



**Ysgol Reoledig
Llanfair Dyffryn Clwyd
Controlled School**

**PROSPECTUS
2023-2024**



Contact

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Ruthin Phone: 01824 707168

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Ysgol Reoledig Llanfair Dyffryn Clwyd
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Ruthin
Denbighshire
LL15 2SD

Dear Parents

A very warm welcome to you to Ysgol Reoledig Llanfair Dyffryn Clwyd. I hope that you and your child will be happy during the period your son / daughter will be a pupil here.

Choosing the right school for your child is crucial. When choosing, parents want their children to have a good education, but also want them to be happy and safe. Here at Ysgol Llanfair we believe that we can offer a wide and balanced education for your child, and do so in a friendly, happy and safe environment. Every child is different and special in their own way, and here at Llanfair we will be giving them opportunities to reach their full potential. We come to know each child on a personal level so he / she can receive a full education. There is a close relationship and a good and enthusiastic partnership between all staff, children and parents.

We value and respect our pupils and believe that their time in school should be a happy and educational one. By choosing to send your child to Ysgol Llanfair, I'm completely confident that you've made the right decision. Please feel free to contact me in school if you have any further queries or questions.

Yours Truly

Geraint Rowe
Headteacher

SCHOOL STAFF

Headteacher

Mr Geraint Rowe

Foundation Phase

Nursery and Reception

Years 1 and 2

Mrs Mari Evans and Mrs Nia Johnson

Mrs Iona McKee

Key Stage 2

Year 3 and 4

Year 5 and 6

Mrs Eirian Hughes Jones

Mrs Fflur Williams

ALNCo

Mr Geraint Rowe

Classroom Assistants

Miss Sioned Wyn Owen, Mrs Sue Muirhead, Mrs Ceri Rumney,
Mrs Jane Roberts, Mrs Steph Humphreys, Mrs Helena Lawrence

Secretary

Mrs Mari Wynne Jones

Caretaker

Mrs Susan Muirhead

Cleaner

Miss Samantha Muirhead

Lunch Time Assistants

Mrs Susan Muirhead, Mrs Ceri Rumney, Mrs Jane Roberts,
Mrs Steph Humphreys, Mrs Helena Lawrence

Cook

Mrs Sue Bailey

Kitchen Assistant

Mrs Nia Jones

Breakfast Club Supervisors

Mrs Sue Muirhead, Miss Samantha Muirhead

School Governing Body

Chair

Mr Geraint Lewis Jones	LEA Governor
Mrs Gwenllian Murphy	Foundation Member
Reverend Diana Greenfield	Foundation Member
Mrs Leah Carroll	Parent Governor
Mrs Glenys Ellis	Parent Governor
Mrs Teleri-Sian Barker	Parent Governor
Mr Andy Seach	Parent Governor
Mr Rhys Hughes	Community Member
Mrs Alison Duncan	LEA Governor
Mrs Eirlys Evans	LEA Governor
Mr Brian Lewis	Community Member
Mrs Ruth James	Foundation Member
Mr Geraint Rowe	Headteacher
Mrs Iona McKee	Staff
Mrs Stephanie Humphreys	Staff

Clerk

Miss Meinir Ellis

Mission Statement

Education is for life. In school, we continue this process. It is our aim to guide, encourage, nurture and provide experiences for our pupils in a Christian atmosphere of love, warmth and security. We are a Church in Wales School.

Church School Status

Ysgol Llanfair's Church School status derives from the 19th Century. Deeds were agreed upon between the Reverend John Owen, Rector of Llanfair, and other patrons who would be contributing, to establish a school which would retain the principles of the established church – Church of England at the time - in order to educate the children and adults of the Llanfair parish.

As many parliamentary measures have been passed since those days, the school has developed but has continued to keep its church status. By now, there are two types of church schools – Voluntary Aided and Voluntary Controlled. Ysgol Llanfair is a Controlled school. The Church's Parish Council is required to elect two representatives to sit on the school's Governing Body.

