

HANDBOOK 2019



Fair Oak



Junior
School

INSPIRING SUCCESSFUL LEARNING



Welcome to our Handbook. It has been designed to give you a little bit more information about how Fair Oak Junior School works. As always, please do get in touch if you have any questions.



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Accidents and Illness

If your child is unwell and cannot attend school, please telephone, before 9.30am, on 02380 693195 and select option 1 to leave a message. If a child is feeling unwell or has been involved in an accident, they should go to the school office during the school day or to the medical room at break times and lunchtime. We have several trained first aiders who can be called upon to give advice and treatment. Sometimes it is necessary to contact parents to ask them to take the child home. It is therefore essential that we have up to date contact telephone numbers.

We ask you to give us details of any medical condition that your child may have, including allergic reactions. If a child has a particular need, such as the administration of a medicine, we may be able to help. Please ask at the office. A child who is taking a course of medicine for a specific ailment is sometimes not well enough to attend school. However, once they are beginning to feel better, a member of the administration team can administer antibiotics or other appropriate medicines as prescribed by your child's doctor. If this is required, please come and complete a permission form in the school office.

After School Club

Fair Oak Junior School runs its own After School Club, located in the Music and Drama room from 3.30 – 6pm. Children are expected to find their own way to the music and drama room each day, although new starters are shown where to go when they first arrive. At the end of the club, please collect your child from the external doors by the Oak Garden – which can be found at the bottom of the upper school playground. Places at this club are limited and must be booked in advance, so please do speak to the school office for further details. The price for this provision, including snack, is £9.50, with discounts for siblings.

Attendance

It is the legal responsibility of parents to ensure their children attend school continuously. Legislation requires schools to keep a register of attendance and to record the reasons for a child's absence, such as sickness, medical or dental appointments. A school can authorise such absences. However, the school cannot authorise all absences. An absence may be unauthorised if no communication is received from parents. Parents should telephone the school before 9.30am on the first day of the child's absence, stating the reason. We expect a note of explanation if the child returns after a period of absence that has not been notified.

As you would imagine, your child's attendance is rigorously tracked. If your child's attendance is a concern, a member of staff will communicate with you, either in writing or by a phone call. If children are present for 100% of the time, they will receive an attendance certificate. We also celebrate positive attendance with our best bear (for lower school) and top dog (for upper school).

As an example, Andrew is currently in Year 3. His attendance at the end of the school year is 90% - this is the equivalent to a half-day every week or, put another way, is the equivalent to Andrew missing 4 weeks of education in a school year. Just think about the potential effect this could have on his education.

Absences in School Time

Mr De Silva cannot authorise holidays during term time.

A 'Leave of Absence' form, which is available from the school office, must be completed for any request for time out of school, whether it be that exceptional circumstances apply or your child is taking a music or dance examination and requires time off for that.

Please note the Statutory Tests for Year 6 pupils take place during May of each year. Children should not be taken out of school during this time.

Penalty notices may be issued if parents choose to remove children from school without approval.

Behaviour

At Fair Oak Junior School we promote positive behaviour choices. If there are concerns with your child's behaviour choices, we will talk to you in order to support them. Please do look on the school website for further information. Fair Oak Junior School will not communicate sanctions of other children to parents.



Behaviour Policy

What happens if I behave?

- An adult will give me praise
- I might get a class dojo point (House Point)
- An adult will give me a house point ... or a couple!
- After 10 HPs I will receive a credit. Credits mean prizes!
- I might be sent to see the year leader, Deputy Head or the Head Teacher

