



GLYNHAFOD JUNIOR SCHOOL YSGOL IAU GLYNHAFOD



School Prospectus

September 2016 - July 2017

Glynhafod Junior School Ysgol Iau Glynhafod



Working Together To Achieve Our Best



GLYNHAFOD JUNIOR SCHOOL

Headteacher - Mr. P Morgan

Glynhafod Street,

Cwmaman,

Aberdare.

CF44 6LD

Tel: 01685 873335

Admin.Glynhafodjun@rctednet.net

Head.Glynhafodjun@rctednet.net

Dear Parent / Guardian,

May I take this opportunity to welcome you and your child to Glynhafod Junior School. We are very proud of our school and of the achievements of the children. We aim to encourage all to reach their potential. Indeed our Mission Statement is:

'Working Together to Achieve Our Best'.

We hope that you find this to be true, however, if you have comments or suggestions to make about how to improve our school, please tell us.

Your child will be entering an English medium, community junior school that has approximately 105 children between the ages of seven and eleven years and is administered by Rhondda-Cynon-Taff Education Authority. We believe that we are a happy school and see education as a partnership between home and school, since both teachers and parents have a common goal - that each child reaches his or her fullest potential. The success of this process depends on complete co-operation between children, parents and teachers. Parents are always welcome at the school and we hope that we can develop an open, friendly and mutually beneficial relationship to aid the development of our pupils.

Our prospectus provides information about our school, but is only a summary. A full list of all of our policies and schemes of work is available upon request with many on the school website.

We hope that your child will be very happy in our school and we look forward to your interest and support over the coming years.

Mr. P. Morgan
Headteacher

Mrs A Calvert
Chair of Governing Body



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How Can You Contact Us?



The full postal address of the school is:

Glynhafod Junior School
Glynhafod Street,
Cwmaman,
Aberdare.
CF44 6LD

Telephone Number - 01685 873335
Email -
Admin.Glynhafodjun@rctednet.net

The name and telephone number of the Director of Education is:

Mr. C. Bradshaw
Education and Children's Services
Group,
Rhondda Cynon Taf County Borough
Council,
Ty Trevithick,
Abercynon,
Mountain Ash.
CF45 4UQ
Telephone Number 01443 744000

The name and address of the Chair of the Governors is:

Mrs. A Calvert
C/o Glynhafod Junior School
Glynhafod Street,
Cwmaman,
Aberdare.
CF44 6LD
Telephone Number - 01685 873335

The name and address of the clerk to the Governors is:

Mrs. N. Collyer,
Education and Children's Services
Group,
Rhondda Cynon Taf County Borough
Council,
Ty Trevithick,
Abercynon,
Mountain Ash.
CF45 4UQ

Glynhafod Junior School Ysgol Iau Glynhafod



Working Together To Achieve Our Best **Glynhafod Junior School Governing Body**

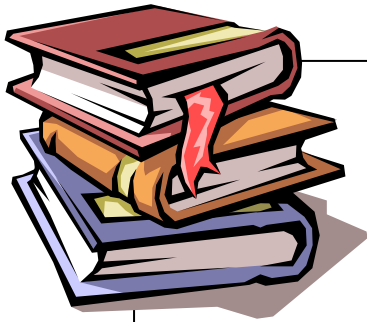
The Governing Body is responsible for the running of the school and as such plays a vital role in your child's education. This is an elected body consisting of Local Authority, Community, parent and school representatives. The role of the Governing Body is clearly defined in law and it ensures that its duties are professionally undertaken through the Headteacher and staff of the school.

Any parent can apply to be elected as a Governor when a term of office ends and when necessary, elections are held.

Any parent has the right to contact the Chair of Governors if they feel that they want to offer suggestions or if they feel any complaint has not been dealt with satisfactorily by the Headteacher.

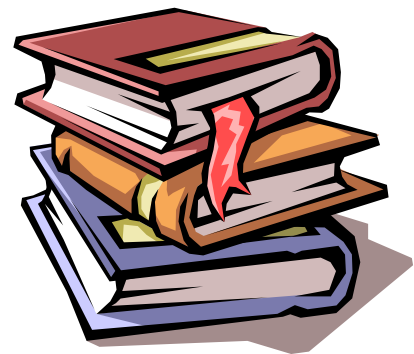
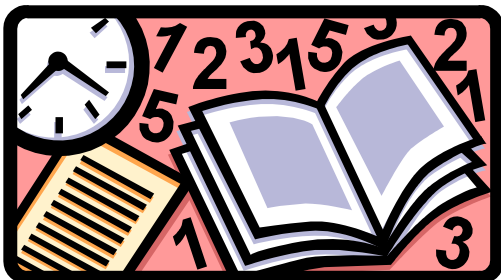
GLYNHAFOD JUNIOR SCHOOL GOVERNING BODY

