



Bancffosfelen Community School
Bancffosfelen
Llanelli
Carmarthenshire
SA15 5DR

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School
Prospectus
2020

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Website: www.bancffosfelen.amdro.org.uk

Acting Headteacher: Miss Marie Langabeer
Teacher in charge: Mrs Amanda Rees

Chairperson of Governing Body: Mr Luke Howells

“Cyd baratoi heddiw at ddyfodol yfory”
“Preparing together today for tomorrows future”

A Welsh medium primary school for pupils from 3½ to 11 years old.

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We hope that the information in this handbook is the basis for a strong partnership
between home and school.

If you have any questions please contact the school.

Head teacher's foreword

It is a great pleasure to introduce this prospectus to you so that it will help you to know more about the life and work of Bancffosfelen Community School.

In our school the aim is to create a safe and happy environment for your child in order to stimulate his/her spiritual, moral, cultural and physical development. A positive relationship between the school and home is instrumental in the relationship between teacher and parent, to provide the best possible learning environment.

Most visitors to the school comment on the warm welcome they receive and the courtesy and maturity of our pupils. The relationship between staff, adults and pupils is good and is based on respect. The pupils' behaviour in lessons, during break times and on school visits is expected to show that they care for each other.

Bancffosfelen is a happy school and this springs from the increasing number of different and successful activities that take place here. Such an effort makes the pupils, parents, staff, the L.A. and the public in general, proud of their connection with the school. We like to take an interest in our pupils after they have left and are proud of their educational achievements. It is a pleasure to welcome them back to speak to the present pupils or to perform.

If after reading this prospectus you wish to have more information then please contact the school to speak to me.

Marie Langabeer,

Headteacher.

Welcome to our school

It is a great pleasure to welcome your child to our school.
We truly hope that their time here will be a happy time.

Every child is different.

They look different, they behave differently and develop at different times.

They learn at different levels and in different ways.

For the sake of the child, do not compare them with other children.

School Structure and Organization

Bancffosfelen Community School is a rural primary school for pupils (boys and girls) from 3½ to eleven years old.

On June 25th 2017 the school celebrated 140 years since it first opened its doors!

The school consists of two classrooms, a library and craft room. The hall is a multi-purpose area, used for assembly, as a dining area at lunchtimes, for physical education and Clwb Hwyl which is an after school club which is held on Tuesday evenings from 3:15 to 5:15 p.m.

The school is surrounded by a playing area. No private vehicles are allowed on to the schoolyard for the safety of the pupils. There is a large school playing field next door.

The pupils are separated by age into mixed ability classes. They are taught collaboratively as a whole class, in smaller groups and individually. This of course depends on the activity introduced, and the needs of the children. Groups of age, ability, friendship, gender, etc. are formed

Teaching Staff

Acting Headteacher
Miss Marie Langabeer

Teacher in charge of the school
Mrs Amanda Rees

Teachers

Mrs Susan Simpson
Mrs Amanda Rees

Classroom Assistant
Mrs Anne Marie Passmore
Mrs Angharad Rees Bryant

Peripatetic Staff
Mr E Alexander- Brass
Mrs G Davies - Recorders

Non teaching staff

Clerk to the Governing Body : Mrs Marie Jenkins

School Clerk : Mrs Miriam Evans

Caretaker / School Meals Clerical : Mrs Christine Williams

Cleaners: Mrs Pamela Jones and Mrs Christine Williams

Cook : Mrs Lynette Sutherland

School Governors

Name	Status
Mr A Davies	Community Representative
Mr L Howells (Chair)	Parent
Miss M Langabeer	Acting Headteacher
Mrs D Davies Representative	(Vice Chair) Community
Mr G Harries	Additional Community Representative
Mrs A Rees	Teacher in charge
Mrs N Phillips	Parent
Mrs E Evans	Parent
Mr Andrew Barlow	Community Representative

The Governing Body meets regularly (at least once each term) with sub-committee meetings held between each sitting of the Governing Body. An Annual Report is issued by the Governors which can be found on the school website (paper copies available at the office.) An Annual Meeting is held at the school which gives all parents the opportunity to respond to the report.

