



Ysgol Y Castell
Care, Share, Believe, Achieve!

Priory Street, KIDWELLY, Carmarthenshire, SA17 4TR
Primary Category: English Medium with Welsh 2nd Language

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Headteacher: Miss Delyth Goodfellow

Chair of Governing Body : Mr D. Taylor-Searle

Pupils age range - 3 - 11 years

Number of children on role – 265

This prospectus contains basic information concerning the school, which will be helpful and informative, particularly to 'new' parents.

Choosing the right school to suit the needs of your child is one of the most important decisions parents and carers have to make. We believe that a good school is concerned above all with the needs of each individual and everyone at Ysgol y Castell strives to cater for each pupil's needs in an atmosphere of mutual respect.

Delyth Goodfellow
Headteacher



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CLASSIFICATION OF THE SCHOOL

Ysgol y Castell is a community school catering for pupils between the age of 3 and 11: children are admitted at the start of the academic term after they reach their 3rd birthday. Initially pupils attend the Nursery on a part time basis and, should there be sufficient space, become full time in their 3rd term. Situated on Priory Street, the school, which is built on a large site with excellent outdoor facilities, is easily accessed from the town centre and the bypass.

English is the main language of instruction, with Welsh taught in all classes. Use of incidental Welsh takes place throughout the school with a focus on bilingualism.

The school comprises 2 departments: Foundation Phase (Nursery, Reception, Years 1 & 2) and Key Stage 2 (Years 3 – 6).

YSGOL Y CASTELL'S VISION

Staff and Governors believe that:

CHILDREN LEARN WHAT THEY LIVE

If a child lives with criticism she learns to condemn
If a child lives with hostility he learns to fight
If a child lives with ridicule she learns to be shy
If a child lives with shame he learns to feel guilty
If a child lives with tolerance she learns to be patient
If a child lives with encouragement he learns confidence
If a child lives with praise she learns to appreciate
If a child lives with fairness he learns justice
If a child lives with security she learns to have faith
If a child lives with approval he learns to like himself
If a child lives with acceptance and friendship
She learns to find love in the world.

By Jenny Williams

VISION STATEMENT

Care, Share, Believe, Achieve!

In a secure, happy, stimulating and healthy environment, school staff and governors are committed to bring out the best in everyone!
The school's motto 'Care, Share, Believe, Achieve!' is at the core to everything the school does.

VALUES

We value the way in which all members of our community are unique, developing socially, spiritually and morally as well as intellectually and physically.

We value our environment and we aim through our curriculum and practices, to teach respect and care for our world and for future generations.

We value the potential and contributions of every individual.

We value the promotion of co-operation and understanding between all members of our community.

We value and promote the importance of a healthy lifestyle.

We value the rights of each person in our community and society. We respect each other in our school for their views, for who they are, and we treat them with fairness and honesty.

AIMS OF THE SCHOOL

At Ysgol y Castell, our philosophy is always to help each child fulfil his or her potential. We aim to:

- Ensure that all our pupils progress academically and socially through a broad and balanced education in a safe, secure and stimulating environment.
- Encourage independent learners who think creatively and reflectively.
- Ensure that the school is managed efficiently, effectively and economically.
- Promote enjoyable learning, to develop lively enquiring minds, the ability to listen and question.
- Encourage self-motivation and self-discipline.
- Strengthen the partnerships between pupils, parents, staff, governors and the community and have a genuine pride in ourselves and our school.
- Help pupils understand the communities in which we live in by developing respect, understanding and tolerance of different ways of life.
- Encourage children to take care of themselves through an awareness of healthy eating, regular exercise and the dangers of drugs and alcohol.

Staff and governors are committed to:

1. Develop each individual pupil's talents as fully as possible in all aspects of school life – both within and outside school.
2. Teach effectively and to set high standards in work and behaviour - ensuring a caring, secure and stable framework to the school day.
3. Care for each child as a valued member of the school community irrespective of gender, race, religion or disability.
4. Promote an understanding of the need to take care of our world in order that children leave our school as responsible global citizens.
5. Encourage an interest in the PTFA and their activities.

6. Be open and welcoming towards parents and provide opportunities for them to be involved in the life of the school.
7. Constantly review all these aspects, aspiring to meet the high standards we set ourselves in a desire to improve.
8. Establish a clear procedure for receiving compliments, concerns and complaints by:-
 - Encouraging parents to attend twice yearly meeting with their children's class teachers.
 - Sending home a questionnaire, logging parental concerns and analysing whether there is a common 'thread'.
 - Providing annual written reports and requesting children and parents to comment.
 - Keeping fully informed all those, whatever the circumstances, who have responsibility for our children.
 - Informing parents of any additional learning needs we identify and liaising with representatives of other agencies and secondary schools to attend regular Individual Development Planning meetings based around the need and voice of the child.

SAFEGUARDING and CHILDREN'S WELFARE

Ysgol Y Castell is a caring, safe and healthy environment, complimented regularly on its friendly and constructive atmosphere. Children's welfare is paramount and members of staff are committed to protecting all children who may be at risk from physical injury, neglect, emotional or sexual abuse. **The Headteacher is the Child Protection Officer (in her absence the Deputy Headteacher Catrin Safadi). Governor Vanessa Hooper is the named governor for Child Protection.** The school's Safeguarding Policy is regularly updated and procedures meet statutory requirements. A copy is available to parents on request and can also be accessed on the website.

If the school has concerns about any child, the school will be open and honest with you and pass on any concerns to relevant agencies.

The school maintains a positive and secure atmosphere where:

- Children feel safe and valued.
- Children learn how to be safe and respect others.
- Children know they can share their difficulties with their teacher or another adult.
- There is an atmosphere of mutual respect and trust.
- Staff are aware and vigilant of symptoms indicating children at risk and understand the procedures which can be quickly followed.
- Updated training in Safeguarding is provided for ALL staff (including teachers, teaching assistants, mid-day supervisors, caretaker canteen, breakfast and after school staff as well as governors).
- Parents MUST sign their children into Breakfast Club.

AWARDS

We are proud of our achievements.

- ❖ British Council International Schools' Award : 2007, 2010, 2013.
- ❖ Keep Britain Tidy 'Eco Green Flag' Award : 2002, 2005, 2008. The highest Platinum Award : 2011, 2014.
- ❖ Healthy Schools' Award: 2003, 2005, 2008, 2012. The school has been selected for the highest National Quality Standard Award in 2014
- ❖ Unicef's 'Rights Respecting Schools' Award : 2007, 2010.
- ❖ Basic Skills 'Quality Mark' Award 2002, 2005, 2008.
- ❖ Becta ICT Award: 2010, 2014.

