
Welcome to Year 4



People you need to know.



Class teachers and support staff :



Mrs Newell



Mrs Wilcox



Mrs Cherriman



Ms Mena



Mr Tottem

People you need to know cont...



Class cover



Ms Wren
HLTA & Peer Mentor



Mrs Lochwood
HLTA & Eco Council Lead



Mrs Hann



Miss Borrow

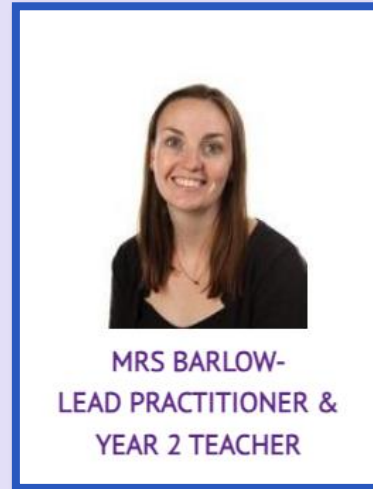
Leadership Team



Mrs Spencer
Headteacher DSL



Miss Loftus
Deputy Headteacher DDSL



MRS BARLOW-
LEAD PRACTITIONER &
YEAR 2 TEACHER



Mrs Goodwin
Lead Practitioner & Early Years
Teacher



Ms Davies
SENCo & Year 2 Teacher

Our Safeguarding Team



Mrs Claire Spencer

Designated
Safeguarding Lead



Miss Rosie Loftus

Deputy Designated
Safeguarding Lead



Mrs Sarah Brewer

Deputy Designated
Safeguarding Lead

If you hear or see something that concerns you,
please speak to a member of our Safeguarding
Team.

If you have any serious concerns, about your child or any other pupil at Halsford Park Primary School, please do not hesitate to contact the Designated Safeguarding Lead who will be able to provide you with the best advice and help using the appropriate degree of confidentiality.

You can do this by contacting the school office on 01342 324643 or emailing:
dslhalsford@partnersinlearning.co.uk

If school is closed and you think a child is in immediate danger, you should call 999.

E safety – How you can support your child at home.



STAY JUST FINE ONLINE...

quick tips for parents for keeping kids safe online

1. Chat about it

Talking openly about why keeping safe online is important as well as talking about any risks. It can help to show an interest in what your child or teenager does with their time online. Are they talented at TikToks or Insta influencers? Finding out will help you know what they're using online and help you protect them from any dangers and create an open conversation.



2. Set up parental controls

Internet providers should offer you the option of setting some parental controls over what your child can access online. It can help to prevent age inappropriate content from being shown. The **UK Safer Internet Centre** has advice on how to set these up plus plenty of other advice too www.saferinternet.org.uk

3. Stay in the know

We know digital and online platforms change all the time especially social media, it can be difficult to keep up with the latest social trends and apps. By staying ahead of any social media trends you can talk to your child about any possible dangers to look out for. Check out www.net-aware.org.uk for information on the latest apps, social networks and online games.



4. Digital detox

Children (and even adults!) are now spending even more time online as part of doing their school work at home plus using social media or online games. Too much screen time isn't always best. One way to help limit screen time is to agree times with your kids when they won't be going online and encourage them to do other activities instead.

5. Report concerns

If you're concerned about something you've seen or your child has seen online, know where and how to report it. You can report it to the police via the **Child Exploitation and Online Protection Centre** www.ceop.police.uk



Further information can be found on our school website:

<https://www.halsfordparkprimaryschool.co.uk/page/?title=Internet+%26amp%3B+E%2DSafety&pid=67>

Other useful links:

<https://www.internetmatters.org/resources/online-safety-guide-6-10-year-olds/>

<https://www.internetmatters.org/schools-esafety/primary/5-7-digital-safety-at-a-glance/>

Key reminder

We appreciate that school uniform can be very expensive therefore to support you with taking care of their belongings, please ensure all items are labelled **with their name.**

Please ensure your child brings the following to school each day.

Each day please bring:

- Weather appropriate clothing e.g a coat now the weather is changing.
- Water bottle – children should only be bringing water to school
- Lunch box (if having packed lunch)
- Book Bag or a suitable bag to carry their belongings



End of day arrangements –



We will meet you on the KS2 playground for collection at the end of the day.

