

Welcome to



Mill Rythe
JUNIOR SCHOOL

New Entrants Handbook
September 2025



Mill Rythe
JUNIOR SCHOOL

Welcome to Mill Rythe Junior School, a place where excellence, effort and happiness are valued in equal measure.

At our school, each child is valued and their unique set of skills and talents developed so that they can 'be the best that they can be'. Our belief is that learning should be exciting and engaging. We want every child to leave our school ready for the next stage in their education and with a real appetite for learning.

We have high aspirations for every child who attends our school and a strong track record of achieving academic success. Equally, we ensure children at Mill Rythe Junior School are able to explore their full range of talents and interests. Alongside a stimulating and varied curriculum, we offer a range of sporting, musical and artistic enrichment activities including successful sports clubs, gardening clubs and music lessons.

We place great emphasis on developing children's personal skills and believe in the importance of developing kind, caring and courteous individuals. Behaviour in our school is very good and we offer children high quality care and pastoral support. We have strong systems in place to support children with additional learning needs and have a fully qualified Special Needs Co-ordinator.

I am incredibly proud to be the Headteacher of Mill Rythe Junior School. Equally I am proud of the children and staff who contribute so much to the life of the school.

I look forward to working with you and your child and welcome you to the Mill Rythe Family.

A handwritten signature in black ink that reads "D Maxwell". The signature is written in a cursive, slightly slanted style.

Mrs D Maxwell
Headteacher

Letter from Lisa Charlton, Chair of Governors

June 2025

Dear Parents and Carers,

Welcome to Mill Rythe Junior School!

On behalf of the Mill Rythe Junior School Governing Body, I am delighted to welcome you and your child to our school, either as a returning parent/carer or those joining us for the first time.

As governors, our role is to work alongside the school leadership team to help shape the strategic direction of the school, ensure accountability, and support the highest standards of education and well-being for every pupil. We take this responsibility seriously and are committed to ensuring that Mill Rythe Junior School remains a nurturing, caring and inclusive environment for all.


Our school vision, mission and values have recently been reviewed and are on the following page. This document applies to everyone in our school community and its purpose is to ensure that we create an environment where every child feels happy, safe, valued, and inspired to achieve their full potential.

The governing body firmly believe that a strong partnership between school and home is essential to a child's success. When families and school work together, children thrive and flourish. We encourage open communication, shared values, and mutual respect to build a supportive community around every child. Your involvement, whether through conversations at home, attending school events, or providing feedback is invaluable and very much appreciated.

Thank you for choosing to send your child to Mill Rythe Junior School. We are looking forward to them starting their learning journey and sincerely hope they will have a rewarding and enjoyable experience with us.

With best wishes.

Yours sincerely,



Lisa Charlton
Chair of Governors

School vision, mission and values

Our Vision

We are a school community that strives to be the best we can be, we want everyone to feel they belong, feel safe and feel valued. We are ambitious and have high expectations of ourselves, others and our school in all that we do, looking to achieve the very best we can. We work both independently and together, take risks without fearing failure and learn from our mistakes. We are inquisitive and outward looking and seek to use this to improve what we do.

Our Mission

- Ensuring excellent teaching and learning through high quality CPD and coaching so that the school becomes a centre of excellence and that the school and staff are well equipped to meet the diverse needs of all learners, including disadvantaged pupils and pupils who have special educational needs.
- Developing effective strategies that support the health and wellbeing of all those within the school community, developing strong learning behaviours that lead to a passion for lifelong learning and promoting positive mental wellbeing throughout the school.
- Develop a curriculum that is broad, rich, exciting, and engaging both within and beyond the school day so that children progress not just academically but are able to pursue excellence in other areas such as art, music and sport.
- Achieve pupil outcomes that are significantly above the national average and ensure that our pupils are ready for the next stage of their learning journey.
- Promote strategies that develop children's emotional awareness and their understanding of the significant role they have locally, nationally and globally so that they can identify how their actions can bring about considerable change for the better.

