



SCHOOL PROSPECTUS

ST JULIAN'S PRIMARY SCHOOL
"LEARNING TOGETHER HAND IN HAND"

2018-19

St. Julians' Primary School

Beaufort Road,
Newport. NP19 7UB

Telephone: 01633 259563

Email: stjulians.primary@newport.gov.uk

Website: www.stjuliansprimary.com

Chair of Governors: Councillor Deborah Davies

Head Teacher: Mr. David Rees



Newport Local Education Authority

Chief Education Officer: Mrs. Sarah Morgan

Dear Parent,

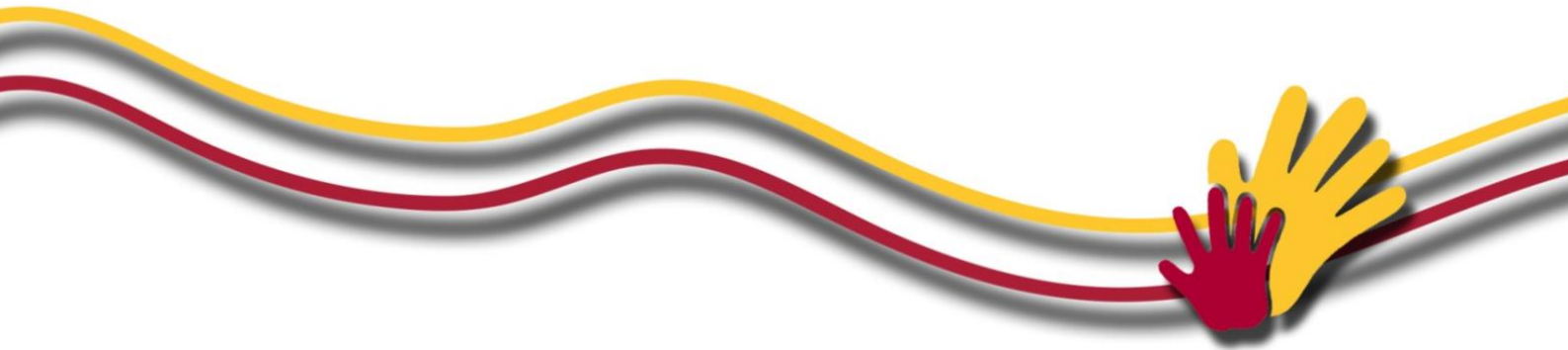
I have pleasure in presenting to you the school prospectus for the academic year beginning September 2018. I hope that you will find it useful and informative. If you have any queries, or if you need any other information, do not hesitate to contact the school.

It is our desire that your child will be happy here, and will enjoy learning and therefore achieve his/her potential.

The process of learning is enhanced by the partnership between home and school, and we look forward to working closely with you to enable your child to make progress.

Yours sincerely,

David Rees
Head Teacher



The School

St. Julian's Primary School provides education for pupils aged between 3 and 11 years and currently has 700 pupils on roll (July 2018). It is an English medium community school maintained by Newport City Council.

The school was built in 1952 and is set in a 10-acre site, accommodating the Foundation Phase (FP) and Key Stage 2 (KS2) buildings and a purpose-built Nursery (opened in 1976). The Foundation Phase building takes the form of a "T" shape, with 4 classrooms across a top corridor and 5 classrooms in the main corridor; the KS2 building is on two storeys and both buildings have large halls which are used for daily assemblies, concerts, P.E. and dance. Unlike most schools, St. Julian's has designated dining rooms alongside the kitchen. We are extremely fortunate that the school building is surrounded by extensive grassed areas and four spacious playgrounds.

The Nursery has part-time places for 112 pupils aged between 3 and 4. If spaces are available, children are eligible to attend Nursery at the beginning of the term following their third birthday.



The Governing Body

The Governing Body

Chair: Councillor Deborah Davies

Vice-Chair: Mrs. Elaine Bryant

LEA Governors: Mrs. Elaine Bryant
Councillor Deborah Davies
Mr. Mark Jenkins
Councillor Mark Spencer

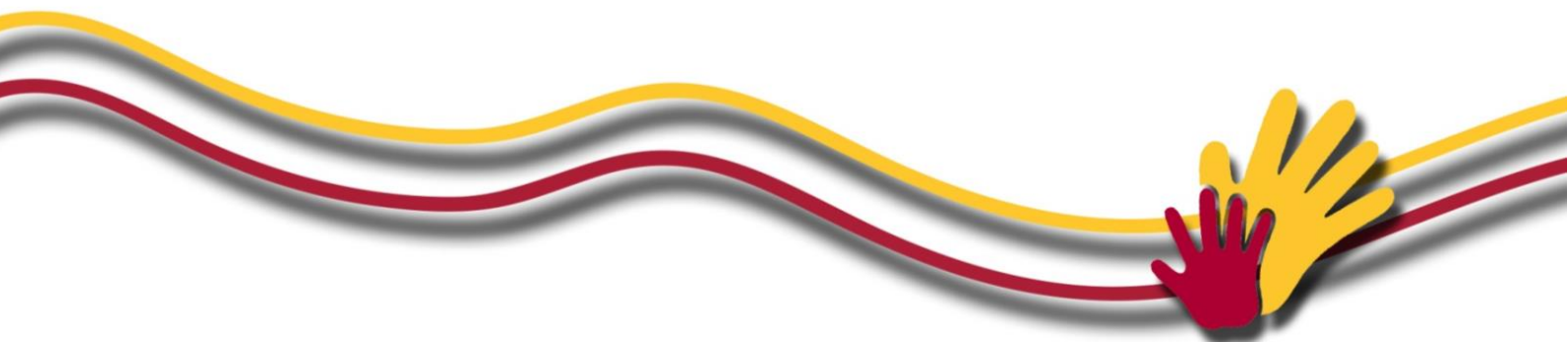
Parent Governors: Mrs. Clare Kenney
Mrs. Hayley Knights
Mrs. Joanne Mines
Mr. Karl Reed

Community Governors: Mr. Rhys Evans
Mrs. Pauline Marshall
The Reverend Clive Taylor

Staff Governors: Mrs. Karen Hollings
Mrs. Tina Lee
Mrs. Rachel Sier

Head Teacher: Mr. David Rees

Non-voting members: Mr. Luke Mansfield
Mrs. Claire Orford



Staff at St. Julian's Primary School

Head Teacher: Mr. D. C. H. Rees
Deputy Head Teacher : Mrs. C. L. Orford
Deputy Head Teacher: Mr. L. P. Mansfield

