

Families Information Session

September 2024



At Springfield, we Learn Together and Grow Together



We are proud to be a diverse community school.



We plant a special seed: a lifelong love of learning.

Starting in Acorn class, we ignite children’s curiosity and inspire them with rich and engaging learning.



We lay firm roots for learning and strong foundations

a love of reading

numerical fluency

communication –confident spoken and written language

strong sense of belonging and participating



Rights Respecting ethos

flexible problem-solving strategies collaboration

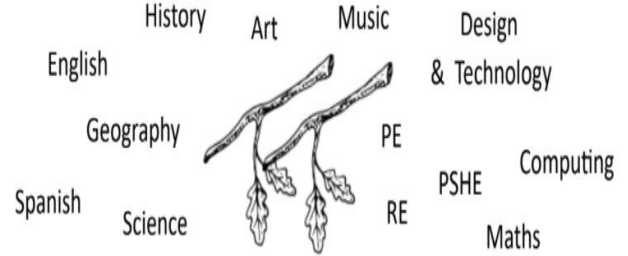
cooperation

reflective and responsible citizenship

curiosity

community

We teach a broad range of subjects so our children develop far-reaching branches of knowledge, skills and understanding.



We aim for our children to leave us as tall, strong oaks.

Springfield children leave us positive and confident about their future and ready to spread their branches further . Our curriculum equips them with what they need for success and happiness in their own future, and to play their part in having a positive impact on the world.

As a community, we stand tall and proud as a whole forest of trees, with deep and far-reaching roots. We know we can learn together, grow together and make a difference.



Our Springfield Community Commitments



LOVE LEARNING

We are eager and happy to learn and take pride in our progress and achievements.

LEARN TOGETHER

We communicate and work positively with our classmates because we value each other.

BUILD CONFIDENCE

We value ourselves and know that our voices deserve to be respected.

BUILD POSITIVITY

We are resilient, motivated and determined to succeed.

REACH HIGH

We reach for educational and personal success, we value excellence and we have high aspirations for the future.

RESPECT EACH OTHER

We are thoughtful and respectful citizens. We show kindness and tolerance towards others and we aim to make a positive difference to our world.

Rights Respecting

The Right Respecting Schools Award recognises achievement in putting the United Nations Convention on the Rights of the Child (CRC) at the heart of a school's planning, policies, practice and ethos.

There are four key areas of impact for children at a Rights Respecting school:

- wellbeing
- participation
- relationships
- Self-esteem

All children have all stated rights at all times. We are duty-bearers.



Online Safety



The infographic features a red background with five horizontal bars of different colors (yellow, green, blue, green, yellow) representing the SMART rules. Each bar contains a letter in a circle, the rule name in large bold letters, a brief explanation, and an icon. The icons include a key, two people, a folder, a question mark, and a thumbs up. A 'THINK U KNOW' logo is also present in the bottom right.

S **SAFE** Keep safe by being careful not to give out personal information – such as your full name, email address, phone number, home address, photos or school name – to people you are chatting with online. 

M **MEETING** Meeting someone you have only been in touch with online can be dangerous. Only do so with your parents' or carers' permission and even then only when they can be present. 

A **ACCEPTING** Accepting emails, IM messages, or opening files, pictures or texts from people you don't know or trust can lead to problems – they may contain viruses or nasty messages! 

R **RELIABLE** Information you find on the internet may not be true, or someone online may be lying about who they are. 

T **TELL** Tell your parent, carer or a trusted adult if someone or something makes you feel uncomfortable or worried, or if you or someone you know is being bullied online. You can report online abuse to the police at www.thinkuknow.co.uk  

Online Safety Resource Hub for families

<https://safeguarding.thekeysupport.com/parent-online-safety-zone/?org=0>

K Safeguarding

[Benefits](#) [Pricing](#)

[Become a member](#)

Parent resource hub

Our go-to hub of online safety resources for parents



Recommended for you



Interactive guide for setting parental controls on devices

This interactive mobile-friendly guide gives you all the information you need to help keep your child safe on popular devices

[Open here](#)

Hackney Safer Schools App

Primary School



Dear Parent / Carer,

Re: The Hackney Safer Schools App - Parents / Carers

The power of technology is of benefit to us all, but more time spent online by our children can lead to greater levels of risk. As parents and carers, it is important that you know how you can help make your children safer.

