

Ysgol Bro Ffamau

2023 - 24

PROSPECTUS

'Caring and Sharing,
Learning Together'
'Gofalu a Rhannu,
Cyd Ddysgu'



Contents

	Page
<u>Welcome</u>	<u>3</u>
<u>Our Motto, Vision. Values & Aims</u>	<u>4</u>
<u>Estyn Report</u>	<u>6</u>
<u>Our School</u>	<u>8</u>
<u>Organisation</u>	<u>9</u>
<u>Governing Body</u>	<u>10</u>
<u>School Dates</u>	<u>11</u>
<u>School Information & Hours</u>	<u>12</u>
<u>Curriculum for Wales</u>	<u>13</u>
<u>Religious education, RSE, Welsh</u>	<u>14</u>
<u>Additional Needs, Progress & Reporting</u>	<u>15</u>
<u>Breakfast Club and After School Club</u>	<u>16</u>
<u>Joining Our School</u>	<u>16</u>
<u>School Uniform</u>	<u>20</u>
<u>Food and Drink</u>	<u>21</u>
<u>Health & Safety and Security</u>	<u>22</u>
<u>Trips and Educational Visits</u>	<u>23</u>
<u>Homework, Discipline and Pastoral Care</u>	<u>24</u>
<u>Extra Curricular Activities</u>	<u>25</u>
<u>Communication</u>	<u>26</u>
<u>Home- school agreement</u>	<u>27</u>
<u>What the children say</u>	<u>28</u>
<u>Contact Information</u>	<u>29</u>



Dear Parents and Carers,

This prospectus contains basic information concerning the school, which will be helpful and informative, particularly to 'new' parents.

Choosing the right school to suit the needs of your child is one of the most important decisions parents and carers have to make.

Ysgol Bro Famau aims to provide a caring, happy and respectful environment which allows pupils to realise their full potential, both academically and socially. Individual qualities such as independence of thought, self discipline and pride in one's appearance and work are important and we also stress the importance of respect for others, team work and community spirit. This is reflected in our motto:

Caring and Sharing; Learning Together.

We aim to equip our pupils with the knowledge, skills and values to be responsible, well-rounded, caring members of not just our local community but of the world. Our children are encouraged to respect and value similarities and differences and to be curious about other communities, countries and beliefs.

We are a federated, twin site school, with units in Llanarmon yn Ial and in Llanferres. Since September 2015 the Foundation Phase is based at Llanferres and the Juniors are based at Llanarmon.

We are lucky to be situated in an 'Area of Outstanding Natural Beauty' in the Clwydian hills in the county of Denbighshire. The school serves a wide rural community including Llanferres, Llanarmon, Tafarn-y-Gelyn, Maes Hafn, Graianrhyd and Eryrys.

We are very proud of our caring and sharing ethos and believe we provide an excellent education with strong links to our local communities. We have high expectations of the children in our care and we aim to provide them with the best possible start to their school lives. We believe that we can do this best when close partnership and co-operation is built between home and school. Parents are encouraged to be involved in all aspects of school life.

We hope that this prospectus captures our school, but we always welcome visits so that you can see our school for yourself.

Yours sincerely,

**Mrs Elizabeth Knight
Headteacher**

Croeso i Ysgol Bro Famau

**"If a child lives with praise she learns to appreciate
If a child lives with fairness he learns justice
If a child lives with security she learns to have faith
If a child lives with approval he learns to like himself
If a child lives with acceptance and friendship
She learns to find love in the world."**

By Jenny Williams

Our motto:

**Our
Vision &
Values:**

Our Aims:

**'Tell me, I'll forget...
Show me, I'll remember...
Let me do it, I'll
understand.'**

'Caring and Sharing, Learning Together'

At Ysgol Bro Famau we provide a happy, caring and inclusive environment where all members of the school community are inspired to become ambitious, independent life-long learners.

- To create a happy and inclusive school environment which will stimulate learning based on a relationship of respect and care between all members.
- To promote resilience and perseverance to become independent, ambitious, capable learners ready to learn throughout their lives.
- To promote a feeling of belonging to a bilingual community and develop respect for our unique Welsh heritage and ensure the school has a strong and prominent role within its communities.
- For the children to be ethically informed citizens of their locality and also contribute to the wider world.
- To nurture and support all abilities, helping every child to achieve their full potential and to become healthy, confident individuals.
- To prepare our children to be creative, enterprising contributors by equipping them with literacy, numeracy, digital and critical thinking skills ready for a rapidly changing world.
- To provide an inspiring and challenging curriculum within a high quality environment using our beautiful countryside.
- To have effective working partnerships with all stakeholders to ensure excellence in teaching and learning.

**At Ysgol Bro Famau
we strive to be**



Supportive and confident



Trustworthy and honest



Aspirating and creative



Resilient and persevering



Successful in our learning journey

Overview

"Ysgol Bro Famau is a close-knit, inclusive school where everyone has a say in the way things work. This means that the headteacher, teachers, support staff, pupils, governors and parents work together efficiently and effectively for the benefit of pupils. The level of commitment from these stakeholders, along with the support of the wider community, makes this a particularly happy, hardworking and successful school.

