# Prosbectws Ysgol Yr Hendy Wegel Wr Measing Prospectors





Ysgol Yr Hendy
Heol Iscoed
Hendy
Pontarddulais
SA4 OXD
01792 882940
ebost/email:
admin@hendy.ysgolccc.cymru

















## A welcome from the headteacher...

Cathryn Jones - Prifathrawes/ Headteacher Swyddog Amddiffyn Plant/Senior Designated Person for Child Protection



It is a pleasure to introduce myself as the proud Headteacher of Ysgol Yr Hendy.

At Ysgol Yr Hendy, we believe that when children are happy in school, they thrive. Ysgol Yr Hendy is a caring, community school where children have the opportunity to be educated through the Medium of Welsh or English. The welcoming environment ensures no pupil is invisible and each child is nurtured and valued for their uniqueness. Well-being, kindness, respect and togetherness are promoted so that your child can reach his or her full potential and become an active, happy and responsible citizen in the school and the wider community. We are proud to be a school that promotes the values of inclusion and supports the work of the charities Stonewall, Show Racism the Red Card, NSPCC, Shelter Cymru as well as being a Trauma Informed Credited School.

At Ysgol Yr Hendy we believe that providing firm foundations in all aspects of life will give our pupils the scaffolding to build positive, healthy and happy lives. We aim to achieve this by placing the pupils at the heart of their learning and providing a purposeful, relevant and authentic curriculum that is underpinned by the rights of the child, where all pupils are given the opportunity to be the best that they can be (Article 29).

Our curriculum is everything a learner experiences in pursuit of the Four Purposes. It is not simply what we teach, but how we teach and crucially, why we teach it. It is the whole school experience offered, not merely restricted to lessons and activities within the school day, with a keen focus on well-being, creativity, bilingualism, the performing arts, sustainability and sport. Our curriculum includes the attitudes and values we promote, the opportunities we provide beyond the school day, and the relationships we have with our families and the community. This is achieved through ensuring the four purposes are at the heart of what we plan and do.

We take pride in the fact that we are a friendly, open and happy school. We are very keen to work in partnership so that our pupils achieve their full potential. We encourage children to respect others and demonstrate a love towards their country, language, culture and heritage.

We look forward to a happy, successful and fruitful partnership during your child's primary education.

This handbook /prospectus has been proudly put together by the children, staff, governors and parents. We hope you enjoy it and it helps you gain an understanding of how our school is organised, and to appreciate the exciting opportunities on offer to children in our care.

All schools have their own distinctive 'feel' which makes each one unique.

We are proud that the special feel in Ysgol yr Hendy is to do with our caring and friendly atmosphere. Visitors to the school very often comment on the warm ethos and welcome they receive.

Well-being, respect and togetherness are promoted so that your child can reach his or her full potential and become an active, happy and responsible citizen in the school and the wider community.

The welcoming homely environment ensures no pupil is invisible and each child is nurtured and valued for his/her uniqueness. Skills are developed in a variety of ways and we aim to provide an exciting bilingual creative curriculum. In a rapidly changing world, our aim is

to create tomorrow's citizens today.

We all firmly believe in our vision: "Law yn Llaw, Gyda'n Gilydd Cymaint Mwy. (Hand in hand, together so much more)

Cathryn Jones (Head teacher)

Gareth Beynon-Thomas (Chair of Governors)

If you have any queries or concerns, please contact the school on admin@hendy.ysqolccc.cymru.

You can follow us on Twitter: https://twitter.com/ysgolyrhendy or our website: https://www.ysgolyrhendy.org.uk

As a former pupil and parent Ysgol yr Hendy gave me the opportunity to educate my children through the medium of Welsh. You are more than a pupil in this school you are an integral part of a proud village community. These links last a lifetime.

Gareth Beynon-Thomas Chair of Governors

"Law yn Llaw, Gyda'n Gilydd Cymaint Mwy"

# The Governing Body

The Governing Body meets regularly (at least once each term) with sub-committee meetings being held between each sitting of the Governing Body.

An Annual Report is issued by the Governors which can

An Annual Report is issued by the Governors which can be found on the school website (paper copies available at the office).

Governing Body Membership					
Name	Post	Term of office ends	GB member's area of responsibility		
Ms Cathryn Jones	Head teacher	n/a			
Cllr. Gareth Beynon- Thomas	Chair of Governors : LEA	22/01/2024	Health & Safety, Premises		
Dr Allan Evans	Vice Chair of Governors : Add.Community	30/10/2024	Leadership & Management		
Mr Nick Davies	Staff (Teaching)	30/06/2027			
Mrs Lorraine Mathias	Staff (Non Teaching)	07/11/2025			
Mr Eifion Perkins	Parent	19/02/2024	Literacy		
Mrs Leisa Williams	Parent	18/11/2025	School Council & Healthy Schools		
Ms Carla Dewick	Parent	08/01/2027	Standards, Data, ICT		
Mrs Sian Donaldson	Parent	01.07.2028	ICT, DCF		
Mr Stuart Evans	LEA	02/02/2026	ECO School		
Mrs Karen Taylor	LEA	31/03/2027	Safeguarding, ALN, LAC, MAT, Numeracy		
Mr Robert Croft	Community	21/05/2025	Health & Wellbeing		
Mrs Sally Llewellyn	Community	14/11/2027	Curriculum and Resarch		

Having been appointed to the Governing Body, I am excited and proud to be involved in an innovative chapter of Ysgol yr Hendy Parent Governor





Law yn Llaw, gyda'n gilydd gymaint mwy (Hand in hand together we are so much more)

### School mission statement:

The happiness and emotional well-being of our pupils is central to the ethos of our school. We will provide a bilingual stimulating learning environment that is safe, inspiring and inclusive. Pupils will strive to become literate, numerate and digitally competent whilst also developing a love of learning through curiosity, fun and challenge.

We will cherish every child to become independent, resilient and considerate citizens who are proud and knowledgeable about their Welsh language and culture.

We will support our pupils to respect themselves, their peers, their teachers and families, their locality (cynefin) and the world in which they live.

The School provides a happy and stimulating environment for my daughters to learn in and the staff are committed to ensure the pupils achieve their goals

Parent

Hendy School tries to create a positive learning environment for all pupils regardless of their ability. Rewarding effort and praising resilience is at the heart of the school's ethos. My boys love bringing home the Seren Cymreictod yr Wythnos" and Gwobr Pennaeth certificates

Parent

Erthygl 28 - Mae gen i hawl i addysg

# EIN NOD

#### **DUR AIMS**



#### Health and Well-being

 Provide a holistic approach to health and well-being, developing learners' physical, mental, emotional health and social well-being.

#### Environment

 To provide children with a safe and nurturing environment, promoting their holistic development.

#### Inclusion

 An education where all pupils achieve their full potential, in all aspects of school life, in an inclusive and diverse community.

#### Standards

 A supportive professional culture, providing staff with the skills to reflect on good practice, set high standards, and developing curious, independent life-long learning.

#### Enterprising, Creative contributors

 Encourage resilient, inquisitive learners, who collaborate, communicate, think independently, and confidently take risks in their learning.

#### Language

 Developing the learners to be confident multilingual curious citizens promoting multilingualism while developing their ability to use information and make connections between different languages appreciating the relationship between them.

