

# Prospectus 2016 - 2017



Ysgol y Graig

# Prospectus

## Ysgol y Graig, Llangefni

Revised May 2016

**NAME AND SCHOOL ADDRESS:**

Ysgol y Graig,  
Ffordd y Coleg,  
Lôn Tudur,  
Llangefni  
Ynys Môn.  
LL77 7LP

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## HEAD TEACHER

Mrs Meinir Lois Roberts

Dear Parent/ Guardian,

It is our pleasure as a staff to welcome your child to our school. Coming to school for the first time, or changing school, is a big step for your child and also for you.

At Ysgol y Graig, your child will become a member of a happy and close family, where the learning is underlined with every individual's needs.

This school's staff seeks to see every pupil developing to be an independent and confident individual who is willing to air his/her opinions. There is a strong ethos here of respect towards each other that allows pupils to thrive and that sets the basis for ensuring that our pupils grow to be responsible members within the local community.

By working together closely with the home we can ensure that your child develops to his/her full potential. A host of varied activities are provided here in order to enable the pupils to develop and learn new skills that will equip them to realize their dreams.

As Head Teacher I believe that every child who attends this school deserves an outstanding level of education. My duty is to ensure that the provision we offer allows this to happen.

*Meinir Lois Roberts*



## **CATEGORY OF SCHOOL**

Ysgol y Graig is a County Primary School Foundation Phase and Key Stage 2).

It is a daily, bi-lingual, co-educational school. Over 380 children attend the school.

## **SCHOOL SITE**

The school is situated on the outskirts of Llangefni, a market town on Anglesey. The new school was opened in 2009. The school building has been carefully designed to answer the needs of pupils living in the 21<sup>st</sup> Century. Here we have a school garden, an enclosed play area for the Nursery children and a yard and field for the rest of the school pupils. The School Council works hard in order to ensure that the school environment motivates the pupils' enthusiasm and reflects the pupils' opinion.

## **TRAVELLING AND PARKING**

The school encourages parents to walk or to share cars in bringing their children to school. There is a car park for Anglesey County Council staff only. This entails the school staff and official visitors. Parking outside the school is set aside for parents.

Driving should be careful and slow by the school site at all times.

We ask for everyone's co-operation so that we can ensure the safety of our children.

## **HEALTH AND SAFETY**

Every possible care is taken regarding the pupils' safety whilst they are in school. If a pupil is ill or in an accident the parents are contacted, then if need be the pupil is taken to Ysbyty Gwynedd or the emergency services are contacted. Medicine is given to a pupil in special cases only —with that happening after receiving written directive from a parent.

A pupil is not allowed to leave school early without permission. If there is change in the way that a pupil goes home, the parents are requested to tell the Head Teacher or the pupil's teacher beforehand about the arrangements made.

The school regularly reviews health and safety arrangements for the pupils and the staff. Every visitor must sign the visitor book by the main entrance before gaining access to the remainder of the school. The school has a burglar alarm system that has been linked with the police station, and 'fire practices' take place each term.

## **TOILET FACILITIES**

The toilet facilities that are available to the pupils satisfy the HSE Health and safety requirements. The toilets are inspected and cleaned daily using the cleaning chemicals recommended by the County Council.



## THE SCHOOL'S GENERAL AIMS

1. Create a happy and safe environment where children grow, develop and mature into confident individuals and responsible members of the community whom are aware of others' welfare needs.
2. Offer the highest standard of education possible that reflects the needs of individuals, local community, the Local Authority as well as the Welsh Government.
3. Ensure the delivery of the National Curriculum and the Foundation Phase so that every pupil achieves to their full potential across all areas of the curriculum.
4. Offer equal opportunity for every pupil, regardless of sex, ability, religion or race.
5. Encourage respect towards other people and their property, and stress the importance of excellent behaviour, courtesy and appearance for all our pupils.
6. Ensure that every pupil gan develop to be fully bilingual in Welsh and English, so that they can fully participate in a bilingual society.

## GENERAL AIMS

1. Ensure that every pupil feels part of a disciplined society that places distinction in their lives and work to moral, spiritual and humanitarian values.
2. Nurture respect and tolerance towards people of every background, creed and culture and ensure equal opportunities whatever their race, religion, gender, sexuality, age or disability.
3. Ensure that every pupil's ability to use both English and Welsh as a learning medium is developed in accordance with the Education Authority's Language Policy.
4. Ensure that there is progression and development in the experiences and activities provided and that an extensive part of those experiences reflect the nature of the pupils' life and interests.
5. Ensure that every subject gives attention to the Welsh Curriculum.
6. Enable pupils to use their literacy, numeracy and information and technology skills in a variety of curriculum contexts.
7. Ensure that quality teaching and learning methods are used that will assist pupils to develop inquisitive and lively minds, the ability to question and discuss rationally, to solve real problems and to work independently.
8. Provide an extensive variety of extra-curricular activities that will be of assistance to the pupils' personal, social and cultural development.
9. Provide a broad curriculum that develops every pupil's full potential.
10. Encourage a link between school and:
  - the home
  - the community
  - other schools [nursery, primary and secondary]
  - industry and commerce
  - the Education Authority and other relevant agencies.



