

Ysgol Sant Dunawd

Prospectus

2019-2020



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Letter of Welcome from our Pupils

Dear New Parents/Carers,

You have just walked into the best school in Wrexham – lucky you! On behalf of all the children at Ysgol Sant Dunawd we would like to say... ‘Croeso’! If you are considering sending your child to our school we promise that you have made the best decision. Ysgol Sant Dunawd is amazing and a very happy place to be. The children are very friendly and kind to each other. Everyone cares about each other here so you don’t need to worry about your child making friends, they’ll make lots of new friends we can assure you. This is a brilliant school because our teachers always make us feel safe and they’re great at solving any problems we may have. The teachers here are amazing and they will help your child with their learning and anything else they may need help with. You can always talk to them and nothing is too much trouble. 😊

Our lessons are super exciting and fun and we always go on a trip for our new topic. When you are in Year 4, 5 and 6 you get to go to Glan Llyn, Cardiff or Pentrellyncymer for three whole days! We are so lucky to have such a lovely outside area too! We have a forest area and lots of places where you can sit and relax at play time. Talking of play times... we have lots of equipment to play with and a huge field to run around.

Our Cook is the best and she makes the yummiest food in Wrexham! There is a great selection every day to choose from and plenty of salad and fruit which is always available (if you don’t like the choices there are always jacket potatoes and wraps so don’t worry). There are plenty of chairs and tables at lunch time for everyone to find a seat. Our Cook is really jolly and friendly and always has a smile for us. We love Fish Finger Fridays!

We have a wide range of clubs for your child to go to such as Dragon Sports, Art, Choir, Maths, IT, Cookery and many more. Our clubs are great fun and we highly recommend them so your child should definitely come along. If your child loves reading they are in for a treat because we have a lovely Library full of awesome books and comfy beanbags to sit and have a little read.

The most important thing you need to know is that we guarantee your child’s happiness and we know they will feel safe here because our school motto is

Caring ♦ Learning ♦ Achieving
‘Together We Grow’

Thank you for reading our letter!
The Children of Ysgol Sant Dunawd
(Year 4, 5 and 6 pupils)

Letter of Welcome from the Headteacher

Dear Parents/Carers,

At Ysgol Sant Dunawd we all want the very best for our children.

We are a team of dedicated and enthusiastic staff who put well-being at the heart of everything we do – we want your child to feel happy, safe and secure whilst receiving the best possible standards of education and support.

We offer a curriculum based on authentic learning experiences, knowledge and skills where children are nurtured and encouraged to reach their full potential. With a great emphasis on strong relationships between home and school we look forward to sharing in the excitement of our pupils' learning and playing an active role in shaping their futures.

I hope that this prospectus provides you with much of the information that you require when making the important decision of choosing a school for your child. If you have not already had the opportunity to visit the school and see the purposeful working environment we provide, please do not hesitate to make an appointment. I shall be delighted to show you around and answer any further questions.

I look forward to welcoming your child into our 'family' at Ysgol Sant Dunawd.

Sincerely,

Sara Tate
Headteacher

Welcome from the Governing Body

Dear Parents/Carers,

Selecting the right school for our children is one of the most important decisions we make - not only do we want a great education for our children, we also want them to be happy and to feel safe and secure as they develop and grow.

Here at Ysgol Sant Dunawd we offer all these things and more - we put our children first.

We hope the children's years spent here will provide happy and treasured memories and the foundations for an ambitious and inspirational future.

We provide a warm and caring environment in which children feel valued and that encourages them to be happy and successful at school.

Our prospectus aims to give you the information you need to confirm that your children will be happy, safe and able to reach their full potential.

We deliver a wide and varied curriculum with first-hand experiences at the heart of the learning process, giving as many opportunities as possible for children to participate and excel.

Visitors to Ysgol Sant Dunawd frequently comment on the friendly welcome they receive and the high-quality learning environment and relationships within the school. The school is justifiably proud of its reputation for concern for the individual child both in terms of welfare and educational provision.

We value our children and believe that their time here at Ysgol Sant Dunawd should be rewarding and fulfilling.

When you choose to send your child to Ysgol Sant Dunawd we are fully confident that you will have made the right choice.

Please visit the school, ask questions and find out for yourselves how we can give your child the best possible primary education. You will be very welcome.

Yours sincerely

Catherine Dixon
Chair of Governors

Governing Body

Governors are similar to a Board of Directors, providing support for the Headteacher and Staff. They meet five times during the school year and have legal duties, powers and responsibilities. The people below form our governing body:

		Term of office end date
Chair		
Catherine Dixson	Parent Governor	03/05/23
Vice Chair		
Eiddwyn Hall	Local Authority	31/05/21
Robert Mark Jones	Parent Governor	03/05/23
Claire Priest-Jones	Parent Governor	22/02/22
Vacancy	Parent Governor	
Donna Bullivant-Evans	Community Governor	28/05/21
Darrell Hughes	Community Governor	23/11/20
Nia Brophy	Community Governor	28/05/21
Steven Harvey	Additional Community Governor	15/10/22
Rev. Sue Huyton	Local Authority	29/03/22
Vacancy	Local Authority	
Steven Jones	Teacher Governor	10/03/23
Laura Thomas	Non-Teaching Staff Governor	02/03/23

Headteacher

Sara Tate

Clerk to the Governors

Alison Gillespie

Letter from Ysgol Sant Dunawd Parent Teacher Association

Dear Parents,

Choosing a school for our children is one of the major decisions we make as parents and our ability to support that learning process through fundraising and events can play a significant role.

Ysgol Sant Dunawd is very fortunate to have a Parent Teacher Association, which has been in existence for many years. Over that time a considerable amount of money has been raised and spent to enhance the school for all its pupils.

The money raised has enabled the school to buy equipment that normally would not be available to the school in their allocated budgets. For example; the purchase of computer and outdoor play equipment which has proved to be very popular with the children. We hope to be able to raise enough money this year to extend and enhance further facilities for the school.

As well as the purchase of equipment, the PTA also supports school events with both financial and physical help, for example during the Harvest and Christmas festivities.

Over the years many people have helped the PTA to raise money for the children of Ysgol Sant Dunawd and it continues to be a very supportive PTA. As a parent/carer of a child or children at Ysgol Sant Dunawd you are most welcome to join us at our events and meetings and we always welcome new ideas.

We look forward to meeting you, and wish your child/children an enjoyable school life at Ysgol Sant Dunawd.

Yours sincerely,

Ysgol Sant Dunawd PTA.

Staff 2019-2020

Headteacher **Deputy Headteacher**

Miss S Tate
Miss S Morris

Teaching Staff

Miss S Morris	Year 6
Mr S Jones	Year 4/5
Mr T Maddocks	Year 3/4
Mrs N Griffiths	Foundation Phase (Nursery/Reception/Year 1/Year 2)
Mrs Hughes	PPA Cover
Miss Tate	Additional Needs and PPA Cover

Teaching Assistants

Miss J Parr	Foundation Phase
Mrs S Hughes	Foundation Phase
Mrs J Johnson	Foundation Phase (am)/Key Stage 2 (pm)
Mrs L Thomas	Key Stage 2

Secretary

Mrs L Nightingale

Caretaker

Mr P Hughes

Cleaner

Mrs M Loughlin

Cook

Mrs G Parkinson

Catering Assistant

Mrs K Jones

Senior Lunchtime Supervisors

Mrs J Johnson
Miss J Parr

Lunchtime Supervisors

Mrs S Hughes
Mrs L Thomas

Breakfast Club Supervisors

Mrs L Thomas
Mrs J Johnson
Mrs G Parkinson
Miss J Parr
Mrs S Hughes

Our School Ethos

Ysgol Sant Dunawd is a happy, caring and friendly school where each child is encouraged to achieve their full potential academically, morally, spiritually, emotionally, physically and socially. We have high expectations for all of our pupils and believe that by working in partnership with our parents every child is ensured the best possible education during their primary school years.