Article 2 - Children have rights no matter what

School Staff

### Mrs Cathryn Jones Headteacher

Article 19 - children have the right to bee protected from being hurt or or badly treatedl 19 - mae gan blant yr hawl rhag cael eu brifo neu eu trin yn wael







Mr wicholas Davies Deputy Head

Miss Linda Nicklin leader

Mrs Sian Lloyd Progression Step 1 Progression Step 2



Miss Angela Davies Mrs Racher Davies Admin Officer ALNCO



Mrs Katie Rolfe Teacher



Mrs Victoria Richards Teacher



Mrs Rhiannon Griffiths Teacher



Miss Jessica Graves Teacher



Mrs Claire Wyatt Teacher



Mrs vicola Fowler HLTA



Teaching Assistant



Mrs Lorraine Mathias Mrs Caroline Taylor Teaching Assistant



Mrs Elin Davies



Mrs Hayley Edwards Teaching Assistant





Teaching Assistant



Miss Jasmine Auchterlonie Teaching Assistant



Teaching Assistant



Mr Coan Jones Teaching Assistant



Forest School Lead

# School Staff and Classes:



Members of Staff				
<u>Name</u>	<u>Post</u>	<u>Responsibility</u>		
Ms Cathryn Jones	Headteacher	<ul> <li>Strategic Leadership</li> <li>Governing Body Role: Challenge and Support</li> <li>Learner Achievement and Progress Management</li> <li>Staff Performance Management</li> <li>Curriculum Management</li> <li>Financial Management</li> <li>Grant Expenditure</li> <li>Resource and Building</li> <li>Management Stakeholder Relations</li> <li>Health and Safety</li> <li>Policies and Procedures</li> <li>Senior Child Protection Officer</li> <li>Four Purposes</li> </ul>		
Mr Nicholas Davies	Deputy Headteacher	<ul> <li>Dosbarth Betty Campbell</li> <li>SLT Member</li> <li>Learner Achievement and Pupil Progress,</li> <li>Deputy Child Protection Officer</li> <li>Performance Management Team Leader,</li> <li>Governing Body Teacher Representative: challenge and support</li> <li>Progression Step 3 Leader</li> <li>Leader Cross Curricular Responsibilities Numeracy</li> <li>Area of Learning &amp; Experience: Mathematics &amp; Numeracy</li> <li>Transition Team Leader Bryngwyn School</li> <li>EVOLVE Risk Assessments</li> <li>Pupil Voice Group: Sports Ambassadors</li> <li>Extra-Curricular Activities: Health, Fitness &amp; Wellbeing</li> </ul>		
Mrs Sian Lloyd	Teacher and member of the Senior Management team	Dosbarth T Llew SLT Member Performance Management Team Leader Progression Step 2 Leader Leader Cross Curricular Responsibilities Literacy Area of Learning & Experience: Language. Literacy & Communication Expressive Arts Team Member: Music Pupil Voice: Criw Cymraeg Siarter Iaith Poverty Proofing Student Mentor Extra-Curricular Activities: Côr / Urdd Trauma Informed Practitioner		
Miss Linda Nicklin	Teacher and member of the Senior Management team	<ul> <li>Dosbarth Myrddin / SLT</li> <li>Performance Management Team Leader</li> <li>Progression Step 1/2 Leader</li> <li>Leader Cross Curricular Responsibilities Digital Competency</li> <li>Area of Learning &amp; Experience: Expressive Arts</li> <li>Science &amp; Technology Team Member</li> <li>Pupil Progress: Seesaw</li> <li>School Web Page / School App</li> <li>Transition Team Leader Cylch Meithrin</li> <li>Extra-Curricular Activities: Cor / Urdd</li> <li>Trauma Informed Practitioner</li> </ul>		

	Mrs Victoria Richards	Teacher	<ul> <li>Dosbarth Gwenllian</li> <li>Leadership: Area of Learning &amp; Experience: Health &amp; Wellbeing</li> <li>Area of Learning &amp; Experience Language, Literacy &amp; Communication Team Member English</li> <li>Rights of the Child</li> <li>Pupil Voice Group: Rights Ambassadors</li> <li>NQT Mentor</li> <li>Extra-Curricular Activities: Enrichment and Life Skills</li> <li>Trauma Informed Practitioner</li> </ul>
	Mrs Katie Rolfe	Teacher	Dosbarth Beca Leadership: Area of Learning & Experience: Science & Technology Area of Learning & Experience Mathematics & Numeracy Team Member Pupil Progress: Seesaw Transition Leader Cylch Meithrin Baseline Leader
	Miss Jessica Graves	Teacher	<ul> <li>Dosbarth Betsi</li> <li>Area of Learning &amp; Experience: Science &amp; Technology: Science</li> <li>Area of Learning &amp; Experience Language, Literacy &amp; Communication Team Member</li> <li>Extra-Curricular Activities: Enrichment and Life Skills</li> </ul>
	Mrs Claire Wyatt	Teacher	Dosbarth Dewi Leadership: Area of Learning & Experience: Humanities Area of Learning & Experience Mathematics & Numeracy Team Member ALNCo shadow Pupil Voice: Eco Council Extra-Curricular Activities: Enrichment and Life Skills
	Mrs Rhiannon Griffiths	Teacher	Dosbarth Hedd Wyn Leadership: Area of Learning & Experience: Health & Wellbeing Area of Learning & Experience: Humanities Team Member Staff Wellbeing Officer Transition Team Leader Ysgol y Strade Pupil Voice Leaders / Senedd BSL Leader Extra-Curricular Activities: Health, Fitness & Wellbeing
ò	Mrs Rachel Davies	ALNCO	Leadership: Additional Learning Needs Coordinator Pupil Progress Team Member Intervention Support Staff an Intervention Area of Learning & Experience: Humanities Team Member - Religious Education Transition Team Leader ALN Bryngwyn School and Ysgol Y Strade Extra-Curricular Activities: Creative Club Trauma Informed Practitioner
	Miss Angela Davies	Administrating officer	Admin & Finance Manager     Attendance Officer
			<ul> <li>PPA Cover</li> <li>Area of Learning &amp; Experience: Health &amp; Wellbeing Team Member</li> </ul>
	Mrs Nicola Fowler	HLIA	Health & Wellbeing Program: Jigsaw

Mrs Caroline Taylor	TA	<ul> <li>Area of Learning &amp; Experience: Expressive Arts Team Member</li> <li>Intervention Lead: CHATT</li> <li>Extra-Curricular Activities: Enrichment and Life Skills</li> </ul>
Mrs Lorraine Mathias	TA	<ul> <li>Area of Learning &amp; Experience:         Language, Literacy &amp;         Communication Team Member</li> <li>Intervention Lead: Dyfal Donc</li> </ul>
Mrs Hayley Edwards	TA	<ul> <li>Area of Learning &amp; Experience:         Humanities Team Member</li> <li>Intervention Lead: Positive Play</li> </ul>
Mrs Karan Pritchard	Caretaker	<ul><li>Maintenance of the school</li><li>After-school club leader</li></ul>
Mrs Marie Croft	TA	<ul> <li>Area of Learning &amp; Experience: Science &amp; Technology Team Member</li> <li>Transition / Cylch Meithrin</li> <li>Intervention Lead:</li> </ul>
Mrs Elin Davies	TA and Forest School Lead	Area of Learning & Experience: Health & Wellbeing Team Member     Outdoor curriculum lead
Miss Jasmine Auchterlonie	TA	Area of Learning & Experience: Science & Technology Team Member
Mrs Menna Boyns	TA	Area of Learning & Experience: Science & Technology Team Member     Intervention Lead: Social Stories     Extra-Curricular Activities: Enrichment and Life Skills
Mrs Toni Groves	TA	Area of Learning & Experience:     Langauge, Literacy & Communication     Team Member     Intervention Lead: Rapid Reading     ELSA / Thinking Ditectives     Trauma Informed Practitioner
Mr Coan Bowen	TA	<ul> <li>Area of Learning +         experience: Health +         Wellbeing Team Member</li> <li>Lunch time sport's leader</li> </ul>

Article 2 - Children have rights no matter what



Our pupils have a voice, which is heard, and this plays an important part in the school:

### Welcome from the Ysgol Yr Hendy's Senedd Lles

At Ysgol yr Hendy, we are dedicated to fostering an inclusive and vibrant educational environment where every pupil's voice matters. Central to this commitment is our Senedd Lles, established to ensure that all students have the right to express their views on matters affecting them, in accordance with Article 12 of the United Nations Convention on the Rights of the Child (UNCRC). The Senedd is divided into five groups, each of which is led by elected class representatives, ensuring that every child is represented and their opinions are taken seriously.