Responsibility for Safeguarding Children

Miss Marie Langabeer	Headteacher
Mrs Amanda Rees	Teacher
Mrs Davinia Davies	Governor

Admissions to School

Children will be accepted at the beginning of the term in which they celebrate their fourth birthday. An opportunity is given for new children to visit the school for two mornings towards the end of the term preceding enrolment. Parents are welcomed on an arranged visit so that they can acquaint themselves with the staff and discuss any matters which may arise. A pack of useful information on the school is distributed to all new parents. Parents are more than welcome to come in and see the class teacher, when available or alternatively make a mutually convenient appointment.

All parents are expected to sign a school-home partnership agreement, which outlines the expectations for the educational development of the child.

A copy of this agreement is available in the school office.

Pupils are eligible to be accepted:

- if they live in the school catchment area.
- if they have older brothers or sisters who are on the school register.
- if they are induced for other reasons {LSA}.
- priority is given to pupils who live closest to the school, as measured on the public highway.

No priority is given to the date of birth or the acceptance date of application. The relevant dates are as follows :

Autumn Term :	1st September	- 31st December
Spring Term :	1st January	- 31st March
Summer Term :	1st April	- 31st August

All children wishing to apply for a place at the school, regardless of age, must do so by registering electronically on the Carmarthenshire website -

www.carmarthenshire.gov.uk/schooladmissions.

The authority will decide who will be selected using specific guidelines. More details are available on the county website.

The Transition to Secondary School

The pupils of Bancffosfelen Community School are invited to attend Ysgol Maes Y Gwendraeth in Cefneithin to receive their secondary education. The Headteacher and Year 5 and 6 teachers attend meetings in order to enhance the transition between the schools, where a range of matters are discussed. We also greatly benefit from the resources offered at these schools.

Parents have the right to send their children to the Secondary School of their choice after consultation with the Area Education Office.

School Uniform

Setting standards is very important to us as a school and the general appearance of the pupils leads to a sense of pride in the school. This, together with good discipline, will be an aid to maintaining academic standards. We expect the pupils to wear the school uniform every day to instill a respect for, and create a positive attitude for the school.

The school has a recognised uniform. It includes:

a blue sweatshirt,
a light blue polo shirt
(all of the above should show the school logo.)
Grey skirt
Grey trousers
Black shoes
Grey tights
a waterproof coat.

Sweatshirts can be purchased from Eurllyn Crosshands.

School Sports Kit - White T-shirt, Navy shorts, tracksuit or leggings and trainers.

Remember to label all clothing with your child's name.

Accessories / Safety issues

When pupils are taking part in physical education activities we require that they remove any item that may pose a risk to themselves or others during that activity, e.g. watches. May we suggest that if a child is receiving new earrings that they are set at the beginning of the summer holidays so that when they return to school the item can be removed.

During informal playtimes i.e. the morning / noon / afternoon break, accidents may happen because children are wearing jewellery. We strongly recommend, for the safety of the individual and others, that each child removes any jewellery before coming to school.

The school accepts no responsibility for the loss or damage of any jewellery or expensive items brought into the school by pupils.

Daily Routine

8:50 a.m.	Registration
10:30 – 10:45 a.m.	Morning Break
12:00 – 1:00 p.m.	Lunch (Foundation Phase)
12:00 – 12:45 p.m.	Lunch (Key Stage 2 Pupils)
2:20 – 2:30 p.m.	Afternoon Break
3:10 p.m.	End of School day

It is a requirement that the parents or carers of all late arrivals sign in at the entrance stating the reason for their lateness as the school tracks punctuality. Late arrival disrupts the class as well as the pupil's individual work. The Local Education Authority will be informed in cases of persistent lateness.

You are reminded that it is not policy to receive children before 8:45 a.m. when staff officially commence their duty to supervise the pupils until 9:00 o'clock. The School or the Education Department will not be responsible for the welfare and safety of children left before this time. If your child attends school before this time please ensure that you deliver them safely into the Breakfast Club.

Breakfast Club

For the parents who need an early start, we provide the children with a safe environment and a nutritious free breakfast to start the day. The Club is open from 7:45 a.m. with breakfast being served until 8:30 a.m. Pupils who arrive in school before 8:40 a.m. must attend the Breakfast Club.

Transport to the School

It is the parents' responsibility to arrange transport to and from the school for children that attend the school from outside the catchment area.

