

YSGOL PENYGLODDFA SCHOOL
LÔN YR YSGOL/SCHOOL LANE
Y DRENEWYDD/NEWTOWN
POWYS SY16 2DF



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LOCAL EDUCATION AUTHORITY

Powys County Council

Education Department

County Hall

Llandrindod Wells

Powys

LD1 5LG

The contents of this school prospectus are
believed to be correct at the time of
publication

Updated September 2024

PENYGLODDFA

SCHOOL CREED

Let there be peace in school
And let it begin with me
Let there be peace in school,
The kind that was meant to be.
With God as our teacher,
Pupils all are we,
Here at Penygloddfa
We work in harmony.
Let there be joy in school,
Let this be the moment now,
To try our very best
Let this be our solemn vow,
To care each moment
And share each moment
Whether at work or play,
Let there be love in school
And let it begin today

School Staff April 24

Headteacher	Mrs Jayne Harrison		
Deputy Headteacher	Mrs Heather Bent		
ALNCO and Well Being Lead	Mrs T Crees		
Dosbarth/Class			
Year	Teachers	Teaching assistants	
Gwdihw	Reception	Mrs S Pemberton (Foundation phase leader)	Mrs C Grant Mrs M Roberts Mrs H Jarman (HLTA) Miss E Venti Mrs Heather Robertson
Draenog	Reception & Year 1	Miss J Wilcox and Mrs T Crees	
Llygoden	Year 1	Miss E Evans	
Llwynog	Year 1&2	Mrs R Latham and Miss E Jones	
Key stage two			
Eirlys	3&4	Mrs Sian Hamer and Mrs Rhian Owen	Mrs S Rogers Mrs S Pelling Miss K Jones Mrs L Davies Mrs Clare Hawkins (HLTA) Mrs L Webster
Derw	3&4	Mrs Jen Morgan and Mrs R Plumridge	
Afallen	3&4	Mr C Webster	
Y Don	5&6	Mrs R Roberts (Senior Leadership Team)	
Seren	5&6	Miss Ffion Renney Mrs Emma Jones	
Mynyddog	5&6	Mr D Thomas	
PPA Teachers	Mrs H Jarman (HLTA) Mrs Clare Hawkin (HLTA) Miss Ffion Renney		
Midday Supervisors	Miss J Thomas, Mrs Leah Davies Mrs Rachael Bliss Mrs Heather Robertson Mrs M Roberts, Mrs L Webster, Miss K Jones,		
Breakfast Club	Mrs C Grant, Miss J. Leary, Mrs G Stephens		
Cleaners	Mrs J Webster, Miss J Thomas, Miss E Bufton		

Office Secretary

Mrs Stacey
Blockley

Head Cook

Miss J Leary

Cleaner-in-charge/Crossing Patrol

Mrs J Webster

Welcome to Penygloddfa C P School

We welcome you as parents and look forward to a happy and successful association over the coming years.

Confidence in a school comes from knowing and understanding what is happening within it. We hope you will extend your knowledge through contact and discussion with myself and other members of staff and take advantage of the occasions for consultation. It is important that mutual understanding and trust should be the basis of our shared responsibilities.



Our School Vision

At Penygloddfa School we take pride in making memories for each and every child through an *inclusive* and *diverse* curriculum, that values each child's views and opinions, promotes *independence* and puts their *well-being* at the heart of our school family. We aim for *high standards* by motivating and *inspiring* our pupils in a *nurturing* and *caring* environment. We are proud of our roots and these will give our pupils their wings to fly high and achieve in life.

Enabling learners to ...

be resilient

be creative

be aspirational

be curious

Cynefin – promoting a sense of belonging”

Our General Aims

- * Provide a safe, stimulating and caring environment where all pupils are valued and respected.
- * Develop a whole school approach to the well being of all stakeholders.
- * Provide a wide range of rich learning opportunities that will equip and develop 'the whole child' for their place in the 21st century.
- * Foster trust, encourage partnership and understanding with families in order that all pupils fulfil their potential at Penygloddfa.