## ATMOSPHERE AND ETHOS

At Ysgol y Graig we believe in establishing a happy and hard-working atmosphere based on an inter-relationship of respect and care between teachers and pupils and between pupils and each other. This will enable pupils to behave positively and develop self-confidence along with a positive self-esteem so that they respect themselves without being arrogant. We ensure that all our pupils feels part of the disciplined society that honours moral, spiritual and humanitarian values.

## ARRANGEMENTS FOR PARENTS TO COME AND SEE THE SCHOOL

We always welcome opening our doors to parents. If you would like to come and visit please contact the school beforehand to make the necessary arrangements.

## SCHOOL HOURS

Mornings: 9.00—12.00  
9.00 – 11.00yb (Nursery)  
Dinner Time: 12.00—1.00 (Years Reception – Year 4)  
12.15 – 1.15 (Years 5 and 6)  
Afternoon: 1.00—3.00 (Nursery)  
1.00 – 3.05 (Foundation Phase)  
1.00 – 3.15 (Key Stage 2)

The school is responsible for taking care of children from 8.45yb.

*In certain circumstances, if parents need to send their children into school earlier than 8.45, then they must speak to the Head Teacher prior to making any arrangements. As Ysgol y Graig is design to be an Eco School we expect children who live close by to either walk or cycle to school.*

The Breakfast Club is open daily between 8.20—8.40 a.m for pupils from Nursery (morning class) to Year 6.

We ask that parents of Foundation Phase children ensure their children are brought to school and leave school with a responsible adult at all times. We ask that you inform the school if there is a change to the usual arrangements regarding collecting your child at the end of a day.

## SCHOOL WEBSITE

The school has a website:

[www.ysgolygrraig.co.uk](http://www.ysgolygrraig.co.uk)

The school uses a text system that sends messages about the school to parents through text messages. The system enables us to:

- contact parents at short notice
- be part of the Green School campaign — reduce the paper load



## ADMISSION POLICY YSGOL Y GRAIG

Every school has an admission number. This school's admission number is 46. There is no automatic transfer from the Nursery to Reception, and since Anglesey Education Authority is the Admissions Authority, the Authority will consider applications. If it happens that more have chosen to send their children to the school than there is room for them, applications are considered in accordance with the following criteria and they are listed in the order of priority:

- Number of pupils that can be admitted to school (i.e. the school's admissions number for each school year);
- The geographical area served usually by the school (i.e. defined catchment)
- Does the prospective pupil have a brother or sister in the school?

In order to make an application for a place at the school applications must therefore be presented to Anglesey County Council through the school before 1<sup>st</sup> March every year. The appropriate forms will be available from school or from the Education Office. More information is available on the Isle of Anglesey Council's website, namely [www.ynysmon.gov.uk](http://www.ynysmon.gov.uk)

### PUPIL ADMISSION

Children are accepted to the Nursery Unit as part-time in the September following their 3<sup>rd</sup> birthday. During the summer term, before the children start at the school, parents are invited to meet the nursery class staff. This gives the children and parents an opportunity to familiarise themselves with the Nursery Unit, the toilet facilities, play area etc as well as meet the Class Teacher and Head Teacher. It has been proven over the years that this visit helps to break the ice and avoid many difficulties that can arise with beginning at a new school.

Children start at the school full time in the September following their 4<sup>th</sup> birthday. The Local Authority considers these applications. In certain cases there may be social or medical reasons for a child to come to school full time before their 4<sup>th</sup> birthday. In such cases the child will stay in the Nursery Class until they're old enough to transfer to the reception Class in the September.

When the children are 11 years old they will transfer to Ysgol Gyfun Llangefni. Children are given opportunities to visit the school before they begin their education there.



## SCHOOL ATTENDANCE

Regular attendance at the school is essential if a pupil is going to make the best possible progress. The school has to give an explanation for every case of absence and decide whether it is “authorized absence” (e.g. illness) or “unauthorized absence” (e.g. going shopping). We ask parents to inform us why a child is/was absent or late arriving at school, either by letter/ phone call/Text Message or personal visit. An explanation from the child himself is not adequate. If no explanation is received the school will contact the home to ask the cause and if no response is received then the absence is listed as “unauthorized”. Every pupil’s attendance is monitored regularly by the Head Teacher. In cases of regular absence, or an evident pattern of late arrival in school, the Head Teacher will ask for an interview with the parents and if there is no satisfactory explanation the case will have to be referred to the attention of the Education Welfare Service.

Parents who intend to organize holidays during the school term should apply for permission on an appropriate form beforehand. As a rule the school cannot authorize absence for holiday purpose for more than 10 days during the academic year. Parents are encouraged not to withdraw the children from school if it is not completely necessary. The school will take into consideration the child’s level of attendance before authorising absence due to holiday during term time.

The school will report on your child’s attendance at the end of every term. 95% attendance is considered to be good. Attendance below 92% is unsatisfactory. The school’s attendance statistics are published for the previous year at the beginning of Autumn Term as part of the Governors’ Annual Report to Parents.





## BREAKFAST CLUB and CHILDCARE CLUB

The school now offers a Childcare facility that runs from 7.55 until 8.20 at a cost of 75p per child per day. The school also has a free Breakfast Club between 8.20 and 8.40am. Children are offered a healthy breakfast in accordance with the Welsh Government statutory regulations 'Healthy Eating in Schools'. You will need to complete a registration form (that is available from the school) if you wish your child to attend the Breakfast Club.