The relationship that exists between the school and St Asaph's episcopacy and its governing body, helps to sustain the good reputation of church schools in Wales and England. Through this we maintain this school's Christian ethos whilst also welcoming families from other beliefs.

Morning Services

Monday	-	Class Service
Tuesday	-	Key Stage Service
Wednesday	-	Key Stage Service
Thursday	-	Key Stage Service
Friday	-	Reward Service

Ysgol Llanfair's Aims and Objectives

School's Aims

To create an environment and atmosphere that will help every child to grow into a full and confident person by giving them a chance to develop their talents to the best of their ability.

For every child to be aware of the wellbeing and rights of others, and help them to develop into a responsible member of the local community and the wider society.

To offer education of the highest possible standard that reflects the requirements of the LEA and the central government.

To enable every child to participate fully in the social and cultural life of a bilingual society.

School's Objectives

The Child

To help the child to develop mentally, emotionally, socially, physically and spiritually, by nurturing their ability to appreciate nature's beauty and that created by man.

Atmosphere and Ethos

To establish a happy and busy environment based on the respectful and mindful interrelationships between teachers, teachers and pupils and pupils with each other. This enables pupils to develop a positive attitude and self-confidence.

Curriculum

To ensure that every pupil has equal opportunity by providing a relevant, differential, wide and balanced curriculum that complies with the requirements of the national curriculum and the education authority's policies.

Organisation

To ensure coordination and balance throughout the school, to benefit from different expertise within the school and to effectively manage resources.

Staff Development

To ensure staff's professional development and the pupil's needs through a programme of effective training.

Parents

To establish a friendly, firm and professional relationship between the school and the home, to enable teachers and parents to discuss openly and cooperate in the interest of their children.

Buildings

To create a clean, comfortable and interesting atmosphere for pupils and staff. To try and enrich the present provision in a refined manner.

The Community

To take active part in community life in order to gain the community's respect and nurture pupils' respect towards the community.

School's Ethos

In 1854 provisions were made to establish a school that was to be managed in unity with the Established Church's moral values and standards (Church of England in those days). Our school was developed from that first school, to the school that exists today as a controlled school within the Church in Wales. But those early Christian values are still very evident today.

The Church receives regular visits from the Bishop's Visitor, the Episcopacy's Director of Education and the parish church's Vicar (St Mary's Church). Our Bishop Rev. John S Davies, Bishop of St Asaph, visited in 2008.

This Christian ethos gives us a happy and orderly school and this can be seen in the teachers' care for the children and in the children's respect towards each other. It encourages warm relationships between staff and pupils through courtesy, friendship and cooperation.

The children are encouraged to show respect for property and others whilst developing an awareness of what's right and what's not, along with social responsibility within a Christian perspective. The care and provision for children with special needs is seen as a high priority. Additional visits outside of school to the local community, the theatre and taking part in Eisteddfod yr Urdd, also increases the children's cultural development. Visitors that come to the school also contribute towards the children's experiences of the wider world.

Ysgol Llanfair enjoys fantastic support from parents that, currently, run reading and gardening projects through the Council of Wales for Voluntary Activity. We support many charities every year.

We teach the children to respect themselves and the school's property. The classrooms are light and busy where children's work is exhibited and this contributes towards the school's positive image.

Worshipping Together

Daily services are held in the school hall. These services include the whole school, a key stage or a class worshipping together. Every pupil is expected to be present in these services.

The Right to Opt Out

Parents have the right to ask permission for their child to opt out from daily services and the school will make arrangements for the child to be supervised in a classroom during these periods.

