

School Prospectus



'Every child, every chance, every day'
'Pob plentyn, pob cyfle, pob dydd'



Ysgol Brynffordd School

2020 - 2021

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2020-21



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 Ysgol Brynffordd is a Community Focused School



A message from the Headteacher



Dear Parents and Guardians,

It is with pride that I present our school prospectus to you. I hope that this document will give you a rounded picture of what I, along with the staff, children, parents and Governors of the school are working hard to achieve here at Ysgol Brynffordd. It is every parent's right to expect a good education for our children, but we also wish our pupils to be happy and to feel valued and safe. At Ysgol Brynffordd we believe that we can offer your child the experiences which will provide these things; a good quality learning experience and a happy, safe environment.

We pride ourselves in the broad, balanced and full education programme that we provide in the Foundation Phase (Nursery and Reception, Years 1 and 2) and Key Stage 2 (Years 3 - 6). The high standards of teaching and learning at Ysgol Brynffordd are a credit to the hard work of both staff and pupils. We are equally proud of the ethos and atmosphere, which underpins every aspect of school; friendliness, respect and co-operation are of great importance to us all. The ethic of teamwork is, I feel, also extremely important and is woven through all aspects of the school, not only between staff, but also on the classroom floor and in the strong links with parents, Governors and the local community.

Visitors often comment on the warm welcome they receive and the children's excellent manners. We strive to provide the children with the opportunity to reach out into the community and gain as wide a palate of experiences as is possible. We certainly believe that extra curricular visits enhance the formal aspects of our children's education. The staff enjoy taking the children on out-of-school activities because they are proud of them and they are indeed a credit to the school.

The staff at the school are committed, take their responsibilities extremely seriously and involve themselves in all aspects of school life. To be given the opportunity to inspire, challenge and illuminate the minds of our future citizens is something to be cherished. Our motto 'every child, every chance, every day', is very apt for the children at Ysgol Brynffordd, and this is achieved through their dedication and the dedication of every staff member, who works with them.

We believe in encouraging a thirst for knowledge so that pupils leave this school with genuine ambitions and dreams, with a belief that their goals can be achieved.

I very much look forward to meeting you. If you wish to visit the school or have any queries, then please do not hesitate to contact me.

Yours Sincerely,

Mrs Rachel Critchell

Mrs Rachel Critchell
Headteacher



GOVERNORS WALES
LLYWODRAETHWYR CYMRU

A Word of Welcome from the Chairman of the Governors

Dear Parents/Guardians,

As parents you will want to give your child the very best opportunity for their life ahead of them. Primary School is the first of many steps in your child's education, which we believe is a partnership between parents, teachers and governors.

The governors and staff of Ysgol Brynffordd are committed to providing the best education opportunities for your child in a caring, secure and most importantly a stimulating environment.

The Governing Body of the school is formed of people from a wide range of backgrounds, who work together with parents and teaching staff to ensure that the school provides the highest standards of education for your child.

The Foundation Phase presents us and your child with an exciting opportunity to provide a flying start in life. You can be assured that through all these changes, our aims will remain the same and that we will provide the best opportunities for your child to learn and develop.

In Ysgol Brynffordd a warm welcome awaits you, not just on your child's first morning, but on every morning of every school day.

We hope that this prospectus will give you an insight into how our school is managed, and what we can offer your child.

With kind regards
Yours faithfully,

Mr Clive Bracewell
Chair of the Governors

OUR SCHOOL ETHOS

Background and History

Ysgol Brynffordd is a Community Primary School, which opened in 1964. The school caters for boys and girls aged between 4 and 11 years. A nursery is also established at the school, which receives children who are 3 years of age and these sessions are held every afternoon. Ysgol Brynffordd also takes in Early Entitlement children. This means that children can start Nursery in the term after their 3rd birthday. Ysgol Brynffordd was proud to be a pilot school for Foundation Phase from 2004, so children from Nursery to Year 2 are taught in one unit by a team of very dedicated well trained staff.

The medium of instruction is English, but all pupils study Welsh and it is a priority of ours to see the Welsh ethos permeate through all aspects of school life.

Aims

This vision reflects our joint values:

To provide a broad, balanced curriculum which ensures the healthy spiritual, moral, cultural, mental and physical development of each child and to provide a happy, secure and friendly environment in which this can be implemented.

To ensure that our pupils strive to achieve their potential and are provided with the necessary skills to accept the opportunities and responsibilities which will be presented to them in their future lives.

To help children contribute fully and effectively to the Community in which they live: local, regional, national and global

That learning is neither restricted by age, location, gender, ethnicity nor ability.

Home- School Agreement:

A copy of this will be given to you when you enrol your child at Ysgol Brynffordd.

However, in summary:

Parents have the responsibility to ensure that children arrive at school well prepared and in good time. They have the responsibility to ensure that homework is completed and that their child reads aloud as often as possible at home.

Teachers have the responsibility to communicate with the parents on a regular basis and provide information concerning achievement and progress.