Pupils' attitudes to learning and willingness to support one another in their work and play are especially notable. They appreciate the importance of learning and of gaining skills, knowledge and understanding across the curriculum, and do so with enthusiasm, interest and enjoyment. This zest for life and learning contributes strongly to their personal well-being, as well as the very good progress they make as they move through the school.

Teachers take good account of pupils' needs and opinions to plan interesting lessons and experiences that focus well on establishing pupils' basic skills and concepts. They follow these up with a range of engaging and challenging learning opportunities so that pupils can apply what they have learnt in different contexts, often in the school's extensive outdoor learning environment. The school's new curriculum is developing well, but it is too early to be sure that it will provide continuity and progression for all pupils over time.

"The quality of the care, support and guidance the school offers to its pupils and their families is one of the keys to its success. Warm and caring working relationships between staff and pupils underpin the school's ethos."

All teachers are part of the strong leadership team. This enables them to collaborate closely with the headteacher and governors and to make a significant contribution to strategic matters, including school improvement. These close and productive working relationships mean that communication amongst staff is very effective. It enables teachers and support staff to respond quickly to important issues and, where appropriate, make changes to provision and practice that will benefit pupils without delay."

The above is the overview from the 2023 Estyn Report produced by inspectors following their review of the school in 2023.

We are incredibly proud of the report and feel that it is a good reflection of our school.

A full copy of the report can be found by clicking [here](#)

"The standard of pupils' well-being is a strong feature of the school. Pupils take great pride in their school and feel safe and secure in its inclusive environment."

Our School

Ysgol Bro Famau is a primary school serving six local villages and a large rural area, set in the beautiful countryside of the Clwydian Hills in Denbighshire. It is an unusual school in that it is a 'federation' of two units on separate sites (Llanarmon-yn-Ial/Eryrys and Llanferres), but working as one school under one Head teacher and with one governing body.

Since September 2015, the Foundation Phase is based at Llanferres and the Juniors are based at Llanarmon y Ial. However, at various times during the school term, children from the two units are brought together in order to benefit from the pooled resources of the whole school. Teachers also teach across the two schools, thus taking advantage of their curriculum strengths and also enhancing their knowledge of each individual child in the school.

This arrangement has enormous advantages:

- The class sizes are under 25 which means that the pupil teacher ratio enables children to receive a great deal of individual attention, something which we think is very important for education at primary level.
- As well as receiving individual attention, the children also benefit from the challenges, variety, and opportunities for teamwork (especially in sport), which come from contact with larger numbers through the peer groups.
- The children benefit from the wide range of specialist skills developed by the staff.

'Everyone is welcoming and kind.'

- The children also benefit from the different facilities, and particular from the splendid school hall at Llanferres.

The school is a 'Category 5 English medium' school . The school teaches in the English language, but Welsh language and culture is an integral part of the curriculum and is actively celebrated and promoted through the use of incidental welsh, the Cwricwlm Cymreig, as well as discrete language lessons. Pupils at the end of Key Stage Two have opportunities to stay at the Urdd camp at Glan Llyn and the outdoor pursuit centre at Pentrellyncymer giving them an opportunity to meet children from other schools and to develop new friendships prior to transferring to Secondary School. There are a number of activities to ensure that when children make the transition to their secondary school that they are moving to a familiar and welcoming environment.

We continue to develop links with the community through participation in religious services, class work within the villages, the use of the expertise of individuals from the community, and by supporting local events.

The Parent, Teacher and Friends Associations organise many social and fund raising events during the school year at each of the units.

The link between home and school is vitally important, and to this end the school has an 'open door' policy and welcomes parents to come and discuss any matters of concern.

Organisation

Our Staff

Headteacher: Mrs. Elizabeth Knight

Llanferres Unit - Early Years

Teacher in Charge Mr. M. Jones
Foundation Phase Mr. M. Jones

Teaching Assistants Mrs. H. Dodd, Mrs. N. Jackson

Llanarmon-yn-Ial Unit – Juniors

Teacher in Charge Mrs. R. Davies
Years 3 and 4 Miss R. Ellis
Years 5 and 6 Mrs. R. Davies
ALNCo Miss R. Ellis

Clerical Assistant Mrs. Maxine Jones
School Caretaker Mrs. S. Hawkes (Llanferres Unit)
Mrs. Diane Teeson (Llanarmon Unit)

School Cook in Charge Mrs Tina Tame
Assistant Mrs. L. Roberts

Little Ladybirds Full Day Care and After School Club

Mrs N. Jackson (Person in Charge)
Mrs Kelly Burns
Miss Chloe Price-Jones

Breakfast Club

Ms Sheila Hawkes (Llanferres)
Mrs. Diane Teeson (Llanarmon)

'Thank you to the teachers for their hard work and making it as easy as possible for the parents and children.'



