



Ysgol Sarn Bach

Handbook 2020-2021



Welcome to Ysgol Sarn Bach

Dear Parents,

We welcome you and your child to Ysgol Sarn Bach. While your child is in our care, we will do our utmost to ensure that he/she is happy and safe and receives the best standard of education.

The school is a happy and homely community where we endeavour to promote the children's spiritual and moral development. A close relationship exists with every family and a policy is implemented of responding to problems or difficulties by discussing them with parents.

I would like to see every child looking back at his/her childhood as a happy time that provided a firm foundation to his/her life as they become citizens of the future.

Education is a partnership between the school and parents for the benefit of our children. Our influence and support are invaluable to your child's social and educational development. I would like to see this partnership working well, with the pupil's needs as a priority and rising above everything else.

Yours sincerely,

Mrs Nina Williams

School Details

Status: This school is a County Primary School (Infants/Juniors).
It is a day, bilingual, co-educational school.

SCHOOL STAFF – 2020-21

Teaching Staff:

Headteacher/Foundation Phase Teacher - Mrs Nina Williams

KS2 Teachers - Miss Delyth Jones/Mrs Bethan Evans

Higher Level Teaching Assistant: Mrs Annwen Jones

Classroom Assistants: Mrs Non Crowther

Support Staff:

Clerical Assistant: Mrs Annwen Jones

Cook: Mrs Bethan Davies

Cleaner: Mr Michael Rowlands

SCHOOL GOVERNORS 2020-21

Chair of the Governors: Mr Robin Owen

Local Education Authority: Cllr J. B. Hughes (Vice-chairperson)

Lesser Authority:

Community Council: Mr Robert Morris Jones

Parents: Mr Robin Owen

Mrs Llinos Owen

Ms J. Pierce

Teachers: Miss Delyth Jones

Headteacher: Mrs Nina Williams

Support Staff:

Co-opted: Miss Lona Roberts

Business Representative: Mr Bryn Jones

Clerk: Mrs Annwen Jones

Description of the School

This school is a County Primary School (Infants/Juniors). It is a day, bilingual, co-educational school.

This year, there are two classes at the school, which are taught as follows:

Foundation Phase – Mrs Nina Williams

Years 3, 4, 5 and 6 – Miss Delyth Jones/Mrs Bethan Evans

Class Organization September 2018

	N	0	1	2	3	4	5	6	Total
Foundation Phase Mrs Nina Williams	3	2	4	4					13
Years 3, 4, 5 and 6 Miss Delyth Jones/ Mrs Bethan Evans					7	5	9	11	32
									45

Admission Policy

The children are admitted in September following their fourth birthday on a full-time basis and for two hours in the morning at three years of age, in accordance with the Education Authority's policy.

In year 4 children from Ysgol Gynradd Abersoch infants' school are admitted in September. We will do our utmost to welcome new pupils and to ensure that their time at Ysgol Sarn Bach is a happy one.

At the end of the sixth year, your child will transfer, if that is your wish, to Ysgol Botwnnog. You will be provided with information in advance about this school and arrangements will be made for the children to spend several days there during their final year at Ysgol Sarn Bach. As parents, you will be invited to visit the school to meet the school's headteacher, Mr Dylan Minnice.

Parents from the school's catchment area are welcome to contact the Headteacher to make arrangements to have their child admitted to the school. Only by contacting the Local Education Authority can discussions commence on accepting pupils from outside the catchment area. During the summer term, all the children who start in September, together with their parents, will be invited to spend time at the school.

SCHOOL HOLIDAYS 2020-21

Holiday	Starts on	Finishes on
Autumn half term	26 October 2020	30 October 2020
Christmas holidays	21 December 2020	1 January 2021
Spring half term	15 February 2021	19 February 2021
Easter holidays	29 March 2021	9 April 2021
May Day (bank holiday)	3 May 2021	
Summer Half term	31 May 2021	4 June 2021
Summer holidays	20 July 2021	31 August 2021

Schools will re-open on Wednesday, 1 September, 2021 for teachers only (training day).

There are four other training days to be taken by each school during 2020-21.– details to follow.

Playtime

Children play on the playground or playing field, depending on the weather. During wet playtimes, pupils remain in their classrooms, where they are given a variety of activities.

Morning playtime takes place between 10.45-11 a.m. and afternoon playtime between 2.15-2.30 p.m.

During morning playtimes, the Fruit Shop will be open and the children may buy a fruit for £1 a week or may bring their own fruit to eat at playtime. In order to facilitate arrangements for ordering fruits, pupils are asked to commit to using the fruit shop for a term at a time.