Class Organisation

The children are split into four classes:

Early Years Class

Teacher Mrs Mari Evans a Mrs Nia Johnson
Classroom Assistants Miss Sioned Wyn Owen, Mrs Jane Roberts
Nursery - 17
Reception - 11

Year 1 and 2 Class

Teacher Mrs. Iona McKee
Classroom Assistants Mrs Ceri Rumney
Year 1 - 13
Year 2 - 13

Year 3 and 4 Class

Teacher Mrs Eirian Hughes Jones
Classroom Assistant Mrs Stephanie Humphreys, Mrs Helena Lawrence
Year 3 - 15
Year 4 - 14

Year 5 and 6 Class

Teacher Mrs Fflur Williams
Classroom Assistant Mrs Sue Muirhead
Year 5 - 15
Year 6 - 13

Bilingual Structure

Ysgol Llanfair is a bilingual school which, under the current classification system, is in Category 2 (see below for a full explanation *). Our approach to bilingualism, however, is unique within Denbighshire.

Welsh is the operational language of the school, and almost all communication between staff and children is in Welsh. Teaching in the Foundation Phase is delivered primarily through the medium of Welsh. At the end of the Foundation Phase parents can opt for their children to be taught through the medium of either Welsh or English, but all children will continue to be taught in the same class, with Welsh maintaining its strong prominence. The pupils in Key Stage 2 will, however, be streamed into first language and second language groups for their Welsh lessons.

This system, which has been in place at Ysgol Llanfair for more than two decades, has consistently proved to be advantageous for all pupils. The pupils work well alongside each other, gaining competence and raising their attainment levels in both languages simultaneously. This integration within the classroom and in all activities means that all children, regardless of linguistic choices, can communicate confidently in both languages by the time they leave at age 11.

Families who are considering Ysgol Llanfair for children of ages 7 – 11, who have no previous experience of being taught through the medium of Welsh, would be advised to consider carefully the suitability of our bilingual structure. Although these new pupils would receive additional support, via external Welsh immersion classes that are designed to aid their transition into our classroom environment, the level and quantity of Welsh that is used in the classroom may not be appropriate for them.

In a school where bilingualism occurs naturally, and reflects the linguistic nature of the surrounding community, we succeed in maintaining a firm Welsh ethos, a strong cultural awareness and high academic standards.

Primary School - Category C2

Two types of provision exist side-by-side in these schools. Parents/pupils opt either for the mainly Welsh-medium or mainly English-medium provision which is usually delivered as in categories 1 and 5 respectively.

Both Welsh and English are used in the day to day business of the school. The language of communication with the pupils is determined by the nature of the curricular provision, but in some schools high priority is given to creating a Welsh-language ethos throughout the school. The school communicates with parents in both languages.

Notes: From September 2023, the Foundation Phase has been working towards being taught solely in Welsh. Children starting the Nursery class are taught in Welsh throughout their time in the Foundation Phase. At the beginning of Key Stage 2 (Year 3) families will have a choice of continuing their children's education through Welsh or English. This will ensure that all pupils will have a strong foundation in the Welsh language and will be in keeping with our own identity as a school. It will also be consistent with the Welsh language strategy of both the Local Authority and the Welsh Government.

The Welsh Language Charter

Ysgol Llanfair has agreed to follow the National initiative known as The Welsh Language Charter (Siarter yr iaith Gymraeg). The aim is to enrich and further develop pupils' oral language by encouraging more use of the Welsh Language socially - outside classroom situations and to listen to Welsh music and watch Welsh television programmes. Ysgol Llanfair achieved the silver status last summer and will be aiming for the gold award this year.

The Curriculum

The school will adopt the New Curriculum for Wales in September 2022.

The New Curriculum for Wales

We engaged with learners, parents, staff, governors and our local community, through questionnaires at the start of the planning process for the new curriculum, discussed the key qualities that would underpin our curriculum and vision. We are currently in the early stages of our journey to realise the vision and we will include the views of all stakeholders in evaluating and refining future provision at Ysgol Llanfair DC. The four purposes are central as we design the curriculum and learning powers as an integral part of learning, teaching and assessing the progress of our learners.

For more information go to the school website - www.ysgollanfairdc.cymru

Policies

Policies have been formulated on all subjects taught, statutory policies and suggested policies and they are reviewed regularly by the Governing Body and staff. All policies are available to parents upon request.

