

Llawlyfr Gwybodaeth  
School Prospectus



# Ysgol Bro Dyfrdwy 2023/2024

Ysgol Gynradd Gymraeg 3 - 11 oed

Welsh Medium Primary School 3 - 11 years old

Pennaeth Head Teacher: Mrs Bethan Fell

 [ysgol.brodyfrdwy@sirddinbych.gov.uk](mailto:ysgol.brodyfrdwy@sirddinbych.gov.uk)

 @YsgolBroDyfrdwy

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

Cadeirydd y Llywodraethwyr Chair of Governors: Mrs Siân Lloyd-Williams



Yn y llaw fach,  
mae'r holl fyd

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Dear parents and guardians

I am pleased to present to you the Ysgol Bro Dyfrdwy Handbook, and hope that it'll be a useful guide - that's what it's intended for anyway! Ysgol Bro Dyfrdwy is an area school and a county, rural, community, natural Welsh primary school. It's also a bilingual, co-educational daily school providing education for children from the age of three to eleven years of age. Our aim is to create a friendly school that gives your child every encouragement to learn and develop to the best of his ability during his time with us. I would like to regard our school as a kind of an extended family – a friendly and happy family where the child enjoys learning. We try to ensure that the school is a safe and pleasant place where your child is valued and treated as an individual and encouraged to be a responsible member of the school and local society, and to grow up as a person who is considerate of others and their surroundings. We aim to give our pupils the best education and the best possible experiences, and will seek to improve our learning methods on a daily basis! A close relationship between home and school is important. We know that we will have every cooperation from you in that regard. Should you have any queries or concerns regarding any matter, please do not hesitate to contact me. A warm welcome awaits your child at the school, and we hope he/she will enjoy the work and play.

Yours sincerely Bethan Fell

Bethan Fell  
Headteacher



## SCHOOL STAFF

### HEAD TEACHER:

Mrs Bethan Fell

### TEACHERS:

Mrs Catrin Phillips, Assistant Head: (4 days)

Mr Siôn Williams

Miss Catrin Darlington

Mrs Heledd Rees: (4 days)

Mrs Siân Jones: (3 days)

Mrs Bethan Woods: (2 days)

Mrs Catrin Gwynfor Jones (3 days)

### HIGHER CLASS ASSISTANT:

Mrs Gwenan Lloyd (Nursery)

### TEACHING ASSISTANTS:

Mrs Emma Newport

Mrs Donna Roberts

Mrs Siân Williams

Mrs Rhiannon Edmunds

Miss Megan Jones

### SECRETARY:

Mrs Bethan Jones

### CARETAKER:

Mr Wayne Lawrence

### CLEANERS:

Mrs Mandy Jones

Mrs Rhiannon Edmunds

### COOK:

Mrs Pamela Jones

### KITCHEN ASSISTANTS:

Mrs Mandy Jones

Mrs Dawn Lomas



## THE GOVERNING BODY

<i>Dr Siân Lloyd Williams</i>	<i>Chair of Governors</i>
<i>Delyth Jones</i>	<i>Vice-Chair</i>
<i>Gwyneth Ellis</i>	<i>Local Authority</i>
<i>Siân Griffiths</i>	<i>Local Authority</i>
<i>SEDD WAG</i>	<i>Local Authority</i>
<i>Lowri Morgan</i>	<i>Parent</i>
<i>Llio Davies</i>	<i>Parent</i>
<i>Sarah Tudor</i>	<i>Parent</i>
<i>Rhys Roberts</i>	<i>Community</i>
<i>Gwen Wynne</i>	<i>Community</i>
<i>Eirian Jones</i>	<i>Community</i>
<i>Catrin Phillips</i>	<i>Staff</i>
<i>Donna Roberts</i>	<i>Staff</i>
<i>Bethan Fell</i>	<i>Headteacher</i>
<i>Bethan Jones</i>	<i>Clerk</i>

## GOVERNORS

*The governing bodies are responsible for the strategic direction of their school and for the quality of the education provided*

*A Governor is a volunteer who:-*

- is interested in education*
- represents those who have a key interest in the school*
- is part of a team that accepts responsibilities for everything the school does*
- has time to commit to meetings and other occasions*
- is ready to learn*
- can act as a critical friend who supports the school, but also challenges and asks questions about how the school works and the standard it achieves.*
- can act as a link between parents, the local community, the local authority and the school.*

## SESSIONS

MORNING: 9:00 – 12:00

AFTERNOON: 1:00 – 3:15

## THE DAY'S PATTERN

Breakfast Club		8:00am-8:45am
Morning Session	Nursery Class	9:00am-11:30am
	Foundation Learners	9:00am-12:00pm
	Key Stage 2	9:00am-12:00pm
Afternoon Session	Foundation Learners	1:00pm-3:15pm
	Key Stage 2	1:00pm-3:15pm
Morning Break		10:15am-10:30am
Lunch Break		12:00pm-1:00pm
Afternoon Break		2:15pm-2:30pm

## TERM AND SCHOOL HOLIDAY DATES 2023-2024

AUTUM TERM	
4/9/23	Start of term
27/10/23	End of term
6/11/23	Staff training
7/11/23	School re-opens
21/12/23	Christmas Holiday
SPRING TERM	
8/1/23	Staff Training
9/1/23	Start of term
9/2/23	Half term
19/2/23	School re-opens
21/3/23	End of term
22/3/23	Staff training
SUMMER TERM	
8/4/23	Start of term
6/5/23	Bank holiday
24/5/23	Half term
3/6/23	School re-opens
18/7/23	End of term
19/7/23	Staff training

### Breakfast Club:

Breakfast club is held daily at the school. Could you please inform the school before hand, if you would like your child to attend? The club is held in the hall, from 8:00 a.m.

### Attendance:

There's a statutory requirement for schools to keep a detailed record of every pupil's absence. We kindly ask parents to contact us before 9:00 a.m. to explain any absence. This is an important safety issue.

Our target at Ysgol Bro Dyfrdwy is 95%

### Absences:

The Welsh Assembly rules require that all schools must record any unwarranted absences as unauthorised absence. It is greatly appreciated if you could contact the school if your child/children are not coming in regardless of reason. This enables us to know that your child/children are safe.

### Holiday Request Form:

Family holidays taken during term time: parents/guardians should not normally take pupils from the school on holiday during term time, and it's Denbighshire Education Authority's policy to discourage them from doing this. According to the School Attendance (pupil registration, 1995) Regulations, schools have the preferred entitlement to allow an annual family holiday during term-time, only when "special circumstances" arise and an application should be submitted on paper in advance by the parent/guardian ordinarily residing with the child. Absences of this type can only be granted by the Headteacher. It should be noted that an absence of more than 10 school days within any school year can only be granted in exceptional circumstances. If the parents take their child away from school on holiday without an agreed, written permission from the Headteacher, then these absences will be unauthorised and reported back to the Local Education Authority.

### Going Home from school:

- If there's a different adult from usual collecting the child, then information about it should be given to the school by the child's parents or guardian.
- A child won't be allowed to go home with a friend without prior knowledge from a parent or guardian.
- If a parent or guardian anticipates that he or she will be late in collecting his or her child, he or she is expected to warn the school of that possibility.