Name	Category of Governor	Appointed By	Retirement Date
Cllr. A. Calvert Chair of Governors Mrs.S.Hughes- Jenkins	LA	Council Members	31/08/2020 31/08/2020 01/01/2021
Mr. S. Nelson Mr. A. Hoare	Community	Governing Body	15/10/2020 15/10/2020 12/11/2020
Mrs. Keely Jarvis Mrs. K. Collins Mrs. C. Summerill Mr. N. Thorne	Parent	Parents	18/09/2020 18/09/2020 18/09/2020 19/11/2017 18/09/2020
Mrs. D. Evans Mrs. E. McCaffrey	Teacher	Teaching Staff	18/09/2020 18/09/2020
Mrs. N. Cole Miss C. Stacey	Staff	Non Teaching Staff	18/09/2020 18/09/2020
Mr. P. Morgan	Headteacher		18/09/2020



Glynhafod Junior School Aims

- To recognise and foster individual talent through a caring ethos
- To ensure everyone has the opportunity to learn, practise, apply, develop and broaden their skills in all areas of the curriculum.
- Build a learning environment where thinking, questioning, problem solving and challenge happens every day.
- Display positive attitudes about ourselves, our learning and to respect each other.
- In each child we must develop a curiosity of the world around us and an understanding of the changes in the community
- To enable pupils to become effective, enthusiastic, independent learners, committed to and equipped for life-long learning
- To provide children with the knowledge and opportunities to live a healthy lifestyle.
- Ensure that valued partnerships are developed with parents, governors and the wider community





How is School Organised?

The school has 107 pupils who are split into four classes. Each teacher is responsible for the teaching of all subjects in their class but, in addition, they take responsibility for specific subjects throughout the school. These are detailed below. If you have questions about the teaching of a specific subject you can contact either the Headteacher or the teacher responsible. Link Governors are also appointed for each subject and details of these can be obtained from the school.

<u>Areas of Responsibility</u>	
<u>Headteacher</u>	
Mr. P. Morgan	Overall Curriculum Development, Staff Development, Child Protection Officer, Behaviour & Discipline, Equal Opportunities
<u>Deputy Headteacher</u>	
Miss J. South,	Teaching and Learning, Science, Design and I.C.T., Special Educational Needs, Assessment, Record keeping & Reporting,
<u>Teachers</u>	
Mrs. K. James	Religious Education, Music
Mrs. E. McCaffrey	English, Welsh.
Miss N. Stock	Art, History
Mr. P. Tampsett	Geography, Physical Education

Support Staff in our School

Classroom Assistants

Miss. L. Evans
Mrs. R. Powell
Mrs. A. Thomas
Mr. S. James

School Secretary

Mrs. N. Cole

School Caretaker

Mrs. H. Moses



Catering Direct

Mrs. D. Ellis
Miss. M. Taylor

Supervisory Assistants

Mrs. J. Thomas
Mrs. A. Stead

Contract Cleaner

Mrs. B. Geake
Mrs. J. Thomas

Glynhafod Junior School Ysgol Iau Glynhafod



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Admission and Transition

Most of the pupils who attend Glynhafod Junior School enter the school at the age of seven from Cwmaman Infant School. The entry of children is controlled and administered by an 'Admissions Authority', which is RCT Council. Admission arrangements are documented in the Starting School booklet or by contacting Schools Admissions Team at Ty Trevithick, Abercynon, 01443744232.

In September, after their eleventh birthday, children usually transfer to Aberdare High School or St John the Baptist High School, via the 'Admissions Authority'. All final year pupils are supplied with brochures and application forms and visits are organised for parents and children. There is a close liaison between Aberdare High School and its feeder schools. Brochures and school visits can be arranged for parents selecting an alternative school.

Pupils in their last year may be eligible for a school uniform grant when he/she enters the Comprehensive School. Applications for distinctive clothing grants are made on the free meal application form in the last term prior to entering the Comprehensive School.

Arrangements are also made for the Infant children to visit their new classrooms prior to entry and our Year 3 teacher spends time in the year 2 class during the Summer term to aid transition. In addition to this, Year 5 children visit the Infant School to work with the Year 2 pupils during the Summer Term, which enables friendships to be formed and confidence built prior to commencement at our school.

Year 5 children visit the infant school to work with the Year 2 pupils during the summer term, which enables friendships to be formed and confidence built prior to commencement at our school.

The structure of the school year

The school year begins in September and is divided into three terms, Autumn, Spring and Summer. Each term is punctuated by a half term break of approximately one week. The Christmas and Easter breaks are approximately 2 weeks long.

In addition to the holiday periods school will be closed for the purpose of teacher training. The annual training allowance is 5 days to be taken at the discretion of the headteacher.



Attendance

We cannot emphasise enough the importance of your child attending school regularly and on time. Poor attendance and punctuality will result in poor attainment.

Consequently we have in place a number of measures to support good attendance and punctuality. We are supported in this by the Attendance Welfare Officer who works for the Local Authority. It is their role to check school registers half termly and to work closely with the school to monitor pupil's attendance and punctuality and to take appropriate action when there are areas for concern.

