



Dreaming, believing, succeeding together
Breuddwydio, coelio, llwyddo gyda'n gilydd

School Prospectus

2024-2025



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YSGOL Y FORYD

(Towyn Infant School)

Morfa Avenue, Kinmel Bay, Conwy, LL18 5LE

Tel/Fax: 01745 351892 E-Mail: pennaeth@yforyd.conwy.sch.uk

Headteacher : Mrs Hannah Williams

www.yforyd.co.uk

Welcome to Ysgol y Foryd - Croeso i Ysgol y Foryd

Dear Parents/Guardians

On behalf of the Governors and staff I would like to welcome you and your child to our school.

We understand that you, as parents want a quality education for your children and also want them to be happy and feel safe and secure. At Ysgol y Foryd we have high expectations of the pupils and we encourage them to have high aspirations for their future. We have developed an ethos of positivity with "I can" or "I can't yet" being common phrases that the pupils use in all aspects of school life. Governors, parents, staff and pupils have a shared understanding of our vision and work together to make Y Foryd a place where everyone can dream, believe and succeed together, as our school motto suggests:

"Dreaming, believing, succeeding together"

The partnership between home and school is essential and we encourage you to work with us to provide the very best for your child. We promise to keep you informed through an ethos of close communication and we welcome parents and families in to school to be an active part of your child's school journey.

We hope that this booklet will provide you with the some of the main information you need as a new parent to our school and will also act as a point of reference in the future. Our website will also share information about day to day aspects of school life, about the work we do here, about the clubs and extra curricular activities and much more. Our monthly newsletters are available on the school website and it's another opportunity for you to see all the exciting things that are happening here. Any changes will be notified to you in our Newsletters, on our website, and Twitter and Facebook page. However, you only get a true feeling of our school by coming for a visit – we are always welcoming here at Y Foryd.

Miss Seeley, our School Support Officer, is always a cheery voice at the end of the telephone, or in person at our School Office, and is ready to help when she can. Please do not hesitate to contact us if there is any further information that you require.

Yours sincerely

Mrs Hannah Williams
Acting Headteacher

Practical details

Chair of Governors: Mrs Anna Macaulay
Acting Headteacher: Mrs Hannah Williams
Acting Deputy Headteacher: Mrs Nia Williams

Ysgol y Foryd is a Conwy County Council maintained Infant School. It has its own Nursery provision and provides education for children from 3 – 7 years old. It works closely with Ysgol Maes Owen which is the juniors on the same site.

Contact details:

Ysgol y Foryd
Morfa Avenue
Kinmel Bay
County of Conwy
LL18 5LE

Telephone: 01745 351892

Website: www.yforyd.co.uk

X page: @yforyd

Email: pennaeth@yforyd.conwy.sch.uk / swyddfa@yforyd.conwy.sch.uk

Number of children on roll:

	September 2024
Main School	156
Nursery	39
TOTAL	195

School hours:

School begins: Doors open at 8.45am and close at 8.56am.
Lunch time—11.50am -12.50pm
End of school day 3pm

Nursery Sessions: am—8.45 – 11.15am
pm—12.30– 3.00pm

(All children must be registered by 8.56am for health and safety reasons in case of fire).

HOLIDAY DATES for the SCHOOL YEAR 2024-2025

Autumn Term

<i>Staff Training Day</i>	<i>2nd September 2024/3rd September 2024</i>
Term starts	4th September 2024
Half term close	25th October 2024
Half Term Open	6th November 2024
Term ends	20th December 2024

Spring Term

<i>Staff Training Day</i>	<i>6th January 2025</i>
Term Starts	7 th January 2025
Half term close	21st February 2025
Half term open	3 rd March 2025
<i>Staff training day</i>	<i>28th March 2025</i>
Term ends	11 th April 2025

Summer Term

Term starts	28 th April 2025
May day	5 th May 2025
Half term close	23rd May 2025
Half term open	2nd June 2025
End of the school year	18th July 2025
<i>Staff training day</i>	<i>21st July 2025</i>