Written reports will be issued every July and Open Evenings are arranged each term:
Autumn - to discuss how a child has settled in to their new class and the expectations of the teacher

Spring - to discuss the ongoing progress of each child
Summer - to discuss any issues arising from the end of year report
Concerns may be raised with class teachers at any time, but please respect the preparation time needed in the mornings and if the matter would take a while to discuss then an appointment may be advisable.

School staff structure 2020-21

<u>Headteacher, Year 5 and 6</u>	Mrs Rachel Critchell
<u>Senior Teacher, ALNCO and Year 3 / 4 Teacher</u>	Mrs Elaine Shickell
<u>Key Stage 2 Teacher- Year 5 and 6</u>	Mrs Lisa Roberts
<u>Foundation Phase Unit Teacher -</u>	Mrs Sarah Parry
<u>Nursery/ Reception Teacher/PPA -</u>	Miss Zayla Davies
<u>Teaching Assistants -</u>	
HLTA - Mrs Diane Harris	
Mrs. Shirley Williams	
Mrs. Maria Tomlinson	
Miss Laura Owen	
Mrs. Carole Maddocks	
Mrs. Linda Greenough	
<u>Administration Officer -</u>	Mrs. Nicola Prytherch
<u>Caretaker -</u>	
<u>Cleaner -</u>	Mrs. Michelle Evans
<u>Breakfast Club Assistants -</u>	Mrs. Shirley Williams Mrs. Carole Maddocks
<u>Coolkidz staff -</u>	Mrs Linda Greenough Miss Laura Owen Miss Anna Roberts
<u>Cook -</u>	Mrs Sue Holdcroft
<u>Lunchtime Supervisor -</u>	
Mrs. Michelle Evans	

The Governing Body

The Governing Body comprises of 11 members, made up from representatives of the Brynffordd community, all working to achieve the very best for the school, pupils, staff and community. Each Governor serves a four year term of office. They are extremely supportive, accessible and many are actively involved in school activities.

The Annual Parents' Meeting is held during the Autumn Term when all parents are invited to attend and discuss the Governor's Report to Parents relating to the preceding year.

The Body is made up of: -
2 members selected by the Local Education Authority,
3 members are Community Governors
3 members are representatives voted for by the parents,
1 member represents the Community Council
1 teacher representative:
1 staff representative
and the Headteacher.

The present Governing body members are as follows:

Mr. Clive Bracewell (Chair)	LA Governor
Mrs Hayley Batt (Vice Chair)	Parent Governor
Mr Leslie Rosedale	Community Governor
Mrs. Trudie Potter	Parent Governor
Mrs. Jayne Barnes	Parent Governor
Miss Jean Davies	L.A. Governor
Mrs Marilyn Hines	Community Governor
Mr. Tom Stephenson	Minor Authority Governor
Mrs. Rachel Critchell	Acting Head Teacher Governor
Mrs Elaine Shickell	Teacher Governor
Mrs Niki Prytherch	Clerk to the Governing Body

Term Dates and Opening Times 2020-21

Terms	Term Dates	
	Opens	Closes
Autumn	1st September 2020	18th December 2020
Spring	4 th January 2021	26 th March 2021
Summer	12th April 2021	20th July 2021

Half Term Holiday

26/10/2020 to 30/10/2020

15/02/2020 to 20/02/2021

31/05/21 to 04/06/2021

Staff Training Dates

3rd, 4th Sep, 4th Jan, 12th April, 19th July, 20th July.

Bank Holidays

Monday 3rd May 2021

	Infants	Juniors
School starts	8.55am	8.55am
Morning Break	10.30am - 10.45am	10.30am - 10.45am
Lunch Break	11.55am - 1.00pm	12.05pm - 1.00pm
Afternoon Break	2.00pm - 2.15pm	
End of school	3.15pm	3.15pm

Staff cannot supervise children before 8.45am or after 3.25pm.

Parking

As with many schools, the parking situation outside when the school day begins and ends, can be problematic due to the number of cars. Parents are asked to be considerate towards others. The Council have ensured the safety of your children with yellow zig zag lines where no parking is permitted and white chevron markings outside the school.

Please do NOT park in the staff car park at the beginning or end of the school day and please do not block the entrance at any time.

After School Clubs

The school holds a number of flourishing after school clubs which run at different times during the school year.

Dance Club: Disco/creative dancing clubs for Urdd competitions and Welsh folk dancing.

Urdd Club: Celebrating our Welsh culture and language in a series of activities to compete in the Urdd eisteddfod - recitation

Multi Sports Club: A Club for Foundation phase children - run in the Summer Term

Netball Club: Pupils work hard on their netball skills hoping to win a place on the school team!

Games Club: This club varies from hockey, rounder's, tag rugby and cricket

Performing Arts Club: This club is run during the Winter Term to prepare children for the Christmas performance

Eco-Club: Members meet weekly to think of ways to conserve energy and work towards the various awards. We hold the Eco platinum Award

Athletics: This club generally runs in the Summer Term in preparation for sporting activities.