ADMISSION ARRANGEMENTS & CATCHMENT AREA

A plan of the catchment is available in the school office. Carmarthenshire County Council's Admission Policy is that all parents/guardians must apply on-line for a place for their child at:

www.carmarthenshire.gov.uk/schooladmissions

If parents/guardians do not have access to the internet, a form can be collected from the school.

The school's admissions limit per year group is set by the Local Authority (LA) and is linked to the physical capacity of the school. Ysgol y Castell's current ADMISSIONS NUMBER is 30.

SCHOOL TERMS and HOLIDAYS

The school terms and holiday dates are provided on the outside notice board, given at the start of the school year, with the annual governing body's report in October and on request at any time.

SCHOOL STARTS AT 9 a.m. FINISHING TIMES are:

Foundation Phase

Nursery: 3pm

Reception: 3.05pm

Y1 and Y2 : 3.10 pm

Key Stage 2 (KS2)

Y3, Y4, Y5, Y6 : 3.15pm

ATTENDANCE, ABSENCE and PUNCTUALITY

The main door and Nursery door are opened at 8.50 am and children go straight to their classrooms.

School starts at 9 a.m.: children who arrive between 9.05 a.m. and 9.30 a.m. are registered as Late on the school's computerised register. Late arrival in school not only affects an individual child's education, but also teaching to the rest of the class.

Any child who arrives after 9.30 is registered as Unauthorised Absence on the register. Authorised absences cover illness, medical appointments and special circumstances including bereavement. All other absences, including Family Holidays in term time are considered Unauthorised. The Welsh Assembly Government's guideline on school attendance provides details on the interpretation of authorised and unauthorised absences. Where the school recognises a pattern of absence or lateness, the Educational Welfare Services(EWS) or Team around the Family (TAF) are contacted by the headteacher to liaise with school and family.

Parents are required inform school by email or telephone school on the first day of absence. A letter or note in the home/school book is required when the child returns to school. Parents are also required to inform the school of any medical appointments.

Leaving School Early

Sometimes, to attend medical appointments or special circumstances, parents ask for their child to be released early. In such cases, parents must sign the Early Book with a reason and time: in the interests of safety, no child is allowed to leave school early unless collected by a parent/named adult. There are no exceptions to this basic rule.

Within a normal working week the number of hours spent on teaching including RE, but excluding the statutory daily act of worship is:

Foundation Phase: 21 hours.

KS2 : 23.5 hours

Foundation Phase have a 15 minute break in the morning and afternoon. KS2 have just one break of 15 minutes in the morning.

SCHOOL FACILITIES

Numbers of roll rise during the academic year due to a 3 term entry to the integrated Nursery. There are two 'mobile' classrooms to the rear of the main school building. There is a large tarmac playground and extensive playing field, gardens and 'outside classrooms'.

The Nursery has a separate entrance and self-contained playground. Built in 1977 as an Open Plan school, building changes have closed classrooms, all of which have Interactive Whiteboards. The school has a large hall which is used for assemblies, P.E., drama, music activities and for lunch in two separate sittings.

CHARGING POLICY

Educational visits are intrinsic to teaching and learning at Ysgol y Castell. Parents are often asked to pay a voluntary contribution to towards entry and transport costs. No pupil is prevented from taking part in activities during school time on the grounds of a parent's ability or willingness to make a voluntary contribution. For larger amounts, such as payment for residential visits or longer bus journeys (e.g. to London), the school ensures that parents are given adequate notice so that payment can be staggered.

SCHOOL MEALS

School dinners are cooked on the premises, where staff also prepare meals for 3 other schools. The kitchen has received the highest 5* Award for cleanliness on 3 occasions and also for Breakfast Club. The majority of pupils eat school dinners which cost £2.50 per day and are paid for each Monday. Envelopes clearly marked with each child's name and class should be sent into school with your child. Mrs Mears, School Meals Clerk, will provide you with an application form for free school meals if you feel you may be entitled to claim.

ALL children are encouraged to drink water with their lunch and for this reason we ask parents whose children bring a packed lunch NOT to send a drink. Lunchboxes should not contain chocolates/sweets. Full time Nursery pupils are required to eat school dinner, which is served in the Nursery: we see this is an important part of their development.

Breakfast is free and served between 8 – 8.30 a.m: all children must be registered and parents are required to sign each child in as a Safeguarding school requirement.

SCHOOL UNIFORM

Parents are asked to send their children to school in uniform, which includes comfortable polo shirts and sweatshirts. Our school colours are RED, WHITE and GREY. Items of uniform, which include a logo, can be ordered through school and order forms are available from the main office..

Parents are asked to buy sensible footwear. Trainers or 'togs' should be brought to school for outdoor PE activities. Plain T shirts (white if possible) and dark shorts/tracksuits bottoms should be worn for PE activities

MARKING CLOTHES

When children lose or misplace articles of clothing parents are asked to help find them by contacting the school immediately. ALL GARMENTS SHOULD BE CLEARLY MARKED WITH A CHILD'S NAME.

JEWELLERY

Pupils may only wear stud earrings to school and parents should remove them on PE and Games (including swimming) days. Necklaces, rings and bracelets should not be worn. Watches may be worn.

STAFF

The Management Team comprises:

Senior Management

HEADTEACHER: Miss Delyth Goodfellow

DEPUTY HEADTEACHER: Mrs Catrin Safadi

Management

LITERACY COORDINATOR : Mrs Amanda Evans

NUMERACY, ICT COORDINATOR : Mr Michael Hopkins

Class Teachers

NURSERY TEACHER): Mrs Katy Davis

RECEPTION TEACHERS: Mrs Rachel Williams (Assistant ALNo)

YEAR 1 TEACHER: Mrs Catrin Safadi

YEAR 2 TEACHER: Mrs Gwen Pearce

YEAR 3 TEACHER: Mrs Sian Reilly

YEAR 4 TEACHER: Mr David Morgan

YEAR 5 TEACHER: Mr Tom Williams

YEAR 5/6 TEACHER: Mrs Amanda Evans

YEAR 6 TEACHERS: Mrs Bish Bowen

PPA COVER: Mr Michael Hopkins

Teaching Assistants:

Foundation Phase:

Mrs Kelly Feltwell

Mrs Joanne King

Mrs Stacie Collins

Mrs Ann Smith

Mrs Sarah Lewis

Mrs Sarah Town

Miss Melanie Wood

Miss Emma Norwood

Miss Kayleigh John

Miss Rhian Baker

KS2:

Mrs Debbie Harding

Mrs Karen House

Mrs Emma Smith

Mrs Jordanna Evett

Mrs Susan Smith

Peripatetic Music Teacher: Miss Morgan (violin)

Administrative Officer & Clerk to the Governing Body: Mrs Claire Williams

School Meals Clerk: Mrs Lorraine Mears

Caretaker: Mr. Paul Jones

Cleaners: Mrs Ladawen Williams & Mrs Aranya Hill

Cook: Mrs Madeline Rouse

Canteen Assistants:

Mrs Caryl Chapman
Mrs Mandy Ciano
Mrs Mandy Jones

Mid-day Supervisor:

Mrs Audrey Pearce
Mrs Lorraine Mears
Mrs Gail Williams
Mrs Ladawen Williams
Mrs Julie Diamond
Mrs Debbie Rollason
Miss Gemma Wilby

Road Traffic Control:

Mrs Lorraine Mears

GOVERNING BODY

The full Governing Body meets termly and comprises a number of sub-committees which meet regularly. Governors normally hold office for four years. An annual report by the Governing Body is sent to all parents prior to the annual meeting in the Autumn term. Governors are keen to meet parents at any time: the Chair meets new parents informally with the Headteacher during a visit to the Nursery in the term before their children start. Mrs Vanessa Hooper is the named trained governor for Safeguarding/Child Protection. A rota of Governors visit the school every term and take a special interest in observing lessons and commenting on the teaching and learning. Governors attend Inservice Training (on INSET closure days and also during after-school training) and Governor training sessions led by the Local Authority. Each governor is allocated an area of the curriculum and liaises with subject coordinators about policies and schemes of work. This includes Literacy, Numeracy, Personal & Social Education. Governors take part in daily activities including lunch and have accompanied staff and pupils on visits to schools in France and Germany.

The following representatives comprise the full Governing Body:

Community: Mrs O Nicholas
Community: Mr D. Taylor-Searle (Chair)
Community: Cllr. J. Gilasbey
Community: Rev. F. Randall
Parent: Mrs V. Hooper (Safeguarding)
Parent: Mrs M. Beer
Parent: Mr L. Evans
Parent: Mrs D. Kingsley-Acton
LA: Mr G. Evans
LA: Mary Buffrey
Teacher: Mrs A. Evans
Non-teaching Staff: Mrs D. Rollason
Headteacher: Miss D Goodfellow

The Sub-Committees of the Governing Body include:

- Short listing & Appointment of Staff
- Grievance/Complaints/Dismissal and Appeals
- Pupil Exclusion
- Exclusion Appeals
- Policy & Curriculum
- Harassment
- Finance & Buildings
- Pay
- Redeployment & Appeals
- Performance Management

COMPLAINTS PROCEDURE

The school's Governing Body follows a grievance and complaints set procedure with the opportunity for appeal. Any parent, or other concerned person, who may have a complaint is encouraged to first discuss their concern with the head teacher. The Headteacher and her staff are committed to dealing with parental concerns, resolving parental misunderstandings and providing real solutions as speedily as practicable. The school is also committed to apologising for mistakes and learning from them in a spirit of mutual respect and understanding. Any complaint against the Headteacher should be referred straight to the Chair of Governors, David Taylor-Searle.

CURRICULUM COORDINATORS

In addition to planning, teaching and assessing, each teacher has a whole-school curriculum responsibility. The role of each Curriculum Coordinator ensures that good practice is maintained and that the school keeps up to date with developments. There is a Curriculum Coordinator for each area of the curriculum, for Literacy, Numeracy and ICT, Additional Needs, Student and Newly Qualified Teacher induction, Personal, Social, Emotional Wellbeing.

NATURE AND SCOPE OF THE CURRICULUM

Ysgol y Castell has adopted Cornerstones themes to cover skill development throughout the school. These exciting themes engage children's interest and parents are regularly invited to celebrations at the end of each half term, when children may make a presentation or show their own work. The school has chosen themes that ensure coverage of the Science curriculum. Subject coordinators ensure that all National Curriculum subjects are also covered and that Literacy, Numeracy and ICT skills are developed.

NATIONAL LITERACY AND NUMERACY FRAMEWORK for children age 5 – 14

This framework has been introduced by the Welsh Assembly Government to raise the standard of literacy and numeracy. The school is implementing this framework to ensure that children develop excellent literacy and numeracy skills in all subjects and across all learning. Literacy covers oracy (speaking and listening) across the curriculum, reading across the curriculum and writing across the curriculum. Numeracy covers developing numerical reasoning, using number skills, using measuring skills and using data skills across all areas of learning. The framework clearly sets out expectations and teachers plan accordingly. *For further details, please refer to the Learning Wales website.*

FOUNDATION PHASE (FPh):

The Early Years staff carefully planning activities and experiences to encompass the following areas of learning and develop skills:

Personal & Social, Wellbeing & Cultural Diversity; Language, Literacy & Communication, Mathematical, Welsh language, Knowledge & Understanding of the World, Physical and Creative. The FPh curriculum also develops thinking and ICT skills.

Activities are flexible and open-ended, developing questioning, allowing children to have a go without fear of failure. The school places great importance on working closely with parents to build upon these first steps of learning and provide a foundation for future education.

Key Stage 2 (KS)

The National Curriculum comprises Core subjects (English, Mathematics, Science) and Foundation subjects (Welsh, History, Geography, Design Technology, Art, IT, Music and P.E). ICT encompasses all curriculum areas. The school follows statutory requirements for the teaching of RE. Welsh includes the Cwricwlwm Cymreig, which covers culture, heritage and the use of incidental Welsh by adults and children throughout the school. Planning ensures that sufficient emphasis is placed on every area of the curriculum and that the Literacy, Numeracy and problem solving are given priority. The school strives to provide 2 hours a week to PE, in order to promote a healthy lifestyle and make use of the school's excellent outdoor facilities

ENGLISH (Coordinator: Mrs. Evans)

Synthetic Phonics are taught for one hour every morning throughout the school: children progress from *Letters and Sounds* to *Read, Write, Inc* and *Comprehension Plus*. Children are assessed half termly and placed in the appropriate group, whatever their age. This also ensures that children are given the appropriate reading material at the correct stage in their phonic development. Throughout the school children are given opportunities to extend and apply their language skills through cross curricular topics and a literary based approach. Good quality literature is used to generate a wide range of language activities such as writing in a variety of forms and for a variety of audiences, basic grammar, comprehension and drama.

READING WITH UNDERSTANDING AND FOR FUN is our priority and parents are encouraged to share books at home with their children from Nursery to Y6.