Families are welcome to stay on site to use the playground and Trim Trail equipment. We ask that children are supervised by the adult that has collected them. As we have clubs on, for safeguarding purposes, we are not able to allow children/adults back into school once they have been dismissed and that everyone is off site safely by 4.15pm.

This year we will again be using a Google Form to ensure we have the most up to date collection information for Years 1-4. If your child is in Year 5 or Year 6, you would have already provided this information on the "Permission to walk home" form. We ask that this is complete for each child within the school. If this changes at any time in the year, please notify the school office and we will update our records centrally.

What to do if they are going with someone different?

Please ensure you have informed the school office by email or telephone if arrangements have changed during the day and if they are being collected by someone different e.g going home with a friend or relative.

If this is a standing arrangement e.g they attend a club or Granny will always collect on a Friday, then please indicate this on the Google Form.



We are here to help...

- If your circumstances have changed over the Summer break, please come and speak to a member of staff in confidence.
 - It may be that you now qualify for Free school meals and 'Pupil Premium Funding' which means the school will receive additional funds and we can provide extra help and support for your child at school.
 - More information for applying can be found here:
<https://www.westsussex.gov.uk/education-children-and-families/schools-and-colleges/free-school-meals/#how-to-apply>
 - Please speak to a member of staff if you would like any help.
- * If your child does not qualify for benefits-related free school meals but is in Reception, year 1 or year 2, they can still get Universal Infant Free School Meals (UIFSM). You do not need to apply.

Is my child eligible?

Changes to free school meal eligibility from September 2026

The government has announced that the eligibility criteria for free school meals will change from 1 September 2026.

All children who live in a household that receives Universal Credit can get free school meals.

There will be 2 types of benefits-related free school meals (FSM).

Targeted free school meals

Children can get targeted free school meals if their household receives Universal Credit and earns £7,400 a year or less.

Children who receive targeted free school meals can also:

- take part in the Holiday Activities and Food (HAF) programme
- help their school receive extra Pupil Premium funding

Expanded free school meals

Expanded free school meals are for children whose household receives Universal Credit but does not qualify for targeted free school meals.

Children in this group can receive free school meals, but they cannot access the extra support linked to targeted free school meals.

Targeted free school meals in all West Sussex maintained and free schools and academies are available to pupils in receipt of, or whose parents are in receipt of one or more of the following benefits:

- [Universal Credit](#)
- Income-based [Jobseeker's Allowance](#)
- Income-related [Employment and Support Allowance](#)
- Support under [Part VI of the Immigration and Asylum Act 1999](#)
- The guaranteed element of state [Pension Credit](#)

If your child already gets free school meals, we will check whether they qualify under the new rules before 1 September 2026. We will tell your child's school the outcome, and they will notify you.

Once we give your child a free school meal status, either Targeted FSM or Expanded FSM, they will keep that status until the end of that school year.

Attendance & Lateness



Please note that the gates will close at 8.45am and children must be in promptly to be registered or will be marked as late.

EVERY day at school counts			
This table of information shows you how important it is that all children have good attendance to make sure they don't miss any vital learning.			
365 days in each year	Every School Day Counts!		
	175 Non-School Days a Year – i.e. Weekends & School Holidays		
	190 school days in each year		
	190 school days in each year	11-19 days absence	19+ days absence
	190 - 180 days of education	179 - 171 days of education	Less than 171 days of education
	100% - 95% attendance	94% - 90% attendance	Less than 90% attendance
	GOOD Best chance of success – gets your child off to a flying start	WORRYING Less chance of success Makes it harder to make progress. Action may be taken	SERIOUS CONCERN Persistent absence will affect your child's progress Action will be taken

The Government states that:

Attendance is mandatory. The usual rules on attendance continue to apply, including:

Parents' duty to ensure that their child of compulsory school age attends regularly at the school where the child is a registered pupil.

Schools' responsibilities to record attendance and follow up absence.

The ability to issue sanctions, including fixed penalty notices, in line with local authorities' codes of conduct.