## LUNCHTIME MEALS' SERVICE

Caterlink Catering Service is responsible for the midday lunch. A copy of the menu is available to parents. A week's notice is requested when a child changes from dinner to packed lunch or vice versa.

Dinner money is accepted every day (£2.00 per day). **The money should be placed in an envelope with the pupil's name and class on it. Cheques should be made payable to the Isle of Anglesey County Council. No other money should be included in the envelope e.g. swimming bus money. Any other money should be placed in a separate envelope.**

Some families have the right to apply for free dinners for their children. The appropriate forms are available from the Education Office.

## HEALTHY PACKED LUNCHES

Some parents decide to give their children a lunch box rather than school dinner. We, as a school encourage you to consider the contents of the lunchbox that you provide for your child. We believe in teaching the pupils from an early age about the importance of healthy eating. We ask for your co-operation by ensuring that the contents of the lunchbox conforms to the 'Healthy Eating in Schools' regulations.

## SNACKS, WATER AND MILK

In accordance with the Welsh Government's 'Healthy Eating in Schools' statutory regulations, pupils are only allowed to bring fruit and water to school. There is a Water Fountain in the school for the pupils to use. The pupils are encouraged to drink plenty of water throughout the day. Water bottles are for sale from the school for £1.50. Parents are responsible for washing the bottles. Fruit is sold during morning break time for 20p a fruit. You can pay for the fruit



## UNIFORM

The school has an official school uniform. Although it is not compulsory for pupils to wear it, we feel that a school uniform nurtures pride towards the school and a feeling of belonging to it, and therefore we hope very much that you, the parents, will be willing to support the school's official uniform.

Light blue polo shirt.  
Royal Blue sweatshirt.  
Black trousers/skirt.

**You can buy the uniform from the school or from Brodwaith, Llangefni.**

### Jewellery

For safety reasons jewellery is not allowed in school apart from a plain watch, a signet ring and ear studs. Other kinds of earrings are not allowed.

### Shoes

Pupils should wear suitable dark shoes. High-heeled shoes can be dangerous and therefore they should not be worn for school.

### Toys

Pupils are not allowed to bring toys to school.

### Hair

Pupils are expected to wear their hair neatly and to guard against cutting 'patterns' or shape their hair in a way that is inappropriate for school.

### Names on Clothes

You can take it for granted that clothes become lost from time to time. We beg you to ensure that there is a name label on every article of clothing, including coats and Physical Education clothes.

### Physical Education Clothes

Pupils are expected to change into suitable clothes for Physical Education and back into their usual clothes at the end of the lesson. Your child will need a t-shirt and short trousers. The children will also need trainers.



## **TEACHING AND LEARNING**

### **TEACHERS AND STAFF**

Every school's main resources are its teachers and the assistants and their ability to create and maintain a happy relationship with the pupils. We are fortunate to have staff that places an emphasis on the quality of the relationship between teacher and pupil in order to promote the pupil's academic and personal development. We believe that the teacher who succeeds is the teacher who comes to know his/her pupils as individuals, who is aware of their lives outside the school and who are ready at all times to respect and honour their experiences and efforts to come to terms with them. He/she will be eager to promote their lives as individuals.

### **TEACHING AND LEARNING ORGANIZATION**

Within the classroom the work is arranged by the teacher. There are 13 full time classes at the school. These classes have been arranged according to pupils' ages.

At times the school groups children according to their ability in order to ensure the best provision for pupils of all ability. Children will transfer from the Foundation Phase to Key Stage 2 when they are 7 years old.

We also have a part time Nursery Unit with children attending either every morning or afternoon.

### **SCHOOL CURRICULUM**

A broad and balanced curriculum is presented that involves the pupil's spiritual, moral, mental, social, physical and emotional development. This is done mainly through the thematic method.



## THE USE OF WELSH

Welsh is the main medium of the nursery and reception class and in the Foundation Period's life and work, so that the pupils have a strong foundation in the language. Many children who start their education with us learn Welsh at the school. The Welsh language is taught by staff that are sensitive to the needs of the children.

Welsh is taught through nursery rhymes and repetition and through play. By the end of nursery year most children begin to use simple phrases in Welsh to express themselves.

Introducing English is formally introduced in Year 2 in order to ensure that children are fully bilingual by the time they leave school at 11 years of age. During their journey from Year 3 to Year 6 pupils will be taught through the medium of Welsh and English.

The ratio of lessons taught through one medium or another is adapted to answer the needs of individual class, so that by the end of their education at the school the pupils will have the same level of ability and confidence in both languages.

Children who come to this school in Years 3 or above, whom are unable to speak Welsh are given an opportunity to attend an intense course at a Welsh Language Unit for a term so that they are able to fully integrate into school life as well as the local community. Children at Ysgol y Graig are assessed in their ability in Welsh as a first language, in accordance with the LEA's Language Policy. This happens at the end of the Foundation Phase and at the End of Key Stage 2. In certain cases some pupils may be excluded from being assessed in Welsh as first language. This is dependent on the time spent at the school learning the language.

Before pupils move to Ysgol Gyfun Llangefni their ability in Welsh is discussed with the Head of Year 7. Both schools then decide on which class to place each pupil in Year 7 so that their needs are met. Parents are able to express their wishes for their child to be placed in a class where Welsh is taught as a second language.