School Governors

GOVERNORS' TERMS OF OFFICE – September 2024

	Term of Office ends:
L.E.A appointed:-	
Cllr Michael Smith	31/05/2028
Cllr Anna Macauley	1/09/2028
Cllr Bernice McCloughlin	31/05/2028
Mrs Lynda Griffiths	31/05/2028
Community:	
Jo Matthews	24/09/2028
Mr Barry Griffiths	31/08/2027
Louise Formston	31/05/2028
Teacher:	
Miss Hollie Jones	01/09/2028
Mrs Nia Williams	01/09/2027
Headteacher:	
Mrs Hannah Williams	
Parent Governors:	
Mr Mitch Spicer	21/9/2027
Mrs Rebecca Quayle	31/08/2027
Mrs Rachel Hyland	01/10/2025
Mrs Jasmine Cartwright	21/11/2028
Vacancy	
Ancillary Staff Governor:	
Mr John Burt	31/03/25
Clerk to the Governing body	
Mrs Rachel Marland	

TOTAL OF 16 VOTING GOVERNORS meaning meetings must have 9 Governors present to be quorate.

Local Authority Contact:

Mrs Kate Evans

GWE Support:

Mrs Sue Clisham

Staff Details 2024-2025

ACTING HEADTEACHER

Mrs Hannah Williams

FAMILY LIAISON OFFICER

Mrs Anwen Maher

Meithrin a Derbyn – Nursery and Reception

Teachers

Mrs Nia Williams (Acting Deputy Headteacher)

Miss Hannah Sharpe

Teaching assistants

Mrs Karen Jones

Mrs Diane Taylor

Mrs Nerys Hillary

ALN teaching assistants

Mrs Paula Williams

Miss Chloe Henderson (Jan 2024)

Blwyddyn 1 – Year 1

Teachers

Mrs Samantha Hogg (ALNCO)

Miss Natasha Puttick

Teaching assistants

Mrs Anna Davies

Mrs Jacky Dance

Mrs Karen Fernandes (HLTA)

ALN teaching assistant

Mrs Rachel Ullah

Blwyddyn 2 – Year 2

Teachers

Miss Hollie Jones

Miss Beth Grimes-Thomas

Teaching assistants

Mrs Tammy Davies

Mr John Burt

ALN teaching assistant

Mrs Mandy Findlay

OFFICE STAFF:

Senior Support Officer:

Miss Rebecca Seeley

Cluster Attendance Officer:

Mrs Helen Taylor

Cook in Charge:

Mrs Sharon Dinn

Caretaker:

Mr Ravi Kumara Muthaiah

Cleaning Staff:

Mr Paul Rowley and Ms Karen Judge

Our Aims

We aim to:

- .. *Provide a happy, secure, safe and stimulating environment.*
- .. *Promote a sense of self-esteem.*
- .. *Help each of our children form good relationships with other pupils and adults.*
- .. *Help each child develop an awareness of the needs of others.*
- .. *Promote a sense of awe and wonder.*
- .. *Encourage caring and respectful attitudes towards all living things and the environment around us.*
- .. *Promote positive attitudes towards school and learning.*
- .. *Provide equal opportunities for all to develop physically, intellectually, socially, emotionally and spiritually.*
- .. *Help each child reach his/her potential.*
- .. *In line with the new draft curriculum for Wales we aim for pupils to be:*
- * *Ambitious, capable learners who are ready to learn throughout their lives.*
- * *Enterprising, creative contributors who are ready to play a full part in life and work.*
- * *Ethical, informed citizens who are ready to be citizens of Wales and the world.*
- * *Healthy, confident individuals who are ready to lead fulfilling lives as valued members of society.*

Our expectation is that all our children will understand and practise our 5 Foryd Values:

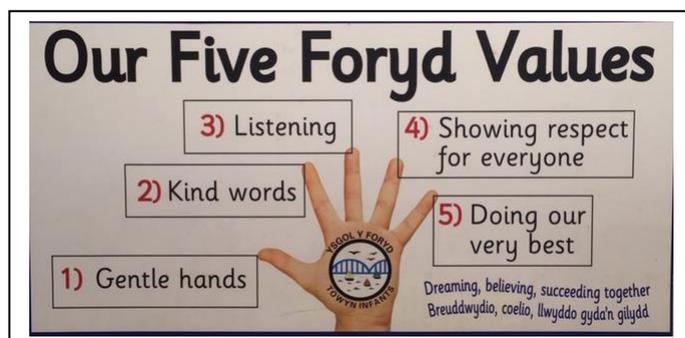
1. Gentle hands.

2. Kind words.

3. Listening.

4. Showing respect to everyone.

5. Doing our very best.



Curriculum

Our Curriculum Rationale is based on our unique features...