Homework

KS2 and Foundation Phase (year 1 and 2) pupils are given homework regularly. They receive work that reinforces any recent work introduced in class. We kindly ask parents to assist and encourage their children to complete tidy work of standard.

Discussing the Children's Work

If you would like to discuss your child's work you can contact the school to arrange to see the class teacher. An open parent evening is arranged during the Autumn and Spring term and an evening to discuss end of term reports during the last weeks of the Summer Term

Reading

This is by far the most important homework. It's vital that young children get the opportunity to develop an interest in books and grow into enthusiastic and confident readers. Parents can contribute greatly in this aspect by regularly reading stories to their young children and then listening to their children reading on a regular basis. A discussion on the story, characters and story plot is needed. As a child develops to become a fluent reader, it's important to continue to encourage and motivate them to read every night.

Physical Education

Our aim is to present a wide range of sporting experiences so that all the children can join in and enjoy. We hope:

- to develop physical skills
- to promote a positive attitude towards keeping fit and healthy
- to develop an understanding of the importance of playing together in a team.

We have a school field and a hard court. During the year we compete in various sporting tournaments e.g. football, rugby, swimming, netball, athletics, rounders, and so on.

Sports Club is held for Year 3 – 6 pupils every Tuesday during the Autumn and Summer terms.

Each class in turn have gymnastics and dance lessons in the school hall. Years 3 – 6 children also have swimming lessons for one whole term in the swimming pool in Ruthin.

It is expected that every child dresses appropriately for physical education lessons, that is, white t-shirt / polo shirt and black or navy shorts.

Music

Music plays an important part in school life. We compete annually in the Urdd Eisteddfod and Pwllglas Eisteddfod. Children must join the Urdd in order to compete in the Eisteddfod.

Years 3 – 6 children are offered guitar and violin lessons by tutors from the Denbighshire Music Co-operative. Parents are required to pay for lessons here, approximately £60 per term (£180 a year). It is possible for your child to borrow an instrument to practice at home.

Transition

Transition means cooperation, and doing so in many ways:

- between the Nursery group and school (inviting them to the Christmas Party, sports day, Christmas Fair etc)
- between the different classes
- between Ysgol Llanfair and Brynhyfryd (visits from Brynhyfryd teachers and visits for Year 6 children to Brynhyfryd during the Summer term)

Sex Education

We believe that sex education should be a part of every child's education and that it is an important element in a child's social development. Sex education is integrated within the school curriculum through subjects such as personal and social education and science. In accordance with the Education Act 1996 if the parents/carers of any pupil requests that their child be wholly or partly excused from receiving sex education, except for when the education is part of the National Curriculum. Parents/carers should be aware that related discussions could arise naturally from class discussion.

The school ensures that they deal sensitively with any issues that may worry a pupil and try and develop a child's understanding of how important a responsible attitude towards sexual matters is. The school nurse meets Yr 6 pupils during the summer term to talk about adolescence and growing up. A DVD called 'Sense' is used as the basis to this talk. Again, parents can choose not to let their child take part in this kind of discussion.

Additional Activities

Extra-curricular activities are offered during the year:

Gardening Club – The club meets every Friday afternoon and is run by the parents. If you're interested in helping, please contact the Headteacher.

Sports Club – Sports Club is held for Years 3-6 children once a week when the weather permits.

After School Club - Every Tuesday throughout the year. During the winter months we offer clubs such as cookery, art and craft, heart start, board games, French and dancing.

Clwb yr Urdd – we prepare for the Urdd Eisteddfod during the Spring Term by holding occasional group and solo singing and recital sessions for KS2 pupils after school.

Additional Learning Needs

(ALNCo – Mr Geraint Rowe)

At Ysgol Llanfair DC all learners are valued as individuals and their varying needs are dealt with sensitively and effectively. We aim to ensure that each learner receives a broad, balanced and differentiated curriculum ensuring self-esteem and confidence are enhanced and a positive attitude is developed.