The information given is correct at the time of publication and meets Regulations about reporting school and pupil information document: National Assembly for Wales Circular 14/01

Mrs Jayne Harrison – Head Teacher

Background Information

The school at Penygloddfa (one translation is the quarry end), has a tradition for education going back to 1847 and is one of the largest in Powys. The site is situated behind All Saints Church which is near the end of Commercial Street. The school is a Community Primary, catering for approximately 275 pupils aged from four to eleven years, who, on attaining this age, transfer to secondary education. The children are taught in two main areas:-

- A semi-open plan foundation phase department with four classrooms
- A two-storey key stage two department with six classrooms, a library, music area and shared working space.

The school also has a canteen and multi-purpose hall.

The site is of a sloping nature with three playgrounds, an adventure playground and a grassed sports area

The Local Education Authority are in control of admission numbers into school. Parents must enrol their child stating first and second choice of school, Places are allocated according to availability

Since April 1990 the school has been responsible for controlling its own financial budget and administration.

The Governors recognise the need for provision of facilities for disabled access and facilities within the school. This would be reviewed should the need arise.

The Governing Body

At Penygloddfa we have a very supportive and proactive governing body. Their role is to oversee the activities of the school and ensure that the policies promote our ethos as well as help to ensure an enriched, high quality education for each child. The governing body plays an important role within our school and help to support and enrich the lives of our pupils.

Parent Governors

Parents who have a child in school may elect parent governors, who may serve up to four years on the governing body. Every parent has the opportunity to be elected and is notified by letter when each election is due. Alongside half termly governor meetings there are

also sub-committee meetings that take place. Being a parent governor is a good opportunity to make a positive contribution to school life.

Current Governing Body 2024			
Hayley Hughes	Chair Community	Mrs Charlotte Rimmer	LEA
Mrs S Bonsall	Community	Mrs Claudie Hasley	Parent
Mr Paul Joseph	Parent	Mrs Rhian Roberts	Staff
Mrs Janet Van – Lil	Community	Mrs Margaret Lewington	Minority Authority
Mrs Emma Nicholas – Pugh	Parent	Clare Hawkins	Non Teaching staff
Mrs Jayne Harrison	Head Teacher	Vacancy	Parent
Mrs Anne Morris Vice Chair	LEA	Mrs Sue Jones	LEA

Wellbeing and Care, Support and Guidance

This is seen by the school as one of the most important aspects of our provision for pupils who attend our school. Much has been done to ensure a consistent approach by staff to enhance the wellbeing and happiness of all pupils both within the formal and perhaps more importantly within the informal or “hidden” curriculum. Wellbeing pervades all areas of school life. Having a positive and supportive structure for wellbeing in place enhances the opportunities for all pupils. Mrs. Crees takes the lead on Well Being support. We also have staff trained in Trauma Informed School Practices and in Emotional Support (ELSA).

Given the above statement it is fitting that the last Estyn inspection of the school (June 2017) carried out by a team of inspectors recognised and highlighted our efforts in this crucial area.

Key Question 1. – Wellbeing:

‘Nearly all pupils have a good understanding of how to eat and drink healthily and they know the importance of taking regular exercise. They feel safe in school and treat each other and adults with respect. Nearly all pupils behave very well during lessons and around the school. They are polite and courteous, and they take responsibility for their own actions’.

Key Question 2. – Care, support and guidance:

‘The school provides a supportive and caring environment where all pupils feel safe and secure. There are appropriate arrangements to promote healthy eating, drinking and regular exercise. Staff foster the benefits of healthy living effectively through the curriculum and the wide range of extra-curricular activities’.

‘The school supports pupils’ spiritual, moral, social and cultural development well. The emphasis on positive values and respect for others is a prominent feature of school life. These values underpin the daily acts of collective worship and the personal and social education curriculum’.

Child Protection and Safeguarding

Penygloddfa CP School fully recognises the contribution it makes to child protection and safeguarding. We have child protection and safeguarding policies which are updated annually. The policies apply to all staff, governors and volunteers working in the school.

