FULWELL JUNIOR SCHOOL

Respect Aspire Achieve - Be the best that you can be

SCHOOL PROSPECTUS 2026-2027

Contact Details:

Address: Sea Road, Fulwell, Sunderland, SR6 9EE

Telephone : (0191) 549 3333

Email : fulwell.junior@schools.sunderland.gov.uk

Text : 07507268790

School Website: www.fulwelljunior.co.uk

Instagram- fulwelljuniors

Head Teacher: Mr Peter Speck

Chair of Governors : Mr Daniel Suddick

(Contactable via the school)

Ofsted Outstanding Provider

Arts Council England

Artsmark Platinum Award Awarded by Arts Council England

We have a UK Parliament Teacher Ambassador

Rights Respecting School Fulwell Junior School

Dear Parents,

On behalf of the Governors and staff, I would like to welcome you and your child to Fulwell Junior School.

We have prepared this prospectus to outline some aspects of school life and for you to use as a source of information whilst your child attends our school.

Enclosed is a table detailing the School Terms and Holidays for 2026/2027 – notification of any changes to holiday dates, staff INSET days and staff organisation will be sent to parents by text, letter or via our other communication platforms. Please check the NEWS page of the school website regularly which is updated weekly www.fulwelljunior.co.uk and follow us on Class Dojo and Instagram- fulwelljunior

Our aim is to ensure that all our children enjoy their learning, make the most of their abilities and achieve personal excellence during their time with us and beyond. In March 2022 we were delighted to be recognised as an Outstanding Provider by Ofsted:

"Nothing is ordinary about Fulwell Junior School. Pupils are inspired on a daily basis by the education that they receive. The corridors and classrooms buzz with excitement."(Ofsted March 2022)

We look forward to working in partnership with you to provide a happy, secure and stimulating learning environment for everyone in our school community.

We value our good relationships with parents and welcome your involvement in school.

Yours sincerely,

Peter Speck

Head Teacher

'Respect Aspire Achieve – Be the best that you can be'

FULWELL JUNIOR SCHOOL STAFF 2026/2027

HEAD TEACHER : Mr P Speck
DEPUTY HEAD TEACHER : Mrs L Hill
ASSISTANT HEAD TEACHERS :
Mrs N Dryden & Mrs R Sainthouse
SENDCO : Mrs M Bankhead

TEACHERS:
Miss K Birch
Mrs J Lazenby
Mrs L Loverance
Mrs N Dryden
Miss S Anderson
Mrs M Bankhead
Miss J Whitfield
Mr C Remmer
Mrs H Watson-Smith
Miss L Lockwood
Mrs R Sainthouse
Mr D Peat
Miss J Burn
Miss H Fraser

SCHOOL BUSINESS MANAGER:
Mr C English

BUISNESS SUPPORT:
Miss C Donoghue

SITE SUPERVISOR:
Mr L Cains

TEACHING ASSISTANTS:
Miss L Cook – HLTA
Mr N Hughes- HLTA
Mrs K Nash- HLTA
Miss Z Gibson-HLTA
Mrs R Cook- HLTA
Mrs C Smith
Miss L Edwards
Miss H Peacock
Mrs C Hall
Miss L Cafferkey

LUNCHTIME SUPERVISORS:
Mrs C Smith
Mrs J Nesbit
Mrs M Crumbie
Mrs L Ellis
Mrs C Brockbanks
Mrs A Lumsden
Mrs S Horyn
Mrs A Stothard
Mrs L Williamson
Mrs S Murtaza
Mrs D Potts

KEY DATES FOR 2026-2027

	FIRST DAY FOR PUPILS	LAST DAY FOR PUPILS	BANK HOLIDAYS & STAFF INSET DAYS
AUTUMN TERM 1	Thursday 3rd September 2026	Thursday 22nd October 2026	**BANK HOLIDAY:** 31st August 2026 **INSET DAY:** ***1st & 2nd September 2026*** ***Friday 23rd October 2026***
AUTUMN TERM 2	Monday 2nd November 2026	Friday 18th December 2026	**BANK HOLIDAYS:** 25th & 26th December 2026 1st January 2027
SPRING TERM 1	Monday 4th January 2027	Thursday 11th February 2027	**INSET DAY:** ***Friday 12th February 2027***
SPRING TERM 2	Monday 22nd February 2027	Thursday 25th March 2027	**BANK HOLIDAY:** 26th & 29th March 2027
SUMMER TERM 1	Monday 12th April 2027	Thursday 27th May 2027	**BANK HOLIDAYS:** 3rd & 31st May 2027 **INSET DAY:** ***Friday 28th May 2027***
SUMMER TERM 2	Monday 7th June 2027	Wednesday 21st July 2027	

HOLIDAY & LEAVE OF ABSENCE REQUESTS:

PLEASE NOTE: HEAD TEACHERS NO LONGER HAVE THE DISCRETION TO AUTHORISE FAMILY HOLIDAYS DURING TERM TIME.

REQUESTS FOR ALL PLANNED PUPIL ABSENCE MUST BE IN WRITING TO THE HEAD TEACHER, WELL IN ADVANCE OF THE LEAVE WHEREVER POSSIBLE, AND WILL ONLY BE AUTHORISED IN EXCEPTIONAL CIRCUMSTANCES IN LINE WITH CURRENT LEGISLATION.