### Bad Weather:

Every effort is made to keep the school open. If in doubt, keep the child home or call the school. Sometimes the children need to be sent home early but we will call the home first. Sometimes the taxi company will ring the school to say they will be transporting the children home early because of bad weather or a dangerous road.



## ETHOS AND VALUES OF THE SCHOOL

- happiness and creating a positive atmosphere
- promote the Welsh language and culture
- do our very best all the time
- develop independence





## OBJECTIVES

Education is mainly about individuals, and care must therefore be taken that the individual child has the opportunity to develop according to his ability and age. This includes nurturing special talents, skills and interests.

But, putting emphasis on the individual is not sufficient as we are all part of society and part of a wider nation, and society and nation have their unique demands, aspirations, and culture that lend themselves to some of the objectives of the education offered.

The overall objectives of the school are:

1. to create bilingual, rounded young citizens.
2. to develop oracy, literacy and numeracy skills in the context of stimulating the child's curiosity, imagination and interest.
3. To increase the child's knowledge and develop his reasoning ability in order to assist in adapting to a rapidly changing world.
4. Create in every child the desire and curiosity to research and seek further information and experiences and develop his moral and spiritual thinking and sense.
5. Develop child sensitivity, aesthetic appreciation and leisure skills.
6. Support the child to live independently and work with others and develop aspects that will enable him to become a responsible member of society.
7. Give special attention to all children with special needs, that is, the exceptionally able and those who are under various disadvantages.
8. Present ideas and concepts (through lively and dynamic approaches) that claim the child's response.

## OUR VISION

Our main purpose here at Ysgol Bro Dyfrdwy is to nurture, and support our pupils to be respectful of each other and the world around them, bearing in mind our motto 'The whole world is in the small hand'. We want to create an educational journey that is full of enriching opportunities suitable for all learners, wherever their starting point. Their journey through school will be an opportunity for them to gather a store of valuable memories and experiences to keep and treasure for life. Our responsibility here at Ysgol Bro Dyfrdwy is to encourage curiosity, foster motivation and prepare our children to become confident adults of the future.

Ysgol Bro Dyfrdwy is a Welsh-medium rural, community school. We are fortunate to be in an area full of history and we want to celebrate this throughout our work. Putting the Welsh language, our culture and our history as a country at the forefront is vital and deeply rooted in the everyday life of Ysgol Bro Dyfrdwy. Here we work as a family to support individuals who are proud of their country, it's history and it's unique features with the purpose of creating proud Welsh individuals.



Un teulu sy'n fentrus a hapus,  
Un freuddwyd annog dysgwyr gwybodus,  
Un gobaiith, bod pawb yn serennu,  
Un ysgol, profiadau i'w trysori.



Dathlwn ein doniau, dathlwn ein hiaith,  
Cefnogwn ein gilydd, pob cam o'r daith.



# CURRICULUM FOR WALES

The pupils voice is an integral part of our curriculum here at Ysgol Bro Dyfrdwy. Enabling all pupils to shine, and to be the focus of their learning journey is essential. The pupils are the heart of our curriculum. Their input and ideas are key to shaping our plans and our learning path from term to term. We give careful consideration to co-planning within our classes, bearing in mind the needs and interests of our learners. In addition, the 4 Purposes stand firmly in guiding us through our themes and leading our pupils to be confident individuals to face the world, and to enjoy learning.

The Curriculum also covers:

::



# WHAT MATTERS

Wellbeing and  
happiness

The Welsh  
Language

Encourage  
Independence

Respect amongst  
pupils and staff

Enthusiasm

Enriching Opportunities

Link between the  
community and the school



# THE FOUR CORE PURPOSES

## Undeg Uchelgeisiol, Galluog



- set a difficult challenge for themselves and enjoy doing it
- use their knowledge in different circumstances
- like to solve problems and ask questions
- speak Welsh with confidence
- are able to explain their ideas clearly
- use numbers correctly in different ways
- use technology creatively to speak, create documents and analyzing data.
- discuss what they've learnt and better themselves for the next time
- .....are ready to learn every time!

## Enog Egwyddorol, Gwybodus



- find and use information to express an opinion
- know what's happening to the planet
- help the planet, people and animals in anyway and voice their concerns
- understand and think of the effect the choices they make have on their lives and planet
- learn about the local community, their Country and the world past, present and future.
- respect other people's thoughts and opinions as they're all different
- show that they are prepared to make the world a better place to live and are ready to be citizens of Wales and the rest of the world.

## Miri Mentrus, Creadigol



- use and share their information and skills to create new ideas.
- think creatively to try to solve a problem again
- sees an opportunity and takes advantage of it.
- try difficult and challenging tasks – think green.
- leads and plays different positions as part of a team whilst trying their upmost best every time.
- shares ideas and feelings in a different way e.g. paper, computer, whiteboard, ipad, hwb, writing and concern box.
- try their best to help others succeed

## Iago Iach, Hyderus



- look after themselves and others
- think of other people's feelings and be fair with everyone.
- don't just talk about being healthy, but be healthy!
- remember to have fun whilst being active and eating healthy.
- find out how to learn to be safe and active
- are healthy, are active, and go for it!
- keep safe and think carefully before making a decision
- go for it and enjoy performing. We are here to support each other.
- respect everyone, are kind and make new friends.
- go for it and think green when facing new challenges.
- are independent and enjoy learning new things to develop their daily skills.
- are an integral part of the community and are eager to help



# AREAS OF LEARNING AND EXPERIENCE

## Health and Well-being

The Health and Well-being Area of Learning and Experience (Area) provides a holistic structure for understanding health and well-being. It's concerned with developing the capacity of learners to navigate life's opportunities and challenges. The fundamental components of this area are physical health and development, mental health, and emotional and social well-being. It will support learners to understand and appreciate how the different components of health and well-being are interconnected, and it recognises that good health and well-being are important to enable successful learning.

## Language, Literacy and Communication

The Language, Literacy and Communication Area of Learning and Experience (Area) addresses fundamental aspects of human communication. It aims to support learning across the whole curriculum and enables learners to gain knowledge and skills in Welsh, English and international languages as well as in literature.

## Science and Technology

The importance of science and technology in our modern world cannot be overstated. Developments in these areas have always been drivers of change in society, underpinning innovation and impacting on everyone's lives economically, culturally and environmentally. As such, the Science and Technology Area of Learning and Experience (Area) will be increasingly relevant in the opportunities young people encounter and the life choices that they make.

## Mathematics and Numeracy

The development of mathematics has always gone hand in hand with the development of civilisation itself. A truly international discipline, it surrounds us and underpins so many aspects of our daily lives, such as architecture, art, music, money and engineering. And while it is creative and beautiful, both in its own right and in its applications, it is also essential for progress in other areas of learning and experience.

## Humanities

The Humanities Area of Learning and Experience (Area) seeks to awaken a sense of wonder, fire the imagination and inspire learners to grow in knowledge, understanding and wisdom. This area encourages learners to engage with the most important issues facing humanity, including sustainability and social change, and help to develop the skills necessary to interpret and articulate the past and the present.