# Grand Gymraeg

Criw Cymraeg plays a vital role in promoting the Welsh language and culture within our school community. We recognise the significance of Welsh as an integral part of our daily lives.



### Article 15 - the right to meet with friends and join groups



# Cyngor Usgol

The School Council is instrumental in decision-making processes and in coordinating various projects that enhance learning, such as charitable endeavours and theme days, while also representing our school at external events.

# Gyngor Eco

Additionally, our Eco Council is deeply committed to environmental sustainability, advocating for responsible practices within the school and broader community. They regularly engage in environmental assessments to monitor and evaluate initiatives.





# Grup.Com

One of our dynamic groups, Grwp.com, comprises enthusiastic and knowledgeable pupils who are passionate about Information and Communication
Technology (ICT). They champion e-safety throughout our school, support teaching staff, and demonstrate the potential of technology, all while developing their own skills and showcasing achievable outcomes.

When I moved to Ysgol yr Hendy they gave me a warm welcome. I moved here because my other school didn't really want me. It's excellent at Hendy because I am welcome.

Pupil

This is the best school ever! We have lots of fun. We have jokes and stories and lots of exciting things. Come to Ysgol yr Hendy Pupil

I think this is a lovely school. I love it. It is the best school ever! Pupil

# Session Times



Dosbarth Betsi, Beca, Gwenllian, Myrddin 8:30am – 12pm and 13:00-2.55pm.

Dosbarth Dewi, T. Llew, Hedd Wyn, Betty Campbell 8:45 am – 12.10 pm and 1:00 – 3:00pm

Arrival Gates will open at 8:30 am and close at 8:45 am

All pupils in Progression Step 1 should enter through Foundation Phase entrance and Junior pupils through the main reception entrance. You are kindly reminded that it is not policy to receive children before 8.30 a.m. when staff officially commence their duty to supervise the pupils until 8:45 o'clock. The school gates will be closed at 8:45 am.

The school provides a breakfast club from 8.00 am to 8.30 am. Places must be booked to ensure there is adequate supervision. https://www.ysgolyrhendy.org.uk/ffurflen-clwbbrecwast-breakfast-club-form/

Breakfast Club doors will close at 8.20.
Aunty Karan's After School Club" is very popular with working parents and runs between
3.00pm to 5.00 pm each school day.

Contact Mrs Karan Pritchard on 07961120687

Arrangements for collecting children from Progression Step 1
Progression Step 1 children will not be allowed to leave the school building and will only be dismissed to a parent/carer or responsible adult.

- Children in Dosbarth Beca and Myrddin are dismissed through the Fire Exit in Dosbarth Myrddin (Miss Nicklin). Opposite the outdoor classroom
- Children in Dosbarth Betsi and Gwenllian are be dismissed through the Infant main entrance.

#### End of the school day

If another adult, who is known to the school, is collecting your child you must inform your child's class teacher via phone or letter. It is not school policy to allow any unknown persons to collect children from the school. If a 'new person' is going to be collecting a child at the end of the school day school must be informed by the parent/carer in the morning (with a brief description of the adult who is going to be collecting the child), otherwise the child will not be released into the care of persons unknown.

# Arrangements for collecting children from Progression Step 2/3

- Pupils in years 3, 4 and 5 will only be dismissed to a parent/carer or responsible adult.
- Pupils in Dosbarth Dewi and Dosbarth Betty Campbell are dismissed through the main reception (office) door

• Pupils in Dosbarth T. Llew and Hedd Wyn are dismissed through the fire

exit in the Cylch Meithrin class.

• It is acknowledged that many pupils in Year 6 travel independently between home and school.

Please complete the 'Permission to walk home from school' form if you want your child to walk home from school independently.

For safeguarding reasons please do not allow your children to run onto the school field, the conservation area, the infant outdoor classroom or play area. Once parents/carers have collected their child/children it is their responsibility to supervise their children. The school cannot be responsible for accidents which happen to children after they have been collected by parents.

### Arrangements for the Safe Parking of Vehicles near the School:

Every driver who is transporting children to school must comply with the following rules:

• Do not park on the zig-zag lines.

• Drive slowly at all times;

• Ensure that your children are always walking on the pavement

• School staff only may park on site and near the Main School Building to ensure a clear route for the emergency services.

Please avoid blocking residents' driveways at all times.

• It is not allowed to drive a vehicle into school playground.

Mae Ysgol yr Hendy yn ardderchog, mae llawer o bethau gyffrous yn digwydd. Ysgol groesawgar. Mae'r staff yn gwenu pob amser! Disgybl

Rydw i'n hoffi Ysgol yr Hendy oherwydd rydw i wedi magu fy hyder. Amrywiaeth o gyfleuoedd i 'r plant. Ysgol yr Hendy yn gwneud pawb i deimlo'n gyfforddus. 'Law yn Llaw, gyda'n gilydd cymaint mwy'! Disgybl



### Current provision

Children can start school in the term of their 4th birthday and are admitted on a full-time basis at the following times:

- in September for those who have their 4th birthday between 1st September and 31st December;
  - in January for those who have their 4th birthday between 1st January and 31st March;
- in April for those who have their 4th birthday between 1st April and 31st August. All parents wishing to apply for a place at the school, regardless of age, must do so by registering electronically on the Carmarthenshire website:



The authority will decide who will be admitted using specific guidelines.

More details are available on the county website.



# From September 2025

Following a public consultation and decision by Cabinet, school admission arrangements for four-year-olds are changing in Carmarthenshire.

From September 2025 children will start full-time education the term following their fourth birthday instead of the term in which they turn four.

This change will only affect children born on or after 1 September 2021. There will be no change for children starting part-time or full-time education before 1 September 2025.

Article 2 - Every child has the right to an education.

# Transition Process

There is an opportunity for children to enjoy a taster session in the term before starting school. During a pupil's first term, a meeting is held with parents to discuss how he/she has settled in.

### Nursery Transition

All pupils who will be starting their journey at Ysgol Yr Hendy will be invited to the school as part of our transition programme. Please see below the calendar of events prior to starting at Ysgol Yr Hendy.

1

### Open Evening

Parents and guardians will be invited to Ysgol Yr Hendy in the term prior to commencing school. This opportunity will enable parents and guardians to visit the classroom and to meet with the class teacher.

### 1:1 Meeting with Class Teacher

During this meeting, parents and guardians will be provided with relevant documentation, including the school prospectus, starter packs and consent forms of return to school prior to commencing at Ysgol Yr Hendy. One Page Profiles will also be given to parents and guardians during this meeting - this is a simple summary of what is important to a child or young person and how they want to be supported

2



### Coffee / transition morning

Parents and guardians will be invited to Ysgol Yr Hendy for the Cylch Meithrin's coffee morning. This will also be an opporunity for you to meet the class teacher and for your child to meet their peers in class. Parents, guardians are welcome to this coffee morning. At 10:30-11:45, pupils will visit their new class for a transition morning (pupils only)

### Transfer to Secondary School

A great deal of preparation is made beforehand to ensure a smooth a transition for our pupils from Ysgol yr Hendy to their secondary school. We are very aware that transition from Primary school can mean quite a dramatic change for many pupils, therefore, most secondary schools are very keen to get to know their partner Primary school pupils well before they arrive, so that they settle in as quickly as possible.

Children who are eleven years of age on or before 31st August will transfer to a secondary school in September of that year depending on their catchment area. All applications must be made on line to Carmarthenshire or Swansea.