Class registers are marked in the morning and afternoon. This means that each day a child gains two marks.

Registers are marked as soon as the bell goes and the children file into class. Any child entering class after that will be marked as late. All registers are marked by 9:10am and sent electronically to the office. Any child entering class after 9:00am but before 9:30am will be marked as late (with the actual time of arrival noted).

Any child entering class after 9:30am will lose their mark for the morning.

If your child is absent from school please ring and leave a message **before** 9:30am on the first day of absence. If we haven't heard from you by 9:30a.m., Mrs. Cole our school clerk will ring you. If she cannot contact you the absence will be recorded as unauthorised and the Education Welfare Officer contacted.

We also operate the "Late on the Gate" scheme. This is where the Attendance Welfare Officer stands at the gate and records all pupils arriving late. They will also ask you for the reason for your lateness.

Pupil's should only be absent from school if they are too ill to attend or have an unavoidable hospital appointment. All other medical appointments should be made outside school hours, including non urgent doctor and dentists appointments.

I would urge you **NOT** to take your child on holidays during term time unless it is unavoidable (e.g. only time you can get annual holiday leave). **Cost** is **not** a valid reason for taking a holiday during term time. Permission can be granted for up to 10 days, **for a family holiday**, by the headteacher, if the child has 95+% attendance for the 12 months prior to the holiday, however this does not include short breaks or long weekends.

The worst time to take your family annual leave is at the beginning of an academic year (September). Children who return to school after everyone else are put at a great disadvantage and often become very distressed.

To encourage children to come to school regularly and on time we have a range of award schemes. These will be reviewed by the School Council in order to help motivate pupils to come to school regularly and on time. Awards will include individual and class rewards.

For additional information a copy of the school Attendance Policy can be obtained from the Headteacher.



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School does not open until 8.50 a.m. and a child must not be in school before this time without prior arrangements or unless they attend Breakfast Club, which begins at 8.10 a.m.

Attendance Information

Listed below is the school's attendance for the last academic year.

	Attendance	Authorized Absences	Unauthorized Absences
Autumn 2015	94.9%	4.5%	0.6%
Spring 2016	93.4%	4.9%	1.7%
Summer 2016	93.5%	5.0%	1.5%
3 Term Running Total	94.0%	4.8%	1.2%

School Times

Breakfast Club	8:15 a.m.	-	9:00 a.m.
Morning session	9:00 a.m.	-	12.00 noon
Break	10.30 a.m.	-	10.40 a.m.
Afternoon session	1.00 p.m.	-	3.30 p.m.
Break	2.15 p.m.	-	2.25 p.m.



Glynhafod Junior School Ysgol Iau Glynhafod



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School Holiday Dates 2017/18

Term	Begin	Half Term		End
		Begin	Endf	
Autumn 2017	Monday 4 Sept 2017	Monday 30 Oct 2017	Friday 3 Nov 2017	Friday 22 Dec 2017
Spring 2018	Monday 8 Jan 2018	Monday 19 Feb 2018	Friday 23 Feb 2018	Thursday 29 March 2018
Summer 2018	Monday 16 April 2018	Monday 28 May 2018	Friday 1 Jun 2018	Thursday 24 July 2018

All schools will be closed on Monday 7 May 2018 for the May Bank Holiday.

Significant dates: Christmas Monday 25 December 2017

Easter Good Friday 30 March 2018
Easter Monday 2 April 2018

May Bank Holidays Monday 7 May 2018
Monday 28 May 2018



Working Together To Achieve Our Best
Complaints Procedures

We hope that your child will be very happy in our school and that you will have no cause to complain. However, there are always occasions when incidents happen or where parents need to clarify certain aspects of school life.

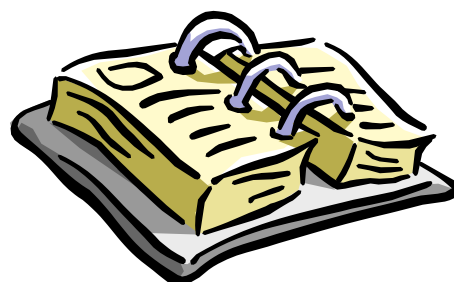
The school has an open door policy and you are welcome to discuss any matter with the classteacher or the Headteacher. We do not generally operate an appointment system but do try to call to ensure the person you wish to speak with is in school.

If your concern is serious you can also write to the Headteacher and the matter will be dealt with

If you feel that at this stage the matter has not been resolved you should put your complaint in writing and send it to the Chair of Governors whose address is at the front of this booklet.

We can only improve if parents tell us when they are happy and when they have concerns. It is better to raise these issues sooner rather than later!

A full copy of our Complaints Policy is available upon request.



Access to Documents

Parents are allowed current copies of the following:-

- * The authority's statement of curriculum policy and the Governing Body's Statement of Aims and all statutory instruments from the Welsh Assembly.
- * All published reports by ESTYN referring to the school.
- * The Local Authority's agreed syllabus for Religious Education.
- * The Local Authority's statement for charging and remission.
Details are included in the School's Publication Scheme.