Ysgol Y Foryd is an infant school situated in the seaside town of Kinmel Bay, serving the communities of Towyn and Kinmel Bay.

We have approximately 190 pupils at our school, including a part time nursery provision. The classes are generally split into two classes per year group – nursery, reception, year one and year two.

Through our motto: *Dreaming, Believing, Succeeding, Together*, we aim to provide the pupils with a broad range of activities and teaching styles to enable them to have big ambitions and the self-confidence to succeed together.

We are an inclusive school, meeting the diverse needs of pupils in a variety of ways. We are working towards achieving the 'Quality Inclusion Mark' to recognise our commitment to all learners.

We take great pride in our Welsh heritage and have achieved the Cymraeg Campus Efydd (Bronze) award and are working towards the Arian (Silver) award. The children are taught simple Welsh words and phrases which they use on a daily basis.

We are very proud of our excellence, as judged by Estyn and we strive to maintain these high standards.

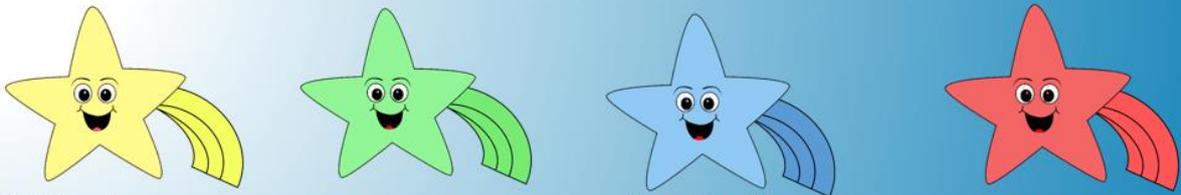
Outdoor learning is very important to us and we make the best use of our local environment which includes the beach and various woodland.

Our Curriculum will.....

- encompass all learners, whatever their age, background, needs or ability, we will consider progress from a holistic perspective by applying the principles of child development when planning, designing and implementing the curriculum
- encompass all four purposes, with the learning experiences empowering our learners to develop the skills and knowledge they need to learn successfully and achieve the four purposes
- develop the skills and concepts contained within the 27 Statements of What Matters in the AOLES over our pupils' time at school. When we revisit we will extend and deepen these skills and concepts to ensure progression in learning appropriate to our learners' developmental stages
- work together to ensure a continuum of learning between phases / sectors to ensure appropriate continuity of learning and teaching
- ensure that the curriculum draws on the voice of our learners and responds to their needs, experiences and input into their learning
- plan authentic learning experiences that challenge and motivate the individual needs and contexts of all our school children and young people
- plan learning experiences across the AOLES that incorporate the cross-curricular and integral skills enabling learners to develop, practice and

apply the skills fully. We will ensure that the level of challenge is appropriate i.e. that the literacy and numeracy skills match the level of our learners' language and mathematical skills.

- reflect our Welsh cultural heritage and traditions.



<p>Ambitious Anwen</p> <p>Y Foryd children are ambitious and capable learners because they always try their best, they learn in lots of different places, they ask questions, talk in Welsh and English, talk about what they have learnt, use numbers in different activities, use and interpret data and use different technology.</p>	<p>Ethical Emrys</p> <p>Y Foryd children are ethically informed citizens because they find out about things but make up their own minds, know that there are good and bad things happening in the world, care about the rights of all children, understand that their actions impact others, know about different people and places and care about the environment.</p>	<p>Enterprising Efan</p> <p>Y Foryd children are enterprising, creative contributors because they solve problems, have good ideas, design and make, take risks, reflect and improve, help each other and work as a team.</p>	<p>Healthy Haf</p> <p>Y Foryd children are healthy and confident individuals because they have values and beliefs, respect themselves and others, understand that mistakes help them to learn, enjoy a challenge, know how to be safe and are active.</p>
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The four purposes