Our Values

- **Kindness** - be kind to ourselves and each other, always
- **Aspiration** - set high standards and persevere to achieve excellence
- **Respect** - for ourselves, each other, our local and global community
- **Responsibility** - take responsibility for our actions, be a responsible person
- **Honesty** – tell the truth and learn from the mistakes we make

Celebrating Success

At Mill Rythe Junior School we believe that every child should be valued and their unique set of talents and abilities celebrated.

We celebrate children's achievements in many ways. This includes:

- Marvellous Me Thumbs Up.
- A weekly Learning Value Star of the Week award for each class.
- Great Citizen awards for children who have contributed something to either the school or wider community.
- Regular opportunities in whole school assemblies to celebrate achievements out of school i.e. sporting or musical successes.
- End of year awards for year 6 children leaving the school.
- Termly and annual attendance awards.
- Care the Bear for children who have displayed our value of kindness.
- House Rewards.
- Weekly attendance cup.

In addition to this, we believe that simply saying 'well done' or 'thank you' to members of our school community who have exemplified the school values is a powerful way of promoting a positive school culture.

A place of excellence

We consistently challenge ourselves to 'be the best that we can be.'

We set high standards and expect the best of ourselves and each other. All of our children benefit from the school's excellent facilities. We are one of only a few schools in Hampshire with our own indoor swimming pool. We also have a large playing field and purpose-built computer suite. We have our own school farm where children have the opportunity to engage with our animals. We have achieved success in a range of sports at both district and County level.

A caring and nurturing environment

We provide a happy, caring environment where children can thrive. We have a nurturing ethos where children work together.

From time to time children may need extra support or guidance. We have a strong pastoral support structure in place to ensure children are given the help they need in a timely fashion. This includes access to ELSA, TALA and Thrive support within school. The aim is that the children who require this are given bespoke support for a designated period of time in order to equip them with the skills to be successful.

We value good manners and place a strong emphasis on 'the little things that matter.' Whether saying please and thank you or holding the door open for others – acts of kindness are celebrated and promoted.

We look to develop pupil voice. We have a team of pupil leaders, known as ambassadors, as well as an active school council.

Our School Council ensures that children have an important role in the running of the school.

Where learning, progress and achievement come first

At Mill Rythe Junior School, learning is at the heart of everything we do.

We work incredibly hard to ensure that all children make good progress during their time with us and will achieve consistently high academic standards in reading, writing and maths and across the broader foundation curriculum. We believe that children should leave our school with a strong body of knowledge and skills across all subjects so that they are ready for the next stage of their education.

We also ensure that children are offered a rich and diverse extra-curricular programme, including a range of artistic, musical, creative and sporting opportunities.

We value and celebrate children's individual progress from their personal starting points.

School Values

At Mill Rythe Junior School, we are committed to developing great characters with the associated values that will set our children up to be successful for life. We do this through developing and promoting our school values in all aspects of school life.



We expect parents and carers to support the school with upholding our school values.

Expectations of Behaviour and Conduct

Mill Rythe Junior School is committed to creating an environment where exemplary behaviour is at the heart of productive learning. Everyone is expected to maintain the highest standards of personal conduct, to accept responsibility for their behaviour and encourage others to do the same. Our relationships and behaviour policy guides staff to teach self-discipline not blind compliance. It echoes our core values of kindness, aspiration, honesty, respect and responsibility with a heavy emphasis on respectful behaviour, a partnership approach to managing poor conduct and dynamic interventions that support staff and learners.

Mill Rythe Junior School has 3 simple rules '**Be Ready, Be Respectful and Be Safe**' which can be applied to a variety of situations and are taught and modelled explicitly. We expect all families to support the school and work together to ensure our high expectations are maintained.

Useful Information

The School Day

Gates open to our playground	8:35am
School day begins	8:50am
Break time	10:30am – 10:45am
Lunch	12:10pm – 1:05pm
Afternoon session	1:05pm – 3:30pm

Pupils should not be on the premises earlier than 8.35am, when the front gates will be opened.