Glynhafod Junior School Ysgol Iau Glynhafod



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School Meals

Lunch is available at a cost of £2.40 per day, payable each week. We would ask that all money be placed in an envelope with the child's name and class written on the front. Lunch not taken due to absence will be credited the following week. Any amounts owing after two weeks will be referred to the Local Authority and parents will be asked to provide a packed lunch until payment is made.

Children whose parents qualify for free school meals should ask for the necessary application form at the school clerks office. Even if your child has a packed lunch it is important that we know who is entitled to free school meals as this figure is used when calculating our budget and when judging our performance.

Provision is made in the dining room for children who bring a packed lunch. Our only restriction is that no glass bottles are brought into school. As a healthy school we would ask that you support us by ensuring that packed lunches are healthy and do not contain sweets and fatty food.

Security

The safety of your children is our first priority and as such we ask for your cooperation. The pedestrian access gate to the school is locked between 9.10am and 3.25 pm. It is controlled via an intercom system through the main office to which all visitors must report on entry to the school. The service gates are kept closed at all times. All visitors must report to the office so that we know who is on site. Those who remain on site must sign the visitor's book on entry and sign out when leaving. The school operates a CCTV system.

Pupil Data Protection

The school collects information about pupils and their parents/guardians at admission to school and for specific purposes during the year. Every effort is made to ensure the accuracy and security of the data collected which is generally stored on the computerised school information management system. Parents have right of access to information on pupil records and to documents relating to the school's curriculum, on request to the Headteacher

Health Care

A routine medical questionnaire is completed on entry to the school and you will be notified of all arrangements for medical and dental inspections.

Minor injuries are dealt with in school but should your child receive any head injury or suspected breaks, then you will be contacted. It is important that we have contact telephone numbers in case of an emergency. If we are unable to reach you, then we will contact a Doctor or your child will be taken to hospital by a member of staff.



Working Together To Achieve Our Best

Administration of Medicines & Illness in School

Children who are unwell should **not** be sent to school and those who suffer from sickness or diarrhoea should not return to school until 48 hours after these symptoms stop. Only prescribed medicines for long term sufferers, which need to be taken during the school day, can be kept on the school premises. However, these cannot be administered by staff and must be taken independently by the pupil, whilst supervised by a member of staff. All medicines must be clearly labelled with the child's name, dosage and time of administration. The expiry date must be clearly visible and all liquids accompanied by the correct measuring spoon.

Request forms for the administration of prescribed medicines must be completed.

- * The medicine should not be kept by the pupil but given to a member of staff.
- * The medicine should be self-administered, under the supervision of an adult.

Children suffering from asthma must bring their inhalers to school. These inhalers should be clearly marked with the child's name and the dosage allowed. Parents should inform the school of any concerns regarding the health of their children e.g. new inhalers for asthma sufferers, children newly diagnosed as asthmatic, any medical reason for withdrawing children from physical activity.

Head Lice

Children are now not regularly inspected for head infestation e.g. head lice. We rely on the close observation of the parents and an immediate contact with us should anything be discovered. The more people who know, the quicker the problem can be solved, and the less likely it is that re-infestation will occur. It is important that you treat all members of your household on the same day, usually the treatment requires a follow up two weeks later.



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Working Together To Achieve Our Best **Healthy Schools Initiative**

Over the past few years we have endeavoured to make our school healthy and have been awarded the first four phases of our "Healthy Schools Initiative Award". As a school we:-

- Do not allow sweets or fizzy drinks at breaktime.
- Encourage children to drink water in class at all times.
- Provide extra PE time in the curriculum.
- Hold initiatives such as a Health Week to involve the children and the community.
- Strive for a healthy playground with lots of activities for the children.
- Run a fruit tuckshop each day.
- Encourage healthy packed lunches where as little packaging as possible is used.

We ask you to support us by providing water bottles, only giving you child fruit for breaktimes and by ensuring lunch boxes contain fruit and a balanced meal.

Welsh Second Language

Welsh is taught as a second language throughout the school. The programme of study is taken from the new "Revised Curriculum for Key Stage Two". A minimum of 90 minutes teaching time is allocated per week.

Welsh second language is promoted in a variety of ways:

- Through the use and promotion of incidental Welsh throughout the day e.g. Bore da (good morning), Sut wyt ti? (how are you?), Ga I fynd i'r ty bach, os gwelwch yn dda. (Can I go to the toilet please?). Both staff and pupils are encouraged to use Welsh as often as they can.
- Specialist delivery of Welsh second language by the Cluster Welsh teacher. Our allocation is half a day every week and all classes are taught by Miss Hamlin during this period.
- Planned weekly delivery of the Welsh second language curriculum
- Weekly Welsh Assemblies.
- The promotion of Cwricwlwm Cymreig.
- Planning for Welsh Language Development.
- The celebration of our Welsh Heritage e.g. the school St David's Day Eisteddfod.