We aim to create a caring, secure and stimulating environment where pupils respect each other, enjoy their learning and are provided with the opportunities to become confident and independent lifelong learners.

Our Mission Statement and Aims

By working together we can support each other and aspire to promote our shared school vision:

**Caring ♦ Learning ♦ Achieving
'Together We Grow'**

Our aims are to:

- Provide a quality education for all;
- Motivate and encourage lifelong learning by providing a stimulating and exciting environment;
- Inspire success and celebrate achievements both individually and within the wider community.

Location and Facilities

Ysgol Sant Dunawd was opened in 1978 by HRH Princess Alexandra. It is situated on the edge of the village of Bangor on Dee and enjoys a pleasant, open rural aspect.

The school is a Community Primary School with a part time nursery class and caters for children aged from 3 to 11. Children who will reach the age of 4 years within the academic year are eligible to start Nursery school in September.

The school was built to accommodate up to 140 children with 20 part time nursery places. In our Foundation Phase unit there are two classrooms with a shared open plan area and there are three large classrooms in our junior department. There is a well-resourced library and a good size hall. There are extensive playing fields, hard and soft play areas and seating, which provide for all recreational and sporting activities. We also have a woodland area with a pond which is secured with a locked gate for our Outdoor Learning. All of our entrances have ramp access for wheelchairs.

Admissions Policy

All applications for school places are dealt with centrally by Wrexham Local Authority's Admissions Office. Children who are eligible for Nursery (those who have had their third birthday prior to 31st August), are admitted in line with the LA's Admission Policy.

Once children have reached the age which entitles them to receive full-time education, (those who have had their fourth birthday prior to the 31st August) parents are entitled to express a preference on the school which they feel best suits their child's needs, irrespective of location, providing that school has a place available to them. Currently the admission limit for new intake of pupils at Ysgol Sant Dunawd is 20.

Excellent liaison exists between Bangor on Dee Childcare which is now located in Ysgol Sant Dunawd. Our school staff pop in several times each week to see children and staff and offer support. They are regularly invited to join in with our Foundation Phase or whole-school events throughout the year.

Nursery - Children are admitted in the September following their third birthday. Nursery places are provided on the basis of 5 x 2.5 hour sessions per week for each child.

Reception - Children are admitted in the September following their fourth birthday.

Childcare Provision – We provide childcare on site for children from 2 years of age from 8am to 6pm which is very reasonably and competitively priced. Pupils attending our Nursery can also go to Nursery Plus in either the morning or afternoon.

If your child is transferring from another school you are requested to make contact with the Admissions Department of the Local Authority on 01978 292000, as they have responsibility for admitting children into our school. Parents who wish to enrol or transfer their child / children to Ysgol Sant Dunawd are welcome to make an appointment to visit the school and to meet with the Headteacher to discuss the matter.

All prospective parents are very welcome to visit the school. Please make an appointment by contacting the school as this ensures that a member of staff is available to show you around and answer any further questions you may have.

Transition

Excellent liaison is well established with The Maelor School Penley, for Year 6 pupils who will be transferring to secondary education following their eleventh birthday. Regular meetings take place between staff and Headteachers of both schools. We participate in many transitional activities and our close links provide a successful and smooth transition for our pupils. Our pupils visit The Maelor School regularly for swimming lessons throughout Key Stage Two. The liaison teacher appointed by The Maelor School visits us regularly; sometimes with past pupils to establish contact with our pupils due to make the

Primary/Secondary transfer.

Some children may choose to move on to other secondary schools; in all cases we liaise closely with the chosen school to ensure a smooth transition.

Equality

At Ysgol Sant Dunawd we recognise that equality of opportunities is about individuals regardless of ability, age, appearance, culture, gender, disability, religion, race, gender reassignment or sexual orientation. We believe education has a crucial role to play in bringing about a fair and just society, where people have a mutual respect and understanding of themselves and each other as citizens. Together with the Local Authority we work against all forms of discrimination. By ensuring an awareness of diversity and its value, we aim to prepare for a life in which all can contribute to society and feel a belonging within it. We aim to provide equality of opportunity for all pupils and an environment in which individuals are encouraged to develop a sense of personal and cultural identity.

Arrangements for disabled pupils

Our school has full access for children and visitors with physical disabilities. The school building and outside areas are easily accessible with ramp access. There are currently no other additional special facilities for pupils with physical disabilities but should the need arise the school would liaise with the Local Authority to ensure pupils can be fully integrated into mainstream classes with support and specialist equipment to meet their individual needs.

Additional Learning Needs

It is our aim to ensure that all children with additional learning needs receive maximum opportunities to develop their full academic, social and personal potential by fostering a caring and supportive environment which utilises all available and appropriate resources. Children with additional learning needs are catered for within their class by adjusting and differentiating work programmes to suit their abilities and particular needs. Where there is a need for concentrated emphasis on skill development, children may be withdrawn for short periods to receive individual or small group support.

A child may have difficulties in learning for a variety of reasons and once this has been identified, the specific learning needs are discussed with his/her parents and they are kept informed of all the stages which may follow. Pupils who may need further assistance will have an Individual Education Programme (IEP). Parents and pupils are encouraged to be involved with the school in putting an IEP together and will be actively involved in the review process. It may well be necessary for you to become involved in undertaking further support work, with your child, at home. Individual meetings are held to assess and monitor progress,

the frequency of which is determined by the requirement of each individual child's needs and is recorded on each individual education plan.

In addition, support and advice can be requested from the Speech Therapist, Educational Psychologist, School Medical Service, Wrexham Inclusion Service and Social Services.

The school complies with its statutory obligation and follows the SEN Code of Practice. The Additional Learning Needs Co-ordinator liaises closely with the Class Teacher, Teaching Assistants and Outside Agencies to monitor the child's progress. We have an Additional Learning Needs Policy that details the procedures that we must follow.

Pupils who are identified as being 'More Able and Talented' are also monitored rigorously and receive support and challenge in the classroom environment. We plan our teaching and learning in such a way as to provide a differentiated, engaging, creative and challenging curriculum which enables each child to reach for the highest level of personal achievement. We use a range of strategies to identify more able and talented children. The identification process is on-going and begins when the child joins our school. Our comprehensive pupil tracking systems ensure that progress and wellbeing are carefully monitored.