Our vision

Achieve

Fulwell Junior School has a strong identity based around a personalised learning agenda, where a pupil centred approach will lie at the heart of everything we do. We will be committed to providing an excellent educational experience for all, through ensuring that each and every child is nurtured and encouraged to develop to their fullest potential. We will endeavour to bring learning to life through real experiences, exploiting the rich culture and spectacular landscape on our doorstep. All children will understand the ways in which they learn best, and will be able to clearly articulate how the tasks that they are engaged in are helping them to learn. No child will be left behind. Success will be celebrated within and beyond the classroom and will inspire confidence and a strong sense of pride. Integrity, resilience and team-work will be encouraged in a range of sports and a wealth of cultural and cross-curricular activities.

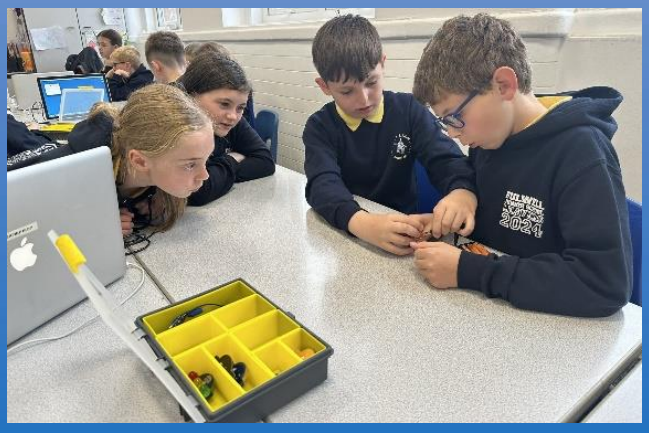
Respect

As a Rights Respecting School Fulwell Juniors will continue to have children's human rights deeply embedded in its ethos and culture. Children's rights will permeate throughout all aspects of our school's learning. All children at Fulwell will meaningfully participate in the school's life and have opportunities to express their views, be listened to and influence positive change. Rights and principles of the UN Convention will be used to clarify moral developments and consider rights-respecting solutions to everyday problems. As a result, our school will be even happier, even safer and even more successful than it is today.'

Aspire

Fulwell Junior School will be a place where all children begin to make plans for their future. They will learn about success and the qualities needed to become successful. They will learn about British icons from the past and the strong set of values that underpinned their achievements. Excellence in the local community will be admired and eyes will be opened to the endless possibilities that all can aspire to. Through encouraging resilience, every child will be taught to believe that they really can be whoever they want to be.

'Leaders have a clear vision. They want pupils to appreciate important values and achieve well. Leaders have found the right balance between academic success and developing well- rounded citizens' (Ofsted March 2022)



The School

Fulwell Junior School is a Community Junior co-educational school for girls and boys between the ages of 7 and 11. It is not affiliated to any particular religious denomination.

The school has a long tradition within the local community, with successive generations of families attending.

The school has a reputation for both academic excellence and an outstanding curriculum. It constantly strives to enhance its reputation for excellence and promote its active participation in the community.

Curriculum Intent

At Fulwell Junior School we have purposefully shaped a Curriculum that is unique to our school and wider community. It is designed to promote academic excellence, encourage the wonder of discovery and prepare pupils for the **World of Work.**

Through our research into our Local Labour Market profile and discussions with local employers, colleges and universities we have identified three core areas: **Communication, Critical Thinking and Aspiration** which underpin future success. As a result we have deliberately designed our essential skills curriculum with a Further Education style framework with the aim to broaden our pupils' horizons and aspirations for future pathways. To deliver this, we will develop confidence, reward endeavour, value integrity, encourage resilience, promote teamwork and instil a sense of duty.

Our intent is to ensure that all pupils receive the very best teaching and learning experiences across all subject areas. We believe that teachers teach best when they are both knowledgeable and passionate about their subject. To reflect this we have established Specialist Teaching Hubs and immersive enrichment learning opportunities across our school.

By the time our pupils leave us, we aim to provide the children with the skills, knowledge, support and experiences that will enable them to feel happy, be healthy and gain the foundations to lead a successful life. Through making the most of the learning opportunities on offer to them, pupils will be able to formulate good choices in relation to their futures through experiencing high quality careers education and therefore fulfilling their potential to '**Be the best they can be'.**

Admissions & Transfer Policy

Parents with children in Year 2 will be provided with information from the Local Authority Admissions Team on applying for a place at their preferred junior school. It is important that parents complete this application, preferably online, within the recommended timescale.

As most of the children in our school will have attended the Fulwell Infant School Academy, close liaison takes place between the two schools. With our infant school we have staff exchanges and visits of children, both on a formal and informal basis. Year 2 children are invited to visit our school prior to their arrival in September to meet their new teachers. The Year 3 teachers visit the infant school to meet their new classes and hold transition meetings with their current teachers ensuring important information is shared in advance.

New parents are offered the opportunity to visit the junior school during the summer term preceding their child's transfer, to meet with the Headteacher, see the school in operation and ask any questions. This is in addition to the formal parents' meeting in June. Everyone works closely together to ensure a successful induction for the children.

Parents with children in Year 6 will also receive information on applying to the secondary school they wish their child to attend. As with the Year 2 to 3 transfers, it is important that parents complete this application on time and preferably online. Most of our children in the past transferred to either Monkwearmouth or Whitburn Academy and we have effective liaison and transition programmes. Staff from the respective schools work very well together. Many visits between staff take place and the Year 6 children visit the secondary school for Induction Days. We also meet with other schools in the Monkwearmouth cluster on a regular basis.

School Day Organisation

Morning session:	**8.30am – 11.45am Year 3 & Year 4** **8.40am – 12.30pm Year 5 & Year 6**
Afternoon session:	**12:30pm – 3.00pm Year 3 & Year 4** **1:15pm – 3:10pm Year 5 & Year 6**

PLEASE NOTE:

Children should **not** be in the schoolyard before **8.25am (Y3&4)** and **8:35am (Y5&6)** as staff supervision does not commence until then. Children will be collected from their designated gate by their class teacher at these times.