We are very keen to promote the Welsh language as part of the heritage of Wales, and to make sure that all our pupils are aware of the Welsh dimension.

Pupil progress and standards of attainment in Welsh are carefully assessed and monitored.



Working Together To Achieve Our Best
Support for pupils with Additional Learning Needs
and Looked After Children

At Glynhafod Junior School we have an up to date Additional Learning Needs Policy. This policy sets out the school's working arrangements for supporting those pupils with special educational needs or who are classified as gifted and talented and follows the guidelines set out in the Special Education Needs Policy for Wales. Parents may have access to this policy by contacting the Headteacher.

The school policy sets out our aims and objectives, working arrangements, roles and responsibilities and monitoring arrangements for supporting and challenging pupils with additional learning needs.

The school's appointed SENCO is Mrs. J. South, who is also the designated member of staff who is responsible for promoting the educational achievement of Looked After Children. It is her role to monitor the policy in practice, liaise closely with parents and outside agencies, provide support, guidance and training for other staff members, monitor pupil progress and set targets for individual pupil progress. This is achieved through the provision of IEPs, Individual Education Plans or IBPs, Individual Behaviour Plans. The school supports both groups of children through assessment, tracking, utilising additional funding and outside agencies.

Our aim is to ensure all pupils with Additional Learning Needs have equal access to a broad and balanced curriculum through early identification, the development and implementation of suitable programmes of study and setting targets for improvement. Where appropriate we provide additional resources or adult support, support and guidance from outside agencies. Most important of all we work closely with parents and value their input.

An example of a range of actions that might be taken if a parent or teacher has concerns about a child's progress would be to:

- monitor the child's progress
- differentiate the child's work
- talk to the parent about concerns
- if there are still concerns enlist the support of the SENCO
- ask the SENCO to help devise an "Individual Education plan"
- undertake additional training
- provision of additional resources or support
- seek the advice and guidance of outside agencies
- monitor progress of the individual education plan and the child's success in meeting targets set
- keep parents fully informed



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- adapt and adjust plan as progress is made.

Any or all of these actions may be taken.

Outside agencies may include:

- Speech Therapists
- Language Support
- SPLD (specific learning difficulty) teacher
- Education Psychologist
- Behaviour Support Teacher
- Pupil Referral Unit
- CAHMS
- Brynffynnon Child and Family Service etc.

If you have any concerns about your child's progress please contact the class teacher or Headteacher and we will investigate your concerns.

Finally we carefully monitor the impact of these initiatives on pupil progress and attainment, constantly updating planning and learning programmes to best meet individual pupil needs.

Equal Opportunities

It is our aim to ensure that all our pupils have equal access to a broad and balanced curriculum irrespective of age, race, culture, gender or disability. We also aim to create an environment where all our pupils feel safe and feel that they can contribute fully to school life, and where all feel respected and valued.

We aim to deliver a programme of study which reflects the diverse communities in which we live, celebrating differences. Our curriculum will be suitably matched to the needs and abilities of individual pupils and where appropriate work will be differentiated and additional support given.

Detailed information on the school's policy and practice for Equal Opportunities can be obtained from the Headteacher.

Race Equality and Cultural Diversity

It is our aim to ensure that every pupil is given the opportunity to achieve the highest possible standards and preparation for the next stages of their life and education. That every pupil is helped to develop a sense of personal and cultural identity that is confident and open to change, and that is respectful and receptive towards other identities. We want every pupil to develop the knowledge, understanding and skills that they need in order to participate in Britain's multi ethnic society.

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Policies for Equal Opportunities and Race Equality and Cultural Diversity are available at the school, please contact the Headteacher

Access and Inclusion

Our aim is to ensure all pupils have equal access to a broad and balanced curriculum. The school's Access and Inclusion Policy sets out policy and practice to support this aim. We are aware that a school built in 1911 was not designed to support the access and inclusion of pupils with severe mobility problems, and that consequently there may be occasions where a placement in our school would not be practicable. However, we always, with the support of the Local Education Authority, strive to ensure good quality provision for all pupils wishing to attend our school.

We work very closely with the Local Education Authority to ensure good provision for pupils with additional needs including:-

- minor modifications to the school building (widening doors and ramps etc)
- effective delivery of individual education and medical programmes
- where appropriate provision of one to one (SNSA) support
- provision of additional education resources
- liaise closely with a range of outside agencies
- ensuring equal access to all areas of the curriculum including school trips and residential courses.

For more detailed information on the school's policy for Access and Inclusion please see the Headteacher

Policy on Charging and Remission

The Governing Body recognises the valuable contribution that the wide range of additional activities including clubs, educational visits and residential experiences can make towards pupils' personal and social education. Under the terms of the 1988 Education Reform Act the school is allowed to ask for voluntary contributions towards educational visits. We do not charge for any activity undertaken in school which is part of the National Curriculum, with the exception of some individual or small-group music tuition or visiting groups.