At our school we use the definition of ALN from the Code (Draft)

This states:

“Additional learning needs” (“ALN”) has the meaning given by section 2 of the Act, namely:

(1) A person has additional learning needs if he or she has a learning difficulty or disability (whether the learning difficulty or disability arises from a medical condition or otherwise) which calls for additional learning provision.

(2) A child of compulsory school age or person over that age has a learning difficulty or disability if he or she—

(a) has a significantly greater difficulty in learning than the majority of others of the same age, or

(b) has a disability for the purposes of the Equality Act 2010 (c. 15) which prevents or hinders him or her from making use of facilities for education or training of a kind generally provided for others of the same age in mainstream maintained schools or mainstream institutions in the further education sector.

Where it is decided to provide a pupil with ALN support, we will talk to the parents and child where appropriate. We will agree what adjustments, interventions and support will be put in place, as well as the expected impact on progress, development or behaviour, along with a clear date for review.

The class teacher will remain responsible for working with the child on a daily basis.

Charging for Activities

The Governing Body recognises the valuable contribution of additional activities towards the pupils’ academic, personal and social education. Legally, we can’t force payment on parents for these activities, but we ask kindly for a voluntary contribution towards meeting these costs. The Headteacher and the Governing Body has the right to cancel an organised activity if it seems that low voluntary contribution from parents would mean a substantial loss for the school.

The board and lodging cost of residential visits can be waived for pupils that are eligible for free school meals.

Breakfast Club

A Breakfast Club is run every morning from 8.00am. The cook and one of the school assistants are responsible for running the club. Every pupil that comes to the club between 8.00 – 8.20 will pay £1 per day but is free of charge for any pupil that wishes to have breakfast between 8.20 – 8.35. The club closes at 8.35am. The school gates open at 8.45am. Parents/carers are responsible for signing their child/children into breakfast club - this is to ensure their safety. A healthy breakfast of non-sugar cereal, toast and fruit is served.

Admissions Policy

Children are admitted into the school part time in September following their third birthday. They attend the school for the afternoon session from 1:00 – 3:15.

Children are admitted into the school full time in September following their fourth birthday. After registering at the school, children are expected to attend regularly.

Admission priority is given to children who live within the school's catchment area and children who have brothers or sisters at the school. Further information and details of how to make an application for a place can be made by contacting Denbighshire County Council's Admissions Department (01824 706100).

It's vitally important that the school has the following information:

- Parents' name and address;
- Home telephone number and work/mobile telephone numbers;
- The telephone number of anyone else we could contact if we can't contact the parents;
- Name and address of the child's doctor.

Ysgol Llanfair's official admissions number is 15 and whole school capacity is 105 full time pupils.

Opening and Closing Times

Morning	8.55	-	12.00
Afternoon	1.00	-	3.15

However, it is expected that every child arrives in school between 8:45 and 8:55 in the morning. No responsibility will be taken for children that arrive before 8:45 or that are still on school grounds after 3:30.

Teaching Hours:	Infants - 21 hours per week
	Juniors - 23.5 hours per week

Child Protection Procedure

Child protection is of utmost importance to us at Ysgol Llanfair DC. In the interest of the child, the school has a statutory duty to refer any safeguarding concerns to the appropriate agencies. This can mean physical, sexual or emotional abuse or neglect.

Care and Discipline

We try to create a special community within the school, with an atmosphere of collaboration and living together happily. We emphasise:

- Nurturing and sustaining respect between pupils and also between all school staff and the children.
- Nurturing self-control in the children to work independently and to feel responsible for their actions.
- Nurturing respect towards other people's property.
- Nurturing respect towards the school and its environment.

We set high levels of discipline and do this in the following ways:

- Getting to know the children well.
- To praise every pupil's good behaviour and efforts.
- Raise awareness of the need for school rules.
- Dealing with unacceptable behaviour.
- To react immediately to any problems that arise.

If the school fails to solve a disciplinary problem, then we would contact the parents.