First Day at School

The first day of term for our children is **Friday 5th September** (Wednesday 3rd and Thursday 4th September are INSET days for all school staff). Children need to bring a named plastic water bottle to school. They may also bring a fresh or dried fruit snack for break time. Please do not send products containing nuts or that may have been contaminated or come in to contact with nuts in to school. We will provide all of our children with the equipment they need for learning in class so please do not send in pencils and pencil cases. When it is their day, pupils should come to school in the morning wearing their PE kit. Pupils will need to have their swimming kit in school for their swimming day. The timetable will be shared with you in the Year 3 newsletter at the start of term.

These are the arrangements for your child's **first day at school**:

- Please bring your child to the school gate where they will be greeted by a member of staff and taken to their classroom to meet with their class teacher.
- Bring bags, coats and water bottles into school on the first day. (Please ensure that all items are clearly named, including school uniform and PE Kit).
- **At the end of the day, we will open the gates to the playground at 3.30pm. Children will only be released to the adults identified on their collection arrangements form, or allowed to walk to the carpark, if this is your arrangement. It is important to keep this form up to date with the office.**

Communication

We welcome positive working relationships with our families. Good communication plays a key role in this. There are a number of ways we keep in touch:

- For a quick chat, please feel free to catch your child's teacher after school
- For a more detailed chat, you are welcome to make an appointment to meet your child's class teacher at any time in the year via the school office.
- Our weekly newsletter is emailed to parents each Friday.
- We use Arbor. You will require the parent portal app and will be given login details when your child joins the school.
- Curriculum overviews will give you an outline of what your child is learning each term. These are published on the school website.
- We hold an informal 'Meet the Teacher' drop in in September.
- We run 'The Hub' on Monday mornings at 9am for parents and carers to meet informally with our Home School Link Worker, Mrs Ginn.
- We offer more formal parent evenings during the Autumn and Spring terms.
- There are lots of other opportunities for parents to come into school, e.g. class assemblies, coffee meetings; Details of these appear in the weekly newsletter.
- Our school website: www.millyrthejunior.co.uk is full of useful information and our latest news.
- Our school Instagram account, [millyrthejuniorschool](https://www.instagram.com/millyrthejuniorschool) and Facebook account is where parents and family members can keep up to date with the events taking place in school.
- School policies are available on our school website but if you would like a paper copy please contact the school office.
- The 'Marvellous Me' app. You will receive further details once your child starts with us.
- At the end of the summer term, a written school report and attendance report will be sent home.

Reporting Your Child's Absence

If your child is too unwell to attend school please let us know as soon as possible. You can leave a message on our answer machine or message via the Arbor app by 8.50am. For safeguarding, we need you to contact school for each day of absence. For example, if your child is ill for a four-day period, we will need you to phone school on all four mornings. If we do not hear from you by 9.30am, we will contact you to ensure that your child is safe at home. If we are unable to contact you to establish your child's whereabouts, then we will inform the Police that we have a child missing from education. Therefore, please ensure you inform us without delay.

Late Arrivals

All children arriving at school late must sign in at the school office and should inform staff of their lunchtime arrangements (whether they are packed lunch or need to order a school meal). School meals for the day must be ordered by 9:30am. Please note, we are unable to guarantee a school meal for any child arriving after this time.

If your child arrives after 9:10am this is recorded as unauthorised. We monitor lateness on a weekly basis and send a message informing you of your child's lateness for that week.

Money Sent to School

Our preferred method of payment is via Arbor. However, we do accept cash via the school office.

However, if you send money into school with your child please ensure that the money is placed in a sealed envelope with your child's name and class and the amount enclosed written clearly on the front, together with an explanation of where the money should be paid e.g, dinner money, school trip, club fees etc

Medical Information

When pupils join our school, parents are asked to supply full details relating to any medical conditions on the registration form. It is essential that this is completed accurately.