Safeguarding

The All Wales Child Protection Procedures make it clear that schools have an important role to play in the protection of children against abuse. This is confirmed by the Local Authority School Child Protection Procedures, in conjunction with the Local Safeguarding Children's Board, which determine the necessary action to be carried out by Staff. Ysgol Sant Dunawd therefore has a duty to refer any concerns about the well-being of pupils to the Safeguarding and Support Department for further advice. The legislation protects parents' rights but does not demand that they be informed of any concerns regarding their child, as a first priority. Obtaining parental consent will be considered before discussing a referral concerning your child with other agencies. Exceptions to this include:

- ❖ Where such action may put the child at increased risk.
- ❖ The possibility of threats or coercion.
- ❖ The loss of important evidence.
- ❖ The child's wishes that the parent(s) are not informed, providing the child is competent to make that decision.
- ❖ Social Services Team Managers in conjunction with the police will make the decisions whether or not parents should be informed and not the referrer.
- ❖ The reasons for the decision will be fully recorded.

The school's delegated person for child protection is the Headteacher, and the Deputy Headteacher in her absence. Copies of our Child Protection and Safeguarding Policies are available on our school website.

Home-School Partnership

At Ysgol Sant Dunawd we highly value the support of families and carers and we aim to develop excellent home-school partnerships which will support, extend and enhance the learning experiences of all our pupils.

Our Home-School Agreement (*Appendix 1*) describes the roles, expectations and responsibilities for our school, families and children, which need to be fulfilled in order for us to successfully create an environment which promotes our shared vision. All parents and pupils are asked to sign this agreement.

Open days are held every year and all parents are welcome to visit the school to experience a typical day in school and spend time with their child. Progress Review Meetings take place in the autumn and spring terms with an additional meeting offered in the summer. Parents are provided with a full written annual report in the summer term.

Curriculum

General

Our curriculum is planned with regard for the Foundation Phase, revised National Curriculum (2008), Literacy and Numeracy Framework and the Digital Competency Framework. It is designed to complement and extend the experiences which the child brings to school.

Our curriculum is organised in a combination of cross-curricular topics and discrete subject teaching. Teachers carefully plan activities in close collaboration with their teams ensuring continuity and progression for the children; with a particular emphasis on literacy and numeracy in line with the Literacy and Numeracy framework in Wales (*more information on the expectations set out in this framework is available on Learning.gov.wales website*). Involving pupils in planning is also a key element of our learning culture which is established throughout the school.

Pupils consistently attain standards well above the national average at the end of the Foundation Phase and Key Stage 2 at Ysgol Sant Dunawd.

Foundation Phase Curriculum (Aged 3-7)

The Foundation Phase department provides quality education for children up to 7 years old. Learning is facilitated by providing practical and relevant activities matched to individual needs. It is currently divided between two classes but operates as a Foundation Phase unit, making the best possible use of experiences for the children and staff skills.

The holistic development of children and their skills across the curriculum lies at the heart of the Foundation Phase curriculum. The curriculum promotes equality of opportunity and values, and celebrates diversity. Children learn through first-hand experiential activities. Play is the child's work and a very serious business. Our staff plan and structure play to ensure the children encounter the learning experience intended. Play is a child's way of learning, how they develop skills, concepts and attitudes. Your child will experience the curriculum through a balance of focussed practical activities and free-play supported and extended by skilled adults.

There are seven areas of learning to support Foundation Phase children and their learning. They complement each other and work together to provide a cross-curricular approach to form a practical relevant curriculum. The seven areas of learning are:

- Personal and Social Development, Well-Being and Cultural Diversity.
- Language, Literacy and Communication Skills
- Mathematical Development
- Welsh Language Development
- Knowledge and Understanding of the World
- Physical Development
- Creative Development

Religious Education

In the Foundation Phase children are introduced to religious stories and artefacts. They learn about themselves, familiar people, places and objects through their play and daily routines. They role play and talk about special feelings, buildings, festivals and celebrations. As they progress they begin to respond to open questions, offer ideas and make connections. They handle and explore artefacts from different religions through play and on visits. They are introduced to places of worship and have opportunities to visit our local church.

Key Stage 2 Curriculum (Aged 7-11)

The junior classes for pupils aged 7 to 11 are divided between three classes for Years 3 to 6. At Key Stage 2, learners build on the skills, knowledge and understanding they have acquired during the Foundation Phase. The cross-curricular approach continues in Key Stage 2 as does the emphasis to tailor teaching to the pupils' individual learning needs. The curriculum areas are as follows:

- English
- Mathematics
- Science
- Welsh (as a Second Language)
- Information and Communication Technology (ICT)
- Personal and Social Education (PSE)
- Physical Education (PE)

- Geography
- History
- Art
- Design Technology
- Music
- Religious Education (RE)
- Sex and Relationships Education (SRE)



A new curriculum is being developed for settings and schools in Wales following Professor Graham Donaldson's independent review of curriculum and assessment arrangements in Wales, *Successful Futures*, in February 2015. The curriculum has been available from April 2019 for feedback. A final version will be available in January 2020, and will be used throughout Wales by September 2022.

The new curriculum will have more emphasis on equipping young people for life. It will build their ability to learn new skills and apply their subject knowledge more positively and creatively. As the world changes, they will be more able to adapt positively. They will also get a deep understanding of how to thrive in an increasingly digital world. Meanwhile teachers will have more freedom to teach in ways they feel will have the best outcomes for their learners.

The central focus of assessment arrangements will be to ensure learners understand how they are performing and what they need to do next. There will be a renewed emphasis on assessment for learning as an essential and integral feature of learning and teaching.

The purpose of the new curriculum is to support our children and young people to be:

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

It will have six 'Areas of Learning and Experience' (AoLE).

- Expressive Arts
- Health and Well-Being
- Humanities (including RE)
- Languages, Literacy and Communication (including Welsh and modern foreign languages)
- Mathematics and Numeracy
- Science and Technology

There will be 12 Pedagogical Principles underpinning the new curriculum that good teaching and learning:

- maintains a consistent focus on the overall purposes of the curriculum
- challenges all learners by encouraging them to recognise the importance of sustained effort in meeting expectations that are high but achievable for them
- means employing a blend of approaches including direct teaching

- means employing a blend of approaches including those that promote problem solving, creative and critical thinking
- creates authentic contexts for learning
- means employing assessment for learning principles
- ranges within and across Areas of Learning and Experience (AoLE)
- regularly reinforces Cross-curriculum Responsibilities, including Literacy, Numeracy and Digital Competence, and provides opportunities to practise them
- encourages pupils to increasingly take responsibility for their own learning
- supports social and emotional development and positive relationships
- encourages collaboration
- sets tasks and selects resources that build on previous knowledge and experience and engage interest

Progression reference points help learners, teachers, parents and carers to understand if appropriate progress is being made. They will set out expectations for learners in each area of their learning relating broadly to ages 5, 8 and 11.

We are committed to ensuring all our children have the opportunity to develop the skills and range as outlined in the Welsh Government's Foundation Phase and National Curriculum, the Literacy and Numeracy Framework and the Digital Competency Framework whilst also working towards the Curriculum for Wales 2022.

Collective Worship

All maintained schools provide daily collective worship. At Ysgol Sant Dunawd this is within a daily assembly, broadly Christian in nature and takes the form of prayer/reflection. Assemblies are varied ranging from whole school assemblies taken by the staff, pupils or outside speakers to smaller group assemblies, which give the children opportunity to discuss events/ideas with their peers.