Article 13 - Every child has the right to get information and share views

# Attendance

All parents are required to notify the school of any absence by telephone / app. Failure to do so will result in your child's absence being entered in the register as an 'unauthorised absence'. You must ask the Head teacher's permission to withdraw your child/children if you wish to arrange a family holiday during the school term. Permission will usually only be granted to pupils who have over 95% attendance.

The register closes at 9:15 a.m. Any pupil who arrives after this time without a medical reason will be designated as 'late after the register closed' and this will be regarded as a morning's absence in the school's statistics. Parents are encouraged to try, where possible, to make medical or dental appointments outside school hours, to avoid disrupting their child's education.

Article 3 - The best interests of the child must be a top priority in all decisions and actions that affect children.





Please click on the QR code to view a video created by our pupils emphasising the importance of attendance.





# Reports and Parents' Evenings

Detailed records are kept of the children's progress while at school. The children's work and progress is discussed with parents/carers during the year with an opportunity to celebrate the children's work in the Spring term. Parents/Carers will be able to look through child's books and online journals.

The final opportunity is a drop-in appointment to discuss the end-of year report.



Meet the teacher
Discussing child's targeets to support
progress

Celebration of child's work
Opportunity to look at child's book
and online portfolio





Review end of year report

Lovely that staff know every child's name, it has made the transition from Cylch to school so much easier for my son. My boy loves Ysgol yr Hendy, he loves his teachers. The school is very much a local village school. Parent

Article 29 - Every child has the right to an education

# The School Curriculum



Emphasis is placed on Health and Well-being so that children feel safe, secure and ready to learn. We promote the values of kindness safety respect and forgiveness. Our aim is to provide the highest quality care and education in a happy, caring, active and safe environment to enable all children, whatever their ability, to achieve their potential. It is important to make the children aware of their role in looking after each environment, their community, their country and the world.



#### Curriculum for Wales Summary: Ysgol Yr Hendy

Our curriculum has been co-constructed through engaging with all stakeholders and will meet the following

"Law yn llaw, gyda'n gilydd, cymaint mwy"

Our Values

Respect, love, sufety, forgiveness, kindness, honesty, happiness

#### Mission Statement

The happiness and emotional well-being of our pupils is central to the ethos of our school. We will provide a bilingual stimulating learning environment that is safe, inspiring and inclusive. Pupils will strive to become literate, numerate and digitally competent whilst also developing a love of learning through curiosity, fin and challenge. We will cherist every child to become independent, resilient and considerate citizens who are proud and knowledgeable about their Welsh language and culture. We will support our pupils to respect themselves, their peers, their teachers and families, their locality (cynefix) and the world in which they live.

#### Our inclusive curriculum

Our curriculum will raise the aspirations for all learners. As a school we have our curriculum will raise to approxions for all extensions, a school we have considered how all learners will be supported to realise the four purposes and to progress. We have considered our ALN provision and how we will meet the needs of different groups of learners.

#### Learning, Progression and Assessment

Our curriculum will support learning through designing learning opportunities that draw upon the pedagogical principles.

that draw upon the <u>pedagogical principles</u>.

Our curriculum, supported by effective teaching and learning enables learners to make meaninaful progress. Over time our learners will develop and improve their skills and knowledge. Our curriculum focuses on understanding what it means to make progress in a given Area or discipline and how learners should deepen and broaden their knowledge and understanding, skills and capacities, and attributes and dispositions and is informed by the <u>Progression Code</u>. This in turn supports our approach to <u>assessment</u>, the purpose of which is to inform planning for future learning. Assessment will be embedded as an intrinsic part of learning and teaching. All learners will be assessed on entry to the school.

#### English and Welsh

As a Dual Stream school Welsh and English education is provided.

Our curriculum will develop the <u>mandatory cross-curricular skills</u> of literacy, numeracy and digital competence. Our curriculum will enable learners to develop competence and capability in these skills and to extend and apply them across all Areas. Learners will be given opportunities across the curriculum to:

- develop listening, reading, speaking and writing skills be able to use numbers and solve problems in real-life situations
- be confident users of a range of technologies to help them function and communicate effectively and make sense of the world

#### UNCRC: The Rights of the Child

Our school will promote knowledge and understanding of Part 1 of the UNCRC, and of the UNCRPD, among those who provide teaching and learning.

#### CWRE: Careers and Work-related Experiences

Our curriculum will incorporate careers and work related experiences for all of our learners:

The four purposes
The four purposes are the starting point and aspiration for our school curriculum design. Our school aims to support our learners to become:

ambitious, capable learners, ready to learn throughout their lives

enterprising, creative contributors, ready to play a full part in life and

- ethical, informed citizens of Wales and the world
- healthy, confident individuals, ready to lead fulfilling lives as valued members of society

#### The statements of what matters

Our curriculum will provide opportunities and experiences to develop the key concepts, knowledge and skills as described in the statements of what matters and in line with the Statements of What Matters Code.

#### Areas of Learning and Experience

Our curriculum will provide learning experiences through the 6 AoLEs of:

Languages, Literacy and Communication

- Expressive Arts
- Science and Technology
- Maths and Numeracy
- Health and Wellbeing

Relationship and Sexuality Education RSE

Our school curriculum embraces the guidance in the RSE Code. Our RSE provision will have a positive and empowering role in our learners' education and will play a vital role in supporting them to realise the four purposes as part of a whole-school approach. Helping learners to form and maintain a range of relationships, all based on mutual trust and respect, is the foundation of RSE. These relationships are critical to the development of emotional well-being, resilience and empathy.

#### Religion Values and Ethics RVE

Religion, values and ethics (RVE) is a statutory requirement of the Curriculum for Wales and is mandatory for all learners from ages 3 to 16

There is no parental right to request that a child is withdrawn from RVE in the Curriculum for Wales

As RVE is a locally determined subject, the agreed syllabus specifies what should be taught in RVE within the local authority and our curriculum will reflect this guidance.

#### Review and refinement

Our school curriculum will be kept under review in order to respond to the outputs of professional inquiry, the changing needs of learners and social contests and needs. The reviews will take into account the views of stakeholders and will be signed off by the Governing Body. We will publish a summary of our curriculum and revise the summary if changes to the curriculum are made during the review process.

Headteacher: 01.12.2024 C Jones

Chair of Governors: G Beynon Thomas 01.12.2023

Review date: July 2025



A new curriculum is being developed for settings and schools in Wales and will be used throughout Wales by 2022. The principles underpinning every Area of Learning and Experience (AoLE) in Ysgol Yr Hendy ensures that the curriculum is:-

\*authentic: rooted in Welsh values and culture and aligned with an agreed set of stated purposes
\*evidence-based: drawing on the best of existing practice within Wales and from elsewhere, and on sound
research

\*responsive: relevant to the needs of today (individual, local and national) but also equipping all young people with the knowledge, skills and dispositions for future challenges as lifelong learners

\*inclusive: easily understood by all, encompassing an entitlement to high-quality education for every child and young person and taking account of their views in the context of the United Nations Convention on the Rights of the Child (UNCRC), and those of parents, carers and wider society

\*ambitious: embodying high expectations and setting no artificial limits on achievement and challenge for each individual child and young person

\*empowering: developing competences which will allow young people to engage confidently with the challenges of their future lives

\*unified: enabling continuity and flow with components which combine and build progressively

\*engaging: encouraging enjoyment from learning and satisfaction in mastering challenging subject matter
\*based on subsidiarity: commanding the confidence of all, while encouraging appropriate ownership and decision

making by those closest to the teaching and learning process
\*manageable: recognising the implications for and supported by appropriate assessment and accountability

arrangements.

\*rights-based: underpinned by the principles of the United Nations Convention on the Rights of the Child.