For reasons of safety, no pupil will be allowed to leave the building before the regular time unless accompanied by a parent or parents' named representative – parents may collect their child from Main School Reception. Children must be 'signed out' when they leave the school premises and 'signed in' if they return during the same day – the Departures Book is available in Reception.

School is organised as follows:

Lower Phase Years 3 and 4 – ground floor

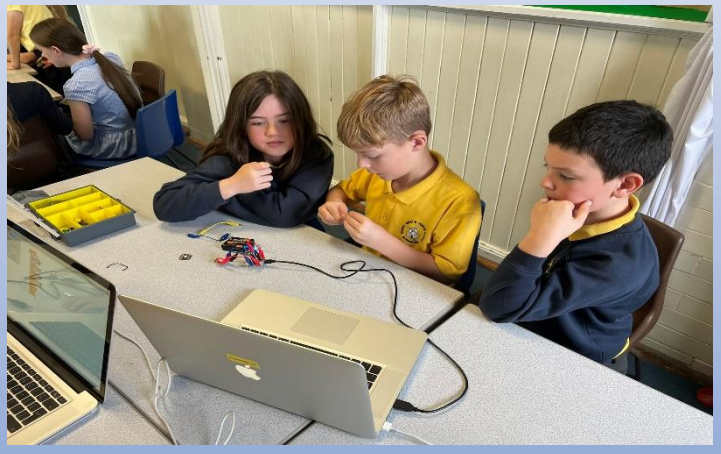
Upper Phase Years 5 and 6 – first floor

**N.B. There may be times due to accessibility restrictions that we deviate from this plan*.

Organisation of Learning

The class teacher is responsible for the day-to-day learning and pastoral care of your child. Children are organised into Specialist Teaching Hubs for different areas of the curriculum (History/Geography/Science). Occasionally children may be withdrawn into smaller groups to target specific learning needs and may be taught by a different teacher. These groups can change at any time throughout the year depending on the specific needs of individuals or groups.

If you are worried or concerned about your child, please do not hesitate to discuss your concerns with your child's class teacher or a member of the Leadership Team. You may also speak directly to the Head Teacher at any time.



Special Educational Needs and Disability (SEND)

We aim to provide a learning environment which is not only secure and caring, but also stimulating and challenging, where we can meet the needs of every child. We strive to ensure that all pupils have the same opportunities to fulfil their potential and to participate in all areas of school life, including access to National Curriculum at the appropriate level.

We are aware that some pupils will experience special needs at some stage in their school life. Within special educational needs, attention is given to the more able children as well as those experiencing difficulties.

In co-operation with the Head Teacher, the Governing Body determines the school's policy and approach for special needs provision. Our SEND policy is based on the Code of Practice for SEND.

The school uses a graduated approach to the identification and assessment of special educational needs using the SEND Code of Practice.

In September 2019, we adopted the revised SEND Ranges as set by Together for Children and the Local Authority.

These are descriptors based on national best practice to determine the needs of pupils with SEND. The ranges are from 1 to 5. They describe the pupil's needs and provide suggestions for the types of intervention that will be required.

There is a continuous cycle of planning, intervention and review to enable pupils with SEND to learn and progress. Parents are consulted about their views when developing and reviewing key information documents (Range 1 & 2) and Support Plans (Range 3+).

The day to day management is delegated to the SEND co-ordinator, Mrs Bankhead, who is the main point of contact and is always willing to meet with parents – she can be contacted via the School Office.

The needs of pupils with SEND are accurately identified. Teachers and teaching assistants provide excellent support for pupils with SEND. They are helped to become independent learners. (Ofsted March 2022)

Single Equality

At Fulwell Junior School we are committed to ensuring equality of education and opportunity for all pupils, staff, parents and carers receiving services from the school, irrespective of race, gender, disability, sexuality, faith or religion or socio-economic background. We aim to develop a culture of inclusion and diversity in which all those connected to the school feel proud of their identity and able to participate fully in school life.

The achievement of pupils will be monitored termly. We will use this data to support pupils, raise standards and ensure quality first inclusive teaching, thus helping all pupils achieve their maximum potential. We will tackle discrimination by the positive promotion of equality, challenging bullying and stereotypes and creating an environment which champions respect for all. At Fulwell Junior School we believe that diversity is a strength, which should be respected and celebrated by all those who learn, teach and visit here.

Bullying

We take firm measures to ensure that all our staff, pupils and visitors to the school can be sure that the school is safe and secure. We have developed a wide range of procedures for reporting and dealing with bullying in all its forms.

Cyberbullying is tackled through curriculum activities with support for parents. In this way we aim to ensure our youngsters learn to protect themselves and adopt safe practices.

You will find additional useful information on the following websites:

https://actagainstbullying.org/

https://saferinternet.org.uk/resource/thinkuknow-advice-from-ceop

Safeguarding/Child Protection

Parents should be aware that the school will take any reasonable action to ensure the safety of its pupils.

In cases where the school has reason to be concerned that a child may be subject to harm, ill treatment, neglect or other forms of abuse, staff have no alternative but to follow the Sunderland Safeguarding Children Partnership (S.S.C.P.) Child Protection Procedures and inform *Together for Children's* Social Care of their concern.