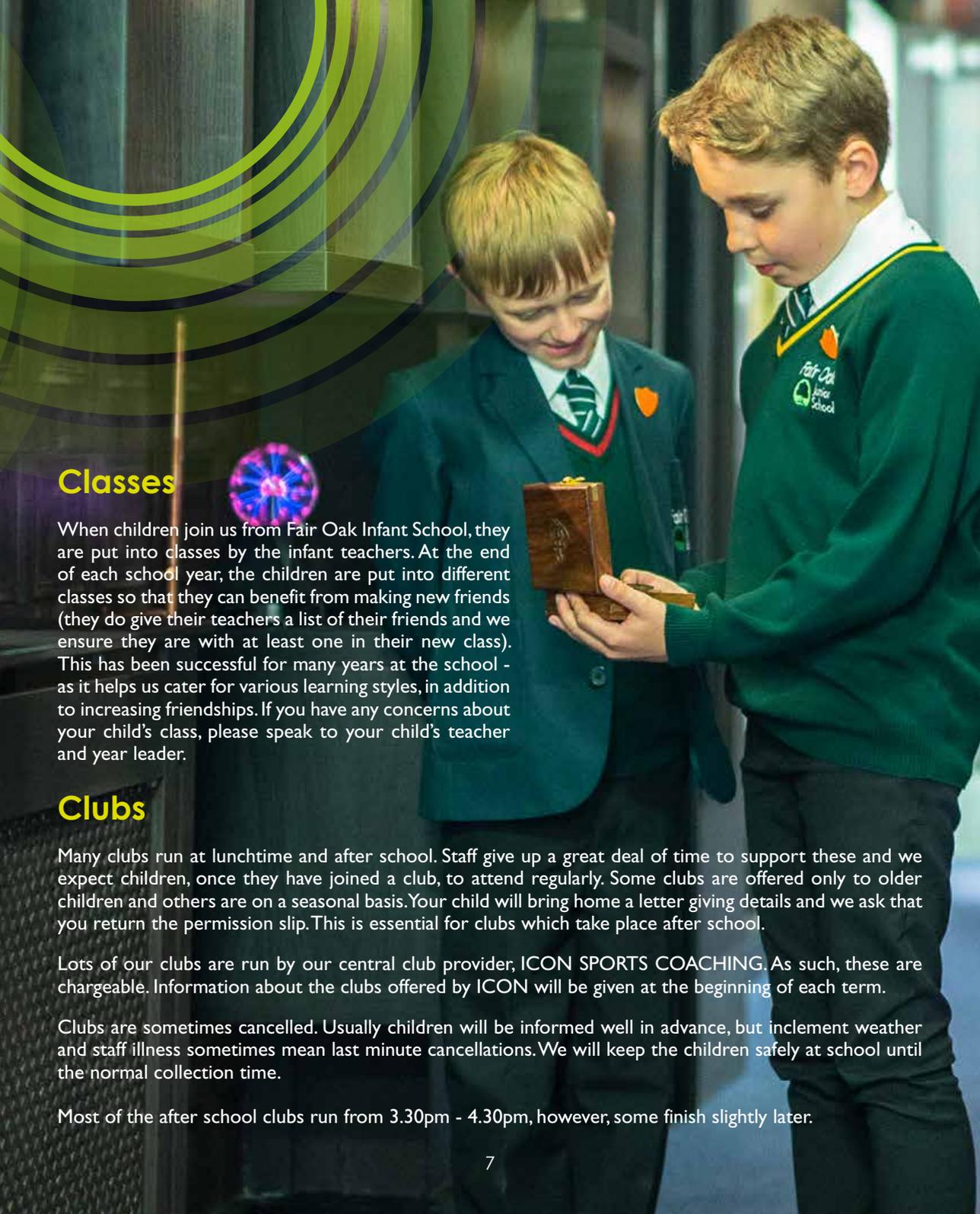
What happens if I misbehave?

- An adult will give me a chance to change my behaviour
- My name will go on the board
- I will work by myself in the classroom
- I will be sent to the year leader - I might be sent to another classroom or another year group
- I will be sent to the Deputy Head* - I could miss my playtimes and/or work in the Deputy Head's room
- I will be sent to the Head Teacher* - I could miss my playtimes and/or work in the Head Teacher's room

* My parents will be told about my behaviour by the teacher

Breakfast Club

We operate a very popular daily Breakfast Club from 7.45am - 8.45am. If you are interested in your child attending, please go to the hall exit doors on the first day (from 7.45am) to complete a registration form. The service is £2.50 for the supervision, with breakfast items charged separately – these can be purchased by your child from the school kitchen.



Classes

When children join us from Fair Oak Infant School, they are put into classes by the infant teachers. At the end of each school year, the children are put into different classes so that they can benefit from making new friends (they do give their teachers a list of their friends and we ensure they are with at least one in their new class). This has been successful for many years at the school - as it helps us cater for various learning styles, in addition to increasing friendships. If you have any concerns about your child's class, please speak to your child's teacher and year leader.

Clubs

Many clubs run at lunchtime and after school. Staff give up a great deal of time to support these and we expect children, once they have joined a club, to attend regularly. Some clubs are offered only to older children and others are on a seasonal basis. Your child will bring home a letter giving details and we ask that you return the permission slip. This is essential for clubs which take place after school.

Lots of our clubs are run by our central club provider, ICON SPORTS COACHING. As such, these are chargeable. Information about the clubs offered by ICON will be given at the beginning of each term.