## Expressive Arts

The dynamic nature of the expressive arts can engage, motivate and encourage learners to develop their creative, artistic and performance skills to the full.

### SCHOOL COUNCIL

In accordance with National Assembly for Wales guidance, the school has a School Council. A council meeting is held approximately 6 times during the educational year. We welcome this as a means of giving pupils a voice in school life.

"We are a very active and enthusiastic group of pupils who want to make a difference at Ysgol Bro Dyfrdwy. We have been elected by our peers to be their voice and raise issues of importance with Mrs Fell, the Headteacher and School Governors. We also take on board projects on behalf of the school pupils. We strongly believe in raising money for charities that help children and people less fortunate than ourselves. Over time the Council has supported many charities both locally and nationally.

To be effective, we as councillors need to:

- represent all pupils as best we can
- take time to listen to all pupils and to convey their voice.
- report back to pupils on their views/ideas.
- make things happen - or explain why this sometimes isn't possible."



### ECO COUNCIL

"The Eco Council is responsible for looking after the school grounds. A completed yearly Eco Audit has to be done to see where the strengths and weaknesses are within the school. They have regular meetings to discuss how to improve the environment and grounds around the school. We, the Eco Council members, were elected by our peers in class. We had to think why we wanted to be part of the Eco Council to win our seat. We have elected a chairman, secretary and treasurer, and are very proud to be part of the Eco Council and wear our badges every day. We wish to continue the great work of our previous Eco Councils to ensure that we maintain our 'Platinum Eco-Schools Award' status. We are looking forward to growing fruit and vegetables and hopefully selling them to friends of the school. Members of the Eco Council are very proud to be knowledgeable and ethical citizens and look forward to facing new challenges over the coming year."



## SCHOOL COUNCILS

### LANGUAGE CHARTER

"We are the members of the Welsh Charter Council that have been elected by our peers to try to give a special focus and status to the Welsh Language at Ysgol Bro Dyfrdwy. The Welsh Language is very important to us, and that's why we work hard to think of new and different ways to encourage our pupils to work, chat, play and enjoy themselves through the medium of Welsh. We are here to help the children learn the language and become more confident in speaking Welsh. It's important to show the pupils of Ysgol Bro Dyfrdwy how important the Welsh language is to us. It's one of the minority languages and it's our duty to care for it."



### WELFARE COUNCIL

"As the Welfare Council we are very enthusiastic and work hard to support all the school pupils to develop into healthy and confident individuals whom are ready to live life to the full as valuable members of the community. We hold numerous varied activities at the school, concentrating on supporting wellbeing and encouraging positive thinking. The Council meets on a regular basis and we are a very hardworking team. One of the things that we are very proud of is developing a quiet and relaxing room at the school. We've named it 'Ystafell Enfys' and it's been a huge success in supporting the children."



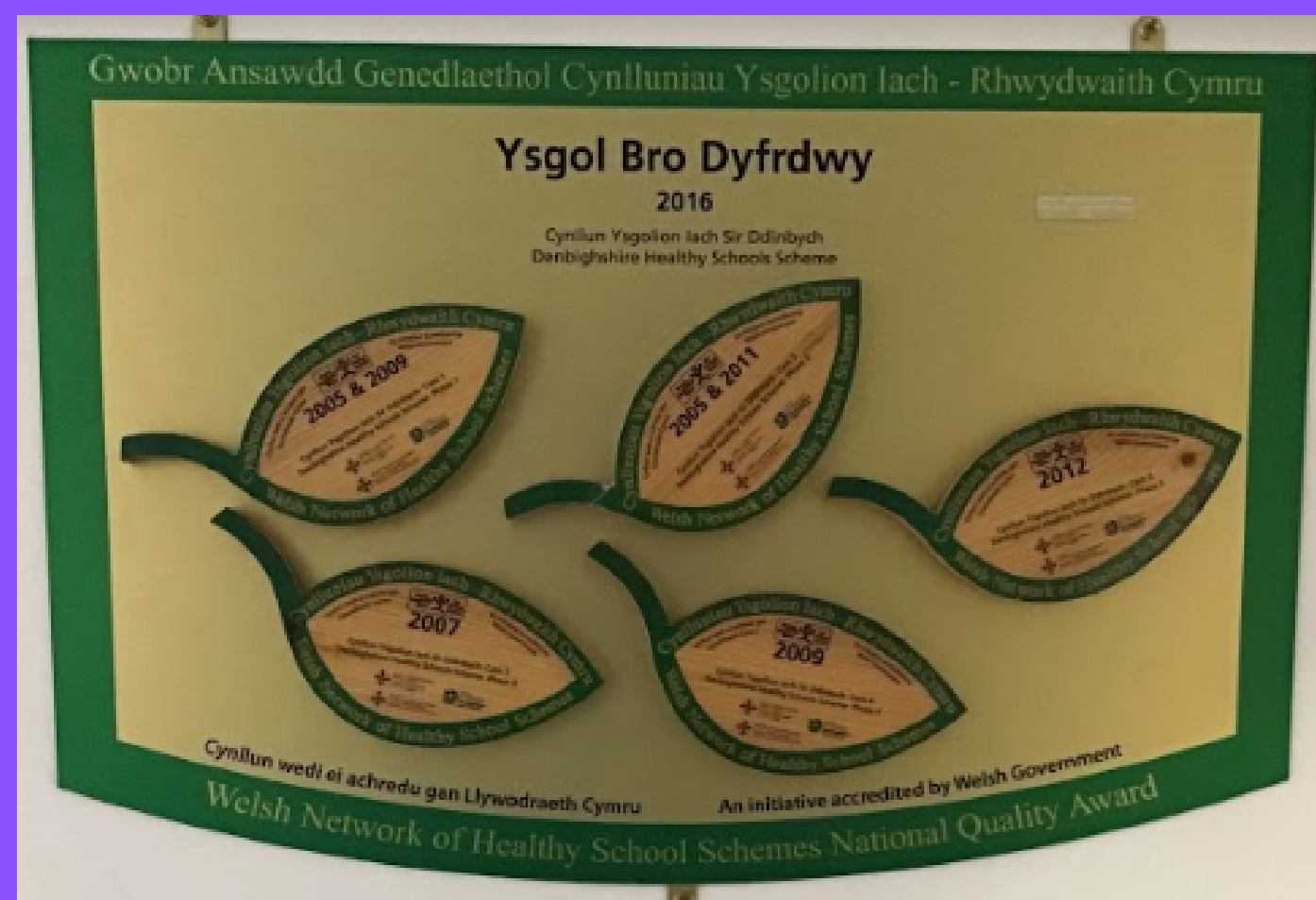
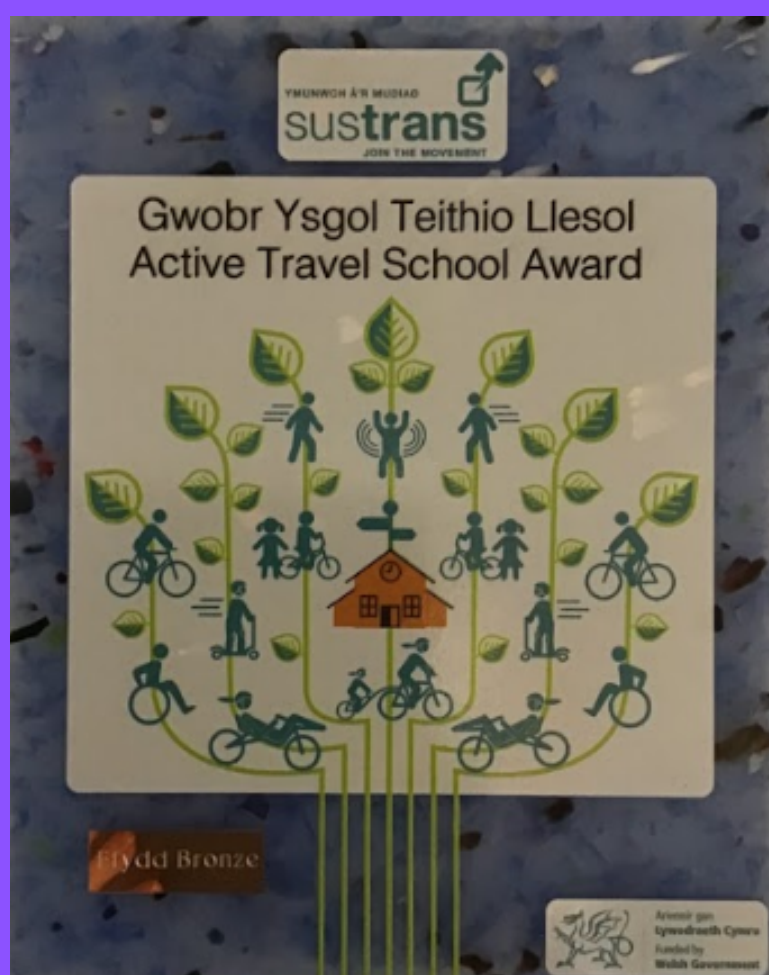


