



St. George's

The English International School Cologne

Early Year – Lower School Transition



Early Years – Lower School Transition

Lower School Department

Lower School classrooms are situated on the corridor to the right of the Main Entrance to the school building. There are also some classrooms on the first floor.

Parents may enter the building and the corridor via the Main Office. All parents and visitors are asked to sign in at the Office.

If a parent needs to contact a teacher during the school day, please contact the Main Office on 02233 808870.

There will be four classes in Year Three. Classes will change from those which the children are currently in. This is an ideal opportunity for children to make many new friends. These classes will not be finalised until the open afternoon in August.

Children keep the same Form Teacher throughout the year. Within the timetable the children will have specialist teachers for certain lessons such as German.

Children are grouped for Literacy, Numeracy and German. These are regularly assessed by teachers and changes may be made as the year progresses.

School Day

School Begins: 8.30am

Morning Play: 10.15am (20 mins)

Lunch: 12.05pm

Lunch Play: 12.35pm (30 mins)

End of school day: 3.30pm

Clubs run until 4.30pm

Children eat in the Dining Hall. They will be asked to choose their meals for the coming week on a Friday. There is a choice of two main meals as well as sandwiches, soups, salads and snacks. Meal cards can be loaded up via cash or bank transfer.

Curriculum and Timetables

Timetables are issued at the beginning of the new academic year. This helps to provide information on Sports lessons and to organise the children.

The timetable is split into 35 lessons made up of the following:

- 9 Literacy (Including Library and Handwriting lessons)
- 6 Numeracy (Including Times Tables and Mental Mathematics)
- 5 German
- 2 Science
- 2 Geography
- 2 History



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- 2 Sport
- 1 Dance
- 1 Music
- 1 ICT
- 1 PSHE (including Religious Education)
- 1 Golden Time
- 1 Art
- 1 Lower School Assembly

Children follow the Oxford Reading Tree reading scheme. Children read from both the fiction and non-fiction schemes. Within the classroom, teachers endeavour to hear children read twice a week. Children are assessed as to which stage of the Reading Scheme they should be on and are given a list of books they should read in that stage. There is no set day that teachers listen to children read and therefore they should have their book with them every day.

Children in Year Three are issued with a Reading Record in which parents, helpers and teachers record your child's individual reading. They are also issued with a Homework diary. This should be used to record all homework. It is also used for communication. Please check and sign the Homework Diary regularly.

English as a Second Language and Special Educational Needs support is offered at the teachers discretion to give extra reinforcement where needed. Support is provided in either small groups or at times on a one to one basis.

Homework

Children in Year Three are expected to complete the following homework during a school week.

- Spelling– Practice regularly throughout the week.
- Times Tables– Practice regularly throughout the week. Reading– Ten minutes a day.
- Numeracy– Fifteen minutes a week.
- Literacy– Fifteen minutes a week.
- Topic– Fifteen minutes a week.
- German– Fifteen minutes a week.

Homework is handed out on set days and should be returned to the teacher who set it. If children regularly forget to complete their homework it will be marked as late. If homework is late three times in a half term this will result in a detention. Parents will be contacted. Marked homework is returned to the child.

Behaviour

Children are expected to demonstrate positive behaviour at all times. Each child has a Success Chart on which they can collect Housepoints. Pupils need to collect 60 Housepoints to gain their 'Bronze' Award; 120 for their 'Silver' Award and 180 for their 'Gold' Award. These Housepoints are given out for effort, excellent work and general pleasing behaviour.



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One child from each class is also awarded a 'Work of the Week' certificate for a particularly pleasing piece of work, attitude or effort.

If for any reason behaviour is unacceptable children will be given a verbal warning. If children consistently misbehave they will be sent to their Head of Year. If this happens on more than three occasions they will be sent to Miss Cowell. Parents will be kept informed throughout this process.

Assessment

Pupils will be assessed on the work that they have covered at the end of the first half term and then at the end of each full term. The results of these are then recorded on an assessment grid which is given to parents three times a year. Assessment week is usually the last full week before the holidays.

Assessments are used internally to see how well a child is progressing, to inform future planning and teaching and to monitor our teaching programmes.

Please encourage your child not to be anxious about them. A child's progress is not based solely on their assessment results; teachers assess children on an every day basis.

Within Year Three, children are not given their results in school. If you wish to see your child's assessment papers, please contact the Form Teacher.

Clubs

Clubs are offered daily after school. A Prep Hour takes place each day to allow children to complete their homework in school. Many other activities are offered such as Sports Club, Art Club, Computer Club and Sewing Club. Clubs change at the end of each full term.

Extra Curricular

During the school year Lower School are involved in many activities including:

- Plays
- Sports Day
- Craft Day
- Sponsored Events
- Residential Trip
- Day Trips

If you have any questions or concerns, please first discuss these with your child's Form Teacher. You may also wish to discuss the matter with Mrs McKay, Head of Year Three, or if necessary Head of Lower School, Miss Cowell.

n.cowell@stgeorgesschool.de