Rights of Withdrawal

Under the Education Acts, parents have rights of withdrawal. Parents of a pupil at any maintained school may personally request that their child be wholly or partly excused from receiving Religious Education and / or participating in Collective Worship.

Religious education in the twenty-first century consists of an open, objective, exploratory approach but parents continue to have the legal right to withdraw their children. Parents who wish to withdraw their child from R.E and / or Collective Worship are requested to write to the headteacher who will discuss the implications of this.

Outdoor Learning

As a school we are committed to using the outdoor environment as a learning resource to teach the children about their environment. In addition to the playing fields and open space, we also have a secure forest school and pond on site. From visiting the school you

will immediately see we have fantastic provision for outdoor learning. Children enjoy taking part in activities to teach them about flora and fauna and can use the forest school to supplement activities based on the topic they are doing in class.

Homework

Homework activities are always planned and selected by the class teacher to enhance the pupils' educational experience whilst developing their individual understanding and learning. We hope that parents will take an interest in their child's work by asking questions, offering support and providing a quiet place and regular time for completion of tasks.

Homework will involve a range of tasks and the amount they receive will change as they get older. Daily reading, learning spelling patterns and times tables will be a regular part of homework. In addition, written literacy and numeracy exercises will also be given. Sometimes, research for a topic may be given as homework and extended projects will be given to older pupils to develop independent research skills. All pupils will be given a Learning Log at the beginning of the school year to present their homework tasks in their own chosen way.

Pupils in Years 2 to 6 are also required to complete maths homework online using www.activelearnprimary.co.uk (School Code: Itxk). Pupils from Reception to Year 6 are also encouraged to practise their times tables using <https://trockstars.com/> and can use Spelling Shed <https://play.edshed.com/login> to practise their weekly spelling lists. Class Teachers set tasks for the pupils to complete online. Those pupils who do not have a computer at home are able to use the school computers to complete the tasks.

Each teacher will let parents know the day on which homework should be handed in, however all staff give pupils time before and after the weekend to complete their homework as we appreciate the weekend is an important time to spend time as a family.

Assessment

On entry into the Foundation Phase all children are assessed. These assessments form the basis for planning your child's learning journey through our school.

We use a wide range of **assessment strategies** throughout the school:

1. Formative Assessment

This is on-going assessment which takes place through the daily interaction between the teacher and learner in order to identify the learner's needs and progress. It involves all National Curriculum subjects and takes place over a period of time. Formative assessment should relate directly to the lesson objective/ learning intention.

Formative assessment takes place through:

- talking
- listening
- observing
- questioning
- marking of books
- teacher's mark books
- writing and practical activities

2. Diagnostic Assessment

This is the detailed analysis of specific aspects of performance in order to determine the precise nature of particular strengths and weaknesses. It is generally used within the SEN Department to identify learning difficulties.

3. Summative Assessment

This is accumulated evidence of what the learner knows, understands and can do at a particular time – at the end of year when preparing reports to parents/guardians or at the end of each National Curriculum Key Stage through the use of teacher assessment. Teacher assessments at the end of Year 2 and 6 are submitted to the Local Authority and Welsh Government.

Summative assessment is carried out within all year groups from Years 2 to 6 during September and May/June. We use a range of commercial tests and in-house tests for reading, spelling and maths. In addition pupils are given a level in all foundation subjects across the key stage and at the end of key stage 2. All pupils from Years 2 – 6 will complete the national literacy and numeracy tests in May. We share the dates of these tests with you as early as possible and appreciate your support in ensuring that your child is in school during this time.

4. Self-Assessment

This involves the children making decisions about their own work and their comments and judgements on personal achievements. Pupils are required to set themselves targets based on self-assessment and reflection. Pupil self-evaluation is part of learning and therefore part of the lesson.

5. Peer Assessment

When appropriate, pupils are involved in assessing each other's work using success criteria as a benchmark. We value this method as it is non-threatening and promotes pupils as critical friends and thinkers.

6. PASS – Pupils Attitudes towards School and Self

Pupils in Years 3, 4, 5 and 6 complete the online survey and the data is analysed to identify pupils' attitudes towards their learning.

7. Non-Verbal Reasoning Tests/ CATs

Non-Verbal Reasoning Test Series assesses non-verbal reasoning ability and helps to assess our pupils' future potential. We administer these tests to our Year 4 pupils.



Healthy Schools



At Ysgol Sant Dunawd, we are committed to educating children about healthy lifestyles and encouraging our pupils to make the right choices about keeping safe and healthy. We aim to build healthy habits now and keep them healthy for a lifetime.

Healthy Snacks, Water & School Milk

Foundation Phase children are provided with free school milk each day and also have a healthy snack provided for a small charge. Those parents wishing to provide their own snack for their child are advised to provide a healthy option.

All pupils from Year 3 to Year 6 are encouraged to bring a healthy snack from home for their morning break (e.g. piece of washed fruit / vegetables). We ask for your support in strongly discouraging your child from bringing chocolate / crisps / biscuits for morning break.

All pupils are encouraged to have water on their desks to keep them hydrated throughout the day. Please encourage your child to bring their water bottle to school every day (no juice or flavoured water please).

Pupils in Key Stage 2 have the opportunity to bring fruit for our 'Fruit Pit stop' during the afternoon.

As part of our commitment to promoting a healthy school, we would appreciate that Birthday cakes are not sent into school to share with the rest of the class. Often the cakes that are sent into school are not shop bought and therefore we cannot assure parents of the ingredients used. Your child is celebrated in many ways when it is their birthday, for example the whole school sing 'Happy Birthday' to them in the hall during assembly, they receive a birthday sticker and they are given other privileges within their classes.

We work closely with the Wrexham Healthy Schools Team towards achieving the Healthy Schools Award. Please see Miss Morris for further information on Healthy Schools or to view our range of policies that promote healthy lifestyles.

Pupil Voice



There are many opportunities for our pupils to voice their ideas and opinions about how they would like their school to be and the changes they would like to make to make Ysgol Sant Dunawd even better!

School Council

Every year each class from Year 2 to 6 votes for two members to represent their class on the School Council. Those pupils wishing to be selected prepare a speech explaining why they would like to be chosen. The Council meet at least once every half term to discuss ideas for change and to develop an action plan for the year ahead. They vote upon the charities they would like to support and organise fundraising events throughout the year. The Council also has the opportunity to attend Governor Meetings to share the progress they are making.

Eco Council

Our Eco School Council encourages pupils to be actively involved as global citizens, allowing them to discuss ideas/comments raised by their peers and to undertake projects to enhance the school.

Digital Leaders

Pupils from Years 2 to 6 are selected to lead the scheme within our school ensuring all of our pupils are made aware about how to keep safe online. They also provide digital support to staff.

Super Ambassadors

The Children's Commissioner for Wales' Super Ambassador scheme is an initiative that empowers pupils to become the Commissioner's Ambassadors within their schools. Two pupils, elected by their peers, take a lead role in promoting the United Nations Convention on the Rights of the Child (UNCRC) and the role of the Children's Commissioner. Super Ambassadors also complete a 'Special Mission' to gather opinions from other pupils on a wide range of issues. Information collated from the Super Ambassadors' special missions will feed into the work of the Commissioner's office. This means that our Ambassadors have a direct impact on the work that we do to ensure that children and young people in Wales enjoy safe and happy lives.





