

Year 4 Parent Information Meeting

September 2026



‘Living and learning together’

Kindness Respect Curiosity

Year 4

Miss McDonald – Class Teacher

Mrs Lane - LSA

Mrs Melville - LSA

Senior Leadership Team (SLT)

Mrs Margaret Coxhead
Headteacher
Designated Safeguarding
Lead

Mrs Anna Laban
Assistant Headteacher
SENCO
Deputy Designated
Safeguarding Lead

Mrs Tina Smith
Wellbeing Mentor
Deputy Designated
Safeguarding Lead

SEND and Inclusion

Mrs Anna Laban - SENCO and Inclusion Lead

- In the first instance, if you have a concern about your child's learning, please speak to your child's class teacher.
- If further advice is needed, the class teacher will speak to the Mrs Laban.

Uniform

School uniform consists of:

- White or dark purple polo shirt or shirt
- White blouse
- Grey or black trousers
- Grey or black skirt or tunic
- Purple school sweatshirt, cardigan or fleece
- Purple/white checked dress
- Grey or white socks
- Plain black shoes with laces or straps – no trainers

Children should come to school in their PE uniform on the allocated day. The PE uniform consists of:

- White round necked T shirt /polo shirt
- Plain black shorts/jogging bottoms (no stripes, logos, patterns)
- School jumper or plain, black jumper - no hoodies
- Trainers

Uniform

Hair

- Long hair must be tied back with simple hair accessories.
- No extreme hair styles e.g. fashion/celebrity styles; this includes mohicans, over use of gel and patterns shaved in hair or eyebrows.

Jewellery and Accessories

- Jewellery must not be worn. Small gold or silver stud earrings are allowed – no hooped earrings. Pupils may wear a watch, fitted to the wrist – SMART watches are not permitted. No nail varnish.

Curriculum – Timetable

PE – Tuesday (Fitness) and Thursday (Football)

PPA – Wednesday afternoon Mrs Coxhead will be teaching.

Please see the Autumn Term class newsletter for further details. A copy of the long term plan can be found on our new school website.

Attendance

Milldene Primary School expects a high level of attendance throughout the year:

- If your child is unwell, please inform the school before 9:00am on the first day of absence.
- Holidays during term time will not be authorised.
- In exceptional circumstances, application for leave in term time form to be completed (from office).
- Once attendance drops below a certain level, it is closely monitored, a letter may be sent or parents may be invited in for a meeting.
- Persistent absence (below 90%) will be followed up by the school. This may lead to a fine and failure to comply may result in legal action.

Punctuality

- The school gate opens at 8:35 am
- The school gate closes at 8:45 am
- Learning starts at 8:45am
- If late (anytime after 8:45am), children will need to enter school via the main entrance.
- Persistent lateness will be followed up and may result in a fine.
- School finishes for all children at 3.15pm. Children will be dismissed from the side gate. Please be on time to collect your child.

Behaviour – Core values and class rules

Core Values

At the beginning of the academic year each class decides on their class rules which are based on our school's **Core Values**:

Kindness

Respect

Curiosity

Behaviour – It's Good to be Green

It's Good to be Green

There is a consistent approach to dealing with learning behaviour in years 1 – 6, which is called Good to be Green. *(See School's Behaviour Policy)*.

The school day is divided into 2 sessions, morning and afternoon. Each class has a behaviour chart and each session all children begin on green to demonstrate the expectation that the morning or afternoon session, both in class and on the playground, will be a positive one.

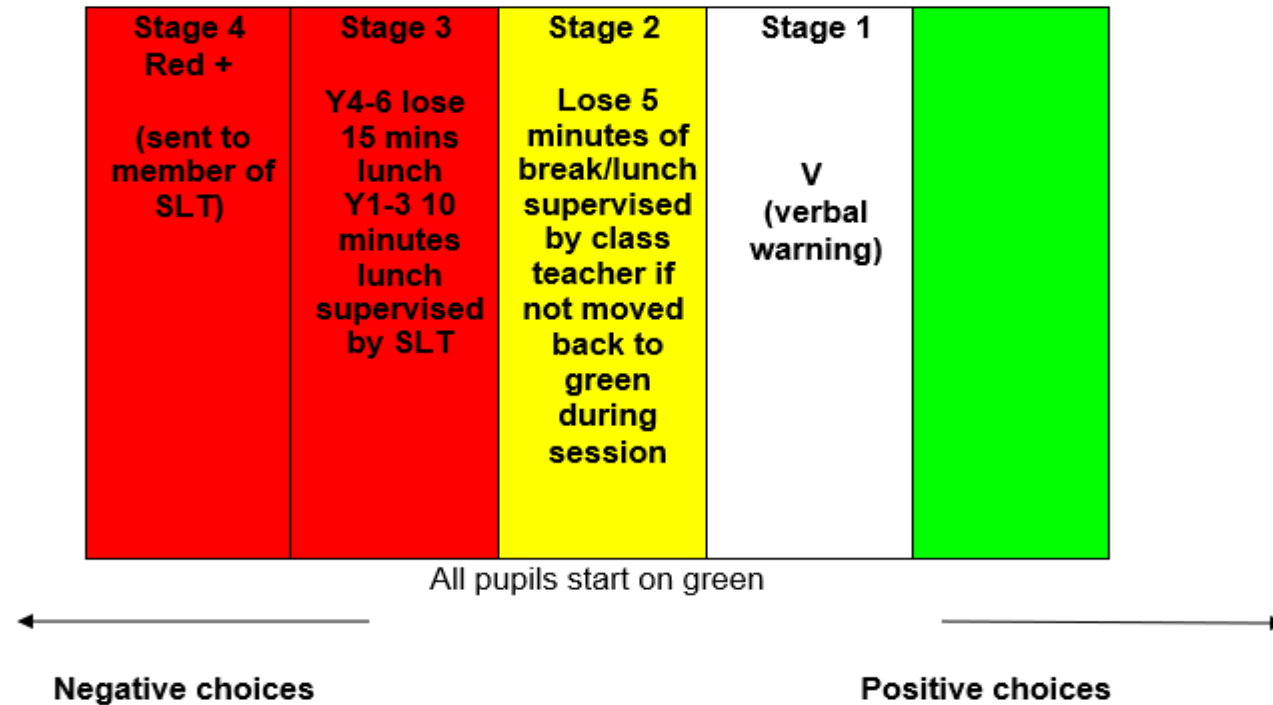
Children know that there are consequences when making inappropriate behaviour choices, and their card may be turned over. Staff are always looking for positive learning behaviour choices from the children in order to turn their card back.