The duty on local authorities to put in place arrangements for identifying, and to follow up with, children missing education.

Please note that as a school **we do not authorise holidays or visits abroad in term time**. We only authorise absence if they are exceptional circumstances. Please see our attendance policy on the school website for further details.



Curriculum

We are excited to share an important update about the way we will be delivering our curriculum in Years 1–6 at Halsford Park Primary School.

For several years, we have followed a connected curriculum, bringing different subjects together through a learning experience. Last year, we successfully trialled teaching Science as a discrete subject, allowing children to develop a deeper understanding of scientific knowledge, skills and vocabulary.

Following the success of this approach, we have decided to move to teaching all of our foundation subjects discretely. Subjects including History, Geography, Science, Art and Design and Technology, will now be taught as individual subject disciplines, following the carefully sequenced learning from Kapow. We will also teach PSHE, Religious Education and Worldviews, French and Music using the Kapow materials. PE will continue to follow PE Planning scheme and Computing will continue to be taught through Purple Mash.

Year 4 this term

See the curriculum area on our website - <https://halsfordparkprimaryschool.co.uk/curriculum/>
Following recent updates to our curriculum, moving a number of subjects to Kapow, we will be updating this over the Autumn Term.

Each term, we will send home a Parent Overview detailing what your child will be learning over the course of the term.

On the website, each National Curriculum subject has its own page. The National Curriculum outlines the expected outcomes - https://assets.publishing.service.gov.uk/media/5a81a9abe5274a2e8ab55319/PRIMARY_national_curriculum.pdf

A

Autumn Term in Year 4

"Soaring to Success!"

Key texts this term include ...



English

Over the course of the Autumn Term Year 4 will be using fronted adverbials, inverted commas for speech and expanded noun phrases in our writing. We will put this altogether to produce instructions for how to make a firework, a diary entry as Lila, a chapter about a room and a leaflet on the digestive system.

In our reading lessons, we will be using our VIPERS to answer questions based on our focus texts.

Maths

For the first few weeks, the children will be continuing to build on their place value knowledge secured in Year 3. We will then be moving on to addition and subtraction followed by Area and Multiplication and division towards the end of the Autumn term.



Humanities (History & Geography)

In Geography, we will be examining the relationship between climate and biomes by locating the Amazon rainforest and investigating its physical features and vegetation. We will explore how plants and people adapt to life in the rainforest and consider the impact of human activity on this important environment locally and globally.

In History we will be examining how children's lives have changed over time by investigating leisure, health and work in the past. We will compare the experiences of Tudor and Victorian children.

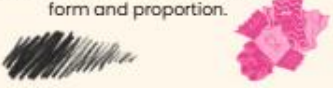
RSE & PSHE

Over the course of the term we will be understanding how healthy choices, including exercise, nutrition and hydration, support physical and mental wellbeing. We will identify strategies for developing a growth mindset and consider how kindness and helping others can positively affect our own wellbeing and that of others. We will also learn about respectful and disrespectful behaviour by considering how actions and expectations can vary in different settings as well as bullying. We will learn how stereotypes can negatively affect people and communities.



Art & Design

In Art, we will be exploring tone, texture and proportion to create realistic and expressive drawings, inspired by artists Sarah Graham, Nicola McBride and Beatriz Milhazes. We will develop skills in shading, mark-making and composition using sweets, wrappers and bold patterns to produce detailed drawings with a strong sense of form and proportion.



Physical Education

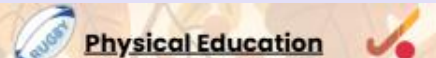
PE days are Monday and Wednesday.

Tag Rugby – To hold, carry and pass the rugby ball with increasing accuracy, using the correct technique and moving into space to support teammates.

Hockey – To move with control while dribbling the ball, change direction and pass accurately to a teammate.

Dodgeball – To move quickly and safely, changing direction to avoid the ball and improve accuracy when throwing at a target.

Gymnastics – To perform a range of gymnastic actions, including 5 key shapes, linking movements smoothly and showing good control, balance and coordination.



