

YSGOL GYMRAEG PARC Y TYWYN

'Nid da lle gellir gwell'



PROSBECTUS 2024-2025

Pennaeth / *Headteacher* : Mrs. A. Williams

Dirprwy bennaeth / *Deputy head teacher*: Mrs. H. Davies



GENERAL INFORMATION / WELCOME

Headteacher: Mrs. Angharad Williams

Ysgol Gymraeg Parc y Tywyn
Heol y Bardd
Porth Tywyn
SA16 0NL
01554 832101

admin@parcytywyn.ysgolccc.cymru

@ParcyTywyn

Chair of Governors: Mr Matthew Davies

Type of school: Ysgol Gynradd Gymraeg

Dear Parents,

The intention of this prospectus is to help parents to be aware of the life and work of this school. Ysgol Parc y Tywyn is a Welsh Primary School. The pupils are between the ages of three and eleven. The children are transferred to Ysgol Gyfyn y Strade when they are eleven years old.

As a dedicated Welsh language school, the emphasis is on fostering knowledge and understanding of the history and culture of Wales and mastering fluency in the Welsh language. This is a Welsh medium school which welcomes children from non-Welsh homes as well as Welsh speaking homes.

As staff, we believe that by fostering close cooperation between home and school it is possible to do the best for your child. We will invite you to the school to discuss your child's development during each term, and I and the teachers will always be available to talk to you about any aspect of your child's development and school life.

We hope that you will contribute with us in our effort to make this period in your child's life a happy and successful one.

Very correctly,

A Williams

Mrs A Williams
(Headteacher)



DECLARATION OF INTENT

Ysgol Gymraeg Parc y Tywyn is a safe, caring community where every child will have the opportunity to achieve to their full potential and develop into a valuable member of society.

Our aim is to ensure bespoke experiences that challenge everyone to succeed.

We want to achieve this through:

Annog Annibynniaeth

Bachu Brwdfrydedd

Cyfoethogi Creadigrwydd

Our hope is that children, parents, staff and governors will work together to create a happy, productive and stimulating school.

BACKGROUND

Ysgol Gymraeg Parc y Tywyn opened its doors for the first time on the 4th of October 1965. This was the realization of the dream of many residents of Porth Tywyn as well as friends of the school. There is no doubt that it was the success of these people's campaign that secured a Welsh language school for the area. A brand-new building was opened for the school on the outskirts of the town in July 2018 - which ensures a modern learning environment.

Ysgol Gymraeg Parc y Tywyn is a dedicated Welsh medium primary school with 280 pupils on roll in mixed ability classes. We have 12 classrooms which include 2 Nursery classes and 10 mainstream classes. Each member of staff has responsibility for different areas of the curriculum. The school is committed to continuous professional development to enable staff to carry out their roles effectively. In addition to the teaching staff, we have several support staff and classroom assistants. Around 7% of the children are on the AAY register and receive additional support and assistance. The school is involved in sporting events in the area and our extracurricular activities include rugby, netball, swimming, choir, musical instruments, folk dancing, computers and the Urdd. Parents are welcome to help in the school with things such as reading, artwork, design and technology, computers, cooking etc. We have a lively and active Parent Teacher Association which meets regularly. The Association has presented many donations to the school for the benefit of the children. The school's Governors show support and a keen interest in the children and the school, and they visit regularly.

STAFF / ORGANIZATION

Headteacher :

Mrs Angharad Williams

Deputy Headteacher :

Mrs Helen Davies

Senior Leadership Team :

Miss C James (Assessment & Tracking Lead), Mrs E Zych (Curriculum & Attendance Lead), Miss L Howells (SLO Lead)

ALNCO: Miss Elinor Williams

Teachers :

Miss L. Howells	(Year6)
Mrs S. Richards	(Year 5)
Miss Ff. Gibbon	(Year 4)
Mr P. Lang Ford	(Year 3)
Mrs E. Gibbon-Evans	(Year 2)
Miss L. Jones	(Year 2)
Mrs H. Davies	(Year 1)
Miss A Griffiths	(Reception)
Mrs. A. Davies	(Reception)
Miss A. Davies	(Nursery)