## ECO SCHOOL

For information: The school received The Platinum Award in July 2018, and it was renewed in 2022.

Because of our policy on respect for our fellow citizens and our planet, we stress the need to be environmentally friendly. This includes:

- re-cycling paper, resources, clothes and printing cartridges
- create compost from morning food waste
- educate pupils to plant their own garden produce
- refuse collection
- monitor the use of electricity and gas



## ADDITIONAL LEARNING NEEDS

There is an Additional Learning Needs policy at the school in line with the law of the country. You are more than welcome to see the policy but could you please make arrangements with the Headteacher first.

### THE AIM OF THE ALN POLICY IS:

To ensure that all children develop physically, emotionally and comprehensively according to their ability.

### PRINCIPLES:

- ensure equal curricular and social opportunities to all pupils
- follow the statutory requirements
- act in accordance with the recommendations of the Education Authority's policy to ensure that the child integrates with the rest of the children as long as possible.

### OBJECTIVES:

- ensure that systems exist at the school to identify at an early stage the child who has difficulties that can hinder his education
- gather information from teachers and other staff to ensure that the best understanding of the nature of the child's difficulties are obtained
- ensure that the necessary provision is made for learners with ALN whilst ensuring the support and cooperation of parents and others, in relation to identifying and providing a service.

A special procedure has been implemented to record the needs of the learner referred to in the Code of Practice.

For further information:



## IDENTIFICATION AND ASSESSMENT

Staff meetings led by the special educational needs co-ordinator are held termly to discuss each child's progress. If a concern is expressed, consideration will be given to placing that pupil on the SCHOOL ACTION stage. We try to solve the problem within the class through differential work. If the concern increases the pupil will be placed on SCHOOL ACTION PLUS. We then receive advice from LEA support services such as:

- The educational psychological service
- Consultant teachers with a general role and a specialist role in the areas of hearing impairment, visual impairment, physical impairment and speech impairment
- Education welfare Service

An Individual Work programme is prepared for these pupils and is regularly monitored.

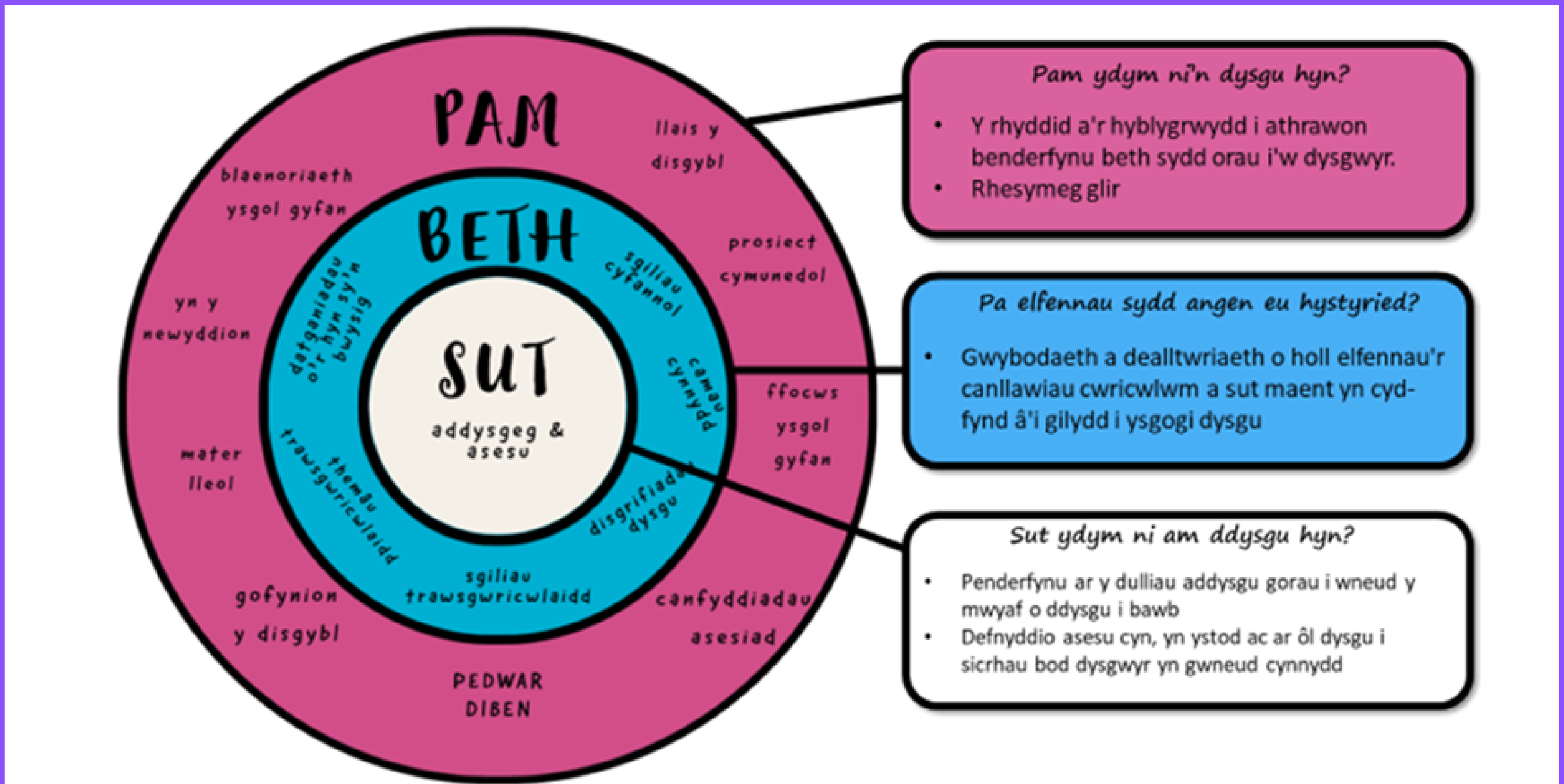
When we receive a pupil from another school, we try to ensure that the information about the pupil arrives in good time. Similarly, this school will also pass on relevant information to a school where a child will transfer to it.

