



Learning Together, Achieving Forever
Dysgu Gyda'n Gilydd, Cyflawni Am Byth



School Prospectus 2022/23



Crawshay Street,
Ynysybwl,
Pontypridd,
CF37 3EF
01443790233
www.trerobart.weebly.com

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USEFUL ADDRESSES AND INFORMATION

Director of Education

Mrs Gaynor Davies (Acting for Mr. C. Bradshaw)
Director Education and Lifelong Learning
Rhondda Cynon Taff County Borough Council
Ty Trevithick
Abercynon Mountain Ash
CF45 4UQ
01443 744000

School Governor Support Officer

Mrs Jill Williams
Address and telephone as above

Chairperson of the Governing Body

Mrs A Ellis

Designated Teacher for Child Looked After

Mrs. Tracy Buckle

Designated Governor for Child Looked After

Mrs S Gauci

Rhondda Cynon Taff County Borough Council administers Trerobart Primary School for children between the ages of 3+ to 11+

This prospectus follows the guidelines laid down by the Parents Charter and the current D.F.E regulations.

THE SCHOOL

In 1886 the Llanwynno School Board met the demands of the rapidly increasing population, following the sinking of the Lady Windsor Colliery, by building three schools on a central site.

The external appearances of two of the buildings have not changed very much but re-organisation over the years has created considerable internal change. The school and grounds have undergone major refurbishments over the last few years to improve the learning environments.

The school is a County controlled, mixed school. The ages of the children are between 3 to 11 years.

The Foundation Phase building is located on the lower level. KS2 building is up steps to the upper level.

The Main Office, Headteacher's room and community room are located in the new admin/hall/canteen building.

The school is situated at the centre of the close-knit community of Ynysybwl.



**Ysgol Gynradd
TREROBART
Primary School**



Crawshay St,
Ynysybwl,
Pontypridd,
CF37 3EF
01443 790233

Email: Admin.TrerobartPrimary@rctcbc.gov.uk

Headteacher/Prifathro: Mrs T Buckle

Dear Parent,

On behalf of the Governors and Staff, I would like to take this opportunity to welcome you and your child to Trerobart Primary School. In this prospectus, we aim to show you how we can provide a happy, caring and stimulating environment for your child where the emphasis is on the development of the individual to prepare them for lifelong learning.

Home involvement is actively encouraged, as support from home is essential and complimentary to what we hope to achieve. In partnership together we will work for the benefit of our children. We hope that by working together, our children will find themselves to be happy, fulfilled people, whose sense of wonder will stimulate the need to learn for many years to come.

We aim to offer your child a high standard of education in all areas of the Foundation Phase and the Curriculum for Wales as well as extra curricular activities to broaden their experiences. We can assure you that every effort will be made to allow each and every child to achieve their potential.

If you require any further information, please do not hesitate to contact the school. We will always be available to discuss your child with you.

It is our belief that children learn best when they are happy. At Trerobart we aim to help your child to develop a positive attitude towards school life and prepare them for a balanced and successful future.

Yours sincerely,

Tracy Buckle

Mrs T Buckle
Headteacher
BEd Hons
NPQH

TEACHING STAFF

HEADTEACHER	Mrs T Buckle
DEPUTY HEADTEACHER	Mr P Butler
Nursery.....	Ms N Ryder
Rec	Mrs J Thomas-Hopkins
Year 1/ 2	Mrs K Davies
Year 2/3	Mrs L Samuel-Davies
Year 4	Mrs S Gauci/Ms C Tucker
Year 5	Mrs A Parry
Year 6	Mr P Butler

SUPPORT STAFF

HLTA.....	Ms N Ryder
HLTA.....	Mrs T Bedgood
Classroom Assistant.....	Mrs L Harris
Classroom Assistant	Mrs L Burnell-Allsopp
Classroom Assistant	Mrs H Jenkins
Classroom Assistant	Mrs E Jones
Classroom Assistant	Mrs C Chappell
Classroom Assistant.....	Mrs L Harris
Classroom Assistant.....	Mrs K Spear
Language Support	Mrs J Trilloe,
School Clerks	Mrs G Watts/Mrs S
Davies(temp)	
Caretaker	Mr G Jones
Lunchtime Supervisors	Miss D Taylor
.....	Mrs M Fowler
.....	Vacancy
.....	Mrs A Roberts
.....	Mrs S Howells
Cleaners	Vacancy
.....	Mrs A Lancett
.....	Mrs A Jones
.....	Vacancy
Kitchen Staff	
.....	Mrs H Burton
.....	Vacancy
.....	Mrs L Williams

FRIENDS OF TREROBART (PTA)

Supported by our parents. At present led by:

Hon. Secretary Mrs J Thomas Hopkins
Hon Treasurer Mrs L Reed

GOVERNING BODY

Mrs T Buckle Headteacher
Mr D Leeworthy..... Community (Chairperson)
Mr D BaishCommunity Representative (Vice Chair)
Mr Richard FlowerdewCommunity Representative
Mrs G John.....Parent
Mrs H Watkiss.....Community
Miss H Young..... Parent
Mrs C Williams..... Parent
Ms N Ryder.....Staff Representative
Mrs S Gauci.....Teacher Representative

SCHOOL HOURS

MORNING SESSION

Foundation Phase: 9.00 a.m. – 12.00 p.m.