What the four purposes mean to our pupils

 <p>Ambitious and capable learners</p>	 <p>Ethically Informed Citizens</p>	 <p>Enterprising Creative Contributors</p>	 <p>Healthy and Confident Individuals</p>
<p>I am challenging myself</p> <p>I am communicating with others</p> <p>I can ask questions</p> <p>I can find out new things</p> <p>I can explain my ideas</p>	<p>I know my rights and the rights of others</p> <p>I have an opinion</p> <p>I know how to look after the environment</p> <p>I show respect to the people around me</p> <p>I know what is happening in the world around me</p>	<p>I can work well in a team</p> <p>I can solve problems</p> <p>I can take risks</p> <p>I can design and make new things</p> <p>I can talk about what I like and dislike, making changes and improvements</p>	<p>I am happy and confident</p> <p>I know how to be healthy</p> <p>I take part and join in activities</p> <p>I am becoming independent and happy to try new things</p> <p>I don't give up easily</p>

PREPARING YOUR CHILD FOR SCHOOL

During the Autumn term, the year before your child is due to start in school we have an open day which is an opportunity for you to visit school with your child, have a tour of the school, meet the staff and explore the Nursery and Reception classrooms.

Following, when you have applied for a place here at Y Foryd, we will invite you to come for a welcome session, where your child can explore the classroom and you can have an opportunity to meet the Headteacher, the class teachers and teaching assistants, the Family Liaison Officer and share some important information about your child which will help us get to know them ready for their start in September.

The following are some of the many ways in which you can prepare your child to start school for the first time. The better the partnership between home and school the more effective your child's education. We know that children develop at different times, so please don't worry if your child isn't at this stage yet, we can support you as your child grows and develops. As a school we are committed to close communication. Please help your child by:

- ***TALKING!** Discuss play experiences and be proactive in chatting to your child limiting other distractions such as television.
- ***SINGING!** Your child's language, turn taking skills, memory and wellbeing is developed through singing songs and nursery rhymes. (It doesn't have to be in tune!) There are lots of wonderful websites and apps and TV programmes with Welsh and English songs.
- ***COUNTING AND RECOGNISING NUMBERS!** Count everything! Spot numbers everywhere. Make numbers an important part of your child's life – again songs and rhymes will help to learn numbers. Let your child help you at home and when out shopping, e.g. making shopping lists.
- ***READING!** Enjoy books together. Your child is never too old to be cuddled and read to. Enjoy stories and facts together. Reading is the key to knowledge and you will be enabling your child to be independent. This is priceless! Make sure children see you reading a variety of reading materials – magazines, instructions, fiction, facts, recipes etc.
- ***DRESSING AND TOILETING!** Make sure your child can dress him/herself, use the toilet and wash their hands afterwards. Show your child how to fasten buttons, zips and shoes. Please practise this and be patient even if it is quicker to dress them yourselves! Try to encourage your child to be as independent as possible. This will give him/her confidence and make "settling in" much easier. Encourage your child to recognise their own belongings and especially their name

Encourage your child in understanding how important it is to be in school and on time. These are skills for future life.

The Best journeys start with a single step!

“What have you done in School today?”

When you ask your Nursery/Reception age child this question—we hope you will—they will probably say “I PLAYED”.

Children experience the curriculum through “play”. It is planned “play” which gives them first hand experiences. Play is your child’s work and is a very serious business. Our teachers plan and structure play to ensure the children encounter all the learning experiences necessary for them to develop and grow in confidence, in inquisitiveness, in independence and in curiosity. Play develops skills in all areas and this is our aim to develop active independent, engaged learners.

We aim to give the children plenty of hands on experiences. Sometimes this may involve workshops in school, educational visits or additional resources.

The Governing Body recognises the valuable contribution that additional activities can make towards pupils’ education. We offer a variety of afterschool clubs – from games club, cooking club, dance club, Urdd (Welsh club) and much more!

Charging and Remissions Policy

In order to offer these opportunities it is sometimes necessary to ask parents for a voluntary contribution to cover the cost of, for example, transport & admission. This is always kept to a minimum. If there is an insufficient level of contribution the school reserves the right to cancel the activity. Children must always attend school as usual if they do not join an out of school activity.

Religious Education and Collective Worship

By law every pupil must be offered R.E. and a daily Act of Collective Worship. All County maintained schools must teach R.E. in accordance with the locally agreed Syllabus (SACRE) which states that it must be predominantly CHRISTIAN while also developing an empathy with other religions. At Ysgol y Foryd we do consider R.E. to be an important part of the children’s all round development. The last Inspection Report said the following about our daily act of worship (Service / Assembly):

“The quality of the assemblies is good and they contribute significantly to pupils’ overall development”.