The Hackney Safer Schools App is free and includes useful advice about making your home and devices safer. It provides information about social media and how to block, mute and report anything that either you (or your child) may find worrying - from images to comments from online bullies. The App will also help you create healthy media habits, limit screen time, learn about scams and keep your personal data safe. It will complement the information your child's school will have made available via their communications with you and your child.

Download Your App

- Decide which version to download. If you have children in both primary and secondary school, we'd suggest you download the secondary school version.
- Simply follow the steps set out in the images below
- **Make sure to allow push notifications to keep up to date with tips, advice and guidance on how to make your children safer.**
- For any queries, please contact the City & Hackney Safeguarding Partnership Team at chscp@hackney.gov.uk. Further information is available at <http://www.chscb.org.uk/hackney-safer-schools-app/>, by using the details in the footer or via the blue live chat function at www.oursaferschools.co.uk

Acceptable Use Agreements for devices and the internet

Acceptable Use - please read and sign

September 2024

Dear Parents and Carers,

Springfield Community Primary School regularly reviews and updates all Acceptable Use documents to ensure that they are consistent with the school Online Safety and Safeguarding and Child Protection Policies. We attempt to ensure that all students have good access to digital technologies to support their teaching and learning and we expect all our pupils to agree to be responsible users to help keep everyone safe and to be fair to others.

Your child will be asked to read and sign an Acceptable Use Policy in school that is tailored to their age. Please read this carefully with your child at home to support the key messages.

Please also read and sign the agreement below for you as a parent or carer and return to your child's class teacher.

Internet and IT:

As the parent or legal guardian of the pupil(s) named below, I grant permission for the school to give my child access to:

- the internet at school
- the school's chosen email system
- Google Classroom
- IT facilities and equipment at the school

I accept that ultimately the school cannot be held responsible for the nature and content of materials accessed through the internet and mobile technologies, but I understand that the school takes every reasonable precaution to keep pupils safe and to prevent pupils from accessing inappropriate materials. I understand that all internet and device use in school is subject to filtering and monitoring; I understand that all school-owned devices used outside of school may also be subject to filtering and monitoring, and should be used in the same manner as when in school.

Use of digital images, photography and video:

I understand the school has a clear policy on "The use of digital images and video" and I support this. I understand that the school will necessarily use photographs of my child or including them in video material to support learning activities. I accept that the school may use photographs / video that includes my child in publicity that reasonably promotes the work of the school, and for no other purpose.

Your child's Acceptable Use agreement - explained and signed in school and a copy shared with you

KS1

This is how I keep SAFE online:	✓
1. I only use the devices I'm ALLOWED to	
2. I CHECK before I use new sites, games or apps	
3. I ASK for help if I'm stuck	
4. I THINK before I click	
5. I KNOW people online aren't always who they say	
6. I don't keep SECRETS just because someone asks me to	
7. I don't change CLOTHES in front of a camera	
8. I am RESPONSIBLE so never share private information	
9. I am KIND and polite to everyone	
10. I TELL a trusted adult if I'm worried, scared or just not sure	