Juniors: 9.00 a.m. – 12.15 p.m.

AFTERNOON SESSION

Foundation Phase and Juniors: 1.00 p.m. – 3.15 p.m.

Foundation Phase & Junior Break Times

All pupils: 10.45 – 11.00 a.m.

F.Ph: 2.30 - 2.40pm

Juniors: 2.05 – 2.15 p.m.

It is important that pupils arrive in school by the start of the session. Children should therefore arrive in school between 8.50 and 9.00. Whilst staff are in school before these times and are in class from 8.50, no responsibility can be taken for pupils who arrive in school before 8.50 am.

For safety and security reasons parents are requested to leave their children at the school door at the start of the day and collect them from the yard outside their classroom at the end of the day.

This is not the policy in the Foundation Phase.

Term Dates and Holidays 2022/2023 Academic Year

Term	Begin	Half term		End	No. of School Days
		Begin	End		
Autumn 2021	Mon 6 Sept 2021	Monday 25 Oct 2021	Friday 29 Oct 2021	Friday 17 Dec 2021	71
Spring 2022	Tuesday 4 Jan 2022	Monday 21 Feb 2022	Friday 25 Feb 2022	Friday 8 Apr 2022	64
Summer 2022	Monday 25 April 2022	Monday 30 May 2022	Friday 3 Jun 2022	Friday 22 July 2022	59
				TOTAL	194



CURRICULUM AIMS

At Trerobart, we aim to deliver a high quality education to all children by.....

- Providing a broad and balanced curriculum, based on the requirements of the National Curriculum
- Providing stimulating and challenging activities in a way that will extend children's knowledge, skill and creativity in order to develop enquiring minds
- Ensuring all staff are committed to the principle of equality for all children;
- Providing a curriculum that is relevant to the need and interests of all children;
- Providing a curriculum that enables all children to develop their potential intellectually, physically, spiritually and emotionally;
- To prepare each child for the next stage of their education and to embrace ICT initiatives which prepare our pupils for the future.

MISSION STATEMENT

Our school is committed in creating a happy, caring, secure and stimulating environment, to provide the opportunity for all to achieve academic, personal and social success.

We value the respect the worth of each individual and recognize their talents and abilities, nurturing and developing all pupils to their full potential.

We show that we value:

- **Ambitious, capable learners who are ready to learn throughout their lives**
- **Healthy, confident individuals who are ready to lead fulfilling lives as valued members of society.**
- **Ethical, informed citizens who are ready to be citizens of Wales and the world.**
- **Enterprising, creative contributors who are ready to play a full part in life and work.**



CURRICULUM STATEMENT

At Trerobart the curriculum is taught using a variety of strategies and groupings, as appropriate to the intellectual and emotional development of the needs of the children.

All children are provided with opportunities to learn from a wide range of experiences.

All teaching is planned to develop individuals' potential and will take account of both previous and future learning needs.

Children have regular and constructive feedback about their work.

All children are, commensurate with their ability and maturity, taught to evaluate their work in order to improve personal standards.

UNIFORM

Our school uniform is a smart one and we encourage all children to wear it.

It is comfortable, easy to keep clean and allows the children to look like part of our school. Wearing school uniform eliminates fashion discrimination. It consists of a grey skirt, trousers or joggers, a royal blue sweatshirt or cardigan and a white or blue polo shirt.

It can be purchased at MST Sports and other retailers. Although it is not compulsory, it is hoped that all children will wear school uniform. A copy of our Uniform and Appearance Policy can be found on the school website.

STARTING SCHOOL

The very early experiences of a child first coming to school normally stay with them throughout their school life. It is therefore vital that we make those early experiences happy, secure and particularly enjoyable.

Before our children start in the Nursery, the term before they begin, we invite their parents to an informal meeting in the Nursery where they learn a little about the school, meet the Headteacher, and most importantly, the Nursery staff.

They are given the opportunity to ask any questions and are made to feel welcome. They are also given a School Brochure and a Starting at Trerobart Nursery information.

