



Welcome to

Ysgol Gymraeg Casnewydd



"Meithrin Meddyliau Yfory Gyda'n Gilydd"

"Nurturing the minds of tomorrow together"

Parents and Guardians' Prospectus

UNCRC United Nations Convention on the rights of the child

Article 28: I have a right to an Education

Article 6: You have the right to life, to grow up and reach your full potential

WELCOME FROM THE HEADTEACHER

Dear Parents, Guardians and Friends of Ysgol Gymraeg Casnewydd,

I would like to extend a warm welcome to our school. By reading this prospectus, we hope you get a taste of school life at Ysgol Gymraeg Casnewydd.

Our motto is "Nurturing the Minds of Tomorrow Together". This reflects our aim of preparing our pupils for their future to be informed, healthy and confident citizens who are ready for the next step in their lives. Pupils who are polite and caring when playing their role in the wider community. Together we can achieve this. We work in partnership with our families for the benefit of all our pupils.

At Ysgol Gymraeg Casnewydd we embrace our children in rich experiences in the classroom and beyond. Experiences are offered that enrich your child's education, experience, enjoyment and school journey with us in order to be knowledgeable individuals, ready for the wider world.

We are a friendly, welcoming and homely community that offers equal opportunities for everyone. We treat everyone fairly, whatever their sexuality, religion, race or background. Children's Rights are an important part of our vision and what we believe in as staff.

We are proud of our history, culture and the Welsh language. We share our pride with our pupils so that they also feel the same about their history, the Welsh language and culture whatever their path.

Through collaboration between families, pupils, staff, governors and other stakeholders all will benefit, but more importantly, all children will benefit.

If you would like a chat or a visit to the school you are welcome to contact us to arrange a visit.

Thank you very much for choosing our school.

Cofion Cynnes

Mr. Jones



ABOUT OUR SCHOOL

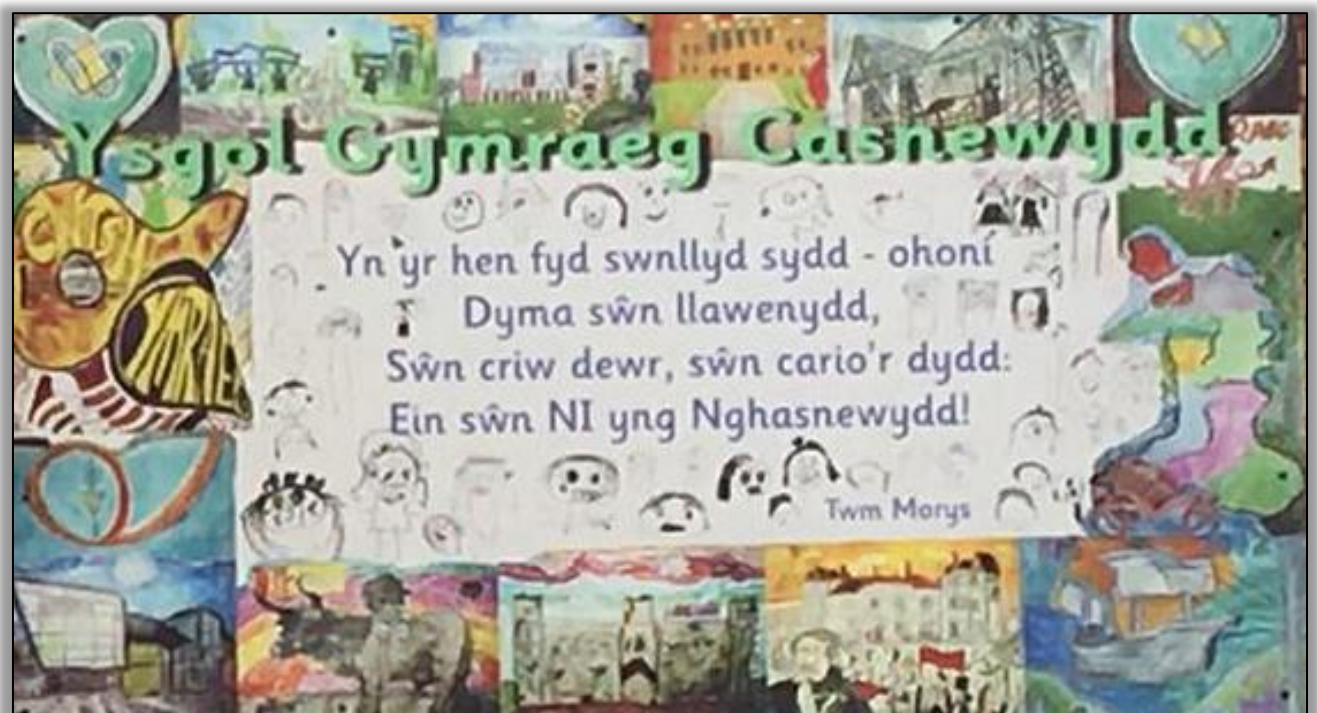
Our Mission Statement

“Meithrin Meddyliau Yfory Gyda’n Gilydd”

“Nurturing the minds of tomorrow together”



Our mission statement is: "Nurturing the minds of tomorrow together" and this is at the core of everything we do at Ysgol Gymraeg Casnewydd. Our goal is to nurture pupils, in partnership with their families and communities, to be caring and thoughtful citizens that aim to be the best they can be in whatever field they choose in the future.





This is us!

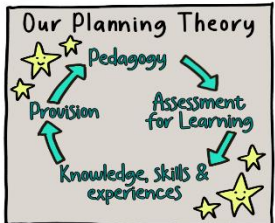
Nurturing the minds of tomorrow, together!

Our Principles:

- Welshness/Cynefin
- Authentic
- Purposeful & ambitious learning
- Equalities & Rights
- Emotional Connection
- Philosophical Questioning & Thinking

The Four Purposes

- 1 Ambitious, capable learners who are ready to learn throughout their lives;
- 2 Enterprising, creative contributors who are ready to play a full part in life and work;
- 3 Ethical, informed citizens who are ready to be citizens of Wales and the world;
- 4 Healthy, confident individuals who are ready to lead fulfilling lives as valued members of society.



STAKEHOLDER VOICE: Our curriculum..

- It is designed with and for learners - current and relevant to their world and interests as well as learning about the world.
- Allows children to play and be active.
- Includes outside learning.
- Includes informal learning.
- Develops emotional & mental well-being & resilience.
- Shows empathy & respect for others.
- Is inclusive & engages all pathways & learning styles.
- Chances to use skills in real life situations.