However most parents at this school agree that their child would benefit from continuing with following a Welsh Language education as this further enhances their bilingual skills.

We as a school take pride in having an opportunity to participate in a wealth of culture through the medium of both languages.

We, at Ysgol y Graig, are implementing guidelines set out in Anglesey's Language Charter. Every school on Anglesey have been asked to adopt the charter and to encourage the use of the Welsh language amongst children and young people on the island.

## LANGUAGE

A pupil's language development is a foundation for learning. Emphasis is placed on developing these essential skills through various experiences that have been planned to motivate sensible, lively and intelligent response in both languages.

## LISTENING

Attention is given to developing a pupil's ability to listen effectively in collective situations, group situations and as an individual for him/her to receive pleasure, respond to instruction and respond creatively and intelligently.



## **SPEAKING**

Emphasis is placed on creating situations where pupils are given opportunities to develop the ability to speak clearly, intelligibly and confidently in a language that is appropriate to the situation in question, practising care for accuracy.

## **READING**

This school places emphasis on nurturing the pupil as a reader from the very beginning so that he/she can:

- get pleasure or entertainment;
- deepen his/her understanding;
- gather information;
- develop his/her ability to be critical in his/her reading and to appreciate good books.

## **WRITING**

The pupil is given opportunities to respond in writing to various experiences and situations and to write for various purposes so that he/she can:

- use writing as a medium to express himself / herself and make sense of the world around him/her
- use writing to intensify his/her understanding;
- select and use a form of writing that is appropriate for its purpose.
- experiment and develop his/her creative skills.

## **MATHEMATICS / NUMERACY**

The school's mathematical framework is based on the National Curriculum's study programmes that detail four aspects for the subject:

- Use and apply mathematics;
- Number;
- Shape, Space and Measures;
- Data Handling.

Skills and understanding are developed through the medium of practical, purposeful work that builds upon prior experiences. Regular opportunities are ensured to practise and reinforce the basic processes and skills that are essential if the pupil is going to be thinking clearly with confidence and flexibility. It is endeavoured also to ensure that he/she sees purpose to the skills and processes presented by applying them to the "real" situation in school, the home and society in general.

Through purposeful provision and sensitive response to the pupil's work we hope to nurture a positive attitude to mathematics as an interesting subject to enjoy. Along the journey the pupils are encouraged to take pride in their work by emphasising the importance of neat and orderly presentation.



## INFORMATION AND COMMUNICATION TECHNOLOGY

Ysgol y Graig is recognised as a Digital Pioneering School. We believe it is imperative that we equip our children with the necessary skills they will need for the workplace in the 21st Century. Computing / digital technology skills are taught through various practical activities and it contributes to work across the curriculum. We strive to raise pupils' awareness of the potential of the computer and Information Technology in the world around them and to deal with it confidently and safely.

## SCIENCE

Science touches the lives of each one of us. We aim at promoting the pupil's awareness of his presence in everyday life by studying a variety of domestic, industrial and environmental contexts.

The National Curriculum's study programmes for Key Stage 2 outlines four study areas:

- Scientific Enquiry
- Life processes and living things.
- Materials and their characteristics.
- Physical processes.

The work is introduced through practical activities and investigations that invites the pupils to enquire, experiment and observe carefully and then to interpret their results. In time the children understand the need to hold fair experiment, in other words to work as "little scientists".

Science is also a valuable medium for promoting the development of the pupil's Information Technology, Language and Mathematics skills because emphasis is placed on the need to discuss and record information and experiences clearly and orderly.



## **GEOGRAPHY**

Pupils have a natural interest in the world around them. Through geographical studies their understanding of the physical and human patterns on the earth's surface is developed, and of people's interaction with each other, countries and each other and people and the environment. Whilst extending awareness we also aim to promote the feeling of responsibility on us all for the earth and its people.

## **HISTORY**

We consider the study of history, namely placing the present in the context of the past, is an integral part of a complete education. By studying a variety of historical evidence..... oral and written pictures and photographs, artefacts and relics..... the child's knowledge and understanding of the past is developed and an awareness of life in different periods and cultures is nurtured. In walking our path through history we shall endeavour to make the pupil aware of significant sites and events for the area, the island and Wales.

## **RELIGIOUS EDUCATION AND COLLECTIVE WORSHIP**

Religious education has a special contribution to make to the child's development because it deals with personal and moral values and a way of life that is meaningful and purposeful.

This school does not hold a direct and formal link with any religious denomination. Although the curriculum is based on the Christian tradition attention is also paid to other religions.

Worship is held daily and a local rector and representatives from charitable movements are occasionally invited to join us. Special services are prepared to celebrate festival days e.g Harvest Festival, St David's Day.

Parents have a statutory right to withdraw their child from the Religious Education and collective worship lessons. Your wishes should be in writing, with a letter addressed to the Head Teacher.



## ART

A wide range of experiences are presented as part of the Art curriculum with the objective of nurturing creativity and developing proficiency in experimenting and handling equipment, materials and techniques. An opportunity is given for the pupils to learn about multi-cultural art as well as Welsh art and familiarise with art across various periods.

## DESIGN AND TECHNOLOGY

We live in an age that turns more and more into the world of technology and because of that it is our duty to give room to this subject in the school curriculum. Opportunities are organized for the pupils to deal with technology in familiar and purposeful situations. Their ability to identify need and to tackle a problem in order to resolve it is developed. They are led through a process of discussion and investigation, of designing and making, and lastly of using and appraising. Through this the ability to think rationally, to make decisions and then to act upon them is developed in them.