In Foundation Phase reading schemes and other good quality children's fiction and factual books ensure progression through a breadth of material. To encourage fluency of reading and an enjoyment of books, children bring home school reading books to share and parents are encouraged to comment in the home/school book. Those who complete the reading scheme choose their own reading material from a range of early readers. Children are encouraged to ask and answer questions about the content of the book, retell passages, predict endings and share opinions on the text.

The school reference library and portable IT equipment enables children to develop their research skills. Teachers read daily to the class right up to Y6. Novels of specific popular authors who appeal to both girls and boys are serialised: Y3 Roald Dahl, Y4 Dick King Smith, Y5 David Walliams, Y6 Michael Morpugo.

Handwriting is taught throughout the school with emphasis on correct grip of pencil and letter formation in the early stages, leading to a clear, joined script.

MATHEMATICS (Coordinator: Mr. Hopkins)

Children taught a range of mathematical concepts. Teachers use a variety of teaching methods which enable the children to progress at their own rate i.e. class, group and individual. In upper KS2 children may be placed in ability sets for number or reasoning work. Children encounter different mathematical strategies to enhance their learning through problem solving, investigations and practical situations.

SCIENCE (Coordinator: Mr. Williams)

Children are encouraged to develop problem solving, enquiry and practical skills through experimental and investigative science. The National Curriculum breaks down primary Science into:

- Life Processes and Living Things
- Materials and Their Properties
- Physical Processes

Some examples are caring for the environment, man's affect, changes and differences in processes, weather patterns, forces of magnetism, electricity, heat, cold, sound, light. These areas are all included in thematic work throughout the school.

WELSH (Coordinator: Mrs. Safadi)

Welsh is taught as a second language throughout the school. Initially much of the teaching takes place through the use of incidental Welsh and singing Welsh nursery rhymes and songs. Speaking, listening and reading skills are extended throughout Foundation Phase and the focus includes writing in Key Stage 2. The school has adopted Carmarthenshire County Council's Scheme of work and regular support in lessons and for staff training is

provided by the Athrawes Fro service (Welsh Peripatetic Teacher). Aspects of Welsh culture and heritage (Cwricwlwm Cymreig) are taught in many curriculum areas and are included in the general ethos of the school. An annual Eisteddfod is held on St David's Day as well as a Cwl Cymru Day later in the year. Welsh is used as the dominant language in 'Well Done' weekly assemblies for Foundation and KS2.

HISTORY (Coordinator: Mrs Reilly)

In FPh, history is very much based on the children's own experiences and immediate surroundings. The main skills that the children develop are an awareness of time and the ability to sequence events. These skills are developed throughout KS2 when children, through themes, learn in greater detail about local and Welsh history. Educational visits, listening to the experiences of visitors and role play form an important part of history. The school's proximity to the castle, church and Industrial museum is important. Other frequently visited sites include Castell Henllys ironage hillfort, St Fagan's museum of Welsh life and Victorian school, Carmarthen museum and schoolroom.

GEOGRAPHY (Coordinator: Mrs Davis)

The Geography curriculum aims to stimulate children's interest in their immediate surroundings, whilst fostering a sense of wonder and responsibility for the world around them.

Getting to know the locality is an intrinsic part, particularly in the FPh and at KS1. Great emphasis is placed on fieldwork and first hand enquiry throughout the school include visits to:

Burns Pet Nutrition and farm, National Botanic Gardens, the coast and estuary in the Country Park and Ferryside, historical and more recent development of Carmarthen (shopping surveys and market visit), Carmarthen Recycling Plant and Pendine Windfarm.

Through themes, children are taught about the geography of Wales and to compare/contrast with other locations, including St. Jacut Sur Mer (Kidwelly's twin town in Brittany), the Brazilian rainforest, Switzerland and Mafeteng in Lesotho where we have an established link with Kingsgate school.

DESIGN & TECHNOLOGY (Coordinator: Mrs. Safadi)

Design and Technology is taught throughout the school by focused tasks to develop particular skills, and by designing and making. Pupils are taught how to safely use a range of basic tools and to experience working with a variety of materials. Children are encouraged to develop their ideas and problem solving abilities and to evaluate both their own work and that of others. They work on their own and in a team.

ART (Coordinator: Mrs. Safadi)

Children undertake a balanced programme of art. They learn about artists and craft workers. They explore a range of materials and tools, working in two and three dimensions. They are record from direct experience, memory and imagination. Professional artists are invited into school whenever this can be arranged..

MUSIC (Coordinator: Mrs. Pearce)

Children sing, compose, appraise and use percussion instruments in order to develop their creative skills. The school makes every effort to provide pupils with the opportunity to play untuned & tuned instruments, sing in a choir and have individual instrumental lessons*. In Foundation Phase children develop their creative skills through music, dance and drama. All pupils take part in performances in school and are encouraged to take part in concerts in Kidwelly and Y5/6 in the annual schools' Carmarthen 'proms. Mr Hopkins teachers Y4, 5, 6 pupils to read music and play the recorder.

** The Governing Body enters into an agreement with Carmarthenshire County Council for providing string lessons to KS2 pupils. There is no charge for the first term of tuition, however there is following nominal charge of £20 a term.*

INFORMATION COMMUNICATION TECHNOLOGY (Coordinator: Mr. Hopkins)

ICT encompasses EVERY area of the curriculum and children's individual ICT capabilities are developed throughout the school. Pupils use a wide range of software and apps, including desktop publishing, word processing, subject specific software, databases, computer control programs, simulation, modelling, coding and programming. Reading, researching using iPads and laptops takes place throughout the school. Children are always supervised whilst accessing the Internet. Every class has an Interactive Whiteboard.

PHYSICAL EDUCATION (Coordinator: Mr. Morgan)

PE plays a very important part in the primary school curriculum, allowing the children to develop both physical skills and creativity. It contributes to the overall education of young children by promoting physical activity and a healthy lifestyle. The school plans one class indoor gymnastic/dance lessons and one games lesson each week. In addition to the school hall, with its range of P.E. apparatus and wall bars, the school has a tarmac playground, AstroTurf and a large playing field for Rugby, Football, Athletics and summer games such as Rounders. Y3, 4, 5 receive swimming lessons in Carmarthen Leisure Centre. Y5 pupils are encouraged to spend 3 days in Llangrannog camp (Gwersyll ur Urdd), where they have a range of outdoor pursuits including swimming, horse riding, skiing. Y 6 pupils are encouraged to take part in outdoor pursuit activities which include abseiling and canoeing in Pendine Environmental camp during a week's residential experience. The school plays an active part in Inter-school competitions in a range of activities, including football, rugby, tennis, netball, athletics, cross country.