PUPIL VOICE: We thrive when we..

- are creative & imaginative
- work with others
- work by ourselves
- solve problems
- have good digital skills
- have interesting & inspiring lessons
- use our skills in real life situations
- show respect
- become confident & motivated
- ask philosophical questions & reflect

WHAT?

- 6 Areas of Learning & Experience
- Cross Curricular Skills (Literacy, Numeracy, Digital Competency)
- Skills integral to the four purposes (Creativity & Innovation, Critical Thinking and Problem Solving, Personal Effectiveness, Planning & Organisation)
- Local & national contexts

HOW?

- What Matters Statements
- Descriptions of Learning
- Principles of Progression
 - Increasing effectiveness
 - Increasing breadth and depth of knowledge
 - Deepening understanding of the ideas and disciplines within the Areas
 - Refinement, & growing sophistication in the use and application of skills
 - Making connections & transferring learning into new contexts

WHY?

- Learning should be inclusive & meaningful for all.
- To inspire & engage, the child must be central to the learning.

Sketchnote by Beth @www.work-with-beth.com @workwithbeth

SCHOOL PRINCIPLES

Our aims and vision as a school are as follows:

- For our learners to develop a strong feeling of Welsh identity (*Cymreictod*) and belonging (*cynefin*)
- For our learners to commit to understanding the rights and equalities of all, including celebrating and respecting diversity and having tolerance for the individuality of others.
- For our learners to develop inquiring minds, to question and think philosophically and to debate and discuss their findings and opinions in a rational way across all areas of the curriculum.
- For the teaching staff to ensure learning is authentic, purposeful and ambitious: to have high expectations of each child and to support and challenge them in order to fulfil their potential.
- For our teachers and learners to have an emotional connection to their learning that will develop empathy, encourage them to consider the consequences of their actions and to have concern for our environment, the natural world and each other.
- To be a school providing an inclusive and meaningful curriculum for all which equips children with the essential tools for lifelong learning and achieving high standards.
- To be a school which advocates children experiencing the joy of discovery, solving problems and being creative across the curriculum.
- To ensure our learners fulfil the 4 purposes of Curriculum for Wales and become: **ambitious, capable learners; enterprising, creative contributors; ethical, informed citizens and healthy, confident individuals.**

OUR SCHOOL'S DETAILS

- Ysgol Gymraeg Casnewydd, Newport's first Welsh medium school, opened its doors on 1st September 1993.
- Ysgol Gymraeg Casnewydd is a Welsh-medium LEA school catering for children between the ages of 3 and 11 years.
- All communications: lessons, break times and after-school activities, are through the medium of Welsh (with the exception of English lessons, which are introduced in Year 3).
- The school currently has a two-form entry in each year group (and Nursery sessions are split between mornings and afternoons).
- The pan number for the school is 52.
- Pupils progress from the Nursery class (age 3 - 4) to Year 6 (age 11) and then on to the Welsh medium Secondary School in Newport - Ysgol Gyfun Gwent Is Coed.



The school was inspected by Estyn in March 2017. We were judged as being- 'Excellent' (Current performance) and 'Excellent' (Prospects for improvement). You can read the whole report by following the link below:

<https://www.estyn.gov.wales/sites/www.estyn.gov.wales/files/documents/Ysgol%20Gymraeg%20Casnewydd%20en.pdf>



Contact Details

Ysgol Gymraeg Casnewydd, Hartridge Farm Road, Newport, NP18 2LN

Telephone: 01633 290270 (staffed during term time from 8:30am to 4:00pm. An answer phone operates outside these times.)

- In order to help us with the smooth running of the office we ask you kindly to phone between 8:30 a.m. - 11:30 a.m. and 1:30 p.m. - 4:00 p.m. **Please remember that you are welcome to call at / phone the school any time during the day in an emergency.**

Website: www.ysgolgymraegcasnewydd.co.uk

E-mail address: ysgol.gymraegcasnewydd@newportschools.wales

Head Teacher: Spencer Jones

Deputy Head Teacher: Rhian Evans

Assistant Head Teacher: Miss Beth Thomas

School support officer: Mrs Mandy Evans

School support officer: Mrs Amanda Knight



The Governing Body

- Our governing body meets up regularly and includes representatives from the local authority, the community, parents and staff.
- All members serve a 4-year term, elections are held for new parent governors when terms of office come to an end.
- All parents at the school have the right to vote, as well as stand for election if they wish.

The Local Education Authority

Newport City Council, Civic Centre,
Newport, NP19 9LU



WRAPAROUND CHILDCARE

Breakfast Club

- 8:10 a.m. – 8:45 a.m. (no entrance allowed after 8:30am).
Please don't line up or leave children unattended by the gate before a member of staff comes to register them 8:10am.
This is due to safety of children in a busy car park.
- Run by Chartwells catering, but staffed by school Teaching Assistants.
- Reception to Year 6.
- Free.
- Registration forms are available on request from the office and must be completed before attending (there are strict staff to children ratios we must adhere to and therefore we will let you know if you have received a place). We send new forms out each summer term before the September start.
- Pupils receive a healthy breakfast in the club as well as socialising with friends.
- Parents are asked kindly to reinforce appropriate behaviour at Breakfast Club. Breakfast Club staff will discuss any inappropriate behaviour with the children.



After School Club (*Childcare club*)

- Stay and Play run an after-school club staffed by school staff.
- There will be a daily cost for this club.
- We kindly ask that parents/guardians reinforce appropriate behaviour at After school club. The staff will discuss consistent inappropriate behaviour with parents/guardians to ensure the safety of all children in the club.
- Please request a registration form from the office if you would like to register your child for this club.

ADMISSIONS

The School Standards and Framework Act 1998 gives parents the right to express a preference for their child to be admitted to any school maintained from public funds.

Admissions to school are made in accordance with parental choice, subject to availability.

Newport City Council is the admissions authority for all council-maintained schools in Newport and applications for admission to these schools should be made **directly to the council using the contact details below.**

When and How to Apply

There are **two types of admission** to school:

1. **Annual phase transfer.** This takes place each September for entry into Nursery, Reception and secondary education. Parents are sent information in due course when they need to apply for these places.



2. **In-year admission or transfers.** This refers to admissions or transfers between schools during the academic year, i.e. outside of the annual phase transfer application process. Parents can apply for this anytime during the school year.