Every child is different and each will need a sensitive approach to settle into the routine of Nursery Education. We can receive children in the term after their third birthday. Parents are encouraged to stay to play with their child and are also encouraged to leave when the Nursery teacher thinks the child (and parent) is ready.

It is imperative that we take the lead from the child and that the professional judgement of the Nursery teacher is taken into consideration. A happy settlement in Nursery will probably make a difference to the child's attitudes towards school in the future.

When a child joins us from another school we make sure they feel welcome by introducing them to their group of peers and provide them with a buddy who can help them to follow the daily routine of our school. They also receive a special certificate in assembly when they have settled.

TRANSITION

Pontypridd High School

At 11+ the majority of our children transfer to Pontypridd High School. Every effort is made to ensure a smooth transition. Staff from both schools meet throughout the year to discuss curriculum issues and pupil progress. In the Summer term the children spend 4 days at the school following the timetable. The Headteacher meets with the cluster throughout the year and transition issues are frequently discussed and one training day per year is set aside for the development of transition. Joint projects throughout the year extend pupils experiences and help in the transition process.

ASSESSMENT

Assessment forms an integral part of every day teaching. We assess each child from the time they enter school until they leave at the end of the day. This is fully explained in our assessment policy.

Pupil's work in class is assessed daily in the form of marking or through discussion.

Assessment for Learning strategies are used by teachers and pupils to assess progress in learning. Children are actively involved in their own and others learning and establishing ways forward.

Through assessment we are able to identify a child's strengths and weaknesses and adapt the curriculum for each child accordingly.

From this year pupils entering schools, nurseries or playgroups will undertake an Initial Assessment within their first 6 weeks of placement. Results of these assessments will be discussed with parents during Open Evenings during the term.

Parents may also make an appointment to discuss their child's progress with the Headteacher throughout the year.

Foundation Phase and KS2 End of Year Assessment results are at the end of this document.

SCHOOL COUNCIL

Trerobart Primary School recognises the importance of the pupil voice and their involvement in the decision-making process and development of the school. We have a democratically elected School Council.

All of the children from Reception to Year 6 are given a chance to vote for a boy and a girl from Year 2 – 6 after listening to their manifesto. Foundation Phase have representatives from Year 6.

The Council represents the pupil voice in school. They hold regular meetings with staff and other school groups to discuss issues relating to school improvements e.g learning environments and strategies, the playground area, behavior and school routines. They also present in meetings with the Governing Body, putting forward pupils' views and suggestions.

ACCESS TO OTHER INFORMATION

The school is required to make the following available to Governors, Parents or anyone else who wishes.

- ☺ The LEA's curriculum statement and partnership agreement
- ☺ The Governing Body's statement of curriculum aims
- ☺ Statutory instruments, circulars and memoranda sent to the school by the Department of Education and the National Assembly for Wales.
- ☺ Any reports by HMI which refers to the school

- ☺ The schemes of work and syllabuses used in the school, showing the provision of the National Curriculum
- ☺ A copy of the LA's arrangements for complaints about the school curriculum
- ☺ The LA's agreed syllabus for R.E.
- ☺ The Governing Body's most recent annual report to parents.

Whole School Policies can be accessed through the school's website www.trerobart.weebly.com or paper versions are available on request.

HOME, SCHOOL AND THE COMMUNITY

We welcome parents to work with the school to provide the best for their children. They are encouraged to discuss concerns with the class teacher, the Headteacher, or the Deputy Headteacher as they arise and all parties are encouraged to work together towards a solution. Parents are requested to respond to the Home school agreement.

We hold open evenings for parents in the autumn and spring terms where parents are able to discuss their child's progress and future targets for development. During these sessions, parents of children on the SEN/ALN register go through and sign their child's IEP with the class teacher, ALNCO and Literacy Support Teacher.

We welcome parents in to help with reading and creative work in school.

Parents, grandparents and members of the community are encouraged to join us for Harvest celebrations in the local chapel.

We sing carols in Pontypridd and in the village of Ynysybwl.

Parents are of great financial support to the school and while we have a PTA committee, most of our parents offer assistance for school fetes, Sports Day, school visits, sponsored events, buying raffle tickets and attending concerts and school based events.

Our Family Learning projects are very successful with one running each term.

We welcome visitors to the school whenever possible who contribute to the wealth of learning experiences. Our links with community groups are mutually beneficial.

The school's website provides ongoing information for parents and the community and is updated regularly.

EXTRA CURRICULAR ACTIVITIES

We believe that children should be encouraged to participate in as wide a range of activities as is possible in school thus preparing them for an interesting life of work and leisure.