Children must not keep any medicines, creams, cough sweets etc in their school bag. All medication should be brought to the school office by an adult where it will be labelled with your child's name and class and stored securely. We will ask parents to complete and sign a consent form giving instructions of how to administer medicines. When medicines are no longer needed in school, they must also be collected by an adult. If your child has a complex medical need, please contact the school office to arrange an appointment if you have not done so already. Please note, Ibuprofen will not be administered unless prescribed by a GP.

School Dinners

Our meals are cooked on the premises and the current cost is £3.30 a day. All meals must be paid for in advance. Our preferred method of payment is via the Arbor app. New parents will be given login details for the parent portal when their children join the school.

As long as dinner accounts are in credit, your child can sign up for dinners daily. There is no need to commit in advance to a whole week or term. However, you can preload the account and dinners will only be deducted on the days they are ordered. There is a varied menu which changes weekly, and can be viewed on line at <http://www.millrythejunior.co.uk/school-dinners/>

Packed Lunches

If you prefer, you can provide your child with a healthy and balanced packed lunch. This should not contain nuts, sweets, chocolate bars, sugary, fizzy or energy drinks etc. Please do not send products containing nuts, or that may have been contaminated or come into contact with nuts, into school. Packed lunches should be put on the year group trolleys located on the playground in the morning.

Free School Meals

Children from families in receipt of certain benefits may qualify for Free School Meals. You can check if you are eligible on line at <https://www.hants.gov.uk/educationandlearning/freeschoolmeals>

Please let the school office team know if you need any further support with this.

Break Time Snacks

Children may bring fresh or dried fruit or vegetable snacks (no nuts) to eat at morning break. Please do not send in crisps or chocolate bars for snacks.

School Uniform

Our children wear their uniform with pride and look very smart in school. We are committed to maintaining the highest standards and know you will support us with this. Uniform can be ordered directly from Skoolkit at <https://www.skoolkit.co.uk/school-uniform/1125> or by visiting the Skoolkit shop in Havant (Meridian Centre). Uniform is also available from Brigade (free delivery into school, approximately fortnightly) at www.brigade.uk.com

Please ensure that you name all uniform clearly – All named lost property is immediately returned to the child and is not held in school. After a half term, unnamed items are donated to charity.

We do hold a small number of uniform items for emergencies.

Whether you would prefer your child to wear our branded logos or choose a generic item is completely at your own discretion. There is **no** requirement to wear branded uniform. Second hand uniform is available free from the Hayling Island Community Centre and for purchase through our PTA.

Our uniform is as follows:

White polo shirt with optional school logo

Navy sweatshirt or cardigan with optional school logo

Dark grey trousers, skirt, culottes or shorts (not black)

Navy and white check summer dress

Black school shoes or plain black, flat, ankle boots which are appropriate for school

PE kit:

Plain or shadow stripe navy shorts

PE T-shirt – plain white or plain navy blue (school logo optional)

<https://serioussport.co.uk/teamwear/stores/mill-rythe-junior-school/>

Trainers

A plain navy or black track suit for outside games

Plain PE hoodie – navy blue, (school logo optional)

[\(https://serioussport.co.uk/teamwear/stores/mill-rythe-junior-school/\)](https://serioussport.co.uk/teamwear/stores/mill-rythe-junior-school/)

No Logo or Team Branding

Please note: Trainers, Ugg style boots, leggings, over the knee socks, very short shorts and hoodies are not to be worn as school uniform. A navy PE hoodie can be worn for days where children are doing PE sessions but should not be worn at other times.

Swimming Kit:

Boys: plain blue or black trunks (ie speedos or jammers, preferably not baggy shorts)

Girls: a plain blue or black one-piece swimsuit

All children will need a swimming hat. These can be purchased from the office for £3.

We also request a swimming subsidiary of £25 for a single child or £35 for a family. This contributes towards the maintenance of our swimming pool.