Administrative Staff:

Mrs E Gower

Classroom Assistants:

Mrs S Morris	POD 3
Miss L Moore	
Miss N Cresdee	
Mrs R Young	POD 2
Miss M Samuel	
Miss Ff. Jones	POD 1
Miss A Davies	
Miss L Hughes	
Mr S Bevan	
Mrs S Hughes	
Mrs. J. Williams	
Miss A. Griffin	Intervention
Mrs J Griffiths	

Intervention Programme co-ordinators :

Mrs H Davies/Mrs. E. Thomas: *Additional Learning Needs*

Mrs S Hughes: *HLTA Nursery*

Miss L Moore: *ELSA*



Kitchen Staff :

Mrs J Evans (Cogyddes)
Mrs C Machlachlan
Mrs D Mudrunic

Breakfast Club Staff :

Mrs J Evans, Mrs C Machlachlan, Mrs D Mudrunic,
Mrs S Lanfear, Miss H Morgan and Mrs S Scutt

Caretaker :

Mr P Lewis

Cleaners:

Mr P Leedham, Mr S Bevan, Miss H Morgan, Mrs C
Machlachlan and Ms L Guy

Perepetetic Teachers:

Mr C Potter (*Brass*)

Mr P Shingler (Woodwind)

THE GOVERNORS

Mrs Angharad Williams	Headteacher
Mr Mathew Davies	Chair of Governors
Cllr Moira Thomas	Community Representative
Cllr Sharon Thomas	LA Staff Representative
Cllr John James	LA Staff Representative
Cllr H B Shepardson	LA Staff Representative
Ms Jan Godfrey-Coles	Rhiant Llywodraethwr
Mrs Sian Elias Morris	Staff Representative
Mrs Sian Denman	Parent Governor
Mrs Rhiannon Young	Parent Governor
Mrs Nest Griffiths	Community Representative
Cllr Lisa Mitchell	Community Representative
Mrs A Griffin	Community Representative
Miss Elinor Williams	Staff Representative

Duties of Governors

- i. The Governors must work closely with the headteacher to ensure that the school works effectively.
- ii. They are responsible for the school's overall performance
- iii. They must examine the school's curriculum in the light of the Education Authority's policies.
- iv. They can propose principles to the headteacher when deciding discipline policy.
- v. Managing money that has been transferred from the Education Authority.
- vi. To be responsible for appointing the school's staff.
- vii. Ensure that information about the school is available to the parents.
- viii. Being responsible for organizing a report for the parents and arranging a meeting to discuss the content of the report and any other matter related to the life of the school.

The Governors are expected to attend training organized by the A.L. Three termly meetings were held during the year. From the Summer 2019 term, regular meetings will also be held for the sub-committees.

ADMISSIONS

The school operates in accordance with the county's admissions policy which ensures equal opportunities and opportunities for children with disabilities. Parents must apply for a place in a school through the Admissions Department. There is an online application process which ensures that applications are managed and treated fairly and that the agreed criteria are used when dealing with a situation where there are more applications than places. A school cannot refuse an application for a place in the school. If there are more applications than places the parents will be informed and advised of their right to appeal against the decision. An Independent Panel deals with admissions appeals. There is room for 45 children in the Reception Class.

The children are accepted into the school in the term before their fourth birthday. Parents are invited to contact the school if they intend for their child to be admitted to Ysgol Parc y Tywyn. Parents are encouraged to seek entry to one of the Porth Tywyn's 'Cylch Meithrin' before starting his/her career at the school. The details are available from the headteacher. The school arranges for parents and children to visit the school before the children start their education.

The school has fostered a very close relationship with Cylchoedd Meithrin in the borough. The 'cylch' are visited by the reception class teacher and the headteacher from time to time and the 'cylch' also visit the school regularly.