Games and Physical Education are compulsory for all children except those excused on health grounds, when a medical note should be provided. Appropriate clothing and footwear must be worn: indoor lessons are performed in bare feet or trainers and children will be required to wear a T-shirt and shorts. In some circumstances, leggings may be worn. Outdoor lessons require trainers/'togs', shorts or warmer leggings for winter.

Jewellery should not be worn for any P.E. activity. Parents are requested to remove children's earrings before they come to school on PE days.

RELIGIOUS EDUCATION (Coordinator: Mrs Williams)

The teaching of Religious Education at Ysgol y Castell is an intrinsic part of the school curriculum. All the main world religions are taught, however, there is a greater emphasis on the children's own experience of life and religion. Children are taken to various places of worship during their time in Ysgol y Castell. Parents have the right to withdraw their children wholly, or in part, from RE or collective worship.

PERSONAL & SOCIAL EDUCATION

Personal and Social Education (PSE) is at the core of every child's education. It enables children to become healthy, independent and responsible members of society. Children are encouraged to play a positive role in contributing to the life of the school and the wider community and experience the process of democracy in school through the School Council. Children are taught about rights and responsibilities. In turn, they learn to appreciate what it means to be a positive member of a diverse multi-cultural society. The school follows the SEAL (Social and Emotional Aspects of Learning) curriculum throughout the school, in class Circle Time for discussion and whole school assemblies.

Ysgol y Castell is a 'Healthy School': children are encouraged to drink water and eat fruit during the school day. We are fortunate to have lovely grounds that include an organic garden area where children plant vegetables and herbs.

SEX EDUCATION

Sex education is part of PSE, and reflects the way in which the school helps children to develop a responsible and healthy attitude to personal relationships. Children are taught to understand about themselves, their own and others' feelings, physical and emotional development, family life and related ethical and social issues. The school nurse works closely with upper KS2, particularly Y6 with regard to puberty, and parents are informed by letter before the nurse visits and given the opportunity to withdraw their child.

The Governing Body has approved a policy for Sex Education and should parents have any concerns, they are invited to meet staff and governors to discuss these issues.

ASSESSMENT ARRANGEMENTS

These are the arrangements for assessing pupils, measuring standards of achievement against the requirements of the National Curriculum and against standards reached at other primary schools in Carmarthenshire, Wales and also benchmarks the school's performance against 10 other similar schools in Wales. End of Foundation Phase teacher assessments for Personal & Social, Language, Literacy & Communication, Mathematical are reported – Outcome 5 being the targeted level. KS2 teacher assessment results for English, Welsh 2nd language, Mathematics and Science are reported - Level 4 being the targeted level. These are reported to parents every year and trends are analysed. Annual teacher assessment results for pupils at the end of Foundation Phase & KS2, showing how Ysgol y Castell pupils achieve in comparison to other schools in Carmarthenshire & Wales, are published and sent to parents of pupils in Y2 & Y6 with their child's annual report every Summer. These figures are also published in the Governors' Annual Report to Parents every Autumn, together with our projected targets for pupils. This Annual Report is distributed to all parents and other interested parties and is available on request throughout the year. From July 2014 parents will also be informed how their child/children have scored in the National Numeracy and Literacy tests. These tests were introduced in 2013 and take place in May, children assessed in standardised, published test papers on Reading, Reasoning and Procedure (*the latter 2 are part of Numeracy*). Schools are benchmarked according to annual results: benchmarking details for both National Curriculum assessment of English, Welsh, Mathematics and Science as well as for Literacy and Numeracy standardised tests can be found on the Welsh Assembly Government's website.

Assessment, Recording and Reporting

The school has a written policy for assessment which provides a clear framework. This is co-ordinated by senior staff in order to:

- establish routines for the planning of assessments
- have established routines in order to assess pupils at work and pupils' work
- monitor and record pupil progress and encourage self assessment in line with **Assessment for Learning** which includes children's involvement in the marking process..
- build up pupil profiles containing samples of work.
- report regularly to parents through an opportunity to attend twice yearly meetings with class teachers and the annual written report
- give parents the opportunity to discuss their child's Record of Achievement folders that are kept for every child providing a profile of each pupil's achievements, both academic and extra-curricular. This folder is presented to each child on leaving the school.

Data collected for the last three years indicates that Ysgol y Castell results consistently fall into the higher quartiles, comparing data of similar schools across Wales. Staff performance for teachers and teacher assistants is assessed through the annual Performance Management cycle. The headteacher's performance is assessed by governors and senior advisor of Local Authority/ERW.

TARGET SETTING, TRACKING and MONITORING

Targets for school development, both long and medium term strategic plans and the detailed yearly School Improvement Plan are presented to the Governing Body annually.

Targets set for pupils in all classes are analysed in relation to teacher assessments. INCERT's tracking is updated by each teacher regularly and monitored by the Senior Management Team. This detailed analysis that enables teachers to plan effectively to ensure children reach their full potential.

Targets are set annually for the percentage of pupils expected to attain the **Core Subject Indicator** at the end of FPh and KS2 (Outcome 5 and above in the Core areas of English, Maths and Science at the end of Y 2 – and Level 4 and above in the Core areas of English, Maths and Science at the end of Y6). Pupils identified through

assessment as *More Able and Talented* are targeted to attain Outcome 6 in Y2 and Level 5 in Y6: teachers plan appropriate extension activities.

ADDITIONAL EDUCATIONAL NEEDS

The school has a policy for Additional Educational Needs, which is in line with the National Code of Practice. A child may require **Additional Learning Needs** that may be short or long term. These may include difficulties of a physical nature connected with sight, hearing or speech, emotional or behavioural, or specifically related to aspects of language or mathematics. Children whose first language is not English or Welsh are provided with specialist intervention.

The school has a designated Governor for Additional Needs (Mrs Hooper). The school's policy and practice aim to help children with additional needs and to identify individual learning difficulties, with emphasis on early intervention and a flexible structure to provide support once the child has been identified. The policy also provides for the identification of and the provision of support for **More Able and Talented** pupils. She manages provision throughout the school, carefully tracking pupil progress and monitoring waves of provision which include a range of carefully planned interventions. With the headteacher, she ensures that all staff as well as individual specialists, are offered on-going training.

Additional needs are identified as early as possible, working closely with parents and all staff involved. When further assessments are carried out and additional support is provided in class, this is categorised as '**School Action**'. If it is deemed necessary, following ongoing discussion with parents, to seek further advice and support from outside agencies, this is categorised as '**School Action Plus**'. Such specialist support might be by speech & language therapists, occupational therapists, hearing & visual impaired specialists, autistic spectrum support team, specific learning difficulties specialists or educational psychologists. Should a programme initiated with the help of outside specialist agencies not provide sufficient support for a pupil, an application may be made by the school or by parents to the LA for a formal assessment. The process requires the LA to make a decision and a statutory Statement of Educational Needs may be drawn up. A Statement of this kind sets out specific objectives for the pupils and if additional funds are resourced, it will specify how these are to be used.