Code Club: A Key Stage Two Club run throughout the Year.

Clubs usually finish at 4.00pm.

These clubs are run separately from the Coolkidz After School Club mentioned elsewhere in this handbook.

Providing for your child throughout the day

The facilities are in place on school premises to care for your child daily from 8.00am to 6.00pm under usual circumstances. However, at the present time due to the pandemic, Cool Kidz will shut at 5:15 pm. A number of organisations work together closely so that child care can be provided. Here are some brief details about what these services can provide for your child.

Breakfast Club - "The Healthy Way to Start the Day"

Ysgol Brynffordd started a facility in accordance with guidelines from the Welsh Government where working parents are able to send their children to school knowing that their child will be safely supervised and also be given a healthy breakfast. Breakfast Club begins at 8:00 am and runs until 8:45 am. Breakfast is free of charge and served until 8:35 pm. There is a £1 daily charge for childcare from 8:45-8:55

The club is now run by Mrs. Shirley Williams and Mrs Carole Maddocks. Food is prepared by Mrs Sue Holdcroft.

During the present pandemic this club is operating slightly differently. Breakfast Club must be booked in advance (on a Thursday between 8 and 1 pm) Children will remain in class bubbles. Breakfast is a breakfast bar and a drink of water.

Coolkidz After School Club

Once again, busy parents are able to book their children into the After School club which is currently being run in all classrooms, to ensure children remain in class bubbles. Children are supervised, given various activities and are also given a tea time snack.

Supervision can be provided until 6:00 pm and a charge of £4.00 is requested until 4.30pm and £7.50 until 6.00pm.

The club is run daily independently by Mrs Linda Greenough and a parental committee.

Cool Kidz staff also run a holiday club during half terms and the Easter and Summer holidays!

Admissions Procedure and Transfers

Mrs Rachel Critchell Headteacher, welcomes any prospective parents to come and look around the school in the first instance, but the LA procedures are outlined below.

Early Entitlement

Ysgol Brynffordd has a facility for Early Entitlement.

A part-time education place is available for every child the term after his/her 3rd birthday. Ysgol Brynffordd is a caring environment for these young children and due care is given to their needs, whatever the requirement (help with toileting, administering medication, applying sun cream, there have been occasions when the very young children have fallen asleep, and the staff with their caring natures ensures the child is comfortable).

Children born in...	Entitled to...
Autumn Term	2 terms of education provision (Spring and Summer)
Spring Term	1 term of education provision (Summer)

Children born in the Summer term receive their education entitlement in the school nursery classes in the Autumn term after their 3rd birthday. Parents may state a preference for an approved setting which may be a pre school playgroup (English or Welsh), a private day nursery, a 'network' childminder or school nursery class. Applications for early entitlement are made directly to the setting. Forms are available all year. Total number of hours for Early Entitlement per week is 10 hours - 4 x 2.5 hour sessions per week, Monday to Thursday.

Nursery

A child becomes eligible for a place at a nursery class in the September following the child's 3rd birthday. Nursery education is not compulsory and parents have no right of appeal regarding nursery admissions under the school Standards and Framework Act 1998. Nursery schooling in all schools will be provided on the basis of 5 x 2.5 hour sessions per week for each child. Morning or afternoon sessions are offered at Ysgol Brynffordd.

Primary

The Authority will admit a child to a maintained primary school at the beginning of the school year if the child has achieved his/her 4th birthday on or before August 31st of that calendar year. The authority has guidelines to follow and these can be obtained from Flintshire County Council website.

Mid term transfers

Visits can be arranged to the school. The Authority is informed of any transfers prior to acceptance by the school.

SECONDARY SCHOOL DETAILS

Children at Ysgol Brynffordd in the past years have transferred to a variety of secondary schools ranging from Ysgol Treffynnon, St. Richard Gwyn, High School Flint, Alun School Mold, Prestatyn High, Hawarden High and Ysgol Maes Garmon Mold, with whom we maintain an effective and positive relationship. Transition arrangements are made in the Spring term when children have the chance to meet their Head of Year and then day visits take place during the Summer Term. It is purely the choice of the parents which school they choose for their child and a place is allocated providing there is space at their choice of school. Other joint ventures such as Concerts, Transition Days and sports events, aid a smooth passage from Junior school to High School for our Year 6 pupils. Details of attainment and areas which require support are also passed to the receiving school.



Ysgol Treffynnon



St. Richard Gwyn School



Ysgol Maes Garmon

The School Curriculum

Our school curriculum is in the process of change. We currently deliver the national Curriculum at both Foundation phase from age 3 to 7 (Outcomes 1 to 6) and Key Stage two from age 7 to 11 (Levels 3 - 6)

Foundation Phase

It is important that the value of play in young children's learning is acknowledged and explained. It is vital that there are clear aims for young children's learning within play as it is all too easy for 'play' to be misconstrued as trivial and purposeless. For play to be effective in the Foundation Phase, it is essential that careful planning is undertaken.