Sickness

With some illnesses, Denbighshire Health Authority recommends that your child stays away from school for a number of days:

Chicken Pox	- 7 days after discovering the rash
Measles	- 7 days after discovering the rash
German measles	- 4 days after discovering the rash
Mumps	- 7 days after the rash disappears
Whooping-cough	- 21 days after starting to cough

You should notify the Head of any of these illnesses. If your child has a verruca or athlete's foot than the Head needs to be notified as the child won't be able to take part in swimming lessons without wearing a special sock.

At some point, head lice are found in every school. We would like you to inspect your child's hair regularly and notify the school if there is a problem.

We recommend that you don't send your child to school if he's had diarrhoea or been throwing up during the last 12 hours before school time and to keep them at home for at least 48 hours.

If your child happens to be ill during school hours, we will do our best to contact you before taking medical advice.

The school has a Managing Healthcare Needs Policy which can be found on the school website.

Medication

When a child has to take medication, parents/carers should try to give it before and after school. However, there may be times when this is not possible and the child must take medication when in school. At these times, the medication:

- a. must be within date;
- b. must have a label with clear instructions;
- c. must have the child's name on the label;
- d. must be in the original bottle/pack as received from the doctor/pharmacy;

The parent/guardian must complete a form from the school giving details of when and how much medication should be administered and where to store the medication.

Children that suffer with asthma can bring their pump into school and hand it to their class teacher. Ideally a pump, spacer and asthma care plan needs to be left in school.

Absences

Regular attendance is vital and it's the parent's responsibility to ensure this. If a child is absent a parent/guardian should contact the school as soon as possible to explain the reason for the absence. If you know your child will be absent e.g. doctor, dentist or hospital appointment, send us a note stating the date. Failing to send a note means that we record the absence as an unauthorised absence.

It's our duty as a school to notify the Education Authority when a child is regularly absent without consent. If a child has at least 10 sessions (5 school days) of unauthorised absence for any reason

(including holidays, lateness after close of register and any other unauthorised absence) and at least 20 sessions (10 school days) of authorised absence, the School can request that the Local Authority issue the parent/guardian with a fixed penalty notice. This could then lead to a fine. This applies to Year 1 to Year 6 children.

Attendance 2022/2023

(*No attendance data available for 2019/2020, 2020/2021 nor 2021/2022 as schools were closed for periods due to Covid19)

Present	Absences with authorisation	Absences without authorisation
94.3%	3.9%	1.8%

School Correspondence

We send school correspondence to parents via email. Newsletter are emailed regularly with school news and information.

School Dinners

Dinner is served at midday. Children are supervised by staff who are appointed by the school Governors. Pupils can choose a vegetarian meal. Pupils may bring sandwiches to school, but their packed lunch should not contain fizzy drinks or sweets. In line with the Welsh Government's plan, Reception-Yr 6 pupils receive free school meals. Nursery and Cylch children pay for dinners using the secure online system ParentPay (£2.50 per day, - £12.50 per week). You will receive a unique code when your child starts school in order to set up a ParentPay account. All monies including trip, snack and music lessons will be payable via the ParentPay platform. Whether your child has school dinners or sandwiches, behaviour of the highest standard is expected at the dinner table by showing respect towards the supervisors and obeying their instructions.

Free Milk Scheme

All Foundation Phase children are offered free school milk. KS2 children can buy milk at 20p a day (£1.00 a week) payable on Monday on ParentPay.

Healthy Eating Scheme

During these past years, a lot of evidence has been collected to support the opinion that diet has a direct effect on health. Therefore, we try to promote the importance of healthy eating. Children are not allowed to bring sweets, crisps, biscuits, cakes or chocolate to eat during play time. Alternatively, fruit can be bought from the school at 20p a day (£1 a week), or fruit can be brought from home. If your child decides to bring a packed lunch, we strongly advise that you include healthy food, sandwiches, pasta, cheese, yogurt, raw vegetables and fruit and so on. Try and avoid foods that are full of fat and sugar. There is a water cooler in the school and we ask each child to bring a bottle to school every day.