Ysgol Gymraeg Casnewydd is a feeder school for Ysgol Gyfun Gwent Is Coed
Enquiries about school admissions contact: School Organisation Team, Newport City Council, Civic Centre, Newport NP20 4UR
Email: school.admissions@newport.gov.uk
Telephone: 01633 656656

School Year Dates 2024-2025

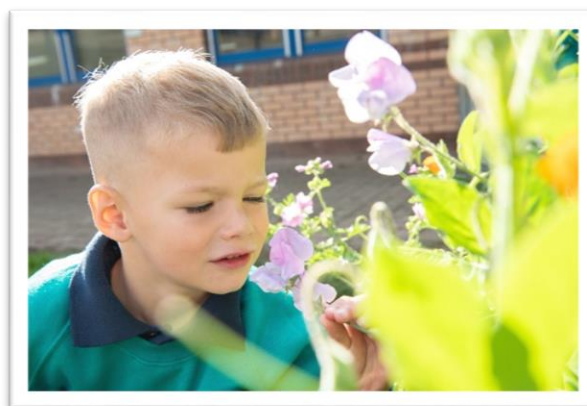
Term	Start	Half-term starts	Half-term ends	Term ends
Autumn	2 Sept.	28 October	1 November	20 December
Spring	6 January	24 February	28 February	11 April
Summer	28 April	26 May	30 May	21 July

THE WELSH LANGUAGE

Article 30: You have the right to speak your own language and follow your family's way of life

Bilingual from the Start

Two thirds of the world's population are bilingual. The good news is that here in Wales it really isn't difficult for any child to grow up to be bilingual.



Benefits of being bilingual?

- Your child will be able to speak two languages;
- Bilingual children develop other skills such as problem-solving and creative thinking quicker than children who speak one language;
- More and more employers in Wales consider the ability to speak Welsh to be an advantage, therefore being bilingual could be a big plus in the future when your child is considering career options;
- Learning any skill is easier when you're young – and the younger you are, the easier it is.

Concerns and Support

Won't my child get confused?

- 'Wenglish'-mingling the two languages in the early stages is completely normal;
- This doesn't mean that your child is confused, the two languages will eventually separate quite naturally.

There are many apps, websites, TV programmes and groups to support you:



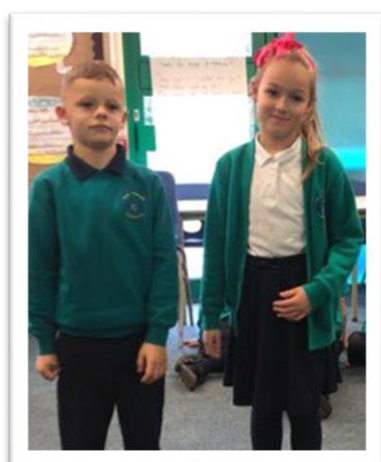
SCHOOL UNIFORM

All pupils wear our school uniform. We believe that a school uniform sustains pride and a sense of belonging to Ysgol Gymraeg Casnewydd. The uniform gives the children a sense of identity, particularly when they are on a school visit and when they perform in public, e.g. school choir, trips etc.

We ask parents to ensure that all children wear the official uniform as it is an important part of the ethos of the school.



The Uniform	
Sweatshirt	Jade with embroidered school badge.
Cardigan	Jade with embroidered school badge.
Polo shirt	White / jade / navy with/without embroidered school logo.
P.E. T-shirt (OPTIONAL)	Jade with printed school badge (or P.E kit of any colour)
Fleece	Navy with jade embroidered school badge (optional extra as outer winter wear.)



It is possible to buy and order the above in the **National Schoolwear shop, Cambrian Street, Newport.**

- Plain navy skirts / trousers / shorts are worn with the polo shirts and jumpers/cardigans. Pupils are not allowed to wear jeans.
- Children should wear appropriate black shoes/trainers for school (NO HIGH HEELS).
- In the summer, a gingham / striped dress in either blue/white or green/white may be worn.
- No 'Crocs' or open toe sandals/flip-flops are permitted due to health and safety.
- **Bags** should be of a reasonable size due to limited space in the cloakrooms.
- **We supply all stationary and resources therefore we do not want pupils to bring their own to school in case of damage or loss (this includes other personal effects like toys, collectible cards and other things from home.)**

P.E. Kit

- All pupils at the school have P.E. lessons once (Nursery, Reception, year 1 and 2) or twice (Years 3, 4, 5 and 6) a week. P.E. is an integral part of the school curriculum and is **compulsory for all children**.
- **THERE IS NO SET P.E. UNIFORM.** Any shorts and t-shirt/tracksuit combination are acceptable with no rules on choice of colour.
- Most indoor P.E. will be barefoot in the hall (please let us know in a letter of any medical foot issues that would need socks and shoes).
- Games outside and certain indoor activities would require trainers (no studs unless specified by teacher).
- At the beginning of each term, class teachers will inform children and parents what is required and on what days to bring their P.E. kit to school.
- Children wear their P.E. kit to school on the appropriate days.
- **Each item of clothing/shoes/bag should be clearly marked / labelled with the child's name. This is the only means of identifying clothes and makes matters easier when clothes are mislaid.**

Jewellery and cosmetics

- Earrings – studs only and they can remain in during P.E.
- Watches – are allowed but no apple watches (or similar) or fitbits.
- No rings, bracelets or necklaces due to health and safety (unless worn for medical/religious reasons and this must have written request from parent/guardian).
- All accessories and watches must be removed for P.E. lessons. School staff will accept no responsibility for the safe keeping of watches or jewellery.
- These rules are designed to prevent children being injured during play or P.E. and to avoid any unnecessary sadness due to loss or breakage. The safety of all pupils is our priority.
- Make up/cosmetics - fake nails, acrylics, shellac nail or nail varnish is not allowed during school hours. We will ask for these to be removed.



THE SCHOOL SITE

- Self-contained Nursery Building
- A large car park
- Pure year group classrooms with collaborative learning areas adjacent to them
- Intervention learning areas
- A large hall
- 3 hard surface playing areas and a large playing field
- Expansive outdoor learning areas including woodland, nature trails, gardens and a wild learning area
- Rooms for Nurture groups, Professional Learning, meetings with external agencies and parents
- Administration wing with offices for the Head teacher, Deputy Head teacher and school support officers, together with a staff room and medical room



Health and Safety



For Health and Safety reasons please ensure that your child does not play on the walls which are situated on the school grounds. The school will not tolerate any foul language or abusive behaviour on school site. We expect everybody to be courteous and think of others.

Please ensure that no child comes onto school site on a scooter or bike. It is very busy in the carpark at the beginning and end of the day and we need to ensure the safety of all. If using one to travel between home and school, an adult must take control of the bike/scooter on school site.