Naturally, the views of parents are very important in identifying needs and in any assessment of a child. Their views are paramount and their co-operation is sought in each case.

## MORE ABLE AND TALANTED PUPILS

For able children, the class teacher, in consultation with the curricular leaders, will prepare extended work for them in accordance with the school's policy.

## PROGRESS AND ASSESMENT



## ONLINE ASSESSMENTS

We support teacher assessments with the National Test for years 2 - 6 learners. The literacy tests are designed to assess the learners' reading skills whilst the numeracy tests are designed to assess the learners' procedural and reasoning skills. The tests are completed twice a year at times the school decides is suitable.

## REPORT ON PUPILS' PROGRESS:

Termly open evenings are held so that the parents or carers can see their learners' work and discuss their development with the teachers. All teachers keep detailed assessments of their learners and plan the way forward with the parents or carers during the open evening. We try to give the parents or carers every opportunity to see their work.



## RELATIONSHIPS AND SEXUALITY EDUCATION

The aim of Relationships and Sex Education is to assist and support young people during their physical, emotional, moral, and spiritual development. There is considerable emphasis on a programme that assists pupils to respect themselves and others and to move with confidence from childhood, through adolescence, and in due course to adulthood. The policy's aim is to be wholly sensitive to other cultures and religions, and in accordance with the school's system in order to work, all pupils are included.

Relationships and Sexuality Education is now mandatory for all learners. The children will be receiving regular sessions over the year.

In Progression step 1 (from age 3 upwards)

Children will:-

- understand diversity of families and relationships and why they are important
- use accurate terminology for all body parts
- be aware of how human bodies change as they grow
- understand the importance of personal self-care and hygiene
- recognise that everyone's body is unique and special to them
- understand everyone's right to privacy, personal boundaries and which parts of the body are private
- be able to communicate if someone is touching them in a way that makes them feel uncomfortable
- be able to recognise positive and harmful behaviours, including bullying



In Progression step 2 (from age 7 upwards)

Children will:-

- be aware of the characteristics of different families and friendships and their diversity
- understand the importance of sex and gender equality
- understand different kinds of harmful or abusive behaviour and the role technology can play
- develop skills to build consensual relationships and know how to safely respond and report harmful behaviours and relationships offline and online
- understand how to keep safe online
- understand how children and young people experience changes during puberty
- know how to manage personal self-care and hygiene, including the importance of menstrual well-being
- understand how reproductive organs develop in the human body
- understanding fertility and the processes of reproduction
- recognise the process of pregnancy and birth

## RELIGIOUS EDUCATION AND CO-WORSHIP

This school does not hold a direct or formal link with any religious denomination. The religious education presented is based on the Education Authority's recognised syllabus. A copy of this syllabus can be inspected at the school.

Co-worship takes place on a daily basis either as a whole school or by class. These services will be predominantly Christian, but other faiths are occasionally highlighted. Arrangements can be made for children whose parents do not wish them to attend religious services or similar studies.

### Outcomes

Religious Education should be a positive influence on every pupils development - help to develop their values and to raise awareness of their social responsibilities:

- within their family
- with their peers
- towards a fellow human being of different background, colour, creed and race

### Specific Outcomes

- develop knowledge and understanding of places of worship, patterns of worship and specific characteristics of worship and reflection.
- develop knowledge and understanding of religious celebrations and rituals, and how believers express their faith through special rituals and ceremonies.
- develop an understanding of the meaning of religious leadership; learn about the founders of the religions and other religious leaders and how their function as leaders is reflected in holy books such as the Bible.
- Understand how people of different religions recognize and celebrate the order of creation and the link between this and religious teachings.
- Ask and respond to questions relating to religion, giving special consideration to personal experiences and attitudes on which these are based.
- Conduct Whole School/Departmental assemblies.

### Conclusion

Religious Education provides opportunities for pupils to develop an understanding and appreciation of the religious dimension of life; how it's expressed by individuals and communities and how it affects society and those values held by it.

### Morning Assembly

During these periods, prayers are said together and hymns are taught and the pupils are given the opportunity to participate through conversation; read personal stories; listening to stories from the Bible and others; listening to music; and praying by developing the spiritual aspect. An attempt will be made to create an appropriate atmosphere and tone through the use of music etc. Behaviour of respect and maturity is encouraged as the pupils worship together.

## PHYSICAL EDUCATION

We have a clear vision within the school community to ensure that we inspire all children to follow a balanced, healthy and active lifestyle in school and beyond and in the long term. The pupils are provided with enjoyable activities in meeting with their creative needs. We will teach and provide an opportunity to practise and improve on the skills that are relevant to the activity. The promotion of confidence through activity and the creation of awareness of the importance of health in practice is also sought. We intend physical education to be pure enjoyment so that pupils are interested and willing to take part in various physical activities.

The school coaches the children in a variety of activities including: gymnastics, dance, games, swimming, athletics and adventure activities.

In the Foundation Phase all pupils receive at least 1 hour a week of PE lessons. By Key Stage 2 children spend at least 1 1/2 hours per week in Physical Education lessons.

- the school has teams that give children the opportunity to compete individually and as a member of a team. The teams include: • Football, (girls and boys) competing in Urdd competitions, county sports, local league, Dinas Brân High School.
- rugby team.
- a cricket team competing in Urdd competitions and catchment competitions.
- a swimming team competing in Urdd competitions and the catchment Swimming Gala.
- a cross-country running team competing in the Urdd Championships and catchment competitions organised by Ysgol Dinas Brân.

## USING WELSH AND THE LANGUAGE CHARTER

We believe that all the children of this school have the right to grow up as bilingual citizens. We respect the pupil's mother tongue and try to encourage them to develop their proficiency in their second language, whether in Welsh or English.

The Welsh Government sees the need for a bilingual workforce. The ability to speak Welsh is a skill that an employer is looking for.

We want to inspire children and young people to use the Welsh language in all aspects of life. The Language Charter is for everyone and every member of the school community can participate - the school council, learners, the workforce, parents, carers, governors and the wider community. This ensures that each school has full ownership of their Language Charter. Together we will increase the children and young people's social use of the Welsh language.