School Designated Persons:

Mr. P Speck, Headteacher – Designated Safeguarding Lead

Mrs. L Hill, Deputy Headteacher – Designated Safeguarding Lead Deputy

Mrs. N Dryden, Assistant Headteacher- Designated Safeguarding Lead Deputy

Mrs. R Sainthouse, Assistant Headteacher- Designated Safeguarding Lead Deputy

Mr. D Suddick, Chair of Governing Body – Designated Governor for Safeguarding

Parents may wish to know that all appointments to the school are subject to the enhanced Disclosure & Barring Service (DBS) disclosure process, which would identify any criminal convictions that would deem a person unsuitable to work with children. This is in line with the local authority safer recruitment procedures.

General Data Protection Regulation (GDPR)

In accordance with the current GDPR regulations parents are invited to review the school's Privacy Notice which can be found on the Data Protection page of our website at www.fulwelljunior.co.uk This includes details of the type of data we collect, how the data is used, how long data is stored and which organisations data is shared with and why.

Pupil Arrivals & Departures

In order to ensure we are meeting recommended safeguarding protocol, it is important that we have a clear overview of the arrival and home time arrangements for your child. The Contact/Admission Form that is completed on entry in Year 3, and updated for other year groups at the end of the summer term has an appropriate statement for parents to sign acknowledging their responsibility in this area but we would reiterate the guidance:

As parents it is your choice and responsibility for your child's journey to and from school, either by making their own way or by being brought or collected. Please ensure that these arrangements have been made clear to your child on a daily basis.

With regard to home time procedures, we ask you to reinforce the school's safety procedures to your child in the event that the person who should be collecting them does not arrive at school, they should return to the reception area and inform the member of staff on duty.

If there is ever a significant change to your child's going home arrangement please advise the office, as a change in routine can sometimes confuse or upset children.

Attendance & Absence

If your child is absent for any reason, please let us know by telephone, text/ParentMail, email or in person, **as early as possible**, on the first day of absence and each subsequent day thereafter, explaining the reason for the absence. We must record the reason for every absence. If we have had no contact from you by **9.10am**, we will proceed to contact you via the contact information held in school to establish a reason for the absence. Parents will be contacted in the first instance and if we ae unable to determine a reason for absence, the named contacts will be contacted in order of priority i.e. first contact; second contact etc. If we do not receive a reason by the second day of absence, then the absence will be recorded as 'unauthorised' and we will have to notify the Education Inclusion Team.

It is vital that the contact names and telephone numbers held in our records for your child are complete and up to date. Update forms are always available from the school office in the event of a change in details.

Leave of Absence in term time

In September 2013 the regulations governing pupil attendance were amended and make it clear that head teachers may not grant any leave of absence during term time, unless there are exceptional circumstances. Head teachers should determine the number of school days a child can be away from school if leave is granted.

The new national framework reflects changes to the law introduced through the Education (Penalty Notices) (England) (Amendment) Regulations 2024, which states that Fixed Penalty Notices are now based on 10 or more missed sessions (5 days) for unauthorised reasons. This came into effect on the 19th August 2024.

Fixed Penalty Notices may be issued to parents taking holiday during term time and we adhere to the Sunderland City Council Penalty Notices Local Code of Conduct. Our Attendance Policy in full, with links to the Code of Conduct, is available for parents to download on our website at www.fulwelljunior.co.uk or a paper copy may be provided on request at the School Office. Any requests for exceptional leave of absence should be applied for in writing to the Head Teacher prior to confirming arrangements/travel etc.

Punctuality

The school day is staggered with Year 3 & 4 starting at 8:30am and Year 5 & 6 starting at 8:40am. The school yards will not be staffed before the start of the school day therefore children will not be allowed on the yards until five minutes before their start time: *8:25 (Y3&4)* and *8:35 (Y5&6).* They will then be met by their class teachers and invited on to the yard to line up.

Medical Appointments

Please try to make non-urgent appointments for doctors or dentists outside of school hours. If you need to take your child out of school for a medical appointment, please inform us in advance of the date, providing a copy of the documentation containing appointment details. Children must be collected from the school office for all appointments and must be signed out. If your child returns to school during the same day, they must be brought back to the office and signed in.

School Curriculum

In broad terms, the primary school curriculum is intended to promote the development of children

- intellectually
- physically
- socially
- emotionally
- morally
- spiritually

At Fulwell Junior School, children follow the National Curriculum for Key Stage 2 pupils (7 to 11 years). All children have full entitlement to the National Curriculum and Religious Education and through its delivery, we aim to encourage children to become confident, skilful and disciplined; both academically and socially.

Due recognition is given to the importance of first- hand experiences and practical tasks in the acquisition and application of knowledge and skills.

Regular opportunities will be provided to extend and enrich children's experiences through outdoor learning, educational visits and visiting speakers or specialists.

Religious Education is non-denominational and is for all pupils. We follow the statutory guidance given in the Local Agreed Syllabus. Children are taught about the Christian religion and are introduced to the teaching and practices of other principle religions in this country. The main Christian festivals are celebrated and children also learn about other religious beliefs and festivals.

Religious Education in school is carried out in a number of ways, for example, by visiting places of worship, examining religious artefacts, paintings and books; expression through dance, poetry and music. We look at key people in a faith, stories, prayer and celebrations. Children experience stillness and periods of reflection. We try to develop appropriate behaviour and responses when dealing with whatever is special, important, precious or sacred to others.

Collective Worship

Children have various opportunities to participate in collective worship. Themes for assemblies reflect the rich diversity of culture today. Through assemblies, a sense of pride in being a member of the school community is engendered and achievement is celebrated. We offer children some time for thinking, sharing, listening, stillness and silence.

Parents do have the right to withdraw their children from the act of collective worship and religious education. Please see the Head Teacher if you wish to do this.

