kit consists of:

- Navy or black shorts, white plain T-shirt
- Trainers or Plimsolls.
- Jogging bottoms and a sweatshirt are a good idea for outdoor P.E

Please ensure your child brings their P.E kit in a named bag and it is kept in school until the end of term.

Equipment

We ask children to provide their own stationery. Please send your child to school with:

- Several pencils (with their name on!)
- Pencil sharpener
- Rubber
- Ruler
- Glue stick (with their name on!) and a spare for their tray
- Coloured pencils
- A green biro

School will provide dry wipe pens to use with our mini whiteboards. When in Y5, if your child is awarded a Pen Licence, they will be given a school handwriting pen.

PLEASE NOTE CHILDREN DO NOT NEED A PENCIL CASE. If your child wishes to bring one to keep their belongings in, please ensure it is not too big as they don't fit into trays, so your child would be asked to take it home.

Lost Property

Please note that **NAMED** property has a much better chance of being reunited with its owner! There is a large box for lost property in under the canopy on the front playground. This is sorted through every week and any named property is returned to its owner. Please encourage your child to go and check if they have lost anything—we will also do the same. Anything not claimed is stored for one month then washed and sold by FODs and the proceeds go to school funds. Lost valuables are usually taken to the school office.

Medications

An asthma card must be completed by parents and given to the school office. Asthma inhalers should be clearly labelled with your child's name, class and the dosage. These are kept in the classroom so that all adults and children have access to them easily should they be needed.



Emergency medicines such as “Epipens” should be clearly labelled and are kept in the Medical Room. Please ensure that these are always in date.

Other medicines (e.g. antibiotics) can be administered in school if you complete a Medicine Form available from the School Office or Website. (See School Medicine Policy on our website).

National guidance states that medicines containing aspirin or Ibuprofen should never be given to a child, unless prescribed by a doctor.

Children should NEVER look after their own medicines or bring medicines into school without a completed form.

Behaviour

Clear expectations of the children's behaviour in lessons are made by teachers, together with a set of sanctions and rewards. Further details about this can be found in the school's Behaviour and Anti-bullying policies.

We record the children's positive behaviours on Class Dojo. You will receive an invitation to join ClassDojo (which is an App / website) and once you have connected, you will get notifications on the app of when your child has carried out a positive behavior and they will receive points.

Every child is expected to play his/her part in ensuring that there is a purposeful working atmosphere in the school and pleasant and friendly relationships in the play ground at breaks. Teachers will often remind children of their responsibilities to one another and the need to behave in a way that is acceptable to all. School rules relate to the safety and welfare of children at school and the school's desire to achieve a pleasant working environment.

We expect children to follow our 5 school values:

- **Together we are safe**
- **Together we are kind**
- **Together we do our best**
- **Together we are problem solvers**
- **Together we embrace difference**

We reward positive behaviour with:

- Dojo points — children collect points. When they reach a target, they visit the dojo shop to collect a prize.
- Postcards home—celebrating a great week.
- Head Teacher's award—one child is chosen from each class and this is shared in assembly, typically on Fridays.
- Maths, reading, writing and STEAM champions—one child is chosen from each class, each half term and this is shared in assembly.
- Warrilow bear winner —awarded to 6 children over the year for living the school values.

Responding to negative behaviour

We know that behaviour is a form of communication and we believe in children having the opportunity to talk through their choices and reflect upon their actions and how to change them in future.

We categorise negative behaviour into 4 different colours. When children are given the opportunity to reflect, we use 'restorative practice' questions to guide careful, child-friendly reflection alongside a member of teaching staff who would talk through the situation with the child so that they leave reflection time feeling ready to move forward and knowing how they could respond differently. Further details can be found in the Behaviour policy.

Behaviour at DJS is roughly categorised into 4 colour bands:

- **Yellow behaviour** (low-level disruption): children are given a reminder related to the school value they have broken. If a child received a second verbal reminder, a strategy will be put in place e.g. moving spaces. 3 reminders in either a morning or afternoon will result in a reflection to be completed (with an adult) the following break time.
- **Orange behaviour** (e.g. unkind or rude words, being untruthful, being a bystander, unsafe behaviour): children will be asked to complete a reflection during the following break time (with an adult).
- **Red behaviour** (actions with an intent to cause physical or verbal harm): children would reflect with a member of the Senior Leadership Team the following lunch time for 30 minutes. They would lose a privilege for a set amount of time following this.
- **Purple behaviour** (extreme inappropriate behaviour) - see the school policy.

Home Learning

We have a Home Learning Policy. In Year 3, the suggested time allocation for the home learning activities listed below is around 30 minutes per week, although your child may be happy to do more. This time is in addition to any regular reading and spelling activities.

Every Friday, the Year 3 teachers will inform you on ClassDojo of what your child's homework is. In September, they will be given 3 home learning booklets for Maths, Comprehension and Grammar—you will be told which booklet and which pages your child will need to complete each week. We try to

ensure that activities either reinforce the learning from that week, or help prepare your child for the week ahead. We ask that all homework is handed in by the **following Wednesday**.



To ensure your child gets the most from their home learning please encourage them to work in an appropriate place, free from distractions, where they will work happily. **We ask that you do not mark the homework with your child as this will be done as a class.**

Logins for online platforms will be given to your child in September to bring home so that they can access these useful websites. If you have any concerns regarding a piece of work, don't hesitate to contact your child's teacher.

Reading

We ask that over the Summer Holiday you provide opportunities for your child to read everyday so that they maintain their reading skills over the holidays.

You will receive more information about Reading at Dobcroft Junior School at the Year 3 information evening on 12th September.

Maths

Your child's maths home learning will usually reinforce their learning from that week, but occasionally will recap prior learning. We also use *TT Rockstars* online learning resources, which your child will receive logins for in September.

We also ask you to practise number bonds and times tables (including \div facts) with your child until they can recall them rapidly. Again, strategies and games to support will be shared in September, and children will have daily times tables practise in school, with a particular focus on the 2, 4 and 5 times tables.

Children leaving Y2 should be able to read the time to the nearest five minutes. Please help your child develop this skill over the holidays!

Spelling

Spelling tests are every Wednesday / Thursday. Your child will receive weekly spellings and these will be uploaded to Class Dojo. Please encourage your child to practise these for 5 minutes each day in preparation for their test—this could be with you or on Spelling Shed. The new spelling pattern will be introduced by the teacher on Thursday or Friday ahead of the list being shared with you, and your child will have access to Spelling Shed where they can learn their list through a range of games. Each week, there will be 5 words on the list in bold. If your child struggles with spelling, you might choose for them just to focus on the 5 words in bold. Please speak with your child's class teacher if this is what you would like for your child.

If you have any more questions please do not hesitate to contact us.

Please email enquiries@dobcroft-jun.sheffield.sch.uk and the office will forward it on to the relevant staff member.

We are very much looking forward to welcoming our new Year 3s to DJS on **Wednesday 3rd September**.

Don't forget our Y2 tour on **Wednesday 9th July**—see further details on the website.

Many thanks,

The Year 3 Team