Transfer of pupils at the beginning of the day

All parents will leave their child/children at the main entrance in the care of the member of staff waiting there to receive them. Members of staff will be on duty at the door from 8:45 a.m. and will accept all correspondence, lunch payments, trip letters etc. Please leave any payments in an enveloped clearly marked with your child's name, class and amount included.

Please remember it is your responsibility as parents to ensure your child enters the school safely.

Transfer of pupils at the end of the day

Foundation Phase Pupils - Parents are expected to come and collect their children from a member of staff at the main entrance.

Key Stage 2 Pupils - Pupils will be accompanied by their teacher, to meet parents/carers at the entrance.

Please remember it is your responsibility to cross your children across the road. We emphasise that the school is not responsible for the safety of children outside the school entrance.

Collecting Children at the end of the day

Parents are encouraged to wait inside the school gates when collecting their children.

If a relative or friend is collecting your child from school we would appreciate knowing this to avoid embarrassing confrontations and to ensure the safety of your children. No child will leave the school grounds unless there is confirmation that there is a responsible adult to meet and care for them. If both parents are working, then please ensure that arrangements have been made with a friend or relative to collect, and inform the school accordingly. You are required to complete a consent form if your child is walking home from school.

Attendance / Punctuality

It is a requirement that you telephone the school immediately on the first morning your child is absent for any reason.

All parents are required to notify the school of any absence in writing when the child returns to school after any absence. Failure to do so will result in your child's absence being entered in the register as an 'unauthorised absence'. The register closes at 9:30 a.m. Any pupil who arrives after this time without a medical reason will be designated as 'late after the register closed' and this will be regarded as a morning's absence in the school's statistics. Parents are expected to sign a book at reception when their child arrives late. Parents are encouraged to try to make medical or dental appointments outside school hours, to avoid disrupting their child's education. For the children's benefit we ask that wherever possible, holidays are not taken in school time.

Attendance

2016-2017	93.1%
2017-18	94.5%
2018-19	91.72%

Our attendance target is 95%

The term times for this academic year are:

SCHOOL TERMS AND HOLIDAYS - ACADEMIC YEAR 2019/2020					
Term	Term Begins	Half Term Holiday		Term Ends	Days
		Begins	Ends		
Autumn 2019	Tuesday 3rd September	Monday 28th October	Friday 1st November	Friday 20th December	74
Spring 2020	Tuesday 7th January	Monday 17th February	Friday 21st February	Friday 3rd April	59
Summer 2020	Monday 20th April	Monday 25th May	Friday 29th May	Monday 20th July	60
Designated INSET Days - Monday, 2nd September 2019 Monday, 6th January 2020.					2
Total					195

N.B. Good Friday - 10th April 2020
May Day - 8th May 2020

Nodwch y gallai manylion y calendr hwn newid o ganlyniad i benderfyniadau polisi'r llywodraeth. Nid yw Cyngor Sir Caerfyrddin yn derbyn cyfrifoldeb dros unrhyw golledion yn sgîl gorfod newid trefniadau gwyliau oherwydd newidiadau o'r fath.

Please note that this calendar is subject to any changes that may arise as a result of government policy decisions. Carmarthenshire County Council does not accept liability for any losses incurred in respect of altered holiday arrangements following such changes.

The school holiday list can be seen on the Carmarthenshire County Council website:
<https://www.carmarthenshire.gov.wales/media/4018/school-hols-2019-20.pdf>
or on the school website.

Emergency school closure arrangements

From time to time we may need to close the school at short notice e.g. when it snows, a burst water pipe. Every effort is made to notify parents as soon as possible either by text, email, the school or County Council website (www.carmarthenshire.gov.uk) or an announcement on Radio Cymru, Radio Wales and Radio Sir Gâr / Carmarthenshire Radio. It is your responsibility as parents to inform the school if there are any changes to contact phone numbers.

Charging Policy

There is no charge for school activities except for the following :
Educational Tours and visits, for which contributions from parents are sought.
Extracurricular activities run by outside organisations.

The school is always prepared to discuss the relevant charges when a parent / guardian is concerned about the costs involved in participating in these school activities.

Home - School Contract

The contribution of parents is of the utmost importance to secure the best education possible. We believe in working in partnership with parents to achieve the best for our pupils. One strategy that we use to achieve this is to ask parents to sign a Home – School Contract.