Jewellery

No jewellery should be worn other than a small, plain stud earring in each lobe and no smart watches. Analogue watches can be worn. Earrings must be removed for swimming and PE – children need to be able to do this independently. If ears are newly pierced, studs may be kept in and covered with surgical tape for PE and Games, but children cannot swim until their earrings can be removed and pupils are able to do this independently.

Nail varnish should not be worn at any time.

Long hair for all children (shoulder length and longer) must be tied up at all times.

Please note, a child cannot swim for 6 weeks after new ear piercings so please plan ahead to not do this at the beginning of a swimming term as swimming is part of the mandatory curriculum.

If your child comes to school not wearing appropriate school uniform, you will be sent a letter outlining the breach. Uniform is not optional.

Mobile Phones

Mobile phones and smart watches are not to be kept by children during the school day (neither on their person or in lockers/book bags). They must be handed in to the teacher on the gate on arrival at school and collected from the gate at the end of the day.

Parents and carers must ensure that mobile phones are not be visible whilst on site.

Homework and Reading

In line with current government guidelines, we set regular maths, spelling and reading homework for the children to complete.

I would like to thank you in advance for the support that you give your child with this homework. Finding them a quiet place to work and getting them into a routine of completing homework regularly will really help them as they move through our school and onto secondary school.

Children will also have access to Times Table Rock Stars (log in details will be shared on arrival). Children may also choose to complete different reading challenges from their Reading Journals. Reading books and reading journals need to be in school each day.

In Year 3, your child will be expected to read 5 times per week, complete a spelling activity and practise their times table via Times Tables Rock Stars. From Autumn 2, children will also complete SPAG.com homework.

In Year 4, 5 and 6, your child will be expected to read 5 times per week, complete a spelling activity, practise their times table via Times Tables Rock Stars, and complete arithmetic and SPAG.com homework.

Please may I ask that you take time to regularly read with your child at home over the holidays as well as during the term time.

Requests for Leave of Absence

We expect all children to be in school during term time unless there are exceptional circumstances. If they are not with us, they will not be able to make progress in so many different areas. Mrs Ginn, our Home School Link Worker, works closely with a number of our families to provide families with a wide range of support, including attendance.

If you take your child out of school, it may be recorded as an unauthorised absence and you may be subject to a fine. We ask that you notify the school in advance, in writing, so we are aware of where the children are and why they are not in school. Please contact the office for a Leave of Absence Request form.

Term time holidays are not exceptional circumstances and WILL NOT be authorised, so please do not book them.

It is not school policy to set work to be completed out of school in these circumstances.

Getting to School

Walking

Wherever possible we encourage families to walk to school as access to car parking is restricted with so many families trying to access the school site at the same time. Walking is also a really sociable and healthy way to start the day.

By Car

There can be considerable traffic congestion before and after school and we ask that drivers exercise patience and consideration at all times.

There are a limited number of parking spaces available outside the school, but we encourage our parents to use the 'drop and go' drive through system or to park at Lidl and walk the final distance. Please note—our PCSOs have advised us that parking on the double yellow or zig zag lines is illegal and, as such, may attract a fine. If you do need to drive to school, please make sure that the gates that provide emergency access to our playground are not blocked.

Please park responsibly to keep our community safe. Where possible please turn your engine off if waiting.

By Bike or Scooter

We are very fortunate to have a cycle and scooter rack situated at the rear of our school. Children in Years 3 and 4 are invited to cycle to school with a parent. All children in upper school are offered cycle training and once they pass they are welcome to cycle to school independently. Prior to this, parents may decide to allow their children to cycle to school independently. Please ensure that your child always wears a cycle helmet and that the bike is in a roadworthy condition. Bikes should be locked up during the day and as a school we cannot be responsible for them. **We expect that bikes and scooters are to be pushed on site and not ridden to keep all members of the Mill Rythe Family safe.**

You can read more about safe cycling routes on Hayling at:

<http://www.cyclehayling.org.uk/projects/safe-cycle-routes-to-schools/>

Clubs

We are able to offer our children a range of clubs across the year which change from one term to another. These are run by dedicated members of staff and by external providers with whom we work closely.