Extra-Curricular Activities



We offer a wide variety of extra-curricular activities throughout the year. Possible activities throughout the school year include:

- Netball/Hockey/Football KS2 (Seasonal)
- Dragon Sports Foundation Phase and KS2
- Recorders Years 2 to 6
- Maths Club KS2
- ICT Club KS2
- Art Club KS2
- Library Club Whole school
- Cookery Foundation Phase
- Choir/Musical Theatre KS2
- Eco Club Years 2 to 6

Educational & Residential Visits



We arrange visits and workshops to provide a meaningful context for the children to learn alongside their classwork. We also welcome outside agencies into school to extend and support learning. Children also enjoy focus days or weeks when they develop skills in a particular area, for example Healthy Week. Last year our residential visit was to Cardiff for Years 6, but can also include locations such as Nant Bwlch yr Haearn and Pentrellyncymer. These may be subject to change with regards to the year groups attending the visits.

Charging & Remissions

We recognise that visits and visitors to school can stimulate and aid teaching and learning. They can also make a valuable contribution to the child's personal and social education and we view such activities as an integral part of our philosophy to provide children with the best education possible.

Parents may be requested to make voluntary contribution towards the cost of activities, which take place during school hours. Pupils whose parents do not make such contributions will not be left out of the activities, but the activities could be cancelled if enough financial support is not forthcoming.

Parents are encouraged to make payments for trips and visits through Wrexham Council's online payment facility:

<https://www.civicaepay.co.uk/WrexhamEstore/estore/default/Catalog/Index?newSearch=False>

Remissions for board and lodgings are available for residential visits in certain circumstances. Parents are also advised that they are able to apply for financial support for

their children to attend residential trips, purchase musical instruments, books or ICT equipment. Please contact the school office for more information.

Volunteers in School

We greatly appreciate the valuable assistance given by volunteers in the classroom. Most school events would be much more difficult to manage without the help and support from volunteers. Volunteers are very welcome and should contact the relevant class teacher or any member of staff.

Voluntary support with the following is warmly welcomed:

- practical help in the classroom (computers, art, cookery, reading)
- accompanying staff and pupils on visits to help with supervision
- offering hobby skills / professional expertise
- business / community / industrial knowledge
- involvement with sports / transporting children

Please note a DBS check will be required prior to working in school. The school office will provide the necessary information regarding the application process.

Health & Safety

Change of circumstances/contact details

Please notify the Headteacher in the event of any change of family circumstance such as address, surname or legal guardianship of children.

Change of address, home, mobile or workplace telephone number is particularly important, should we need to contact you in the event of illness or accident in school. Also important is the provision of an emergency contact who may be contacted if parents are unavailable or work a long way from school.

Please ensure that the school is informed of any change of address and/or contact information as soon as possible.

E-Safety & Internet Acceptable User Agreement

Our E-Safety policy is based on a national model endorsed by Welsh Government. The policy covers a wide range of aspects - internet use in school and support for pupils outside of school. Children and parents are expected to sign an Internet Acceptable User Agreement, which covers your child's use of the internet in school, and at home (*Appendix 2*).

Administration of Medicines



Staff follow our School Policy, available from the School Office, on the dispensing of short term prescribed medicines such as cough medicines and antibiotics. Medicines will only be administered upon completion of our medical information form and all medicines brought into school must be **clearly labelled** with the child's name and dosage and must be given directly to a member of staff. Where it is possible, you as a parent may come into school to administer medication providing you let the appropriate staff know in advance. If your child has a specific medical condition requiring medication, please contact the Headteacher. **Please do not send medicines of any kind to school with your child to keep in their bag.**

Asthma sufferers using inhalers may do so providing you inform the class teacher that it is necessary. Asthma record cards are available from the school office. Teachers keep inhalers in the classroom but children should carry their inhaler in their pocket or a small bag on a school trip. We keep a register of children with asthma and other medical needs and regularly inform all the teachers of their needs.

Long-term medical conditions such as: Diabetes, Asthma etc. must be recorded on the child's records with the appropriate instructions for any treatment.

Accidents & Illnesses

Minor cuts and grazes are dealt with accordingly by a member of staff. More serious accidents are treated by our qualified First Aiders and are recorded in our accident book and a note sent home for your information.

In the event of a head injury/serious accident a phone call home will be made to inform you and dependent on the severity you may wish to collect your child from school to take for further checks.

If a child becomes ill during the school day and it is felt that the child is no longer able to remain in school, then parents, or an alternative emergency contact, are contacted to collect the child.

Please refer to the *Guidance on infection control in schools (Appendix 3)* for information related to illnesses/infections which require your child to be kept home from school.

School Health Service

The school nurse will carry out medical inspections from time to time, including immunisations. Parents will be notified in advance and will be invited to attend. Routine eye tests and hearing tests may also be carried out and parents advised if treatment is required. The results of these are confidential so please let the class teacher know if there is cause for concern.

Sun Safety



During the warm, sunny weather, we ask that you ensure your child comes to school with a hat/cap to wear during break times and outdoor lessons. It is also important that sunscreen has been applied before school and if necessary older children may bring sunscreen to school with them to apply additional cream independently. Children will need to bring their water bottles to school throughout the summer and they will be encouraged to fill their bottles up regularly throughout the day. They will also be encouraged to spend part of their lunch time in the shady areas on the school yard and field. Some of our pupils also like to wear sun glasses during break times to protect their eyes from the sun.

Photographs

Parents who do not wish their children to be photographed or videoed by other parents at concerts or Sports days for example, need to inform a staff member. Photography consent is sent out digitally to parents and carers.

Security

All gates onto the school yard are locked at 9am and entry to the school is gained through the main door to Reception. Visitors are directed to the main reception. The front doors are secured and entrance can only be gained from within the building. Pupils are not permitted to open external doors to allow visitors into the building; this should be done by staff only.

Pupils are supervised by staff at the start of the school day, from 8.45am and during morning break and lunch hour.

Pupils are not permitted to talk to strangers through the fence/railings and are instructed to inform a member of staff if they are approached by anyone unknown to them.

External doors and school gates are security locked when not in use. Pedestrian and vehicle access gates are locked out of school hours to prevent trespass.

The car park is very small and is therefore for the sole use of staff and official visitors - thank you.

No Smoking Policy



We have a no smoking policy, including e-cigarettes, covering both the premises and the grounds.

No Dogs Policy

We have a no dogs on school grounds policy so please respect this policy by keeping dogs on their leads and outside of the school gates; thank you.

Fire Safety

A full fire drill, including evacuation of the building, is held regularly so that children know exactly what to do, without panic, in the event of a real emergency.

School Organisation & Useful Information

Our School Day



Nursery	8.55am - 11.25am or 12:35pm – 3:05pm
Nursery Plus (Childcare Provision)	Available to suit between 8am and 6pm
Foundation Phase (Reception to Year 2)	8.55am - 3.05pm
Juniors (Years 3 -6)	8.55am - 3.10pm

Lunch break is from 11:45am – 12:35pm for Foundation Phase and 12.00 – 12.50pm for Key Stage 2.

