



**Year Three**

**2026 – 2027**

# 'Be the Best You Can Be'

**Dear Parents and Carers of all new students,**

We would like to welcome you all to Roe Green Junior School. We are looking forward to working with you and your child and we are sure he/she will settle down well and have a happy time in the Junior school.

## School Day Timings

Please ensure your child **arrives in the playground by 8.45am at the latest.**

|                |                   |
|----------------|-------------------|
| <b>8.45am</b>  | School Day starts |
| <b>10.40am</b> | Morning break     |
| <b>12.00pm</b> | Lunch time        |
| <b>3.30pm</b>  | Home time         |

## School values and ethos

Children at our school come from many different cultures and religions. We value and respect the beliefs of all our children and families.

The values of our school are shared with the Olympic and Paralympic values. Namely **Respect, Excellence, Friendship, Courage, Determination, Inspiration, and Equality**. All the children in our school are taught about these values and how to make them part of their lives.

## Being part of the Roe Green Junior School Team

The staff and children of Roe Green Junior School work together as a team. The teachers are there to help your child develop as a whole individual. To do this successfully, we expect everyone to:

*\*respect each other*

*\*care for each other*

*\*help each other*

*\*listen to all adults*

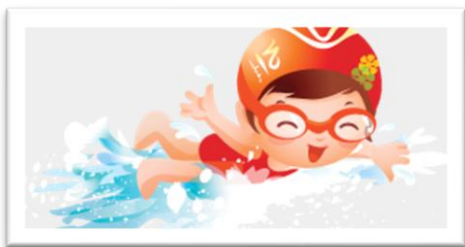
The school rules are in place to ensure that everyone has a productive and happy time at Roe Green. The children are expected to familiarise themselves with the school rules and keep them.

*Always remember that the teacher will be there for the children anytime that they need help!*

## Message to the children

In the school you will have LOTS of things to look forward to;

- *Working with new teachers and making new friends.*
- *Visiting the library and choosing from our super books.*
- *Learning to swim in our swimming pool.*
- *Playing in a new play area and activity garden.*
- *Learning to play the recorder.*
- *Exciting outings.*
- *Joining in lunchtime and after school clubs.*
- *And most importantly, setting good habits with regular homework, reading and your own research.*



## Playwell Coaches

At lunchtimes we have specially trained sports and play coaching sessions to encourage team games and fair play. Each class will have these sessions at least twice per week and can earn an extra session on Fridays with good effort and displays of friendship and fair play.

## Safeguarding

Roe Green Junior School is committed to safeguarding and promoting the welfare of children and requires all staff, volunteers and visitors to share this commitment.

Staff in school will:

- Establish and maintain an environment where children feel secure, are encouraged to talk and are listened to.
- Ensure that children know that they can approach any adult in school if they are worried and they will receive a consistent, supportive response.
- Report any inappropriate behaviour / activities to designated staff.
- Provide, within the PSHE curriculum, opportunities for children to develop the skills they need to recognise, and stay safe, from abuse.

Sometimes we may need to share information and work in partnership with other agencies, when there are concerns about a child's welfare. We will ensure that our concerns are discussed with parents/carers first, unless we have reason to believe that such a move would be contrary to the child's welfare.



Designated Safeguarding Lead  
Miss A Harvey  
Interim Headteacher



Deputy Designated Safeguarding Lead  
Mrs J Walker  
SENDCo

**Illnesses and Medication**  
**Medical Conditions:**



If your child has an ongoing medical condition, details of this should be included on the medical form you will complete in September.

**Health Concerns:**

If you have concerns about your child's health when they join the Junior School or if there is anything we should know about your child's medical history, please visit the Junior Medical Office or telephone school and ask to speak to Ms Kojqiqi, our Welfare Officer.

**Medication in school:**

If your child needs to take medication during the school day i.e. asthma pumps or inhalers, please see Ms Kojqiqi to complete and sign a consent form. The consent form gives the school permission to oversee your child as they take any medication. The medication must be in date, in the original packaging and labelled clearly with your child's name and class.

All medication is kept in a locked cupboard in the medical room not in your child's school bag. If there is a school trip it will be carried by attending members of staff on that trip.

**If your child needs antibiotics they must stay at home for the first three days.**

Minor injuries i.e. scratches or grazes will be treated at school and if necessary, the child kept under observation by the classroom teacher.