Details of clubs are shared via a letter with an online application form at the start of each term.

Morning Mastery

These sessions take place before the start of the school day, in small groups, led by a member of staff. If your child is invited to attend Morning Mastery, it is because their class teacher has identified that they would benefit from doing so. The aim of the sessions can be to support and reinforce your child's understanding in key areas or to extend and challenge your child's understanding. The sessions are extremely successful in both supporting and extending children with their learning and, will enable your child to achieve their full potential.

Enriching the Curriculum

Throughout the year, we provide a range of visits for our children which are designed to enrich and enhance their learning in different areas of the curriculum.

We will give you detailed information about the trips the children are undertaking for the year, complete with anticipating costs. We hope this will enable you to plan financially as we do rely heavily on your contributions to enable them to happen.

When your child joins Mill Rythe Junior School, we ask for your permission for your child to be included in all local trips during their time at the school. We ask for permission for all non-local trips via a separate letter.

Currently, our Year 6 children enjoy an action-packed residential visit to the Calshot Activities Centre, with its climbing complex, dry ski slope and indoor velodrome. We make arrangements for this trip to be paid for over the course of several months.

PTA

All parents and carers are automatically members of the PTA. Our school is very well supported by the PTA and provide wonderful opportunities for our pupils such as outdoor cinema, fairs throughout the year, pop up shops for special events etc. We would welcome your active involvement in these activities. If you would like to become involved, and we hope that you will, please email pta@millrythe-jun.hants.sch.uk.

Governors

We have a dedicated Governing Body made up of representatives of parents, staff and members of the local community. They offer both support and challenge to the leadership team of the school and play a significant role in the running of our school. If you think you would like to contribute to the governance of the school, keep a look out for vacancies in the newsletter.

Breakfast and After School Clubs

Before and after school wraparound care is offered on site by Active 8 Minds and they can be contacted on 01243 696580. This provision is available from 7.45am and until either 4.30pm or 6pm.

Our Contact Details

Address:

Mill Rythe Junior School
Havant Road
Hayling Island
Hampshire
PO11 0PA

Telephone: 02392 463 663

Text: 07786 207 779

Email: admin@millrythe-jun.hants.sch.uk

Website: www.millrythejunior.co.uk

Facebook: Mill Rythe Junior School

Instagram: millrythejuniorschool

Emails sent to the admin email address are read during our school office opening hours:
8 am to 4pm.

In term time, we aim to respond to most emails within 5 working days, unless in the school's view, it relates to a safeguarding concern or true emergency.

If a query or concern is time sensitive and urgent, please call the school office.

Please note that in most circumstances, teaching and leadership staff are unlikely to be available to receive calls due to teaching and other commitments.

If you would like to contact Mrs Mott, SENCO and Inclusion Leader, please email inclusion@millrythe-jun.hants.sch.uk

Correspondence specifically related to individual children and concerns around their learning or behaviour including SEND, in the first instance, should be addressed with the child's class teacher. If this is not appropriate, please contact the inclusion email address.

If you would like to contact Mrs Ginn, Home School Link Worker, please email: hsl@millrythe-jun.hants.sch.uk

Both email inboxes are monitored regularly and you will receive a response within 5 working days.

Data Protection Policy

Mill Rythe Junior School collects and uses personal information (referred to in the General Data Protection Regulation (GDPR) as personal data) about staff, pupils, parents and other individuals who come into contact with the school. This information is gathered in order to enable the provision of education and other associated functions. In addition, the school may be required by law to collect, use and share certain information.

The school is the Data Controller of the personal data that it collects and receives for these purposes.

The school has a Data Protection Officer who may be contacted by contacting the school office.

The school issues Privacy Notices (also known as a Fair Processing Notices) to all pupils/parents and staff. These summarise the personal information held about pupils and staff, the purpose for which it is held and who it may be shared with. It also provides information about an individual's rights in respect of their personal data.