We request that **children should not arrive at school before 8.45am** (unless attending Breakfast Club) and should be collected promptly at the end of the school day unless they are attending extra-curricular activities, or have been booked into our After School Club (BODS). Doors are closed and gates locked at 8.55am; children who arrive after this time will need to come in through the Main Entrance and parents will need to provide details for the late book.

If your child has an appointment and arrives after the morning bell or you are collecting your child during the school day, please ensure that you sign them in/out at the school office.

Whenever possible, children living in Bangor on Dee should be encouraged to walk to school. If parents of junior children wish for them to make their own way to and/or from school, please inform a staff member so that we can update our records. Parents who live outside the village and have to use their cars to bring and collect their children from school are asked to consider where and how they park. No car should stop on the zigzag lines, block our neighbours' driveways or be parked on the pavement. Your consideration in this matter may prevent serious injury.

Number of hours taught per week by child's class (excluding registration, playtime and assemblies).		
Child's Class	Hours taught per week	Recommended minima
Foundation Phase - Reception, Y1 & Y2	21.25	21.00
Juniors - Years 3, 4, 5 & 6	23.75	23.50

Attendance

Regular attendance and punctuality is essential in order to realise a child's full potential. Where possible, dental or medical appointments should be made out of school hours. If this is unavoidable and you know in advance that your child will be absent due to a dental or medical appointment, please inform us beforehand in writing or provide a copy of the appointment letter.

The absence of a child from school should be explained by telephone call to the school on **each day** of absence followed by a letter on your child's return to school.

Absence from school is classed as *authorised* for:

- illness (providing the school is notified);
- parents requesting to take their family holiday in term time;
- a day exclusively set apart for Religious Observance by the Religious Body to which the child's parents belong;
- extreme weather conditions or extraneous home circumstances
- other special circumstances - please discuss with Headteacher.

All other absences, at the discretion of the Headteacher, may be recorded as 'unauthorised' absences. Persistent absence/lateness is referred to the Education Social Worker. By law, careful records have to be maintained to cover every absence (each half day counts as one attendance mark) and we would appreciate your co-operation. The Governing Body has agreed that any absence through holidays taken in term time will be regarded as unauthorised unless the head teacher gives permission in advance. If leave is granted it shall not exceed 10 school days in any one year and will only be given when a child's attendance is 95%+. Please endeavour to take holidays during school vacations.

Attendance Data

	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19
% of attendance	96.5	97.3	96.3	96.3	96.9	97.1

Money in School

When sending money into school for whatever reason, please ensure that it is put into a separate envelope and clearly marked with the child's name, class, amount and for what purpose it is intended. This can then be given to the class teacher by the child or placed in the black letter box in Reception. Please remember that all payments can be made online using the following link:

<https://www.civicaepay.co.uk/WrexhamEstore/estore/default/Catalog/Index?newSearch=False>

Fundraising

We try to raise the children's awareness of the work of national charities as part of the school's policy of social and moral education. We regularly and actively support three charities a year which are chosen by the School Council at the start of the year.

In addition to supporting national charities we also organise fundraising events for our own benefit, either for particular equipment or to boost general funds. We are most grateful for the continued support of parents in our fundraising efforts, for example The Christmas play, the Easter Bingo and regular discos.

School Meals

Healthy school meals are prepared on the premises. A varied menu is provided with healthy eating in mind. Menus are provided in advance and you can find the weekly menus on the school website and the Wrexham County Borough Council website.

(www.wrexham.gov.uk/assets/pdfs/education/school_meals/primary_menu.pdf.)

Vegetarian options and sandwiches/wraps are also provided.

Children who wish to bring a healthy packed lunch may do so. A healthy balanced diet in childhood helps children to grow well and protect against chronic diseases. The Food Standards Agency recommends everyday packed lunches contain at least:

- 1 portion of fruit or veg
- 1 portion of dairy e.g. cheese or yoghurt
- 1 portion of protein e.g. meat, fish or other source
- 1 portion of starchy food e.g. bread, pasta, rice



By limiting the crisps / biscuit snacks and sugary drinks your child has for lunch during the week you will be helping to reduce their salt and sugar intake. Advice we have been given regarding healthy eating in schools, recommends that savoury snacks e.g. crisps and meat products such as sausage rolls / pies, are only included in lunchboxes occasionally. Please make sure no glass bottles or fizzy drinks are sent in your child's packed lunch.

In the event that children arrive at school having forgotten dinner money or their packed lunch, a meal will always be provided if we are unable to contact you.

The school's preferred method of payment for school meals is now through Wrexham Council's online payment facility:

<https://www.civicaepay.co.uk/WrexhamEstore/estore/default/Catalog/Index?newSearch=False>

School meals should always be paid for in advance, with cash and cheques still being accepted as alternative methods of payment. Cash should be paid into the machine in the school foyer using your child's unique pin number between the hours of 7:30am and 9:30am. Cheques for school meals should be made payable to WCBC and placed in the black box above the cash machine.

Free school meals are provided for children whose parents are in receipt of **Income Support, Income Based Job Seekers Allowance, Immigration & Asylum Seekers Allowance, Guarantee element of Pension Credit, Child Tax Credit with income below the set limit but not if you are receiving Working Tax Credit. By law no other category of benefit or other income qualifies.** If you think you may qualify for free school meals, please see the school website/contact the school for an application form and return to the school office.

School Uniform

All pupils are encouraged to wear and respect their school uniform, showing their pride as members of Ysgol Sant Dunawd. We have high expectations for the way in which our staff and pupils present themselves. Many uniform items are available in high street shops at reasonable prices. Other items listed below, including sportswear, may be purchased from RAM Leisurewear on the Whitegate Industrial Estate, Wrexham. The link to their online shop is as follows: <https://ourschoolwear.co.uk/collections/st-dunawd>

Winter Uniform

- grey skirt, trousers or pinafore dress
- red sweatshirt or cardigan
- white shirt, blouse or polo shirt (long enough to be tucked in)
- grey tights or grey/white socks
- sensible black shoes (no heels/no trainers)
- reversible navy jacket with logo/red fleece jacket/knitted hat with logo (all optional)



Summer Uniform

- gingham summer dress (red) or grey shorts (optional)
- white/grey socks
- short sleeved white shirt, blouse or polo shirt (long enough to be tucked in)
- baseball cap with logo (optional, can also be purchased in house colour)

Jeans and flip flops are not acceptable as uniform but jeans may be worn if the class teacher has deemed it appropriate for practical activities or visits out of school. Trainers must only be worn for sports or fieldwork.

Sportswear

- white T-shirt or House T-shirt (red, green or blue) with school logo
- black shorts
- white/grey socks
- black pumps for indoor PE and trainers for outdoor activities
- soccer boots and hockey boots may be worn when appropriate
- track suits may be worn in cold weather
- swimming costume/trunks and towel (juniors)

All items of school clothing must be clearly labelled

Lost Property

Every attempt is made to return lost property to the owner. Unnamed lost property will be stored for a short period of time but if unclaimed at the end of each term it will be recycled.

Jewellery

Children with pierced ears may wear studs for school but for safety reasons e.g. during sports or swimming, they must be removed. It is advisable not to have your child's ears pierced during the school year as they will be unable to take their earrings out for PE thus risking an injury (please do so instead at the start of the summer holiday). Staff cannot be responsible for the removal of earrings should it be necessary. No other jewellery may be worn (apart from a watch).