Governing Body

Type of Governor	Name	Position
LEA:	Mrs. Louisa Roberts	Chairperson
LEA:	Mrs. Siobhan Gothorp	Vice-Chair
Parent:	Ms. Charlotte Robinson	
Parent:	Ms. Katherine Browning	
Parent:	Ms. Sarita Ramakrishnan-Cowper	
Community:	Mr. Richard Aram (Llanarmon representative)	
Community:	Dr. Wendy Shillito	
Community:	Mrs. Sally Harris (Llanferres)	
Teacher:	Mrs. Rachel Davies	
Staff:	MS. Sheila Hawkes	
Headteacher:	Mrs. Elizabeth Knight	
Clerk to Governors:	Mr Michael Harvey-Parr	
Head of Education:	Mr Geraint Davies	
GwE School Improvement Advisor:	Ms. Jacqui Chan	



Autumn term

- **Starts:** Friday 1 September 2023
- **Ends:** Friday 22 December 2023
- **Autumn half term holiday:** Monday 30 October 2023 to Friday 3 November 2023
- **Christmas holiday:** Monday 25 December 2023 to Friday 5 January 2024

Spring term

- **Starts:** Monday 8 January 2024
- **Ends:** Friday 22 March 2024
- **Spring half term:** Monday 12 February 2024 to Friday 16 February 2024
- **Easter holiday:** Monday 25 March 2024 to Friday 5 April 2024

Summer term

- **Starts:** Monday 8 April 2024
- **Ends:** Friday 19 July 2024
- **Early May bank holiday:** Monday 6 May 2023
- **Summer half term:** Monday 27 May 2024 to Friday 31 May 2024

Staff Training Days

- 1 September 2023
- 22 December 2023
- 8 January 2024
- 8 April 2024
- 14 June 2024
- 19 July 2024



School term and holiday dates 2023-24

Great balance of core and well-being learning. Engaging and the level and diversity of work has and will help transition back to school.

School Information

School Hours

It is important that your child is happy at school. You are always welcome to come and discuss any aspect of your child's education with the Headteacher or a member of staff. As staff have a full time teaching commitment, you will appreciate that it is difficult for teachers to see parents during the day. Staff are available most days after school but it would be much appreciated if an appointment can be made. The Headteacher will whenever possible, attempt to meet parents to discuss any concerns.

8.55 a.m.	School Day Begins/Lessons
10.30 a.m. – 10.45 a.m.	Morning Break
10.45 a.m. – 12.00 noon	Lessons
12.00 noon – 1.00 p.m.	Lunch
1.00 p.m. – 2.00 p.m.	Lessons
2.00 p.m. – 2.15 p.m.	Afternoon Break (Foundation Phase only)
2.15 p.m. – 3.15 p.m.	Lessons
3.15 p.m.	End of School Day

In the interests of children's safety pupils must not arrive before 8:45 am unless they are attending Breakfast club. When hearing the bell children should line up on the playground where they will be directed into the school by a member of staff. If a pupil is late then they will need to be signed into the purple file located in each foyer by a parent or carer. **It is very important that every effort is made to bring your child to school on time as arriving late can be disruptive to the start of lessons.**

All pupils should be met by a parent (except those pupils who are transported by bus). If there are any changes to the normal routine then please inform the class teacher. No child will be released to anyone other than the parent/carer or person appointed by the parent.

Any pupil not collected within 15 minutes of the end of the school day will be placed into the After-School Club for which a charge may be levied.



The curriculum has been reformed in order to raise standards, reduce the attainment gap between students, and equip young people to lead 'fulfilling personal, civic and professional lives' in modern society. It aims to prepare children to thrive in a future where digital skills, adaptability and creativity are crucial, and that it is rooted in Welsh values and culture. The new Curriculum for Wales will be followed by children from the ages of 3 to 16. There won't be separate curriculum for primary and secondary pupils; rather, it will be a continuum across all stages. At Ysgol Bro Famau we are enthusiastic and embracing the new reform. It will allow us as a school to provide a balance of knowledge, skills and purposeful learning experiences in both the indoor and outdoor environment, to develop your child as a whole.

The Curriculum for Wales (2022) will have six areas of learning.

1. Expressive arts: incorporating Art, Dance, Drama, Film, Digital media, and Music. It will encourage creativity and critical thinking, and include performance.
2. Humanities: incorporating Geography, History, RE, Business studies and Social studies. It will be based on human experiences and will also cover Welsh culture.
3. Health and Wellbeing: this covers the physical, psychological, emotional and social aspects of life, helping students make informed decisions about their health and wellbeing and learn how to manage social influences. It will include PE.
4. Science and Technology: incorporating Biology, Chemistry, Physics, Computer Science, and Design and Technology.
5. Mathematics and Numeracy: in the early years, this will involve learning through play. In later stages, it will include working both independently and collaboratively with others. At Ysgol Bro Famau we will continue to take a Mastery approach to teaching and learning mathematical skills.
6. Languages, Literacy and Communication: this will include Welsh, English, Literature and international languages. In addition, Literacy, Numeracy and Digital skills will be embedded throughout all curriculum areas and children will be given many quality experiences to apply these skills across all Areas of Learning.