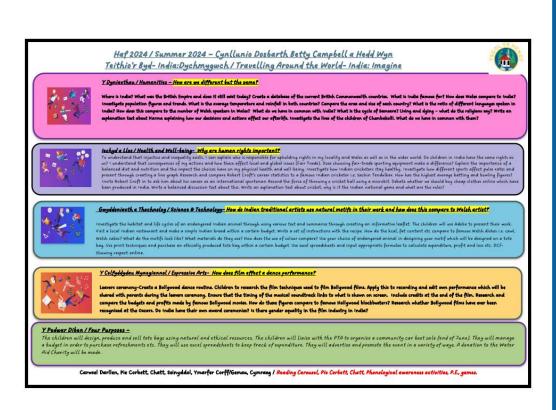
We use a thematic approach and each theme aims to provide memorable learning experiences and rich opportunities for high quality learning and wider personal development and well-being. Every child's progress is continually assessed and, if necessary, the parents contacted.



The Big Question approach has been used, reviewed, and developed, consisting of four Big Questions based on:

- Expressive Arts
- Science & Technology
- Health & Wellbeing
- Humanities

Cross Curricular Responsibilities are evident in each Big Question



We provide a curriculum that ensures that every child develops an awareness of Welsh culture and its associated heritage.

At Ysgol yr Hendy we place a strong emphasis on developing skills in Literacy, Numeracy and Digital Competency across the curriculum including the outdoors.

ESTYN: The school is very proud of its Estyn Inspection Report copies are available from the office or by clicking on https://www.estyn.gov.wales/provider/ysgol-yr-hendy

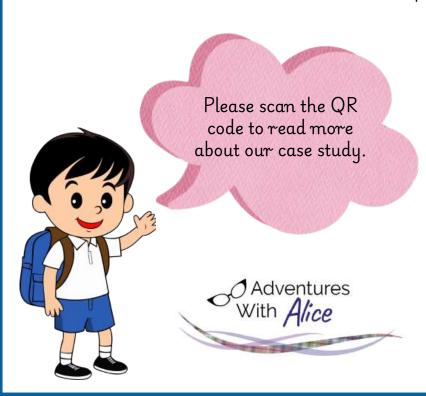
The school follows the Curriculum for Wales please see our website for more information https://ysgol-yr-hendy.secure-primarysite.net/cwricwlwm-i-gymru-curriculum-for-wales/





We have recently been chosen to take part in a case study that highlights the effective implementation of Trauma Informed approaches with the Adventures with Alice pedagogy at our school. This initiative aimed to stimulate and encourage independence among students, fostering a supportive learning environment where every individual feels valued and understood.

We are delighted to inform you that our case study has now been shared nationally to demonstrate best practice.









The happiness and emotional well-being of our learners is central to the ethos of our school. We cherish and support every child to become independent, resilient, and considerate citizens. Our intention is to introduce a wide range of balanced educational activities, real-life and authentic learning experiences that enable our learners to understand contemporary issues and develop into ambitious, capable learners, enterprising, creative contributors, ethical informed citizens and healthy, confident individuals who look for solutions to problems and see challenge as an opportunity to learn and grow.

As a school, we invested in a whole-school approach to understand the impact of trauma on the brain through training with Trauma Informed Schools UK. Through this, we put a range of strategies in place that enabled our learners to become securely attached to the adults in school so they felt safe, nurtured, and happy.

We are now a 'Trauma Informed' Accredited School an pride ourselves on this. Please read below feedback from the TIS assessor who visited our school in July 2023.

"Ysgol yr Hendy is a school built on love. The love for the children and families that the school supports shines out of the school team who work tirelessly to try to ensure that each child is able to become the best version of themselves.

A safe, caring, and joyful environment has been created where positive relationships, which are consistent and PACEful, exist between adults and children. The school is led by a passionate, effective Headteacher whose values are deeply child-centred and shared widely with the team.

The willingness and support to implement trauma informed approaches to guide the direction of the school is clearly evident. The TIS practitioners are skilled, enthusiastic, and dedicated to their work – ensuring every child is nurtured and valued as an individual. The children express that they feel safe in school, are treated fairly and they can talk to any adult if they need help or feel sad.

Ysgol yr Hendy clearly meets the criteria for the TIS award and it was a real privilege to visit the school and to spend some time with both students and staff. The school radiates a palpable sense of care and of family with visible empathy and kindness pervading all relationships and interactions. Classes are warm, welcoming, and inclusive and pupils are offered a real sense of belonging, seen absolutely for who they are rather than what they can or cannot do.

Great thought has been given to ensure that the environment, both inside and outside, provides opportunities for pupils to explore, take considered risks, learn, and think about themselves and consider their own sensations and feelings. My overriding memory will be of the whole school joyously singing the school song, holding hands together, fully connecting and the smiling happy faces of both children and staff in that moment.

Please share a heartfelt thank you to both the staff and pupils for their warm and incredibly friendly welcome. I have no doubt they all behaved as they normally do (and as they are, rather than as a show!) and as such this is a school to be incredibly proud of!" - TISUK AssesOR



A video showing howwe have transformed our learning environment with links to improved behaviour and a focus on learner well-being embedded throughout.



Article 6 - Every child has the right to live and grow as a person

# Health well-being and the use of the outdoors as a learning resource



Taking learning outdoors can enhance education and improve mental health. It is planned that all children should have a 'Forest School experience' during their time at Ysgol Yr Hendy. Your child's class teacher will let you know which day they will be doing forest school.

Information about Forest School
Forest School is run by trained Leaders and aims to build up children's skills, abilities and confidence week by week through practical hands-on activities in the outdoors. It gives them the chance to explore, learn and discover at their own pace in a safe and supportive space.

Forest School uses natural resources to stimulate imagination, creativity and investigation.

#### Activities can include:

- Woodwork using tools, e.g. making musical instruments, jewellery, decorative items
- Natural art
- Fire lighting
- Using knots and lashings
- Shelter building
- Bug hunts



Article 24 - children have the right to be as healthy possible

What your child needs to wear for Forest School

The Forest School sessions will take place entirely outside in the natural environment whatever the weather. We will provide a shelter from the elements, but it is still important that your child wears clothes that are waterproof and warm and that are OK to get wet and muddy.

Children during forest school sessions will need to bring their forest school kit into school to change as children will get muddy, wet and dirty during sessions. They will bring them home weekly, to avoid them getting smelly/mouldy in lockers.

If you have any old joggers or wellies at home that your child has grown out of and you would like to donate them to school so that we have a stock of spares, we would be very grateful.



The Health and Well-being Area of learning in our school encompasses physical health and development, mental health, and emotional and social well-being. We aim to provide pupils with the skills to navigate life's opportunities and challenges. We teach pupils that the different aspects of health and well-being are interconnected, and are important to enable successful learning.

We work with a range of partner agencies and are an accredited National Healthy School and a member of the Carmarthenshire Outdoor Schools Learning Programme and use the outdoors as part of our curriculum.



The school nurse visits the school regularly. Hearing and vision examinations will made during the children's time at school as well as height and weight measurements. Please notify the school if your child suffers from any allergies, medical conditions or are children who are likely to need extra care.

Children are encouraged to drink water regularly. You may like your child to have a mid-morning snack. We welcome fruit and vegetables, and would ask you not to send your child with chocolate, crisps or sweets of any kind. While we appreciate that some children can be 'fussy' eaters we ask your support to make your child's lunch box as healthy

Every child in the Progression Step 1 is offered the opportunity to receive free milk during snack time.

as possible.







# Relationships and Sexuality Education (RSE)

RSE is a mandatory requirement in the Curriculum for Wales for all learners from age 3 to 16 -so that every child has a right to access the full curriculum. It includes learning on antibullying, violence against woman and keeping safe online as part of a whole school approach.