47% of Ysgol Bro Dyfrdwy's pupils come from Welsh backgrounds and we feel it is our duty as a school to develop this Welshness by raising awareness of traditions and heritage, taking part in Eisteddfods, Concerts and throughout the Welsh Curriculum.

Welsh is the communicative language of this school. It is used in the daily administration of the school and as the language of morning assemblies and mass gatherings. Our aim as a school is to ensure that the learners are fluently bilingual and that they have the ability to express themselves orally, write confidently and read comfortably in both languages. The introduction of the English language as a core subject will begin in year 3, ensuring that every child achieves their potential before starting Secondary School.

In the Foundation Phase a strong Welsh-language Foundation is provided to enable the child to achieve the goal of becoming a full, bilingual person. We try to confirm and develop the child's mother tongue from a non-Welsh-language home. In addition, we seek to extend and develop the child's grasp of an English-language home.

At Key Stage 2 we seek to confirm and develop the Welsh and English languages of all children so that they can speak, read and write fluently and confidently in both languages when they transfer to secondary school.





## HEALTH AND SAFETY

The school has a **CHILD PROTECTION POLICY** based on the All-Wales Child Protection guidelines and the guidance is followed in all cases.

## SAFEGUARDING CHILDREN PROCEDURE

Each member of staff is responsible for safeguarding and protecting the children attending the school. If there are concerns about neglect or physical, emotional, or sexual abuse, then, in accordance with the county's Child Protection Procedure, it's the duty of the staff to speak about the matter to the school's child protection co-ordinator, the headteacher, immediately.

The head is the school's child protection co-ordinator (and children in care co-ordinator) Mrs Bethan Fell. In the absence of the headteacher, Mrs Catrin Phillips has the responsibility, and in the absence of both, Mr Sithe head is the school's child protection co-ordinator (and children in care co-ordinator) namely Bethan Fell. In the absence of the headteacher, Mrs Catrin Phillips has the responsibility, and in the absence of both, Mr Sion Williams.

We follow the county's Health and safety policy, and aim to ensure the highest standard possible to for the staff, pupils and visitors, with a healthy and safe environment throughout the school.

The health and safety arrangements are regularly inspected and risk assessments are made in accordance with the school's Health and Safety Policy. We are part of Denbighshire's insurance policy for on and off site accidents.

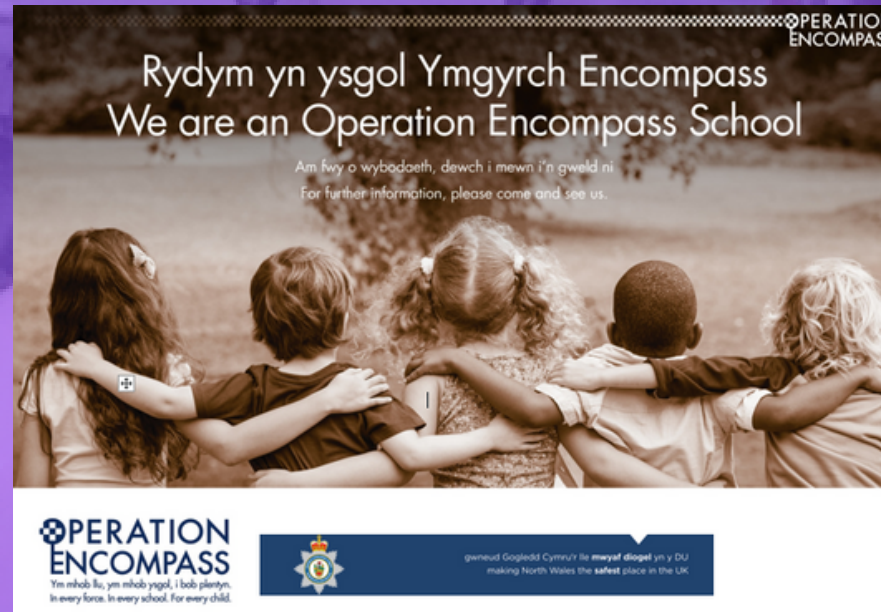
There is a security system in force at the school which complies with the fire regulation rules. All visitors must ring the bell before gaining access to the main entrance. It is compulsory for visitors to sign in on arrival at the school.

The school has a burglar alarm system and CCTV cameras, and exercises are held every term time. A member of staff is always on duty in the morning, at playtime and at the end of the afternoon, and there is also supervision during lunchtime. Any accidents will be recorded on the county's internal internet system, and we will notify you as parents. if there is any doubt regarding the child's condition after an accident, the parents can be sent for, or in case of intent, call for an ambulance.



## ENCOMPASS INITIATIVE

In conjunction with North Wales Police, Ysgol Bro Dyfrdwy is participating in a national initiative, known as 'Encompass', to support children and young people who have been involved in or witnessed a domestic abuse incident. Encompass aims for a school to be alerted of a child's exposure to domestic abuse as early as possible so to enable immediate support. This is a valuable initiative that means we can help and support our pupils and their families when they need us most. You can find out more information on the Encompass website - <https://www.operationencompass.org/>



## MEDICAL

As a school we do not usually give pupils medication at school. Exceptions to this are:

- Asthma Pump
- Any necessary medication
- Antibiotic medicine when required

If we are required to give the child absolutely necessary medication, the school is required to create an **INDIVIDUAL HEALTH CARE PLAN** for a **PUPIL WITH MEDICAL NEEDS**. This will be drawn up jointly between parents, guardians, school nurse and school teachers. If teachers need to give antibiotic medication parents or guardians are asked to sign a letter giving them permission to do so. Pupils should, on no account, take any medication themselves unless it is specified in the **INDIVIDUAL HEALTH CARE PLAN**.

If a child is ill or in an accident the parents are contacted, then if necessary we will take the child to the surgery in Corwen.

There are rarely serious accidents in a school, but if this happens the headteacher will need to have a number of necessary facts such as:

- Doctor's name
- Doctor's telephone number
- The telephone number of the home or neighbour

Parents are therefore asked to ensure that the Parent Information forms are completed correctly.

## EXPECTATIONS REGARDING BEHAVIOUR

### Discipline

All children are expected to behave in an acceptable manner and as a member of the community within the school. They are encouraged to consider and respect the rights and property of other people. The school is involved in the Webster Stratton Strategies to promote good behaviour

There is a discipline policy in the school. Contact the Headteacher if you would like to see it

### Outcomes

- Create an environment that encourages and reinforces good behaviour.
- Define acceptable standards of behaviour.
- Encourage consistency and response to positive and negative behaviour.
- Promote self-esteem, self-discipline and positive relationships.
- Ensure broad knowledge and understanding of the school's expectations and strategies.
- Encourage the involvement of the home and the school in the implementation of the policy.
- Developing rules that will create an organized community in which learning can be effective.
- Developing a Community based on mutual respect where care for the school environment is an important factor.
- Developing responsibility for their own actions in the pupils.