SCHOOL LUNCH



The school meals provided by the school comply with the current Healthy Eating in Schools (Wales) Regulations (2014) with the menus provided by the Local Authority's School Meals Service. The School Meals Service has received a Certificate of Compliance, which confirms that it adheres to the Healthy Eating Regulations and provides pupils with a healthy balanced diet. You can view the Regulations here: bwyta-n-iach-mewn-ysgolion-a-gynhelir-canllawiau-statudol-i-awdurdodau-lleol-a-chyrrff-llywodraethu.pdf

We operate the ParentPay system for you to pay for lunch and trips. The ParentPay system is a more convenient and secure way for you to pay for school meals online. Click the link to read more.

[ParentPay | Parc Y Tywyn School \(ysgolparcytywyn.co.uk\)](http://ParentPay | Parc Y Tywyn School (ysgolparcytywyn.co.uk))

Free School Meals for all Primary School Children:

As a result of the increasing pressure in terms of food costs on families and the Welsh Government's ambition to tackle child poverty, a plan is in place to ensure that no child will go without food at school. By now, all Primary School children in Wales are eligible to receive Free School Meals. The scheme was introduced in September 2022.

You can access further details on the link below:

[Prydau Ysgol am Ddim a Phrydau Ysgol Am Ddim i bob Plentyn Ysgol Gynradd \(llyw.cymru\)](http://Prydau Ysgol am Ddim a Phrydau Ysgol Am Ddim i bob Plentyn Ysgol Gynradd (llyw.cymru))

Healthy Food Packs:

Pupils who wish to bring a packed lunch to school are welcome to do so. As a school that promotes health, we encourage parents / carers to prepare a Healthy Food Pack for their children so that constant messages are repeated in relation to Healthy Eating and Drinking. As a school we do not allow fizzy drinks or energy drinks within lunch packs and dissuade parents from including sweets and sweet treats. Useful information on preparing a Healthy Packed Lunch can be found here:

[Pecynnau cinio iach \(llyw.cymru\)](http://Pecynnau cinio iach (llyw.cymru))

Nut Free school

As we strive to maintain a safe and inclusive environment for all our students, our school is a nut-free school. This precaution is in place to ensure the well-being and safety of students with severe nut allergies. We kindly request your cooperation in refraining from sending any food items containing nuts or nut products in your child's packed lunches or snacks. Additionally, we urge you to check food labels carefully to avoid any inadvertent inclusion of nuts in your child's meals. Your understanding and support in adhering to our nut-free policy are highly appreciated. By working together, we can create a secure and worry-free environment for all our students, allowing them to focus on their education and enjoy their time at school without any concerns about allergic reactions.

Fruit shop

The Fruit Shop is active in the school and is managed by our Year 6 pupils. Each pupil can buy a selection of fruit from the shop at a price of 40p a day or £2 a week. The purpose of the store is to encourage the consumption of healthy snacks. Pupils who do not buy fruit from the shop are welcome to bring their own fruit and vegetables as a snack. As a school we do not allow unhealthy snacks on the school premises.



Drink

Water and Milk is the only drink we will provide in the school in order to comply with the Healthy Eating in Schools Regulations. We implement the Free Milk Campaign for Foundation Phase pupils and implement the 'Water on desks' initiative which enables pupils to drink water as needed. Fresh water is also available for pupils to drink with their lunch in the lunch hall.

For further details please refer to our Food and Fitness policy: [polisi-bwyd-a-ffitrwydd-2023.pdf](#)
([primarysite-prod-sorted.s3.amazonaws.com](#))

SCHOOL HOURS

There is a short break during the morning and afternoon session. The total number of teaching hours comes to 21 hours and 15 minutes per week in Progression Step 1 and 2 (POD 1 and 2 i.e. Full Time Nursery, Reception, Years 1, 2 and 3) and 22 hours and 30 minutes per week in Progression Step 3 (POD 3 i.e. Years 4, 5 and 6) - the hours spent on teaching during the school week including religious education but not the statutory daily act of joint worship, registration and breaks. It should be ensured that the children arrive at school on time for the start of the school day. Children should arrive at school between 8.50am and 9.00am. The children should be collected from school promptly at 3:20pm (POD 1&2) / 3:25pm (POD 3).