Clubs are sometimes cancelled. Usually children will be informed well in advance, but inclement weather and staff illness sometimes mean last minute cancellations. We will keep the children safely at school until the normal collection time.

Most of the after school clubs run from 3.30pm - 4.30pm, however, some finish slightly later.

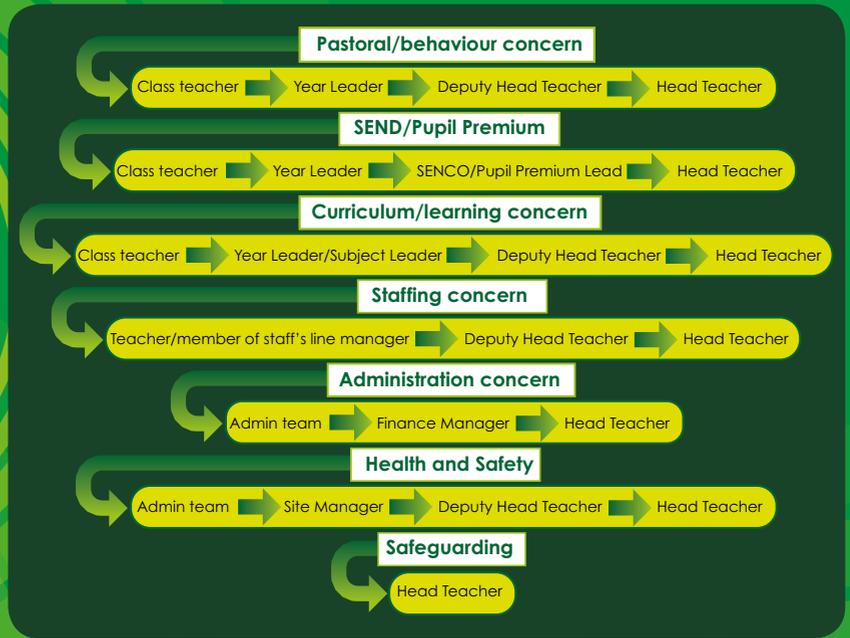
Communication

We always want to keep an open and positive relationship with parents and guardians. We encourage parents to talk to their child's class teacher at the end of the school day. Teachers walk out with the children, so please do feel free to catch them to have a chat. Alternatively, the school office are happy to organise a mutually convenient time for you to meet your child's teacher. We do discourage parents/guardians from talking to the teachers at the start of the day, as they have to prepare for learning and teaching. However, if there is an emergency, please do let the office know, so that we can try to see if your child's teacher (or the year leader) is free.

We believe that positive communication is key. As such, we communicate via emails, letters, texts, phone calls and Twitter. We will soon be launching a school Facebook page. A newsletter is sent out fortnightly. Mr De Silva also posts a video newsletter on Twitter every two weeks. Please do remember to visit the school website for more information. If you have any questions, concerns or feedback, please do call the school office.

Recommended Procedure for Parents/Guardians

To help keep school procedures transparent as well as keep communication open, please see below for the recommended procedures for parents/guardians to follow if they have any questions/concerns/queries.



Code of Conduct

We encourage good communication between parents and school. On rare occasions, we may disagree with each other. If that occurs we would like to draw your attention to our Parental Code of Conduct, see below.

Our aim is always to resolve any issues or concerns that parents or carers may have as quickly and efficiently as possible. In order for us to do so, and to safeguard the wellbeing of our staff, it is important that parents and carers comply with the following standards when contacting the school. It is recognised that the vast majority of parents already comply with these standards and we thank you for your support with this.