When we talk about play we are referring to children's active involvement in their learning. This guidance focuses primarily on structured educational play.

Play is an essential ingredient in the curriculum which should be fun and stimulating. Well planned play helps children to think and make sense of the world around them. It develops and extends their linguistic skills, enables them to be creative, to investigate and explore different materials and provides them with opportunities to experiment and predict outcomes.

There should be opportunities for children to follow their own interests and ideas through free play. Children's learning is most effective when it arises from first hand experiences, whether spontaneous or structured and when they are given time to play without interruptions to a satisfactory conclusion.

Key Stage 2

At Key Stage 2, the curriculum is taught through a topic approach although there are occasions when subjects are taught discretely. The skills of Literacy, Numeracy and Digital Competence have a high profile within school. The LNF is fully embedded into the curriculum at both key stages. Digital Competency is taught discretely and across the curriculum. Mathematics and English are also taught as specific subjects.

Core subjects

English
Mathematics
Science

Foundation subjects

Design & Technology
History
Geography
Welsh
Music
Physical Education
Art
Religious Education
Information and Communication
Technology

However, we are moving towards a new Curriculum for Wales, which will be implemented by 2022. This curriculum has four purposes at its heart. These are to develop;

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

Classroom Management

Pupils are organised according to the activity being presented to them. They will undertake activities individually, in pairs, groups and sometimes as a whole class. This gives them a wide range of experiences of working which will benefit their development and prepare them for their future life.

Homework

Children are given homework at the school which follows what the children have been learning in school. The homework should not take more than 15-20 minutes and should not need any parental help! Its purpose is to reinforce class work and also to discipline them in readiness for moving on to secondary school. It is appreciated that pupils do lead busy lives out of school and it is accepted there will be some occasions where there will be a need for flexibility. Homework is seen as something to support what is being taught.

Homework for all ages is given on a weekly basis allowing parents the flexibility to work with the children during the week or at a week-end. This also gives parents an opportunity to discuss the homework with the class teacher during the week if misunderstood.

Policy Documents are posted on the website or available from the school office.

Also available are:

Any statutory instruments and circulars sent to schools by the National Assembly about the powers and duties of Governing Bodies.

- a) Any published O.H.M.C.I. Estyn reports on the school.
- b) Any schemes of work and syllabuses in use.

Personal and Social Education become statutory from Autumn 2004, however, we do incorporate the elements identified in the Framework for P.S.E. into our curriculum - either as a discrete subject or across the curriculum according to Key Stage.

Likewise, Digital Competency is a subject which is taught as both a stand- alone subject, and in a cross-curricular fashion to ensure that all opportunities for using the framework are taken advantage of wherever possible.

School Council

The children are given the opportunity to directly influence the running of the school through the School Council. Representatives from each class are elected every September by the pupils and meet regularly to discuss matters that are important to the children.

The School council sit with the

Head teacher Mrs. Rachel Critchell and Miss Owen

We also have Playground Buddies and Digital Leaders in school. Playground buddies support games on the yard and Digital Leaders train other pupils and work with other schools to develop identified ICT skills.

Musical instrument lessons:

Currently the following lessons take place:

Woodwind lessons

Brass Instrument lessons

These start, if you choose to learn, in the Autumn term of Year 3
All musical instrument lessons will be charged by the County at £132 per year and paid directly to the school. (These lessons are currently being accessed on line.)

Off Site Activities

It is felt strongly at Ysgol Brynffordd that many aspects of the National Curriculum can be reinforced and enhanced by using the local community to learn about the world at first-hand. Any opportunities or activities that allow this to be done are taken advantage of and links with the community are fostered and built upon.

Charging Policy

The *Governors* do not require charges to be raised for any school activity. However, should any charges be considered, no pupil will be omitted from participating in any activity on the grounds of non-contribution.

The *Governors* wish to retain the present situation in which activities funded by voluntary contributions from parents will continue. However, it must be appreciated that unless significant contributions are made, some activities may not take place.

Recent visits have included:

Rhyl Pavillion Panto Trip
Nant BH Residential
Trip to Chester Zoo

The residential trip to Nant Bwlch y Haearn usually takes place for Years 4 to 6 in the Spring Term

Various trips are scheduled for the year and are linked to topics studied.

Welsh Ethos in a Bilingual County

Ysgol Brynffordd is an English medium primary school. The teaching of Welsh as a second language is a statutory requirement and has dedicated time in the school's timetable. Also, extensive involvement is encouraged in activities that not only build on language skills but also develop the Welsh ethos.

The use of Welsh as an incidental language in class through various activities helps the children to become more aware and develop their understanding of the language and build confidence in their use of it. As a result, the school is developing a strong Welsh ethos that fosters pride among the staff and pupils in their locality, community, nation and culture as well as our dual languages.

The school aims to take part in a number of activities that cement this bilingual ethos.

St. David's Day

On St. David's Day, the children all come to school dressed in National Costume or in clothes depicting what Wales means to them - Wales rugby shirt or football shirt.