POD 1

Morning Nursery (part time)	9:00 – 11:20	
Afternoon Nursery (part time)		13:00-15:20
Full Time Nursery	9:00 – 11:30	12:30-15:20
Reception	9:00 – 11:30	12:30-15:20

POD 2

Year 1 and 2	9:00 – 12:00	13:00 – 15:20
Year 3 and 4	9:00 – 12:00	13:00 - 15:20

POD 3

Year 5 a 6	9:00 – 12:30	13:30-15:25
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SCHOOL UNIFORM

We encourage the pupils to wear uniform every day in order to gain respect and positive attitudes towards the school. Ysgol Gymraeg Parc y Tywyn has a uniform and all pupils are encouraged to wear it at all times. Red and grey are the colours of the school uniform.

MONEY

All payments for events and visits should be made online through www.parentpay.co.uk.

CHARGING POLICY



Parents are asked to pay, voluntarily, for the following:

- educational visits/school trips
- buses for sporting activities etc.
- visits from theatre companies and other speakers/visitors
- some clubs (when there are external providers)
- materials from time to time (e.g. cooking ingredients).

Without financial support from parents, it will not be possible for some of these activities to take place! A child will not be barred from taking part if their parents are unable to pay. If there is a real problem, you should always contact the Headteacher.

We use the ParentPay system to pay for visits and trips, so this is how we will collect money. The ParentPay system is a more convenient and safe way to pay online.

EMERGENCY CONTACT DETAILS

Emergency phone numbers are kept in the school office for accidents and illness. Make sure they are updated! A Contact Form is sent to parents at the beginning of each school year for that purpose. If the information changes during the school year, please let us know by contacting the school office.

HEALTH, WELFBEING AND SAFETY

Every care is taken for a child's safety and well-being while they are at the School. If a child is ill or in an accident, the parents are contacted, then, if necessary, the child is taken to the Prince Phillip Hospital or Glangwili Accident Department.

If your child is ill, we ask that you phone the school and inform Mrs Gower of your child's symptoms and illness so that the correct exclusion periods can be adhered to. Exclusion periods are necessary to ensure that pupils are kept away from the school location for a specific time to reduce the spread of illness and disease to others. For example, if a child were to suffer from illness and diarrhoea and vomiting, the pupil should not return to school for at least 48 hours. You can access the current Exclusion Periods for illnesses and common diseases from our school website:

<https://phw.nhs.wales/services-and-teams/harp/infection-prevention-and-control/guidance/exclusion-period-for-common-infections-january-2022-welsh/>

The School Nurse visits the School regularly to teach pupils about Personal Hygiene and Healthy Eating as well as examining the pupils' hearing, sight and teeth.

Our School also supports several health programs such as the Childhood Measurement Programme, where our School Nurse will measure the height and weight of pupils and the flu immunization program where pupils can have access to the flu vaccine administered by school Nurses.



MEDICATION

Medicines are given to a child only in special cases and after receiving a medical consent form completed by a Parent / Guardian. The consent form is available on our School website:

[ffurflen-meddyginiaeth-medical-consent-form.pdf \(primarysite-prod-sorted.s3.amazonaws.com\)](https://primarysite-prod-sorted.s3.amazonaws.com/ffurflen-meddyginiaeth-medical-consent-form.pdf)

Risk assessments are completed regularly to ensure that the building, the site and visiting areas are safe for the children, staff and visitors. The School has a burglar and fire alarm system and there are seasonal 'Fire Drills'.

Pupils cannot leave the school building without access to a special fob which Teaching and Liaison staff only have.

All members of staff working at the school have had DBS Checks, including supply staff. Background checks are also carried out on any visitor invited to the school before the actual visit and security policies are shared with them. All the teaching staff continue to be present in sessions presented to pupils by visitors. The School has clear policies and procedures for Health and Safety issues, please access these policies on our School website: <https://www.ysgolparcytywyn.co.uk/polisiaupolicies/>

All staff receive appropriate training for child protection issues including First Aid.

Our local Police Liaison Officer visits the school regularly to deliver specific lessons that focus on various safety issues such as Bullying and Internet Safety. You can access the lesson menu here: [Microsoft Word - 2022-23-Matrices-Gwersi-SchoolBeat.docx](#)

In relation to the emotional and mental well-being of our pupils, we operate the 'Speakr' tool which enables pupils to express their feelings on a daily basis and Teachers to monitor their emotions on a daily, weekly, monthly and yearly basis. If pupils need further support, then staff can arrange this as needed. For pupils who have been identified as needing additional Emotional support they are able to attend sessions with our school ELSA (Emotional Literacy Support Assistant).