The new Curriculum for Wales has been developed to fulfil four key purposes. It aims to develop children as:

- Ambitious, capable learners
- Healthy, confident individuals
- Enterprising, creative contributors
- Ethical, informed citizens

Curriculum for Wales 2022

Areas of Learning

'Thank you to the teachers for their hard work and making it as easy as possible for the parents and children.'

The Four Purposes of the Curriculum

Religious Education

Relationships and Sexuality Education (RSE)

Welsh

Religious Education is designed to support the aims of the school and is taught in accordance with the County's Agreed Syllabus. Emphasis is placed on the Christian faith but our pupils are taught about other religions and are encouraged to respect all faiths. Collective worship takes place daily in class groups, year groups or whole school assemblies. Religious Education is, by law, a compulsory subject. However, under the provision of the Education Act, a parent may withdraw their child from these activities if they feel it is necessary. Parents considering this are asked to contact the Headteacher by letter or Email.

RSE is a positive and protective part of the Curriculum for Wales. Children are naturally inquisitive and keen to ask questions. It is important that their questions are answered in a manner suitable to their age and understanding. Therefore, at Ysgol Bro Famau issues related to sex and sexuality will be handled honestly and sensitively. We believe learners should be equipped and empowered to seek support on all issues relating to RSE. RSE is a mandatory requirement in the Curriculum for Wales for all learners from September 2022. There is no right to withdraw from RSE in the new curriculum. At Ysgol Bro Famau we ensure that RSE needs to be developmentally appropriate for each learner and sessions are thoughtfully planned to ensure that the wellbeing of children is at the forefront of what we do. Parents will be notified when specific 'personal development talks' are taking place. Parents may not withdraw their children from these aspects under the new RSE framework.

Welsh

All school children in Wales must study Welsh as a second language, which is a requirement of the National Curriculum and is County Policy.

In addition to regular Welsh lessons the children will hear and use 'Everyday Welsh' incidentally during activities such as assemblies, prayers, registration and across all aspects of the curriculum and school life in order to foster an understanding and appreciation of our Welsh Language and culture.

Pupils are encouraged to join the 'Urdd' movement (Welsh League of Youth) which gives them an opportunity to take part in activities organised by the Urdd Officer (e.g. learning Welsh songs and poetry, folk dancing, team games). As a school, we compete against other schools, initially at local level at the 'Eisteddfod'.



At Ysgol Bro Famau, we believe that the most important factor in ensuring children are learning and being successful, is outstanding classroom teaching in a happy, safe environment. As a school we ensure the needs of all children are met through our high-quality teaching and learning provision and we will identify and support any child who requires academic or social and emotional wellbeing support. We are also committed to working with all families and the wider community to support all the children in our care. During their time at Ysgol Bro Famau, the majority of children will make the expected progress in their learning from their own starting points. However, some children need extra support in addition to the interventions already being provided. We will always discuss any additional support your child requires with you and create an Individual Development Plan, which will state exactly what your child needs and what we can all do to help your child achieve their potential.

All children are regularly assessed in order for staff to monitor their progress, which informs our planning for their future development. Your child's progress is assessed as he/she moves through school. We currently do this in a number of ways:

1. Our staff enjoy getting to know each and every child and are continuously monitoring children's work and behaviour as part of the day to day activities they undertake. Children are continually assessed by the class teacher as they complete all aspects of their work on an individual basis.
2. At regular intervals during the year; specific examples of children's work are assessed by their teacher as well as subject leaders.
3. On occasions it may be necessary to carry out a more formal test/assessment for reading and spelling. At Ysgol Bro Famau we aim to nurture a positive approach to assessment and the welfare of children is always considered.
4. From September 2022 both Foundation Phase and KS2 will begin to record progress against the New Curriculum for Wales.
5. National Reading and Numeracy Tests take place online, on HWB for children from Year 2 to Year 6. These assessments are adapted to the ability and needs of the child.

The school invites parents to discuss their children's work and targets with the class teacher in the autumn and spring terms. Invitations to discuss the children's annual reports are sent out in July. Parents are informed of this by letter, to arrange an appointment.

Additional Needs

Progress, Achievement and Assessment

'Have known what to expect from the very beginning. Clear what expected to do each day. Need for parental input minimised. Variety of activities.'

Reporting to Parents

Breakfast club and After School Club

Joining our school

Breakfast club and After School Club

We run a breakfast club at the Llanferres and Llanarmon sites from 8:00 in the morning. There is a small charge of 50p per child per session. A healthy breakfast is served between 8:00 and 8:30 then the children are closely supervised until school starts.