When organising school trips or visits which enrich the curriculum, the school invites parents to contribute to the cost. However, if we do not receive sufficient voluntary contributions, we may need to cancel a trip. No children will be treated any differently, should their parents choose not to make voluntary contributions. Sometimes the school pays additional costs in order to support the visit.

The Governing Body aims to promote and provide such activities, both as part of a broad and balanced curriculum for the pupils of the school and as additional optional activities.



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For additional services, such as small group peripatetic music tuition, payment is required in advance. Failure to pay will lead to the additional services being withdrawn.

Parents have a right to know how each trip is funded and the school provides this information on request. If a child has paid for a school trip and is unable to go, every effort is made to refund the money. However, there are some instances where we may be unable to refund ticket money if it has been paid in advance of the day of a trip.

In the case of an end of school year pastoral trip, where the parent does not wish for his/her child to take part, arrangements are made for children at school. If a child is unable to attend a trip after paying, and if the parent lets us know in time, we try to arrange for a substitute to take their child's place and parents arrange between themselves methods of reimbursement. The school policy is available on request.

What Do We Expect From Our Pupils?

Behaviour and Discipline

Class teachers are responsible for the welfare of pupils in their class. The Headteacher bears overall responsibility for pastoral care and matters of concern are referred to him.

Unless children are going home for their lunch, no child is allowed to leave the school premises without the written consent of the parents/guardians.

We expect every pupil to conduct themselves in a way which demonstrates their respect for others and their concern to uphold the good name of the school. Good behaviour is expected at all times and children will be referred to the Headteacher for praise and encouragement as a result of good behaviour and work. The positive approach in school achieves better results in maintaining expected standards. All classrooms have a list of rules, rewards and consequences displayed for the children so they are clear of the boundaries. Although the rules and rewards might be slightly different within each class the consequences are the same:-

1. A warning is given to the child.
2. Withdrawal from group.
3. Work within another classroom.
4. Sent to the Headteacher.
5. Parents are contacted.

We do not tolerate acts of aggression towards other pupils and we insist that pupils inform a member of staff if this happens. We would urge you as parents, to share in the task and notify the school of any incidents of bullying which come to your attention.



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Exclusion/suspension of child from school

In all cases we try to avoid this but if it is necessary for expulsion, the parents, Chair of Governors and L.E.A. will be kept informed. Parents have the right to appeal to any exclusion and must do so in writing to the relevant committee of the Governing Body. Details will be given at the time of exclusion.



School Uniform

School uniform exists and is actively encouraged. Whilst we do not punish pupils for not having uniform we reward those who do wear it for the full five days of each week. A uniform is worth serious consideration as it is smart and fosters a sense of belonging and pride. We feel that a uniform adds to the general tone of the school and as staff and Governors, we would like all pupils to wear it. The uniform consists of dark skirts/trousers, red sweatshirts and a white polo shirt or shirt. Red jumpers with the school's name in black, white polo tops with a red logo and red fleeces with the school's name in navy are available to buy from school. All uniform items are available from the school secretary. Sweatshirts are £9, polo shirts £6.00, Cardigans £11, Hoodies £12, Book Bags £4, PE bags £4.50 and Reversible Water Proof/Fleece Jackets are £16.00.

Footwear - parents are asked to ensure that their children wear safe sensible footwear to school as the yard is uneven and there are steps within the school grounds.

P.E./Games/Drama - pupils are expected to provide their own kit e.g. shorts, T-shirt, jogging trousers and trainers. This can be kept in school in a drawstring bag, these are available at the cost of £4.50. if you require them.

Jewellery - the wearing of "dress" earrings is not allowed. Children who have pierced ears must wear stud earrings which should be removed before **all** forms of physical activity. For safety reasons, necklaces and bracelets should not be worn as they can catch on clothes or other children and cause serious injury.

Hair - children, with long hair, are **encouraged** to keep it tied back for school, but it **must** be tied back for all physical activities to avoid it becoming caught or entangled.

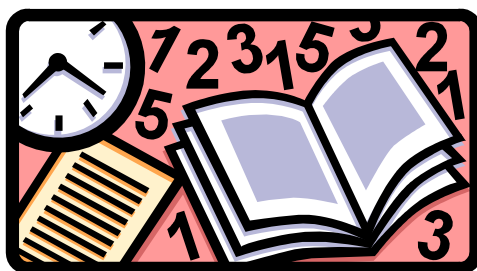


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Personal Property

Parents are advised to label their children's property. Children are discouraged from bringing toys, games etc. to school as we cannot accept responsibility for loss or breakages which may occur. No item, which is valuable, should be brought onto the school premises. If objects are brought by mistake they should be given to the office for safe keeping. The use of mobile phones by pupils is not allowed and they should not be brought to school. If you need to contact your school, this can be done through the office which is manned at all times.

In the event of malicious and/or intentional damage to school or other pupil's property the parents may be asked to contribute to the cost of repair or replacement of any damaged item.

Bicycles may only be brought into the schoolyard for an official school activity. We encourage all pupils to wear a safety helmet when riding their bicycles.