At Trerobart we have an established tradition of excellence in sport. Many of our past pupils have gone on to represent their country. We encourage all of our children to participate in a variety of sporting events.

There are many after school clubs offered to children of all ages.

Year 6 attend an outdoor activities residential during the Spring Term. Year 4 and Year 5 attend Llangrannog Urdd Camp for a weekend during the Summer Term. Year 3 attend a one night sleep over at Cardiff Urdd Residential Centre.

A variety of after school activities are offered to pupils.

PPA

From September 2005 all teachers are entitled to 10% of their teaching time for Planning Preparation and Assessment. This time amounts to a half day approximately each week. In our school we utilized the skills of our experienced classroom assistants and supply teachers.

CHARGING POLICY

Voluntary contributions are requested for school trips which are organised to enhance our children's learning experiences. If insufficient voluntary contributions are raised to fund an activity, then it may be cancelled.

BEHAVIOUR

We believe that a consistent approach to behaviour across the school helps children to learn right from wrong, and to appreciate that all rules exist for the good of everyone, and that responsibilities go hand-in-hand with their own rights. Rules are formulated and agreed by pupils and displayed in classes and around the school. Clear expectations of behaviour are reinforced by praising and rewarding good behaviour throughout the day.

Our school adopts a zero tolerance policy towards bullying and racism. In the event of these parents will be contacted immediately.



COMPLAINTS

Section 29 of the Education Act 2002 requires the governing bodies of all maintained schools in Wales to establish procedures for dealing with complaints and to publicise such procedures.

A complaints procedure is a way of ensuring that anyone with an interest in the school can raise a concern, with the confidence that it will be considered properly and heard and, if upheld, that the matter will be addressed appropriately and without delay.

- 1.1 Trerobart Primary School is committed to dealing effectively with complaints. We aim to clarify and issues about which you are not sure. If possible we will put right any mistakes we have made and we will apologise. We aim to learn from mistakes and use that experience to improve what we do.
- 1.2 Our definition of a complaint is "an expression of dissatisfaction in relation to the school or a member of its staff that requires a response from the school.
- 1.3 This complaint procedure support our commitment and is a way of ensuring that anyone with an interest in the school can raise a concern, with confidence that it will be heard and , if well-founded, addressed in an appropriate and timely fashion.

INFORMAL COMPLAINTS

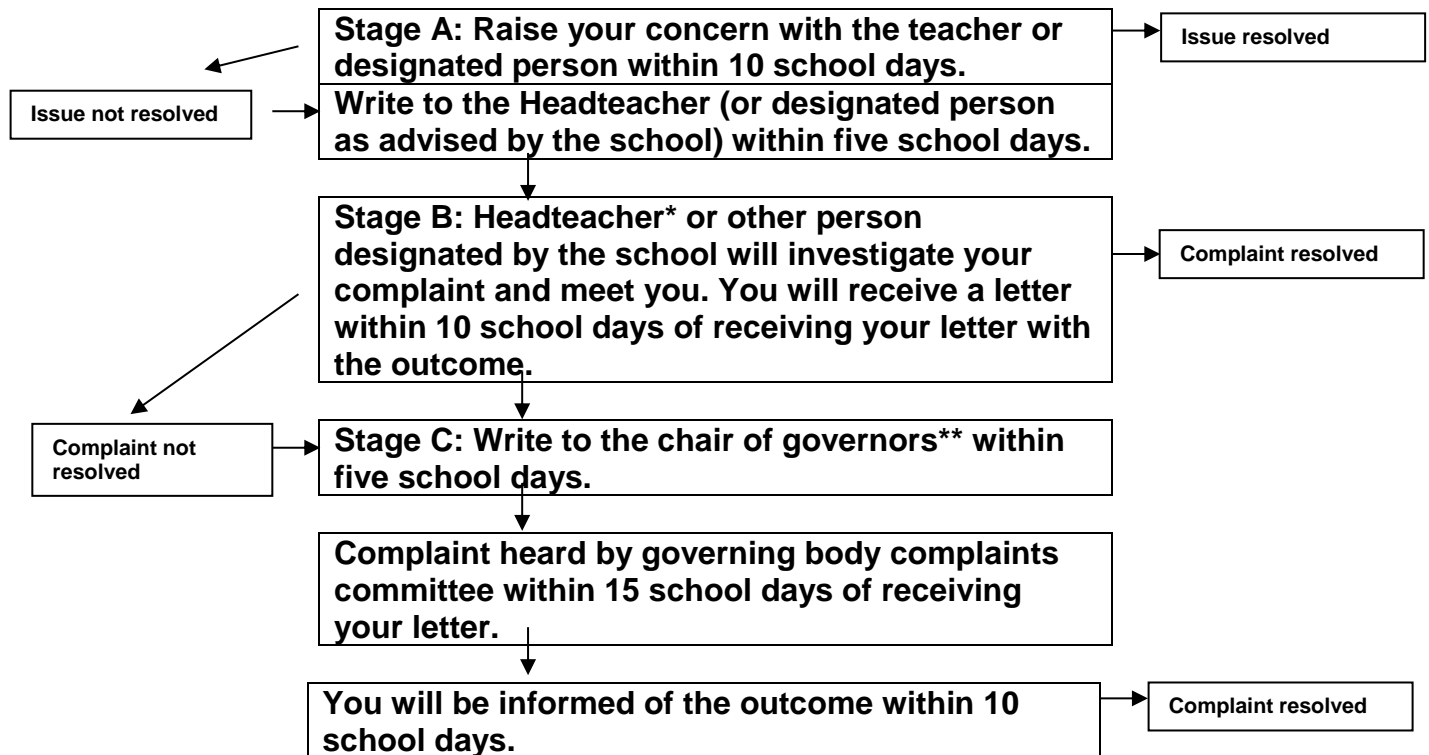
Any concerns expressed by parents or others about the school curriculum and related matters will be considered in informal discussion with the Headteacher and Teachers in the first instance.