## MUSIC

Music is an integral part of the curriculum with every pupil having an opportunity to listen to music, to sing and to create music by using various instruments. Above all we hope that everyone enjoys their musical experiences.

The musical provision for pupils who show a special talent can be extended by joining the William Mathias scheme that provides peripatetic teachers to teach instruments. At present the school can offer the following lessons – violin, cello, flute, clarinet, French Horn and the harp. A fee is charged for the lessons and it is expected that parents pay this cost. The cost is reasonable considering it covers the cost of tutoring and the borrowing of the instrument. In some cases (e.g. if a child is eligible for free school meals) the Parent/Teacher Association will sponsor these costs. There is a claim form that will need to be completed by parents to claim this sponsor.

We have an orchestra at the school and children are also given an opportunity to join other orchestras / bands across Anglesey. The school choir is very successful, and during the last few years they have performed on the stage of Dewi Sant Hall in Cardiff, appeared on television, as well as winning competitions in the Cerdd Dant Festival and The Urdd National Eisteddfod.





## PHYSICAL EDUCATION

Physical education is an important part of a child's development. We try to ensure that our physical education programme offers various and pleasurable experiences that gives every pupil opportunities to develop skills and flexibility. With a hall, yard and field along with a collection of equipment, the school can organize a programme that offers gymnastics, dance, sports, athletics. The school arranges swimming lessons for children in KS2.

The pupils are expected to wear suitable clothes for physical education. In the gymnastics and dance lessons the pupils are encouraged to work barefooted as this gives better sensitivity to their movements.

The activities are presented to mixed groups. We try to nurture healthy attitudes towards competing with the school offering opportunities for the pupils to join gymnastic, football, rugby and netball teams.

In addition to this Year 5 and 6 are given an opportunity to go to an Outdoor Centre where activities such as walking and orienteering are organized for them.

The school's oldest pupils will also have an opportunity to join in sports clubs at 3.15 p.m. during the week.

## PERSONAL AND SOCIAL EDUCATION

A school cannot evade its responsibility over its pupils' personal and social development. These elements reveal themselves in the life and work of the school, and through the relationship established between the staff and the pupils.

We aim to nurture the sense of self respect and respect towards others. It is important for the pupil to come to understand how his/her body works and the way he/she can safeguard his/her health and welfare.

He/she is led also to appreciate the idea of community and the part that it has to play in it. We emphasis for example our responsibility towards our environment.

We also aim to develop the children's business skills e.g. Year 6 pupils have produced and sold Christmas Cards so they could learn about how to make a profit. The children who are responsible for the fruit shop also learn about the skills needed to run a business.

The school is part of the Eco schools' project and Anglesey and Gwynedd Healthy Schools and through them we aim to promote all aspects of Personal and Social Education.



## **GREEN SCHOOL**

The school has an Eco School Council that includes pupils from Years 3 to 6 who have been elected by all pupils at the school. Their hard work has led to success with the school received a Green Flag. The school's aim is to teach pupils and raise awareness in them of the need to care for their responsibility from the point of view of caring for the environment.

## **HEALTHY SCHOOL**

In March 2016 the school was awarded for completing the fourth step in the Gwynedd and Anglesey Healthy Schools Plan. Teaching the pupils about healthy living practices is a high priority by this school. The School Council contributes extensively to the Healthy Schools Plan.

## **SCHOOL COUNCIL**

The School Council was set up with the main objective of giving pupils opportunities to play a part in making decisions within the school. Council members are elected by pupils at the school. There is a representative from years 3 to 6 on the School Council. They meet to discuss matters that are important for school children reporting back to the head teacher.

## **SEX EDUCATION**

Every school's Governing Body is expected to consider whether Sex Education should be part of the secular curriculum, in accordance with the requirements of the 1993 Education Act. The governors of this school decided it should be part of the school's curriculum. The Governors feels that appropriate and responsible sex education is an important element in the work of the school in preparing pupils for adult life.

Sex Education is presented to Year 5 and 6 pupils. Assistance is given to the pupils to come to know about the physical changes that affect them, and a foundation is set for building healthy and positive aspects towards sexual matters in future. The need for careful and sensitive treatment is appreciated. There is an invitation for any parent to discuss the provision and the teaching materials beforehand should they wish. Parents have the right to withdraw their children from all or part of the sex education provided.



## **PUPILS WITH ADDITIONAL LEARNING NEEDS**

The school is aware of its responsibility to provide for pupils with special needs in accordance with the requirements of the 1993 Education Act and so have appointed Mrs Mannon Grieves- Owen as ALN co-ordinator. The school's policy gives details of the guidelines to follow in order to meet the needs. This can lead to referring the case to the Education Authority and seeking practical support from specialists such as the educational psychologist, speech therapist or peripatetic teachers who specialize in the problems of hearing, sight, physical disability or intensive learning difficulties for the pupils with intensive needs.

We consider that a close link with parents is very important in these cases and it is endeavoured to ensure a close working partnership. The nature of the difficulties is discussed, provision for the child is detailed and parents are invited to the school to discuss progress and the way forward.

## **LOOKED AFTER CHILDREN**

We believe that every child, regardless of his/her background, is entitled to an outstanding level of education. We work alongside parents/carers to ensure children reach their full potential.