### Traffic Lights

#### Green

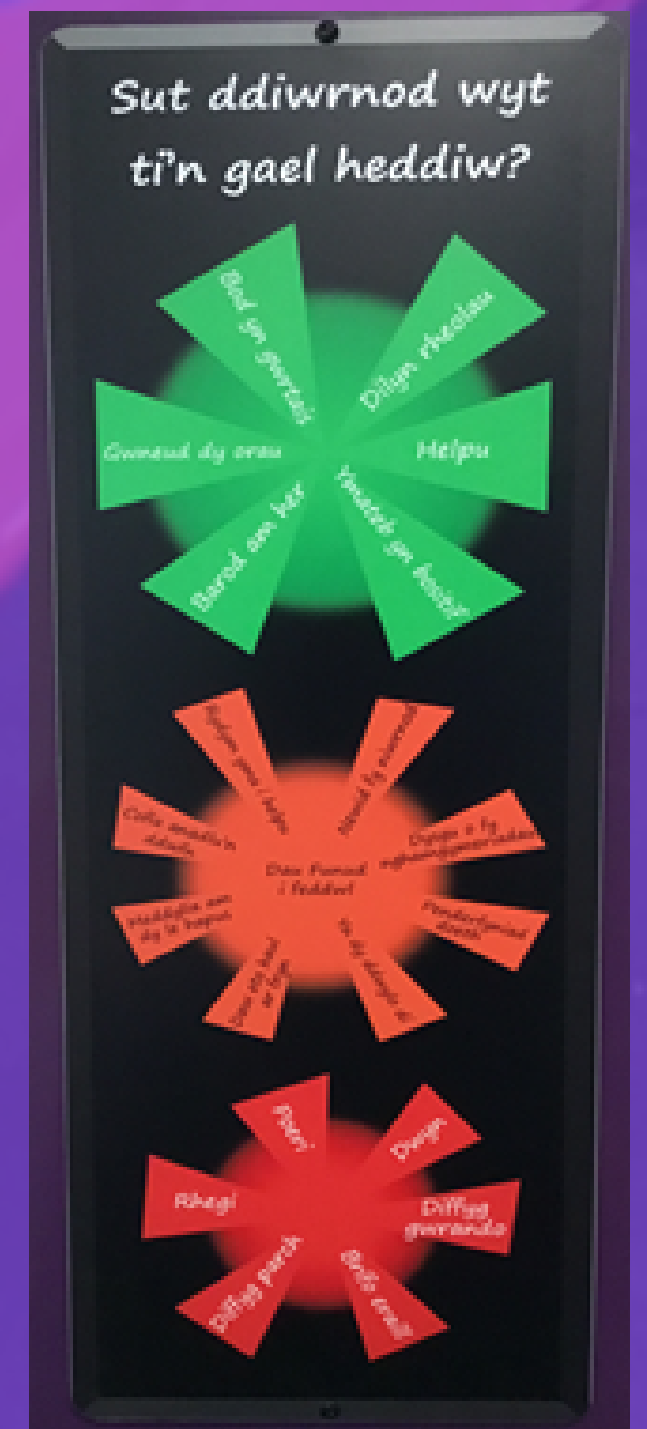
- Every child will start each new day on the green.

#### Orange

• The 'two minutes to think' is an opportunity for the child to reflect on their behaviour and take responsibility, learning from their mistakes. The intention of 'two minutes to think' is that every child can choose to take themselves out of the classroom and have two minutes to think before returning to the classroom having calmed down and changed their mindset to return to the green.

#### Red

- When pupils reach 'two minutes to think' (orange light) for the third time during the day, they will move to the red light.



## SCHOOL UNIFORM

The school, after consultation with parents, has decided to have a formal uniform which everyone is expected to wear. The details are as follows:

- White polo shirt.
- Purple sweatshirt with the school logo on it.
- Trousers or black skirt.
- Black shoes for boys and girls.

In summer girls can choose to wear a dress, and all pupils can choose to wear black shorts.

The school uniform can be purchased at Worksafe, Workplace, Ruthin.

- For PE lessons, pupils are asked to wear a plain white T-shirt, black shorts and pumps or trainers and a swim wear for the swimming lessons.

For convenience, please label clothes clearly, especially the jumpers.



## HOMEWORK

We have a homework policy and expectations for each year as follows:

### Reception, Yr 1 and Yr 2

- Occasionally, special tasks are set by the teacher. The tasks will usually relate to the theme being studied at school.
- Sometimes, however, the teacher may set individual work in order to master or practise a special skill.
- Pupils in this age are expected to read regularly according to their ability.

### Year 3 and 4

- We will offer a range of projects for the pupils to complete at the beginning of every term.
- All pupils in these classes are expected to read regularly.

### Year 5 and 6

- We will offer a range of projects for the pupils to complete at the beginning of every term.
- All pupils of this age are expected to read regularly and practice their tables.

## POLICIES

### SCHOOL ADMISSIONS POLICY

The school operates in accordance with the Denbighshire Education Authority's admissions policy as follows: children are admitted part time in September following their 3rd birthday and full time in September following their 4th birthday.

Any admission applications for children made to the school is forwarded to the school admissions department at County Hall. There are no automatic transfers from Nursery to Reception, and as the admission department is part of Denbighshire Education authority, the authority will consider the applications. Any application must be referred to the county first.

### PARENTAL CHARGING POLICY (SUMMARY)

Pupils' parents are fully charged:

- for all activities that take place outside school hours unless what is necessary to the requirements of the national curriculum or the statutory
- requirements of religious education.
- for costs of food and accommodation for residential activities arranged by the school or LEA
- any damage to textbooks or educational equipment resulting from a pupil's misconduct

Partial payments may be asked:

- for damage to a school's constructive windows or equipment resulting from a pupil's misconduct
- for musical instrumental lessons
- for travelling to swimming lessons

There is no charge for:

- food and accommodation of a pupil attending courses for the purposes of the National Curriculum.

With chosen activities that occur periodically during school hours, parental contributions are requested. Parents are informed at the beginning that any contribution is voluntary, but the right not to continue with any arrangements is retained unless sufficient contributions have been received. Where an outside body organises activities, the school may give permission for the pupil to be absent from school and a full charge may be made. A maximum of 10 days can be allowed in each year.

### CHILDREN IN CARE:

The school's headteacher is the person responsible for promoting and supporting the education of the children in the care of the school, and for ensuring that they have full access to the school curriculum.



### ANTI-BULLYING POLICY

Any form of bullying is totally unacceptable. The school responds robustly and thoroughly to all instances of bullying. The school will also make every effort to ensure that bullying does not happen. The school has an anti-bullying policy that is firmly and sensitively implemented in all cases of bullying that comes to our attention. If there is any doubt that a child is being bullied at school, we urgently ask the parent or carer to discuss this with the headteacher so that we can investigate the suspicions thoroughly and suddenly.

## THE SCHOOL AND HOME

### AGREEMENT BETWEEN THE SCHOOL AND HOME

All schools are required to have an agreement between home and school. The following agreement was adopted by the governing body:

From the school's perspective:

- the school will ensure that a broad and balanced teaching programme is provided, which meets the requirements of the national curriculum.
- every effort is made to ensure that all pupils work to the best of their ability.
- every effort is made to prepare a safe, motivated and caring environment for all pupils.
- the school will provide regular homework depending on the age of the pupils.