Where cases cannot be resolved informally and will therefore be considered as formal complaints the parents or others may contact the Governing Body.

SCHOOL COMPLAINTS

In exercising its role of the strategic management of a school, a governing body may from time to time be required to consider complaints about the school, or about any facilities or services the governing body provides.

In considering such complaints, governing bodies are advised to adopt the following model procedure as detailed within Welsh Government guidance circular no 011/2012.



*If the complaint is about the Headteacher you should write to the Chair of Governors.

**If the complaint is about the chair of governors you should write to the vice chair.

All timescales shown are targets and are flexible; however it is in everyone's best interest to resolve a complaint as soon as possible.

The school will work with you to ensure that the time allowed to deal with your concern or complaint is reasonable and helps to achieve an answer to the problem.

Our full Complaints Policy can be found on our school website.

NO SMOKING POLICY

The school has a no smoking on the premises policy.

HEALTH AND SAFETY

The school has a detailed Health and Safety Policy which can be accessed on our website or a paper copy is available on request.

On grounds of health and safety we do not allow children to wear jewellery in our school. The exception to this rule is ear-ring studs in pierced ears. We ask children either to remove these during PE and games or to cover them with a plaster. We ask parents to equip their children with the necessary uniform and school equipment, so that they are able to participate fully in all school activities.

SCHOOL SECURITY

In order to protect the pupils and staff at the school, all visitors to the premises must report to the school office and sign the visitor's book. All adults who enter the school to work or have direct contact with the children must be in possession of an up-to-date CRB/DBS check. The side gates in both playgrounds are locked during the school day. Parents are asked to make arrangements to see staff out of school hours as an impromptu visit may disrupt a class lesson. For the safety of all pupils, parents are requested to inform the school if there is a change in personnel for the collection of their child. The school has a modern CCTV system.

HEALTHY SCHOOL

Our school promotes a healthy lifestyle. As sweets can damage children's teeth, we do not allow sweets to be eaten in school. Trerobart Primary has achieved Healthy Schools status. Fruit can be brought to each and drinking water is available for pupils in the classrooms. New targets for the initiative are formulated every year.

We have a Playground Buddies initiative to encourage physical activities and participation during playtimes. You can find our Substance Use and Misuse policy and programme of study on our school website. www.trerobart.weebly.com

We encourage all children to have a healthy lunch box, we follow the following Welsh Government guidance, please see link below.

<https://ysgolestyn.files.wordpress.com/2019/03/190219-healthy-lunchboxes-leaflet-welsh-government.pdf>

ADMINISTRATION OF MEDICINES

Medicines should be generally administered at home. In exceptional circumstances, the Headteacher or Deputy Headteacher is prepared to give medication.

Parents are requested to fill in a form for administration of medication.

All medication should be handed to the Headteacher or Deputy Headteacher. Medication must have the child's name written clearly on the bottle and dated.

ILLNESS OR INJURY

Parents should ensure that the school has two emergency numbers on the admission form so that if a child is ill or injured a parent or nominee may be contacted. When the school fails to make contact, the child will be cared for at school and professional medical attention will be sought if necessary. For First

Aid provision we have recognised First Aiders in school Mrs L.Harris and Ms D.Taylor. Where a child sustains a head or facial injury that is deemed to be in need of extra attention, parents will be contacted. Injuries are recorded and logged.