Parents are expected to sign and comply with a home / school agreement to co-operate with the school for the benefit of pupils.

Lunchtime arrangements

School lunches are prepared in the kitchen daily. The current menu is usually circulated to every home and is also displayed in the school reception area. The menu is available on line through the schools website www.banccfosfelen.amdro.org.uk (choose the wellbeing option).

The cost of school dinner is £2.50 a day (£12.50 per week). All parents are asked to inform the school in writing of any allergies or special dietary requirements their child has, giving plenty of notice for these dietary requirements to be incorporated and sourced. As a member of staff has a nut allergy all lunch boxes must not contain foods which contain nuts.

It would be appreciated if everybody could pay their weekly dinner money in advance for the following week on the County's system Parent Pay.

A free lunch is available for those who are eligible and you should apply to the local authority at **The Education Department, Parc Myrddin, Carmarthen,** www.carmarthenshire.co.uk or by contacting the school if necessary.

A child cannot receive free meals without authorisation from the local authority.

An application should be made at least 6 weeks before the expiry date for free school meals.

Arrangements are made for pupils who choose to bring their own packed-lunch to eat under supervision in the hall. We have a supervisor who monitors lunchtime activity. If a pupil makes a decision to change from eating sandwiches to receiving

a school lunch, or vice versa, you must inform the school on Friday morning in advance of the following week.

We are a Healthy School and encourage healthy lunch boxes.

Collective Worship

Our daily religious service is based on Christian values and principles. Each class in turn is responsible for the service and pupils are given the opportunity to take part in these acts of worship.

Visitors are from time to time are invited to contribute to our assemblies or to special services. If parents request that their child should abstain from assembly then alternate arrangements will be made if required.

Please discuss your requirements with the headteacher or teacher in charge.

Aims and Objectives

At Bancffosfelen Community School our objective is to create a school community that :

- ensures that every pupil is fluent in Welsh and at ease in a Welsh environment.
- motivates all pupils to develop their potential, both academically and culturally, emotionally, socially and physically.
- encourages all pupils to develop and master the skill of communicating in Welsh and also in English, to be bilingual.
- appreciated the moral values of our nation and the world, and creates and awareness of the needs of children and other people.
- ensures that all pupils are able to make a valuable contribution in a sound and vibrant society.
- creates an awareness and a desire for the spiritual dimension of life, a respect for religious values, and a tolerance of other races and religions.
- develops the basic skills in all aspects of the curriculum relevant to the age, aptitude and abilities of the pupils.
- develops mathematical, scientific and technological skills and aptitudes through relevant experiences that reflect the ever changing patterns of our world.
- develops self expression through the medium of music, mime, drama, art and physical education.
- creates an awareness of the need for personal hygiene, good manners and courtesy.
- promotes safe practices in the school, in the home and in society.

- creates a close link between home and school so that parents and teachers work in harmony for the benefit of all pupils.
- creates an ethos and ambience that everyone associated with the school will enjoy.
- supports committed and enthusiastic teachers.
- presents opportunities for each pupil to develop to the best of his/her ability in every aspect of the curriculum.
- introduces an education that is relevant to the pupil's experiences in the community.
- encourages respect towards others and their property.
- encourages communication and co-operation with parents.
- develops enquiring and lively minds, with the ability to enquire and discuss reasonably and to respond to tasks.
- fully develop language skills, so that it can be used purposefully and meaningfully to communicate, including listening, speaking, reading, writing and appreciating literature in their first and second language.

Equal Opportunities

The school promotes equal opportunities for all pupils and details are in the policy, which is available from the school office. Each pupil, irrespective of gender, ability or cultural and ethnic background, should experience a balanced, broad, differentiated curriculum which is equitable both as regards access to learning opportunities and in relation to the personal esteem accorded to individual learners – in short a whole curriculum. We welcome any new and relevant information to ensure equal opportunities for all.

The School's Language Policy

Bancffosfelen Community School is a 'Category A School' or Welsh medium school, which means it is a Welsh medium school. By the age of eleven most pupils are proficiently bilingual.

Welsh is the main teaching language during the Foundation Phase (3+ to 7 years old). English is introduced throughout Key Stage 2 (7+ to 11+) the children are educated through the medium of English and Welsh.