Children have milk to drink during morning playtime. This is free for Foundation Phase children and costs 50p for KS2 children.

Sweets, chocolate or crisps are not allowed. Every child is given a water bottle which they are expected to take home to wash and fill up. We expect to see only water in the bottles.

Closing in an Emergency

In an emergency (e.g. no heating or severe weather), we will have to close the school at short notice if we feel that children's safety would be jeopardized should they remain at the school until the end of the afternoon. We will take the following action:

- A) We will contact the parents of pupils to arrange for you to collect your children.
- B) Information will be available on Gwynedd Council's website.

School Dinners

The school provides a healthy and nutritious dinner on a daily basis, for £2.50 per day.

An online payment system has been established by Gwynedd Council, accessed by visiting Gwynedd Council's website.

Cheques should be made payable to 'Gwynedd Council'.

Free school meals are available for families who receive Income Support or Job Seekers Allowance. The form needed to apply for this is available from the school.

Some children bring their own lunch to school. Being part of the Gwynedd Healthy Schools Scheme, Ysgol Sarn Bach wishes to promote a healthy packed lunch for the child, with no sweets or fizzy drinks.

Attendance and Absences

The school has a duty to ensure that pupils attend regularly. In accordance with Assembly regulations, every school must differentiate between authorized absences (illness, doctor's appointment, etc.) and unauthorized absences. We ask you to let the school know about every absence by providing a note or through a phone call. For reasons of safety, the school will phone the home on the first day of the absence if no message is received. The school's attendance target for 2021-21 is 96% for each child.

Authorized absences

These include illness or medical appointments. It is also possible to request up to ten days' holiday in one school year. The Headteacher considers these requests on their own merit. We strongly encourage parents not to take their children out of school during the school year as continuity is essential to ensure effective learning.

Unauthorized absences

Any unexplained absences will be recorded as being unauthorized. Information about attendance is recorded and monitored by the Local Education Authority.

The Education Welfare Officer has the authority to visit the homes of any parents whose child's attendance figures are of concern to the school and LEA.

Attendance at Ysgol Sarn Bach 2020-21

Attendance =

Target = 96%

Teaching Hours

Teaching hours are 22.5 hours per week for the children who are full time, and 10 hours for the Nursery children.

Morning sessions are between	9 - 10.45 a.m.
	10.45 - 12.15 p.m.
	9 - 11 for the Nursery children
Afternoon sessions are between	1.15 – 2.15 p.m.
	2.30 - 3.30 p.m.

Children should arrive punctually at school at 8.50 a.m. They will be registered as 'late' if they arrive after 9 a.m.

A child is prohibited from leaving school premises without permission and unless accompanied by an adult.

School Rules

- School starts punctually at 9 a.m. The school is not responsible for any child arriving at school before 8.50 a.m.
- Because children from Abersoch travel on a public service bus to school in the mornings, we would like parents to contact us before 9 a.m. if their child is absent. This means that we ensure that all children have arrived safely at school.
- School finishes at 3.30 p.m.
- Because we are part of the Gwynedd Healthy Schools Scheme, sweets, crisps or drinks other than water are not allowed at the school.
- The school works conscientiously to safeguard the children while on school premises or in the care of a teacher outside school. Once the children are outside school gates either at the beginning or at the end of the day, they are the responsibility of parents or guardians.
- In cases of accidents or illness during school hours, every effort is made to contact the parents or guardians if necessary. In emergencies, where contact cannot be made, the Headteacher will take appropriate action.
- The school is not responsible for any loss or damage to pupils' personal belongings. Toys are not allowed in school.
- We expect every child to behave politely and considerately towards individuals in school. We want to maintain the school's reputation so that members of the public and those establishments that we visit continue to appreciate and are grateful for the children's behaviour.
- We expect every child to respect the school's property and that of other children.
- If a child requires any medication during school hours, the parent will need to sign a consent form. The form is available from the Headteacher.
- If your contact details change, we kindly ask you to inform the school immediately.
- The school has to be informed if there are any changes to the arrangements for collecting children from school.

Health and Safety

The priority of Ysgol Sarn Bach is the safety of its pupils, staff and visitors. The governors ensure the safety of the school building and property. Risk assessments have been drawn up to ensure that the school's activities are as safe and risk-free as possible. Risk assessments are prepared before any trip away from school premises.