- 1. Staff should not be approached when they are not at work. Parents should always contact staff whilst in school. Staff have been instructed not to comment on complaints that are presented out of school. Staff should not be contacted via social media.*
- 2. Complaints or concerns should be addressed to the person who was most heavily involved in the incident, unless it is of a very personal nature to do with that staff member, in which case it should be addressed to their year leader or deputy head. In line with the complaints policy, the Headteacher should not be involved immediately. The Headteacher should only become involved when the correct procedure has been followed, in order to allow a suitably neutral review of your concern if this is necessary. It is important that only the most serious concerns are escalated up to the Headteacher, and only when the appropriate members of staff have been contacted first.*
- 3. Inflammatory comments or statements should be avoided and the tone should be courteous at all times – emotive and accusatory words such as ‘disgusting’, use of capital letters or defamatory statements should not be included. The complaint should reflect the information you have currently received; please remember that you have one version of the information that has caused you concern and therefore your information is incomplete and further investigation will be needed.*
- 4. Each complainant will represent their own views and should not seek to present themselves as self-appointed spokesperson for others.*
- 5. Social media – concerns about the school should not be shared through social media. We would expect parents to model the behaviour we expect of our children – which would include talking to us if you have concerns.*
- 6. We aim to deal with all complaints seriously and work to resolve them; please do not threaten with governors, the local authority, the Department for Education or Ofsted as a means to fast-forward your complaint.*
- 7. Meetings will always be arranged where and when it is deemed necessary. Concerns around safety or child protection will be dealt with immediately otherwise an appointment will need to be made, in advance, to be seen by a staff member. Staff are not able to see parents who turn up without an appointment as their priority is teaching and learning. Please arrange all appointments through the school office*
- 8. Please do not approach teachers before school (unless you have an appointment), as they need to prepare for teaching and learning. Teachers always escort the children outside at the end of the school day.*
- 9. Any concerns and complaints received which do not comply with our expectations will be returned back to parents until the communications meet the expectations outlined above. Parents and carers who breach the terms will be subject to restricted access to staff.*



The above standards apply to written and verbal complaints and are also expectations that I hold for my staff.

Curriculum Support

At Fair Oak Junior School, we are committed to providing high quality education for all of our pupils. We believe that all children have a common entitlement to a broad and balanced academic and social curriculum.

It may be necessary to provide additional support for some pupils at some time during their school career. Within our school, we have set procedures for identifying and assessing the special needs of individual children which involves, at various stages, teaching staff, parents, external agencies and of course the children themselves. The degree and nature of support provided is determined by the needs of the child.

When a child joins our school we consult with their previous teachers in order to decide how best to support each pupil so that they continue to make progress in all areas of the curriculum. Additionally, we might carry out further assessments which help to build a bigger picture of individual pupils and their strengths and weaknesses. Staff and the Inclusion Manager meet regularly to look at pupil progress and their access to the curriculum. From this, appropriate support is identified. This might be class based, in a small group or a targeted programme of work. Pupils who receive levels of support over and above that of their peers due to significant needs have a Pupil Passport so that all staff who teach them are aware of their strengths and difficulties. This enables teachers to modify planning accordingly and ensure strategies are used to help pupils become engaged in their learning and be happy and successful. Children who have an Education Healthcare Plan (EHCP) are supported appropriately as directed. Annual and interim reviews are held for these pupils to discuss provision, objectives and outcomes, which include all involved adults and the child.

Where necessary the school will, in consultation with parents, call on outside agencies to provide additional and more specific help and guidance for staff to meet individual children's needs. Such agencies include Educational Psychologists, Specialist Teacher Advisors for disabilities and CAMHS (Child and Adolescent Mental Health Service).

We try to ensure that all pupils whatever their ability are able to take part in all classroom activities at the appropriate level.

Daily Routine

Children should not be on the school site before 8.45 (unless they are using Breakfast Club or are an Early Bird - children that come in a little early each morning to help the teacher get the classroom ready for the day). The register is taken at 9am. If your child arrives after this time, they should be signed in at the school office, where they will receive a late mark. The registers close at 9.30am and if your child arrives after this time they will be signed as 'Late after the registers have closed' and, as such, the morning session will be marked as an unauthorised absence.

The children have a 15 minute play time at 10.30am and the morning ends at 12 midday. Lunch time is an hour and the afternoon register is taken at 1pm.

The day finishes at 3.30pm at which time the class teachers will bring the children out to meet their parents. You should arrange a place to meet your child each day. Please explain to your child, that if there is ever any confusion at the end of the day, and they cannot find the adult that is taking them home, they should come straight back to the office.

Disability and Accessibility

'The school aims to offer equal opportunities to children regardless of gender, race, religion or disability.' (Extract from Equal Opportunities Policy). The school recognises its duty under the Disability Discrimination Act (as amended by the Special Educational Needs Disability Act):

- Not to discriminate against disabled pupils in their admissions and exclusions, provision of education or associated services
- Not to treat disabled pupils less favourably
- To take responsible steps to avoid putting disabled pupils at a substantial disadvantage
- To publish an Accessibility Plan

The School's Admissions Policy is in line with County policy and ensures that the school operates a system which is clear and non-discriminatory.



Educational Visits

Day visits to places of interest, which support the children's learning, are offered to children in all year groups. We believe that the visits, which are very carefully selected and planned to enhance the work children are doing, are of great benefit. We ask you to support these by making a voluntary contribution to help cover the cost. We also occasionally have visitors into school to inspire children further. Year Leaders will send you details of visits well in advance. Please note that visits and visitors will be cancelled if significant contributions are not received.