For those parents who are unable to collect their children at 3.15 p.m. After School Club is run at Llanferres Unit each day until 6.00pm at a cost of £5.00 until 4.30pm and an additional £3.00 until 6.00pm. This cost includes a generous snack and a drink. Places should be booked in advance and 24 hours' notice should be given for a cancellation otherwise a cost may incur.

Nursery

Nursery education is provided at Llanferres. At present nursery takes place between 8.55a.m. and 11.30 a.m.

Children are admitted into our nursery during the school year in which they attain their fourth birthday. During the summer term, nursery pupils will spend a whole day in school in order to prepare them for full time education and the routines of the school day such as lunchtimes and breaks.

Pre nursery children can be admitted at the start of term following their third birthday (January and after Easter) as part of the Denbighshire Early Education provision. They are entitled to 10 hours a week which is spent in the Nursery and Reception class.

Little Ladybirds Full Day Care Provision

There is Wrap around care for children from 3 and upwards at Little Ladybirds which is CIW registered. Children attending our Early Education provision following their 3rd birthday can also attend Little Ladybirds.



Reception (Full time)

Children are admitted as full time pupils in the year in which they attain their fifth birthday i.e. any child who has attained his/her fifth birthday by 31st August may be admitted to school in the previous September of that school year.

During the latter part of the summer term, an induction day is held, where pupils spend the day in the classroom they will attend the following September, i.e. part-time nursery will spend a whole day as reception class, reception as year one etc. This induction day will usually coincide with Year 6's induction day at secondary school.

Links with Secondary School

Pupils are transferred to secondary school in September following their eleventh birthday. Pupils from Ysgol Bro Famau usually transfer to either Ysgol Brynhyfryd, Ruthin or Mold Alun. As well as having induction days at the secondary schools, there is close liaison between the secondary and feeder schools. Secondary school teacher visiting the primary school to meet and talk with Year 6 pupils. The cluster feeder schools organise a series of activities during Year 6 to assist with making new friends and easing the transition to High school

Prospective parents are welcome to visit the school. An appointment is usually made with the Head teacher, who will then be pleased to explain the way the school runs and take the prospective parent around the school to meet teachers and pupils alike.

Parents who wish their children to be admitted to our school at any other time are welcome to discuss this with the Headteacher.

Admission to Ysgol Bro Famau is carried out in conjunction with Denbighshire LA as admitting authority. Information regarding Admissions policy and procedures can be discussed in full with the Headteacher.

P.T.F.A. (Parents, Teachers, and Friends Association)

All parents are automatically members of the P.T.F.A. The school greatly values its contact with parents and the local community through the Parent, Teacher and Friends Associations. Both sites work together to raise considerable amounts of funds to support the work of the school and to enhance the children's experiences. Your help and involvement is always welcome, we will be pleased to give you the name of your local contact. The P.T.F.A. also have a closed Facebook page which is used to communicate with parents

100 Club

The school runs a very successful 100 club with a monthly draw. Everyone is welcome to join. This raises vital funds that are used towards transport costs etc. Forms are available in September each year.

Great balance of core and well-being learning. Engaging and the level and diversity of work has and will help transition back to school.

Attendance

The importance of punctual and regular attendance cannot be over-emphasised. Late arrival can be upsetting to the child and can disturb his/her class; missed schooling is very difficult to make up. It is essential that parents/ carers notify the school office by phone call/ letter/ email by 9.30am in the first instance.

If your child needs to leave school for any reason, such as dental appointments, please send a note to the class teacher beforehand. Children with such appointments should be collected from the school and signed out by the parent/ guardian.

Holiday requests

We actively discourage parents from taking their children on holiday during term time as this can be very disruptive to their education.

Holiday request forms are available from the school and on the school website.

- If considering requesting term time leave please remember:
- Parents do not have an automatic right to withdraw a child from school for a holiday you must apply for permission in advance to the school.
- Absences which have not been agreed will be marked as unauthorised absence
- **Following 3+ days of unauthorised absence** parents may be invited to attend a meeting in school to put together an Attendance Support Plan, with the aim to prevent further unauthorised absences.
- A Fixed Penalty Notice Warning letter may be issued at 5 days unauthorised absence, with the Fixed Penalty Notice being issued at 10 days unauthorised absence.

First Aid /Accident /Illness in School

The school has a well- rehearsed plan in the event that any child has an accident or feels unwell at school. It is important that we have up to date contact telephone numbers, and parents are asked to provide this information on the Parental Information form given out at the beginning of each school year and update as necessary.

Should your child have a minor accident at school, basic first aid will be given if necessary and a short form detailing the accident and treatment given will be sent home with your child. If an accident requires hospital attention then we will make every effort to contact parents/carers first.

We have a three day trained first aider on each site plus at least 2 other 1 day first aid at work certificate holders.

Medical

The School Nurse is a regular visitor to school and carries out hearing, vision and dental tests with the pupils. Your child will not be seen without your prior permission.

Medicines

If your child is suffering from any allergies, please inform the class teacher in writing.