The Designated Lead for Child Protection/Safeguarding for the School is:
Jayne Harrison - Headteacher

The Deputy Designated Teacher for Child Protection/Safeguarding for the School is:

Mrs Tammy Crees
Mrs Rebecca Latham

The Nominated Governor for Child Protection/Safeguarding for the School is: Mrs J Van Lill

All staff have up to date training in place. We use My Concern to share issues and liaise closely with other services. Advice in how to deal with situations is clearly displayed around school at all times. Policies and procedures are clear, understood and followed.

Site Security

We take the security and health and safety of pupils, staff and visitors very seriously.

The arrangements for maintaining site security are as follows:-

- Most external doors to the school have an electric fob-entry system
- The school gates are locked during the school day.
- All visitors must report to reception and sign in. They will be given a visitor badge.

- All staff and volunteers wear ID badges which contain details of the child protection officers.
- The school has secure perimeter fencing and gates.
- The KS2 playground is supervised from 8.45 a.m each morning

General Organisation & Curriculum

We have ten classes in school

- ☺ four foundation phase classes (infants)
- ☺ six key stage two classes (juniors)

Classes in KS2 are of mixed ability: three year 5&6, three year 3&4.

Classes in foundation Phase: one reception, reception and year 1, year 1, year 1 and 2, year 2.

They go through from reception class (age 5) to year 6 (age 11).

The headteacher does not have a teaching commitment. There is a deputy headteacher and three other members of the Senior Leadership Team (SLT).

We also have

- two Higher Level Teaching Assistants
- learning support assistants throughout the school
- one school secretary

A pupil's years of schooling are in four key stages, with foundation phase and key stage two only applying to primary education. At the end of foundation phase and key stage 2 pupils are formally assessed and results (teacher assessment) compiled for LEA and Welsh Assembly Government.

Pupils with Additional Learning Needs

All children with ALN regardless of the severity or complexity of their learning difficulty or disability will be entitled to a statutory support plan called an 'Individual Development Plan' (IDP). Children with ALN will receive support called additional learning provision (ALP) which will be set out in their IDP.

Children with individual development plans will be given the opportunity to develop and progress (at their rate) in areas of the curriculum with support and encouragement from members of staff both inside and outside the classroom.

Curriculum For Wales

The Four Purposes

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

- ambitious, capable learners, ready to learn throughout their lives
- enterprising, creative contributors, ready to play a full part in life and work
- ethical, informed citizens of Wales and the world
- healthy, confident individuals, ready to lead fulfilling lives as valued members of society.

Welsh and Curriculum Cymraeg

No formal lessons are taught through the medium of Welsh other than Welsh as a second language. Every other Tuesday we hold a whole-school assembly through the medium of Welsh, this is led by our 'Cryw Cymraeg'.

Pupils in Wales are encouraged to be aware of the nation's culture and heritage. We take full advantage of opportunities to create a Welsh ethos in Penygloddfa by ensuring that teaching material across the curriculum includes a Welsh element where appropriate.

The Curriculum Cymraeg manifests itself in many ways through music, dance, poetry and art which are celebrated as a school with classes organising our Eisteddfod. We have become one of the few schools in Powys to achieve the Gwobr Arian (Silver Award) for Cymraeg Campus scheme which promotes the use of Welsh outside lessons.

The Urdd

We have a long association with The Urdd which is an exciting, dynamic movement for children and young people to get involved in activities through the Welsh language. It organises a range of different activities across Wales. Throughout the year Penygloddfa pupils have the opportunity to enter a wide variety of artistic, language or sporting based activities. This not only enriches the curriculum but actively promotes the Welsh language and provides our more able and talented pupils with a real challenge.

Music and Singing

Children are given the opportunity to begin instrumental lessons in year 3. Lessons can be taken in piano, violin, cello, guitar and woodwind. They are given by specialist peripatetic teachers. Our brass band came first in 2024 Eisteddfod, competing against schools from across the whole of Wales. Our school choir also performed in the Eisteddfod, singing in Welsh alongside Welsh speaking schools.

Religion, Values and Ethics

Provision is made for Religious, Values and Ethics Education, which is a cross cutting theme. We hold acts of collective worship in our school each day, with the whole school coming together on Monday and Friday days.