Out of School Visits

During the year it's very likely that your child will receive some of his education outside of school, e.g. visits to the theatre, library, special centres / buildings and so on. Parents will be asked to fill in a special consent form and we will ensure that there is sufficient supervisors for the visit. You will be notified of the visit in plenty of time and we ask that all the pupils wear school uniform.

Personal Information

It's important that we keep a note of each child's full name, names of parents, addresses, phone numbers and so on. We also ask for an emergency contact number in case we can't contact parents. If there is any change in the information given, you must contact the school immediately. The school should be informed of any medical conditions, e.g. allergies, asthma and so on and include the name, address and phone number of the family doctor.

Safety in School

Your child's safety is extremely important. The building has a system that conforms to fire regulations. Every visitor must ring the bell in the main entrance. The school's aim is to create a safe environment for the children to work and live in, ensuring appropriate supervision and that the children are aware of the importance of safety.

Equal Opportunities

The purpose of Education is:

“Helping to develop moral and personal values and respect towards religious values, tolerance towards other races, other religions and other ways of living, helping pupils to understand the world they live in and the interdependence of individuals, groups and generations.”

Better Schools
Education and Science Department 1985

Our aim is to give children the chance to develop physically, mentally, morally, spiritually and socially and in an environment where freedom and grace is respected. We try to protect the children from any activity that may promote differences on the basis of race, colour, religion, sex or any other difference. All children have the right to develop their talents, to express a balanced opinion, along with moral and social responsibility and grow to be useful members of society. Giving equal opportunities enables them to do this.

Parents and Teachers' Association

Llanfair has a very active Parent and Teacher Association that meet once a term to organise fund raising activities for the school. Every parent is welcome to join these meetings and we hope that every family support the organised activities.

The PTA runs a weekly National Lottery Bonus Ball. 49 numbers are sold for £1 a week. Half of the money is used as weekly prize money and the other half goes towards the PTA fund.

Annual Parents' Meeting

Every school is required to hold an annual meeting for parents. Before the meeting, the parents will have received a written report stating the Governing Body's work throughout the year. Then the parents and governors discuss the report. You can raise any point you wish during this meeting and the governors can then consider these during their next meeting.

School Uniform

An official school uniform is worn at Llanfair:

- Green (emerald) sweatshirt or cardigan with the school logo
- White or navy polo shirt
- Plain navy trousers or skirt (not sports trousers with any patterns or white lines)
- Black shoes

Please ensure that the children's clothes have names / labels on them.

Sweat shirts/cardigans and polo shirts with the school's logo can be bought from Workplace Worksafe, Lôn Parcwr, Ruthin.

During the summer, girls are allowed to wear green gingham dresses and boys and girls can wear navy shorts.

Nursery pupils are not expected to wear the school's official uniform but can do so if they wish to.

Make-up and Jewellery

Due to safety, wearing make-up and jewellery (apart from stud earrings) is not permitted. Also, your child shouldn't bring any valuables to school. The school can not be held responsible for any losses.

Complaints Procedure

The best way to solve any complaint or problem is through discussion with the Head and then the class teacher or any other member of school staff. If problems occur between pupils, do not try and solve them by contacting the parents directly. It's much better to contact the school to begin with as we are usually able to solve problems easily. However, if you are not satisfied with the school's reaction, you should present the complaint in writing to the Chair of Governors. The written version should clearly note the nature of the complaint.

Summary of Guidance for Parents

1. Every child is expected to conform with the school rules. If any child misbehaves, the punishment can vary from staying in during play time, losing privileges, extra work or duties.
2. The children are expected to be in school between 8:45 and 8:55 promptly every morning.
3. Every correspondence should be addressed to the Head. For example:
 - (a) Letter of explanation after a child was absent.
 - (b) Consent letter if a child needs to visit the dentist, doctor and so on, during school hours.
 - (c) Letter of explanation if a child wishes to be excused from swimming lessons/sports/physical education and so on.
 - (d) letter or phone call if you would like to visit the school to discuss your child's education. During the year, regular parents' evenings are held to discuss progress.
4. Dinners should be paid for on ParentPay at the beginning of term/half term/week.
5. Please refer to the Managing Healthcare Needs policy on the school website in regards to administering medicine to pupils.