We do welcome Ministers from a variety of local churches to take part in our Services. However we do not have an affiliation to any particular religious denomination nor is any one of these promoted at any time. Parents have the right to withdraw their children from Religious Education and/or Service and any parents wanting to do so should

initially state their wishes in writing to the Headteacher. They will then be invited in to discuss any implications before confirming the decision.

Bilingualism/Welsh

We are an English speaking School and our teaching is mainly through the medium of English. However, children at Ysgol y Foryd are taught Welsh as a second language. It is part of their everyday experience and integrated into all subject areas. The children learn to use words and phrases to express observations, likes & dislikes and feelings and they are also taught about Welsh traditions, its culture and heritage. As a school we have achieved the Cymraeg Campus Arian Award (Silver Cymraeg Campus) which shows our dedication to support children as they learn to speak Welsh and show proudness of living in Wales.



Physical Education/Sport Activities

We have two playground areas and a hall equipped for Physical Education. We also regularly access the Morfa Leisure Centre. All children are provided with opportunities to experience Games, Gymnastics, Dance and Athletics. They are all encouraged to perform to their best ability in individual and group activities. Our Sports Days, introduce children to an element of competition but above all aim to encourage team spirit and the joy of taking part. At all times the value of taking part and doing your best is emphasised. The element of competition is also maintained as children need to develop their strategies in managing winning and losing. We ask for your support in ensuring that your child is properly equipped for P.E. activities (please see School Uniform for details). The School has a uniform P.E. Kit in order to encourage positive attitudes to P.E. and School Sports and to help raise standards – we thank parents for support us in the development of physical activity. **WE ALSO HAVE A NO JEWELLERY RULE.** This has helped us to develop physical activity even further. If you are planning for your child to have pierced ears please do so at the start of a Summer Holiday so that earrings can be removed for school.



Homework

Homework is seen as a way of extending the home/school partnership. It gives you invaluable opportunities to become actively involved in the education of your child. Where parents regularly support their children through homework opportunities, it is our experience that these children make better progress and have a more positive attitude to learning. Throughout the school children are given regular reading activities. These can take the form of pre-reading “games”, progressing to new words or sounds to practise and then of course books to read and discuss. Always make it an enjoyable time; regular practise is more important than length of time. A diary is sent home for you to record the sessions and any positive or helpful comments. Please sign this at least three times per week. Other homework will include spelling challenges, maths tasks and general “Talking Homework” and research activities. We do have School Bags in the school colours with the Logo on the front, which are ideal for reading books and other homework. These are available from the School Office at £4.50 each.

Additional Learning Needs (ALN)

The Additional Learning Needs Policy for the school follows the Educational Needs Code of Practice for Wales. A central part of this is the need to involve parents/guardians and, as far as is possible, children in any plans that are made to meet their needs. When children are identified as having significantly greater difficulty in learning than the majority of children of the same age, the class teacher will work with the Additional Learning Needs Co-ordinator (ALNCO) to draw up an Individual Education Plan (I.E.P.) to target the child’s needs. This may or may not include withdrawal for focused sessions with an Additional Learning Needs Teacher. The plan may address elements of literacy, numeracy, communication (I.C.P.) or appropriate extension tasks for More Able and Talented children. On occasions when this “School Action” does not seem to address the child’s needs sufficiently, outside agencies such as the Educational Psychologist, may be involved to give further guidance (“School Action Plus”). At all stages in the process close liaison is maintained with parents/guardian. Whenever a child with a Statement of Additional Learning Needs applies for admission to our School it is first necessary for us to inform the LEA in order to ensure that the provision within the Statement can be met. Copies of the ALN Policy are available from the School Office.

LAC –Looked after Children—The Local Authority’s LAC co-ordinator liaises with the Headteacher and our LAC co-ordinator within school to oversee provision. Each LAC pupil has a PEP – Personal Educational Plan, where all supporting agencies are able to contribute to ensure the well being of the child is being met.

More Able and Talented

As it states in our school motto we encourage all pupils to dream and believe in order for them to succeed. We actively encourage the pupils to believe in themselves and we do all that we can as a school to support them in the necessary way. Where we see talent in pupils we nurture this talent and where we see potential we place the building blocks of support to help them achieve this!

All of the work at Ysgol Y Foryd is delivered in a differentiated way to suit the needs of pupils and literacy and numeracy is taught at stage not age in line with the Curriculum for Wales. Each term class teachers and our Headteacher and Deputy (Data co-ordinator) meet to discuss each child and their progress. This is an opportunity to identify children who are making exceptional progress and how we can continue to support them to ensure that they are challenged in the area. This may be in mathematics, in language, in science, in art – in any area.