Doctor and dentist appointments should not be in school time, however, in the event that your child needs an emergency doctor's appointment during the school day, **please inform the office in the morning of the appointment and bring evidence of the appointment with you when you pick up your child.**

The Junior Office should also be called in advance of your appointment so a form can be prepared for your child leaving. Alternatively, you can email relevant evidence to [admin@rgjs.brent.sch.uk](mailto:admin@rgjs.brent.sch.uk). Please include your child's name and class in the email.



## **Attendance**

We pride ourselves on the school's attendance record and each year we aim to maintain and improve this. At Roe Green Junior School, we believe excellent attendance is vital for a child's academic success, social development, and overall well-being. Every day of school provides crucial learning opportunities and helps build lasting friendships. We are committed to providing a safe, welcoming environment that inspires your child to attend every day.

If your child is having difficulties which may impact his or her attendance, please discuss this with your child's teacher or make an appointment with a member of staff to discuss how we might help. Ms Kojqiqi is the school Welfare & Attendance Officer.

### **Absence due to illness:**

If, for any reason, your child is unwell or will be absent from school, you must contact the Junior School Office on each day your child is absent to inform us.

### **Medical Evidence:**

If your child is absent for three or more days, for medical reasons or otherwise, the school and Brent Local Authority require evidence for the absence.

### **Term-time leave:**

Taking your child out of school during term time will affect your child's learning and we expect parents to help us by not taking children away in school time. The Headteacher may not grant any leave of absence during term time unless there are exceptional circumstances.

### **End of the school day:**

School finishes at 15:30. It is expected that your child is collected as close to this time as possible. If you are delayed however, it is important that you call the school straight away to inform us.

At the end of the school day Roe Green Junior School teachers accompany their class to the front of the school where they are released into the care of a parent or other approved adult. Before leaving, each child is expected to let their teacher know that they are going. Please ensure that this is done. We are extremely concerned about the safety of the children in our care, and we want to be sure that they are going where they should, and with the appropriate adult. Please call the school office if the adult is not on our records of emergency contact numbers.

Children who have not been collected by 15:30 will remain in the playground with a member of staff until 15.45. From 15.45, the children will wait in the Welfare Officer's room.

For further information, [The School Medical Policy and Attendance Policy can be viewed on the school website.](#)

## Food and Refreshment during the school day

### Morning break and afternoon snack:

Children may bring a healthy snack to eat during their morning break and afternoon snack time. We would like the children to eat only healthy food i.e. pieces of fruit or vegetables. □

### Water bottles:



Children are encouraged to bring a water bottle into school, containing water only.

Please use a bottle with a 'pop top' rather than screw top. Many children find screw tops difficult to replace and as a result, we sometimes have wet bags and soggy books! Please avoid using single-use plastic bottles. A reusable one is much better for the environment.

Lunch time (Years 3 & 4 12:00-1pm)  
(Years 5 & 6 12:30-1:30pm)

### School dinners:

Children have the option of a free school dinner or can, if they prefer, bring a packed lunch. School lunches include a varied and balanced diet with meat (halal) and vegetarian meals, as well as salad. The menu is published on our school website.

We order meals in advance, so we ask that children do not change arrangements daily. If you would like to change from packed lunch to school dinner or vice versa, the Junior Office needs **one week's advanced notice**.

### Packed Lunch:

We encourage children to have a balanced healthy packed lunch. This should include an adequate source of protein, raw vegetables and fruits. Please no crisps, chocolate, biscuits, sugary sweets or fizzy drinks in packed lunches. Once a term we have spot-check of the children's packed lunches.

In exceptional circumstances and you cannot prepare a packed lunch, you may request that your child have a school dinner. Please call the Junior Office by 9am.



## **Free school meals**

All children are given Universal free school meals. However, if you receive Universal Credit benefits it is important that you complete a free school meals application.

The school will get extra government funding for every child registered as eligible for Pupil Premium support. This funding is to support learning.

## **Holiday Supermarket Vouchers**

All children who are entitled to Pupil Premium support also receive supermarket vouchers for the school holidays.

## **How to apply**

If you think you might be eligible, you can check online at the link below. The application will not be backdated so please apply as soon as possible.

To apply, please visit using the link below or by scanning the QR code.

[www.brent.gov.uk/education-schools-and-learning/free-school-meals](http://www.brent.gov.uk/education-schools-and-learning/free-school-meals)



# PUPIL PREMIUM

## PARENT INFORMATION

### WHAT IS IT?

'Pupil premium' is **additional funding** for our school to ensure we can support all pupils to **achieve their best**.