In Year 5, children have an opportunity to take part in a residential visit to Stubbington Study Centre. They enjoy a busy couple of days of activities based in the extensive grounds.

In Year 6, children have the opportunity of a residential visit to Fairthorne Manor, Botley, Hampshire. During the week children try a range of adventurous activities.

As you can imagine, bedroom allocation, when you have such large cohorts of children, is tricky. The teachers will ask the children to give them a list of 4 or 5 children that they would be happy to share with. The teachers then work hard to ensure that they are sharing with, at least, one of those.

Friendships

We encourage children to have a wide range of friends - this is encouraged by our playground leaders and through the mixing of classes each year. One of our key concepts in our curriculum is that of Friendship. We often talk about positive relationships throughout the year. If your child is a new starter during the year, we will place them with one or two buddies for the first few weeks.





Homework

At Fair Oak Junior School, homework is viewed as an important part of learning which provides a framework for independent study, usually practising skills to reinforce on-going school work. Weekly homework ensures that children have an opportunity to develop good study habits at home, which encourage commitment and reliability.

Parents are asked to take an active role in ensuring that homework is completed on time and to a satisfactory standard. Your child will receive a homework diary to record homework and reading. This contains the home school agreement that we require you and your child to sign.

Children will receive homework throughout the school year:

- Year 3** – Reading 5 times each week; Spelling Homework each week; Times tables each week
- Year 4** – Reading 5 times each week; Spelling homework each week; Weekly reading or maths homework (30 mins)
- Year 5** – Reading 5 times each week; Spelling homework each week; Alternate English/ maths homework (30 mins)
- Year 6** – Daily reading 20 minutes, daily spelling 5 minutes, weekly English and maths 20 – 30 minutes each

Please refer to the school website if you would like to see the school Homework Policy.

During school holidays, we want to encourage parents/guardians to spend as much quality time with children as possible. Therefore, from September 2019, holiday homework will take a phased approach with 3 options:

- Option 1** – for all children to complete
- Option 2** – an additional bolt-on to the set homework
- Option 3** – a fuller home learning project

House Points and Rewards

Each child is allocated a house when they join the school. These are: Saint Andrew, Saint David, Saint George and Saint Patrick. House Captains are selected each year from Year 6 and house matches are organised. Children can earn house points for effort in work and behaviour. When children receive 10 house points, they are awarded a credit. With these the children can 'cash-in' their credits for prizes. The school also gives out 'dojo' points. 1 dojo point = 1 house point.

Lunch

At lunchtime, children can have either a hot dinner provided by our kitchen staff, or bring a packed lunch from home. They will make their selection in class each morning. Unless your child is in receipt of free school meals, you need to pay for their dinners. A two course meal costs £2.40. Payment can be made by cash or cheque, in advance, to the school office. Alternatively, you will be able to use our online payments system (Tucasi – see page 23) to make payments. We would ask that you regularly check and top up the balance when necessary to ensure that there are sufficient funds available to cover their meals.

At lunchtime the children are allowed to go out onto the playground by themselves – adults will be waiting for them outside. If your child is starting in year 3 – the class teacher will take them out and will be on duty during lunchtime for the first few days. We have some fantastic play provision for children during lunchtime, including various adult-led groups as well as child-led groups, including circus skills and our very popular Scooter Friday! At the end of lunchtime, a whistle will sound and the children will be sent back into class. Please do encourage your child to go to the toilet during playtime and lunchtime.

If your child has any food allergies, please do speak to us so that we can ensure that our kitchen staff are able to prepare suitable lunches for your child.



Parent Help in School

You will be welcomed with open arms if you are able to help in school. We have many parents who support us in school during the year. Some help on a regular, weekly basis, whilst others can offer time once or twice a year. However much time you are able to give, we are delighted to have your help. Parents assist us in a variety of ways with reading, mathematics, topic work, in the library, in the resource area, in the home economics room and on school visits. Whatever your skills and strengths we would be pleased to hear from you. Please offer help via your child's year leader or by chatting with Mrs Cooper, our Inclusion Manager. Please note that all adults helping in school are required to undertake a criminal records check through the Disclosing and Barring Service - please see the office for details.

Parents in Partnership (PIPs)

Mr De Silva regularly (at least each half term) meets with Parents to go through 'all things Fair Oak Junior School'. In the past, this has included:

- The school uniform
- Talks on teaching and learning
- The school's concept curriculum
- Building and maintenance projects
- Communication with parents and other stakeholders.