Hair/Nails

Extreme hair fashions (such as tram lines) are unacceptable. Long hair should be tied back neatly. Nail varnish must not be worn for school. We ask for your full support in these matters.

Wrap Around Care

Breakfast Club

We run a Welsh Government subsidised Breakfast Club from 8.00am daily for pupils from Nursery to Year 6. If you wish for your child to attend Breakfast Club, you will need to complete a registration form which can be obtained from the School Office. Attendance between 8:00am and 8:30am is £1 per pupil each day.

Children are offered a healthy breakfast and can choose from cereal, toast, fruit, milk and water. Children go to play outside once they have finished their breakfast or do an indoor activity in the case of wet weather.

Childcare Provision

We place much emphasis on care and support for children and families at Ysgol Sant Dunawd. Qualified staff manage and run our wrap-around care facilities, with overall responsibility undertaken by the management committee. Reasonable fees are charged for these services. We now have provision to look after children from 2 years of age and provide free funded Early Education for three year olds and the 30 hours of Childcare for 3 and 4 year olds, including during school holidays. Please speak to one of our Childcare staff members, through the school for more information.

Nursery Plus

Nursery Plus is offered to children who attend our Nursery and it runs between 8am and 6pm to suit. Parents can use the remaining 17.5 hours from the 30 hours of childcare per week (bookable in advance). Children are able to have a school meal or bring their own packed lunch. Children participate in a variety of activities based on the Foundation Phase Curriculum and this provides an opportunity for the children to settle into a full time school routine. The club is registered with the Care Inspectorate for Wales (CIW). For more information please contact the manager of Bangor on Dee Childcare based at the school.

After School Club/Holiday Club (BODS)

There is a committee-run After School Club for all pupils until 6.00pm daily on the school premises. Children can choose from a range of enjoyable activities and have healthy snacks and drinks after school. The club is registered with the Care and Inspectorate for Wales (CIW). For more information please contact the BODS Manager.

Complaints Procedure

Suggestions or observations are always welcome and can often easily and quickly avert a situation that might result in a complaint. But if you have cause for complaint, it is essential to contact the school at the earliest opportunity so that a solution to the problem can be sought. A copy of the Complaints Policy is available on the school website.

APPENDICES

Appendix 1

Term Information 2019-2020

Including Staff Training Days and Holiday Dates

Autumn Term 2019

Monday 2 nd September	Staff Training Day
Tuesday 3 rd September	Staff Training Day
Wednesday 4 th September	Children return to school
Monday 28 th October – Friday 1 st November	Half Term
Monday 4 th November	Children return to school
Friday 20 th December	Last day of Autumn Term

Spring Term 2020

Monday 6 th January	Staff Training Day
Tuesday 7 th January	Children return to school
Monday 17 th – Friday 21 st February	Half Term
Monday 2 nd March	Children return to school
Friday 3 rd April	Last day of Spring Term

Summer Term 2020

Monday 20 th April	Staff Training Day
Tuesday 21 st April	Children return to school
Friday 8 th May	May Day Bank Holiday
Monday 25 th May – Friday 29 th May	Half Term
Monday 1 st June	Children return to school
Thursday 25 th June	Common Transfer Day
Friday 17 th July	Last day of Summer Term
Monday 20 th July	Staff Training Day

Appendix 2 - Assessment

Foundation Phase End of Key Stage Results Summary – Year 2

The table below shows the number of pupils achieving Outcome 5 or above in teacher assessments. The expected Outcome at the end of the Foundation Phase is Outcome 5.

The Foundation Phase Outcome Indicator is the percentage of pupils achieving Outcome 5 or above in Language, Literacy & Communication Skills in English, Mathematical Development and Personal & Social Development, Well-being & Cultural Diversity at the end of the Foundation Phase.

Teacher Assessment at Outcome 5+	Ysgol Sant Dunawd				
Year	2014/2015	2015/2016	2016/2017	2017/2018	2018/2019
Language, Literacy & Communication Skills in English	90%	100%	90.5%	80%	100%
Mathematical Development	95%	100%	90.5%	90%	100%
Personal & Social Development, Well Being & Cultural Diversity	90%	100%	100%	100%	100%
Foundation Phase Outcome Indicator	85%	100%	90.5%	80%	100%

The table below shows the number of pupils achieving Outcome 6 or above in teacher assessments. Outcome 6 is above expected achievement at the end of the Foundation Phase.

Teacher Assessment at Outcome 6+	Ysgol Sant Dunawd				
Year	2014/2015	2015/2016	2016/2017	2017/2018	2018/2019
Language, Literacy & Communication Skills in English	35%	50%	42.9%	55%	53.8%
Mathematical Development	30%	50%	47.6%	55%	46.2%
Personal & Social Development, Well Being & Cultural Diversity	40%	83.3%	71.4%	70%	69.2%

End of Key Stage 2 Results Summary - Year 6.

The table below shows the number of pupils achieving Level 4 or above in teacher assessments. The expected level at the end of Key Stage 2 is Level 4.

The Core subject indicator at the end of Key Stage 2 is the percentage of pupils achieving Level 4 or above in English, Maths and Science.

Teacher Assessment at Level 4+	Ysgol Sant Dunawd				
Year	2014/2015	2015/2016	2016/2017	2017/2018	2018/2019
English	93.3%	94.4%	92.9%	100%	90.5%
Maths	93.3%	94.4%	92.9%	100%	90.5%
Science	93.3%	94.4%	92.9%	100%	90.5%
Core Subject Indicator	93.3%	94.4%	92.9%	100%	85.7%

The table below shows the number of pupils achieving Level 5 or above in teacher assessments. Level 5 is above the expected achievement at the end of the Key Stage 2.

Teacher Assessment at Level 5+	Ysgol Sant Dunawd				
Year	2014/2015	2015/2016	2016/2017	2017/2018	2018/2019
English	53.3%	55.6%	57.1%	76.5%	52.4%
Maths	53.3%	50%	57.1%	70.6%	42.9%
Science	60%	61.1%	64.3%	82.4%	52.4%



YSGOL SANT DUNAWD

Home School Agreement

This school is committed to co-operating with individual families and their children to provide the highest quality of education. This education will be based on a partnership of shared values and beliefs, will be challenging, engaging and will extend achievement from 3 – 11 years of age. Our aim is to develop confident young people, capable of independent learning, ready and willing to operate as responsible and effective members of the community and equipped for the challenges of the 21st Century.

Family

I/We will

- See that my child goes to school regularly, on time, properly dressed and equipped.
- Provide an explanation if my child is absent, in accordance with the school's Attendance Policy.
- Make the school aware of any concerns or problems that might affect my child's work or behaviour.
- Support the school's policies and guidelines for behaviour and discipline.
- Support my child in homework and other opportunities for home learning.
- Attend parents' evenings and discussions on my child's progress.
- Get to know my child's life at school.
- Do my/our best to avoid holiday absence during term time.