Certain staff have also been on relevant training in upskilling them to provide support to pupils who need it.

We are a Smoke Free School and no one can vape or smoke on school grounds. As a school we protect all staff, children, parents/carers/guardians, volunteers and visitors from leaving them unprotected to second-hand and third-hand smoke, and to help comply with the smoke-free provision of the Health Act 2006 and the relevant regulations for Wales, which came into force in 2007, and the Public Health (Wales) Act 2017 and the relevant regulations arising from it. Here is a link to our policy.

<https://primarysite-prod-sorted.s3.amazonaws.com/parc-y-tywyn-school/UploadedDocument/b7aea9b4-6fea-4088-aca0-a3880dbea02e/smokefree-policy.pdf>

We are a healthy School and part of the Welsh Healthy Schools Network. You can be confident that during your child's time with us, they will develop their understanding and awareness of how to be happy and healthy members of the community. Hearing, vision and dental examinations will take place during the children's time at school. POD 1 and 2 learners receive free milk, and we are part of



regular dental sessions. The nurse visits the school regularly to teach our pupils about hygiene, sun safety and the dangers of smoking. As part of our work to drive pupils to develop to be healthy and confident, we encourage learners to drink water and we sell fruit daily in our fruit shop. In the School we have pupils who are Ambassadors, and their role is to ensure that more young people take part in physical activities and promote healthy lifestyles in our school. They hold weekly fitness sessions. In addition to this, every class runs a mile every day and we run After School Wellness Clubs.

EQUAL OPPORTUNITIES

As a school we promote fairness and equality in the education we offer at the school. Ysgol Gymraeg Parc y Tywyn does not discriminate against anyone, whether staff, pupils or visitors based on their gender, sexual orientation, race, disability, religion or colour. As a school we ensure that all pupils receive the same educational opportunities. We aim as a school to get rid of indirect discrimination which can prevent a complete education.

[drafft-equal-opportunities-feb-2023.pdf \(primarysite-prod-sorted.s3.amazonaws.com\)](#)

PUPILS WITH DISABILITIES

Special arrangements are made between the school and the home when a pupil with disabilities or Additional Learning Needs starts at school. Contact the headteacher for more details. The school is sensitive to the needs of pupils with disabilities and makes every effort to include them in all aspects of the school's life and work. The school is ready to provide and adapt facilities. Due to some children's allergies, we are a nut-free school and everyone is expected to respect this by not bringing food containing nuts to school.

ANTI-RACISM

Every child has the right to receive the best education that can be offered by the school, giving all the pupils the opportunity to experience a variety of activities. We aim to create an ethos that is welcoming to everyone. Ysgol Gymraeg Parc y Tywyn implements a Racial Equality Policy and our intention is to ensure that the ethos of the school will give the children the right environment to grow as members of a multicultural society respecting others and showing a genuine interest in their interests. It is important to respect the belief and culture of other people, it is therefore important to help the children to respect other ways of life; to make them aware that moral and meaningful lifestyles are common to all nations and cultures; and to be kind and compassionate to everyone regardless of their cultural background. The framework of Personal and Social Education is followed to offer the pupils wide experiences to develop a sense of self-worth and to be able to identify effectively with others. The Racial Equality Policy has its effect on our Disciplinary Policy, the Religious Education Policy, the PSE Policy, and the Equal Opportunities Policy.

ETHOS, CONDUCT AND DISCIPLINE

Our wish at Ysgol Gymraeg Parc y Tywyn is to maintain a climate that promotes a positive attitude towards behaviour and discipline. Our intention is to develop awareness of self-discipline, responsibility and mutual respect in our pupils. Good work and good behaviour are rewarded by giving stars, points, certificates and Golden Time. When someone breaks these rules, appropriate and



intentional sanctions are used such as loss of free time, loss of privileges, written apologies and reporting to the Headteacher. Serious discipline problems are discussed with parents early on and this partnership is emphasized. Parc y Tywyn has a school/home agreement which must be agreed and signed by the children, parents and staff.