The children can take part in Welsh, be it through song, recitation, reading or acting to demonstrate their developing proficiency in the language. Parents are invited to attend.

Urdd Eisteddfod

During the spring term, the local and county Eisteddfod is held and many children enthusiastically put their names forward to compete in a variety of competitions from reciting to singing, music ensembles, acting, disco dancing and creative dancing. Additionally, they take part in an art and craft competition. This valuable experience gives them the opportunity to perform and compete in front of an audience through the medium of Welsh and also make friends with children from other schools in the local community.

Jambori

The Jambori is held every year, where children in Years 1 and 2 from all the local schools are given the opportunity to share the enjoyment of singing and acting out some fun Welsh songs

URDD Club

After school clubs which run in the Spring are in preparation for the URDD Eisteddfod which promotes enthusiasm for all things Welsh. Clubs are creative dance, art and craft and recitation. An annual fee is paid to become a member of the URDD. A child must be a member to participate in all URDD activities to benefit from the after school clubs.

Physical Education and Sport

Physical Education is always one of the most popular subjects in the curriculum for the children and we endeavour to channel this enthusiasm in a positive way at Ysgol Brynffordd. Sport plays a vital part in a child's development through the teaching and fostering of skills, confidence, self-esteem, team spirit and physical health.

All children take part in physical education lessons and parents provide **black or white plimsolls, plain black shorts and a plain white T-shirts in a suitable bag, with their name on all items**. Due to the pandemic, children currently attend school in PE kit on designated PE days.

For outdoor lessons on the field and school yard, **football boots or outdoor trainers will be required along with a tracksuit for colder weather**. Our large all weather pitch is shared with the Brynffordd village community out of school hours.

Under no circumstances will shoes be permitted to be worn during P.E. activities. If children are unable to take part, parents are required to inform the Headteacher in writing. All items of clothing must be clearly labelled. Stud earrings only to be worn for school. No hoops please. P.E kit can be purchased from Foresters Sports or My Clothing.com

The PE curriculum offers a wide range of experiences that develop the physical aspects of the whole child. Through gymnastics, dance games, athletics, swimming and outdoor activities, a number of skills are worked upon that will hopefully lead to pupils being fully aware of the benefits of health related exercise and also being able to express themselves fully through sport.

The school feels strongly that children should be given the opportunity to participate in all types of sporting events and to aspire to represent the school. The pupils gain great enjoyment from this competitive aspect and the links fostered between other schools and pupils. Events in which the school actively participate are the various URDD competitions held; football, netball, tag rugby, rounder's, swimming and athletics. Also, Flintshire itself is very active in arranging competitive sports events in which we are eager to take part. These include football, athletics, dodgeball, netball, rounders and cricket.

During an academic year, children are transported by bus to Holywell swimming pool to receive instruction. To make full use of the pool time available, competent swimmers will work towards gaining the various awards, whilst the non-swimmers will be encouraged to gain early confidence and taught to swim as soon as possible.

The main playground is painted to encourage games and to assist the teaching of cycling skills to Year 5/ 6 on a bi annual basis.

An outdoor area for the Foundation Phase and junior pupils has been developed since Easter 2010 and the children have a safe and secure access to enjoy the outdoors. We are proud to hold the ECO Platinum Award which demonstrates our ongoing commitment to environmental issues and sustainability.

Foundation Phase and Key Stage 2 Assessment

All pupils are expected to reach Outcome 5 or above at the end of Foundation Phase. High achievers may attain Outcome 6.

All pupils are expected to achieve Level 4 by the end of Key Stage Two. High achieving pupils may attain a level 5.

All tests and personal assessments were suspended last year due to COVID. Schools were not required to report on end of Foundation Phase/ Key stage two assessments.

Children will undertake personalised assessments in Numeracy and reading comprehension from September 2020.

In a small school each individual school cohort size needs to be considered when analysing data.

We measure the merits of the pupil's successes by looking at every year independently. The performance of a small school cannot be measured by statistics alone and the staff are very aware of the progress that the children make in all areas of their education and how children develop at different rates. It is important to consider where the individual child started and what that child has achieved. We aim to give the children a good rounded start and a firm foundation on which to build their secondary education

ADDITIONAL NEEDS

Children who require resources or support, additional to those which are usually provided within a school, will be catered for, adhering to the aims and objectives suggested in the Code of Practice on Additional Educational Needs and also the guidelines issued by the L.A. These formulate the school's Additional Learning Needs Policy. Copies of these documents may be inspected at school. The procedures for identification, assessment, monitoring and review are available and parental involvement is encouraged at all stages of discussion.

Individual educational programmes (IEPs) for the pupils are compiled by class teachers and overseen by the ALNCO Mrs. Elaine Shickell. These are regularly updated and amended to suit the needs of each individual. The children generally work alongside their peers and join in all possible activities.

A range of outside agencies also work with class teachers and children in order to support the learning of those pupils with additional needs.