Teachers

Nursery: Mrs A. Gough
Reception: Miss H. Browne
Miss B. Jones
Miss R. Davies
Year 1: Miss L. Welsh *Foundation Phase AENCo*
Mrs. H. Hando/Mrs. L. Tucker
Miss R. Ward
Year 2: Miss S. E. Dowsell *Foundation Phase Leader*
Mrs. K. Sefton
Miss C. Butcher
Year 3: Mrs. S. J. Watkins*/Mrs. L. E . McKenzie
Mrs. G. A. Evans *KS2 AENCo*
Miss J. Vers
Year 4: Miss E. Sheppard
Miss H. Hodges
Mrs. B. A. Daly/ Mrs. R. F. Hayward-Price
Year 5: Mrs. B. Hard
Mr. C. S. Carter
Miss H. Nelson
Year 6: Mrs. K. Hollings *Upper Phase Leader*
Mr. J. Jones *Well-being and 'Successful Futures' Lead*
Mr. D. Frost

Teachers covering PPA: Miss R. Burgum/Mrs. R. Sier
Mrs. K. J. Lewis/Mrs. L. Robinson

* Mrs Watkins is the Leader of Literacy

School Finance Officer

Mrs. M. Deal

School Support Officers

Mrs. C. Arnold
Miss A. Davies

Higher Level Teaching Assistants

Mrs. L. Bowden
Mrs. C. Thomas

Teaching Assistants:

Mrs. L. Addis, Mrs. E. Buckley, Mrs. B. Davies, Mrs. P. Dennis, Miss S. England, Mrs. H. Evans, Mrs. J. Ford, Mrs. L. Frost, Mrs. L. Haslett, Mrs. S. Haslett, Mrs. T. Jenkins, Mrs. L. Jones, Mrs. D. Kinder, Miss V. Lambert, Mrs. T. Lee, Miss L. Lilley, Mrs. A. Lovell, Mrs R. Lynch, Mrs. D. Muca, Mrs. R. O'Neill, Mrs. E. Prewett, Mrs. E. Ryall, Mrs. K. Seer, Mrs. L. Steed, Mrs. C. Thompson, Mrs. E. Thorne, Miss P. Watkins, Mrs. F. Yalland.

Caretaker:

Mr. D. Watts

Senior Midday Supervisor:

Mrs. L. Shatford

Midday Supervisors:

Mrs. L. Cornelious, Mrs. M. Griffiths, Miss E. James, Mrs. C. O'Sullivan, Mrs. J. Rowlands, Mrs. K. Jones

Our School's Mission Statement

The Governors and staff are committed to the agreed mission statement and aims.

It is the school's mission to provide a happy, secure, stimulating, and caring learning environment where all children are encouraged to achieve their potential to the full, irrespective of social background, gender, disability, ethnicity or faith.

Aims

We aim to enable our pupils:

- to become confident, effective life-long learners who will contribute to their community
- to respect others, have personal self worth and behave appropriately
- to be able to communicate effectively
- to be numerate
- to have an understanding of the world around them
- to have an understanding of how the world has developed
- to develop an interest in culture
- to understand the importance of a healthy lifestyle
- to be aware of the spiritual dimension of life



We ask parents to support these aims and to work with the school to achieve them.

Inspection

Inspection by Estyn (*Her Majesty's Inspectorate of Schools in Wales*)

The school underwent its last Inspection in January 2011. The school was deemed to be "Good" after four terms of amalgamation and the prospects for improvement are "Excellent". Very few schools in Wales have excellent prospects. The report can be read in full on the school's website.

The Curriculum

Your child will be taught by a team of dedicated and caring teachers and will be supported by valued teaching assistants. All members of staff are involved in detailed planning of the broad and balanced curriculum which your child will receive.

Pupils in the Nursery, Reception classes, Year 1 and Year 2 will follow the guidelines of the Foundation Phase and will learn through experiential activities. The seven areas of learning are: 1) Language, Literacy and Communication, 2) mathematical development, 3) Welsh language development, 4) knowledge and understanding of the world, 5) creative development, 6) physical development and 7) personal and social development, well-being and cultural diversity.

Pupils in Years 3 to 6 will follow the subjects laid down in the National Curriculum: English, Mathematics, Science, Welsh, Information and Communication Technology (ICT), Design and Technology, History, Geography, Music, Art and Physical Education.

The Welsh Government has recently announced changes to the curriculum in line with the Donaldson Report and schools are currently moving towards this new curriculum entitled, 'Successful Futures'. Schools in Wales have been chosen to take part in devising different areas of the curriculum, and St. Julian's is a 'Pioneer School' for the Digital Competency Framework.

Every teacher is responsible for teaching the basic skills of literacy and numeracy and developing these skills across the curriculum (National Literacy and Numeracy Frameworks) and the Key Skills of ICT and thinking.

In addition, it is statutory to teach Religious Education and Personal and Social Education (PSE).

Religious Education is not part of the National Curriculum. An agreed syllabus is determined by the Standing Advisory Committee for RE, appointed by the Local Education Authority. All pupils receive a RE lesson each week. Pupils learn about the festivals, books, dress, customs, and beliefs, etc. mainly of the Christian, Jewish and Islamic faiths.

Documents relating to the National Curriculum, validated by the Welsh Assembly, are available for inspection at the school.



School Organisation

In 2018-19 there will be 21 classes from Reception to Year 6. Children remain for one year in each class. All classes consist of children of mixed ability and are organised according to chronological age.

Children spend the majority of the school day with their class teacher but may also receive teaching expertise from other teachers during the day for music, additional needs etc. Pupils in Years 3 to 6 are set for number and spelling and may have a different teacher for those subjects.

Within the class, children may be re-grouped during the year. Work will be differentiated to allow pupils of different abilities to achieve their potential.

Children will also be supported by valued support staff who work under the direction of the teachers. Many of the teaching assistants deliver very successful intervention programmes which have enabled pupils to make considerable progress.



Children are taught using a variety of teaching methods - individual, small groups and whole class.

In every class, we value all children, whatever their needs, and endeavour to stimulate and extend them to reach their full potential.

In line with the Foundation Phase we are striving to use the grounds in order to develop 'out door' learning.

Basic Skills

The basic skills of reading, writing and number are the most important skills that a child learns at primary school. Good basic skills are essential to success in the future.