THE CURRICULUM

At Ysgol Gymraeg Parc y Tywyn, our intention is to develop confident and independent learners who can play a full part in the twenty-first century. Ysgol Parc y Tywyn's curriculum must help children and young people achieve the 4 main purposes:

The 4 main purposes are going to help children and young people to be:

- 1. Ambitious and capable learners:** This means that they believe in themselves and what they can do. They want to learn and do better. They have the skills to learn.
- 2. Enterprising and creative:** This means that they can be creative and think of new ideas. They can solve problems. They can apply this in their work.
- 3. Principled and informed citizens:** This means that they understand their rights and responsibilities. They are involved in their community. They look after the world.
- 4. Healthy and confident individuals:** This means they know how to stay healthy. They understand that there are different emotions and how to respond to these. They make the right choices about health. They are confident in their choices.

Principles of Curriculum Planning at Ysgol Parc y Tywyn

At Ysgol Parc y Tywyn, our Curriculum is;

Authentic - Rooted in Welsh values and culture

Based on evidence - making use of best practice in Wales and beyond

Responsive - relevant to today's needs

Inclusive - easy for everyone to understand covering the right of every child and young person to a high-quality education

Ambitious - embodies high expectations without setting artificial limits

Empowering - enabling young people to face challenges with confidence

United - allows continuity and progression (step by step)

Interesting - promotes enjoyment of learning

Based on subsidiarity - instils confidence in everyone and encourages appropriate ownership.

Easy to handle - recognizes the implications of having appropriate assessment and accountability arrangements



We ensure that the pupils receive a variety of experiences within all areas of learning and experience of the curriculum.

The 6 Areas of Learning and Experience are:

- The Expressive Arts
- Health and well-being
- The Humanities
- Languages, Literacy and Communication
- Mathematics and Numeracy
- Science and Technology

Religious Education is also required to be taught in the schools. During the children's time at this school, our intention is to give them the opportunity to get involved in a range of cultural experiences by visiting art galleries, traveling theatre companies and working with artists, writers, storytellers or performing artists.

WELSH

Ysgol Gymraeg Parc y Tywyn is a designated Welsh language school. Apart from English, which is introduced from Year 3 onwards, all subjects are taught through the medium of Welsh. English is not taught before Year 3. All children are encouraged to always use the Welsh language.

RELATIONSHIP AND SEXUAL EDUCATION

Relationship and Sexuality Education is a positive and protective part of the Curriculum for Wales 2022. It plays a central role in supporting learners to enjoy satisfying, healthy and safe relationships throughout their lives. Healthy mutual relationships are all important for developing emotional well-being, resilience and empathy. As you know the world around us is developing rapidly and significantly. As a society we are becoming more aware of changes in family relationship structures, gender and sexuality, communication methods and changes and rights related to relationships. Therefore, in order to ensure that all pupils receive a Relationship and Sexuality Education curriculum that is appropriate, developmental and in accordance with Welsh Government legislation, as a school we will introduce the mandatory Relationship and Sexuality Education CODE, which is shared below. [cwrwlm-i-gymru-cod-addysg-cydberthynas-rhywioldeb.pdf](https://www.cwrwlm-i-gymru-cod-addysg-cydberthynas-rhywioldeb.pdf) (llyw.cymru)

I would like to emphasize that Relationship and Sexuality Education is now compulsory in schools for pupils aged 3-16 and parents/carers no longer have the right to withdraw their child from the ASR Curriculum. However, as a school we welcome parents / carers to visit the school to discuss any concerns they have about certain aspects of the curriculum.