Relationships Sex Education

Children receive Relationships and Sex education appropriate to their age. Sex education is taught as part of Relationships and Sex Education, this is a cross cutting theme of Curriculum for Wales and is not as a separate subject. It is incorporated into our whole school planning, as are the other Areas of Learning. The resources used are available in school and parents can discuss the content of the lessons with the class teacher, if it is felt to be appropriate. Children are taught about body changes, feelings and relationships, according to their age. Our Relationships and Sex Education policy is available on request.

Information Technology and DCF

Our aim is for children to become confident in deciding when the use of a computer or other equipment is appropriate, and to possess the skills necessary to make its use effective. Each classroom has access to laptops and IPADS provided by J2E and J2Blast. Children in Key Stage 2 also use Sum Dog. Children each have their own network account and email address through HWB. Skills of word processing, data handling, information retrieval and accessing the internet are all taught as part of the syllabus. Use of the internet is subject to the Powys guidelines, and an Internet use agreement is signed by school and parents

The Curriculum for Wales is not, or should not be, the whole curriculum for there are other areas that are very important to a child's education. These include school visits, visitors who come to school with certain expertise and of course, there is also 'the hidden curriculum' that plays a very prominent part in our school. It is of vital importance to our pupils that the curriculum we provide is broad, balanced, relevant and perhaps

most important of all -differentiated, with each child working at his/her own level and achieving their full potential.

Extra-Curricular Activities

All children are actively encouraged to participate in P.E. lessons and games activities. The following clubs exist, mainly for KS2 children:- Football, Netball, Rugby, Gardening, Cookery, Gymnastics, Maths, Music, Art/Craft, Choir, Disco/Creative/Folk Dance.

Behaviour and anti-bullying

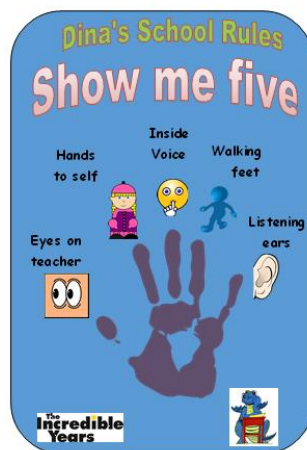
Our behaviour and anti-bullying policy details our approach to behaviour and discipline. At Penygloddfa CP School we expect everyone to behave well and to work hard. The children of Penygloddfa School make the school a happy place by following our golden rules:

READY RESPECTFUL and SAFE

:

Our school rules support the 'show me five' from Incredible Years Dina School which is taught in every foundation phase class: children, all staff, parents and governors should adhere to the school rules which are set out below.

The rules for foundation phase are also based on the Incredible Years programme which is taught through Dina School. The 'show me five' rules from Dina School are as follows:



Penygloddfa also uses the KiVa anti-bullying procedures

Our Aims:

- To prevent bullying at Penygloddfa C.P. School.
- For everyone – children, parents and staff to be more aware of bullying.
- To make everyone secure enough to report bullying without fear.

Complaints

Any concerns you may have about school should first be discussed with the headteacher Mrs Harrison.

The governing body have appointed a complaints officer and any complaints should be addressed to them in the first instance. A copy of our complaints policy is available from the office or the school website.

Equal Opportunities

The school has an equal opportunities policy and an equality plan with these key principles:

At Penygloddfa CP School we are committed to ensuring equality of education and opportunity for all pupils, staff, parents and carers receiving services from the school, irrespective of disability, race, gender, age, sexual orientation, religion or belief, gender reassignment, pregnancy & maternity, marriage and civil partnership. We aim to develop a culture of inclusion and diversity in which all those connected to the school feel proud of their identity and able to participate fully in school life.

Authorised & Unauthorised Absences

Parents are asked to telephone school or contact the office through Parentmail before 9.30a.m. to report their child absent. Failure to do so results in an unauthorised absence. The school has a very low annual rate of unauthorised absences and is able to authorise holidays taken during term time for up to ten days , if a child's attendance is otherwise good.

We follow PCC guidance which includes the possibility of poor or unauthorised attendance leading to a fixed penalty notice being issued from our educational welfare officer (EWO).