At St Julian's Primary School, all staff are committed to, and take responsibility for improving children's basic skills. We aim to provide the support needed to strengthen and improve children's existing competence, regardless of background, gender, race or culture.

We make use of assessments to identify strengths and weaknesses and provide extra support where necessary as early as possible.

Targets are set for children in all age groups within the school to improve standards in English and Mathematics.

The involvement of parents is vital in helping to raise standards in basic skills. Literacy/numeracy workshops and parents' evenings are held to inform parents as to how they can support their child in reading, writing and number.

This school provides a considerable amount of support in terms of teaching expertise for children whose attainment in basic skills, for whatever reason, is not as it should be.

All staff have received Assertive Discipline training and maintain a positive approach to supporting good behaviour and discouraging unacceptable behaviour. Parents are expected to sign a home-school agreement which outlines the school's commitment to providing a good standard of education and its expectations of parents in supporting that commitment.



Additional Educational Needs

The school is committed to working with children identified as having an additional educational need, and with their parents to ensure that they receive provision to help them cope with or overcome their difficulties. The school carries out the "Code of Practice for Special Educational Needs" introduced in 1994 and up-dated by the Welsh Assembly Government in April 2002. The Code identifies three stages of intervention.

School Action: The school's Additional Needs Co-ordinator (AENCo), gathers information and supports the class teacher in co-ordinating the child's special educational provision.

School Action Plus: The class teacher and additional needs co-ordinator receive support from outside specialists (e.g. advisory teachers, psychologists, therapists, etc.) to provide in-school support.

Local Authority (LA) Involvement: The LA considers the need for statutory assessment. This is requested by the school, with support from outside agencies. The LA decides, if appropriate, to make a Funded Individual

Education Plan (IDP) and arranges, monitors and reviews provision. There are several categories within this stage. **

In order to cater for children in our school who have additional needs, the following support is provided:

- teachers who deliver intervention in Literacy and Numeracy.
- a teaching assistant who runs a "One Step" Speaking/Listening/Communication programme for Reception children.
- teaching assistants who deliver the 'Nessy' programme across the whole school
- a teaching assistant who delivers a 'Numeracy Catch Up' programme in Y1.
- teaching assistants who deliver 'Numeracy Recovery' and 'Numeracy Catch Up' programmes in Y2.
- teaching assistants who deliver 'Direct Phonics' programme in Years 3 and 4.
- teaching assistants who deliver 'Literacy Launcher' in Years 3, 4 and 5.
- a teaching assistant who delivers 'Success in Six' in Year 6.
- a teaching assistant who delivers 'Rapid Readers' in KS2.

Time allocated to the children depends on the severity of the additional need.

Each child who is on "School Action" or "School Action Plus" of the "Code of Practice" has an Individual Learning Plan (ILP) in FP or an Individual Educational Plan (IEP) in KS2 in the areas where the difficulty occurs. The plan is carried out by the class teacher and overseen by the Additional Needs Co-ordinator and parents are invited whenever necessary to reviews during the school year.

The school's AEN Policy and the "Code of Practice" are available for all parents to view on request.

The AENCos are Miss L Welsh (for pupils in the FP) and Mrs. A. Evans (for pupils in KS2).

The member of the Governing Body with responsibility for Special Needs is Mrs. P. Marshall.

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It should be noted that legislation is currently passing through the Senedd to replace the Code of Practice of SEN.

Welsh



Welsh is taught as a second language and teaching staff have received training to correspond to the legal requirements of the National Curriculum in the teaching of Welsh as a second language. Welsh is not the medium of the teaching, although incidental Welsh may be used in most lessons.

Incidental Welsh is taught in Nursery and Reception and the language is developed orally and through written work throughout the remainder of the school.

The children have access to written Welsh through books, role-play and worksheets. Use is also made of audio-visual resources.

The Welsh culture is promoted within the school through the celebration of St David's Day which is celebrated in the form of an eisteddfod. Our Country Dance teams perform at Gwyl Plant Gwent. An understanding of Welsh heritage is developed through the teaching of English, History, Geography, Music, Art, Design and Technology, R.E. and P.E.

The Co-ordinator for Welsh is Miss C. Butcher.

Religious Education

The guidelines for Religious Education are not included in the National Curriculum. They are laid down in an Agreed Syllabus which is determined by the Local Authority.

All children receive lessons in Religious Education at least once weekly. The content of lessons is linked to the topic currently being studied. Throughout the school, the main faith considered is Christianity (as laid down in the Agreed Syllabus) and other faiths (Judaism, Islam, Hinduism, Buddhism) are explored as children are introduced to stories and ideas which have their foundation in other cultures and beliefs.

Parents who wish their children to be exempted on religious grounds from such activities are required to contact the Head Teacher.

Collective Worship

We believe that this is an important part of the day when the children and staff come together as a family. Assemblies are held for the FP each morning and KS2 each afternoon, and are mainly Christian in character as directed in law.

Parents who wish their children to be exempted on religious grounds from such activities are required to contact the Head Teacher.

Assemblies follow common selected themes and provide the children with opportunities to promote thoughtful attitudes to their relationships with each other, with family members and with other people. Throughout the year, classes present assemblies.

Sport/Physical Education

Physical Education is considered a very important part of school life and physical activity is promoted to establish healthy lifestyles and positive interests. Children take part in physical education, dance, gymnastics and games lessons throughout their time at St Julian's Primary School. Each year a sports day is held to which parents are invited. The school is justifiably proud of its Country Dance teams which perform at the Gwyl Plant and its dancers who perform at the annual Newport Schools' Dance Festival. The school has a successful football. The school has employed 'Gateway Rugby' to provide rugby sessions in KS2 for many years.

P.E., Games & Sport

These subjects are compulsory for all children. Pupils in Year 4 attend a three-week swimming course annually.

Clothing for P.E. Boys wear black shorts and a white t-shirt
 Girls wear black shorts and a white t-shirt

Children work in their bare feet for safety indoors but need a pair of daps/trainers for outdoor games or to change into during wet weather. If your child has a verruca, he/she will need daps (not trainers).

Please mark all items of clothing with your child's name and provide a named drawstring bag in which to keep PE clothing.

All children are taught apparatus skills, dance and gymnastic skills.

Sex and Relationships Education

Sex education in this school contributes to the requirements of the Education Reform Act of 1988 which states that the school curriculum should be one which:

- promotes the spiritual, moral, cultural, mental and physical development of all pupils, and
- prepares them for the opportunities, responsibilities and experiences of adult life.