Signed _____ Parent/Carer

_____ Please print

School

The School will

- Promote each pupil's health, safety, wellbeing and happiness.
- Encourage the pupils to do their best at all times.
- Encourage the pupils to take care of their belongings, surroundings and others around them.
- Provide a broad and balanced curriculum and strive to meet the individual needs of the pupils.
- Let parents know of any concerns or problems that affect the pupil's progress.
- Keep parents informed about general school matters and about the pupil's attendance, work or behaviour.
- Arrange parents' evenings during which progress will be discussed and provide one written report per year.
- Be open and welcoming at all times and offer opportunities for parents to become involved in the life of the school.

Signed _____ Headteacher

Pupil

Please talk to your child about this Home-School Agreement

I will

- Attend school regularly and on time.
- Follow the school rules.
- Do all my classwork and homework as well as I can.
- Be polite, helpful and considerate to everyone within school and outside.
- Wear the school uniform and be tidy in appearance.
- Remember that I represent my school at all times.
- Keep the school free from litter and graffiti.
- Look after my personal belongings and those of the school.
- Bring things that I need every day and look after them properly.

Signed _____ Pupil

Signed _____ on behalf of the pupil.

One signed copy to be retained by the parent(s) and pupil and one to be returned to school. Thank you.

Caring ♦ Learning ♦ Achieving
'Together We Grow'

Appendix 4



Internet Permission Form

Please complete and return this form to the Headteacher.

Pupil

As a school user of the Internet, I agree to comply with the school rules on its use. I will use the network in a responsible way and observe all the restrictions explained to me by the school.

Pupil's signature: _____ Date: _____

Parent

As the parent or legal guardian of the pupil signing above, I grant permission for my son or daughter to use electronic mail and the Internet. I understand that pupils will be held accountable for their own actions. I also understand that some material on the Internet may be objectionable and I accept responsibility for setting standards for my son or daughter to follow when selecting, sharing and exploring information and media.

Parent's signature: _____ Date: _____

Pupil's name: _____ Date: _____

Form/ Class: _____

Children are not allowed to use the Internet or E-mail until an Internet Permission Form has been signed and returned to school.



Ysgol Sant Dunawd

Rules for Responsible Internet Use

The school has installed computers with Internet access to help our learning. These rules will keep you safe and help us be fair to others.

- I will only access the system with my own login and password, which I will keep secret;
- I will not access other people's files;
- I will use the computers for school work and homework only;
- I will not bring in disks or memory sticks from outside school unless I have been given permission;
- I will ask permission from a member of staff before using the Internet;
- I will only e-mail people I know, or my teacher has approved;
- The messages will be polite and responsible;
- I will not give my home address or telephone number, or arrange to meet someone, unless my parent, carer or teacher has given permission;
- I will report any unpleasant material or messages sent to me. I understand this report would be confidential and would help protect other pupils and myself;
- I understand that the school may check my computer files and may monitor the Internet sites I visit.

Appendix 5

To be replaced with July 2019 version from Health Board when available.

Appendix 6

Fair Processing Notice: What the School, Local Education Authority and Government do with information it holds on Pupils.

This tells you about what the National Assembly for Wales, Wrexham Local Authority (LA) and Ysgol Sant Dunawd do with your or your child's personal and performance information.

The collection of personal information

The school collects information about pupils and their parents or legal guardians when they go to a new school, they also collect information at other times during the school year. Information is also received from other schools when pupils transfer.

The LA and National Assembly for Wales will receive information on pupils from the school normally as part of what is called the Pupil Level Annual Schools Census, which takes place in January each year.

The school, LA and National Assembly for Wales receive information about exam and national curriculum assessment and test results.

The use made of this personal information

The National Assembly for Wales uses the information collected to do research, primarily to inform educational policy changes and funding. The research is done in a way that ensures individual pupils cannot be identified. Examples of the sort of statistics produced can be viewed at www.learning.wales.gov.uk or www.wales.gov.uk/statistics.

The LA also uses the personal information collected to do research. It uses the results of the research to make decisions on policy and the funding of schools, to calculate the performance of schools and help them to set targets. The research is done in a way that ensures that individual pupils cannot be identified.

The school uses the information it collects to administer the education it provides to pupils. For example;

- the provision of educational services to individuals;
- monitoring and reporting on pupil's educational progress;
- the provision of welfare, pastoral care and health services;
- the giving of support and guidance to pupils, their parents and legal guardians;
- the organisation of educational events and trips;
- planning and management of the school.

Organisations who may share personal information

Information held by the School, LA and the National Assembly for Wales on pupils, their parents or legal guardians may be shared with other organisations when the law allows, for example with;

- other education and training bodies, including schools, when pupils are applying for courses, training, school transfer or seeking guidance on opportunities;
- bodies doing research for the National Assembly for Wales, LA and schools, so long as steps are taken to keep the information secure;
- central and local government for the planning and provision of educational services;
- social services and other health and welfare organisations where there is a need to share information to protect and support individual pupils;
- various regulatory bodies, such as ombudsmen and inspection authorities, where the law requires that information be passed on so that they can do their work.

Personal information held

The sort of personal information that will be held includes;

- personal details such as name, address, date of birth, and contact details for parents and guardians;
- information on performance in internal and national assessments and examinations;
- information on the ethnic origin and national identity of pupils (this is used only to prepare summary statistical analyses);
- details about pupils' immigration status (this is used only to prepare summary statistical analyses);
- medical information needed to keep pupils safe while in the care of the school;
- information on attendance and any disciplinary action taken;
- information about the involvement of social services with individual pupils where this is needed for the care of the pupil.

Other information

The National Assembly for Wales, LA and school will try to ensure that information is accurate and secure. Personal information will not be sent outside the United Kingdom.

Your rights under General Data Protection Regulation

The General Data Protection Regulation gives individuals certain rights in respect of personal information held on them by any organisation. The rules are as follows:

- Data shall be processed fairly, lawfully and in a transparent way;

- Data shall be collected for specified, explicit and legitimate purposes and not further processed in a manner that is incompatible with those purposes;
- Data that is collected shall be adequate, relevant and limited to what is necessary in relation to the purposes for which they are processed;
- Data shall be accurate and, where necessary, kept up to date;
- Data shall be kept in a form which permits identification of data subjects for no longer than is necessary for which the personal data is processed;
- Data shall be processed in a manner that ensures appropriate security of the personal data.

Lawfulness of Processing

Article 6 of the GDPR covers lawfulness of processing in detail and lists how the school is able to process data as a Data Controller. The school will process necessary data in line with the GDPR as follows:

- Processing is necessary for compliance with a legal obligation to which the controller is subject;
- Processing is necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in the controller.

Where reasons of lawfulness are not evident, consent needs to be received unambiguously from parents/carers in order to process personal data. Consent is therefore needed for school photographs and images.

You should be aware that should consent be given, you have the right to withdraw this consent at any time by notifying the school.

Seeking further information

For further information about the personal information collected and its use, if you have concerns about the accuracy of personal information, or wish to exercise your rights under the General Data Protection Regulation, you should contact;

- your child's school on 01978 780757;
- your LA on 01978 298991 (ask for MIS Help Desk)
- the National Assembly's data protection officer at, The National Assembly for Wales, Cathays Park, Cardiff, CF10 3NQ;
- the Information Commissioner's office help line can be contacted on 01625 545745;
- information is also available from www.informationcommissioner.gov.uk