All parents are invited to attend, just do make sure that you email into the school office to book a place – adminoffice@fairOak-jun.hants.sch.uk. Our meetings are informal and informative. We hope you will come along as your ideas and views are important to the life of the school.

Parent Staff Association (PSA)

The PSA are hugely supportive and have provided so many resources to us over the years. The vast majority of fundraising events occur through the PSA and they regularly communicate events to parents. Events include:

- PSA AGM
- School discos each term, split by lower (Yr. 3 and 4) and upper school (Yr. 5 and 6)
- Family Portrait Evenings
- Christmas Fayre
- Christmas Market Evening
- Quiz nights
- Dress down days
- Easter Hamper Assembly
- Summer Fayre
- Year 6 celebration

Please do join this fantastic group of people. They are such a vital part of our school family.

Payments

See Tucasi/Scopay (Page 23) for details of our online payments system.

Personal Equipment

Children will need to bring their PE kit into school in a suitable bag – drawstring bags are available from SKOOLKIT. Children will also need a school book bag (these will be provided) to carry their reading book and homework to and from school. You will not need to send your child to school with a pencil case, as all stationery is provided. Please do send your child into school with a named water bottle – please only send water into school, as it is most important that children drink plenty of water during the day, to keep them well hydrated.

Religious Education

At Fair Oak Junior School we follow the Hampshire Agreed Syllabus, “Living Difference”, which adopts a concept approach to the teaching of Religious Education. Christianity and two other world religions are studied, in the main, at Key Stage 2. At Fair Oak Junior School these are Islam and Hinduism. As well as the taught curriculum, the Acts of Collective Worship make important contributions to RE and to the children’s Spiritual, Moral, Social and Cultural development.



Safety to and from School

If your child is starting school in year 3, please take them to the school hall on the first day in September. After that, all children are to enter their classes by themselves, without parents/guardians. Please do arrange a collection point with your child for the end of the day.

Children are supervised during breakfast club and from 8.45am in their classrooms. Children should not arrive on the premises before 8.45am, except to attend breakfast club or as an Early Bird. Please ensure that your child is shown how to cross approaching roads safely using the appropriate pelican crossings and remain vigilant on the campus.

Parents and other visitors must always report to the school office when visiting the school during the day. Children are not allowed to leave the site during the school day unless they are collected from the school office by an adult and signed out.

A limited number of cycle permits may be issued for pupils at the start of the academic year.

Schools are on private property and as such, no one has a right to enter or park without a valid parking permit. If you have one, please park considerately. Please do not park on Botley Road. 'Park & Stride' options are available – please speak to the school office for details.

Dogs, apart from assistance dogs, are not permitted on the school campus.

School Council

The School Council is a democratically elected group of pupils, with a representative from each class. It meets regularly to discuss issues raised by children or adults. It makes suggestions about the development of the school grounds and purchasing equipment for the playground, as well as collating pupils' views on curriculum development, bullying, behaviour, healthy eating and various areas of focus or current interest.





School Organisation

Each Year Group is managed by a Year Leader who co-ordinates the work within that year. Regular weekly meetings are held to review the previous week's work and plan, in detail, the work for the forthcoming week. In this way we ensure that there is an equal range of opportunity throughout the classes. We check standards achieved in each class to make sure that we monitor progression and continuity.

Each subject has a teacher appointed as subject co-ordinator. This teacher is responsible for drawing up policy documentation, planning schemes of work for the school (according to the requirements of the National Curriculum) and supporting Year Teams in delivering the curriculum to the children, in an appropriate way.

A variety of teaching methods are used including whole class teaching, group work and individual teaching. Teachers choose the most appropriate method for the work they are doing.

An emphasis is placed on children learning through practical and first-hand experience, investigations and problem solving. This will include appropriate school visits, use of guest speakers and use of artefacts.

Standards in the school are monitored by the Headteacher and other school staff, County Inspectors and OFSTED Inspectors. We are continually striving to raise standards for all children in the school.

School Uniform

From September 2019 our uniform is changing for all new starters.