As part of our morals and values programme we encourage:

- respect for ourselves
- respect for others
- a caring and considerate attitude to each other
- sensitivity and respect for all, regardless of gender, race and colour
- children to form and maintain relationships

The Governors have endorsed the school's policy for Sex and Relationships Education (available on request)

The Sex Education Programme

- provides information which is easy to understand and relevant and appropriate to the age and maturity of the children
- it includes the development of social skills

Sex education is not taught as a separate subject. It is an integral part of Health Education and Science Education.

Girls in Year 5 have a session with the school nurse during the Autumn Term. A female teacher will be present at the talk. The girls will be shown a DVD covering their body changes and puberty. The nurse will talk about the body changes that they can expect and also about personal hygiene. Boys will not be present.

Boys are shown a DVD and have a talk about their body changes and hygiene needs towards the end of Year 6. The school nurse leads the session, with a male member of staff present. Girls will not be present.

These talks are age appropriate.

Parents will be informed of the date of these sessions. Parents may withdraw their child from these sessions.

Relationships will also form part of the PSE curriculum, and reproduction is referred to in National Curriculum science lessons - Plants and Animals. Human reproduction is not covered at this age.

Behaviour

The school has a Behaviour Policy that includes the 'Anti-Bullying' Policy.

The school uses the programme of 'Assertive Discipline' devised by the Newport LA. This promotes the positive, with a culture of praise and encouragement within the school. In order to ensure that effective learning takes place, there have to be rules and guidelines. These are displayed on the walls of the classroom. We ask you as parents to support our efforts to ensure that the school is a happy community where all pupils and staff are respected and are safe, and where property and the belongings of others are looked after.

It is very important that your child tells the teacher if he/she has any worries. Each KS2 class has a worry box, in which children can place a note that will be followed up.

If you suspect that your child is being bullied, please inform us immediately, so that the problem can be dealt with swiftly. Bullying will be dealt with. Do not hesitate to come to the school if your child is upset in any way.

Great emphasis is placed on the child's awareness of other pupils, staff and the community. We encourage children to share, care, work and play together in harmony. The children are frequently reminded of our school's motto, "Learning Together Hand in Hand". Anti-social behaviour is discouraged by all members of the staff. We expect children, whilst in school, to walk and talk quietly.

If we are concerned about a discipline problem with your child, we will contact you to discuss the problem. If you have any concerns regarding discipline and behaviour please contact the school.

On very rare occasions it may be necessary to restrain a pupil in order to safeguard them or other children/adults, e.g. if a child was to run onto the road. Staff have received training from the Local Authority in how to do this, and parents would be informed if it was necessary to do so.

School and Classroom Rules

- Be a good listener and follow instructions first time
- Keep hands, feet, objects and hurtful words to myself
- Walk in and around the school building safely and quietly
- Manage your distractions
- Always use a suitable voice level
- Respect all members of staff and peers

Rewards

Praise, stickers, certificates, notes home, individual and group points, 'Star Pupil Award', class/individual dojos, dojo shop rewards,

Consequences

- Reminder of the rules
- Time out in the classroom
- Reduced playtime
- Declassing
- Sent to the Head Teacher



Extra Curricular Activities

The following activities are available at different times during the school year:

Choir (Years 2 and 3), Choir (Years 4, 5 and 6), Cookery (FP and KS2), Country Dancing, Creative Club, Creative Dance, Drama, Eco, Film, Football, French, Gardening, Guitar, Hockey, Nature Club, Newspaper, Netball, Recorders, Rugby, Safe Cycling, School Council, STEM, Story Club, Summer Games, Tennis, 'VOICE'

The school is grateful to staff who give of their time to provide these activities. The school has had many sporting achievements, the choirs have performed at many events and the dancers perform annually at the Newport Schools' Dance Festival and at the Gwyl Plant.

Helping your Child at Home

Each week your child will bring home a list of spellings to learn. Please would you help your child to learn to spell these words. We encourage the children to look at the word carefully (developing a picture of the word in the mind), then cover the word and write it, before checking their spelling against the original. Look, cover, spell, check, say.

We would also ask you to help us by practising multiplication tables with your child. We would be looking at pupils in Year 2 learning the 2, 5 and 10 times tables. Putting lists on the bedroom wall is a good idea. Once your child knows the table, test them 'out of order' so that they have a quick grasp of their tables. Wrist bands are awarded to pupils when they know their multiplication tables.

Please read to your child and listen to them read. You might like to read a page to them, then they read the next page to you, and so on. Please ask them questions about what they've read, and if possible, take them to the public library regularly to help them develop a habit of reading. Children of Primary age are not too old to have stories read to them by a parent or grandparent. Please do this, as it develops a love of reading.

Please return home reading books to school on the day allotted by your child's teacher. We can't afford to lose any! A charge of £5.00 will have to be made to cover the cost of a lost book.

Lists of themes to be taught will be given at the beginning of each term. Please encourage your child to research the topics using the library, reference books, the internet, going on visits, etc.

We value your support greatly. Your child's success relies on a partnership between the home and the school. We look forward to working closely with you.

If you are concerned **at any time** about your child's learning, please come to the school office and ask to speak to the Head Teacher/your child's teacher.

Complaints Procedure

There is a statutory procedure to deal with all complaints including the provision and implementation of the National Curriculum and collective worship. In the first instance, all complaints should be referred to the Head Teacher. The matter will be investigated and the findings discussed with you. If the matter is not resolved, the Governing Body will investigate and respond.

Attendance Information

Regular and punctual attendance at school is vital and forms habits for life. Frequent absences are damaging to a child's education and should be avoided whenever possible.

If your child is absent, the school must be notified as quickly as possible by telephone, letter or verbally. Absence without an acceptable reason will be regarded as unauthorised.

Please would you make medical and dental appointments whenever possible, outside of school hours.

Family holidays taken during term-time disrupt your child's education, and we would request that this is avoided. Children make progress by learning in steps and by building on previous learning. Absence can lead to missing vital steps, particularly in number work. The Governors' position on holidays taken during school time is to authorise 5 days per annum if attendance during the previous twelve months is 97% or above. Any other holidays will be unauthorised.

In the case of infectious diseases, children should remain at home for the given time. The school or your GP will be able to advise on the length of time.

In cases of persistent absence and poor punctuality the Head Teacher is required to inform the Local Authority Education Welfare Service. The Education Welfare Officer (EWO) regularly examines the registers. In some cases, the Local Authority will impose a fine on parents for their child's non-attendance at school.