We do not administer non- prescribed medicines e.g. Calpol. If your child need medicine during the day, we ask that a parent or carer comes to school to administer the medicine.

In exceptional circumstances the school may administer prescribed medicines but please note that we are not permitted to administer any medicines unless a consent form has been filled in by a parent /guardian with full written instructions. All medicines, ointments and inhalers must be clearly labelled with the child's name and the dose.

If your child needs ongoing medicine in school eg asthma inhalers, insulin etc., we need a care plan that is agreed with the school and the child's health professional e.g diabetic nurse. Please see the Managing Healthcare Needs Policy for more details.

Sun protection

During warm summer months all children should have a named sun hat in school which they will be encouraged to wear when playing outside. School staff are not permitted to apply sun cream to children. We ask that you apply sun cream before school in sunny weather. Children may re-apply their own sun cream which must be provided in a clearly named tube or bottle.

Great balance of core and well-being learning. Engaging and the level and diversity of work has and will help transition back to school.



School Uniform

All children are expected to wear school uniform. We believe that it looks smart and gives the children a sense of belonging and shows their pride in their school and themselves.

Our uniform is as follows:

Cardigan/sweatshirt	maroon with school logo
Polo shirt	white with school logo

Skirt/pinafore/trousers	grey
-------------------------	------

All pupils should wear black shoes, **not trainers**. Our uniform is available at Forrester Sports in Mold. All items of uniform can be purchased online at www.forrestersports.co.uk

PE/Games

Parents are asked to provide suitable clothing for each of the PE disciplines as follows:

Gymnastics	white T-shirt/ black shorts and pumps
Outdoor Games	suitable warmer clothing (e.g. track suits), trainers.

When pupils use the field, especially in winter, parents are asked to send a change of footwear for their children, to prevent mud being carried into the school buildings and to ensure the safety and comfort of all pupils

Key Stage Two children attend swimming lessons at Ysgol Brynhyfryd during the spring term. Pupils should bring a swimming costume and towel for these sessions. If your child cannot take part in swimming lessons on a particular week, please send a written note to explain the reason prior to the session.

Jewellery

Watches are the only item of jewellery considered appropriate for school. For pupils with pierced ears, studs must be worn

Lost property

As the children spend time on both sites, occasionally clothing etc gets left behind. Please name every article of clothing /footwear/other personal possessions belonging to your child. We keep lost items on both sites in the lost property boxes.



School Meals

School Cook - Mrs Tina Tame

Assistant - Mrs Linda Roberts

School lunches are prepared by the school cook at the Llanferres Unit. These are prepared in line with Denbighshire County Council's healthy menu. The menu is available to read on our website and the weekly menu is displayed on each site. Pupils' meals are transported to the Llanarmon unit each day for those children who so wish. The cost at present is;

Infants £2.50

Juniors £2.50

Should your child be entitled to free school meals, application forms are available from Denbighshire County Council.

Denbighshire schools service now has its own website for further information regarding menus etc.

www.denbighshireschoolmeals.co.uk

From April 2022, all pupils in Early Years are entitled to a free school lunch. This will be rolled out to Junior children in September 2023.

Packed lunches

Children who do not wish to have a school dinner are welcome to bring in a packed lunch. Please ensure that packed lunches are brought to school in a secure container labeled with your child's name and with appropriate food hygiene precautions taken. In the interest of health and safety we discourage the use of hot food flasks and glass containers.

Please do not send your child with fizzy drinks or sweets.

Snack time

Children are encouraged to bring in a small healthy snack for morning play time. In line with Welsh Assembly 'appetite for life' guidelines; we actively discourage sweets, chocolate, biscuits and crisps.

Drinks

Fresh, cooled water is available throughout the day. Children should only drink water during the day. Flavoured drinks should only be consumed with lunch.

We ask that children bring a refillable water bottle to school each day for this purpose.

Payments

We use PARENTPAY online payment system for dinner money payments and other payments such as trips. Each family is issued with a password to access the secure online payment system.

Great balance of core and well-being learning. Engaging and the level and diversity of work has and will help transition back to school.

'I like school trips like Cardiff, Pentrellyncymer and the panto.'

Health and Safety and security

The school conducts health and safety survey and risk assessments according to the health and Safety policy of the school and in line with county guidelines. Any concerns are reported to the relevant body.

Both sites are secure. All external doors have safety locks so that access cannot be gained from the outside but can be opened in an emergency from the inside.

All visitors are required to sign in and out of the buildings.

Toilet Provision

Both sites have the appropriate provision for toilets for both staff and children.

The Buildings, Health and Safety committee make regular checks of the toilet facilities and report their findings to County.

The caretakers on both sites clean the toilets on a daily basis in line with county policy. Any issues with the toilets are reported to the County's Building Services department immediately.

Child Protection/safeguarding

We take safeguarding and Child protection extremely seriously at Ysgol Bro Famau.