#### A DEVELOPMENTALLY APPROPRIATE RELATIONSHIPS AND SEXUALITY EDUCATION (RSE)

RSE will need to be developmentally appropriate for children and young people – for example a child in the Foundation Phase is currently taught about relationships with parents, family and friends. This will continue.

The aim is to gradually build learners knowledge, skills and ethical values as they develop. We want them to have the tools to be able to understand how relationships, sex, gender and sexuality shape their own and other people's lives: but only at the appropriate times and ages.

This includes recognising, understanding and speaking out about discrimination and violence and know how and where to seek support and advice on a range of issues.

Religion Values and Ethics (has replaced Religious Education) The new Religion, Values and Ethics (RVE) sits within the Humanities Area of Learning and Experience and is mandatory for all pupils from 3-16. It has evolved to reflect the ambitions and four purposes of the Curriculum for Wales.

Article 14 - every child has the right to their own thought and beliefs and to choose their own religion

<u>Arrangements for Collective Worship:</u>

An act of collective worship is held every day for all pupils. Collective worship is "wholly or mainly Christian in tone", i.e. it reflects the "broad traditions of Christian belief" but is non - denominational. Parents have the right to withdraw a child from collective worship for religious reasons, and arrangements are made for anyone so withdrawn to be supervised by an adult at those times. The rights of teachers are also protected.

# Physical Education and Sport



Article 31 - all children have the right to rest, relax and play

Every pupil is offered at least one physical education lesson each week. The school takes part in a variety of sporting events. Pupils are offered swimming lessons in years 3 and 4. Pupils must wear a swimming hat and goggles. Pupils will receive a variety of extracurricular experiences during their time in Progression Step 2 and 3, e.q. a residential course at Llangrannog. Due to the lack of

changing facilities pupils should wear their sports kit to school on the designated days.

#### Informal Day to Day: Polo Shirt - Yellow School Sweatshirt -Blue Joggers/Trousers/S kirt/Tunic - Grey Shoes/Trainers (suitable for playing) Summer Dress -Blue/yellow and White

# School Uniform

Formal School Uniform (Yrs 2-6) To be worn for concerts, Eisteddfod and other formal occasions:

White Blouse/Shirt and dark grey skirt/trousers School tie can be purchased from the school office

Article 27 - Every child has the right to a good standard of living















#### Uniform available from:

- Toppers Llanelli Gate Business Park Unit D1 Dafen Llanelli 01554
- sales@topperswales.com Picton Sports, Dafen Industrial Estate, 3 Heol Aur, Llanelli SA14 8QN





### Did you know?

School uniform grants are available for eligible families in primary and secondary schools.

They now cover costs of sports kit and equipment for indoor and outdoor activities





### Lost Property

Please be advised that we will recycle all items of UN-NAMED lost property. You are welcome to search through the lost property, outside of school hours.

Please note we have a wide range of nearly new uniform available from school for free

Pupils are expected to come to school looking clean and tidy.

WE CANNOT EMPHASISE ENOUGH THE NEED TO LABEL CLOTHES.

### <u>Dress / Accessories Safety</u>

When pupils are taking part in physical education activities pupils are asked to remove any item that may pose a risk to themselves or others during that activity, e.g. watches. In cases where it is not possible for the child to remove an item, for example, 'new' earrings, the school will cover the item with tape to reduce the risk.

This is not ideal and we suggest that a child receives new earrings at the beginning of the summer holidays so that when they return to school the item can be removed.

During informal playtimes i.e. the morning / noon / afternoon break, accidents may happen because children are wearing jewellery. We strongly recommend, for the safety of the individual and others, that each child removes any jewellery before coming to school.

# Health and Safety

The school has a policy that ensures that we provide and maintain safe and healthy working conditions, as well as providing equipment and systems of work for all pupils and staff (teaching and support).

We also provide information and training where possible or necessary, and supervision for this purpose. Copies of the Health and Safety policy can be obtained from the school office. Risk assessments are regularly made to ensure that the building, the site and the places we visit are safe for children, staff and visitors.

For safety of all, the school has a camera system which focuses on access to the main entrance.

We have had our two daughters attend the school for the past 13 years. Both children have done very well academically. The support the school has given to working parents has been excellent. The school also provides an excellent Antibullying Policy.

Parent

Mae'r Ysgol yr Hendy yn arbennig. Disgyblion ac athrawon arbennig o dda! Mae llawer o glybiau yn ys ysgol fel athletau, coginio, côr, pêl-droed, codio a chelf. Fy hoff glwb yw coginio.

I love Hendy School it is fun and kind. We have no bullies and lovely teachers.

This school makes us happy every day. It feels like home.

Pupil

Mae llawer o le í chwarae. Rydym yn creu pethau gyda'n gilydd . Clybiau hwyl , TGCh ardderchog. Mae'n hwyl a sbri Disgybl

Hendy School is excellent. All the staff are kind and caring and always go the extra mile. They have helped my children so much Parent

# Extra-Curricular Activities

Our recitation group at the Urdd Eisteddfod

Considerable
importance is
attached to the
activities of the
Urdd (Welsh
League of Youth)
at Ysgol yr Hendy.

We
enthusiastically
enter into a
variety of
competitions
organised each
year by the Urdd.
Urdd membership
fees are collected
in the autumn
term each year.

Acquiring
membership
enables each child
to enter the official
Urdd
competitions.

Article 31 - every child has the right to take part in extra-curricular activities



#### Our bilingual school choir

We are very proud of our extensive programme of extracurricular clubs after school and our exciting school trips.

Please see the school website for further details https://ysgol-yr-hendy.secureprimarysite.net/clybiau-allgyrsiol-extracurricular-clubs/

I am so happy that I moved my daughter to this school, all the staff are so nice and friendly my daughter wants to go to school and has come on so much since being here. I would highly recommend Ysgol yr Hendy. Parent

This school is magnificent! I like it because we have fun in lessons.

Pupil

I love this school because we have lots of fun and lovely teachers. I like the school because we don't allow bullies at all.

Pupil

I like this school because the teachers are especially nice and reassure us when you feel nervous Pupil



# Home-School Community Links

Ysgol yr Hendy welcomes establishing positive relationship with parents and carers. Parents and carers are welcome to telephone or email the school at any time and can make an appointment to consult with their child / children's class teacher at a mutually convenient time.

If a parent/carer needs to collect their child early for an appointment, then a copy of the appointment letter/card should be shown to the class teacher in advance

# Cylch Meithrin Ysgol Yr Hendy

Cylch Meithrin Ysgol Yr Hendy is situated in Hendy county primary school in Carmarthenshire. The cylch provides sessional care for up to 16 children. It has always had a close relationship with the school, ensuring the children have smooth transitions when leaving the cylch to start on the next stage of their educational journey. The cylch has been open since 1974 and relocated in 2017 to a room within the school building. This has allowed the cylch to build on the existing good relationship with the school and it is a highly regarded part of the school community.

Our close links with the local Cylch Meithrin allows the children to become familiar with the school before entry.











Please feel free to read the Cylch Meithrin's most recent Estyn inspecion ...

www.estyn.gov.wales





Congratulations to the Cylch Meithrin for the publication of their case study on how they introduce children to different types of animals and birds and how this

# Parent Teacher Association (PTA)

The school's PTA has very active members and we sincerely express our grateful thanks to them for their successful efforts. They execute a varied program each year. A very warm welcome is extended to all parents and especially to the new parents at school.

#### Aelodau'r GrhA / PTA members

Chairperson: Llinos Allen

#### Committee members:

Karan Pritchard Rhian Lewis Eleri Richards Jenni Lewis Esther Tegg Sian Donaldson Tracey Francis Suzie Perkins Sarah Arnold



Ysgol yr Hendy has a lovely environment and atmosphere. My daughter was made to feel very welcome and is doing well academically. It also has fantastic leadership and teaching staff. I would highly recommend Ysgol yr Hendy

Parent



The school's PTA has very active members and we sincerely express our grateful thanks to them for their successful efforts. They execute a varied program each year. A very warm welcome is extended to all parents and especially to the new parents at school.