Relationships and Sex education (RSE)

Relationships Education is compulsory in Primary. The focus in primary school is on teaching the fundamental building blocks and characteristics of positive relationships, with particular reference to friendships, family relationships, and relationships with other children and with adults.

At Fulwell Junior School our RSE curriculum has therefore been shaped around a progressive, thematic approach to learning—where children will learn what a healthy relationship looks like. We will also explore a wide spectrum of relationships where children will understand how to be a good friend and respect others.

There is a well-planned programme of personal, social and health education (PSHE). Pupils learn about different faiths and cultures. They value diversity. (Ofsted March 2022)

Homework

We have a whole school policy on homework.

We believe that limited but regular homework is beneficial as it:

- develops a positive work ethic and habits which encourage pupils to develop both the confidence and self-discipline needed to study on their own
- consolidates and reinforces skills and understanding
- extends and supports learning at school
- prepares children for the requirements and demands of secondary education.

The amount and demands of homework increase as children progress through the school. There is a regular system for homework in each school year. This system does not prevent any teacher asking a child to complete a piece of work at home if they have failed to do so in the lesson. As a general rule, homework is sent home weekly via Class Dojo. We look forward to your support over the issue of homework.

Breakfast Club

We currently run an in-house Breakfast Club provision at FJS. The club runs from a Monday to a Friday inclusive from 7.30am-8.30am at the cost of £4 per child per day. This must be paid in advance via the council website. The children will have the offer of a snack/breakfast bar and drink. Please note the long-term viability of this club is subject to demand.

Sporting Activities

Physical Education is one of the statutory foundation subjects within the National Curriculum. It makes a vital and unique contribution to each child's physical development, health and well-being. The physical education programme should provide our children with opportunities to increase their self-confidence and develop social skills. By providing a balance of individual, team, co-operative and competitive activities, it is intended to meet the needs of individual children. Learning situations should be enjoyable, stimulating and challenging, based on progressive learning and varied teaching styles. Every opportunity should be made available to promote an understanding of the benefits of a healthy and active lifestyle.

Uniform and P.E. kit

The school uniform is actively encouraged and is a continuation of the Fulwell Infant Academy school uniform:

- trousers/shorts should be grey or black
- skirts or pinafore dresses should be navy. In summer, blue/white or yellow/white check dresses may be worn.
- Sensible black school shoes/boots/trainers.

P.E. and Games:

Each year group has a designated PE day and, on these days, children should come to school dressed in their PE kit. This consists of:

- T-shirt (plain white).
- Navy/black shorts, tracksuit bottoms, leggings and sweatshirts can be worn.
- Trainers should be black or white.

Logoed uniform and PE kit can be ordered directly online using either The School Outfit https://theschooloutfit.co.uk. Or Emblematic https://studentuniform.co.uk/fjs028/. Non- logoed uniform items are available from a number of high street shops and most supermarkets.

The Head Teacher has the right to prohibit the wearing of certain types of clothing or particular items that are deemed, on safety or other grounds, to be unsuitable for wear in school. Pupils are not allowed to wear jewellery, on grounds of health and safety.

Extra Curricular Activities

In addition to the school football and netball teams for the older children, there are a number of activities that take place during lunchtimes and after school for all year groups. Recent clubs include: Arts & Craft, Coding, Cookery, Choir, Gardening, Lego, Film, Board Games and French Performance. For some more specialised clubs we bring in external organisations and a small charge is made.

We are always looking at ways to extend the activities provided and take into account the interests of children.

Pastoral Care

The Class Teacher and Year Group Leader are the members of staff involved in the majority of the pastoral care of your child. However, the Headteacher is responsible for the care of all children in school and may be approached directly at any time if there are problems that may be worrying your child.

Parental Visits to School

We are committed to an 'open door' policy of communication with our parents. Members of staff are always available either at the main door or via the school office to address any queries in the first instance. They can often assist with many concerns or requests for information or clarification, either by phone or in person.

If you need to speak to a teacher in person, the school office can arrange a convenient appointment for you. (It is rarely convenient to speak to class teachers at the start of the day when they must supervise and register their classes). If you have an urgent concern, please see a member of the Leadership Team.

To ensure we adhere to safeguarding procedures - if you are waiting to speak to a member of staff, please wait in the reception area after notifying the office of your arrival and signing in.

Please enter the building by the main door, Chapman Street (west side), by using the buzzer door entry system. Please do not enter the building at any other access point.

If the school has a concern, we will contact parents. Similarly, we ask parents to inform us about any issues concerning their child. We are keen to involve parents in school life and in the past, parents have been extremely supportive in making resources, working with the children and providing additional supervision on school outings.

Parent Consultation

We offer two parent consultation opportunities each academic year, when you can talk to your child's class teacher, and see your child's work plus termly progress, attainment and attitude to learning reports and end of year written report.

However, you are always welcome to discuss your child's progress or any other concerns at any time throughout the year, either with the teacher or head teacher.

We also gather parents' views regularly via parental surveys – we share the findings of these surveys and use them to contribute to our school development and improvement plans.

Behaviour

The school policy is periodically reviewed, in the main annually. A copy is available on the school website and in school for you to read.