For children who start school and have no understanding of the Welsh language the following steps are taken:

Reception, Years 1 and 2 - The pupils are made to feel settled and secure in the school by speaking to them in English, that is, commands and instructions are given to the individual child in English. After the initial settling in period, the Welsh language is introduced gradually through practical activities, which include structured oral work. The pupil is then taught to read, write and to speak in Welsh. The class teacher is aware of the child's use of the English language during this period.

Years 3, 4, 5 and 6 - For the pupils who start school without any knowledge of the Welsh language at this age there is an initial settling in period. The pupils are taught through the medium of English and Welsh is introduced as soon as possible, through practical activities. The pupils are offered the opportunity of attending a Welsh course for two days a week. This usually takes place over a term or two in the 'Ganolfan Iaith.'

Sometimes, on the advice of the County's Educational Psychologist, a pupil with Special Educational Needs is deferred from Welsh in the National Curriculum. When this happens the class teacher prepares work through the medium of English for the pupil.

Considerable importance is attached to the activities of the Urdd (Welsh League of Youth) at Bancffosfelen Community School. These activities promote the Welsh culture and makes the children more aware of their background and roots, their heritage. They also have the opportunity throughout this organization to meet new friends from all over Wales. We enthusiastically enter into a variety of competitions organised each year by the Urdd. Urdd membership fees are collected in the autumn term each year. Acquiring membership enables each pupil to enter the official Urdd competitions.

The Curriculum

Our aim is to provide the highest quality care and education in a happy, caring, active and safe environment to enable all children, whatever their ability, to achieve their potential. Emphasis is placed on learning the basic skills of literacy and numeracy and the importance of making them relevant and meaningful to the child.

It is important to make the children aware of their environment, their community, their country and the world.

Aims and objectives of the curriculum

Encourage the spiritual, moral, cultural, mental and physical development of the pupils in school and society.

To prepare pupils for the opportunities, responsibilities and life experiences of adulthood. {1988 Education Reform Act}.

It is intended that the educational aims of developing a pupil to his/her full ability are reflected in the whole school curriculum and through the school's many experiences.

By using a teaching and learning method which is based on themes and the programmes of study of the Foundation Phase and the National Curriculum we ensure a broad and balanced curriculum. Every pupil's progress is continually assessed over every aspect of their work and, if necessary, the parents contacted. We provide a curriculum that ensures that every child develops an awareness of Welsh culture and its associated heritage.

The school has an equal opportunities policy. An effort is made to promote this policy by including it in the curriculum and at every opportunity during the lessons taught. Following the 1998 Education Act and changes to the National Curriculum in 2000 and 2008 as well as the introduction of the Foundation Phase, the school produces and revises its policies to clarify how it meets the stated requirements. These include Welsh, Mathematics and Science as core subjects and English at Key Stage 2. The school also teaches History, Geography, Design and Technology, IT, Music, Art, Physical Education and Personal and Social Education as part of the National Curriculum foundation subjects.

Religious Education is obligatory at school although it is not a subject in the National Curriculum. The 1988 Education Act requires the Religious Education in schools "broadly reflects the main Christian traditions of the country, but learning should take into account other religious practices as represented in Great Britain".

Bancffosfelen Community School ensures that it meets the legal requirements.

At Bancffosfelen Community School we place an emphasis on developing the Key Skills in Literacy and Numeracy across the curriculum.

The Foundation Phase

A firm foundation is laid at this stage, with play featuring significantly during the day. The aim is to learn how to take turns, to share, to work together, to extend vocabulary, to get on with others and to appreciate the wider world around us. The importance of providing the experience of playing on a large range of toys is also appreciated in order to help the children develop physical and motor skills.

The work is based on the six areas of learning which form the Foundation Phase curriculum. Emphasis is placed on developing knowledge, skills and understanding through experimental learning - learning by doing - and by solving real life problems inside and outside. The six areas are:

- Personal, Social and Emotional Development (including Cultural Diversity and Well-being).
- Communication, Language and Literacy.
- Mathematical Development.
- Knowledge and Understanding of the world.
- Physical Development.
- Creative Development.