It's not a personal budget for individual pupils, but we will aim to **prioritise the academic support** of eligible pupils with it.

### WHO'S ELIGIBLE?

Your child may be eligible if you receive: income support, jobseeker's allowance, employment and support allowance, asylum seeker support, universal credit, child tax credit, working tax credit, or state pension.

**Remember:** Our school can only receive pupil premium for your child if you claim it.

### HOW DO I APPLY?

Get in touch with your **local council as soon as possible** to see if you're eligible.

## School Uniform

### School uniform must be worn at all times.

Please name your child's uniform and all other clothing or equipment he/she brings to school. It is impossible for teachers to try and track down an item of clothing, a tennis ball or even a pencil if it has not been named. Should this happen, lost property is kept outside the small hall.

***Please ensure that all clothes are clearly marked with the student's name and class.***

### School Uniform

- Yellow polo T-Shirt with logo
- Yellow turtleneck or long sleeve polo
- Green sweatshirt with logo
- Green cardigan with logo
- Green tracksuit
- Grey shorts
- Grey or black trousers
- Grey or black skirts
- Yellow or green checked or striped dress
- Black or White Shoes or Trainers (no knee-high boots)
- Head scarfs should be plain green, yellow, black or white

### Jewellery

- Earrings must be studs only.
- Religious items should be worn under clothing
- No religious jewellery on swimming days
- Nail varnish is not permitted.

### P.E (Physical Education) Uniform

- Yellow T-shirt with logo
- Green shorts
- Green tracksuit
- Black or white trainers or plimsolls

### Swimming Uniform

- One-piece swimming costume
- Full-covered burkini or leggings and a t-shirt for religious reasons
- Swimming shorts
- Swimming hat
- Towel
- Goggles - may be worn in free time or under water games. The core lesson will be taught without the use of goggles to promote safety and confidence in real life scenarios where self-rescue may be necessary.

## Other Essential Clothing

- A suitable coat with a hood attached for winter
- Woolly hat, scarves and gloves for winter
- In the event of wet weather please ensure your child has a change of shoes for indoors
- A suitable light coat and sun hat/cap for summer

**It is advised that children do not wear expensive clothes or high value items to avoid these from being lost, stolen or broken.**

## Where to purchase

All uniform items with the school logo can be purchased from Mayfair Sports on Kingsbury High Road. Please ensure that all clothes are clearly marked with the student's name and class.

## **Things that will help your child progress at Roe Green Junior School**

- It is important that you still hear your child read regularly and during the holidays. The libraries are open and there are lots of interesting places to visit. The library is in Kingsbury High Road and other libraries have lots of events during the holidays, including a summer reading challenge for children.
- It would be useful to practise the following with your children:
  - adding and subtracting quickly using numbers 0 – 20
  - measuring and drawing lines with a ruler
  - telling the time on an analogue clock as well as a digital clock
  - times tables.
- All Year 3 children should know their 2, 4, 5 and 10 times tables.

We hope the information here answers some of the questions you might have. If you need further information or want to discuss any concerns you might have please make an appointment to see the class teacher at a time most convenient to you both.

## **Homework/ Learning Conversations**

Children are set regular homework which they are expected to record in their homework books. Weekly spellings are to be recorded in their student planners. Homework is set to consolidate and reinforce what is being taught in the classroom. We encourage parents to work together with their child and be part of their learning.

Supervising homework and being involved in learning conversations is a very good way of learning what is being taught in the classroom and gives parents a good insight into their child. Please check and sign the planner each week.

Children will bring a reading book home regularly. It is important to share and talk about the books. Parents' guidance notes are in most books. A reading record is part of the home link planner and needs to be signed as each book is completed. Please make sure the Student Planner has been signed by Monday when the class teacher will review these.

## Weekly Homework Schedule for Year 3

Some homework will be set online to minimise transferring resources and equipment between school and home. All access details will be given to the children via the student planner. Provision will be made for those pupils with access difficulties. Homework books will be allocated as necessary and

relevant tasks set across the year group to facilitate the needs of these pupils.



- 20 minutes daily reading.
- Weekly spelling list set for an in-class test the following week.
- Times - tables practise using Times Tables Rockstars - 3 x 20 minutes per week.
- 1 piece of mathematics or literacy work will be set each week.