Parents/guardians are expected to:

- give the child every assistance and support with their education.
- support any activities set by the school including homework.
- attend parent evenings and meetings arranged for discussing pupil development.
- ensure that the child comes to school promptly and in a regular manner.
- ensuring that the child complies with the school's behaviour policy.
- encourage the child to develop self-esteem and respect for others.
- contact the school immediately in any case of absence.

Parents are asked to provide names, addresses and telephone numbers, in case they need to be contacted during school hours e.g. in the event of an illness or if there is an accident. If the child is absent, parents are asked to phone the school to let us know in good time.

### HOME CONTACT

The school cannot succeed without the support of the parents. We therefore encourage parents to take an interest in their child's education and to support the school in their work and public activities.

## COMPLAINTS PROCEDURE

### COMPLAINTS ABOUT THE CURRICULUM

The LEA, in accordance with statutory requirements, has established a procedure to consider complaints regarding the operation of school governing bodies and the Education Authority in relation to a schools curriculum and other related matters. This procedure is set out in a bespoke document in Welsh and English which is available to any parent who wishes to make a complaint under these arrangements, and the authority can provide a copy in a language other than English and Welsh if necessary.

It is stressed, however, that many complaints can be dealt with quickly and effectively through informal consideration based on discussions with the Headteacher. This is the first reasonable step, and the Governing Body will expect this stage to be carried out before the complaint is formally submitted unless they are exceptional cases.

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

### COMPLAINTS ABOUT THE GOVERNING BODY

- If anyone wants to make an official complaint against a member of staff, this should be done in writing to the Headteacher.
- If anyone wants to make an official complaint against the Headteacher, the complaint should be made in writing to the Chair of the Governing Body.
- If anyone wants to make an official complaint against a member of the Governing Body this should be done in writing to the Chair of the Governing Body or Vice-chair if the complaint is against the Chair.





## HEALTHY SCHOOL

Ysgol Bro Dyfrdwy is part of the Denbighshire Healthy School scheme and has reached Phase 6 on the scale.

- The main objectives of the scheme are:
- Developing a positive whole-school approach to food and nutrition and ensuring that healthy eating is promoted
- Developing the school as a place of work that promotes social, physical and emotional health for all staff
- Reinforcing the self-worth and promoting mental health of all pupils
- Ensure long-term plans that give all pupils an opportunity to partake in physical activities consistently
- Ensure that the whole school is a smoke-free environment, emphasising the benefits of not smoking
- Ensure that the school has a drug prevention policy supported by a drug and alcohol education programme
- To show the school's commitment to relationships and sex education through the implementation of our policy and education programme.

## FAIRTRADE

Ysgol Bro Dyfrdwy was awarded the Fairtrade School Award in January 2015.

Our aim is to educate the pupils that producers deserve a fair price for their produce.

This will be achieved by:

- Emphasising the importance of buying local produce
- Emphasising that Fairtrade products are found in shops and that buying them ensures better living conditions for the producers
- Using Fair Trade products in school when we can e. g Cook in the classes, morning fruit, coffee morning using fair trade products, fair Trade stand at the fair etc.
- bringing fair trade products to the attention of parents and the local community
- The activity of our Fair Trade Reporting Board in the school.

## UGANDA

We are part of the PONT education programme. PONT is a community link between the Mbale region of Uganda and Wales. Nabongo School in Uganda is Ysgol Bro Dyfrdwy's partner school. We want to support the schools in Uganda so that they can have a healthy and prosperous future for their communities.

## PARENT TEACHER ASSOCIATION

We are very lucky to have a group of parents that arrange excellent fundraising activities for the school. The money raised from these activities is contributed towards the cost of travel for school trips, and purchasing resources for the school. There is a warm welcome for every parent that join the meetings. We will inform you of meeting arrangements, and activities through 'Clecs'.

## 'CLECS'

'Clecs' is a weekly newsletter (or on demand). This is sent to all parents by e-mail, and we cannot stress enough how **ESSENTIALLY** important it is that you read it as it contains important information and changes to any arrangement. If you do not receive it, contact the school.

## EXTRA CURRICULAR ACTIVITIES

The school offers musical Instrumental lessons- drums, piano, fiddle or voice. The instruments will be on loan to pupils for free but these lessons will be charged in line with the Education Authority's policy and the law of the country

## EXTRA-CURRICULAR VISITS

The Urdd Club is held once a month and is open to any pupil who is a member of the Urdd. Ysgol Bro Dyfrdwy takes part in the Urdd's activities, competing in the Eisteddfod and in the sports and cooking competitions. We regularly organise educational visits as a way of reinforcing what is taught in the classroom. The visits will cover different areas of the curriculum such as a visit to the Art Gallery, the museum, National Trust buildings etc. An educational residential visit to different outdoor centres such as the Urdd camps in Llangrannog, Cardiff or Glan-llyn is usually arranged annually for years 5 and 6 pupils. Annual trips are arranged for all classes during the Summer Term.



## EQUAL OPPORTUNITIES

Efforts are made to provide equal opportunities for all pupils, teachers, teachers and ancillary staff at all times without discrimination on the grounds of sex, religion, colour, language or disability. See the school's Equality Scheme policy, available from the Headteacher.

## PUPILS WITH DISABILITIES AND THE ACCESSIBILITY PLAN

Children with disabilities are welcomed with open arms to school. The school's accessibility and disability plan ensures easy access for pupils and parents with disabilities. Special arrangements are made between the school and the home when a pupil with disabilities or additional learning needs starts at the school. Contact the Headteacher for further details. The school is sensitive to the needs of pupils with disabilities and makes every effort to involve them in all aspects of the life and work of this school.

## SUPPORTIVE SERVICES

The nurse and dentist will visit the school occasionally. A chat with Sian Hughes, the school nurse at Ysgol Dinas Brân, Llangollen can be arranged at any time by phoning. A child may be referred to the speech therapist at the request of the Headteacher. Parents are kindly requested to inform the school of any disability that may impair the child's development.

## RACE EQUALITY

There is a Race Equality policy at the school. Contact the Headteacher if you would like to see it.



## SECONDARY SCHOOL TRANSFER

Once they reach the age of 11, the pupils at this school will transfer to either Ysgol Godre'r Berwyn, Y Bala or Ysgol Dinas Brân, Llangollen. In order to ensure that the transition from primary to secondary school is as smooth and easy as possible, the following arrangements are made:

- Year 6 pupils and their parents will be invited to an open evening at the secondary school during the Autumn Term to meet the teachers and pupils.
- The teacher responsible for Year 7 will visit the primary schools in the catchment area to speak to the pupils and their parents/guardians and try to answer any questions that arise.
- Year 6 pupils will spend a few days in secondary school during the Summer Term.



IF YOU HAVE ANY CONCERNS REGARDING YOUR CHILD'S EDUCATION, THEN  
CONTACT ME IMMEDIATELY.

Please note:

All references to "parent" also refers to "guardian", and otherwise.



Yn y llaw fach,  
mae'r holl fyd