Foundation phase weekly teaching hours: 22:45 hours

The Foundation Phase

During this stage the main foundations of teaching experiences are laid. The main emphasis is on developing the basic skills, communication, numeracy and literacy. By preparing a broad curriculum using an integrated approach, we aim to develop pupils' interest, taking the level of their maturity into consideration. These early years are very important. Pupils learn to observe, listen, respond and develop, not only as individuals but as caring and responsible members of our community.

Key Stage 2

Key stage 2 weekly teaching hours: 23:00 hours

The National Curriculum contains the following educational areas:

The Four Core Subjects - Mathematics
Science
Welsh
English

The Foundation Subjects - History
Geography
Design & Technology
Art
Physical Education
Music
Religious Education
I.C.T

Key Stages of the National Curriculum

The National Curriculum is divided into four key stages:

The two Key stages that are introduced in this school are :

The Foundation Phase - 3½ to 7 years old
Key Stage 2 - 7 to 11 years old

The National Curriculum is mainly introduced by studying a theme or in a cross curricular way which are changed every term, in a two year cycle. Themes are chosen for the whole school and are planned for each term / half term noting the relevant elements of the subjects of the National Curriculum. The concepts that are introduced as well as the levels attained are noted. Each of these is a general guideline, and teachers do not always have to teach elements that are only related to the theme.

When transferring from the Foundation Phase to Key Stage 2 the Key Skills such as Thinking, Information Communication Technology and the Numeracy and Literacy Framework remain the nucleus of the Curriculum.

Pupils are urged to develop self-confidence and independence by learning and improving key skills in a number of different situations.

Wellbeing

Pupils are taught the importance of caring for themselves as part of the school's curriculum. This includes the importance of eating healthy food, the care of teeth, the dangers of smoking, drug and alcohol abuse. There is an opportunity for all pupils to have fruit at break time. Pupils are encouraged to drink water regularly. No other drinks should be brought to school.

Every pupil in the Foundation Phase is offered the opportunity to receive free milk.

Additional Learning Needs

The schools ALN provision complies with the guidance set out in the Code of Practice for the Identification and Assessment of Special Educational Needs introduced by the 1993 Education Act.

The school has a register of pupils who need extra help with their work. These pupils, as directed by the Code of Practice, will receive extra attention through differentiated work being set by the teacher, working in small groups in the classroom with the help of a classroom assistant. These pupils will have an Individual Education Plan (IEP) and the parents of these pupils are invited to the school to discuss the IEP. We hope that parents will co-operate with the school and support the child at home, as any added effort can be effective. The Additional Learning Needs Policy is available in school.

Pupils with Disabilities

Every effort is made to welcome pupils with disabilities (mental or physical) to the school. Please find attached a list of school term times which ensures that every individual is provided with access, is treated equally and is given the same opportunities. Every child is unique, and our aim is to introduce a suitable education to every child. All school members are encouraged to help and support each other whatever their needs.

More able and talented pupils

In our school we aim to provide a curriculum that is appropriate to the needs and abilities of all our children. We plan our teaching and learning in such a way that we enable each child to reach for the highest level of personal achievement. We recognise and support the needs of all children in our school and differentiate work accordingly.

Personal Relationships and Sex Education

Personal Relationships and Sex Education is an integral part of the curriculum. One of the school's aims is to ensure that every pupil has an opportunity to develop and enhance his/her skills and knowledge in preparation for adulthood.

The programme is introduced by the class teacher and various resources such as television programmes, videos and the School Nurse will be utilized. Sex Education and Personal Relationships is not taught as an individual subject. Different aspects are introduced in various areas i.e. Science, Personal and Social Education, Religious Education as well as Language. In Year 6 the School Nurse deals with some aspects of sex education. The lessons are presented in a sensitive and objective manner targeting specific aspects for whole class sessions with other topics being addressed in separate sessions for girls and boys. A parent has the right to ask to withdraw their child from Sex Education and Personal Relationship lessons. The Sex Education and Relationships Policy is available from the office.

Physical Education and Sport

Every pupil is offered physical education. Pupils are expected to change for physical education lessons. Suitable sports kit includes a white t-shirt, navy blue shorts or tracksuit and trainers.

Our main aim is to provide a motivating and safe environment which enhances the pupils' maturity in general and promotes the development of their physical skills. As a school we offer a wide variety of sporting experiences.

Regular time is set aside for the development of physical skills. The lessons can be held in the hall, playground or the school's playing fields.