The selected children have a 'More Able and Talented' (MAT) plan drawn up, a copy of which will be sent to you, so that you can also help at home. Parents have opportunities to discuss their child's work at any time during pop-in with their class teacher and also more formally during parents evening.

EQUAL OPPORTUNITIES

The importance of providing equal opportunities for all children (and adults) is embedded in our Mission Statement Aims. It is part of every Curriculum Policy and is also detailed in our Equality Plan, which is available for inspection from the School Office. It is the duty of the Headteacher and the Governing Body to promote equal opportunities and good relations and we believe that at Ysgol y Foryd we achieve this successfully.

We aim to ensure that:

Every child has access to the whole curriculum
Every child is accepted as a unique and valued person
Every child has a right to provision that meets his/her individual needs
Every child fulfils his/her potential

All these aims apply regardless of gender, culture, additional needs or social background. Within this context, Ysgol y Foryd is committed to eliminating racial discrimination (should it occur), promoting equality of opportunity & good relations between people of different racial groups. Please inform us if you are aware of any problems in this area.

If any parent or carer has additional needs relating to disability and/or language, cultural issues with which they require assistance at a particular school event, please contact the Headteacher to arrange the assistance requested.

Pupils and adults with disabilities

At Y Foryd we aim to be an inclusive school and we have received the Inclusion Quality Mark. We hope that all children and parents feel welcome, happy and safe during their time at Y Foryd. All children are different and we celebrate our differences here

The Governing Body have formulated an Accessibility Plan to improve access and facilities for children and adults with disabilities. This will ensure that Ysgol y Foryd conforms with the requirements of the Disabilities Act, prevents pupils with disabilities from being treated less favourably than other pupils and also provides full access to adults with disabilities.

At present we believe we are meeting the needs of all children on the school role. If however a parent seeks admission for a child whose needs are more than we can provide for, we will do our utmost, in consultation with the LEA, to meet those needs if at all possible. We do have ramps for wheelchair access and also a disabled toilet. Please let us know if you or your family experience any difficulty with access.

Complaints

The School Governing Body have an established procedure for dealing with complaints, a full copy of which is available on request. Complaints should be addressed in the first instance to the Headteacher, and put in writing if a formal complaint is pursued.

If the complaint is unresolved at this stage, it will be addressed by the Governing Body Complaints Panel. In the event of the complaint still be unresolved, it would finally be addressed by the Governing Body Appeals Panel.

Home School Agreement

On entry to our School you will be given a copy of our Home/School Agreement (enclosed). It sets out our expectations of your commitment as a “family” and also what we as a school promise to do for your child. We trust that once your child has started at Ysgol y Foryd, you will actively enter into this Agreement with us by signing and returning the “school” copy.

Rewards, discipline and Consequences

Discipline at Ysgol y Foryd is based upon our five Foryd values and implemented through positive working relationships between our children, staff and parents.

We firmly believe that children are more secure when they have clear boundaries. This we realise begins in the home from their earliest days and we endeavour to build on

and develop what has already begun at home. Our “Readiness for Learning” approach is based on clear rules, positive praise and rewards for keeping the rules and when necessary, having to accept the “consequences” of choosing not to keep the rules.

We show respect for others with our Five Foryd values:

1. Gentle hands.
2. Kind words.
3. Listening.
4. Showing respect to everyone.
5. Doing our very best.

Our Readiness for Learning policy is available on the school website. This includes details of our reward systems and consequences.



School Uniform



Ysgol y Foryd's school uniform consists of the following:

- Royal blue sweatshirt with or without the School logo
- White polo shirt, with or without logo.
- Grey or black trousers, grey skirts (elastic-waist are best)
- Grey shorts or blue gingham school dresses can be worn in summer.
- Black school shoes or black trainers (for your child's safety - no heels please).
- Royal blue fleece or waterproof fleece with School logo is available for outdoor wear.
- A school book bag in royal blue with School logo is available from the School Office (£4.50) from Reception onwards
- Summer hats also available at the School Office .

Ysgol y Foryd's PE uniform:

- Blue or white polo shirt, with or without logo.
- Black shorts, jogging bottoms or leggings
- Trainers
- School jumper

For Health & Safety NO JEWELLERY IS ALLOWED.