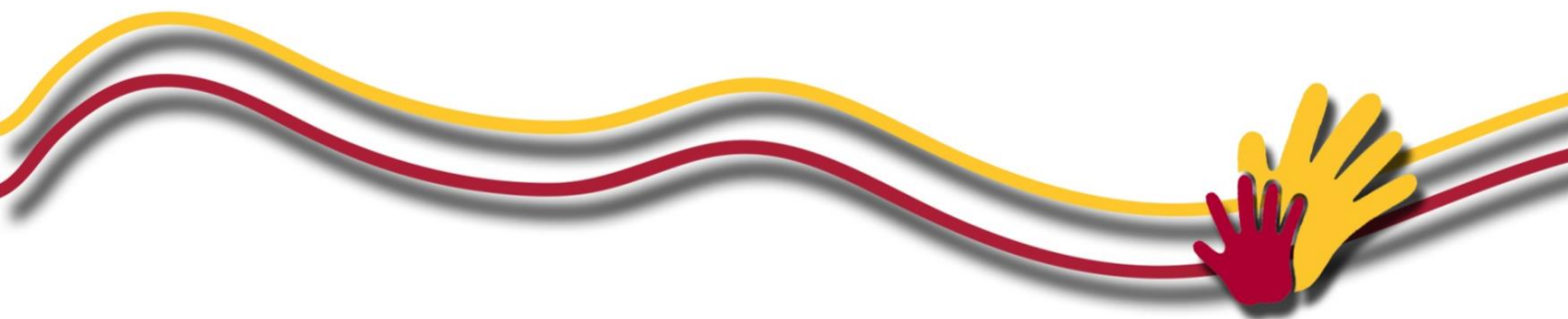
Facilities for Pupils with Disabilities

This school provides a safe, secure and stimulating environment for pupils across the ability ranges, including those with additional needs. The school site is reasonably level, although disabled children would encounter difficulties with the FP canteen which is on a different level to the other two buildings.

The school's Additional Educational Needs co-ordinators (AENCoS) liaise closely with a range of specialist support agencies in providing for the specific needs of individual pupils. These advisory agencies include: occupational therapy, speech therapy, physiotherapy, visually impaired service, hearing impaired services, Social Services, Educational Psychology Service and the language impaired service.

The nature of provision and progress of each child is carefully monitored by staff, the AENCo and specialist support agencies.

Regular review meetings are held between parents, the AENCo, staff, the Head Teacher and support agencies to inform future provision.

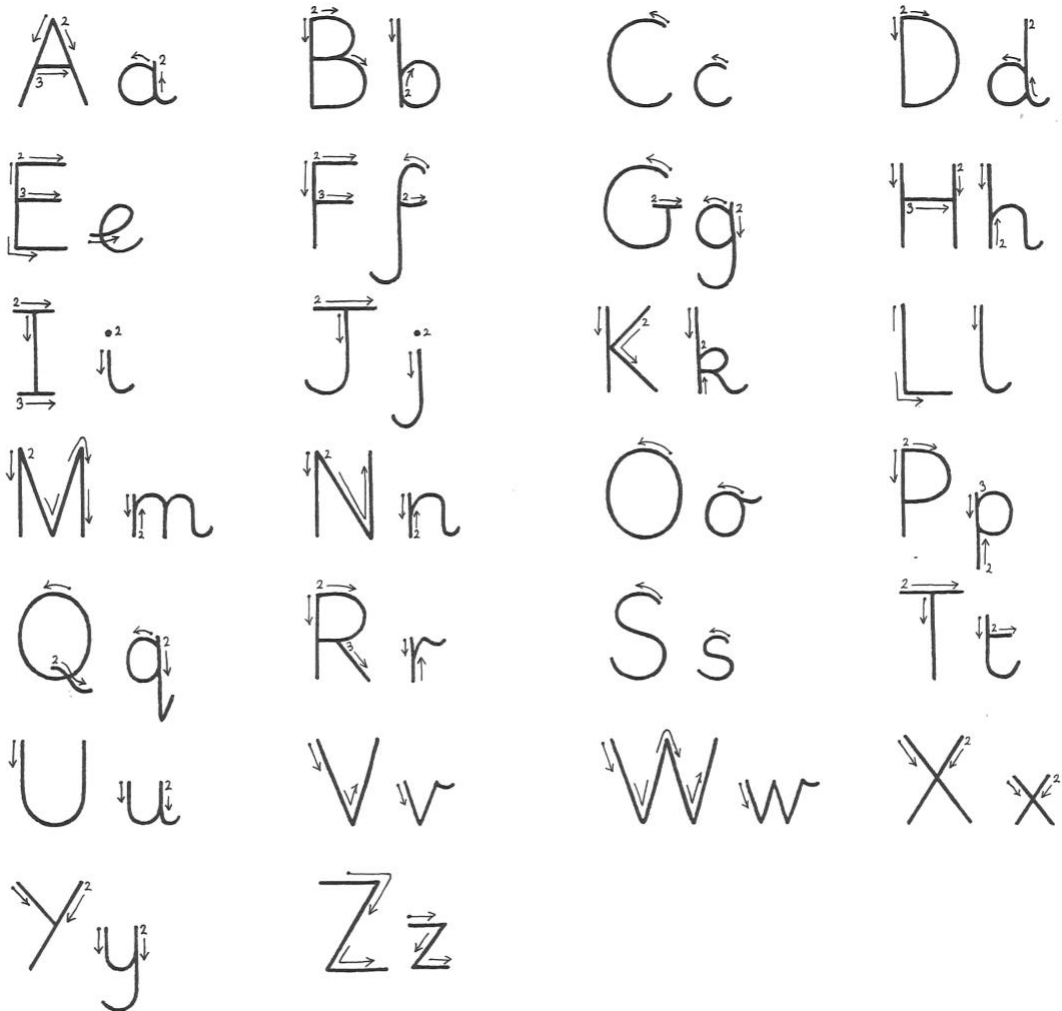


Handwriting

An alphabet showing the handwriting scheme used in this school is shown below. Please encourage your child to write this form of lettering. Do not use capital letters except at the beginning of a name, place or title.