Religious Education

Great emphasis is placed in this area on the Christian faith. We follow the County guidelines by introducing and studying the other faiths in our world.

Instrument Tuition

All pupils in years 3,4,5 and 6 receive recorder lessons. Every child is expected to buy and look after his/her own recorder. Two peripatetic Music Teachers visit the school. Pupils are given the opportunities to learn to play brass and woodwind instruments by these specialist teachers.

Music, especially learning to play an instrument, is seen as a great advantage to enhance the education and learning of the pupils. A number of opportunities to perform, either individually or collaboratively, are given to the pupils. The pupils are encouraged to nurture and develop their abilities and talents and to enjoy all aspects of music. We believe that this helps to develop self respect and confidence, that it widens their experiences and enables them to celebrate success.

Children are given the opportunity to perform in the school proms in Carmarthen which encompass both vocal and instrumental opportunities.

Homework

Creating a healthy partnership between home and school is a means to further develop the child's education. One important aspect of this partnership is a regular pattern of homework, a pattern that the home expects, can follow and understand. We believe that the onus is on the home to ensure that homework is returned regularly and on time. It is also expected that all homework books, school books and property receive due respect and care. We kindly ask parents to inform the school if a problem has arisen regarding the work that pupils are expected to complete at home. Pupils are expected to read regularly in their own time in order to develop their reading skills.

Parents are expected to contribute to the teaching of the curriculum by taking their children shopping (hence giving them monetary experience and the opportunity to use numeracy skills in the real world) and on trips of geographical or historical interest (in order to reinforce what has been introduced and taught in the classroom.) Involvement in cooking and other household tasks help young children develop co-ordination and motor control. We also encourage families to enjoy learning together by working on jigsaws and playing games to enhance communication and numeracy skills.

Homework is set for pupils of Key Stage 2 as outlined in the school policy. Homework is encouraged as a natural extension of the work done in school. Homework does not necessarily comprise of written tasks e.g. pupils are sometimes asked to collect information regarding a current theme or special topic.

Pupils are expected to bring their reading books to school daily. We expect parents to listen to their child read every evening.

It is hoped that children's interests in certain hobbies, activities or themes will motivate them to further explore the topic. We hope that they receive every support from home.

Health and Safety

The school has a policy that ensures that we provide and maintain safe and healthy working conditions, as well as providing equipment and systems of work for all pupils and staff (teaching and support). We also provide information and training where possible or necessary, and supervision for this purpose. Copies of the Health and Safety Policy can be obtained from the school office.

Risk assessments are regularly made to ensure that the building, the site and the places we visit are safe for children, staff and visitors.

The school nurse visits the school regularly. Hearing and vision examinations will be made during the children's time at school as well as height and weight measurements.

Please notify the school if your child suffers from any allergies, medical conditions or are children who are likely to need extra care.

Health and Pastoral Care

We aim to create a warm, friendly environment within which the pupils feel safe and secure. The staff work with the head teacher to ensure the care of each pupil. When a pupil begins school, parents should always inform the school of a telephone number which can be reached in emergencies. There is no quiet, comfortable room in school in which to rest, therefore if a child becomes ill the parents are informed so that arrangements can be made to collect the child and take him/her home or to a relative's or a neighbour's home. No pupil will be sent home from school unless there is a responsible adult to look after him/her.

Parents/Carers should be aware that schools have a responsibility to ensure the well-being of all pupils.

This responsibility means that the school :

- Will have a child protection policy and procedures;

- Should make parents or carers aware of its child protection policy, and that this may require their child to be referred to the statutory child welfare agencies if they believe that the child or other children may be at risk of significant harm;
- Should endeavour to work with parents/carers regarding the welfare of their child and remain impartial if their child is being, or has been referred.
- Should help parents or carers understand that if a referral is made to social services or the police, it has been made in the best interests of the child and that the school will be involved in any child protection enquiry or police investigation in relation to the child's welfare and educational progress; and
- Keep the parents or carers informed of the welfare and educational progress of the child.

Miss Marie Langabeer (Headteacher) and Mrs Amanda Rees are responsible for School Safeguarding and Looked after Children. The school has a comprehensive Policy that outlines the procedures and aid that the school provides. This policy is available from the school. The Governor responsible for safeguarding issues is Mrs Davinia Davies.

