



Ysgol Gymraeg Parc y Tywyn

Heol y Bardd, Porth Tywyn,

Sir Gaerfyrddin SA16 0NL

Ffôn:- 01554 832101

Ebost: admin@parcytywyn.ysgolccc.cymru

www.ysgolparcytywyn.co.uk

Pennaeth / Headteacher : Mrs A Williams

29.08.25

Dear Parent / Guardian,

It is a pleasure to welcome you to the new academic year. I hope that you have had the opportunity to relax and enjoy the summer holidays. All staff at Parc y Tywyn are full of enthusiasm for the year ahead and we look forward to welcoming the pupils back to school on Tuesday 5th September. The letter below outlines important information in preparation for the start of the year, and we look forward to working in partnership with you over the coming months.

➤ New School Times

From 1st of September 2025 the new school day will be as follows:

Start time: 08:50

Finish time: 14:50 - Nursery to Year 2

15:05 - Year 3 - 6

Breakfast Club will start at **08:00** and the doors will close promptly at **08:15**.

Drop-off and Collection Times:

- The main school gate will open for drop-off at 08:40 and close promptly at 08:50.
- The main school gate will open for collection for Nursery to Year 2 at 14:45 and close promptly at 15:00.
- Pupils from Year 3 – 6 will be collected from an allocated door at the front of the school (Main entrance, Studio or Main Hall).

****Collection at the end of the day***- If you have children who finish at different times, you can collect all siblings together at 15.05. You will not need to pick each child up separately. This will help you avoid waiting up to 15 minutes between different collection times.

➤ After School Clubs and Childcare

Hapus Dyrfa run a daily After School Club for £12 per day and run between 14:50 and 17:20. They do offer a reduced rate of £7 if you only need childcare until 16:00. In order to discuss or arrange the childcare contact Hapus Dyrfa by calling 01554 835754 or sending an email to admin@hapusdyrfa.com.

The school runs After School Clubs on Tuesday and Thursday nights between 14:50 and 15:50, and we work with external companies to offer paid clubs on a Monday and Wednesday. There is more information about this in the [newsletter](#).

➤ Class Information

At the end of last term, you were invited to a welcome session where teachers shared with you information for each year group in preparation for September. Here is the link if you would like to re-look at the information shared in these meetings before Wednesday.

<https://www.ysgolparcytywyn.co.uk/dosbarthiadauclass-pages/>

➤ Importance of Punctuality and Attendance

I would like to draw your attention to an important campaign we will continue to implement called "The Importance of Punctuality and Attendance - every pupil, on time, every day". The gate opens in the morning for children who do not attend the breakfast club at 08:40. The school day starts at 8:50 and all children are expected to be on the school grounds promptly. Children who arrive after this time will have to go through the main reception, parents will need to sign them in and they will receive a late mark.

We will be monitoring pupils' attendance every half term and will be sending letters home informing you of your child's attendance and will notify you if it falls below 92%. If your child is ill, please call the office to inform the school in order for us to authorize the absence. If you plan to organize a holiday during the term, the [holiday notification](https://www.vsgolparcytywyn.co.uk/presenoldeb-attendance/) must be completed, returned to school and authorized by the head teacher prior to going on holiday.

<https://www.vsgolparcytywyn.co.uk/presenoldeb-attendance/>

➤ **Safety of Pupils**

Following our ongoing request last year for parents/guardians to follow the car park rules for pupil safety, I would like to start the year by discussing the car park rules and it is paramount for the safety of our pupils for everyone adheres:

- The maximum speed you can drive on the site is 5mph.
- No parent can park in the staff car park (only park in the car park located to the right as you enter the grounds).
- You must only park in a designated space.
- Do not park on the double yellow lines.
- Parents cannot stop on the one-way route, obstructing traffic to drop off their child.

Staff are on duty daily to oversee the situation and will remind parents to abide by the rules in order to keep the car park safe for the pupils. We kindly ask EVERYONE to follow the rules, be respectful if approached by a member of staff to abide by the rules and to **share the above message with every person who drops off or collects your child.**

➤ **Open Door Policy**

We have an 'open door' policy here at Parc y Tywyn. We value direct feedback and honest conversations so please always talk to us directly. There are members of staff at the gate at the beginning and end of the day to discuss any questions. If you have any issues or concerns, please arrange an appointment with the teacher at a time that is convenient for both parties. A problem shared is a problem halved!

We have a committed group of staff at school who work tirelessly to provide your child with the best opportunities. Supported by you, we are confident that this year will be another successful year where your child will have many opportunities to succeed and grow. We very much look forward to working with you over the year ahead.

Yours sincerely,

A Williams

Pennaeth / Headteacher