Admission and Transition Procedures

Powys admission procedures

Unless other acceptable arrangements are made, a child is required to attend school full-time from the beginning of the term following the fifth birthday. From the commencement of the Autumn Term, September 2019 in Powys a child may be admitted to school, at the parents' request, on

either a full-time or part-time basis at the beginning of the Autumn Term following the fourth birthday. (One intake each academic year).

Applications for a school place can be made through the Powys County Council website on the admissions page.

Criteria for Admission to a School (L.E.A.)

Priority of criteria for admission is as follows:

- a) the presence of an elder brother or sister in the school when the home remains in the allocation area of the school which applied in the year the elder child was first admitted
- b) the location of the home in relation to the school and alternative schools
- c) any special medical & social needs relating to the individual child
- d) the presence of a brother or sister at the school when the family home is not in the original or current allocation area for the school

Within each criterion, places will be allocated on the basis of the shortest walking distance to the school, in strict order of distance, up to the number of places available, the highest priority being given to the pupil living closest to the school.

Transfer

When pupils, who are already in school join us by transfer from another school, we endeavour to arrange a visit so that they can spend some time in their new class, thus helping to avoid stress and concern that can arise with a change of school. Parents wishing to transfer their children to a different school of the same phase, except through change of residence, should be advised to discuss the matter with the Headteacher of their current school, in the first instance, to explain their reasons for requesting a change of school.

Transition

Children moving into our reception classes will have two 'moving up' days. Parents have an opportunity to join our Incredible Years school readiness group in the term before their child starts school.

- At the end of the school year when they are seven they move into the key stage 2 department of the school.
- At the end of year 6 pupils will transfer to a local high school for secondary education.

- During the Summer Term, before the transfer to secondary education, High School staff visit the school to meet and discuss the pupils concerned in transfer. Pupils spend transition days at their chosen high school, with parents visiting the school for an open evening. In the summer term we run a transition programme for parents of year 6 children called 'Smooth Moves'.

Parental Participation

Contacting the School

Parents wishing to discuss any matters are free to contact the school at any time, but it is helpful if parents telephone to make an appointment. The Headteacher is available on most occasions and other staff usually at the end of the day.

Formal invitations to school are valuable, but in no way can they replace the chat at the time of the problem or anxiety. In order that we can contact parents we ask you to furnish us with information on places of work, telephone numbers, etc. which are placed in an easily accessible record card system and used, if required, in an emergency. Any information or communication to parents is conveyed by letter, via pupils.

Open Evenings

'Meet the staff' evenings occur in the summer term for our reception pupils. These give both staff and parents opportunities to get to know each other early in the school year. Parents are invited to open evenings during the autumn and spring term in order to discuss progress, see work and air any problems.

In the foundation phase and key stage two classes these take the form of a confidential appointments system.

Each child receives a school report at the end of the Summer Term.

Parents are invited to share in other school events like concerts, Christmas productions, sports day, leavers' assembly etc.

Parental Involvement

The school truly appreciates the excellent support and co-operation given by parents. This year parents have helped in the classroom and with a variety of events. This has been appreciated by us all. We hold our own school sponsorship with the finances raised being used for the extras that all schools require.

We use an email and text system called Parentmail in order to ensure that parents/carers are kept up to date with school events. News can also be found on our Facebook page and the school website.

Parent Partnership

The parent partnership is for any parent or carer of children attending Penygloddfa School. Every half term we hold an informal parent partnership coffee morning in the school hall. Members of the Senior Leadership Team, our Family Support Coordinator Mrs Crees and a representative of the governing body may also attend meetings.

A typical agenda includes:

- Items identified by parents and carers for discussion
- Items identified by the governing body and Leadership Team for discussion

Friends of Penygloddfa School

This organisation is essentially fund-raising in its objectivity. It has provided the school with money to purchase additional resources. Parents are warmly invited to join this group.