No dogs are allowed on the school site at any time unless as part of an organised and permitted agreement.

The school site, including the car park, is a No Smoking / No vaping area.



Car Park


All drivers who use the car park are encouraged to take extreme care and show consideration towards other parents who may have very young children with them. The school cannot take any responsibility for any damage to vehicles while parked in the school car park. There are designated parking spaces for disabled badge users and for taxis that collect children from school. Please keep these areas for people who need them.



Beginning and End of Day Arrangements

- At the beginning of the day, please do not leave a child unattended before 8:45 a.m. when a member of staff will open the gate and the main entrance.
- All children cross at the zebra crossing and enter through the main doors. Staff are on duty to support and the gate will be locked at 9 a.m.
- If arriving after 9 a.m. please escort your child to the front door, sign your child/ren in using the machine at the window and make sure office staff are aware your child has arrived to ensure their safety and to let them in. Please do not leave your child unsupervised by a member of staff.
- At the end of the day, children travelling home on school transport will be escorted by staff to the buses where the escorts take over the responsibility for their welfare. Children collected by taxi or childcare companies are also directly escorted by staff.
- The children that get picked up from school by parents/guardians are picked up from the Reception/Year 1 classes (for Reception and Year 1 and 2 children. Family groups that include pupils from Year 3 – 6 and single pupils from Years 3 – 6 are picked up from the hall doors. Please check the following times: (the different times are due to health and safety to ensure enough parking spaces in the car park):
 - 3:15 for single children or family groups of Reception, Year 1 and Year 2
 - 3:30 for family groups Reception – Year 6 and single children of Year 3 - 6
- We advise that children do not walk to school or go home alone without prior instruction from parents, please inform us in writing if you allow this to happen.
- Parents/guardians are responsible for the safety and supervision of their children once they have been transferred to their care at the end of the day.
- If a different adult will be picking up your child to the usual, **please let the office know the name of the person prior to pick up. The school will not allow a child to go home with any other adult without permission from the parent/guardian.**



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- If you would like to change any pick up arrangements, please contact the office on 01633290270, before 2:30pm.
 - The school day ends at 3:15 for the early progression steps (Reception, 1 and 2) 3:30 for years 3-6. Please make sure an adult is on site to meet the child at the correct time (3:15/3:30 see above).
 - School run after-school clubs will need a permission slip signed by a parent/guardian so we know who is staying.

SAFEGUARDING

Article 36: you have the right to be kept safe from all things that could harm your development

Article 23 You have the right to care and support, should you need it

Article 3: Adults should always do what is best for you.

Change of Contact Details

Please ensure that school is notified immediately of any changes of address, telephone number, emergency contact numbers or email address. This is essential as we may need to contact you if your child is ill or has an accident in school, and that you receive all relevant communications.

Safeguarding

- We consider the care of our pupils to be of the utmost importance, if children are not cared for, they will not be able to flourish educationally.
- The Head teacher (Mr Spencer Jones) is the designated safeguarding responsible for safeguarding at the school and the Deputy Head Teacher (Mrs. Rhian Evans), Assistant Head Teacher (Miss Beth Thomas) and the ALNCo (Miss Catrin Leyshon) are the deputy designated safeguarding person.
- All school staff are trained in recognising signs of abuse and the process of informing the designated person (the Head Teacher or, in his absence, one of the deputies.)
- The school will take action to safeguard their pupils' wellbeing and acknowledge that children have a right to protection. If there is any suspicion that a child is suffering abuse or neglect the school will make a referral to Social Services. In certain cases, parents may not be informed that a referral is being made.



School Security

- There is no public right of way through the school grounds. The children are well supervised when on the yard and on the field.
- At 9:00 a.m. each day the school gates are locked and entry for visitors is only possible through the main entrance.
- All visitors are required to report to the office and sign in to the visitors' machine if they need to stay on site for any length of time. No one can enter the school without permission.
- The main school door is locked with entrance and exit gained only by an electronically operated system.
- The school is monitored by C.C.T.V. cameras.



Equality and Diversity

Article 2: All children should be treated equally

Article 14: You have the right to practice your own

religion, as long as you are not stopping people from enjoying their rights.

Article 22: If you are a refugee you have the same rights as any other child in the country.

Article 23: If you are disabled you have the right to special care and support, so that you can lead a full and independent life.

The school is committed to working towards race equality, promoting positive approaches to difference and fostering respect for people of all cultural backgrounds.

The school has zero tolerance regarding any forms of racial prejudice and discrimination. Language or behaviour that is racist or potentially damaging to any group of people will not be tolerated and will be challenged and reported in accordance to the School Equality policy and in line with Local Authority Guidelines

Our school policies are built on the need to ensure equal opportunities for all and to eliminate discrimination of all kinds. Every child in the school, regardless of race, language,

gender or ability will be equally valued and have access to educational opportunities that are both diverse and of assured quality.

All our children are encouraged to have a positive cultural identity. We explicitly celebrate our diverse culture and the school actively promotes positive attitudes to the linguistic and cultural nature of bilingual Wales.

As a school we support and promote diversity and promote good relations between all stakeholders and people.

Racial Incidents and Bullying

- The school must register racial or bullying incidents on its SIMS registering system which is accessed by the local authority.
- If a child has participated in any incident, including any verbal incident, such as name calling, parents will be informed.



Values and Expectations

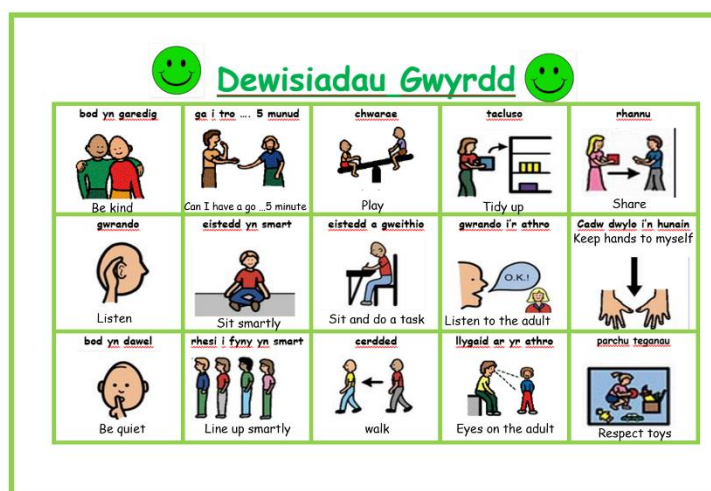
Article 28: I have the right to an education

Article 12: I have the right to be listened to, and taken seriously

Article 19: I have the right to be protected from being hurt or badly treated

Article 29: I have the right to an education, which develops my personality, respect for how their decisions will affect them.