Accidents and Medication

Any child who is taken ill or who suffers an accident at school will be taken care of and comforted by school staff. Two members of staff have a first aid qualification to ensure that a qualified first aider is present on school premises at all times. All members of staff have received basic first aid instruction. Any accident will be considered and assessed by the first aider and if it is deemed necessary, the school will then contact the parent to collect their child.

It is essential that the school is immediately informed of any changes to your contact details. Records of all accidents are kept on file, and school staff phone the home to explain what has happened.

In emergencies, where parents cannot be contacted, the first aider will respond and take the appropriate action.

Ethos and Behaviour

The school insists on positive and constructive behaviour from all the children. We believe this to be essential in order to provide the children with the best education and with positive life skills. If a child does not comply with the school's rules and expectations, we would follow the guidance contained in the Behaviour Policy. We receive very positive feedback from establishments that the children visit regularly as they behave courteously and politely towards each other and towards adults at all times.

Complaints Procedure

The Local Education Authority, in accordance with the requirements of Section 23 of the Education Reform Act 1988, has established a procedure to consider complaints concerning the way schools' governing bodies and the Education Authority act in relation to the school's curriculum and other related matters.

Most complaints arise from a misunderstanding or poor communication. If we are intent on finding a resolution to a conflict which will satisfy both parties, we believe that there is a need for a full understanding of the procedures for bringing a complaint as well as a positive attitude towards remedying the situation.

A parent wishing to lodge a complaint about organization or curriculum content should follow this procedure:

(a) Contact the Headteacher. The Headteacher (or member of staff nominated by the Headteacher) will conduct an investigation into the case and will respond directly to the parent. (Minor complaints should be discussed with the individual teacher. If the parent is not satisfied with the response, the Headteacher should be contacted.)

(b) If the parent is not satisfied with the response, a letter should be sent to the Chair of the Governing Body. An investigation will be carried out by members of the Governing Body's Complaints Committee and they will provide a response.

Details of the procedure in full can be found on the school's website.

Child Protection

This school is required to adhere to the clearly-defined and explicit guidance contained in Child Protection legislation. Teachers and ancillary staff members have a duty to identify any signs of abuse or neglect and express those concerns immediately.

Persons Responsible for Child Protection

Co-ordinator -

Mrs Nina Williams, Headteacher of Ysgol Sarn Bach
Contact telephone number: 01758 712714

Members of the Governing Body -

Mrs Gwenan Gruffydd
Contact telephone number: 01758 713534

Authority Personnel -

Mrs Carys Roberts, Child Referral Team, Ffordd y Cob, Pwllheli
Contact telephone number: 01766 772577

If there are child protection allegations involving the Headteacher, you should contact the named person in the Authority or on the Governing Body.

Arrangements for arriving at and leaving school

In the morning

The school's doors open at 8.50 a.m. We encourage children to be independent from a young age, therefore the parents leave their children at the school gate, the children come in and place their coat and bags on the peg and enter their classrooms to wait for the bell to sound at 9 a.m. Some children are uncertain during their first year at school, therefore parents are welcome to escort their children into the classrooms. By the time they attend school full time, they are usually sufficiently confident to come in by themselves.

At the end of the day

At the end of the day, parents wait by the school gates until a member of staff escorts the children down to the two buses by the gates. Once the buses set off, we will release the children into the care of their parents waiting by the school gates in order to cross the road safely with their parents.

School Uniform

The school is proud of its official uniform.

We encourage all parents to label every item of clothing and personal belongings with their child's name. Children should wear suitable and comfortable clothing and shoes that are safe in which to run about and play.

School sweaters are available from Cloth World in Pwllheli.

Physical Education Clothing

The children are allowed to wear their hoodies at playtimes or on Friday, when they have physical education lessons. We would rather that the children did not wear their hoodies in place of their blue school sweaters which are part of their official uniform.

Home/School Relationship

At Ysgol Sarn Bach, we strongly believe in a happy and healthy relationship between the school and home. We would like to think that any parent feels able to approach the school to express any concern about their children's education or happiness. We are responsible for the individuals that are most valuable to their parents. Because the Headteacher also teaches, you are asked to phone the school to make an appointment and we will welcome you for a chat when practicable.

Your child's educational development depends on the effectiveness of the co-operation between the school and home. This is a two-way process. We expect parents to spend time reading and helping their children with any homework or additional work organized by the school in order to further develop the child for the benefit of the individual.

Homework

Weekly homework is set for all the children of the school. We will attempt to set homework which reinforces class work or which involves the class theme. It is a means of ensuring that children foster the confidence to work independently outside the class/school situation and is an opportunity for parents to play an active role in their children's education.