Ysgol Yr Hendy is a very tight knit, bilingual, village school with a great teaching staff. It has a proud sporting history and has always punched above our weight. I loved representing the school in a variety of sports. The standard of Welsh in the school is also very high and it was a great place to be to set me up for comprehensive school.

Ysgol yr Hendy has a lovely environment and atmosphere. My daughter was made to feel very welcome and is doing well academically. It also has fantastic leadership and teaching staff. I would highly recommend Ysgol yr Hendy

Parent

Pan ddes i i'r ysgol roeddwn i'n nerfus dros ben a doeddwn i ddim yn gallu siarad Cymraeg ond o fewn blwyddyn roeddwn i'n ysgrifennu! Mae llawer o gyfleoedd yma. Es i Lundain a Pentywyn - doeddwn i ddim yn nerfus Mae'r motto yn hollol gywir 'Law yn Llaw, Gyda'n gilydd cymaint mwy"

(I was very nervous when I started in Ysgol yr Hendy and I wasn't able to speak Welsh at all but after a year I was even able to write it. There are so many opportunities in the school. I have been to Pendine and London and I wasn't nervous at all. The school motto is so true)

Pupil

# The School's Welsh Language Policy and Bilingualism

In accordance with the Bilingual Policy of the Local Authority the school is committed to ensuring that every pupil is at ease in a Welsh environment and has adopted the 'Siarter Iaith' which encourages all pupils to develop and master the skill of communicating in Welsh and English.

Article 7 - children have the right to a name and to belong to a country



Good news! The school has won the Language Charter Silver Award!



Sets you in a corridor for life. Two languages open every door along the way?

Frank Smith



Parents are often worried that because they do not speak Welsh it will hamper their child's learning. This is not the case, several of our teachers in the Welsh stream, comes from nonWelsh speaking parents and several of our pupils speak three languages! Individuals who are bilinqual switch between two different language systems.

Young brains are very active and flexible and are able to develop strong thinking skills. Employers in Wales are strongly committed to the Welsh Language Policy and all things being equal are looking to employ people who are able to speak Welsh.

# Inclusion and Equality

### Arrangements for pupils with disabilities:

The school has an Equal Opportunity Policy (including disability), an Equality Action Plan and an Access Plan. Copies of these are available from the office. At Ysgol yr Hendy we are committed to ensuring equality of education and opportunity for all pupils, staff parents and carers.

We aim to develop a culture of inclusion and diversity in which all those connected to the school feel proud of their identity and are able to participate fully in school life. As a school we believe that diversity is a strength, which should be respected and celebrated by all those who learn, teach and visit us.

# Behaviour discipline and relationships At Ysgol yr Hendy

We believe that children learn best in a calm and secure environment where purposeful and self-disciplined behaviour is expected. Our classrooms are designed to make children feel calm and ready to learn. We want every child in our school to feel safe confident and happy.

We expect all children and adults to behave politely and responsibly, showing respect for property, towards each other and towards all adults and pupils who are part of the school community and beyond. (See the Behaviour and Discipline Policy for further details.)
Bullying of any form is completely against our ethos and will be dealt with firmly and fairly if it occurs.

Kindness, respect, effort and good behaviour are rewarded in accordance with the school Behaviour, Discipline and Relationships Policy and consequences are used in a similar way.







#### Safeguarding/Child Protection Policy and Looked After Children Policy

The school's Child Protection Policy is based on national guidelines. The Senior designated member of staff for child protection and for the achievement of Looked After Children is Mrs Cathryn Jones and in her absence Mr Nicholas Davies. A designated member of the governing body also has responsibility for overseeing the safety of all pupils.

Article 1 + 2 - all children have rights

# Additional Learning Needs

At Ysgol Yr Hendy we are committed to providing the best education possible, that is inclusive and equitable for all our learners. We understand that every child is unique and that all of our pupils will learn at different paces and in different ways. This understanding is a core principle that guides how all of our staff teach and support our learners. It is important to us that all our children are able to reach their potential and this may sometimes mean that additional support is required for some learners.

Early identification of a pupil's needs is important to put the correct support in place as soon as possible, to maximise the benefit for each learner. This begins with admission to the school, where we will take the time to discuss every child, their needs, any existing support and priorities with parents and carers. As our learners move through the school, progress is reviewed regularly, and any trends are identified. If parents or teachers identify that a child is experiencing difficulties in their learning, our Additional Learning Needs (ALN) team will work in partnership with staff and parents/carers to agree the most appropriate support for each individual child. This collaborative approach which includes the views of the child, their family, the school and any external supporting agencies is at the heart of everything we do.

#### The transformed system will:

- ensure that all learners with ALN are supported to overcome barriers to learning and achieve their full potential
- improve the planning and delivery of support for learners from 0 to 25 with ALN, placing learners' needs, views, wishes and feelings at the heart of the process
- focus on the importance of identifying needs early and putting in place timely and effective interventions which are monitored and adapted to ensure they deliver the desired outcomes.

The ALN transformation programme also focuses on skills development for the education workforce, to deliver effective support to learners with ALN in the classroom, as well as easier access to specialist support, information and advice.

I love Hendy School because of all the opportunities we have received, how nice all the teachers and staff are! We have some wonderful memories. It is the best school ever!

Pupil

I love this school because we have lots of fun and lovely teachers. We do not have bullies in this school.

Pupil







### Emergency contact information

It is essential that parents/carers provide the school with a record of their contact details, i.e. names, addresses, email, home, work & mobile telephone numbers.

If possible, parents should also provide the school with the contact details of at least two other relatives/carers who can be called when the parent/carer cannot be contacted or in the event of an emergency.

Home School Agreements including: Acceptable Use of the Internet and SEESAW



We kindly ask
parents/carers and
pupils to agree to the
Home School
Agreement and the
Acceptable Use of the
Internet for the safety
and wellbeing of all
members of the school
community.

In the unlikely event of a whole school evacuation from the premises the pupils will be evacuated to Tesco car park or the main rugby pitch in Hendy Park.

Parents will be informed by text and Twitter. From time to time we need to close the school at short notice e.g. when it snows, a burst water pipe.

Every effort is made to notify parents as soon as possible either by text, Twitter, the school or County Council website. It is your responsibility as parents to inform the school if there are changes to contact phone numbers and or emails.

### Emergency School Closure Arrangements





### <u>Medicines</u>

The school has responsibility for the safety and welfare of pupils and regularly reviews arrangements to ensure that the medical needs of the pupils are met at school. If your child suffers from any medical condition that we should know about, then please contact us so that we may be aware of any special needs which this may present.

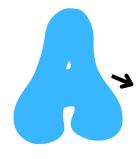
Members of staff are NOT permitted to administer over the counter medication, however, in the case of prescribed medication, the Head teacher or a member of staff can do so providing the pupil's name, contents, dosage and date is made clear. Each request will be considered carefully and parents must give their full written permission by completing an administration of medicine form, (available from the school office and the school website).

#### <u>Asthma</u>

Please notify the school. We will ask you to complete and return an asthma plan. Inhalers are prescribed medication and are kept on the child's person or in a safe and readily accessible place. Inhalers should be taken to sporting events and used prior to or during exercise if an episode of asthma occurs. During their time in the school pupils receive regular health checks by the school medical service. Parents are notified and may attend the medical/dental examinations if they wish.