For videos demonstrating correct letter formation, please visit:

<http://stjuliansprimary.com/help-at-home/lowercase-letter-formation/>



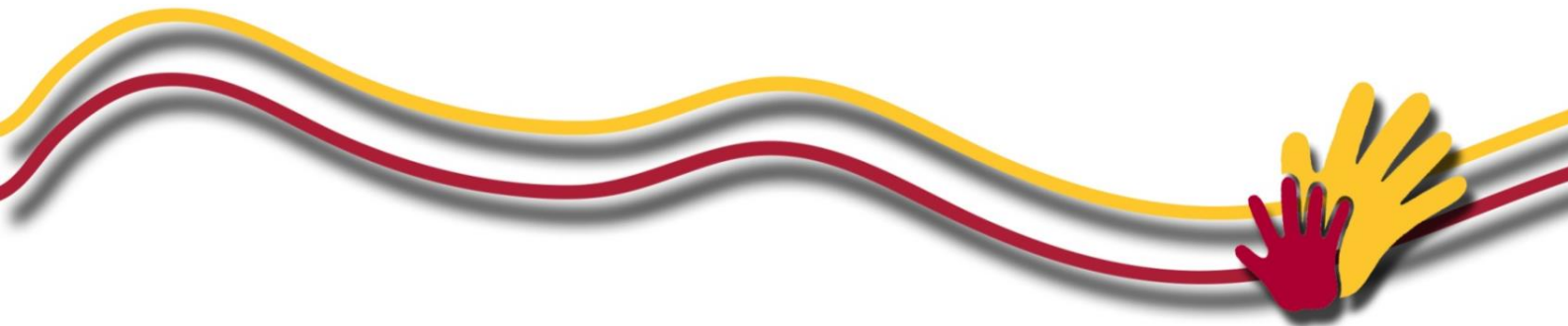
School Uniform

(SUMMER AND WINTER)

Children are expected to wear the school uniform. This consists of the following:

- GIRLS**
- Burgundy Sweatshirt with school logo or burgundy cardigan with school logo
 - White polo shirt with or without school logo
 - Plain black trousers/jogging bottoms/skirt (black shorts optional in Summer).
 - Plain black/white tights or socks
 - Flat, black shoes
 - Summer term only - Burgundy and white gingham summer dress
- BOYS**
- Burgundy Sweatshirt with school logo
 - White polo shirt with or without school logo
 - Plain black trousers/jogging bottoms (black shorts optional in Summer).
 - Black shoes

Sweatshirts, cardigans and polo shirts are available to purchase or order on-line from 'Macey Sports' on Caerleon Road. PLEASE make sure that all items of uniform are named.



Arrival and Departure

Session Times:

Nursery

Morning session: 9.00 a.m. - 11.30 a.m.

Afternoon session: 12.45 p.m. - 3.15 p.m.

Foundation Phase

Morning session: 8.50 a.m. - 11.50 a.m.

Lunchtime: 11.50 a.m. - 1.00 p.m.

Afternoon session: 1.00 p.m. - 3.10 p.m.

Please note that the school doors will open at 8.45 a.m. and close at 8.50 a.m.

Key Stage 2

Morning session: 8.55 a.m. - 12.00 noon

Lunchtime: 12.00 noon - 1.00 p.m.

Afternoon session: 1.00 p.m. - 3.20 p.m.

Please note that the bell will ring at 8.55 a.m.

The school doors open each morning at 8.45 a.m. in the FP building and the children are collected from the playground at 8.55 a.m. in the KS2 building.

If you arrive at school after 8.50 a.m. (FP) and 9.00 a.m. (KS2) doors are closed for security reasons and you will be required to bring your child to the reception.

Please arrive promptly before 8.50 a.m./8.55 a.m. as the first session of the school day is a very important one when children receive an intensive teacher input, important reading groups take place and the children are prepared for the work of the school day. Being late puts a child at a disadvantage.

Children going home for lunch should not return until 12.55 p.m. Mid-day supervisors are responsible only for children staying at school for lunch.

Your child should not be collected early from school as this is disruptive to his/her education. In a genuine emergency when collecting your child is unavoidable, please ensure that the class teacher and office are informed.

The school days end at 3.10 p.m. (FP) and 3.20 p.m. (KS2). Please be punctual, as your child may worry if you are late.

If you wish to arrange for someone other than yourself to collect your child, PLEASE inform the school in advance. We will not allow your child to go with anyone about whom we have not been informed, or to children aged 18 or under.



N.B. Beaufort Road is a very busy road. Please ensure that, if you are walking, you and your child cross the road where there is a zebra crossing. Please do not park on the restricted area outside the school gates as this creates a danger for pedestrians and other motorists.

School Meals

Children may have a school dinner, sandwich meal or a packed lunch from home. Children will be asked by their teacher during registration what they are having for lunch.

School meals are cooked on the premises. The school meals service is contracted to Chartwell's and any concerns regarding the lunches should be addressed to the company on Newport 253243. School meals are well-balanced according to Welsh Government regulations, costing £2.10 per day. This needs to be paid using 'Parent Pay'. The canteen also offers a sandwich meal for the same price where your child can enjoy a prepared packed lunch or a jacket potato. Each day there is an element of choice within the menu. If your child has a school lunch, he/she will be encouraged to eat it, or at least to try it. A menu is posted in the window of Class 1/KS2 noticeboard each week to facilitate the selection of meals for the following week.

In the case of special dietary requirements (e.g. nut allergies) a paediatric dietician's report will be required by Chartwell's before school dinners can be provided.

If your child brings a packed lunch, parents are expected by Welsh Government, to provide him/her with a healthy, balanced meal containing no potentially dangerous foods such as large stoned fruit or nuts. Please use convenient, easy-to-use containers for packed lunches which are clearly marked with your child's name. Drinks from home must be in a plastic container which is spill-proof but easy to open. Please encourage your child to drink water at dinner time. There is always water available in the dining room. No sweets will be allowed and no fizzy drinks are to be brought to school.

I would ask that nuts are not included in packed lunches, as there are pupils at the school who have an allergy to nuts. It is possible for a child to have an allergic reaction just by touching a surface where there have been nuts.

If your child returns home without having eaten his packed lunch this may be because:

- a he/she did not like it
- b he/she was chatting instead of eating!

Your child will be supervised by teaching assistants and mid-day supervisors during the eating of his/her lunch and during the play session afterwards.

Fruit brought to eat at playtime must be kept separately in a bag with your child's name on it. Please would you remove the 'stones' from plums, peaches, etc. as they can be a hazard. Grapes should cut into quarters. Parents will be aware of news items about children who have died due to choking on grapes.