School Uniform

In order to maintain a strong sense of identity and belonging within our school, we require all pupils to wear school uniform which consists of;

- Red sweatshirt (with or without the school logo on).
- Red cardigan (with or without the school logo on)
- Yellow polo shirt (with the school logo on)
- Dark grey or black trousers– no jeans, jogging bottoms or leggings.
- Dark grey or black skirt (same options for tights)
- Dark grey pinafore dress
- Black or dark blue flat sensible, safe, shoes or trainers (with no markings)
- Black or brown flat boots as a winter option

Summer Options

- Dark grey shorts
- Sandals with socks (no open toes please)

- Red gingham dresses
- Any cap to protect from the sun

PE Kit

- Plain red T-Shirt or polo Shirt (foundation phase pupils only)
- Red Penygloddfa sports shirt (key stage 2 pupils)
- Plain black shorts
- Trainers for outdoor games only
- Tracksuit for outdoor games

Optional additional items with school badge: (available from school)

- Fleece, Book Bag, Backpack, Document Case, Baseball Hat.

All items ***must*** be clearly marked with child's name.

More details can be found in our school uniform policy.

School uniform can be bought from Constructiv Clothing www.constructiv.co.uk

Illness in School

- Every effort is made to contact parents
- Serious injuries are dealt with at the Emergency Clinic, Park Street
- Staff with First Aid qualifications & Emergency Aid training
- Injuries recorded in accident book
- Pupils with symptoms of sickness or diarrhoea must not return to school until at least 48 hours after the last symptom – this is to reduce the risks of spreading any viruses.

Charging

- Visits, productions, transport, music tuition, etc. take place with the help of parent financial support. Our charging policy is available on request
- All fees for visits, breakfast club, trips and music tuition are payable through the Parentpay online system. Please ask at the office for registration details.

School Lunch

Most pupils eat school lunches in the hall

All dinners are free, funded by the Welsh Government.

Information regarding free meals, school transport etc. provided at school office

Healthy Eating

The school is a member of the Health Schools scheme. Parents are requested to send in healthy snacks (not sweets or crisps) for break times.

Home School Agreement

A copy of our current Home School Agreement is enclosed. When your child starts school you and they will be asked to sign a second copy and return to class teacher.

School Session Times

	a.m.	Lunch	p.m.
Foundation Phase	8.55 – 12.00	11.45 - 12.45	12.45 – 3.30
Key Stage Two	8.55 – 12.15	12.15 - 1.15	1.15 - 3.30

Registration is at 8.55a.m. School ends at 3.30p.m
Pupils can arrive in school from 8.45 am

Children can enter the school from School Lane gate. Please refrain from driving up school lane. Children can also be dropped by the main gate. Parking permits are available from the school office.

A member of SLT is on the school yard from 8.40am. Please do not leave children unattended before then.

Our younger children can access classrooms from 8.45am.

There is disabled parking at the front of the school.

Main school gates open for pick up at 3.20pm.

Breakfast Club times and fees

Opens 8.00 am and runs until 8.45 am

Arrival from 8am - £2.00 a day

CONCLUSION

“It is a privilege to be headteacher at Penygloddfa Community Primary School – a school in the heart of Newtown, a busy market town in Mid Wales. We are a big school, with a big heart and together we make memories for life!

Penygloddfa is a large, successful and energetic Primary School with a very special ‘family feel’. At the heart of a child’s education is the importance of their wellbeing and here at Penygloddfa, the child is at the centre of every consideration. All children deserve nothing less than a fair and inclusive education and as teachers, we have that crucial responsibility of carefully placing the platform from which every child can achieve.”

Jayne Harrison

Headteacher

2024/25 Term dates

Autumn term:

- Monday 2 September 2024 to Friday 25 October 2024
- **Half Term - Monday 28 October 2024 to Friday 1 November 2024**
- Monday 4 November 2024 to Friday 20 December 2024

Spring term:

- Monday 6 January 2025 to Friday 21 February 2025
- **Half Term - Monday 24 February 2025 to Friday 28 February 2025**
- Monday 3 March 2025 to Friday 11 April 2025

Summer term:

- Monday 28 April 2025 to Friday 23 May 2025
- **Half Term - Monday 26 May 2025 to Friday 30 May 2025**
- Monday 2 June 2025 to Friday 18 July 2025

Non-pupil days:

- Monday 2 September 2024
- Monday 6 January 2025
- Friday 21 March 2025

Additional Training Days

3rd and 4th October

11th July
