



Ysgol Gymraeg Parc y Tywyn

Heol y Bardd, Porth Tywyn,

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Pennaeth / Headteacher : Mrs A Williams

1/09/24

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 3rd of September. I would like to start the year by sharing our focus of the priorities for the year ahead.

➤ **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 Tuesday.

- Nursery

<https://primarysite-prod-sorted.s3.amazonaws.com/parc-y-tywyn-school/UploadedDocument/5f18c6e5-ab85-496f-a844-615839449a02/cyflwyniad-croeso-rhieni-newydd.pdf>

- Reception to Year 2

<https://primarysite-prod-sorted.s3.amazonaws.com/parc-y-tywyn-school/UploadedDocument/0334220b-7ad5-418f-85e3-db79488315c4/2024-cyflwyniad-croeso-rhieni-newydd-derbyn-bl-1-a-bl-2.pdf>

- Year 3 – Year 6

<https://primarysite-prod-sorted.s3.amazonaws.com/parc-y-tywyn-school/UploadedDocument/f87632f3-8450-4a4f-8e6a-ed5043e8089/2024-cyflwyniad-croeso-rhieni-newydd-3-4-5-a-6.pdf>

➤ **Importance of Punctuality and Attendance**

<https://www.ysgolparcytywyn.co.uk/presenoldeb-a-gwyliau-attendance-and-holidays/>

I would like to draw your attention to an important campaign we will be implementing 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 08:50. The school day starts at 9:00 o'clock 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 and 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's falling 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 organise a holiday during the term, the holiday form must be completed, returned to school and authorized by the head teacher prior to going on holiday.

➤ **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