It is also important to recognise that pupils of high ability also need to be recognised and it is important to ensure that they are identified and sufficiently stretched so that they may reach their potential. Classroom activities are differentiated according to ability to ensure that the challenges set match the ability of each individual child.

EQUAL OPPORTUNITIES

The School Policy fully supports the Local Authority's Policy on Equal opportunity and is intended to overcome discrimination, raise awareness and provide guidelines for staff, pupils and Governors. All pupils and staff have the right to equal opportunities.

The inclusive nature of Ysgol Brynffordd promotes equality for all regardless of race, disability, gender or religion.

SEX EDUCATION

The Governing Body support the inclusion of sex education in the school provided it is fully integrated into the curriculum and not taken out of context or over emphasised. In practice, this topic is approached during Key Stage 2 Science lessons - reproduction in plants and animals. The Year 6 class teacher gives lessons to Year 6 pupils using the SENSE DVD Growing up, recommended by the LA. The school follows the Tyfu i Fyny Personal Development and Relationships programme in school from Year 1 upwards. Parents are reminded that they can withdraw their children from all or part of the sex education provided by giving reasons in writing to the Headteacher.

PASTORAL CARE AND DISCIPLINE

All members of staff see to the usual cuts and bruises which occur during the day. If a pupil becomes ill in school, the parents are contacted for the pupil to go home. When we are unable to contact anyone the pupil is made as comfortable as possible in school, but this is not the ideal situation, so parents should complete the forms provided to indicate alternative contacts during an emergency and keep the school updated of any changes.

Parents/Carers of any child who requires medication in school e.g. an inhaler, epi pen MUST inform the school of medication needs and complete the necessary paperwork. If these are severe then an individual care plan will be created. All medication is kept in a medical ruck sack in a cupboard in the classroom. This medical bag accompanies staff on all outdoor trips and visits. All medication must be clearly name labelled and 'in date.' The school has a Health Care Policy which is available on the website for examination.

Pupils are disciplined in a firm, supportive and friendly manner. Rules are few but relevant, and pupils are reminded of these by all staff at appropriate times. Courtesy, good manners and co-operation are practised by all members of staff and there is an expectation that this be mirrored by pupils in school and also when pursuing off-site activities. Pupils exemplary manners and behaviour are often praised by visitors and when representing the school at all sporting events.

Everyday misdemeanours are dealt with by the staff; more anti-social behaviour is reported to the Headteacher and parents contacted if necessary.

At all times the pupils are reminded of the need to exercise self-discipline. However, when this does not prove possible for a child the following sanctions may be applied: a child may lose a privilege - part of a break, use of equipment at play-time; a child may be

removed from a classroom but given work to do; parents will be contacted if the problem persists.

The school has a Discipline and Behaviour Policy which is available through the Headteacher for examination.

COMPLAINTS PROCEDURE

The Education Reform Act 1988 requires schools to establish a complaints procedure in relation to a broad and balanced curriculum, religious education and collective worship; implementation of the National Curriculum, exceptions or withdrawals from the National Curriculum, the operation of a charging policy and the provision of information.

The Headteacher would wish to deal with informal complaints as they occur, in order to avoid relatively minor matters getting out of proportion (stage 1).

The Headteacher is very open and approachable. If there are any queries and concerns she is happy to make an appointment to discuss any issues. Subsequent routes to follow would be via the Governors (stage2) and the L.A. (stage3). A copy of the Policy is available to look at in the school.

HEALTH, SAFETY AND SECURITY

The school has the following policies in place:

- a) Health and safety as laid down by the requirements of the Safeguarding and Risk Assessment Codes.
- b) Anti - Bullying.

Both these policies and related matters are kept under review and added to and / or amended as necessary.

The Headteacher is the co-ordinator for child protection/ Safeguarding and she retains a "concern" file for detailing observations on such matters as abuse, drugs, bullying and unacceptable behaviour.

Safeguarding and Security measures are in force which include:

- ◆ A regular fire drill and evacuation of the premises
- ◆ Pupils arriving before 8.45am must go to Breakfast Club
- ◆ Responsibility for pupils after 3.25pm passes to parents unless a previous arrangement has been agreed e.g. to attend the Coolkidz After School Club
- ◆ The school is protected by an intruder alarm.
- ◆ The main entrance has an intercom facility to allow visitors into school; the door is locked from the outside once it is shut, - very easy to exit.
- ◆ The external door at the far end of the corridor by Class 3 has a key pad with security code to allow access for all pupils and staff at the school but is locked once the door is shut - very easy to exit.
- ◆ The external door in Class 1 has a push paddle to exit, but is locked once the door is shut.
- ◆ Visitors signing in and out system.

♦ ARRIVAL AND DEPARTURE FROM SCHOOL

The school cannot be held responsible for **any child that arrives before 8.45am** (unless the pupil attends breakfast club) and responsibility for **pupils after 3.25pm** passes to parents.

It is expected that all Foundation Phase children (Infants) will be accompanied to and from school by a responsible adult with whom staff are familiar.