The headteacher Mrs. Elizabeth Knight is the Designated Safeguarding Lead. Due to the nature of the two sites we have two deputy Designated Safeguarding Lead Mrs. Rachel Davies on the Llanarmon site and Mr. Jones on the Llanferres site.

We have a designated Safeguarding Governor.

All members of staff and volunteers undergo DBS checks before commencing employment or volunteer duties.

Our Safeguarding/Child Protection policy is available on the website as is our website policy

Any child protection/safeguarding issues should be communicated to the Headteacher immediately or in her absence the Deputy Designated Safeguarding Person.



'There are lots of opportunities for pupil voice.'

Dogs

Please do not bring dogs onto the premises or tie them to railings which obstruct the pavement where children walk.

Smoking

This school is designated a 'No Smoking Zone'. Please do not smoke anywhere within the school or the school grounds. This includes e-cigarettes.

Road Safety

Parents are requested to take extra care in the approach to school and not to park on the yellow zig-zag lines, in front of the school gates or in the staff car park.

Denbighshire County Council provides transport between Llanarmon and Llanferres Units. Full details about this can be obtained from Denbighshire County Council and the school.

Trips and Educational Visits

Educational visits are an important part of a child's learning which enrich a child's learning. These visits usually are linked to the particular themes or topic that term and are used to reinforce what has been learnt about a particular topic, or as an introduction to a topic in order to fire the imagination and interest of the children.

In addition, pupils Have the opportunity to attend the following trips:

- A three day trip to Glan Llyn Welsh Second Language Centre/ Cardiff (Yrs 5 and 6).
- A three day trip to Pentrellyncymer Outdoor Pursuits Centre (Yrs 3 or 4).



- A three day trip to Cardiff (Years 5 and 6)

Details of all activities are forwarded to parents in writing prior to any out of school visit. To comply with the legalities of visits, parents are asked to complete a form of consent at the beginning of each academic year, to cover all such visits. To tie in with the Education Reform Act Section 110 we ask for voluntary contributions from parents to cover the school's costs for education visits.

Trips and Educational Visits

Homework

Homework

Without question, parental involvement in their child's education is of great benefit in terms of progress and motivation for learning. Homework is set to reinforce learning in the classroom. Homework tasks will be set on a regular basis particularly in Key Stage Two.

Parents are asked to ensure that pupils, particularly in Y5 and Y6, hand their homework in on time as this instils a good routine before going to secondary school.

READING is the best "homework" but please remember that READING SHOULD BE A SHARED, ENJOYABLE EXPERIENCE. Please set aside some time every evening to read WITH your child, no matter what his/her age! In Foundation Phase we suggest a short piece of homework each week to reinforce learning at school.

Discipline and Pastoral Care

At Ysgol Bro Famau all staff work together to foster an ethos of high expectations of behaviour and good manners. We have the 'Golden Rules' that underpin all our work and foster in the children a sense of responsibility for their own actions and an acceptance of the consequences to misbehaviour. We work very closely with the County's Behaviour Support Service and parents/carers where we have concerns over a child's behaviour. The school has an anti-bullying policy which states that 'Ysgol Bro Famau does not tolerate bullying'. We work closely with staff, pupils and parents to ensure that any incidents of bullying are dealt with at the earliest stages.

Pupils with disabilities

As far as possible pupils with disabilities are welcomed and admitted into the school and will have full access to the curriculum and all activities as far as they are able. Where necessary, access to buildings has been improved for wheelchairs. Teachers who provide extra tuition for disabled pupils will be welcome into the classroom.

Equal Opportunities

The Governing Body, teachers and school community operates a policy of equal opportunities, anti-sexism and anti-racism. Our curriculum provides the framework within which the pupils experience a variety of relevant and appropriate strategies, which ensure equality of opportunity regardless of race, sex, religion, class or disability. (Section 4 of the School Government term of return regulation 2000)



Extra curricular activities

We offer several extra-curricular activities, including football, rugby, netball, tennis and cricket. We offer Cookery and Gardening Clubs in the Spring Terms. Children are also offered to attend Mad Science Club. We compete in the Vale of Clwyd and Urdd competitions including netball and swimming and cross country.

After school clubs run from 3:30pm to 4:30pm

Music Lessons

If requested, instrumental music lessons are taught by peripatetic music teachers. Instruments are provided through Denbighshire Music Co-operative.

School council

The school council is a representative group of pupils from year two to six that are elected by their peers. This is their opportunity to represent their views and opinions and to raise issues about their education and other concerns they may have with senior staff and the governing body. We have councils on each site and they each have a small budget. The councils meet throughout the term and come together at certain points during the year.

Healthy schools and Eco Committee

Our pupils have the opportunity to join other committees and groups. Our Healthy schools group is currently working towards gaining the Phase 6 Healthy Schools award and the Eco group are working towards the Green Flag award.

Criw Cymraeg

Children are selected as representatives from each class to support and promote the use of Welsh at our school. We have regular meetings and are working as a team with all children and staff in school to achieve Awards, as part of the 'Cymraeg Campus' initiative. We have made a great start and are currently working towards gaining the Silver Award, having already achieved our Bronze Award.