All homework should reflect each child's best effort. The teachers are not prepared to accept untidy work which is below the child's ability, and the child would be expected to re-do the work. Homework should be completed by the pupils themselves, and not by anyone else on their behalf.

The 'Read with Me!' Scheme

The school endeavours to encourage parents to read with their children from the nursery section to year 6. The school provides a school bag for the children to carry their books tidily and the children are expected to return their books on a daily basis, but not as often when they have become good readers. We encourage parents to record in their record books.

Transferring Information to Parents

Circulating Letters

We circulate letters to parents mainly through email and the care of the eldest child in the family. Any news or general information will be presented via the school's website. The school has a mobile phone which enables us to text parents with any sudden information or arrangements and times for returning from trips.

Reporting on your Child's Development

A parents' meeting is held at the school early in the autumn term and at the end of the spring term. Here you will have the opportunity to discuss any development and your child's progress. The children will be given targets on which to work to achieve further development. During the summer term, a written report will be provided on the child's development and progress during the year.

Parents' Association

An extremely hard-working Parents' Association has been established at Ysgol Sarn Bach and all parents are welcome to collaborate on achieving the same aim, i.e. to raise funds for resources and their children's education, and to get to know other parents and discuss educational subjects. The secretary, Bethan Hughes, will inform you of these meetings by letter. As a school, we would hope that all parents would attend these meetings.

Language Policy

Gwynedd Education Authority operates a policy of bilingualism throughout all Gwynedd schools and is also developing a policy of bilingualism for Further Education establishments.

The objective is to develop the ability of pupils and students to be confidently bilingual, in order that they can be full members of the bilingual society of which they are a part.

All educational establishments within the County should reflect and reinforce the language policy in their administration, social life and their pastoral arrangements, as well as in their academic provision.

Ysgol Sarn Bach is a naturally Welsh-language school and the staff and pupils strive to retain the school's Welsh ethos and atmosphere. Those of you whose children are encountering a bilingual situation for the first time should not feel under threat nor should you feel that you do not belong. Perhaps you do not speak Welsh (although a number of parents do decide to learn the language), but we hope that you will respect the linguistic environment that exists here, an environment that enriches many aspects of the children's learning experiences. We respect your right to use the language of your choice, and to this purpose, correspondence from the school will be bilingual.

Nursery Education

Ensure, through a purposeful and sensitive nursery provision and organization that all children are given a firm grounding in Welsh so that they reach the goal of full bilingualism in due course.

Foundation Phase

Build on the foundation laid in Welsh by nursery education, consolidating and developing the mother tongue of Welsh learners, and extending the competence of children from a Welsh home in English.

Junior

Consolidate and develop each child's Welsh and English capabilities in all their active and receptive aspects, in order to ensure that the child is able to speak, read and write fluently and confidently in both languages when transferring to the secondary school.

When latecomers come to the school, i.e. children who do not speak Welsh at all, they are offered an intensive one-term course at the 'Latecomers Centre' in Llangybi. There, the children will form part of a small learning group and will be taught by specialists in teaching Welsh as a second language. During their term at the centre, they will follow the usual school curriculum as well as learning Welsh. The children are conveyed to the centre free of charge.

Charging Payment Policy

In general, there are no charges for educational activities but the school's policy is to charge for activities that take place outside school hours or activities that do not form part of the curriculum, such as instrumental lessons. Voluntary contributions are requested towards costs such as educational visits, bus costs to swimming/physical education lessons and local trips. Parents are asked to pay for residential visits. No child will be excluded from any activity on the basis of a reluctance or inability to contribute voluntarily.

Sex Education Policy

In accordance with the requirements of the Education Act 1986, schools' governing bodies are expected to consider whether sex education should form part of the secular curriculum. If they are of the opinion that sex education should form part of the curriculum, they are required to draw up and review a written statement of their policy in terms of content and organization.

The Governing Body of this school decided that sex education should form part of the curriculum. This is done as part of Personal and Social Education lessons, and involves many issues that cover the development of the individual.

Parents are entitled to withdraw their children from sex education lessons, i.e. those elements that are not part of the National Curriculum. It is your responsibility to inform the Headteacher of this.

Religion

This school is not directly or formally affiliated to any religious denomination.

The religious education provided is based on the Authority's recognized syllabus. A copy of this syllabus is available for inspection at the school.

Arrangements can be made for children whose parents do not wish them to attend religious services or studies.