Late pupils disrupt the work of the school and consequently they begin the day with an inappropriate attitude to work. The morning procedure is that any child arriving before 9 am must attend Breakfast Club. At the present time, no visitors are permitted on site without prior appointment (due to COVID>). Children remain in class bubbles and have staggered start times. Foundation Phase enter school at 8:55 and leave at 3:10 (Years 1/2)/3:15. (Reception and Nursery.) Class two enter school at 9:00 and finish at 3:15. Class 3 enter school at 9:05 and exit school at 3:20.

ATTENDANCES AND ABSENCES

Should your child be absent from school a telephone call on the day, email to the school bfmail@hwbmail.net or a note should be sent to the teacher indicating the reason for the absence. Registration takes place electronically at 8:55. Within 30 minutes of registration a child will be marked late and after the 30 minutes a child will be marked absent if no explanation is received. If no satisfactory explanation is received on return of the child's absence the absence will be deemed unauthorised. It is therefore essential that you inform the school of any absences to ensure accuracy. The Inclusion Welfare Officer visits the school regularly concerning attendance and will chase up any regular patterns of absences or lateness.

Attendance was not reportable this academic year (2019-20, due to the current pandemic

SCHOOL UNIFORM

The wearing of school uniform is actively encouraged and our uniform comprises:

WINTER

- Boys** Grey trousers, white or burgundy polo shirt, Ysgol Brynffordd sweatshirt, grey socks and black shoes (not trainers)
- Girls** Grey skirt, pinafore or black trousers, white or burgundy polo shirt, Ysgol Brynffordd sweatshirt or cardigan, white or grey socks and black shoes (not trainers)

SUMMER

- Boys** Grey trousers or shorts, white or burgundy polo shirt, Ysgol Brynffordd sweatshirt, grey socks and black shoes (not trainers)
- Girls** Red/white check gingham dresses may be worn, Ysgol Brynffordd cardigan, white or grey socks and black shoes (not trainers)

School uniform can be purchased from Forrester Sports, Mold where you are able to go into to the shop and try the uniform on before you buy, or using this website: www.forrestersports.co.uk Alternatively, school uniform can be purchased from My Clothing.com

It is to be expected that all items of clothing will be marked with your child's name. This is extremely important as it avoids loss and eliminates time wasting by staff who will write names on clothes if the need arises.

We adhere to a dress code, which includes hair, jewellery and clothing. We expect and encourage children to wear school uniform and discourage the wearing of football tops.

Minimal jewellery is allowed in school (which the school takes no responsibility for) in the form of stud earrings only. We also expect children to have sensible haircuts as no Mohicans or similar cuts (together with logo's, designs or initials cut into the hair) is not allowed. We also discourage hair extensions as this can be a health and safety problem.

Any form of piercing (other than ears) is not allowed in the school.



SCHOOL MEALS

The school meals are prepared on site and are served daily at a cost currently of £2.25 for both Juniors and Infants. The school requires payment in advance and meals are payable using Parent Pay.

Application forms for the provision of free school meals are available on line from Flintshire County Council website.

To help busy families, children may take meals on an infrequent basis provided they are paid for in advance and those wishing to bring sandwiches are also catered for.

Although lunch time is seen as a social time, children are expected to sit and converse quietly in the hall while eating. They are supervised and assisted in the hall by staff but the children are expected to put away their crockery and cutlery tidily and, of course, demonstrate good table manners. Currently, due to the pandemic, children remain in class bubbles and eat their lunches in the classroom, supervised by staff.

We celebrate the Chinese New Year with new food for the children to taste



Chinese chicken noodles
Sweet and Sour Chicken



LINKS WITH THE COMMUNITY

Ysgol Brynffordd makes every effort to be part of the local community in every way it can. The Local Community Council meet at the school regularly.

Parental and community involvement in the process of education is actively encouraged. Liaison exists with other local primary schools to extend and enhance the curriculum with benefit to all; the pupils meet for sporting, cultural and more-able and talented events.

Invitations are extended to the community when celebratory events are held, such as St. David's Day, the Christmas Concert, Christmas Fair, Harvest Festival and Easter Bingo etc.

Children perform a selection of Carols for residents of local Nursing Homes. They sing Carols annually in the local community.

PC Debbie Barker visits our school to teach the children about a range of issues - e.g Internet safety, online bullying, anti-social behaviour.

The school is involved in Community projects e.g The Brynford Trail

COLLECTIVE WORSHIP AND CHURCH LINKS

Religious Education is compulsory and all children are expected to take part in a daily act of communal worship, which will be of a broadly Christian nature - unless a special case exemption on religious grounds is made to the Headteacher. Such requests must be made in writing stating the reasons.

As part of our attempt to foster close community links we also have strong ties with the local Church St. Michael's and Calcoed Methodist Chapel and take advantage of the many opportunities this brings.

We take part in special services at times of celebration such as Harvest, and Christmas.