Personal Centred Planning. The school has replaced Individual Education Plans (IDPs) with **One Page Profiles** which pupils prepare jointly with teachers and which are revised when appropriate, noting strengths and areas for support. By adopting this inclusive approach, all children are treated equally and pupils with Additional Needs do not see themselves as 'different'. **Individual Development Planning Meetings** are coordinated by the ALNCo where parents meet with a range of representatives of agencies, such as Educational Psychology, Health, Speech & Language, Behaviour Support, Hearing/Visual Support, Autistic Spectrum advisers, teachers and ALNCo from secondary schools etc. **These approaches centre around the Voice of the Child: children's views are always sought.** Annual formal review meetings for pupils with a statutory Statement of Educational Needs also follows this format.

At all stages of support, parents are encouraged to be involved in termly reviews of progress. Should a child be issued with a statutory Statement of Educational Needs, the school is required to arranged an annual formal review, with representatives of all agencies present, together with parents and the child. Children's views on their progress are always sought.

WORSHIP

It is compulsory for schools to hold a daily act of worship which is broadly Christian. At Ysgol y Castell we are proud to include pupils of a range of faiths and beliefs in our daily worship and ensure that the message is one of caring for our world and each other. Worship takes place either by whole school or separate Key Stage assemblies, or in Reflective Time in individual classes. Should parents make a special request for their child to be excluded from worship in order to accommodate their own faiths/beliefs they are invited to arrange a meeting with the headteacher, who will ensure that their wishes are respected. The school supports parents who request that their children are withdrawn for part of worship, such as during a prayer.

RACIAL HARASSMENT/MULTICULTURAL EDUCATION

The school has a Race Equality Policy. The Headteacher and Governors have endorsed LA advice which recommends the preparation of pupils for life "in a multicultural, multi-ethnic, multi-lingual, multi-faith Britain;

and to build on the strength of cultural diversity". Any issue of racial harassment or prejudice will not be tolerated and procedures follow the school's Discipline Policy.

DISABILITY PROVISION

Pupils and adults with disabilities are welcomed at Ysgol Y Castell.

The school has an Accessibility Plan, with provision to ensure that ALL pupils are given equal opportunities to access every area of the curriculum and full access to everything the school community has to offer. Easy access for wheelchair users has been provided by widening the access from the pavement at the front of the school. A disabled toilet allows easy access to wheelchair users. Every class has an emergency fire door which is easily accessed by everyone during an emergency evacuation, such as to the Fire Assembly Point.

SCHOOL SECURITY & SAFETY

Fencing surrounds the playground and "outside classrooms", gates and the front door are kept locked. The Governing Body maintains a safe and secure area within and outside the school building. The school building is alarmed and the system is serviced annually. Electrical appliances are 'PAT' tested annually.

SCHOOL COUNCIL, ECO COUNCIL, SPORTS AMBASSADORS

The **SCHOOL COUNCIL** comprises 12 pupils, 2 per each year group in FPh and KS2, elected annually by their peers. All children are encouraged to have a 'voice' and their views are respected. The School Council is allocated a budget, which has enabled them to focus on what the children wish to purchase, e.g. toys and games for the playground, contribution towards the Astroturf. Governor and representative of the Town Council, Jeanette Gilasbey, regularly attends meetings and feeds back to the Kidwelly Town Council. Every year, two members of the School Council attend a full governing body meeting. Councillors set up a system for pupils to 'post' their worries into Bully Boxes, so that teachers can deal with issues confidentially and build on the anti-bullying, supportive ethos of the school.

There is an active **ECO COUNCIL**, with 2 representatives from Y1 – 6. These are our 'Eco Warriors' who ensure that the whole school community maintains its focus on 'Reduce, Refuse, Recycle'. Two members of the Eco Council attend All Wales Eco Committee meetings organised by Keep Wales Tidy twice a year in mid Wales.

SPORTS AMBASSADORS: 3 elected Sports Ambassadors are trained annually and provide a 'pupil voice' to school management and the governing body. They also support children's activities at playtime.

HEALTH & SAFETY

The school's Health and Safety Policy is regularly reviewed. The Headteacher (Health and Safety co-ordinator) and the deputy headteacher are trained in Health & Safety. Fire drills are held twice a term and the headteacher provides details of each evacuation in her termly written report to the Governing Body. All staff and voluntary adult helpers hold an enhanced CRB/DBS check. Dogs are not allowed on any part of the site (with the exception of guide dogs) and only authorised vehicles and personnel are permitted entrance into the school car park. Children are normally transported by coach and mini bus to activities that take place out of Kidwelly. Mr D Morgan (PE coordinator) is licensed to drive the County mini bus to transport pupils. The school has booster seats for special circumstances when the need may arise to transport children by car. Only staff with extended insurance cover are allowed to drive pupils even on these rare occasions.

Visitors MUST sign the Visitor's Book when arriving and leaving the school and wear a Visitor's badge whilst on the premises. Dogs are not allowed on the premises including the outside areas unless registered Blind Dogs.

SMOKING: Smoking is NOT allowed on the premises including the outside perimeter. E-CIGARETTES are also NOT allowed.

SAFETY EDUCATION

Children are often unaware of the dangers around them. Roads, railways, water, building sites and, of course, strangers, all pose threats to children's safety. Through visiting speakers, including the Police and county Road Safety Officers, these dangers are highlighted.

E Safety: Police Liaison Officers support the school by teaching children Internet Safety, including Cyber Bullying and the potential danger of Social Networking.

HEALTH & FITNESS

By offering a range of sporting activities, e.g. rugby, football, netball, cricket, tennis, athletics and rounders, we encourage participation in competitive team sports. ALL pupils in Y1 to 6 are encouraged to participate in weekly sports after school clubs. Children in Years 3 & 4 have swimming lessons in Carmarthen Leisure Centre during the year. Y6 pupils attend a residential environmental camp in Pendine every year, participating in a range of activities including abseiling and climbing.. The school also participates in the Dragon Sports and McDonalds sporting schemes and PESS (Physical Education and School Sport).

We encourage all our pupils to eat healthily - to take up school lunch, to eat fruit at break time and drink water throughout the day. For the minority of children who opt for a packed lunch, we ask parents NOT to send in any drinks as water is given to ALL pupils at lunchtime. Sweets, biscuits and crisps are NOT allowed in school. Breakfast Club and Clwb Y Castell also promote healthy eating.