The Head Teacher is responsible for making sure that children who are in care achieve the best they can. She works closely with Mrs Elen Hughes, the school's Welfare Officer to ensure the school fully responds to these children's needs. We also employ a play therapist so that children are given support whenever it is needed. The school also co-operates with outside agencies so that these children make excellent progress whilst at the school.



## **ADDITIONAL ACTIVITIES**

The school hopes for parents' co-operation and support with any additional activity organized, such as evening concerts, exercises and football practices, netball etc. Parents are required to ensure that they arrange to pick up the pupils to take home at the end of the activity.

## **THE URDD**

During the Autumn term the children are invited to join the Urdd. By becoming a member of the Urdd the pupils have an opportunity to compete with art and craft work, physical education as well as competing in the Urdd Eisteddfod. They are given opportunities also to take part in the annual carol service. Year 5 and 6 members have opportunities to attend residential courses at Glan Llyn, Cardiff or Llangrannog annually.

## **CHARGING FOR ACTIVITIES**

The basic principle of the 1988 Education Act was that educational activities should be free for every pupil. Even so the school has a statutory right to ask parents to contribute towards the costs with the understanding that no pupil will suffer disadvantage if his/her parents are disabled or unwilling to contribute. The school conforms with the Charging for Activities Policy and is therefore always willing to help families in certain financial situations. Every parent has the option of paying for activities in weekly instalments or by making one payment. No pupil will be refused access to any activity due to non payment.

Pupils are asked to contribute towards transport costs to the Leisure Centre for swimming lessons.

The annual sum for the instrumental lessons is denoted by the Instrumental Service.

## **ASSESSMENTS**

An annual written report is presented to parents on their child's progress. Pupils are assessed internally as part of the school's assessment policy. In accordance with National Curriculum requirements pupils are assessed by teacher assessment at the end of the Foundation Phase (Year 2) and Key Stage 2 (Year 6). Children from years 2 – 6 also sit statutory national reading and numeracy tests every May.

Enclosed are the results of the school's aggregate assessment under the National Curriculum for the two key stages and the national comparative information (Whole of Wales) based on the National Curriculum's assessment results for these age ranges.



## **ASSESSMENT FOR LEARNING**

Parents' evenings are held during the year so that parents may see their children's work and discuss their development with the teachers. Every teacher keeps detailed assessments of their children and discusses the 'way forward' with parents during the open evening.

## **HOMEWORK**

It is the school's policy to set homework regularly. At times we ask pupils to complete tasks at home. This can mean finishing work, completing a specific task, finding information; asking parents or other members of the family, or learning work e.g. multiplication tables, words for a spelling test. We would like to emphasise your role as parents and we hope that you will assist, supervise and ensure that tasks are fulfilled to the best of each individual's ability. Remember also that reading regularly is a very important part of homework. We hope that you will make full use of the Reading Record booklet and give your comments as an additional reference for the teachers.

Parents are welcomed to discuss homework with the class teacher if difficulties of any kind arise.

## **PARENTS VOLUNTEERING**

We are eager to see parents come to assist us in school by listening to children reading, assisting with the craft work, sports training and assisting in supervising pupils on educational visits.

All volunteers at the school must have received a police DBS check before they can begin to work with the children.

We greatly hope that some of you will assist us during the year. Don't worry if you cannot give of your time regularly, (e.g. weekly) you can come occasionally if that is easier. The teachers very much appreciate having a pair of hands or two additional ears, from time to time, therefore if you can assist put your name forward – we are sure to make use of you!

## **BEHAVIOUR AND ATTITUDES**

High priority is given to positive behaviour and attitude in school in order to ensure that the school fulfils its purpose, namely develop every pupil's growth and development. This school encourages pupils to be self-disciplined, responsible and to respect others. We know that we shall have your support as parents in this. These expectations and the action steps are outlined in the school's policy and rules.



## SCHOOL ANTI-BULLING POLICY

The school has an anti-bullying policy which defines bullying. The policy conforms to the Anti-Bullying Guidelines (Circular 23/2003)

### AIM OF THE POLICY:

1. Create an environment where everyone feels at home, safe and happy. Only in an environment such as this can children reach their full potential. All types of bullying undermine equal opportunity.
2. This policy allows the school to identify bullying as soon as it starts thus allowing the staff to deal and resolve the situation as soon as possible.

When bullying has been identified the school will follow these steps:

1. Talk to all the children involved.
2. Meet with the parents/ guardian
3. Record details of information gathered.
4. Take further action if needed.

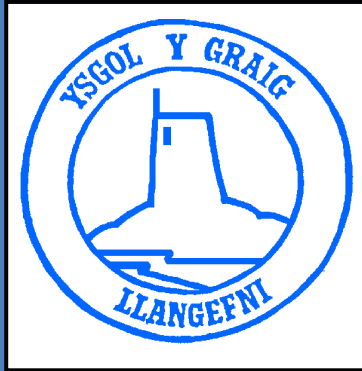
## SCHOOL EQUAL OPPORTUNITY POLICY

The school has an equal opportunity policy.