6. Parents are expected to notify the school of any medical conditions that may effect their child's behaviour or work.
7. A high standard of behaviour is expected from children travelling to school on a taxi or bus.
8. This school has an official uniform. This regime was ordered on the request of parents and everyone is expected to wear the official uniform.
9. No chocolate, sweets or crisps are allowed to be eaten during break time.
10. Parents are expected to put names on their children's clothes.
11. Every child should change into suitable clothing to take part in Physical Education.
12. Parents are required to fill in a consent form so their child can attend visits outside of school.
13. If there is an unusual arrangement regarding the child going home from school, the school should be informed. Children are not allowed to go home with friends unless the school has been informed beforehand.
14. Parents who wish to see a member of staff regarding their child's education or wellbeing should contact school to make an appointment.

Term Dates 2023/2024

HYDREF	2023-24	AUTUMN
Diwrnodau Hyfforddiant Staff (HMS)	01/09/2023	Staff Training Days (STD)
Dechrau'r Tymor	04/09/2023	Term Start
Cau Hanner Tymor	27/10/2023	Half Term Close
Agor Hanner Tymor	0/11/2023	Half Term Open
Diwedd Tymor	21/12/2023	End of Term
Diwrnodau Hyfforddiant Staff (HMS)	22/12/2023	Staff Training Days (STD)
GWANWYN		SPRING
Diwrnodau Hyfforddiant Staff (HMS)	08/01/2024	Staff Training Days (STD)
Dechrau'r Tymor	09/01/2024	Term Start
Cau Hanner Tymor	09/02/2024	Half Term Close
Agor Hanner Tymor	19/02/2024	Half Term Open
Diwedd Tymor	22/03/2024	End of Term
HAF		SUMMER
Diwrnodau Hyfforddiant Staff (HMS)	08/04/2024	Staff Training Days (STD)
Dechrau'r Tymor	09/04/2024	Term Start
Calan Mai	06/05/2024	May Day
Cau Hanner Tymor	24/05/2024	Half Term Close
Agor Hanner Tymor	03/06/2024	Half Term Open
Diwrnodau Hyfforddiant Staff (HMS)	14/06/2024	Staff Training Days (STD)
Diwedd Tymor	18/07/2024	End of Term
Diwrnodau Hyfforddiant Staff (HMS)	19/07/2024	Staff Training Days (STD)

Home/School Agreement

Here is a copy of the agreement that is signed by the child and parents when the child enters the school full time:

Ysgol Llanfair Dyffryn Clwyd Cytundeb Cartref/Ysgol



The School's Agreement:

The school will:

- Care for your child's safety and happiness
- Encourage your child to do his/her best at all times and in all aspects of school life.
- Encourage him/her to take care of their surroundings and to be considerate of others.
- Provide a balanced curriculum so as to meet individual needs.
- Keep you informed about general School matters.
- Give your child a written report once a year and arrange parents evenings twice a year.
- Offer you the opportunity to become involved in school life.

The Parent / Guardian Agreement:

I / we will:

- Ensure that my child attends school regularly, punctually and properly equipped, and inform the school promptly about any reason for absence by either letter or telephone call.
- Inform the school about any problems which might affect his/her work or behaviour.
- Support him/her with reading and other home learning activities.
- Attend parent's evenings and other discussions about his/her progress.
- Support school policies and guidelines for behaviour.
- Get to know about my child's life at school.

The Pupil's Agreement:

I will do my best to:

- Make every effort to come to school every day and on time.
- Bring things that I need every day and look after them properly.
- Do my best with school work and homework.
- Be polite and helpful to others.
- Help look after the school.
- Treat all pupils and adults with respect.

Signed (child and parent): _____