My trusted adults are _____ at school

_____ at home and _____

My name is _____

KS2

KS2 Pupil Online Acceptable Use Agreement

This agreement will help keep me safe and help me to be fair to others

- **I am an online digital learner** – I use the school's internet and devices for schoolwork, homework and other activities to learn and have fun. I only use sites, games and apps that my trusted adults say I can.
- **I am a secure online learner** – I keep my passwords to myself and reset them if anyone finds them out.
- **I am careful online** – I think before I click on links and only download when I know it is safe or has been agreed by trusted adults. I understand that some people might not be who they say they are, so I should be very careful when someone wants to be my friend.
- **I am private online** – I only give out private information if a trusted adult says it's okay. This might be my home address, phone number or other personal information that could be used to identify me or my family and friends.
- **I keep my body to myself online** – I never change what I wear in front of a camera and remember that my body is mine and mine only, and I don't send any photos without checking with a trusted adult.
- **I say no online if I need to** – if I get asked something that makes me worried or upset or just confused, I say no, stop chatting and tell a trusted adult.
- **I am a rule-follower online** – I know that some websites and social networks have age restrictions and I respect this; I only visit sites, games and apps that my trusted adults have agreed to.
- **I am considerate online** – I do not join in with bullying or sharing inappropriate material.
- **I am respectful online** – I do not post, make or share unkind, hurtful or rude messages/comments and tell my trusted adults if I see these.
- **I am part of a community** – I do not make fun of anyone or exclude them because they are different to me. If I see anyone doing this, I tell a trusted adult.
- **I am responsible online** – I keep others safe by talking to my trusted adults if a friend or person I know is being bullied or harassed or is worried or upset by things they read, watch or hear.
- **I don't do public live streams on my own** – and only go on a video chat if my trusted adult knows I am doing it and who with.
- **I communicate and collaborate online** – with people I know and have met in real life or that a trusted adult knows about.
- **I am SMART online** – I understand that unless I have met people in real life, I can't be sure who someone is online, so if I want to meet someone for the first time, I must always ask a trusted adult for advice.
- **I am a creative digital learner online** – I don't just spend time online to look at things from other people; I get creative to learn and make things! I only edit or delete my own digital work and only use other people's with their permission or where it is copyright free or has a Creative Commons licence.
- **I am a researcher online** – I use safer search tools approved by my trusted adults. I understand that not everything online can be believed, but I know how to check things and know to 'double check' information I find online.

I have read and understood this agreement. I know who are my trusted adults are and agree to the above.

Signed: _____

Date: _____

Smart phones

What is our approach?

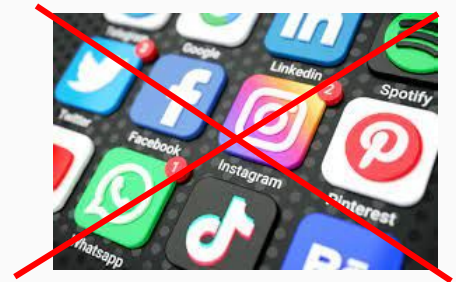
Our goal is to be **proactive** and to work in **partnership** with families to prevent the **detrimental** and **damaging** impact phone/ digital device ownership and use can have on children.

We aim to be a primary school where **NO** child 'owns' a mobile phone/ tablet or accesses a tablet device without being supervised.

We aim for **NO** child to participate in group chats on any platform.

We aim for **NO** child to have any personal social media account e.g. Whatsapp, Instagram, Tiktok, Discord etc.

We are striving for a culture of **support** and **solidarity** - where a shared approach makes it easier for each individual family.



Survey and Dates for this half-term

We would be so grateful if you could complete our short Google Form survey to help shape the year ahead.

Thank you!

Families Survey September 2024

We would be grateful for your responses to this short survey. We value your feedback and working in partnership with families to provide the very best education and experiences for our children.

September Dates

Friday 6th September 3.20: FSA second-hand uniform sale in the playground

Friday 13th September 3.45-4.00: Open Classrooms—celebration of the first full week of learning

Monday 16th September: 3.30-4.30 enrichment clubs begin

Tuesday 17th September 9.00-9.30: PSHE and RSE curriculum information and consultation for families

Friday 20th September: Year 6 Oak Class - learning showcase assembly 9.15, families welcome

Monday 23rd-Friday 27th September: Y6 Into University FOCUS Week (trips Wednesday and Friday)

Tuesday 24th September: London Fire Brigade safety visit to Year 2 and Year 5

Friday 27th September: Year 5 Elm Class - learning showcase assembly 9.15, families welcome

September Workshops

Tuesday 10th September 9.00: KS1+2 whole school approach to tablets and smartphones –parent and carer workshop

Thursday 19th September 9.00: Phonics (early reading) for Year 1

Thursday 26th September 9.00: mathematical fluency (times tables and addition and subtraction calculations)

October Dates

Tuesday 1st October: Black History Month launch assembly (children only)

Friday 4th October: Year 4 Willow Class - learning showcase assembly 9.15, families welcome

Thursday 17th October 9.15: Black History Month celebration assembly

Friday 18th October 3.40: open classrooms –celebration of learning with families

Friday 25th October 3.40: FSA book and uniform sale

October Workshops

Friday 11th October: Unconscious Bias: what is it and how can we challenge it? (Anti-Racism Commitment session)

Communication

We encourage your child to use their voice at school and at home.

Please encourage your child to celebrate positives from their day, making links to Marvellous Me badges, thumbs up and positive memories from the day.