Children are encouraged to adopt the following rules:

- Follow all instructions
- Move quietly and sensibly around school
- Keep hands, feet and objects to yourself
- Show respect to people, property and the school environment
- Be honest and truthful

There are only a few other specific rules where co-operation from parents would be greatly appreciated:

* No sweets or chewing gum are to be brought to school.
* No jewellery, including earrings should be worn during the school day. Please don't cover the earrings with tape—any child found wearing such jewellery will be omitted from all physical activity. Should you wish to have your child's ears pierced we would appreciate it if this takes place during the summer break so that earrings may be removed before school. Spacers are allowed, but not on PE days. If children are wearing earrings, they will be asked to take them out, if they aren't able to do this themselves, parents will be asked to come and remove them.
* Acrylic nails, nail varnish and make-up should not be worn for school.
* Watches may be worn but NOT Smart watches.
* Children are not allowed to leave school by the gate onto Sea Road, but must leave by the Chapman Street gates and cross Sea Road at the controlled crossing.
* Any money or valuables must be carried on the owner's person. Children should NOT bring anything to school of significant value (for instance PSPs, I-Pads, I-Pods or Kindles).
* Mobile phones are not allowed in school. In **exceptional circumstances only**, the Head Teacher may consider a written request from parents. If your child brings one to school, they will be requested to hand it to their teacher until home time.
* No child will be allowed to leave school during school hours unless collected from reception by the parent or parent's named representative.

Administration of Medicine

If your child has any specific health difficulties or needs, please speak to us about it personally so all staff are aware and can support your child accordingly.

On the rare occasion when a medicine must be taken at school, parents **must** come into school to complete a **Medical Statement** for the administration of medicine, and liaise with our designated First Aiders. Staff are not allowed to dispense medicines without a form being completed. Following advice from the Local Authority, and in line with our Policy, any medication must be in its original packaging with the dosage clearly stated on the label. No child is allowed to dispense their own medicine without adult supervision. If a treatment needs to be taken three times a day, school would NOT need to be involved in this administration as it could be controlled in stages from home. Children should not be bringing over the counter remedies in to take at school such as throat lozenges or cough sweets. The only exception we make to this is in extreme cold or warm weather where we allow formal lip salves to protect against chapped and sore lips (e.g. Nivea, Vaseline, Blistex etc) and sunscreen for self-application.

Asthma Inhalers

For children with asthma, an inhaler and spacer should be provided which is clearly marked with the child's name and parents must complete the appropriate **Medical Statement (available from the School Office).**

From time to time the School Nurse Team will visit to carry out local health directives. No treatments will be given to children without their parents consent.

First Aid

In the event of a child being ill or injured in school, trained staff will provide first aid care and seek further advice if necessary. Parents are asked to provide an emergency contact number so they can be notified if their child becomes ill during the school day or requires further medical attention.

It is important that a child's absence is made known to the school promptly, particularly when he/she is admitted to hospital or suffering from an infectious disease.

Sun Safety

We encourage the application of sun block, wearing caps on hot days, and taking in plenty of water.

Lost Property

We accumulate a lot of lost property over the course of the school year, the majority of which is clothing. **PLEASE** ensure all items of your child's uniform including coats and jackets are clearly **labelled with their name**. We encourage all children to look after their belongings and take responsibility for where they leave any items they wish to take off. Unfortunately, any items left unidentified or not collected at the end of each term will be disposed of due to lack of storage facilities.

Head Lice

Sunderland Health Department Policy recognises that head lice are a community rather than an individual school issue. They ask all parents to be diligent and carry out regular checks- to help the problem in individual communities.

ARRANGEMENTS AT LUNCHTIME & SCHOOL MEALS

School Meals

We work in partnership with the Sunderland School Meals Consortium and have a designated kitchen building where all meals are cooked. Children enjoy their meal in the dining hall, which is situated across the main yard near the Sea Road entrance of the school. The Consortium provide a wide range of healthy choices, and there is always fresh fruit available to supplement the daily meal. The meals are produced on a three-week cycle, and the weekly menu is available for parents to look at online at www.sunderland.gov.uk

Food is nutritious, balanced, and caters for all dietary needs; there are daily vegetarian options and menus can be modified for diabetic/coeliac/gluten free children or where other food intolerances have been identified. Contact the School Office in the first instance for further advice in this area.

The menu standards have been recognised by the Soil Association of the United Kingdom, giving quality assurance that the food we serve has been produced ethically, sustainably and meets the highest quality marks. The kitchen also has a Public Health food hygiene rating of five stars.

Paying for School Meals

We do not accept cash payments for school based fees and therefore ask parents who pay for school meals to do so online through the City of Sunderland website at www.sunderland.gov.uk .

This is the most secure method and ensures there is a clear audit trail for all transactions.

We currently insist meals are paid for in advance, or on the Monday of any week. You may 'pre-pay' for the term or half term if you prefer).

Arrears are NOT permitted. If dinner money is not received in a timely manner, parents will be contacted to discuss payment, and if necessary alternative lunch arrangements will be advised i.e bring a packed lunch or have lunch at home. The Fulwell Junior School Meals Policy is available on our website at www.fulwelljunior.co.uk where full details can be reviewed.

Packed Lunches at Fulwell Juniors

If you do not require a cooked school meal for your child and would prefer them to bring a home-prepared packed lunch to school, please note the following procedures and general information:

Food and Drink in Packed Lunches

Please try to include:

- at least one portion of fruit and/or vegetables every day
- a starchy food such as any type of bread, pasta, rice, couscous, noodles, potatoes or other type of cereal every day
- dairy food such as milk, cheese, yoghurt, fromage frais or custard,
- still water, fruit juice, semi-skimmed or skimmed milk, yoghurt, milk drinks or smoothies

*We'd **prefer** if you didn't include:*

* *confectionery such as chocolate bars, chocolate-coated biscuits and sweets.* Cakes and biscuits are allowed but please try to encourage your child to eat these only as part of a balanced meal

Please note - there are children in school with food allergies, the most common of which is intolerance to nuts and eggs. Even traces of nut oil on a person's hands can have a severe effect on anyone with an allergy of this nature. To remove the risk, we would request children do not bring nuts of any variety into school.