During sporting fixtures out of school and during all educational visits, we kindly ask parents to send in bottled water rather than other drinks.

TRANSITION

The school belongs to the Glan y Mor family which holds regular management and planning meetings. Joint activities for Y6 and Y7 include weekly Tuesday OWNZONE after school club activities in Glan y Mor. Children who live within catchment are offered a place in Glan y Mor school in Burry Port which has been part of the Bryngwyn Federation since September 2014. Through parental choice, some pupils transfer to St John Lloyd school and Coedcae schools in Llanelli and Queen Elizabeth High School in Carmarthen. During the Summer term, pupils spend days in the school to which they will transfer. School data is transferred electronically to the secondary schools.

THE INTERNATIONAL DIMENSION

The International Dimension plays an important part in Ysgol y Castell. Regularly meeting pupils and teachers from other countries is an important part of life at Ysgol y Castell. The school has worked closely with schools in Latvia, Germany, Poland and France and hosted staff and pupils from these schools. The school has hosted teaching assistants from Japan, France and Spain and since 2010 has supported student teachers from St Gallen University in Switzerland for 3 weeks in the summer term. A strong link with Kidwelly's Town Twinning Association is embedded and pupils in Y5/6 have the opportunity to take part in a visit to St Jacut de la Mer and the village school Groups of pupils travelled with staff to St Jacut de la Mer in Brittany in June 2007, September 2011, May 2014 & May 2017. Pupils also accompanied staff on a visit to Schildau primary school in Saxony, Germany in June 2011. The school has been complimented by *Estyn* on its commitment to broaden children's outlook by offering them overseas travel.

Ysgol y Castell has a well established link with Kingsgate school in Mafeteng, Lesotho. Two teachers visited Kingsgate school in February 2013 and the school welcomed the headteacher and a teacher in June 2013. More recently, another teacher and teacher assistant from our school spent a week in Mafeteng in February 2014 and we hosted two more teachers from the Lesotho school in June 2014. A sponsored walk by the entire school raised money to pay for teachers from Lesotho to fly to the UK and to improve the structure of Kingsgate school.

Other **CULTURAL** experiences include:

- Participation in music festivals
- Showcasing the school in Kidwelly's annual International Marketplace evening
- Concerts
- Theatre and art gallery visits
- St. David's Day eisteddfod and concert
- Theatre groups visiting the School
- Recitals
- Visiting speakers
- Visitors from overseas
- Regular educational visits to make learning exciting and meaningful

- Regular thematic days, e.g. Chinese New Year, Indian Day.

EXTRA CURRICULUM ACTIVITIES

A wide range of opportunities are offered to pupils from Y1 – Y6 at lunchtime and also after school.

Clubs include: Creative, Clwb Hwyl Cymraeg, Art, French, Choir, Coding and Computer, Drama, Debating, Sukoko, Chess, Sports clubs are rotated to ensure that there is a good coverage to suit all interests.: Football, Rugby, Netball, Tennis, Athletics, Fitness, Hockey. Girls and boys are encouraged to participate together in all clubs including sports – eg girls play football and rugby, boys play netball. Prior to starting in the Nursery, parents are invited to attend after school Language & Play sessions.

BEFORE AND AFTER SCHOOL FACILITIES

BREAKFAST CLUB takes place every morning from 8 am. Children are offered a healthy cereal, toast, fruit juice or fruit, for which there is NO CHARGE.

CASTELL CLWB runs as an independent facility on the school site from 3.15 p.m. to 5.30 p.m..

The school's Senior Management Team and a Governor are members of Castell Clwb's committee. The Playleader is Mrs Rollason.

COMMUNITY LINKS WITH THE COMMUNITY

Ysgol y Castell has well established links with local industries that include Gravells' Garage and Burns' Pet Nutrition. Older children visit Burns' Pet Nutrition to understand how sustainability works in business and members of their staff teach our younger pupils how to look after pets. Children regularly participate in community events, such as Mayor Making and special occasions and entertain senior citizens and the whole community at Christmas time.

MEDICAL

It is very important that parents inform the school about any medical condition that is likely to affect their child's education. This information is stored securely at school. At various stages through the school, children receive medical examinations including dental, hearing, growth and eyesight: the school nurse is a regular visitor. Parents are invited to attend medical examinations in school and are informed by letter if follow up treatment is recommended. **Responsibility for checking children's hair for HEAD LICE rests with the parent and should be done at least a few times a week.**

ILLNESSES & ACCIDENTS IN SCHOOL

If a child becomes ill or has an accident in school, the school needs to contact parents quickly. For this reason parents are required to provide the school with **up-to-date home and emergency (work) telephone numbers** and numbers of friends or relatives who are able to look after their children. **It is parents' responsibility to tell the school of any change of contact information.**

Children showing symptoms of sickness should be kept at home from school. It is also unwise to send a child back to school until he/she is completely recovered. If an illness is infectious, we ask parents to inform school immediately. If children are being treated with medicines or drugs which may affect their performance in school, it is vital that the school is informed.

Should injuries occur which require immediate medical treatment, parents are informed immediately and if necessary, the school will call the emergency services. In special circumstances, a member of the Senior Management, accompanied by another member of staff, may take a child to A & E, Glangwili Hospital, Carmarthen (note: these teachers have insurance cover to drive children in their cars, the school has booster seats for these special circumstances).

Teachers are advised by their unions **NOT** to administer medicines; however arrangements are made for Senior Staff to provide medication for chronic illnesses, in which case a current medical plan is kept in school and continually revised by school, parents and medical services. Children should **NEVER** carry tablets or medicines to school.

IT IS ESSENTIAL THAT THE SCHOOL IS INFORMED OF ANY ALLERGIES and we ask parents not to send nuts in packed lunches as we are aware of pupils with nut intolerance. Medical forms are completed for every child who uses an asthma pump and parents are asked to keep the school up-to-date regarding asthma medication. Asthma pumps are stored in the administrative office and in the mobile classroom. *Suncream* is only administered by staff with permission from parents.

OTHER HEALTH MATTERS

If a child has been ill, there is often conflicting advice on the amount of time they should be absent from school. We include some guidance from the Health Authority on the most common illnesses and infections:

MEASLES: Children are infectious for 5-6 days before the rash appears and for 5 days after the temperature returns to normal.

MUMPS: Infectious for 2 days before the swelling appears and then until the swelling subsides.

GERMAN MEASLES: Infectious for 7 days before the rash appears and at least 4 days after the rash has gone.