Design & Technology

Later in the Autumn term, we will be designing and making biscuits for a chosen target audience by exploring existing products, following recipes and evaluating ingredients, taste and appearance. We will develop food preparation skills by adapting a biscuit recipe, creating their own design and evaluating how well our finished product meets the design criteria.



Religion and Worldviews

Within our RE lessons, we will be learning about the origins and connections of different religions by exploring their geographical and historical development. Pupils examine Sikh and Bahá'í beliefs about unity and equality and apply their learning by creating a promotional resource for World Religion Day. Later in the term we will be examining the role of scripture in different religions by exploring how sacred texts are used and treated.



Computing

This term we will be unpacking Hardware and Software we will further develop our understanding of technology and computer systems in relation to their hardware and software. We will understand the role of hardware, the role of software and how they interact together to complete tasks.

French

We will be learning how to use adjectives for describing people's physical appearance and their personality. Creating simple sentences ensuring that the adjectives agree with the gender of the noun.

Music

In Music, we will explore the rainforest through music and be introduced to new musical terms. We will also use a mixture of body percussion and tuned percussion instruments as the children create their own rhythms of the rainforest, layer by layer.



Timetable – Autumn Term 1



Halsford Park Timetable Year 4 Term: 1 Week: 3 Date: 14.09.26					
	MONDAY 14 th	TUESDAY 15 th	WEDNESDAY 16 th	THURSDAY 17 th	FRIDAY 18 th
Key events					
8.40 – 9:00	Early Morning Work	Early Morning Work	Early Morning Work	Spellings - Assess	Reading - Session 3
9.00- 9.15	Spellings - Introduce	Spellings - Teach	Spellings - Practice	Reading - Session 2	Hand out homework checked
9:15 – 9:30	Handwriting - Stage 4 -	Handwriting - Stage 4 -	Handwriting - Stage 4		PPA - Art
9:30-10:30	English -	English -	English -	English -	
10.30-10:45	Playtime	Playtime	Playtime	Playtime	Playtime
10:30- 12:00	Maths -	Maths -	Maths -	Maths -	PPA - RE
12.00-1.00	Lunch	Lunch	Lunch	Lunch	Lunch
1:00 – 1:30	Reading -	Geography -	PE -	Science -	English - (alternate with Maths each week)
1:30-2:00	PE -	Computing -	French -	PSHE -	Spellings - Test
2:00 – 2:45					Reward Time
2:45 – 3:00	KS2 Assembly 2:45	KS2 Assembly 2:45	Singing assembly 2:45	Celebration assembly 2:30-3:00	Class Forum
3:00 – 3:15	Sharing a text with the class	Sharing a text with the class	Sharing a text with the class	Sharing a text with the class	Sharing a text with the class
3:00 -3:15	Home time	Home time	Home time	Home time	Home time



Things to look forward to in Year 4....

Autumn Term – Making biscuits

Spring Term – Outdoor Learning

Summer Term – Djembe Drums

Led by West Sussex Music

Proposed school trips for 2026/27

Hindleap Warren 17th – 19th March

Year 4

Learn about the human digestive system

Make a biscuit

Look up at the stars at night

Choreograph a dance

Make a mechanical toy car

Swim through a muddy river

Walk through a forest

Make a sculpture using recycled materials

Take part in a treasure hunt

Climb something that is taller than you

Go orienteering

Go hiking

Make a bed

Ongoing assessment and gaps in learning

We will continue to use ongoing assessments over the year to identify the gaps in children's learning.

We will then be planning and adjusting our teaching to address these. We may also use specific intervention groups to address gaps in children's learning. If your child is attending a regular intervention group, we will inform parents/carers and advise of any support that may also be given at home.

Family Learning Conference meeting in the Autumn term will take place face to face, where specific targets will be set for individual learners. These will take place W/B 2nd November.

Curriculum – The next step in our journey



Spelling – We will have 4 lessons of spelling a week where we will teach the children strategies to help support spelling. We will have a test on Friday to help us as teachers understand the gaps in individual children's spellings. An overview has been put on Google classroom. Children can choose what group spellings they would like to practice for the week (either group 1 or 2).

Reading – We have 4 weekly reading sessions where we will be using VIPERS to answer reading comprehension questions. This is often based around our English writing text.