For further details, please read our Relationship and Sexuality Education Policy which is available on our School website:

polisi-addysg-cydberthynas-a-rhywioldeb-acrh-sir-gar-pyt-2023-cymraeg.pdf (primarysite-prod-sorted.s3.amazonaws.com)

and read the supporting material available on HWB: [Repository - Hwb \(gov.wales\)](https://repository-hwb.gov.wales)



TRANSITION TO SECONDARY SCHOOL

The children of Ysgol Gymraeg Parc y Tywyn transfer to Ysgol Gyfun Y Strade at the end of year 6. However, it is the parents who choose which school their children will go to. During Year 6, the Local Education Authority sends a detailed booklet containing all the relevant information regarding the secondary school application and admissions procedure. Ysgol Gyfun Strade provides admission forms and information for Year 6 pupils and there is also an open evening every year, which gives parents of Year 6 pupils the opportunity to meet the headteacher and staff of Ysgol Gyfun Strade.

ASSESSMENT:

Records of the children's work are regularly updated. Evidence of pupils' work is recorded and permanent assessment - formal and informal - of individual pupils' progress is carried out and each child's development and performance is 'tracked'. Annual National Literacy and Numeracy tests are also held, for years 2 - 6. Annual Reports are sent to parents towards the end of the school year together with teacher assessments at the end of the Key Stages. The latest results can be found in this prospectus. Open Afternoons/Evenings are held twice a year where parents have the opportunity to visit the school and have a chat with the class teacher about their child's development.

HOME WORK

As the children move from year to year, the homework set increases. We expect children to spend around one hour a week on homework, although this may include reading with a parent. We give each child a reading diary so that the child or the teacher or the assistant staff can record the reading homework and also so that the parents/carers can make comments where necessary. We would appreciate the support of parents to ensure that homework is completed and returned promptly.

TOILETS

The school has enough toilets for the pupils in the main building. There are enough toilets for the boys and girls throughout the school. The facilities are suitable for the age of the children who use them. Also, the school has toilets that are accessible to disabled people. There are additional toilets for the use of staff and visitors only. The toilets are cleaned daily. Visual hand washing posters are displayed above all wash basins in the school toilets to teach and remind pupils of effective hand washing techniques. The provision of Sanitary Towels is also available in the Girls toilets in POD 3. Disposable sanitary units are also provided.

JOINT WORSHIP/ SERVICES

The pupils all have the opportunity to worship on a daily basis. These times offer a special opportunity for the school community to meet together to worship together and consider issues that affect the whole school, covering topics as diverse as bullying, holidays, relationships and famous people. Parents have the right to withdraw their children from the services or part of them and the Religious Education lessons in the classroom. You are welcome to discuss this with the Headteacher.

ADDITIONAL LEARNING NEEDS

Our intention is to provide an opportunity for each child to develop to their full potential, bearing in mind the child's individual needs and abilities. For the majority of pupils, those needs are met in the classroom through the National Curriculum and the school's related curriculum policies and learning and teaching strategies. However, we recognize that a small number of children need additional support. We believe that early recognition and appropriate intervention improve the expectations of children with Additional Educational Needs. Our objective is to create a school environment that fosters encouragement, acceptance, respect and sensitivity so that all children with Special Educational Needs can experience success according to their individual limitations. We have a number



of support strategies that can be designed to meet the needs of an individual child, including the needs of Looked After Children. If necessary, we will seek professional help from external agencies in order to fully meet the child's needs.

SAFEGUARDING PUPILS

Every member of staff at this school is responsible for safeguarding and protecting the children who attend it. If there are concerns regarding neglect or physical, emotional or sexual abuse, then it is the duty of the staff, in accordance with the County's Child Safeguarding Procedure, to mention the matter to the School's Child Safeguarding Co-ordinator. The school's Co-ordinator can consult with fellow professionals as well as relevant agencies such as Health and Social Services. Following these discussions, the school liaison may have to officially refer the child to the Social Services Department, in accordance with the county's guidelines and protocol. The Social Services Department decides whether action is necessary or not. Because of the nature of the charges, it will not always be appropriate to discuss issues with the parents before referring the child. Social Services and the Police are responsible for investigating charges. The Headteacher is the School's Child Protection Co-ordinator.

COMPLAINTS

Your child's class teacher can usually deal quickly with complaints relating to the curriculum or any other aspect of school life. Normally, it would be best if you make an appointment through the school office so that we can set aside an appropriate time to consider and resolve any complaints. If you are not satisfied with the result, you can discuss the matter further with the Headteacher who will include the appropriate persons necessary to resolve the situation. If necessary, written complaints can be brought to the attention of the Governing Body in accordance with the requirements of the Education Act 1998 and the Local Authority's regulations.