The School Council holds a fruit sale every break time in Key Stage 2. If your child brings 20p to school they can purchase fruit such as raisins, bananas, apples etc. Fruit loyalty cards have been introduced by the School Council as an incentive.

Milk

Free milk is served to all children in Foundation Phase every day during snack times.

Water

Beakers of water are given to each FP child in the canteen and are available for all KS2 children. Children are encouraged to bring small bottles of water to school to drink during the school day. There is research to indicate that concentration, and hence learning, is enhanced by the regular drinking of water (with no additives)

and this is encouraged in classes throughout the day. We have three water fountains where children can refill their water bottles throughout the school day, and the water from taps in the classrooms is drinking water.

Accidents & Illness

When accidents occur, minor abrasions are cleaned by a teaching assistant or mid-day supervisor. If the accident is of a more serious nature, and particularly if it involves a head injury, you will be contacted. It is vital that the school has a contact telephone number for occasions such as this. If you change your telephone number, PLEASE inform the school immediately. We also need at least one other telephone number, e.g. a relative, neighbour, family friend, in case you are not available when we need to contact you. We currently have fifteen members of staff who are qualified First Aiders.

Toilets

Children have access to the toilet at all times of the day. The school has more than the number of toilets required by law and they are cleaned daily by cleaners employed by Newport Norse.

Very occasionally, a child may have an "accident" and he/she will be provided with clean, dry clothing. Please return these items to school after they have been washed.

Admission

Admission to the school is arranged through the Local Authority and not the school.

Parents are required to sign a Home/School Agreement which reinforces the importance of a close partnership between parents and the school. This is given to parents at the new Reception parents' meeting or on entry to the school (in-year transfer).

Children are admitted to Nursery at the beginning of the Autumn Term provided that they reach the age of 3 by 31st August. Admission forms are available on the Council's website.

If your child is 3 in the Autumn Term (September to December), and there are spaces available, they can be admitted to Nursery at the beginning of the Spring Term.

Children are admitted to Reception at the beginning of the Autumn Term, provided that they have reached the age of 4 by 31st August.

Meetings are held to promote the ease of transition for each child from home to Nursery and from Nursery to Reception.

Nursery

July

New intake meeting for all new Nursery parents. This meeting provides general information about the Nursery and is an opportunity for parents and nursery staff to meet.

July

Parents and children visit the Nursery during the Transition Day. This enables them to become more familiar with the Nursery and its staff members.

September/January/April

Children start Nursery in small groups to facilitate the settling-in-process.

School

July

A meeting for the parents of new Reception children is held. Parents are given information about the school, including daily routines, school uniform etc. This is also an opportunity to meet Reception teachers and support staff, and view a presentation of school during the Reception year. There is also an opportunity to visit Reception classrooms.

July

Transition Day. Nursery children spend half a day in their new class in the Foundation Phase with their new Reception class teacher. This is a good opportunity for children and staff to get to know each other. Current Reception, Year 1, Year 2, Year 3, Year 4, Year 5 children spend the day with the teacher who will teach them the following year. Year 6 children visit the Comprehensive School to become familiar with the staff, building, routines and procedures.

Parents moving to the area are invited to arrange a visit to the school after approaching the Local Authority stating their desire to admit their child to the school.

Parent Consultations, Meetings and Reports

Throughout the year, class teachers are available to discuss any queries which you may have regarding your child's education. If you wish to talk to your child's class teacher, please arrange to do so before 8.45 a.m. or after 3.10/20 p.m. Once the school day has begun, the teacher's attention and commitment has to be focused on the children.

Each year, two consultations are held outside school hours when you will be able to discuss your child's progress with his/her class teacher. One is held in the first half-term, when there is an opportunity to discuss how your child has settled, how you can help your child at home and discuss targets to be set for your child's learning.

There will be a second opportunity to meet the teacher in February/March. Teachers will discuss your child's progress and their targets for the remainder of the year at this meeting.

Finally, at the end of the Summer Term, you will receive a written report relating to all areas of the curriculum. The parents of Year 2 and Year 6 children will also receive a report of end of year assessments and parents of pupils in Years 2 to 6 will receive the national test results. If you wish to discuss this report further, you are invited to contact the school to make an appointment.

During the year, a number of workshops are held for parents. These include workshops to inform parents about Literacy and Numeracy. These meetings are held and presented by teaching staff and are very important in helping parents to understand the curriculum.

Here at St Julian's Primary School we aim to ensure that all children, regardless of ability, background, culture and gender, receive the very best educational provision suited to their needs.



Some children, for a variety of reasons and at certain times in their school careers, may have certain educational needs which the school will identify, support and resource accordingly if possible. We feel strongly that parents should be very much involved in this process and consequently parents are invited to discuss in confidence any difficulties which may occur during the course of their child's education at this school. Parents of pupils with an ILP/IEP will also be invited to meet with either Miss Welsh or Mrs. Evans to discuss progress and targets.

Parent Teacher Association

St. Julian's Parent Teacher Association was formed in 2009 and one of its main aims is to raise additional funds to purchase additional equipment for the school to use.

The PTA (*of which all parents are automatically members*) welcomes the attendance of all parents at their meetings and suggestions for fund-raising are always appreciated. Do come along!

Monies are raised in a variety of ways:

Christmas bazaar

Film evenings

Refreshments/raffles at school concerts and functions

Mince Pie afternoon

Events are organised by Committee members, often with the help of teacher volunteers. Donations of help, money and items to sell or raffle are always appreciated.

For further information regarding the PTA, please do not hesitate to contact any of the following members:

| | |
|---------------------|-------------------|
| Chairperson: | Mrs. E. Mounfield |
| Vice-Chair: | Mrs. J. Williams |
| Secretary: | Mrs. V. Larkin |
| Treasurer: | Mrs. C Thomas |

Medicines

Occasionally your child may need to take medicine. You are welcome to come to school and administer the correct dose but the school staff cannot administer medicines or tablets. Please do not send your child to school with medicine or tablets as children are not permitted to administer their own medicine.

If your child is asthmatic, you will need to complete a form so that we can keep accurate records. Inhalers must be carefully labeled with your child's name and these will be kept centrally in the school office. Children will be supervised during their use but staff will not administer inhalers. KS2 children should take responsibility for their inhalers. Children are encouraged to manage their asthma and may use their inhalers whenever there is a need.

Lost Property

A box is kept for lost property, and efforts are made to trace property which may have inadvertently been mislaid. Please come into school if your child has mislaid property.