PERSONAL DEVELOPMENT AND RELATIONSHIPS

Personal development and relationships is linked in with Health Education. As children grow and become inquisitive, we try to answer questions as they arise. We encourage children to have a positive attitude towards each other and appreciate that everyone is different.

We teach the children about relationships and that there are a variety of family groupings. Pupils in Year 5 and 6 are also involved in discussions with the school nurse who talks to them about Puberty.

The policy for Personal Development and Relationships and the programme of study are available from school.

EQUAL OPPORTUNITIES

The school has a detailed Equal Opportunities policy available from school. We are totally committed to inclusive education. Our aim is for all children to have access to all aspects of school life, as far as is reasonable and practical.



THE CURRICULUM

At Key Stage 2 the Curriculum for Wales and the Foundation Phase prepare our children with the necessary skills for lifelong learning. Children are taught through the six areas of Learning and experiences, as described in Curriculum for Wales 2022.

The Curriculum for Wales has allowed a more flexible approach to subject learning with the emphasis on children making links and developing learning skills. Therefore a lot of our subjects are covered in themes or topic work. The essential skills of literacy and numeracy are stressed through topic work through the Literacy and Numeracy Framework. Digital competency skills are taught through topic work also.

AREAS OF LEARNING and Experiences (AOLEs)	Cross cutting themes	Four Purposes
<ol style="list-style-type: none">1. Health & Wellbeing2. Language, literacy and communication3. Mathematics and numeracy4. Expressive Arts5. Humanities6. Science & Technology	<ol style="list-style-type: none">1. Relationships and sexuality education (RSE)2. Human rights3. Diversity4. Careers and work-related experiences5. Local, national and international contexts	<ol style="list-style-type: none">1. Ambitious capable learners2. Healthy confident individuals3. Enterprising creative contributors4. Ethically informed citizens



THE CURRICULUM AND COLLECTIVE WORSHIP IN SCHOOLS

We hold a daily act of collective worship in our school. This forms part of each morning assembly. There are normally separate infant and junior assemblies because of the lack of suitable space, though we hold a whole school assembly at least once a week.

Concerns related to the Curriculum and Collective Worship in schools should be directed in the first instance to the Head Teacher. Such concerns, if not resolved, will be discussed by the School Governing Body.

Parents have a right to withdraw children from Religious Education lessons or assemblies on Religious grounds after discussion with the Head Teacher. Any other causes for concern should be discussed with the class teacher, the Head Teacher or his/her representative. The procedure for dealing with complaints is available for viewing at the school.

ADMISSIONS

All applications for admissions are carried out on the RCT website.

Where children are pre nursery age, parents are requested to leave their contact details as early as they can at school and will be invited to the preschool meeting in the July before the child starts school.

The children are admitted to the Nursery at the age of three providing there is room. Parents and children are invited in to the Nursery to meet the staff, talk about school life and ask any questions, during the Summer Term before the child starts school.

Children who have attained the age of 7 are admitted to Key Stage 2 from the Foundation Phase.

PRE ADMISSION ARRANGEMENTS

Parents who are considering sending their children to the school are welcome to visit after making an appointment.

This booklet along with an admission form is given during the visit. Admission has to be sought through the Local Authority who will then contact the school and inform the parent of availability.

ATTENDANCE

There is a requirement for all schools to report details of rates of unauthorized absences each term. The details only apply to children of compulsory school age. A pupil's absence may be treated as authorized if he or she is unable to attend by reason of sickness or unavoidable cause.

Regular and punctual attendance is an important factor in the education progress of children. If your child needs to be absent you should:

- ☺ **Telephone the school to notify us of your child's absence as soon as possible. You can also complete an absence form on the Schoop app.**

Your child's attendance record is kept on computer and is available for you to see on your request.

In cases of lateness parents or pupils are requested to report to the main office.

For safety reasons parents are requested not to allow their children on to the school premises until 8.50am. During that time they are the responsibility of the teaching staff. No pupil should leave the school premises without permission from the Headteacher or member of staff. ***In cases where children leave without permission, the police will be contacted immediately.***

Parents are requested not to take their children out of school for the purpose of family holidays. Schools have been strongly urged by the WG to enforce that that holidays taken in term time will be deemed as unauthorized unless they meet the exceptions stipulated in the Fixed Penalty Notice code of conduct issued to parents in September 2014.

Attendance

Attendance for last year is not currently being reported on

SCHOOL ORGANISATION

We have classes known as progression step 1 and 2 consisting of a Nursery, Reception, Year 1 /2 and Year 2/3. Progression step 2 and 3 is comprised of Year 4, Year 5 and Year 6 class.