We reward values and positive behaviour rather than focus on the negative. We call these 'Green Choices'. They are on the walls in order to remind children visually of the correct, kind and respectful way to behave. The staff give out stickers for making green choices.



Respect for All

- Children and their teachers have the right to have difficulties in behaviour in school addressed without prejudice.
- All persons involved in difficulties in behaviour have the right to have their views and feelings taken into account at all times.
- Policy and practice actively promotes mutual respect for school, parents/guardians, all staff and children.

Expectations for Behaviour

In the classroom and elsewhere, there are expectations of behaviour which apply throughout the school:

- Follow directions
- Keep hands, feet and unkind words to yourself
- Walk quietly around the school
- Open the door to others
- Listen to the chosen speaker
- Speak Welsh



Restorative Approaches

As a school, we use Restorative approaches. Restorative approaches follow a format which encourages children to take responsibility for their own actions and the consequences of their actions with adult guidance. They are encouraged to rectify the incident and to resolve conflict through discussion and negotiation. Both parties are asked the following questions in order to understand motives and emotions.

The five principles of Restorative Justice are:

1. What happened?
2. What were you thinking? What were you feeling?
3. Who's been affected?
4. What do you need to move on?
5. What could happen now to meet those needs and to repair the situation?



Medical

- Children who report that they are unwell will be observed for a short while in the class. If they continue to complain they will be sent to the office and a parent/guardian may be called. Please ensure we have updated contact details.
- If a child cannot be outside during playtime due to illness or injury, please let the office or class teacher know and we can arrange for them to stay by the office to keep safe.
- School can administer antibiotics if it has a label on it and has been prescribed by the GP. If your child needs to take prescribed medication, please contact the office as a form will need to be filled. The office cannot allow a child to take medication that has not been given by a doctor.
- School staff will administer medication to any pupil who have long term medical conditions by special arrangement with parents and official training.
- We will supervise the children who need to take asthma inhalers – a spare pump should be securely stored in the designated cupboard at school. It is the parents' responsibility to ensure that all asthma pumps and epi pens are up to date.



ATTENDANCE

The importance of good attendance and punctuality cannot be too strongly emphasised since these are important factors which affect the children's education and lifelong attitudes to the workplace. We are also highly aware of the impact that absences can have on achievement and wellbeing.

Parents are responsible by law for ensuring that pupils attend school regularly and punctually. Attendance figures and absences are recorded for each pupil on the annual report to parents and are reported to Governors, Local Authority and to Welsh Government.

We expect all children to achieve an attendance target of 95% and above.

School attendance registers are recorded at the start of the morning and the afternoon sessions. Under the law, the school is charged with the duty of ensuring good attendance and duty of care.



Absences

- Absences are designated as either 'authorised' or 'unauthorised'. Under existing legislation, the responsibility for authorising absences lies with the school and the school has a duty to consider whether absences are valid or not.
- Absences due to religious observance, illness, dental or medical appointments, is 'authorised' provided parents have notified the school of the reason for the child's absence.
- Parents are requested to contact the school, in person or by phone, before 9:30 a.m. on the day of their child's first absence from school.
- All messages are listened to every morning and the register is marked accordingly.
- Alternatively, a letter from the parent stating the reason for the child's absence is acceptable.
- If no contact is made the school will contact parents/Guardian or other emergency contacts to determine why their child is not at school.

Concerns with Attendance



- Parents will be contacted by text or phone by our School support Officer, Mrs. Mandy Evans, regarding the absence.
- In the first instance, a letter will be sent out from Mrs. Mandy Evans.
- There will be a follow up letter from the Head Teacher (and by the Education Welfare Officer (EWO) if there remains a cause for concern.)

- The EWO will be requested to visit the home in cases where a pupil's attendance causes concern.

Holidays

- The school and Governors strongly discourage holidays during term time as this has a detrimental effect on learning. This is especially true in a Welsh-medium environment where the school is often the only contact the child has with the Welsh language.
- You can request a leave of absence request form via the office.
- This must be filled and sent to the Head teacher at least 3 weeks prior to date of leave of absence request.

Fixed Penalty Notices

In September 2014 Wales introduced a fixed penalty notice and fines for parents whose children have more than 5 days of unauthorised absence.

The notice can be issued for any absences not authorised by the school, including holidays. Newport City Council will issue these notices when concerns are raised by school or the police. The fine is £120 but if it is paid within 28 days of receiving notice, it is £60.



FOOD AND DRINK

Article 24: you have the right to clean water, healthy food, a clean environment and good health care

School Meals

- At lunch time children are cared for by school staff.
- School meals are cooked in the school kitchen.
- Vegans and vegetarians, children with food allergies or other dietary needs (including Halal) are provided for – please let us know if your child has any dietary requirements.
- Children can bring healthy packed lunches from home.
- In order to help plan your child’s meals, dinner menus are available from the office.
- Chartwells is the catering company for Newport City Council schools,
- Any queries about dinners should be addressed to the school clerk, Mrs. Knight.
 - All children receive free school meals, but you may be eligible to a schools Essentials grant. This will help pay for uniforms and other school supplies and it may be beneficial to you when paying for other items. Please visit <https://www.gov.wales/school-essentials-grant-help-school-costs>
- In the interest of health and safety, if children have packed lunches, no glass bottles or cans should be brought to school. Please make sure that all lunch boxes and drinking bottles are clearly labelled with your child’s name.
- **We are a ‘nut aware’ school as we have allergies within our community. We kindly ask you not to bring nuts/products with nuts into school from home.**



Play Time Snacks

- Most children bring a small snack to eat at playtime.
- We are a 'Healthy School' and we actively encourage children to bring healthy snacks such as fruit to eat at morning break. Please do not send sweets, chocolates or biscuits.
- We have introduced a 'Fruit Shop' for pupils to purchase their fruit during morning break times. It is 20p per item.
- Nursery children can bring an item of fruit in for a snack and school provides milk for free.

Drinks

All children are encouraged to drink water during the day to aid hydration and improve the children's concentration and wellbeing.

- Please do not bring in fizzy, highly-sugared or energy drinks.
- The children are asked to bring in their water bottles each day.