School uniform is available from 1st Class Clothes, Prestatyn or on order through the School Office. We do keep a small stock at the school. Items without the logo can be purchased from most major retailers. We also sell good second-hand items at a nominal amount – profits towards School Fund. Please ensure all items of clothing are named. We cannot take responsibility for lost items.

For Outdoor Work—A sensible showerproof coat should be provided and wellies in a bag too if possible please that can stay in school. We have a limited school supply. Class staff will inform you of any visits which might require wellies.



Open Evenings and reportsYou can subscribe to our School website, closed Facebook group and Twitter account. You will receive a paper copy of our monthly newsletter which includes the calendar for the following month. The newsletters aim to keep you informed about whole school issues, events and awards. They are also published monthly on the school website. The website and Ysgol y Foryd Twitter services are updated regularly.

In the Autumn term we hold an open day, to which parents are warmly invited to come and see their child's class in action and have an informal discussion with the class staff. In Spring term and at the end of the year there are opportunities to discuss pupils in a private and more formal interview situation. We highly recommend that you attend at least one of these. You will receive a written attendance and target interim report in the Spring Term and a full school report at the end of the year, which will identify what your child has achieved as well as targets.

Pupils Voice

Cyngor Ysgol / school council

Cyngor Eco – Eco Council

Criw Cymraeg

Health needs/ allergies

If your child has known medical or health difficulties it is important that we are informed before admission and also that you discuss these with the class teacher. We allow medication in school for long standing conditions such as asthma, allergies etc where the child can take his/her own medication under supervision or can be given by an adult in an emergency. We do ask you to complete a form however, giving full written notification of this. We also ask that a clearly labelled asthma inhaler/epipen is kept permanently in school – these are kept in a labelled box in a location known to your child, but out of the reach of other children.

School staff do not administer other medicines unless the Local Authority has conducted a risk assessment for a child with specific needs.

If your child is entering part-time or full-time education for the first time, you probably find that they do tend to pick up more minor infections. This is all part of building up their immune systems and is quite usual. If they are really unwell it is obviously best to keep them at home for a day or two, but please remember to inform us, on the first day of absence.

Head-lice are also a regular problem in all schools and none the less at Ysgol Y Foryd. There are quite effective preventative measures such as using a Tea Tree Oil Conditioner and keeping long hair tied back. We do ask you however, to be vigilant and it is best to get into the habit of wet combing your child's hair through with a "nit" comb each week. Should you discover any live lice please let us know so that we can advise all parents in the same group to check – please rest assured that all children are given a letter, including your own, and no individual is named or singled out. Unfortunately, head lice are experienced by almost all pupils at some stage.

Our school nurses, Alison Turton and Jo Dexter work closely with school in an advisory and consultative capacity. Should parents require advice they can make an appointment to see Nurse Alison or Nurse Jo. Please see Mrs Maher for further details.



Safety and security

The safety of your child is of paramount importance to us. The Local Authority and the School have comprehensive Health & Safety Policies covering every eventuality. Some have been mentioned already and the following are a few more which are most relevant to your child as he/she starts at Ysgol y Foryd:

- Doors are open at 8.45am and the doors close at 8.56am
- Nursery (pm session) should arrive at 12.30pm.
- Outside doors and gates are locked at 8.56am
- Any child arriving late after Registration times must be brought by an adult to the main office. Please share with Mrs Maher or Miss Seeley and explain the lateness. Arrival after 9.30am will be classed as an unauthorised absence for the session. Persistent lateness will be followed up by the Headteacher.
- Should you need to take your child out of school during the school day, a record book is completed giving your reason for this (eg dentist appointment) and also completed if they return to school later the same day. Please provide medical evidence/appointment letter..

Between 8.55am and 3.00pm, visitors or parents to school must come through the School Office and must sign in using the QR code. The visitors' will receive a parent/visitor badge. Any visitor in school without a badge can expect to be challenged.

Fire drills and lockdown scenarios are held termly with all the staff and children. This will ensure that everyone is confident in the procedures and we can find ways to improve and make it more efficient. A record is kept of all the fire drills and lockdown drills.

An accident record is kept, dated and signed. Parents are kept informed of accidents. Accident forms for serious accidents are sent to the Local Authority.