## <u>Complaints</u>

The school follows the complaints procedure in accordance with the Welsh Government Guidance. It is a three-step process:



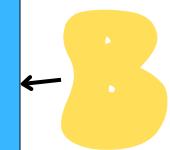
- If you have a concern, you can often resolve it quickly by talking to a teacher. You should raise your concern as soon as you can; normally we would expect you to raise your issues within 10 school days of any incident. If you are a pupil, you can raise your concerns with your school council representative or a teacher chosen to deal with pupil concerns. This will not stop you, at a later date, from raising a complaint if you feel that the issue(s) you have raised have not been dealt with properly.
- We will try to let you know what we have done or are doing about your concern normally within 10 school days, but if this is not possible, we will talk to you and agree a revised timescale with you.
- The person overseeing your concern or complaint will keep you informed of the progress being made. This person will also keep a log of the concern for future reference
- In most cases, we would expect that your concern is resolved informally. If you feel that your initial concern has not been dealt with appropriately you should put your complaint in writing to the headteacher. We would expect you to do this within five school days of receiving a response to your concern as it is in everyone's interest to resolve a complaint as soon as possible. There is also a form attached (Appendix B) that you may find useful. If you are a pupil we will explain the form to you, help you complete it and give you a copy.

help you complete it and give you a copy.

• If your complaint is about the headteacher, you should put your complaint in writing to the chair of governors, addressed to the school, to ask for your complaint to be investigated.

In all cases a member of staff can help you to put your complaint in writing if necessary. If you are involved in any way with a complaint, the Headteacher will explain what will happen and the sort of help that is available to you.

The Headteacher will invite you to discuss your complaint at a meeting. Timescales for dealing with
your complaint will be agreed with you. The Headteacher will aim to have a meeting with you and to
explain what will happen, normally within 10 school days of receiving your letter. The Headteacher
will complete the investigation and will let you know the outcome in writing within 10 school days of
completion.



• A formal complaint to the Governors. This last step is initiated if the first two steps have failed to resolve the complaint satisfactorily.



A copy of the full Complaints Procedure is available on the website and on request from the Headteacher. If you prefer, instead of sending a letter or e-mail, you can talk to the chair of governors or Deputy Headteacher who will write down what is discussed and what, in your own words, would resolve the problem. We would normally expect you to do this within five school days of receiving the school's response. You will be asked to read the notes or will have the notes read back to you and then be asked to sign them as a true record of what was said. We will let you know how the complaint will be dealt with and will send a letter to confirm this. The complaints committee will normally have a meeting with you within 15 school days of receiving your letter.

- The letter will also tell you when all the evidence and documentation to be considered by the complaints committee must be received. Everyone involved will see the evidence and documentation before the meeting, while ensuring that people's rights to privacy of information are protected. The letter will also record what we have agreed with you about when and where the meeting will take place and what will happen. The timescale may need to be changed, to allow for the availability of people, the gathering of evidence or seeking advice. In this case, the person dealing with the complaint will agree a new meeting date with you.
- Normally, in order to deal with the complaint as quickly as possible, the complaints committee
  will not reschedule the meeting more than once. If you ask to reschedule the meeting more than
  once, the committee may think it reasonable to make a decision on the complaint in your
  absence to avoid unnecessary delays.
- We will write to you within 10 school days of the meeting explaining the outcome of the governing body's complaints committee's consideration.
- We will keep records of all conversations and discussions for the purpose of future reference and review by the full governing body. These records will be kept for a minimum of seven years.
- The governing body's complaints committee is the final arbiter of complaints.

# Charging Policy

There is no charge for school activities except for the following:

- Educational Tours, for which contributions from parents are sought.
- Extracurricular activities

The school is always prepared to discuss the relevant charges when a parent / guardian is concerned about the costs involved in participating in these school activities.

We are a cashless school and therefore preants are guardians are encouraged to use Parent Pay to pay for clubs, trips etc.

Creating a healthy partnership between home and school is a means to further develop the child's education. One important aspect of this partnership is a regular pattern of homework, a pattern that the home expects, can follow and understand. We believe that the onus is on the home to ensure that homework is returned regularly and on time. Tasks set will include reading, learning spellings and tables, researching, investigating and reinforcing work covered in class.

Each pupil in Years 1-6 will be given a Homework book and we kindly ask each child to complete their homework weekly. You will be expected to return the homework book to school, and we kindly ask that this book is used to display their work or to show workings out. Homework will be set weekly on a Monday and we kindly ask that it is completed by the following Friday.

# Homework (Years 1 to 6)



It is also expected that all homework books, school books and property receive due respect and care. We kindly ask parents to inform the school by letter or telephone, if a problem has arisen regarding the work that pupils are expected to complete at home.

It is the school's responsibility to prepare and send homework regularly according to school policy, to mark the work, if applicable, and to keep a record of it. Although we do not provide additional work for children who miss school because of family vacations, we encourage children to keep a record or diary of their holiday. It is to be hoped that the children's interests in certain hobbies, activities or themes will motivate them to further explore the topic. We hope that they will receive every support from home.

In the event of a school reading book being lost or destroyed we will ask for a contribution of £5 towards replacing it.

### First Aid

- Several members of staff are trained to provide children with First Aid.
- First Aid kits are easily accessible around the school and are well stocked.
- Staff will adhere to the relevant quidance when administering First Aid - This includes the use of PPE
- Any First Aid provided to a child will be communicated back to the parent either via a telephone call or an accident/incident form.

#### <u>Administering</u> Medication



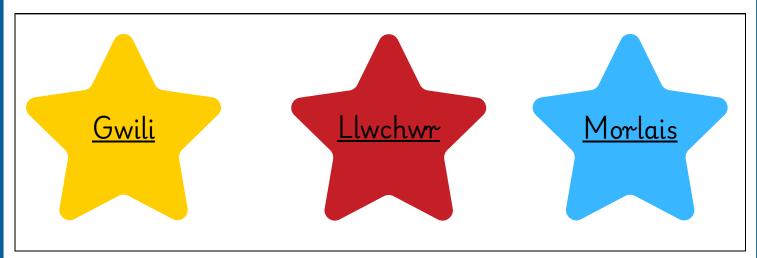
If you wish for your child to be administered any of form of medication, a medication form of consent must be completed first. Forms are available from the office or on the school app.

Please note all medication must be:

- In original packaging Within it's "use-by" date
- If prescribed, have the child's name on the

# <u>Llysoedd (Houses)</u>

When your child starts at school he/she is placed in one of three houses





We endeavour to ensure that all children from the same family are members of the same house. Use is made of the houses during the year e.g. on sports day..





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### School Meals

- Universal Primary Free School Meals are now available to all Primary aged pupils. This offer does not depend on your household income or whether you receive any benefits, all pupils are eligible to receive Universal Free School Meals during termtime.
- If your child/children do not currently have school meals and they would like to start having school lunches, we request that you contact us immediately if they have any special dietary requirements.
- We kindly ask that you register your Parent Pay account should you wish to pre-book your child's lunch.



### <u>ParentPay</u>

ParentPay is our nominated safe and secure system for you to pay for school meals. Using your ParentPay account you will be able to:

- pay for school meals and other items such as school trips, uniforms etc.
- pre-order meals (primary schools only)
- see the history of all the payments you have made
  - create one account for all of your children
- receive receipts and automated reminders to top up your balance by email.

Email reminders and receipts are free. You can receive reminders by SMS but there is a 6p charge per text for this service.



www.parentpay.com

Rydw i'n hoffi Ysgol yr Hendy oherwydd rwy'n wrth fy modd ar TGCh ar y gliniaduron. Rwy'n hoffi cael siawns if od gyda fy ffrindiau. Rydw i hefyd yn cael siawns i ddysgu am sgiliau newydd e.e corfforol ac emosiynol

Disgybl

I love this school because we have marvellous staff and kind children. Staff help you with your fears. Ysgol yr Hendy is the best school in the world.

**Pupil** 

We hope you have enjoyed reading our prospectus and look forward to meeting you and your child very soon.

The pupils, staff, parents and governors of Ysgol yr Hendy