Equal Opportunity Policy

The school policy's objective is to provide equal opportunities for all pupils during their school careers, irrespective of their gender, age, language, racial background or ability. The policy confirms that the school nurtures positive social attitudes, ensures wide-ranging experiences and promotes happy and constructive collaboration.

Accessibility Policy

The school has been designated by the Authority as being a school possessing the resources to admit pupils with disabilities. The school ensures full curricular access for every child. Letters from the school could be prepared in audio or large-print format should parents require this.

Race Equality

The school plays its part in eradicating racism and attaching value and importance to diversity.

Foundation Phase

The curriculum followed by children of Nursery age to year 2 is called the Foundation Phase. In the Foundation Phase, the focus is on providing opportunities for pupils to develop their skills by encouraging structured play activities that are woven into the learning experiences.

The Foundation Phase is built around Seven Areas of Learning:

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

The Foundation Phase places great emphasis on developing children's skills and understanding, personal, social, emotional, physical and intellectual well-being so as to develop the whole child. The children are encouraged to nurture self-esteem and self-confidence to experiment, investigate, learn new things and form new relationships with others, to encourage their development as individuals.

Personal and Social Development, Well-being and Cultural Diversity

This Area of Learning focuses on children learning about themselves, their relationships with other children and adults. They are encouraged to develop their self-esteem, their personal beliefs and moral values. The Foundation Phase supports the cultural identity of all children, to celebrate different cultures and help children recognize and gain a positive awareness of their own and other cultures. Children are supported in becoming confident, competent and independent thinkers and learners.

Foundation Phase pupils follow the Webster-Stratton and Dina School curriculum to promote the development of their emotional and social well-being. Weekly sessions are held.



Language, Literacy and Communication Skills

This Area of Learning focuses on children being immersed in language experiences and activities. Their skills develop through talking and listening, setting a firm foundation to develop reading and writing skills. Children refer to their intentions by asking questions, voicing/expressing opinions, reacting to situations and making choices through a variety of media. They are encouraged to listen and respond to others. They have opportunities to choose and use reading material, understand conventions of print and books and are given a wide range of opportunities to enjoy mark making and writing experience.

Mathematical Development

This Area of Learning focuses on children developing their skills, knowledge and understanding of mathematics by solving problems. They use numbers in their daily activities and develop a range of flexible methods for working mentally with number, in order to solve problems from a variety of contexts, moving onto using methods when they are developmentally ready. They investigate the properties of shape and measurement, and sort, match, sequence and compare objects and create patterns.

Creative Development

This Area of Learning focuses on children developing their imagination and creativity through the curriculum. Their natural curiosity and disposition to learn is stimulated by everyday sensory experiences. Children engage in creative, imaginative and expressive activities in art, craft, design, music, dance and movement.



Physical Development

This Area of Learning focuses on children's physical development. Enthusiasm and energy for movement is continually promoted through helping them to use their bodies effectively, by encouraging spatial awareness, balance, control and co-ordination and developing motor and manipulative skills. Children are encouraged to enjoy physical activity and their developing sense of identity is linked closely to their own self-image, self-esteem and confidence. Children are introduced to the concepts of health, hygiene and safety and the importance of diet, rest, sleep and exercise.

Knowledge and Understanding of the World

This Area of Learning focuses on children experiencing the familiar world through enquiry, and through safe and systematic investigation of the indoor and outdoor environment. Children are given experiences that increase their curiosity about the world around them and to begin to understand past events, people and places, living things and the work people do. They learn to demonstrate care, responsibility, concern and respect for all living things and the environment.



The National Curriculum

A broad, balanced curriculum is delivered which enhances the spiritual, moral, mental, social, physical and emotional development of the child. This is achieved mainly by means of a thematic approach, The documents can be viewed at the school.

<https://gov.wales/curriculum-wales-overview>

Numeracy

Mathematical ideas and techniques are an essential part of everyday life and contribute considerably to our understanding of the world around us.

The school aims to develop a positive attitude to mathematics as an interesting subject to be enjoyed. We endeavour to develop in the child the ability to think clearly and logically with confidence and adaptability, skills which will allow him/her to express ideas lucidly, to discuss a subject with confidence and to use mathematical language when applying skills and knowledge to situations at home, at school and in society.

Science

Science is part of life and the child will develop:

- an analytical and critical mind through logical methods of discovery based on observation, hypothesis and experimentation;
- an understanding of living things and basic processes of life;
- an understanding of the means by which environmental resources can be used and developed.

Matters relating to sex education are dealt with sensitively in Personal and Social Education and Science lessons.