If you have any concerns or questions regarding allergies we recommend you visit the supporting website : **www.allergyinschools.co.uk**

OTHER POINTS TO NOTE:

- As fridge space is not available, pupils are advised to bring packed lunches in insulated bags with freezer blocks where possible to avoid food going off. Lunch bags will be hung on coat pegs in Lower Phase and kept in lockers in Upper Phase.
- Drinks should be brought in either a carton with a straw or a securely closed beaker/container. Glass bottles and cans are **not** allowed for safety reasons.
- Your child should be aware they are responsible for tidying up and replacing any uneaten food or rubbish in their school bag.

Eligibility to Free School Meals

Universal Free School Meals entitlement ends at Year 2, but some families will also be eligible to receive free school meals whilst their child is at Junior School. There are certain criteria which must be met before entitlement is granted, such as receiving qualifying benefits. Parents may apply for free school meals online at https://www.togetherforchildren.org.uk/article/21204/Free-School-Meals If you have any difficulties making an application, you can contact the Free School Meals Team by telephone: (0191) 5611417 or email:freeschoolmeals@togetherforchildren.org.uk.

If you are eligible, but would prefer your child not to have a school meal, we would urge you to complete the application. Schools receive funding based on the numbers of Free School Meal places, which directly impacts on the service we can deliver.

Conduct and Behaviour at Lunchtime

It is important that the children conduct themselves in a responsible way during the lunch break. The Supervisory Staff are important members of the school team, and should be addressed with respect at all times.

Pupils who go home for lunch

Most children stay at school over the lunch break, but it is possible you may prefer your child to come home for lunch. As part of our ongoing review of security and safeguarding procedures, we would request that if your child comes home for lunch you provide the School Office details of who will collect them, or if they will be walking home unaccompanied.

FOOD POLICY

Our school has a role in society in providing a health promoting environment. This involves both delivering related education and the provision of healthy food and drink choices. We are increasingly aware of the need to respond to the national concerns over obesity, and the need to promote healthy choices with regard to both exercise and food/drink. We recognise that children who eat well and drink water regularly are more able to learn and concentrate class. This has a massive impact on their success at school.

Snacks /Packed Lunch/Confectionary - Please remember due to severe allergies, we are strictly a Nut Free School. Please take care when packing snacks and lunches to ensure there are no nut-based products. Cereal bars containing nuts and Hazel Nut spread should not be included for lunches and snacks..

Food Technology is taught in school through our Design and Technology as well as cross-curricular work (Science and PHSE). Where it is considered relevant, healthy issues are reinforced during project work and supporting initiatives e.g. productions; visitors, partner agencies etc.

Water

It is essential everyone drinks plenty of water. Children are encouraged to bring non-flavoured, non- sparkling water in a labelled unbreakable bottle with sports top (No Stanley type cups). We request that parents take this home to be washed and refilled. There are taps in the classrooms with drinking water freely available for topping up the bottles.

WE ASK FOR YOUR SUPPORT:

- Please ensure you do not send sweets into school in packed lunches or for break times.
- Fruit and healthy snacks (e.g cereal bars) are suitable for breaktime.
- Support the policy regarding not sending in sweets, cakes or treats to school for occasions such as birthdays.
- Encourage your child to bring a water bottle to school daily.

CHARGING & REMISSION POLICY

Under the 1988 Education Act, the school can no longer charge for outside activities held during school time. However, charges may be made for the following:

- Individual extra-curricular music tuition
- Board and lodging where a school activity involves a residential element (e.g. Derwent Hill)
- The exact cost of 'optional extras' i.e. things not connected directly with the National Curriculum.

It cannot be stressed enough how important educational visits are as an aid to learning. Prior to each visit parents will receive a letter advising of the costs of a visit i.e. venue, transport etc. payable per child. Voluntary donations will be welcomed.

If, however, after all donations have been received, the school cannot meet the cost of the visit, it may not be able to go ahead. No child will be discriminated against if the parent is unable to make a contribution and we do have specific funding allocated to support pupils and parents in particular circumstances e.g. Free School Meals and Ever6. We do thank and appreciate parents for their financial support to date.

DfE FINANCIAL INFORMATION

There are no longer Statutory Regulations for Governors to provide an Annual Report to parents with regard to the Financial Management of schools. The school is however, still required to meet the Schools Financial Value Standard as set by the Government, and parents can access this information on request.

The S.F.V.S. informs both the Local Authority and the Department for Education of how we set the budget, how robust our own internal controls are regarding expenditure, and how we best demonstrate value for money in our spending decisions.

The school also apply the protocols of Consistent Financial Reporting (CFR) to inform the Governing Body of how budgets are spent year on year. This is a financial return compiled by the Local Authority once year end balances have been established. The CFR return is usually published in the Autumn Term as a retrospective of the previous year's expenditure, and informs the DFE of how we best apply our funding.

SCHOOL SECURITY

The school continues to regard security as important. It is an ongoing issue, which is regularly monitored/ reviewed as part of our Health and Safety procedures.

We are committed to the school retaining its open, welcoming atmosphere, while ensuring the safety of all pupils, staff and buildings. It is essential, when visiting the school, you come to the main reception door and wait to be let into the building by the Administrative staff via the intercom system. The entry buzzer has a small camera above it, to allow office staff to see who is at the door. We would be grateful if you could stand in front of the camera when you press the buzzer to assist identification.

Please do not enter the premises by any other entrance. Should you need to come in to check for an item of lost property, or see if your child has left something in the classroom, you must check at reception first to make sure it is convenient to do so.