Children are released at the end of the day one at a time by parent or adult authorised by parent. Children will not be released to anyone under the age of fourteen or to anyone who has not been nominated. Parents are asked to update the collection list regularly to ensure the children are being released safely. Arrangements for collection of child may be made by letter, telephone or personally to a member of staff.

Dogs:

Although we love dogs, in the interests of the children's safety, **NO DOGS ARE ALLOWED INSIDE THE SCHOOL GROUNDS** (except Guide Dogs and those used under the 'Pets as Therapy' scheme). Please note: At times, dogs in school may fit in with National events or planning of topics. On these occasions we will notify parents and the necessary risk assessments will be in place

Smoking:

The School grounds & buildings are a Non-Smoking Zone.

Attendance:

We have an attendance officer employed by the cluster, Mrs Helen Taylor and our Family Liaison Officer, Mrs Anwen Maher also supports in monitoring attendance. Regular attendance is necessary if a child is to make satisfactory progress. Poor attendance provides a fragile basis on which to educate any child.

Holidays

Holidays taken during term time play a significant part in low attendance. We have a policy regarding holidays and we ask you to complete a holiday form. You will receive a phone call or text if you do not report your child's absence.

Punctuality:

We thank you for encouraging good attendance for our pupils. Pupils who are late on a regular basis are disorientated and can have missed out on instructions and greetings and discussion in class. Working groups and friendships are established at the start of the day and it is detrimental for children to be late.

If a child is half an hour late every day they lose the equivalent of 19 days education (nearly 1 month).

Healthy Schools

Healthy School meals are cooked and served on the premises. All school meal for primary age children are free in Wales.

If you prefer your child to have a packed lunch this should be sent in a named School Lunchbox or similar sized bag/box. We encourage Healthy Lunchboxes including a maximum of one treat item per day (no sweets, chocolate bars or fizzy drinks please).

Children sit with their friends during dinner time and we encourage the children to use their cutlery and chat with their friends whilst having their dinner at the tables. They also have some time outside where they have the opportunity to play with various items of play equipment and thus use the second half of their lunchtime for healthy exercise. They are supervised by our school staff.

Healthy snacks and drinking water:

Snack time is a pleasant and very important social time when the children sit together to have a drink and something to eat. We try to encourage healthy eating by providing Free School Milk or water, plus a variety of fruit. Please let us know if your child has any particular food allergies.

We make a weekly charge as follows:

Free Milk plus fruit - £1.00

The price is applicable throughout School. Any surplus funds are used to provide extra equipment/resources for the class.

Children should not bring any other snack to school for break-times.

Water Bottles are available for all full time pupils at £1.25 from the office.



Parent Teacher Association (PTA)

As parents, you are automatically part of our PTA! Parents are encouraged to become actively involved in the life of the School. This can look different for different parents.

A number of parents help with different activities throughout the school (for example, Reading, Computers and Craft). Please contact the Headteacher or Class teacher if you would like to join them. All volunteers must have a DBS Police Check – please see the school office for more information about how to apply for a DBS Police Check (paid for by Conwy Local Authority). Parents can offer to come and help in the gardens and the outdoor areas in school.

We also have a dedicated group of parents who organise various fund-raising events during the school year. These have enabled the School to buy many items which we would not otherwise have had such a new sound system, books and outdoor equipment for classes. The PTA are always looking for new ideas on how to make events exciting for the children and the families of Y Foryd. The Headteacher meets with the PTA termly to discuss school events, improvements and suggestions to develop the school and facilities for our children. If you have any spare time or any ideas – please share!

Community Links

In the Locality:

Kinmel Bay Church

St Mary's Church, Towyn

Asda

Local Residential Homes

Kinmel Bay and Towyn Council

Schools within Conwy, especially our Emrys Ap Iwan cluster

Coleg Llandrillo

Bangor University - CaBan

Local Artists— Gary Drew, Tim Pugh, Andy Birch

Venue Cymru

Arts Council for Wales

Extra Curricular Links

Clubs after school for full time pupils include:

Football, Art Club, Cookery Sessions, Nature Club, ICT club, Fun and games club, Sports Skills/Kick It, Pyramid club.

Free Breakfast Club

We have a highly successful breakfast club which is held in our school hall.

· The club is free and runs from 8am each morning.

- Children on the Breakfast Club register should attend every day and can only attend if we have written consent
- Last admission is at 8.20am.
- Children are well supervised by experienced and qualified staff.