CHICKEN POX: Infectious until no more crops of spots appear and crusts are dry.

SLAP CHEEK: A viral infection recognised by a bright red rash on the cheeks which normally lasts just a few days.

HAND, FOOT AND MOUTH: A viral infection with high temperature, sore throat and small spots inside the mouth that progress into small mouth ulcers. Infectious until the spots disappear.

THREADWORMS: Very infectious. Children should not be in school until the problem has been cleared by treatment from GP.

IMPETIGO: Highly contagious, spread by direct contact. Needs treatment from GP.

RINGWORM: Treatment from GP. Once children have been treated they can continue with swimming and PE.

CONJUNCTIVITIS: Highly contagious and children should be kept home for one day **after** treatment has started.

If your child is suffering from one of the above, please comply with these guidelines for the benefit of other children and staff in the school.

GOOD BEHAVIOUR & DISCIPLINE

Our aim is to create a climate in which a pupil's self esteem is nurtured, and misbehaviour becomes, by comparison, a markedly less attractive way of obtaining attention. Good behaviour is a necessary condition for effective teaching and learning to take place. We believe the school should be a caring community and we care about the needs of each individual child.

Children are encouraged to care for their school, its surroundings and for each other. Individual Happy Pencils are awarded to Foundation Phase pupils in their weekly WELL DONE assembly led by the Deputy Headteacher through the medium of Welsh. In KS2, the WELL DONE assembly is an opportunity for Captain Captains and Vice Captains to give prizes to pupils in their 'Castell' for meeting a range of criteria. In KS2, the School Council asks children's views on the Awards system and this is changed when necessary to ensure that no system becomes stale. As well as individual points and prizes, our younger children are given a coloured leaf and accumulate leaves on the "Well Done Tree". The school's aim is definitely to praise rather than to reprimand.

ALL staff, including lunchtime supervisors, are trained in positive behaviour techniques. When bad behaviour or bullying is identified (either by staff or by children and parents), class teachers use Circle Time, SEAL activities and trained teacher assistants use an intervention called Positive Play.

HOUSE SYSTEM

By having an effective house-system, we encourage children to feel valued as part of team. FPh pupils are allocated a place in a "colour" house. KS2 pupils are placed in a 'Castell' - coch, gwyrdd, glas, melyn, each led by a teacher, and a house captain and vice captain, who are elected by members of each 'Castell'. These pupils form the senior section in our **SCHOOL COUNCIL**, which encourages our pupils to be part of decision making at the school. At the end of the school year a House Cup is awarded to the 'Castell' with the most points - including points for KS2 sports' day and the annual Eisteddfod.

****SCHOOL CODE****

The School Council has discussed and agreed the following code, which is displayed around the school. This code is considered annually and revised by the School Council.

Manners

*I will be polite to other children and adults.
I will show good manners everywhere.
I will talk quietly when I eat my lunch.
I will walk carefully in school and respect everyone.
I will be calm in the playground.
I will show good behaviour for other children to copy.*

Kindness

*I will show kindness to others and be a friend.
I will help new people to feel welcome and settle in happily.
I do not like teasing or upsetting or bullying.
I will include everyone in games.*

Respect

*I will always respect other children.
I will always respect the grown-ups who work at or visit the school.
I will always respect other children's property.
I will always respect the school's property.
I will put litter in the bins.
I will go where I am supposed to be to be safe.*

***I want to grow up showing kindness, good manners and respect.
Care, Share, Believe, Achieve.***

INVOLVING PARENTS IN THE LIFE OF THE SCHOOL

Working collaboratively with parents is the best way Ysgol y Castell can support children. It is important to know that parents are genuinely welcome to contact the Headteacher at any time and especially when there is any matter that causes concern about a child's education, behaviour or attitude. It is obviously preferable if an appointment can be made, unless matters are urgent. The headteacher and deputy headteacher are available every morning to welcome pupils and parents at 8.50 at the school entrance and this is often an opportunity to arrange an appointment with the ALNCo or class teachers.

HOME SCHOOL AGREEMENT & PHOTOGRAPH PERMISSION

Every parent is asked to sign the Home-School Agreement, a copy of which is provided with this prospectus for those who have not returned one during this academic year. Every September (and on entry for new pupils) parents are asked to sign a form indicating whether they allow the school to take photographs or films of their children and whether these may be published.

PARENT-TEACHER CONSULTATIONS

Two consultations between parents and teachers are arranged every year: in the Autumn to plan for progress and during Open afternoon Summer term, when all matters relating to progress may be discussed and also giving parents the opportunity to meet the next year's teacher and teacher assistants.

END OF YEAR REPORTS

Written formal reports for every child are sent home towards the end of the Summer term, by pupil post. On request, copies are also sent to parents who do not have daily contact with their child. Reports inform parents and carers of their child's progress in all areas of the curriculum including in Literacy and Numeracy and to report on

what needs to be developed further. Working collaboratively with parents and carers ensures that the school plans for progress and parents/carers and pupils are encouraged to give written feedback to the school on the report.

NEWSLETTERS/LETTERS TO PARENTS

As well as regular letters, monthly newsletters are distributed to keep parents informed of all developments, events and matters of concern.

PARENTAL HELP

There are numerous occasions when parental help adds considerably to the smooth running of the school, such as on educational visits, sharing expertise, supporting art and craft lesson or any after school clubs. No volunteer can work with children of any age without the direct supervision of the class teacher. DBS checks are undertaken for any regular volunteer.

PTFA

The school is immensely grateful for contributions collected by the PTFA and support of parents and the community. All parents and friends of the school are encouraged to join the PTFA which meets regularly and organises fundraising events. Financial contribution from the association supplement transport costs for visits and as well as ICT equipment and outside furniture, toys and the adventure playground.

HOMEWORK

Without question, parental involvement in their child's education is of great benefit in terms of progress and motivation for learning. Homework is set to reinforce learning in the classroom. Homework schedules are given at the start of the year by class teachers in the Home/School Book.

Parents are asked to ensure that pupils, particularly in Y5 and Y6, hand their homework in on time as this instils a good routine before going to secondary school.

READING is the best "homework" but please remember that **READING SHOULD BE A SHARED, ENJOYABLE EXPERIENCE**. Please set aside some time every evening to read **WITH** your child, no matter what his/her age!

***DIOLCH / THANK YOU** for taking the time to read this Prospectus. An updated version is available on: www.carmarthenshire.gov.uk (amdrosite).*

If you have any comments about its contents or if you would like to suggest other information that you feel should be included, please inform Miss Goodfellow, who will be very pleased to arrange to meet you.