Language

Language has a unique influence on a child's development and is the basis of all learning. We endeavour to foster a positive attitude towards language by offering the child a variety of experiences which will stimulate a sensible, intelligent and lively response, thereby developing linguistic ability in all its passive and active aspects, in both languages.

We encourage children to take an interest in literature in all its forms, ensuring that the experience of reading, listening, watching and responding is always pleasurable and satisfying. In this way, we instil in the child an awareness of the value of the Welsh heritage so that he/she may empathize with the richness of his/her (indigenous or adopted) cultural background, as well as encouraging respect for other cultures.

Listening

To develop a child's ability to listen effectively in crowd, group and individual situations for pleasure or entertainment, to respond to instructions, and to respond creatively.

Speaking

To develop a child's ability to speak clearly, intelligibly, confidently and correctly using language appropriate to the situation.

Reading

To nurture children to be readers from the outset so that they may:

- read for pleasure or entertainment;
- enhance their understanding and acquire information;
- appreciate good books.

Writing

To provide the child with the opportunity to respond in writing to different experiences and situations and to write for different purposes so that he/she may:

- use writing as a medium to come to terms with his/her world;
- use writing to enhance his/her understanding;
- choose and use an appropriate form of writing for a particular purpose.

Design and Technology

The main feature of Design and Technology is that it gives pupils the opportunity to create pictures, plans, models, exhibitions and computer images from concepts in their imagination. Developing concepts from the very first idea through to the completed product as a practical consequence is a process called the Design Process.

Religious Education and Collective Worship

Morning assemblies are an important part of the school's ethos. The religious aspect is linked to the children's own experiences in their everyday lives, emphasizing religion's altruistic and caring aspects. The children are taught about other world religions, but the emphasis is on Christianity. Collections towards local and national humanitarian causes are arranged.

Parents are allowed to remove their children from Religious Education lessons and collective worship for appropriate reasons.

Music

Music lessons, which include singing, composing, and instrumental work, are held every week. The school competes in Urdd competitions. Pupils from year 2 upwards are given the opportunity to receive brass instrument lessons. Unfortunately we have to charge a fee for these lessons. The lessons are very successful. The school Christmas concerts are held in the hall with each child given the opportunity to appear on stage.

Physical Education

The school provides a stimulating and secure environment for pupils where they can aim to achieve general maturity and develop physical skills. Activities offered provide pleasure as well as fulfilling creative needs. We teach and provide an opportunity to practise and improve those skills that are relevant to the activity. A course of swimming lessons is arranged at Pwllheli swimming pool for the entire school throughout the year. It is felt that sessions such as these provide a more successful way of getting the children to swim. The aim is to have every child swimming at least 25m before the end of year 6.

Information Technology

Recent developments in education have given Information Technology an important status, along with a clear description of the nature of the subject. An ability in Information Technology means an ability to use Information Technology equipment and sources effectively in order to analyse, process and present information and to model, measure and control external events. At Ysgol Sarn Bach emphasis is placed on developing IT across the spectrum of National Curriculum subjects and computers are regarded as cross-curricular tools. The school constantly improves ICT resources and this includes a wireless connection throughout the school.

National Literacy and Numeracy Framework

The National Literacy and Numeracy Framework (LNF) was introduced to schools in Wales by the Government in January 2013. It is statutory since September 2013 that each child from Reception to year 6 follows it. Its purpose is to ensure that numeracy and literacy work suited to the child's age and ability is woven into every other subject/area taught at the school.

At Ysgol Sarn Bach we plan to ensure that children are given opportunities to practise and develop these skills throughout the entire curriculum and school. We teach the essential skills in language and maths lessons, and then the children apply these skills to other subjects. There is a special section on the school's website offering further advice and ideas about suitable activities.

The Skills Framework

As well as literacy and numeracy, the Wales Skills Framework provides guidance on developing other skills across the curriculum. Ysgol Sarn Bach takes advantage of every opportunity to nurture these skills.

Developing Thinking

Children develop their thinking across the curriculum through the processes of planning, developing and reflecting.

Developing Information Technology

Learners develop their ICT skills across the curriculum by finding, developing, creating and presenting information and ideas and by using a wide range of equipment and software.

Sustainable Development and Global Citizenship

Children develop the skills, knowledge, attitudes and values to participate in decision-making, individually and collectively, both locally and globally, that will improve the quality of life now without damaging the planet for the future.