The children are generally placed in classes according to age but other factors may be considered, e.g. social reasons.

All children are taught to their level of ability regardless of their age.

Where a child is in a mixed age class every effort will be made to ensure that they are included in all of the activities that their age group participates in.

SCHOOL MEALS

The majority of children stay in school at lunchtime most take school meals and some bring packed lunch. Lunchtimes are supervised by trained lunchtime supervisors and the normal school rules apply. Children are taught to respect Lunchtime Supervisors as they respect their teachers. Where a child consistently causes disruption during lunchtime, the parents may be requested to make alternate arrangements for the supervision of their child for that period.

Children are not allowed to take lunch in the community; Where children go home at lunchtimes, parents must take responsibility for their child until the start of the afternoon session.

Payment for school meals should be made via RCT Website, each child will be given a unique number. Arrears of ten working days will result in a dinner not being provided.

You may be entitled to free school meals. The school clerk will provide you with a form to complete alternatively you can apply on line,

<https://forms.rctcbc.gov.uk/en/Web/Coronavirusfsmsignup/ContactDetails>

The current menus can be found on our website and in the school office.

SCHOOL MILK

School milk is provided for all Foundation Phase pupils

PARENTAL VISITS

The school has an open door policy. The Headteacher will normally see parents during any time of day, providing she is not committed elsewhere. It would be more helpful if parents could make an appointment.

Parents who wish to discuss their child with a class teacher should first consult the Headteacher so that an interview can be arranged.

Newsletters are sent home frequently informing parents of events and activities.

Parents are invited in to school to discuss their child's progress in the Winter and Spring Terms.

Parents are welcome to school concerts and class assemblies throughout the year.

SAFEGUARDING

Under the Education Act 2002 (Section 175) schools must make arrangements to safeguard and promote the welfare of children. Parents/carers should know that the law (Children Act 1989) requires all school staff to pass on information which gives rise to a concern about a child's welfare, including risk from neglect, physical, emotional or sexual abuse.

The priority of our school is the protection and well being of all pupils as outlined in the All Wales Child Protection Procedures.

In our school there are 4 Safeguarding Officers, Mrs Buckle and Mr Butler, who have overall responsibility for child protection matters and act as a source of advice and support to other school staff. Mrs Thomas Hopkins and Ms A Poulton have also undertaken Level 3 training.

Our school also has a nominated Child Protection Governor (Mrs Amanda Ellis) who ensures that the school has a child policy in place, which is consistent with the All Wales Child Protection Procedures (2008) and that all staff in the school must follow correct procedures where there are concerns or suspicions of child abuse.

If we receive information about a child which suggests that he/she has been abused or at risk of being abused, we have a duty to refer those concerns to the social services department of the police without delay. **The Headteacher has no discretion in this matter whatsoever.**

Our first concerns as a school is your child's welfare and where we have general concerns, these will be raised with you and we would want to work with you to remedy the situation. However, there may be concerns, as listed above, where we have to talk to other agencies before we contact you. Should this be necessary, we want to reassure you that any concerns we have about your child will then be fully discussed with you in a way which is consistent with your child's best interests.

ADDITIONAL LEARNING NEEDS (formerly SEN)

Where pupils are identified as having problems, be they academic, social or physical, their parents will be notified. Through discussion with the ALNCO (Mrs. Buckle), parents, class teacher and Headteacher it may be recommended that the child receive extra help, initially from the class teacher but other agencies may be involved in supporting your child. The child will have an individual development plan (IDP), which will be reviewed every term. In line with the new ALN Act, these will be for children in Y2, 4 and 6. Children in the remaining year groups will have an IDP if required. Parents are kept informed of the pupil's progress and of the next targets to aim for.

It is vital that parents are kept informed and that school follow the procedures laid down in the Code of Practice. *(Full details available on request)*

DISABILITY ACCESS

The school has a Disability Access Policy and Access Plan and is committed in meeting the needs of all our pupils. The age of our school buildings present a challenge but modifications have enabled us to successfully admit pupils with mobility problems.

The school works closely with the LA to ensure the children with disabilities receive appropriate support in order to access the full curriculum.