Curriculum Content and Organisation

Children are taught in mixed ability classes according to their age. Sometimes it is necessary to group more than one age together because of the school's staffing arrangements. Children, work most of their time in groups according to their stage of development, but within each class, teachers use a variety of teaching styles in order to maximise the learning experience. Relevant discussion is encouraged, although some periods of the day are set aside for silent work e.g. quiet reading time immediately following the lunch break.

The group system ensures that **all** children in a class may be catered for and all be gainfully employed on programmes which relate directly to their individual ability and attainment levels. The size of classes varies every year and consequently support staff are assigned where most needed. Learning Support Assistants are employed to assist children who have been identified as needing extra support and have been placed on the Special Educational Needs register. These children work in small groups both inside and outside the classroom.



The school has been awarded the Basic Skills Quality Mark and all staff take responsibility for improving basic skills of literacy and numeracy together with developing the key skills of numeracy and literacy through the teaching of all subjects.

Key Stage 2 Curriculum

Each maintained school is obliged by law to provide a basic curriculum consisting of Religious Education and 11 National Curriculum subjects, all of which:-

- a) promotes spiritual, moral, cultural, academic and physical development of children
- b) prepares pupils for the opportunities, responsibilities and experiences of adult life.

Core Subjects - English, Mathematics, Science.

Foundation Subjects - Welsh Second Language, History, Geography, Design and Technology, Art, Music, I.C.T., Physical Education, Personal and Social Education.

Other Subjects - Religious Education, Sex Education.

Separate policies exist for each of these subjects.

With the drive by the Government to improve Information and Communication Technology in the schools, this subject is becoming increasingly recognised as a core subject.

Swimming is part of the P.E. National Curriculum Orders and is thus compulsory when it is the class' turn for swimming. A child may be excused from swimming only on production of a note from parents, and then only on the grounds of illness.

Each subject in the National Curriculum has a "Programme of Study" and is divided up into "Attainment Targets". The National Curriculum is divided into the four Key Stages a child experiences from 5-16 years old.

Key Stage 2 - Junior Stage - the expected level for a pupil at the end of year 6 is Level 4, but the staff support all pupils to achieve their potential, many pupils achieving level 5.

Religious Education

Religious Education is a statutory requirement and together with the teaching of moral values and attitudes, is incorporated into all themes work.

Assembly is held daily when all children come together for a mainly Christian worship. Parents have the right to withdraw their child from collective worship and/or religious



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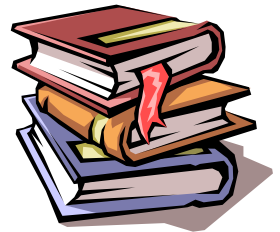
education. If so wished, a classroom can be made available where parents can educate their own child in their individual beliefs.

Sex Education

The Governing Body has agreed upon the content of the school's provision for Sex Education. This will consist of several mixed sex classes taught to Year 6 pupils during the Summer Term. Parents are invited to view teaching materials prior to the lessons being taught. Parents have the right to withdraw their child from this but not from the element included in the Science curriculum. Parents are encouraged to discuss any issues that they may have with the Headteacher.

Several themes we develop include:-

- * An awareness of self - my body, my feelings, my growth, keeping clean, safe and healthy.
- * An awareness of others - feelings, views and situations.
- * A positive view of others - friendship, loyalty and caring.



The depth and detail of teaching is determined by the maturity of the children.

Assessment and Recording

Assessing how well children are progressing, and recording that information, is an essential part of our work in school. Without ongoing assessment we cannot evaluate how well pupils are progressing and we cannot plan for the next stage of learning. Similarly without end of year and end of key stage assessments we cannot establish the levels your child has attained. Consequently we cannot evaluate our own performance against that of other schools, the Local Education Authority and schools in Wales.

The information we gain from both formative and summative assessments helps us keep you, the parent, well informed of your child's progress and tells us what we need to plan for next.

Assessment information is used to highlight areas of concern as well as celebrate success and it allows us to plan a programme of learning to suit the needs of the individual child.

The children are assessed in the following ways:-

Summative assessments:-

- Key Stage Two assessments. This involves all pupils in year 6 (10/11 year olds). As the Blaengwawr cluster of schools we have agreed our assessment procedures for



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the end of key stage two. These have been monitored by the Local Education Authority and found to be robust and accurate.

- Termly and end of year assessments are completed by all classes. Termly assessments include: - English, Maths and Science. End of year assessments include all areas of the curriculum. Standardised tests used at the end of the year include, NFER maths, English and reading, Spotlight and Catch Up and ACAC optional assessment material.
- Pupils with SEN are assessed termly against their Individual Education Plans by the SENCO Mrs Bowen

Formative Assessments: -

- Individual targets for improvement in maths and English are set for each child and monitored regularly.
- Pupils are involved in assessing their own progress through Pupil Self Assessment. The pupil and teacher then use this information to set new targets. This encourages the children to take responsibility for their own learning.
- Pupil progress and attainment is assessed each time the child's work is marked; teachers write comment on the child's progress towards their targets and identify the way forward.
- When marking the work of pupils with Individual Education Plans, progress is referenced against the targets set out in the IEPs.
- Teacher weekly/fortnightly planning reflects pupils' progress from the week before.
- Pupil peer assessment evaluates how well pupils complete tasks as a group. This is a very effective tool in helping pupils identify what they need to do to improve.
- Catch Up, Spotlight, Language Support and SPLD teaching carry out on going assessments on the pupils to support good progress in learning.