- No child will be allowed off the premises without a parent or parents' approved representative coming to reception to sign them out.
- We contact parents annually to collect information on their child's going home arrangements.
- Children must ***not*** leave the premises from the main gate at Sea Road, but rather via the three side gates, which open onto Chapman Street.
- If a child comes out of school at home time and there is no-one there to collect them, they ***MUST*** come back into reception to inform the Office Staff. We will then take pro-active steps to get in touch with you by checking the Contact Sheet. Please reiterate this procedure with your child, as we do take their safety very seriously.
- If your child attends an After School Club, please ensure you know the start and finish times, and encourage your child to attend for the full duration. Please tell us if they cannot attend.

SCHOOL CROSSING PATROL

The school usually has two crossing patrols on Sea Road, morning and afternoon. The patrol is situated on the corner of Chapman Street, and Mr Plumb assists the children crossing Sea Road which is extremely busy.

The Road Safety Team are not able to guarantee that these patrols will be manned all year round, due to absences etc. We will however try to pass on any notified changes **as soon as we are able** by sending a note around the classes or a brief letter/text home for prolonged periods of absence.

CARS IN CHAPMAN STREET

We are always concerned for the safety of our pupils, and especially just before and just after the school day due to cars being driven in Chapman Street. This is a very narrow no-through road.

We can only ask parents to consider the safety of children when deciding where to park and would ask, wherever possible, you avoid bringing vehicles into the street at key times of the day.

COMPLAINTS

We hope to resolve any complaints that parents may have and in most cases we find that concerns can be dealt with successfully at an informal level.

If parents wish to make a formal complaint however, the Governing Body of Fulwell Junior School has adopted a policy to provide clear guidance to parents and associates of the school of the steps to follow in the event of a complaint. Details of the procedure are available in school (in the foyer and school office) and via a link on our website.

There are also established statutory procedures for considering complaints relating to issues beyond the school's remit, e.g Admissions to School, Whistleblowing etc. which can also be found in the Complaints Policy.

THE GOVERNING BOARD

The members of the Governing Body are elected for a period of 4 years.

What do Governors do?

- They help appoint Senior staff to the school and are involved in their professional development.
- They are responsible for the general conduct and curriculum of the school.
- They consider cases of pupils who are permanently excluded from school.
- They approve the school's annual budget plan.
- They provide information for parents, the Local Authority and the OFSTED inspectors.
- They ensure that all policies, procedures and standards as set out by the LA and the DFE are adopted in school.

How do they do it?

1. They meet formally as a full Governing Board at least once per term. At the termly meeting, discussion is held regarding information from the Local Education Authority. This may be for information, consultation, action or decision. School based issues are also considered.
2. Collectively, the Governors have a wide range of interests, skills and expertise. There are a number of committees: Resources, Personnel and Curriculum and Standards are the main ones. They meet as and when required.
3. Link Governors visit the school as often as they can in term time. They attend functions and take as many opportunities as possible to monitor standards provision and meet children and parents.
4. There are Link Governors attached to each Year Group, as well as SEND and Inclusion, Finance, Child Protection and Safeguarding.

If you have anything you would like to say to the Governing Board, they can be contacted via the school office.

The Governing Board 2025-2026:

NB : Terms of office relate to the dates of re-election as majority of Governors have served for several years.

		From:
Mr D. Suddick	Chair of Governors (Co-Opted) (Link)	2023
Mr D.Marshall	Vice Chair of Governors (Co-Opted) (Link)	2024
Cllr J. Mckeith	LA Governor	2023
Mr D. Mitchell	Co-Opted Governor (Link)	2022
Mr B. Young	Co-Opted Governor (Link)	2023
Mr B. Huitson	Co-Opted Governor (Link)	2022
Mr P. Speck	Headteacher Governor (Teaching)	2014
Mrs M. Bankhead	Staff Governor (Teaching)	2024
Mrs L. Hill	Co-Opted Governor	2022
Ms S. Dickinson	Co-Opted Governor	2025
Miss L. Miller	Parent Governor	2024
Mrs V. Moore	Parent Governor	2025

Miscellaneous information:

We receive many queries relating to a whole range of issues and have tried to provide as much information as possible in this brochure to cover the most significant areas. There are a few things that remain outside specific categories, and we would like to mention them here:

COMMUNICATION

Telephone: (0191) 5493333

Email: fulwell.junior@schools.sunderland.gov.uk

Text: 07507268790

SCHOOL WEBSITE

Our informative school website provides parents with an additional means of finding out about the various aspects of school life, relevant dates for the diary, and current topics etc. Also available on the website are numerous school policies including:

- Anti Bullying Policy
- Safeguarding Policy
- Behaviour Policy
- SEND Policy and the Local Offer

PARENTMAIL

Our main communication tool is ParentMail which is a School to Parent application- It is a free mobile app on Android and IOS which enables you to pick up emails and texts from school all in one place. This allows us to send general information and short notice updates i.e. adverse weather conditions etc.

INBOUND TEXT MESSAGING SERVICE:

We operate an inbound Text Messaging service. Parents are invited to provide a 'primary' mobile telephone number in order to contact us.

INSTAGRAM follow us fulwelljuniors

AND FINALLY …… Good communication between home and school is a vital element in the success of our partnership and we welcome all parents to take part in school life wherever possible.

If there is anything you wish to know that you feel we have not covered in this prospectus, please do not hesitate to contact us and we shall do our best to address this.

We look forward to beginning a positive and successful partnership with you and hope that we may benefit from your trust and support over the coming years.

FULWELL JUNIOR SCHOOL
June 2026

Ofsted Outstanding Provider

Fulwell - Junior - School - Sunderland