FRIENDS OF BRYNFORD SCHOOL (FOBS)

Ysgol Brynffordd has a thriving and very active parental support for fundraising. They are committed and hard-working and have arranged a number of fund-raising activities that have been extremely successful both financially and in bringing the school community together in a positive way. Events and activities that have taken place recently are as follows:

Cake / Book stalls

Annual Easter Bingo

Annual Christmas Fayre

A fantastic turn out attended the annual Christmas Fayre with a wide variety of stalls.

Annual Christmas Show raffle

Prizes donated by parents enabled the raffle to be an excellent contribution to the school fund.

Film nights

Various raffles throughout the year

The parents meet in school in a very informal way to suggest fundraising ideas and parents represent each school year plus other interested parents, grandparents, friends etc of Ysgol Brynffordd become involved. FOBS are currently meeting 'out of school' and virtually due to the pandemic.

CHARITY WORK

The school likes to support a number of charities during the school year. The type of charity varies from activity to activity but the nature of all charities tends to be one that the children will share empathy with. There is also a wish to support different charities on a local, national and international level.

In the last few years the school has raised money to help others in the following ways, they include:

Harvest

Pupils collected money towards RNIB and Hospice of the Good Shepherd, Diabetes UK in and Cancer Research UK and Epilepsy.

Children in Need

The school marks Children in Need by participating with the theme of the year.

Comic Relief

Children support this charity bi-annually in a variety of ways.

Jeansforgenes

Staff and children were allowed to wear jeans for school on this day.

Christmas Carol Service

The collection is given to St. Michael's Church as a token of goodwill for letting us use the church at Christmas.

Red Nose Day

Children participate in the theme of the year.

MacMillan Cancer Research

The School Council, helped by staff, organise a coffee morning to raise needed Funds for this charity.

A Final Word!

Hopefully reading this handbook has given you an idea of what being a part of the Ysgol Brynffordd Community is like and that it has answered some of the questions in your mind about the educational provision we can offer your child.

Education is constantly evolving, so new initiatives, ideas and activities are constantly being introduced in schools that may not have been described in this prospectus.

In Ysgol Brynffordd, we will always strive to be 'ahead of the game' when changes are afoot in the educational world and also when opportunities arise to widen the experience of the children in our care.

If there are any questions in your mind that remain unanswered, then please feel free to contact the school and we will endeavour to help.

Ysgol Brynffordd is a proud school. Its pupils, parents, Governors and staff are proud of its achievements and I, as Headteacher am equally proud to lead it and steer my hardworking team into a future which will always strive to do the best for its children.

Thank you for reading our handbook and I look forward to hearing from you.

Yours sincerely,

Rachel Critchell

Mrs. Rachel Critchell
Headteacher

Gair i Gloi

Gobeithio bod darllen y llawlyfr yma wedi rhoi syniad da i chi o beth yw bod yn ran o gymuned Ysgol Brynffordd yn debyg i, a'i fod wedi ateb rhai o'r cwestiynau yn eich meddwl ynglyn a'r ddarpariaeth addysgol y gallem gynnig eich plentyn.

Mae addysg yn newid drwy'r adeg, gobeithio i wella pethau, felly mae syniadaeth newydd a gweithgareddau yn cael eu cyflwyno drwy'r adeg mewn ysgolion sydd efallai heb eu trafod yn y prospectws yma.

Un peth sydd yn sicr, yw bod Ysgol Brynffordd pob amser yn ceisio achub y blaen pan mae newidiadau ar y gweill ym myd addysg ac hefyd pan mae cyfleoedd newydd ar gael i ehangu profiadau'r plant.

Os oes unrhyw gwestiynau gennych sydd heb eu hateb, cysylltwch a mi fel fy mod yn medru delio a hwy.

Mae Ysgol Brynffordd yn ysgol llawn balchder. Mae'r plant, rhieni, Llywodraethwyr a staff yn falch o'i llwyddiannau ac rydw i fel pennaeth dros dro, hefyd yn falch iawn i'w arwain a gyrru y tim gweithgar sydd yma i wneud y gorau dros ein plant.

Diolch am ddarllen y llawlyfr yma ac edrychaf ymlaen at glywed ganddoch.

Yr eiddoch yn gywir,

Mrs Rachel Critchell

Pennaeth

Some Comments from the children and parents

'Someone asked me why do I send my children to a small school - my reply was 'we may be small but we have a massive heart.' Mrs Barnes.

'We are an Eco friendly school doing lots of things to help our environment'

Jac, Year 5

'There is lots of space to play on. '

Dylan, Year 5

'We are an Eco friendly school.'

Luke, Year 5.

'We have lots of friendly children.'

Paige, Year 5.

'We have helpful teachers.'

Jasmine, Year 5

'We have lovely, tasty teachers'.

Bruce, Year 4

'There are lots of people so we can have lots of friends.'

Joshua, Year 4

We have fun lessons and we learn a lot!

Jessica, Year 4

The Teachers and Staff really care about us.

Declan, Year 4

The children are polite.

Jessica, Year 4.