The Arts

The arts are an expression of man's perception of the beauty of the world through the utilization of his senses to observe and to imagine, to marvel and to create. We hold a firm belief that the arts are highly important to a child's development and we will stimulate him or her to take part in musical, dramatic, movement and design, craft and technological activities. By encompassing the arts as an integrated element of the school day we provide children with an opportunity to exercise their imagination, their originality and their curiosity.

Humanities

The humanities are presented as part of the thematic approach and our objectives are to develop children who will grow into well-rounded members of their communities and into adults who will make a positive contribution towards the future of their community and, at the same time, foster respect towards the global diversity of different values and communities.

Through geographical studies, an effort is made to present a framework of information on location and places and the important features of the earth's physical systems and man's impact on his environment. Our objective when presenting history to our children is to create and awareness of the past and way of life. We try to instil in them an awareness of time, progression, change and chronology so that they realize how the past has forged the society and the world in which they live and also to gain a perspective of the present - its values, customs and links.

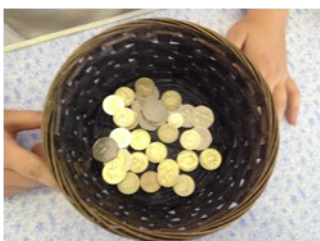
The Hidden Curriculum

Apart from the individual specialization of teaching staff, this is what is primarily responsible for giving every school its individual and unique character. This is the part of the curriculum that cannot be placed under headings - the philosophy behind the learning and the staff's motivation, together with the way in which the school's policies take into account the nature of the society it serves - this is what gives the school its own character.

At Ysgol Sarn Bach, we endeavour to provide a wide range of experiences so as to meet the diverse needs of each child. We realize that all children are different and that they are entitled to succeed in different ways. Not everyone succeeds academically and therefore we realize the importance of providing a variety of experiences in order to display and develop their talents outside the classroom. We guide the children to be able to solve problems creatively and apply their skills as they become citizens of the future.

Enterprise

The school encourages the pupils to take part in entrepreneurship activities. The pupils have had an opportunity to collaborate and to establish a business in order to make a profit from the sale of jam. The pupils gain experiences of advertising, costing goods, selling and calculating profits. We take advantage of every opportunity to have local business people work with the school to provide the pupils with hands-on experience of the business world. They use the profit from one enterprise to develop another venture.



Urdd

The school has a tradition of competing in all Urdd activities, such as ei-steddfodau, arts and crafts and sports.

Residential Visits

The school annually organizes residential trips for the children from year 3 to year 6. We will be collaborating with neighbouring schools so that the children get to know and socialize with their contemporaries in the area. A charge would be levied for these visits.

Plas Menai

Pupils in years 3 and 4 get to visit Plas Menai every year for one night/two days, to experience outdoor activities.

Cardiff

Year 5/6 pupils visit the capital, Cardiff, for two nights/three days during the spring term, where they get to see the Assembly, Millennium Stadium and a number of other institutions.



Healthy School

Ysgol Sarn Bach is part of the Gwynedd Healthy Schools scheme and is now working on phase 5. The scheme enables the school to make a positive contribution to the health and well-being of pupils, teachers and the wider community by developing a health-promoting environment.

Green School

The school has won the bronze award and is currently working on the silver award.

School Council

The pupils elect members of the School Council every year. Their role is to ensure that the child's voice is heard and acted upon.

At Ysgol Sarn Bach, pupils have the opportunity to:

- propose ideas on how to improve their learning environment;
- provide an opinion and observations on school life;
- contribute to making the school a happier place.

Road Safety Officers

Pupils elect Road Safety officers on an annual basis and their work involves raising pupils' awareness of safety when using the highway and the dangers associated with its use.

ASSESSMENT

Assessment is an ongoing process that occurs from day-to-day at the school. The teachers informally assess children all the time - recording a formal assessment every term.

At the end of a school year, the teachers summarize the information and provide every child with an end-of-year assessment. Four-year-old children are assessed soon after starting school so as to provide a baseline assessment of a child's ability and needs.

The results and continuous assessments will be transferred by the year 6 teacher to the secondary school, so as to facilitate the assessment process.

Early in the autumn term, the results of year 6 assessments and the school's attendance percentages will be available for you at the school by contacting the Headteacher.

HOW CAN I HELP MY CHILD'S EDUCATION?

Here are some guidelines as to the kind of things that parents can teach children, enabling them to provide additional support for their children at school.