TEACHING AND LEARNING

The School Day

8:45 – 8:55	Reception – Year 6 pupils enter the school gates and main entrance. Staff are on duty to help. Please do not leave a child unsupervised before the gates open at 8:45.
9:00 – 9:10	The school day begins at 9am. Please make sure your child arrives on time. Teachers fill in registration system and the dinner register and receive any letters or messages.
9:10 – 9:30	Morning activities – children will be part of weekly group guided reading and complete a variety of reading, spelling and mathematical activities.
9:30 – 12:00	Morning lessons with a break at 10.30.
12 – 1:00	Dinner time
1 – 3:15 (Reception, 1 and 2) 3:30 (3, 4, 5 and 6)	Afternoon registration followed by lessons.
3:15 – 3:40	Home time – please make sure you have notified the office of any change to pick up/childcare/bus/club before 3:00 to ensure children are placed in the correct line.

Meithrin - Nursery

Morning Session

9:15	Nursery doors opened and children welcomed in – possessions on pegs and self-register.
11:30	End of session and pick up at Nursery gate.

Afternoon Session

12:45	Nursery doors opened and children welcomed in – possessions on pegs and self-register.
3:00	End of session and pick up at Nursery gate.

Additional Learning Needs

Article 2: All children should be treated Equally

We understand that ALL children share the right to a broad, balanced, relevant and differentiated curriculum. We also acknowledge that all teachers are teachers of children with additional needs.

Our aims for additional educational needs at Ysgol Gymraeg Casnewydd are:



- To employ clear procedures to identify those children with learning/behaviour/social and emotional/speech and language/physical difficulties as early as possible and to offer a support system which will help to meet their needs and to ensure optimum development. This will include working in partnership with the parents/guardians and other outside agencies;
- Specialist support from external agencies is an important aspect of the provision available for certain categories of pupils. We draw on these services as needs arise. In addition, school staff attend in-service training in aspects of additional learning needs and the statutory Code of Practice in order to continually update and enhance their expertise.
- Careful monitoring and assessment procedures ensure early identification of children with additional needs and their progress towards their targets. The class teacher, the Additional Learning Needs Coordinator and Teaching Assistants and the Leadership team work together to identify and discuss causes for concern. Parents/guardians are fully informed and if necessary, parent/guardian permission is obtained to either agree on individual targets or make a referral to external agencies.
- Pupils with Individual Development Plans are integrated into mainstream classes, although there is a morning HAFAN group to work with targeted groups of pupils in Years 3-6. These pupils have full access to the curriculum. They also receive additional support from the ALN teacher, the support staff as well as the class teacher. Occasionally there is a need to enlist external support agencies to help with particular pupils. Parents/guardians are always involved in this process.

Pupils with Disabilities

The school does not discriminate against pupils or adults who have disabilities. Ysgol Gymraeg Casnewydd was built to accommodate easy movement of wheelchairs around the building and on to the school playing areas.

Disabled toilets for pupils and adults are located in each area of the school. Designated drop off areas for disabled pupils and designated parking bays are available in the car park.

More Able and Talented Pupils

We acknowledge the needs of pupils who are more able or have a particular gift or talent and we ensure that the talent is encouraged and promoted either through the curriculum or through extra-curricular opportunities, such as Code club, various sporting teams, competing in Urdd eisteddfod, art club, a chance to perform or celebrate within assemblies and concerts.



Curriculum

Article 29: You have the right to be the best you can be. Education must help you develop your skills and talents in full.

- The school curriculum (according to Mick Waters – Thinking Allowed on Schooling) comprises the elements that young people need:
 - to nurture them as individuals and meet the hopes we have for them
 - and help them to appreciate their community
 - so that they learn about their county, country, the world and the universe
 - and it includes the national curriculum.

Basically, the school curriculum is what the children need to learn. The national curriculum is simply a part of that overall programme for learning.

Our school curriculum is built on our values and aims as a school as well as the Curriculum for Wales framework.



Curriculum for Wales

The Curriculum for Wales has been created with Welsh Government, regional educational consortia, experts and teachers.

Ysgol Gymraeg Casnewydd was part of this co-creation process from the beginning as well as being a Professional Learning and Innovation school which means we collaborated with schools and teachers across the region and Wales discussing what we do and considering ways forward.

Curriculum for Wales incorporates all learners aged 3 to 16 and we collaborate with the cluster of Ysgol Gyfun Gwent Is Coed to agree on progression throughout the continuum.

The 4 Purposes are the foundations for the whole thing. They are the basis for all we prepare and plan within our curriculum. We want our learners to become:

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

Ambitious, capable learners



- Enjoy a challenge
- Problem solving
- Making an effort

Creative, enterprising contributors



- Team work
- Create, show and actualise ideas
- Consider carefully

Ethical, informed citizens



- Respect others and the world
- Responsibilities and Rights
- Impact of our decisions

Healthy, confident individuals



- Live healthily
- Control emotions
- Create relationships

There are 6 Areas of Learning and Experience:

- **Expressive Arts** (music, art, drama, dance, digital film and media)
- **Health and Well-being** (physical and mental health, keeping safe, social and emotional well-being, healthy relationships)
- **Humanities** (history, geography, religious education, business studies)
- **Languages, Literacy and Communication** (English, Welsh, international languages)
- **Mathematics and Numeracy**
- **Science and Technology** (biology, chemistry, physics, design and technology, computer science, engineering)



Expressive Arts



Health and Well-being



Humanities



Languages, Literacy and Communication



Mathematics and Numeracy



Science and Technology

Cross Curricular Skills

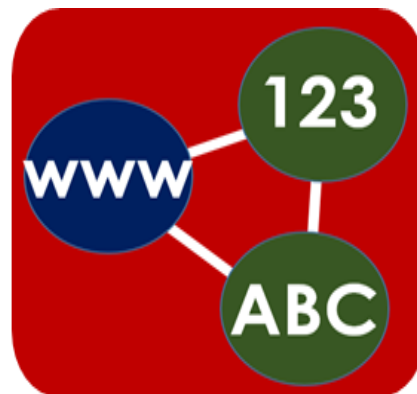
Article 17: I have the right to get information in lots of ways, so long as it's safe.

The mandatory cross-curricular skills of literacy, numeracy and digital competence are essential to all learning and the ability to unlock knowledge. They enable learners to access the breadth of the school's curriculum and the wealth of opportunities it offers, equipping them with the lifelong skills to realise the four purposes.

These are skills that can be transferred to the world of work, enabling learners to adapt and thrive in the modern world. Learners need to be adaptable, capable of learning new skills throughout life and equipped to cope with new life scenarios.