Charging and remission policy

The School Governors recognise the valuable contribution that a wide range of additional activities including out of school visits, can make towards pupils' education.

The Governing Body aims to promote and provide such activities as part of a broad and balanced curriculum and reserves the right to charge in certain circumstances for activities organised by the school. Parents may also be invited to make a voluntary contribution towards the cost of providing such activities.

Charging in certain circumstances may be remitted in part or full where the parents are in receipt of income support. In such circumstance parents should apply in confidence to the Governing Body via the Headteacher.

Extra curricular activities

School council

'Our daughter likes the fact that she can do it at her own pace, If she finds anything tricky she can take a break and come back to it later'.

Complaints

We aim to ensure that our close working relationships with parents means that any complaints/issues are dealt with swiftly and efficiently. In most cases a quick word with the class teacher or Headteacher will sort an issue out. However if a parent feels that their issue has not been resolved then the complaint should be addressed to the Head teacher. If formal attempts to resolve the matter are unsuccessful then the complaint should be placed in writing to the Chairperson of Governors.

If there are complaints about the LA or School Governors, any such complaints can be made to the Director of Education. If you require any further information please contact the Headteacher.

Please see the complaints policy and procedures on our website.

School Newsletters and Correspondence

At Ysgol Bro Famau we do our best to promote strong communication with parents and carers. Important information and notifications are shared with parents via the School website www.ysgolbrofamau.co.uk, email, Twitter and Facebook.

School Closures

If in times of adverse weather or any other emergency, the school is forced to close, this information will be published on the Denbighshire County Council website, and on the school website www.ysgolbrofamau.co.uk. Every effort will be made to ensure that school will be open. Should the weather become severe during the school day, parents may be advised to collect their children early.

Looked After Children

Mrs. Elizabeth Knight is the designated staff member with specific responsibility for children who are looked after by the local authority.

Information Technology

As part of the child's curriculum and the development of ICT skills, Ysgol Bro Famau Primary School provides supervised access to the Internet. We believe that the use of the internet and e-mail is worthwhile and an essential tool for children as they grow up in the modern world.

Although there are concerns about pupils having access to undesirable materials, we take positive steps with this risk in school. Our school internet access provider operates a filtering system that restricts access to inappropriate materials. Parental permission is sought prior to Internet use in school.

At Ysgol Bro Famau we emphasise the importance of school, parents and children working together in partnership. We believe that the commitment to the promises below is essential if each child is to achieve his/her potential.

Child's Promise

I promise I will:

- Follow the Golden Rules
- Always do my best.
- Be polite, have good manners and be helpful and considerate to others at all times.
- Be well behaved at all times.
- Follow instructions the first time they are given.
- Walk in the classrooms and corridors.
- Listen to what others have to say.
- Keep the school and school grounds clean and tidy.

Parents' Promise

I/We promise that I/We will:

- Ensure that my/our child comes to school regularly, on time and properly equipped.
- Support the school and adhere to school policies and procedures. Inform the school promptly about any reason for absence.
- Make the school aware of any concerns or problems that might affect his/her work or behaviour. Encourage him/her with reading and other home learning activities.
- Attend parents' evenings and discussions about my/our child's progress. Get to know about my child's life at school.
- Ensure that any photographs I/we take at school events are not published on social networking sites if they show any other children at the school.

School's Promise

The school promises that we will:

- Care for your child's safety and happiness.
- Ensure that your child achieves his/her full potential as a valued member of the school community. Provide a broad and balanced curriculum and meet the individual needs of your child.
- Achieve high standards of work and behaviour through building good relationships and developing a sense of responsibility.
- Keep you informed about general school matters.
- We will arrange 2 formal Parents Evenings per year along with a drop-in evening if you wish to discuss your child's written end of year report.
- Inform you of matters of praise and concern affecting your child's work or behaviour.
- Be open and welcoming at all times and offer opportunities for you to become involved in the life of the school.

What the Children Say

'I have loads of friends. They don't leave me out and whenever I'm sad they comfort me.'

'There are lots of opportunities for pupil voice.'

'Everyone is welcoming and kind.'

'I like school trips like Cardiff, Pentrellyncymer and the panto.'

'We have wonderful teachers and staff...everyone is super nice to each other and we have all the help we can get and have lots of fun'

'Your get more opportunities in a small school than in a big school'

'We are caring and sharing and we learn together'

'I enjoy outdoor days because it's fun and we learn in a fun way'

'We all learn from our mistakes'

www.ysgolbrofamau.co.uk

Contact Information



Ysgol Bro Famau Llanferres unit
Tyn Llan
Llanferres
Denbighshire
CH7 5SP
Tel.01352 810242



Ysgol Bro Famau-Llanarmon Unit
Ffordd Eryrys
Llanarmon yn Ial
Denbighshire
CH7 5TB
Tel.01824 780722