Behaviour – It's Good to be Green rewards

Rewarding Consistently Good Behaviour - Bronze, Silver and Gold Awards

- In years 1 – 6, children who stay on green all week will receive a tally mark on the class bronze, silver and gold class spreadsheet.
- In Year 1 – Year 6 children who also achieve the weekly class target for house points in a week will receive a tally on the class bronze, silver and gold class spreadsheet.
- A child can only receive a maximum of 2 tally marks a week
- Bronze, silver and gold awards are given as follows
 - 20 tally marks = Bronze Award
 - 40 tally marks = Silver Award
 - 60 tally marks = Gold Award
- When a pupil achieves a bronze, silver or gold award the class teacher completes the relevant certificate, emails the names to the office for the newsletter and the certificate and star are presented in assembly.

Behaviour – Stay on Green



If your child has 3 yellow cards in a week the class teacher will contact parents/carers.
If your child has 3 lunchtime/SLT referrals within a half term a member of the SLT will contact you.
Any serious incidents and parent/carers will be contacted on the day of the incident.

Rewards

- Lots of praise
- House points
- Worker of the week awards
- Certificates
- Headteacher awards
- Core value awards
- Bronze, silver and gold behaviour stars

First Aid Procedures

- Children always have access to staff who are first aid trained and know who these staff members are.
- You will only be contacted, if your child has a head/face injury that has left a mark, serious accident or needs to go home as unwell.
- If your child bumps their head and there is no visible mark, a form will be sent home with your child informing you of the time it happened and including brief details of the incident.
- If a child bumps their head, the class teacher is informed so they know to monitor any changes.



Reading

'Developing a love of reading can be more important for a child's educational success than their family's socio-economic background.'

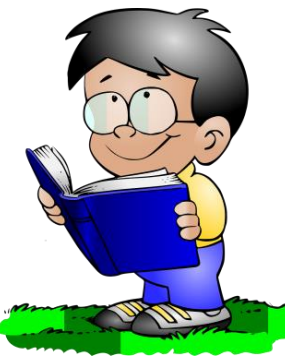


Organisation for Economic Cooperation and Development , 2002

The Teaching of Reading at School, Y2-6

Reading experiences:

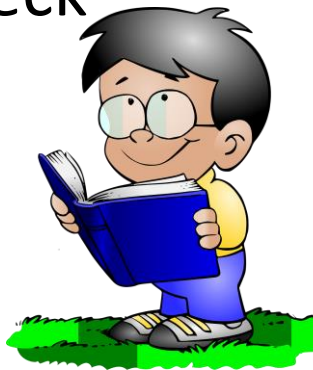
- Guided reading
- Individual reading
- School library visits
- Whole class novels read by the teacher
- World Book Day/Week



Home Reading Year 3-4

Expectations of reading at home Year 3-4

- We expect children in Year 3 and 4 to read five times a week at home, They should read to a home adult at least twice a week.
- We track the frequency of their reading via Accelerated Reader.
- Every child in Y3 to 6 has a reading record. Children should record in their reading record each time they read at home. We ask parents/carers to sign their child's reading record.
- After a child in Y3-6 has finished their book, they take a quiz to check their understanding before getting a new book. This is done independently.



Homework

- At Milldene Primary School, homework is set on Friday to be returned/completed for the following Thursday.
- Weekly maths homework is accessed via the My Maths site.
- Spelling homework is set weekly (use the termly lists in their homework books).
- Your child's log-ins are stuck in their purple homework book or reading record.
- Half termly homework projects may be set.

Water Bottles

- All children have access to water during the school day.
- Ensure your child comes into school with a filled water bottle in the mornings. If they need to refill it, this can be done at break and lunchtime.
- Only water allowed. No squash or juice please.

Packed Lunch

- Children bringing packed lunches should have a proper lunch container, which is clearly marked with their name.
- Please note that hot drinks, glass bottles and fizzy drinks are not permitted.
- Mildene is an allergen aware, healthy eating school. We expect healthy home packed lunches. Sweets, chocolates and biscuits are not permitted. A packed lunch policy will be shared shortly in line with new government guidance.
- As we have children and staff with a range food allergies. Therefore, we expect our whole school community to follow this rule. This will ensure the safety of all children and staff.

What to do if you have a concern

1. First, always speak to the class teacher.
2. Assistant Headteacher – Mrs Laban
3. Headteacher - Mrs Coxhead.
4. Chair of Governors.

An up to date copy of the school Complaints Policy is on the school website. Please note that it is expected that the above steps are followed first in line with the policy.

Thank you

If you have any questions throughout the year, please
e-mail or phone the school office.

The Year 4 team.