MORE ABLE AND TALENTED PUPILS

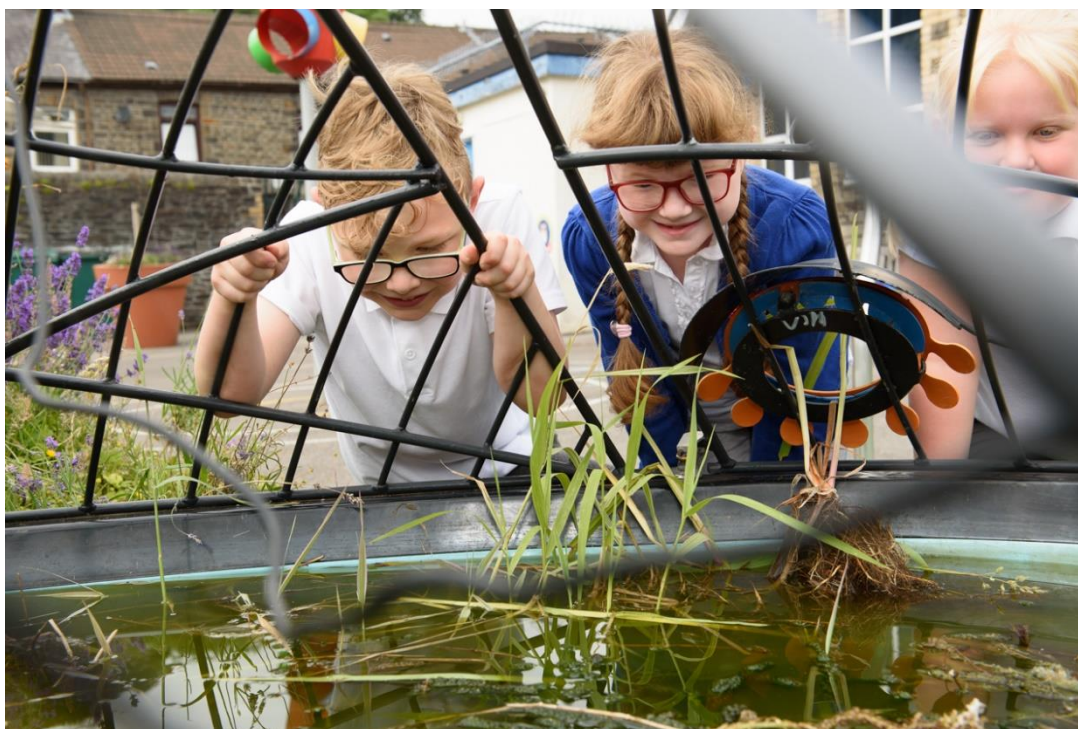
More able pupils can be defined as pupils who demonstrate a significantly higher level of ability than most pupils of the same age in one or more of the curriculum areas This may also manifest in general intellectual ability, specific academic aptitude, creative thinking, leadership qualities/social skills, artistic abilities, ability in expressive arts or physical ability.

Gifted children can be identified as pupils who achieve two years beyond their age group in a certain subject. This could be about 1-2% of the school population. More able and gifted children are identified through teacher assessment and judgements based on a variety of assessments.

At all times the needs of the children, whatever their ability, are catered for through careful differentiation, grouping and task.

WELSH AS A SECOND LANGUAGE

Welsh is taught from Foundation Phase to Key Stage 2. In the Foundation Phase it is taught by the class teacher and additional practitioners. In Key Stage 2 it is taught by the class teacher and subject specialist. There is much emphasis on the spoken word with increasing emphasis on reading and writing through the medium of Welsh in KS2. Throughout the school, all teachers and support staff use incidental Welsh for a variety of instructions and encouragements. There is much value associated to the use of the Welsh Language and the Welsh Dimension in our school.



Home School Agreement

The School

Trerobart Primary School will make every effort to:-

- Provide a caring, safe and disciplined environment for all children to work

- Maintain high standards of teaching all aspects of the curriculum
- Have high expectations of all children encouraging them to do their best at all times
- Provide equality of access to the whole curriculum
- Monitor all pupils' progress and share this information with parents and guardians
- Keep families fully informed of school activities and any changes that may be necessary
- *Respond promptly to requests made by parents and guardians*
- *Contact parents and guardians at an early stage if problems are identified*

Pupils of Trerobart Primary School should:-

- Try their best at all tasks, both at school and at home
- Complete all tasks, including homework in the time given
- Show courtesy and good manners at all times, giving consideration to adults and fellow pupils
- Take good care of the school buildings and equipment
- Behave in an acceptable manner at all times, both in school and on visits
- Learn to respect others and their belongings
- Co-operate with all members of the school community

As a parent or guardian I will:-

- Accept the school's expectations of its pupils
- Co-operate with the school and work with my child to towards their success
- Ensure that my child attends school regularly and arrives on time
- Support the school's behaviour policy and actively encourage my child to adhere to school rules
- Provide a suitable environment for home tasks and ensure these are completed on time
- Make every effort to attend parent consultation evenings
- Co-operate with the school in an attempt to resolve difficulties
- Keep the school informed of matters which may affect my child at school