Learners are given opportunities across the curriculum to:

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



Health and Well-being

Article 31: You have the right to relax and play

- Wellbeing is the experience of health and happiness. It includes mental and physical health, physical and emotional safety, and a feeling of belonging, of purpose, achievement and success.
- There is a direct connection between wellbeing and academic achievement and the opposite is true too i.e. wellbeing is essential for achievement and achievement is essential for wellbeing. Physical activity is connected with better learning and the ability to concentrate. Strong and supportive relationships give learners the emotional resources to step out of their intelligence 'comfort zone' and try new ideas and ways of thinking that's vital for educational achievement.
- The school runs Jig-saw well-being sessions on a Monday within the classes. Jig-saw has been planned as a whole-school programme with a theme for each half term. Throughout the children's time in school, they will develop their understanding and knowledge on matters such as healthy relationships, celebrating diversities, changes in life and ambitions. The Jig-saw programme encompasses the Relationships and Sexuality Education that is now mandatory for all pupils. This has been very carefully planned throughout the school and is age-appropriate in nature.
- All classes are encouraged to think of the 5 wells of well-being when planning their well-being sessions, this helps us obtain good mental health. Here are the 5 well-being wells we should fill for balance: spiritual, physical, intelligence, creativity, emotional.
- A wide variety of activities are available during the year through our lessons and sports clubs. These include rugby, football, swimming, net-ball, dance, gymnastics, athletics and yoga.
- Our Well-being Lead (Mr Taylor) takes groups and individuals for targeted support, focusing on teamwork, self-respect, dealing with strong emotions and other additional needs. The Well-being Lead tracks the behaviour and attitudes to learning of the children during the year and plans activities according to their individual needs.
- Representing the school in sports matches is recognised as a privilege equal to academic and artistic achievement. It also fosters team spirit and the development of skills.

- Children are also given opportunities to further develop their skills in after school sports clubs. School sports days are held each year during the summer term.



- We have a trained Emotional Literacy Support Assistant (ELSA) who works with children on how to control emotions and deal with overwhelming feelings. This requires parental consent.
- We aim to give children of all abilities the opportunity to participate in competitive and non-competitive events. Being 'Healthy, confident individuals' who understand the benefits, both physically and mentally, of physical

activity is an integral part of What Matters in Curriculum for Wales.



Religion, Values and Ethics and Collective Worship

Article 14: You have the right to practice your own religion as long as you are not stopping people from enjoying their rights.

- Religion, values and ethics (RVE) is a statutory requirement of the Curriculum for Wales and is mandatory for all learners from ages 3 to 16.
- There is no parental right to request that a child is withdrawn from RVE in the Curriculum for Wales, this has been decided by Welsh Government.
- RVE is designed to promote the spiritual, moral, cultural, mental and physical development of pupils.
- Stories and festivals of many cultures and religions are part of the learning in our curriculum. Songs (both secular and religious) and prayers are introduced to develop understanding, tolerance and care within our school family and community.
- Collective Worship is distinctive from, and additional to, curriculum time given to RVE. Collective worship sits outside the curriculum and has its own legal standing and requirements and must be mainly of a broadly Christian character. Parents may still request that their children are withdrawn from collective worship if they wish - Parents are requested to meet with the Head Teacher to discuss this matter before their child is admitted to the school. .
- Collective worship occurs daily either within the classroom, as a learning area or as a whole school. Children are invited to celebrate achievements and attainment both in school and out of school during these sessions.
- Individual classes and year groups prepare topic-based assemblies during the year, parents/guardians are invited to attend and join in the worship (a letter will be sent notifying you of this closer to the time).



Relationship and Sexuality Education

Article 34: Nobody should touch you in ways that make you feel uncomfortable, unsafe or sad.

- Relationships and sexuality education (RSE) play a vital role in enhancing learners' well-being and safety and will be mandatory.
- Children begin to learn about relationships long before they start school. As soon as they enter the social world they will be encountering and interacting with complex and often contradictory messages about gender, relationships and sexuality that will shape their day-to-day lives and imagined futures. These messages come from advertising, books, music, social media and television, and from family members, peers and communities.
- What children and young people are learning and experiencing can include misconceptions and sometimes challenge adult assumptions or expectations. Through RSE, learners should be supported to explore and discuss information and values about relationships and sexuality that they are already exposed to and often struggle to navigate for themselves.
- The Governing Body and parents of Ysgol Gymraeg Casnewydd have agreed on a policy for relationship and sexuality education.
- RSE is taught holistically and across the curriculum but is mainly taught within the Monday Jig-saw sessions.
- The main emphasis is on healthy relationships and safety and reflects the needs of the pupils as they develop throughout the school. We have used expert advice and research from the EAS education consortia, Welsh Government, UNESCO and the UN Rights of the child to ensure this is always age appropriate.
- Teachers will use the correct terms for male/female body parts from Nursery to Year 6. This is for safeguarding reasons.
- Parents/guardians do not have the right to remove their child from RSE lessons. This has been agreed by Welsh Government as part of Curriculum for Wales mandatory requirements.



Extra-Curricular Activities

Article 15: You have the right to meet with friends and join groups

- The school offers a wide range of extra-curricular activities throughout the year. These are seen as vital to the development of the whole child.
- A wide range of activities are offered during the year according to the school calendar.
- Activities may vary according to the time of the year, some take place during the lunch hour, some take place after school.
- These activities raise self-esteem, broaden experience, build confidence and provide experiences where success is shared.
- In the interest of safety and child security and protection, pupils will need to register, with a parent’s or guardian’s signature, before participating in any of the after-school clubs.



PUPIL VOICE

Article 12: You should have the right to say what should happen, and you should be listened to.

The pupils' views and interests are valued and play an important part in determining what is taught. During their transition session with their new teacher in the summer term, the learners have the opportunity to discuss their interests and what they would like to learn about. In addition to this, the teachers collect children's ideas at the beginning of a new theme, with some ideas based on the 4 purposes and 6 Areas of Learning and Experience. The learners will get the opportunity to research, question and offer their own ideas with their peers. Then, the teachers will add their ideas to the long term planning and during the learning, will refer back to this. Planning a curriculum collaboratively gives ownership to the learners over their own learning.

As a learning journey begins, teachers will take note of learners' questions and will take the learning on a different course, if suitable. Teachers send home information about some of the ideas at the beginning of the topic to provide an opportunity for the parents/guardians to also contribute to the learning agenda.



Pupil Councils

We take the opinions of our pupils seriously, Ysgol Gymraeg Casnewydd belongs to them.