Writing – Handwriting will be taught as well as English lessons which are linked to our class text.

Maths – We ensure our Maths lessons are fun and practical we use the White Rose overview to ensure full coverage.



Home and school reading diary expectations

This year, we are moving to having one book to act as a reading record and a homework book. This will keep everything in one place!

We ask that your child complete any written homework in this book and brings this into school each day.

For children in Year 3 – 6: we will use this as a reading record, your child can record in there when they read at home. We ask that this comes into school each day so teachers are able to see and discuss with learners what they have been reading outside of school.

Key reading expectations are available on the school website.

We will be collecting these in during the week to see what the children have been reading at home over the past week and will sign to acknowledge it has been seen by a member of staff.

Homework Expectations



Area of learning	When?	Parents/Carers	School/teacher
Reading	20 minutes, five times a week.	Write in homework book	Will look and discuss book choices with learners
Spelling	A termly overview will be sent home and will contain a weekly break-down of the spellings and rules taught.	Support your child in practising	Spellings are tested every Friday in Year 4 and we look for these words to be spelt correctly in their writing.
English	Set every Friday, due the following Friday. This will be either peer, self or teacher assessed.	Support your child with the activity that has been set.	Will set homework every week on Google Classroom.
Maths	Set every Friday, due the following Friday. This will be either peer, self or teacher assessed. In Years 3 and 4, the maths homework will include Times Tables Rock Stars battles some weeks.	Support your child with the activity that has been set.	Will set homework every week on Google Classroom
Creative Project	Half-termly projects linked to learning Experiences. These will be celebrated in class.	Discuss with your child how to go about completing the task	Will be shared/presented to the class.

For Year 1-5, homework will be set on Google classroom or printed copies may be given out speak to class teacher if you require a printed copy. Please bring this in to be marked in school on a Friday. We encourage children to complete their homework as this will support their progress in school, however this is all optional.



Volunteering

There are many ways that you can get involved with the Halsford Park School and wider Community!



If you would be interested in becoming a parent/carers volunteer to hear readers or help out with Outdoor Learning, please have a look on our school website for further information of pop into the school office.

<https://www.halsfordparkprimaryschool.co.uk/page/?title=Guidelines+for+Volunteers&pid=116>

Guidelines for Volunteers

How to become a volunteer at Halsford Park

We are always looking for members of our school community to come and volunteer at school to help our children.

Volunteering is a great way to give back to the local community and we have seen the benefits of having volunteers coming into school to help with reading, gardening etc. It can also be a great way to gain experience of working with children if this is a career you are considering.

Most of our volunteers currently work to support children with reading, however, if you have a passion for outdoor learning and gardening, and you are free on a Friday afternoon, then helping out with outdoor learning may be for you!

Our amazing PTA are always looking for new members and volunteers. If you want to officially join or would just be willing to help at the next event, please contact the PTA via - halsford.pta@gmail.com

Or look on our school website - <https://www.halsfordparkprimaryschool.co.uk/page/?title=Halsford+Park+PTA&pid=141>

Family Forum

Each half term we run a Family forum for all members of our school community. Everyone is welcome!

The next meeting is Tuesday 30th September at 9.00am in the Learning Lab.

If you have a concern about your child's progress or emotional wellbeing and would like extra support, talk to the class teacher in the first instance.

They may refer to the Inclusion team -



Mrs Spencer
EAL Champion



Mrs Manville
Pupil Premium
Champion



Mr Garcia
Diversity Champion

More information is on the school website :

<https://www.halsfordparkprimaryschool.co.uk/page/?title=Inclusion&pid=82>



What to do if you encounter a problem?

Always, in the first instance, speak to your child's class teacher. They know your child best and will do everything in their power to ensure that your child is happy with all aspects of School life. Please arrange to speak to them after school.

If you feel the problem isn't resolved, please contact our Deputy Head teacher, Miss Loftus or our SENCO, Ms Davies (if SEN related) who will do their best to resolve the issue for you.

Following this, if there still doesn't seem to be a resolution, please ask the office to book a meeting with Mrs Spencer, Headteacher.



Thank you for coming.