All children are expected to wear the following – extra information can be found on the school website:

- A white shirt (long or short sleeve)
- A school tie – several options will be available in the initial rollout: *A proper tie (as requested by 50% of our parents during consultation), a clip-on tie and a Velcro tie. From the second year (September 2020) only two options will be available. Please note that the school tie is green with thin silver lines. The representing tie (awarded to a child if they have represented the school) is silver with thin green lines.*
- A School branded jumper, cardigan or tank top – which include the house colours on the collar **and/or**
- A School branded green blazer. If you would like to purchase a house badge, these can be bought from the school office for £1
- Black trousers or shorts or skirts or pinafore
- Black or grey socks/tights
- Black School Shoes with low heels
- For PE, children are expected to wear a branded Fair Oak Junior School PET-Shirt and black shorts
- Summer dresses (green and white gingham) with white/black sandals can be worn in the summer – not flip flops

Our expectations:

- It is essential that all items of clothing and bags should be clearly marked with the child's name.
- Coats should be plain if possible. It is essential for coats to have a strong 'hanging' loop. A warm, bottle green reversible showerproof fleece, with the school logo, is available.
- The wearing of jewellery is not permitted. Rings, dangling earrings and necklaces can be dangerous. 1 x Small plain stud earring in each lobe and watches are allowed, but must be removed for PE and sports activities (if this is not possible, please provide your child with earring tape).
- Nose studs, retainers or body piercings are not allowed.
- Hair – Modest in style and colour – nothing less than grade 2. No large hair accessories (e.g. bows) larger than 6cm. All hair accessories must be in dark green or black and will not have jewellery studs on them. Hair bands are permitted, but please ensure that they are in black or dark green and not with large (bigger than 6cm) additions, such as bows. Ideally, long hair should be tied back.
- No Snoods or neckerchiefs during learning time.
- No makeup or nail varnish.



Guidelines:

1. All students should wear their uniform when attending school, when representing the school or when participating in an event organised by the school outside of school hours. Some visits, e.g. day trips and residential trips, do not require students to wear school uniform – this will be at the discretion of the teacher responsible for the visit.
2. We ask all parents who send their children to Fair Oak Junior School to support the School Uniform & Appearance Policy. Parents are expected to send their children to school dressed correctly, ready for their studies, ensuring that the uniform is clean and in good repair.
3. All staff in Fair Oak Junior School will support the School Uniform & Appearance Policy by promoting and maintaining high expectations with regards to uniform and appearance in lessons.
4. The Governing Body is responsible for implementing the School Uniform & Appearance Policy. It liaises with the Headteacher to ensure that the policy is implemented.
5. Fair Oak Junior School welcomes children from all backgrounds and faith communities. If any parents would like the School to modify the uniform policy (e.g. on religious grounds), they should make a written representation in the first instance to the Headteacher - the Governing Body will consider such requests sympathetically. This is equally the case on medical grounds.

Staffing

This is a large school with lots of staff that you will get to know whilst your child is with us. Below are pictures of the Senior Leadership Team, the Admin Team and the Site Manager.



Mr De Silva
Headteacher



Mrs Layley
Deputy Head



Mrs Cooper
Inclusion Manager



Mrs Tuxford
Yr. 3 Leader



Mr Anderson
Yr. 4 Leader



Miss Coxhead
Yr. 5 Leader



Mrs Gowers
Yr. 6 Leader



Mrs Tizzard
Admin Team



Mrs Parker
Admin Team



Mrs Goves
Admin Team



Mrs Long
Admin Team



Mr Kingshott
Site Manager

Please do speak to any of them if you need anything.

Two young girls in school uniforms are shown in profile, facing each other and talking. They are outdoors, with a green building and a fence in the background. The girl on the left has her hair in a bun and is wearing a dark green blazer over a white shirt and a green and white striped tie. The girl on the right has her hair in a bun and is wearing a dark green sweater over a white shirt and a green and white striped tie. A semi-transparent white box with green text is overlaid on the image.

Tucasi/Scopay

Tucasi administers our online payments system. Once you join the school you will be sent details of how to register for this service. Once registered you can pay for trips, school dinners and our After School Club.

Tucasi is also the system that we use for booking Parents' Evening meetings, giving you the ability to book an appointment that is convenient to you.

Finally, we use it for sending our school communications via email and text, so please ensure that you keep us up to date with your contact details.