Cynulliad Casnewydd (Casnewydd's Assembly) meets formally once a month within their separate groups, and sometimes informally as and when this is needed. :

- **School Council:** includes pupils from each class from Year 2 – 6. They discuss issues that are important to the children and the school and they meet with the Head Teacher and Deputy to discuss matters. They help to organize special days to raise money for charities, run the fruit shop and discuss with other pupils what they would like to change for the better.
- **Future Citizens:** includes pupils from every class from Year 2 – 6. They discuss issues that's important to the children that include: the 'ethical, informed citizens' purpose; the well-being of future generations act; nature and the environment. They think about improving our physical and man-made environments within the school, helping with the recycling and the use of energy.
- **Cymry Cwl:** includes pupils from every class from Year 2 – 6. They encourage their peers to speak Welsh, listen to Welsh music and discuss the development within school of the Language Charter. They award language tokens to their peers for the use of Welsh on the yard. There is a reward for the class with the most tokens. Cymry Cwl let the school know the song and language pattern of the week in the Friday assemblies.
- **Digital Leaders:** includes pupils from Year 2-6. They trial apps and new devices, practice their coding skills and create instructions to give support to learners and staff while using digital technology.
- **Play Leaders –** includes pupils from Year 2 – 6. They create games, teach Welsh yard games to others, create resources and referee games to ensure fair play.
- **Rights Ambassadors –** includes pupils from Year 2 - 6. They discuss the UNCRC United Nations Convention on the Rights of the Child and promote these across the school. They also get involved with tasks given nationally by the Children's Commissioner for Wales (Rocio Cifuentes) and encourage days to 'show racism the red card'.
- **Representatives from each group meet with the Head Teacher at the end of the term to discuss what they've been doing, what they would like to do next and how they can help the school.**

HOME AND SCHOOL LINKS

The school's Home / School Agreement is distributed to parents early on in the autumn term.

Homework

- We believe that if a child works hard in school during the day, then they are entitled to some relaxation in the evening.
- Homework is given over Teams once every half term. There are a number of tasks for the children to do at home that encourages their literacy, numeracy, digital competency or curiosity skills. Parents and pupils are free to choose which tasks they would like to do and when.
- Reading is the most important work that could be done at home. We encourage all pupils to read a little every evening to develop their confidence and fluency.
- The teachers use Microsoft TEAMS to provide homework online. It is found via the Welsh Government digital platform for education – HWB. You will receive a login and password once your child is registered with the school.
- Pupils are encouraged to reply digitally by sending homework back to the teacher online.
- Pupils bring a reading book home weekly. Each pupil has a home link book for the child and the parent to comment on the reading and the book. Teachers comment on the progress weekly. Please make sure your child reads the book during the week. You will receive a book every Friday.



Contacting Parents



- The partnership between home and school is vital if children are to flourish and reach their full potential.
- The school website www.ysgolgymraegcasnewydd.co.uk brings the school into your home via information like policies, learning resources and reports.
- Our Twitter newsfeed is updated regularly with photos and videos of the learning as it happens. Find us under @YsgolGCasnewydd
- We have an open-door policy at Ysgol Gymraeg Casnewydd and we value the

support given by parents/guardians in the education and guidance of our pupils. Parents/guardians are welcome to discuss any aspect of the work of the school with the Head teacher by appointment.

- Many of the school's activities involve the wider community. We welcome frequent visitors to school and the children are taken out into the community in order to participate in firsthand experiences which enhance and support their learning.

Parent / Teacher Consultations

Formal parent consultations are held twice a year once in the autumn term and once in the spring term. Class teachers and the Head teacher are usually available at the beginning and end of most days to talk to parents if they have any concerns or queries.

Reports

Formal reports on children's progress are prepared annually. They are sent home at the end of the summer term. Individual pupil targets are set at the beginning of the school year, parents are invited to discuss the progress of the targets during the autumn and spring term consultations.

Communication

- Curriculum newsletters are sent out at the beginning of each term by the class teachers. These outline work to be covered during the term so that parents can support their children's learning at home.
- Important information is also distributed via letters throughout the year via email.
- We often text shorter messages and reminders. Please ensure we have your updated details on our system by calling at the office if you have changed your number.
- During the course of the year, parents are invited to join us for special celebrations, fairs and concerts. Such events may include the school Eisteddfod, Christmas concerts, celebrations and class assemblies. **We kindly ask you not to share any photographs or videos that include children of other parents/guardians on any social media site for safeguarding purposes.**

Charging and Remissions Policy

- During the year, we make arrangements for a variety of educational visits.
- We are able to keep the cost of these visits to a minimum due to the generosity of the P.T.A. and the Private School Fund committee.
- Occasionally, we do need to ask parents for a voluntary contribution in order to cover the costs, and to enable the educational visit take place at all. The cost includes any admission fees and the cost of hiring a bus.



- Please send in money in an envelope labelled with your child's name and class and the amount.

- Please contact the Head teacher if you are experiencing difficulties in meeting any costs.
- Parents/guardians' permission is required before children are allowed to go out of school on visits. Parents are asked to sign and return a consent slip to school (found at the bottom of every visit information letter) before the visit takes place.



Parents and Teachers Association (P.T.A.)

The school has an active Parents Teachers Association. They organise a variety of activities such as Craft Fairs, dances, and other social events, including successful Christmas and Summer Fairs.

Our P.T.A. allows the children, and the parents/guardians, to take part in things that they would not otherwise get the chance to do. While raising funds and reinforcing the vital links between school and the community, Parents can enjoy themselves at P.T.A. events while their children have fun. The P.T.A.'s contribution of books, paying for school trips, resources and much more is invaluable.

If you have an interest in helping, please ask at the office.



COMPLAINTS PROCEDURE

The Governing Body of Ysgol Gymraeg Casnewydd have adopted the L.A.'s Complaints policy which is based on Welsh Government guidelines.

This policy is a lengthy document, briefly it states that if parents feel that they have grounds for making a complaint, they should discuss the matter with the Head teacher (or the Deputy Head teacher in the Head teacher's absence) in the first instance. However, if parents feel that they need to take their complaint further, the matter should be brought to the attention of Chair of Governors.

If parents remain unsatisfied, they should then take their complaint to the Chief Education Officer at the Civic Centre. The correct complaints procedure is that parents should speak with the Head teacher in the first instance. Hopefully, the matter can be resolved at that point.

Many policies are on the school website.

Thank you for your time and interest in our school. We look forward to working in partnership with you and your child in the future.

Nurturing the minds of tomorrow, together.