Working in Partnership

If your child shares a worry at home, please:

- reassure them that using their voice to tell you is a really good choice
- hear and validate their feelings e.g. *It sounds like you felt upset when... I'm hearing you were frustrated when...*
- ask if they have done anything they are worried about or wish they could change (encouraging ownership and honesty)
- problem-solve with them and share strategies that might help and empower them

In cases where you feel more steps are needed to resolve your child's worry, please narrate to them:

- I will work in partnership with adults at Springfield to address this worry you have
- there might be more than one perspective, so I have listened carefully to you and I will speak to your teacher/ Ms Case for any further details



springfieldhackney

Edit Profile



118 posts

217 followers

20 following

Springfield

Learn Together, Grow Together

springfield.hackney.sch.uk



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Take a look at the [Year 3 – Curriculum Overview](#) to find out more about learning in each subject across Year 3.




Home Learning

Access your home-learning menu for this half term here. Some tasks invite you to review and embed prior learning and some are linked to your current learning. Which challenges will you choose?









[Y3 Home Learning Summer 1](#)

We believe that clear, open communication between our school team and families is essential to children's education and experiences. Our three Communication Commitments below underpin all channels of communication to ensure that communication is effective.

Communication Commitments

Clarity 	We choose our words deliberately and thoughtfully to ensure we present information in a clear and precise way.	Proactivity 	We plan all aspects of school life strategically across the academic year, carefully scheduling events and sharing dates and information in a timely manner to support families to plan.	Respect 	Our collective purpose is to help your child succeed. In all our interactions and communications, we will always act professionally and show respect.
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Communication Channels

Communication Channel	Types of information shared	Communication Channel	Types of information shared
 Arbor App To access this information the Arbor App needs to be downloaded.	In-app messages on Arbor will be used for: <ul style="list-style-type: none"> Reminders for events, such as trips, class assemblies, ParentPay payments etc Requests to update your phone number, address and contact information In the Arbor app, parents and carers can: <ul style="list-style-type: none"> Check and update a child's information e.g. home address Check and update their own information e.g. mobile number and email address See your child's attendance and receive weekly 100% attendance messages Give consent for photo and data permissions for your child Book parents/carers evening appointments (from Spring term 2025) Sign up for after-school club places each term (from Spring term 2025) 	 Marvellous Me To access this information the Arbor App needs to be downloaded.	Families will receive different forms of messages through Marvellous Me. Badges Badges are awarded to individual children. They share progress, successes, values and positive behaviours 'Thumbs Ups' These may be sent to the whole class team to recognise and reinforce positive team behaviours e.g. lining up quickly and quietly. Messages Teachers and other members of school staff may send a reminder message about an upcoming trip or a request for donations of resources such as materials for art projects.
 Email	Email will be used to replace paper letters. Families will receive an email for: <ul style="list-style-type: none"> Letters about upcoming events and school updates Sharing half-termly curriculum overviews Requesting trip permissions with a linked Google Form to give permission Responsive information e.g. to online safety updates A request to complete a survey Changes in government guidance (for example, in relation to attendance) 	 School Website	Key information about the school is posted on our website, including: <ul style="list-style-type: none"> School times and term dates Important events and announcements Detailed curriculum information Policies and procedures Contact information
 Text	Text messages will only be sent if there is an urgent need to contact families. For example: <ul style="list-style-type: none"> Weather-related school closure e.g. flood/ heavy snow Accident or injury (where unable to make contact by phone call) Any other emergency 	 School Calendar	The school calendar can be found under the News and Events tab on the home page, under the calendar section. This shares the dates of upcoming trips, performances and other events such as FSA fundraisers.
 Phone	A member of school staff will call a family if: <ul style="list-style-type: none"> A detailed or sensitive discussion is needed e.g. relating to a behaviour incident or a wellbeing check-in A child sustains a significant injury and there is a need to explain the context and First Aid response and any further actions required 	 Newsletters	The half-termly newsletter is shared as a link to a Google Site by email. Our newsletter contains information about: <ul style="list-style-type: none"> Half-term highlights Trips and visits from the half term Pupil wellbeing Dates for the next half-term Curriculum spotlight information Reminders



Face to Face: we know there are situations where face-to-face communication is important. Where a detailed conversation is required, parents and carers are asked to make an appointment at a mutually convenient time for them and the member of staff. For equity, in most instances, these meetings are scheduled for fifteen minutes. Where an urgent meeting is sought by parents and it is not possible for the member of staff, parents should be directed to the Headteacher or Deputy Headteacher. A member of the SLT will make contact afterwards, judged on the level of urgency. At drop off, leaders are available on the gate to pass on a quick message. At collection, teachers may be available to receive a quick message face-to-face. In autumn and spring term, a ten-minute parent/carer meeting appointment is made available to all families for an update on a child's progress and wellbeing. There is an option to choose a face-to-face meeting on one day, or a phone call on the following day.