Please help us by putting your child's name in all of your child's clothing (especially coats and items of school uniform), bags and lunch-boxes.

Jewellery

Jewellery should not be worn to school for the safety of your child and others.

Art & Craft

Nursery and FP children are provided with plastic aprons for art, craft and water play. We ask KS2 pupils to bring an old shirt at the beginning of the year, to wear over their uniform.

Play-Times

During play-times all playgrounds are supervised by school staff. Boisterous and rough play is actively discouraged by all staff. During morning play-times children are permitted to eat fruit. No sweets, biscuits, crisps or soft drinks are allowed. Please do not allow your child to bring chewing gum to school.



Charging and Remissions

Parent Pay

All payments now need to be made on-line via 'Parent Pay'. If you do not have access to an on-line facility, the payment can be made at a Pay Point. There is a Pay Point at the shop opposite the school.

School Trips

Voluntary contributions may be requested from parents in order that their children can visit museums, sports events and topic-related places of interest. Costs are continually rising, particularly costs for transport. Without contributions from parents, it would be impossible for visits to continue.

Dinners

The cost of a school meal is £2.10. This cost does not, of course, apply to children who are entitled to free meals. If you think that you might be eligible for free school meals, please do not hesitate to see the Head Teacher or Deputy Head Teacher. Your claim will be dealt with confidentially and will help the school.

School Photographs

The school photographer takes photographs of the children during the Autumn Term. You will be informed of the cost of these, and there is no obligation to purchase.

Voluntary Contribution £1.00

At Foundation Phase, children receive a snack (*e.g. toast, fruit*) daily with their milk, and parents are asked to make a voluntary contribution of £1 weekly to cover the cost of this.

School Reading Bags

These attractive, waterproof bags bearing the school's logo are available from 'Macey Sports' on Caerleon Road. The bags are very hardwearing and you are encouraged to purchase one for your child's use throughout the Primary School.

Lost Books

School reading books or library books which are lost outside of school must be paid for. The cost of replacement is £5.

Liability

The school cannot be held liable for the cost of any child or adult's personal property which is lost or damaged on the school site.

The school cannot accept responsibility for jewellery or for other items brought to school. It is possible for possessions to go missing and this is why children must not bring mobile 'phones, MP3 players, i-pods, etc. to school. Children will be upset if possessions are broken or go missing. That is why they should not be brought to school.

Health and Safety / School Security

The school has a fire alarm system and fire drills are held termly. Parents must not bring dogs (other than guide dogs) on to the school site.

The school site is a non-smoking area.

All parents are asked to provide emergency telephone numbers in case a child is unwell or has had an accident in school, and to update those contact numbers if they change.

The school has 15 fully-trained First Aiders on the staff.

The equipment on the site (e.g. the train and other play equipment) is not to be used, except when the children are supervised by school staff. Adults should not use this equipment at any time.

School security is very important to us and the site is monitored by CCTV cameras linked to the Council's Control Centre. The school has been fitted with intruder alarms to prevent vandalism and intruders.

Once inside the building, the doors are closed and cannot be accessed from the outside to ensure that only adults who have signed into the school are present within the building.

From time-to-time, photographs are taken which may be printed in the press, e.g. 'The Argus'. If you do not wish your child to be photographed, please would you inform the Head Teacher in writing.

When it is very sunny and warm, pupils should bring a sun hat or cap for play times. Parents may want to apply sun screen before school in the morning, and are welcome to do so at lunchtime, especially prior to sports days.



Child Protection

The Head Teacher is the 'designated person' with responsibility for child protection at the school. Mrs. Bryant is the appointed governor with responsibility for child protection. The school has a duty to report child protection concerns to Social Services.

Mrs. Orford (*Deputy Head Teacher*) is the coordinator for looked after children. She will coordinate meetings with different agencies; ensure the completion of Personal Education Plans (PEPs) as well as monitoring the progress of these children.

Equal Opportunities

The Governors, Head Teacher and staff promote equal access to all areas of the curriculum for all pupils, regardless of race, gender, ability, disability, faith and cultural background.

The school has an 'Equal Opportunities Policy' that includes gender, race, faith and disability. It is available on request.

Girls and boys have equal access to extra-curricular activities such as football, netball and dance.

The school promotes racial harmony and has strategies to deal with racial harassment.

It is also proactive in including and supporting any of its pupils with a disability. Admission to all community schools in Newport is decided by the Local Education Authority, and arrangements for a child with a disability will be fully discussed. The school will work closely with parents to enable as equal access as is possible. The FP building is on one level. The Key Stage 2 building is on two floors, but arrangements will be made to accommodate all pupils, as for those who cannot access the dining rooms (the dining rooms are accessed by staircases).

In addition, arrangements will be made to see parents who have disabilities and who cannot access certain parts of the building.

The school's equal opportunities policy highlights the importance of:

- promoting equal access to all areas of the curriculum for all pupils, regardless of race, gender, ability, faith, social or cultural background.
- developing attitudes and ways of behaving that are appropriate to living in a society which promotes equality.

Teacher Training and Work Experience

The school is in partnership with the University of South Wales and Cardiff Metropolitan University and receives several students each year on teaching practice.

We also have good links with a number of tertiary colleges and comprehensive schools and welcome their students for work experience. Many of our past pupils return to undertake work experience.

Car Park, Parking Facilities and School Gates

The gates to the FP drive are locked from 8.30 a.m. to 3.30 p.m. The gates to the KS2 drive are locked between 8.45 a.m. and 3.30 p.m. No unauthorised vehicles should enter the school site at any time.

The school car park is solely for the use of school staff during the school day.

Please park safely outside - parking on the zig-zag lines is illegal.

St. Julian's Primary School

TERMS and HOLIDAYS 2018 / 2019

The following school terms and holiday dates have been agreed for the academic year 2017 / 2018:

| Term | Start | Half-term starts | Half-term ends | Term ends |
|-------------|---------------|-------------------------|-----------------------|------------------|
| Autumn | 3 Sept 2018 | 29 Oct 2018 | 2 Nov 2018 | 21 Dec 2018 |
| Spring | 7 Jan 2019 | 25 Feb 2019 | 1 March 2019 | 12 April 2019 |
| Summer | 29 April 2019 | 27 May 2019 | 31 May 2019 | 22 July 2019 |

May Day Bank Holiday:

6th May Monday Early May bank holiday

Training Days:

Monday 3rd September 2018

Further training days to be confirmed