All this assessment information is used to help the class teacher provide the best programme of study possible for your child

A parents' evening is held during the Autumn Term and Spring Term, when parents may come and visit the child's teacher to have an oral report and to see the child's work. Written reports are issued at the end of the school year and parents are invited to discuss these reports and their child's progress if required. However, parents may (if they so wish) discuss any matters of concern regarding a child at any time either with the headteacher or the class teacher.

Pupil's attainment and progress is recorded in a variety of ways including:-

- Records of Achievement
- Reading records
- End of term assessments
- End of key stage assessments in year 6 for English, maths, science and Welsh.
- CAT tests year 5
- Autumn and Summer reading tests



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- Catch Up and Spotlight records
- Language support records
- Pupil Self assessment records
- NFER results
- Individual pupil tracker
- Pupil's books
- Audio and visual recording and photographs

All this information is available to parents on request

More detailed information on Assessment, Recording and Reporting is available from the following policy documents:-

Assessment, Recording and Reporting

Marking Policy

Teaching and Learning policy



These documents can be obtained from the headteacher.

Music Tuition

A peripatetic guitar tutor, Mr. J. Beynon, visits the school on a Tuesday afternoon each week. Subject to the availability of instruments, lessons are given to children who, after testing by the teacher, show some musical ability for the instrument. The school will expect an undertaking by the child and parents in the form of a Home-School Agreement. A small financial contribution per term is asked for.

Homework

Children are set homework as determined by individual members of staff. Each child is provided with their first homework book free of charge and when complete, it will be replaced by the school. Lost or damaged books can be replaced at the cost of £1.00. However, children are always encouraged to take some responsibility for their own private study and we heartily support all children who read extensively and borrow books from our school library.



Working Together To Achieve Our Best
Sporting Aims and Provision for Sport

Our aim is to provide our pupils with the opportunity to take part in a wide range of sporting activities. We aim to encourage an understanding of and desire for a healthy lifestyle, supporting the Welsh Assembly Government agenda on "Food and Fitness". Although we understand the need for our pupils to take part in a range of competitive sports, there is a strong emphasis on behaving appropriately and the need to treat all persons managing sporting events with respect.

Provision: - Through the National Curriculum pupils have to the following Physical Education Activities:-

- Creative
- Physical
- Competitive
- Adventurous
- HFWB - Health Related Fitness and Well - Being



In addition we provide:-

Swimming sessions

All pupils have the opportunity to go swimming as part of the curriculum in the Summer Term and we aim for everyone to achieve a badge during these lessons.

Outdoor Pursuits

Year 6 pupils as part of the transition project are invited to attend a three day residential course and Manor Adventure Park

PESS

We use the structure of the PESS programme which provides a range of activities to promote the provision of good quality physical activity both in school and the wider community. These activities include:-

- staff development and training
- provision of good quality teaching and learning resources
- modelling of exemplar lessons
- updated information on sporting events and activities available in the community.



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Out of Hours Learning

In addition to our sports clubs we also offer other out of hours learning or activities.

- Gardening Club to develop an appreciation of our environment.
- Art Club to develop the artistic skills of the children.
- Chess club for the children to enjoy a board game, whilst learning strategies
- Athletics/Cricket/Football/Rugby/Netball Club to develop fitness with fun.
- Breakfast Club to develop an awareness of the importance of healthy eating.
- A range of trips and visits throughout the school year.

School Performance

School performance is monitored and measured in a variety of ways.

- The Governing Body, on your behalf, monitor school performance. This is done by agreeing school policy, vision and aims and carefully monitoring its implementation in the day to day life of the school.
- The local authority monitors school performance by gathering information on pupil performance. Our school performance is then compared with other schools within the local authority and Wales.
- The GOVERNING Body have to evaluate the school's performance to advisors from the Central South Consortium, who put the school into a Category based on set criteria.
- The Welsh Inspectorate ESTYN monitors school performance during "Inspection" and give judgements on a number of areas including Standards and Prospect of Improvement
- After every inspection we have to agree an improvement plan to address areas highlighted by inspectors, this plan is called the Post Inspection Action Plan. We are pleased to report that we have made good progress since the last inspection.
- School sets SMART targets for improvement through the School Development Plan. The progress and impact of this plan is reviewed termly.
- At the end of this prospectus you will find information on school performance in year 6 for last year.

No prospectus can answer every question, so please don't hesitate to call into the office if you can't find the information you need in this prospectus. We are more than happy to answer any queries you may have.