### AIM OF THE POLICY:

1. Provide equal opportunity for every pupil, regardless of their gender, ability, cultural and ethnic background.
2. Ensure no child suffers prejudice based on race, beliefs, gender, language, educational ability, social position or disability.
3. Ensure that all aspects of the curriculum and all recourses are available for every pupil.
4. Ensure that positive social attitude are nurtured at school. Children are encouraged to work together and to show an understanding of their responsibilities towards others.
5. Use appropriate terminology in discussions and avoid creating stereotypes.

(Please contact the Head teacher if you need to see the policies in full).



## MOBILE PHONES POLICY

### Aim

Every school has a responsibility towards the pastoral care of their pupils, and so this school advocates the prevention of abuse and neglect by ensuring a safe environment for its pupils.

This school believes that cyber bullying is as serious as other forms of bullying.

Therefore we cannot allow mobile phones to be used on school grounds. If a child must have a mobile phone in school for a particular reason he/she must give it to the head teacher as soon as he/ she arrive at school.

The School Governing Body will raise the awareness of parents, pupils and staff.

### Disciplinary Procedures

If a child uses a mobile phone whilst on school property he/she will be punished according to the school's 'Controlling Child Behaviour' policy. The child will be expected to switch off his / her phone and keep it in a safe place provided by the school. The phone will be returned to the child at the end of the school day.

If the pupil breaks the rule a second time the phone will be kept by the school until the parent comes to the school to collect it.



## USING SOCIAL NETWORKING WEBSITES, BLOGGING AND TWITTER

(In accordance with the LEA's directive).

The school acknowledges that using social websites is fun and a good way of maintaining contact with friends and family but it is necessary to be extremely careful in using such sites.

It is a requirement for everyone to be aware of their responsibilities towards the school and other families in dealing with the above technology.

It is not practical to create a comprehensive list of inappropriate materials but it is better to keep in sight a set of principles in dealing with the above. The principles are:

- everyone has the right to privacy.
- it is inappropriate to judge staff, parents or pupils publicly
- It is inappropriate to communicate with parents and pupils regarding everyday work and school employees.
- Discussions within the school are confidential. It is completely inappropriate for parents to discuss things that have happened at the school and name individual children.
- Pictures of school activities should not be used without the permission of all the children and adults in the picture.

We would be grateful if you could bear this in mind.

Remember that the school is available to discuss any concern with you; you can pick up the phone for a chat or agree upon a convenient and agreed time to talk.





## THE COMPLAINTS PROCEDURE

The school's Governing Body in accordance with the requirements of Section 29 of the 2002 Education Act has established a procedure for dealing with complaints from parents.

The governing body will consider the guidelines of the Assembly's 03/2004 Circular when any grievance comes to hand. Every process will follow the procedure noted in the document. The governors have set up a three-step procedure to deal with grievances.

### Step 1

Oral/written complaint to a member of staff or to the head teacher. Every effort is made by the head teacher to solve the grievance in this step.

### Step 2

Written complaint to the head teacher that is inspected with the result being presented in writing to the plaintiff.

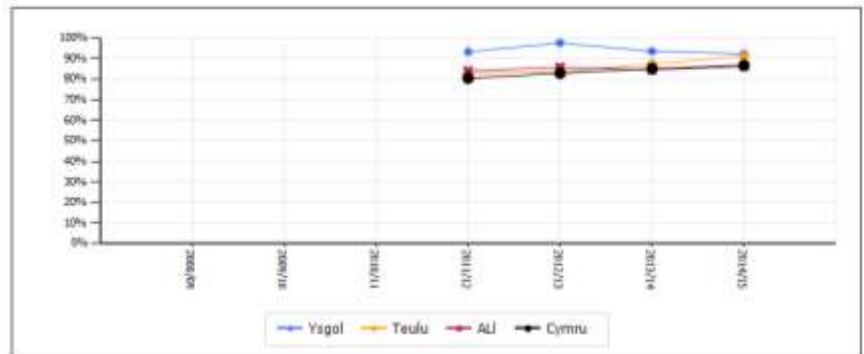
### Step 3

If the plaintiff is not satisfied with the result the Governing Body can consider the matter. The complaint is heard by the Body's Grievance Committee. Following the completion of Step 3 the governing body or the plaintiff can contact the LEA to review the procedure.

The school should be contacted to make an appointment to discuss any complaint with the head teacher.

## SCHOOL'S PERFORMANCE - Summer 2015

### Results for the End of Foundation Phase Assessments (Year 2)

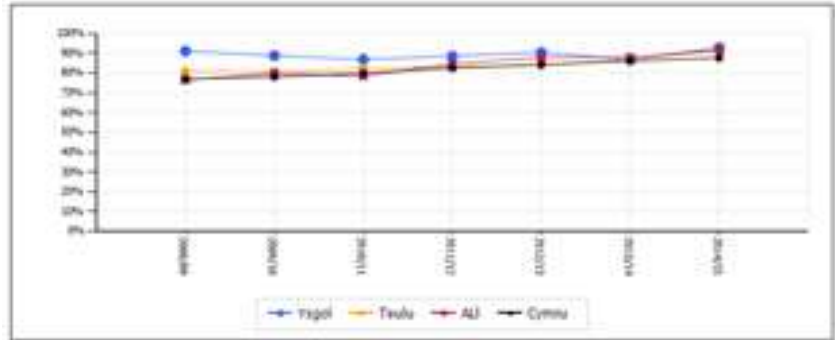


	School	Anglesey Local Authority	Wales
Language Development (Welsh)	96.2	89.8	91.3
Mathematical Development	94.3	89.4	89.7
Personal and Social Development	98.1	95.8	94.8
Foundation Phase Indicator	92.5	86.2	86.8

96.2% of Year 2 children achieved Outcome 5 or higher in all of the core subjects. Outcome 5 is the expected level of achievement for Year 2 children. This is considerably higher than the average for Anglesey Local Authority (86.2%) and the national average (86.8%).