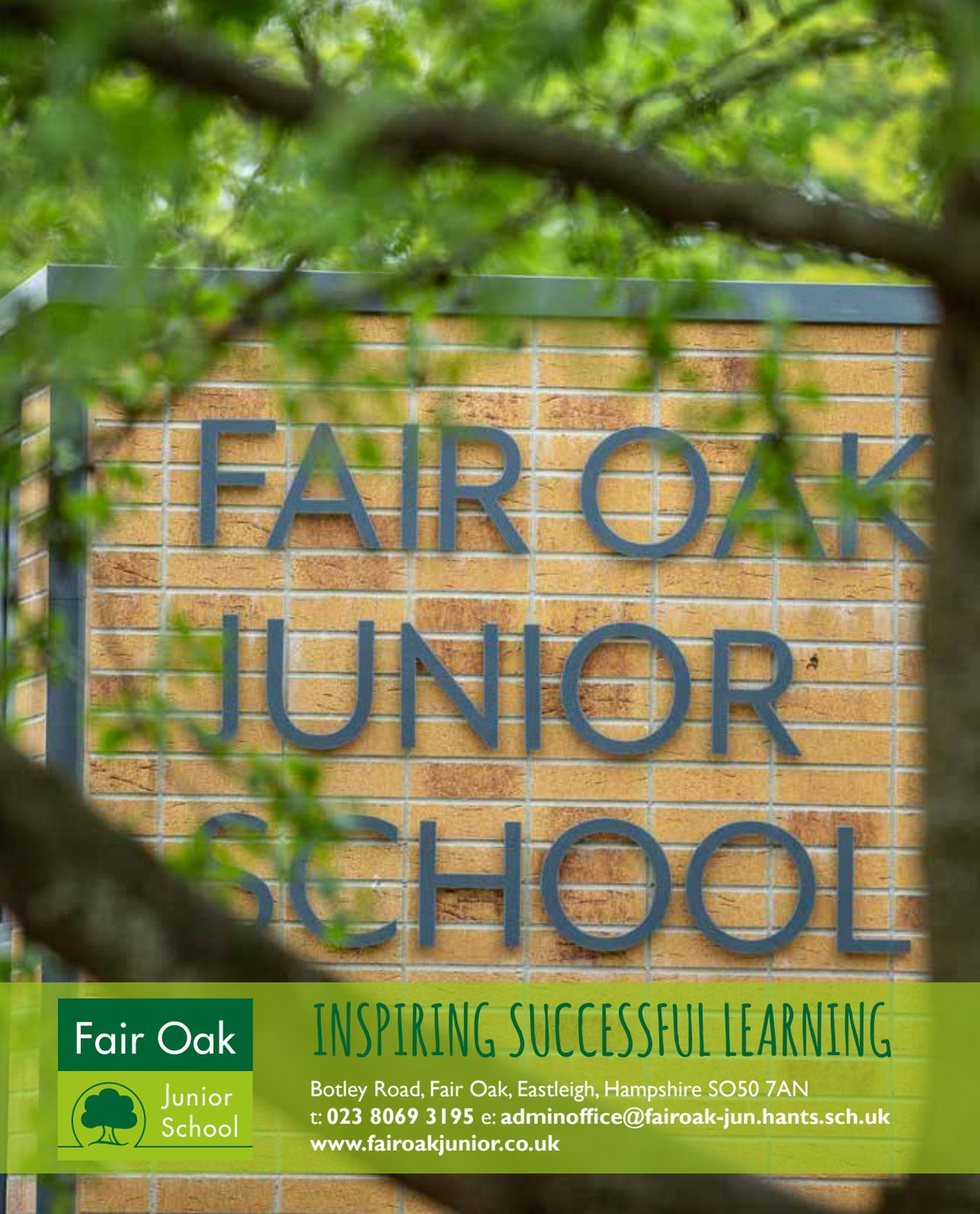
Valuables and Lost Property

Children should not bring large sums of money, valuables or mobile phones to school. Year 6 children who walk home are, however, allowed to bring their phones into school. These are locked away, in the classroom, during the day. Money brought in for a particular reason (e.g. school visits, music tuition) should be given to the class teacher at morning registration and should be in an envelope clearly marked with your child's name and class. Watches and other items of value are sent to school at parents' own risk. Toys, games and other personal belongings should not come to school.

All items of clothing and property must be clearly marked with the name of the owner. Lost property is kept in "The Street". Please ask at the School Office if you wish to check for lost items. Please also note that the school will not accept liability for missing items.

...and finally

We understand that the move to a new school can be both exciting and bewildering. We hope our prospectus and this handbook has answered any questions and given you good insight into our principles and practices. We look forward to welcoming you.



FAIR OAK
JUNIOR
SCHOOL

Fair Oak



Junior
School

INSPIRING SUCCESSFUL LEARNING

Botley Road, Fair Oak, Eastleigh, Hampshire SO50 7AN

t: 023 8069 3195 e: adminoffice@fairoak-jun.hants.sch.uk

www.fairoakjunior.co.uk