FREE BREAKFAST CLUB

The intention of this club is to provide a nutritious breakfast for the children. The doors to register your children at the club are open from 8.10am until 8.25am. If you would like to register your child in this club, then contact the school.

ATTENDANCE

Attendance at Ysgol Gymraeg Parc y Tywyn is consistently high. Absence from school – The school should be informed by calling / sending a note on the first day if children are going to be absent. We are concerned if children are absent from school and we will contact the parents on the first day of the absence. If we do not receive information about an absence the children will be marked 'unauthorised absence'.

PARENTS AND TEACHERS ASSOCIATION

We have an active Parent Teacher Association which holds regular events to raise money and to involve parents actively in the life of the school. If you would like to get involved, please contact the office. Your support is invaluable. Parents are encouraged to come to the school to work alongside teachers in many activities. If you have a special talent, don't be afraid to tell us. Likewise, if there are any worries or concerns, please feel free to contact the school, whether it is Head, Governor, class teacher or office - whichever is most convenient.

Schemes the School is involved in and Awards won:



Designed to Smile:  The School has been implementing the Smile Plan since 2009 within the Foundation Learning and has successfully received the Gold Award which is the highest award given to Schools. Foundation Learning staff have received specific training that enables them to implement the plan on a daily basis and teach the pupils how to brush their teeth independently and effectively. The pupils are aware of why it is important to brush their teeth and why they must brush 2 times a day for 2 minutes. To access further information about the Scheme, click on this link: Cynllun Gwên: gwella iechyd deintyddol plant LLYW.CYMRU Cynllun Gwên - Iechyd Cyhoeddus Cymru (gig.cymru) Gwybodaeth i rieni a gofalwyr - Iechyd Cyhoeddus Cymru (gig.cymru)	Award: <i>Gold Award</i>
Healthy Schools Scheme: 	Award: Stage 6 National Quality Award

The school has taken an active part in the Healthy Schools scheme for around 15 years now and is committed to implementing the principles of the Scheme. During the 15 years the school has focused on developing 7 health areas linked to the Plan, ensuring that a Whole School Approach is incorporated in relation to their implementation. The school has been successful in winning the Stage 6 Award within the Scheme and has recently won The National Quality Award, which is the highest award that can be achieved within the scheme. For further details, click on this link:[Cynlluniau Ysgolion Iach - Rhwydwaith Cymru - Iechyd Cyhoeddus Cymru \(gig.cymru\)](http://Cynlluniau%20Ysgolion%20Iach%20-%20Rhwydwaith%20Cymru%20-%20Iechyd%20Cyhoeddus%20Cymru%20(gig.cymru))



Eco Council



The School has taken an active part in the Eco Plan. An Eco Council has been established in the School which leads on the work identified in the School Action Plan on environmental issues.

The school has been very successful in implementing the plan and won the Platinum Award for the 4th consecutive time during October 2022.

For further details about the Eco Plan, click on this link: [Home - Eco Schools \(eco-schools.org.uk\)](https://eco-schools.org.uk)

[What is Eco-Schools? - Eco Schools](#)

Fairtrade

We have gained the 'Fair Trade School' status since 2015.

The school promotes, supports and uses Fair Trade products wherever possible. We are committed to promoting Fair Trade through our rich curriculum and by selling and using Fair Trade goods where possible throughout the academic year. Annually, as a school we celebrate Fair Trade Fortnight with a variety of creative activities.

Awards - 2015 - FairAware Award

2016 - FairActive Award

2017 - FairAchiever Award

2020 - FairAchiever Award

2023 - Awaiting the result of the FairAchiever Award - November 2023

Award:

Platinum



International Schools Award

The International School Award rewards schools that have shown a commitment to embedding international awareness and understanding within their class or school.

As a school, we have developed international activities across the curriculum over a number of years, including collaborative work with international partner schools across Europe and Lesotho and opportunities to involve the wider community.



International School Award