## Results for the End of Key Stage 2 Assessments (Year 6) Summer 2106



	School	Anglesey Local Authority	Wales
Welsh	88.1	89.7	90.5
English	92.9	93.2	89.6
Mathematics	92.9	93.5	90.2
Science	92.9	93.9	91.4
Core Subjects Indicator	92.9	91.8	87.7

92.97% of Year 6 pupils achieved Level 4 or higher in all the core subjects. This is the expected level of achievement for pupils in Year 6. This result is better than the average for Anglesey Local Authority (91.8%) and Wales (87.7%).

### CANRANNAU PRESENOLDEB 2014/15

	Percentage %
Attendance	93.2%
Authorised Absence	4.6%
Unauthorised Absence	1.1%

According to national guidelines an attendance of 93.2% is considered to be satisfactory. The school's target is 95%.



## BOARD OF GOVERNORS

The composition of the board of governors is in accordance with the 1986 Education Act.

Mr Huw Redvers Jones (Chairperson)  
Mr Deiniol Harries (Vice-chair person)  
Mr Owain Gwilym (clerk)

### **Local Education Authority Representatives:**

Councilor. Nicola Roberts  
Mr T M Owen  
Dr Iestyn Pierce

### **Parents Representatives:**

Mr Gethin Morris Williams  
Mr Huw Redvers Jones  
Dr Arwel Jones

### **Co-opted Members:**

Mr Richard Pritchard  
Ms Llinos Jones  
Mr Deiniol Harries  
Mr Dewi Jones

### **Llangefni Town Council Representatives:**

Councilor Margaret Thomas

### **Teachers Representative**

Mr Rhys G Pritchard

### **Auxillary Staff Representative**

Mrs Elen Hughes

Mrs Meinir L Roberts (Head Teacher)

## SCHOOL STAFF SEPTEMBER 2016/ 2017



### Teaching Staff

Management Team:

Mrs Meinir L Roberts B.Add.

Mr Owain L Gwilym B.A.

Mrs Mannon Greieves-Owen B.A.

Mr Rhys G Pritchard

### Foundation Phase Teachers:

Mrs Glenys Jones B.Add.

Mrs Nia Jones B.A.

Mrs Mannon Grieves-Owen B.A.

Mrs Elin Rowlands B. Add

Mrs Manon Wyn Jones Owen

Mrs Bethan H. Rowlands B.A.

Mrs Catrin Angharad Jones B.Add

Miss Lowri Mai Roberts B.Add

### Key Stage 2 Teachers:

Miss Rhian Angharad Hughes

Mr Rhys Glyn Pritchard B. Add

Mr Gethin Phillips B.Add

Mrs Bethan Llewelyn Jones

Mr Owain Ll. Gwilym B.A.

Miss Elain Wyn Jones M.A.

Mrs Elen Wyn Hughes B.A.

Mr Gwion Clarke B.A.

### Auxillary Staff

#### Foundation Phase Assistants

Miss Sasha Jones

Miss Sioned Scott-Jones

Miss Karen Jones

Miss Nicola Roberts

Mrs Louise Evans

Mrs Bethan Jones

Mrs Margaret Humphreys

Mr Gerallt Williams

Miss Meryl Pritchard

### Auxillary Staff

#### ALN Assistants

Mrs Jennifer McGilvary

Mrs Julie Thomas

Mrs Einir Williams

Mrs Sharon Williams

Mrs Nia Morris

Mrs Susan Taylor

Mrs Lisa Roberts

Mrs Ann Thomas

Miss Roxanne Owen-Williams

Mrs Elen Hughes (School Welfare Officer)

Mrs Donna Redvers Jones ( administrator / clerk)

Mr Alvin Jones ( Caretaker)

## SCHOOL DATES AND HOLIDAYS 2016/ 17



### Term

#### Autumn 2016

1 September 2016 - 16 December 2016

#### Spring 2017

3 January 2017 - 7 April 2017

#### Summer 2017

24 April 2017 - 21 July 2017

Children will return to school on, 5th of September, 2016.

### Holidays:

24 October 2016 - 28 October 2016 (Half-Term)

19 December 2016 - 2 January 2017 (Christmas Holidays)

20 - 24 February 2017 (Half-Term)

10 April 2017 - 21 April 2017 (Easter Holidays)

1 of May 2016 (May Day)

29 of May – 2 of June 2016 (Half-Term)

21 July - (Summer Holidays)

The dates for 2017 –2018 term have not yet been confirmed.

22 SEPTEMBER 2016

16 OCTOBER 2016

22 NOVEMBER 2016

12 DECEMBER 2016

20 JANUARY 2017

15 FEBRUARY 2017

23 MARCH 2017

10 APRIL 2017

19 MAY 2017

20 JUNE 2017

15 JULY 2017

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195

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1st and 2nd September 2016 – In Service Training

3 training days to be arranged by the school during the year.

The number of school days for children is 190.