### Who can help?

Teachers, parents, older brothers and sisters, grandparents, friends, and librarians can all help, but make sure the work is completed by your child to the best of their ability.

**Remember:** Homework really helps children to do well. It makes learning easier.

Books  
for Topics

# 50 Recommended Reads for... Year 3 (ages 7-8)



SCAN ME

Or visit [www.booksfortopics.com/year-3](http://www.booksfortopics.com/year-3)

For more primary school booklists,  
visit [booksfortopics.com](http://booksfortopics.com)



## **Making payments to school**

Throughout your time at Roe Green Junior School, you may need to make payments, for example, school trips, workshops and clubs. We do not accept cash. All payments are to be made using the **Teachers2Parents** app (see the image below). This is available to download in the Google Play Store / Apple App Store.



## **Communications from school**



As many of you are aware, both Roe Green Infants and Roe Green Juniors now use SchoolPing as our main way of communication to parents and carers.

However, as we are two separate schools, you will be asked to sign up to SchoolPing again at the beginning of the school year.

The signup process is simple and easy. In September your child will be given information including a username and a password for each adult with parental responsibility. When you gain access to your account, you will be asked to change your password to your preference.

It is important that you sign up as this is our main method of communication with parents and carers. You can keep up to date with trip letters, school dinner payment information and other important school news that will only be sent through SchoolPing.

If you have trouble signing up in September, you are welcome to visit Mr Patel (school network manager) who will be happy to help.

### **NOTE**

**The school website**, <https://www.rgjs.brent.sch.uk/>, is updated frequently so please to keep checking the website for news and events.

For any further information please call 0208 204 5221 and speak to Mrs Vekaria who will be happy to help.

# Some amazing writing from our Year 3 children with their accounts of Roe Green Junior School?

## Introducing our School

*Roe Green Junior School is one of the best types of school I have ever heard of.*

*Short for Roe Green Junior School is RGJS. Years 3,4,5 and 6 classes are named after the school. This school has so many subjects and activities that I can't even count. If you want to find out more about this super fun and amazing school then continue to read this*

*(Daria B 3J)*

*RGJS is located on Princes Avenue, Kingsbury and can provide from Year 3 to Year 6. It shares its site with RGIS and Nursery. Continue reading this text and find out all about this fantastic school. (Samarth 3S)*

## Teaching and Learning

*Roe Green Junior School is a wonderful place for Year 3 students to make new friends, discover new talents and have lots of fun while learning. (Samaris 3J)*

*There are different subjects like Literacy , Science, Maths, Geography, History and Art. There are swimming lessons every term for children to learn how to swim. The school has School Councillors and Ambassadors to make sure we are safe. Children have classroom jobs so they can help the teacher. They use their planners daily so they get stickers and to help with their knowledge. (Sneha 3G)*

## Play and Lunchtime

*At lunch time you have boxes with equipment and everyday it's one class's turn. The Adventure Garden also has turns for Year 3 and Year 5 because the Adventure Garden is in their playground. In the morning the playtime is 15 minutes long and at lunch it is 1 hour. Teachers are on duty at playtime in the morning and at lunch times dinner ladies take care of you. There is a shelter to protect you from the rain. (Elisa 3G)*

*RGJS playtime is fun. You can bring things like: a soft ball, a notebook or reading book and a Rubic's Cube. For morning break you can bring a snack but it has to be healthy. You can bring cheese strings, yoghurt, bread sticks, fruit and veggies. (Adam 3J)*

*For playtime we have 15 minutes and for lunch time we have more than half an hour to play. We have play boxes for our class every Wednesday and inside the box are books, skipping ropes and French skipping bands to play with. There is also a giant Connect 4. (Kelvin 3G)*

## Clubs and Sports

*We have after school clubs like swimming, football, cricket and multisports. Other clubs happen in school like Friendship Club and Running Club. For Sports Day we do things like sack races, relay races and several other races on the Roe Green Field. (Jia 3R)*

### Child and Family Information

Parents must provide a comprehensive range of information at the start of the academic year. This will include the family address and contact information for both parents along with emergency numbers for two additional close contacts and any medical information about your child.

This information is required and complies with guidance on data protection laws.

It is important that the school be informed immediately if family details such as telephone numbers or address change.

# Roe Green Junior School Year 2 to Year 3 Admission Form 2026-2027