Communication Approach



Arbor App

To access this information the Arbor App needs to be downloaded.

In-app messages on Arbor will be used for:

- Reminders for events, such as trips, class assemblies, ParentPay payments etc
- Requests to update your phone number, address and contact information

In the Arbor app, parents and carers can:

- Check and update a child's information e.g. home address
- Check and update their own information e.g. mobile number and email address
- See your child's attendance and receive weekly 100% attendance messages
- Give consent for photo and data permissions for your child
- Book parents/carers evening appointments (*from Spring term 2025*)
- Sign up for after-school club places each term (*from Spring term 2025*)

Text



Text messages will only be sent if there is an urgent need to contact families. For example:

- Weather-related school closure e.g. flood/ heavy snow
- Accident or injury (where unable to make contact by phone call)
- Any other emergency

Communication Approach



Email

Email will be used to replace paper letters. Families will receive an email for:

- Letters about upcoming events and school updates
- Sharing half-termly curriculum overviews
- Requesting trip permissions with a linked Google Form to give permission
- Responsive information e.g. to online safety updates
- A request to complete a survey
- Changes in government guidance (for example, in relation to attendance)

How to get started

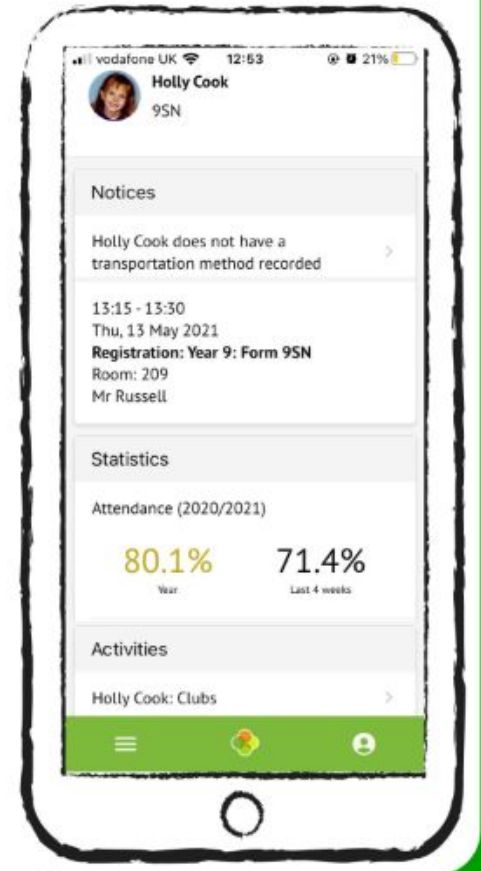
1. Wait for your welcome email from us telling you Arbor is ready - you won't be able to log in before
2. Click the link in your welcome email to set up your password
3. Go to the App or Google Play Store on your phone and search 'Arbor'
4. Click 'Install' on Android or 'Get' on iPhone then open the App
5. Enter your email, select the school, then enter your password
6. Accept the Terms & Conditions and enter your child's birthday

The Sunnyville School of Magic
W10 5BN, London, GBR


Enter your password

Log in

[Forgotten password?](#)



Communication Approach

Communication Channel	Types of information shared
 <p>Marvellous Me To access this information the Arbor App needs to be downloaded.</p>	<p>Families will receive different forms of messages through Marvellous Me.</p> <p>Badges Badges are awarded to individual children. They share progress, successes, values and positive behaviours</p> <p>'Thumbs Ups' These may be sent to the whole class team to recognise and reinforce positive team behaviours e.g. lining up quickly and quietly.</p> <p>Messages Teachers and other members of school staff may send a reminder message about an upcoming trip or a request for donations of resources such as materials for art projects.</p>