Nursery		
*Learn colours	*Hold a pencil correctly	*Count to 10
*Draw pictures	*Colour-in neatly	*Talk about the day's events
*Recognize particular letters and numbers		*Read to them regularly
Reception Class		
*Recognize letters and numbers	*Write letters and numbers	*Count to 20
*Read simple words and books	*Write simple words and sentences	*Count in 10s
Years 1 and 2		
*Know 2, 5 and 10 x tables	*Chat in Welsh and in English	
*Mentally add and subtract up to 20	*Write sentences	
*Tell the time (at least on the hour, half past and quarter past)		
*Count up to 100 and more		
Years 3 and 4		
*Know at least 2, 3, 4, 5, 6 and 10 x tables	*Tell the time on an analogue clock, use money	
*Write in Welsh and in English - letters, stories		
*Discuss and chat, expressing a rational view in both languages		
Years 5 and 6		
*Know all tables up to 10 by Christmas in year 5		
*Write in Welsh and in English - stories, letters, etc. without many spelling errors - stories - approximately one A4 side in 45 minutes to one hour		
*Confidently discuss and chat in both languages, using correct language and a good vocabulary, and express a view and opinion clearly.		

Provision for Children with Additional Learning Needs (ALN)

Principles

Our aim as a school is to act in compliance with the principles below that have been adopted by Gwynedd Education Committee.

- Secure an equal opportunity both curricularly and socially for pupils who have additional learning needs.
- Co-operate effectively with other relevant statutory agencies involved in the field, such as the Health Authority and Social Services.
- Establish a partnership with parents and the voluntary bodies that represent them.
- Ensure a response from the entire Education Authority and school to Special Educational Needs and do not confine responsibility to particular members of staff.

Objectives

Our aim at Ysgol Sarn Bach is to do our utmost to provide an equal opportunity both socially and educationally for each child across the ability range. We also hope to ensure that each individual receives the best possible opportunity to work to the utmost of his/her ability through written or practical work done bilingually. Hopefully, we will be able to ensure that each child fully realizes his/her potential and unique talent.

The aim is to:

- ensure that there is a system in place at the school to identify at an early stage the child who is experiencing difficulties that could be hindering his/her education;
- gather information from teachers and others so as to ensure the best possible understanding as to the nature of the child's difficulties;
- ensure that the necessary provision is made for a pupil who has special educational needs;
- secure the co-operation and support of parents and others as regards identifying and providing a service.

Additional Learning Needs

ALN support is implemented on three stages:

School Action - Concern expressed by the teacher. Contact the parents to discuss. Place the child on the ALN Register. The situation will be reviewed within a term. The child will receive additional support from the school.

School Action Plus - If the child's needs are more profound, specialists such as Educational Psychologists, Language Therapists and Behaviour Support Teachers will be called in to provide support for the school and draw up a specialized Individual Work Programme for the child for implementation at the school.

Statement/IEP - The Local Education Authority is compelled to provide support and funding for the school to meet the child's needs, e.g. place the child in a special unit, pay for assistance in class, etc.

Ysgol Sarn Bach Policy of Additional Learning Needs

(Available in the Headteacher's office.)

ALN is an essential part of every School Development Plan.

Every ALN policy is drawn up by all staff and governors and is reviewed and monitored at least once a year.

Defining Progress

- Closing the attainment gap between the pupil and his/her peers.
- Preventing the attainment gap from widening.
- Ensuring that he/she is able to take part in the full curriculum.
- Showing an improvement in self-help, social or personal skills.
- Displaying improvements in the pupil's behaviour.
- A likelihood of leading to an opportunity to take part in further education, training and/or work.

To monitor the suitability of removing a child from the school's ALN register, the child is given a Glannau Menai reading test in Welsh and in English (if appropriate).

Suggestions for parents to follow as preparation for Ysgol Sarn Bach

- It would be helpful for the child to have the parents talk about and discuss visits and converse with them regularly.
- Parents are encouraged to read to their children every day and to play with them and to discuss the world around them.
- There is no need to do any formal work as such but a child's awareness of numbers can be raised by teaching him/her simple rhymes.
- Use the local Nursery Group (Cylch Meithrin) to prepare your child socially and linguistically for Welsh-medium education.
- Help your child with tasks such as dressing, tying shoelaces, going to the toilet (the child must be out of nappies before starting school), the use of a knife and fork and tidying up.
- Develop activities which encourage conversation and self-confidence.
- Help your child to become familiar with the shape of his/her name.
- Do not use capital letters, e.g. Sioned not SIONED.

We look after the parents' most precious gem and through co-operation, we endeavour to do this as effectively as possible.

If you have any concerns regarding your child's education, please contact me at once.

Mrs Nina Williams, Headteacher