Safeguarding Children and Protecting Children

On 1 September 2006, section 175 of the Education Act 2002 came into effect. This introduces a duty on local authorities, the governing bodies of maintained schools, and the governing bodies of further education institutions, to have arrangements in place to ensure they safeguard children and that such arrangements take account of guidance issued by the Welsh Assembly Government.

Where a professional has a concern about a pupil, they will, in general, seek to discuss this with the family and, where possible, seek their agreement to making a referral to social services. However, this should only be done where such a discussion and agreement will not place a child at increased risk of significant harm. That advice will be provided by the local social services department in consultation, where appropriate, with the police.

The designated child protection person at the school should clarify with these statutory agencies, when, how and by whom, the parents or carers will be told about any referral. They should also seek advice as to whether or not the child should be informed of the process.

As a parent or carer you may sometimes feel alone but there is usually somebody you can talk to. Caring for children is not always easy and if you're struggling to cope you may need to ask for help and support to protect your child.

You may find the following helpful :

- Make time to talk and listen to your child;
- Familiarise yourself with your child's friends and routine;
- Be sensitive to changes in behaviour;
- Teach your child to feel confident to refuse to do anything they feel is wrong;

- Be aware of your child's use of the internet and mobile phone to ensure they don't place themselves at risk.

There is a formal procedure when dealing with matters relating to Safeguarding Children and Protecting Children.

Looked after Children

Each child under the care of the Local Authority has the right to school education and all educational services and to receive every opportunity and help to progress academically and socially. Each child under the care of the Local Authority will benefit from a suitable education according to their ability or talent.

Guide-lines :

- Ensure that a member of staff is appointed to take responsibility for children under the care of the Local Authority.
- Ensure that the school monitors the attendance of pupils under the care of the Local Authority, and present a report to the Education Authority.
- Ensure a positive atmosphere and ethos regarding pupils in the care of the Local Authority, by creating a school where negative stereotypes concerning these pupils are challenged.
- Be aware of the sensitivity regarding prohibiting pupils that are in receipt of care under the Local Community, and acknowledge that these children require a seamless education.
- Ensure that any special educational needs are provided in agreement with the Special Needs Co-ordinator at the school.

First Aid

Bancffosfelen Community School staff members are trained and qualified to deal with emergencies in the workplace. Members of the staff have a "First Aid Certificate" and it is school policy to renew it every three years. The school contacts other agencies when required or when children are taken ill. Sometimes children attending school have to take a course of medicine, if possible medicine should be administered before coming to school, however, the staff do realise that this is not always possible and that circumstances do vary. If parents discuss problems with the class teacher then every effort will be made to be of assistance, but this is an individual arrangement and it is not a pre-requisite for teachers to administer medicines.

We are happy for parents to call in school to administer any medication required. No pressure is put on staff to administer medication to any pupil, parents have to request in writing that they do so. Please complete a form to administer medication to a child noting the child's name, year, medication, dose and when it should be administered. Administering medication forms are available from the school entrance.

School Security

Fire drills are held regularly (at least once a term) so that pupils are familiar with vacating the school in an organised and speedy manner. There is a fire alarm system in school with alarms fitted in various parts of the building.

The school has a main entrances which is locked after 9 a.m. There is a door bell for visitors to use. All visitors must report to the Headteacher/teacher in charge and sign the visitors' book.

Pupils' playing areas are inaccessible to vehicles although access can be gained via locked gates for emergency services etc. should that be necessary.

Parents bringing their children in the mornings or collecting their children from school are not to drive onto school grounds.

As we have no school crossing patrol please drive carefully as the safety of our pupils upon arrival and departure from the school is paramount. Please use the pedestrian access only when entering the school grounds. During break times the school gate is locked to ensure the safety of all pupils.

Should you have any concerns regarding safety please tell a member of staff immediately so that the school can address any issues promptly to ensure our pupils safety.

Visits and Activities

Pupils enjoy visiting areas and places of interest and learn from personal experiences. Many school visits are arranged to support areas / subjects that are taught. A great effort is made to ensure pupils have experiences which may not usually be encountered in their everyday life. An effort is made to keep the cost as low as possible.

Visits from theatre companies are welcomed here in school or in the locality. At such times parents are informed well in advance of details and costs of the visits.

Parental consent is required and a contribution is appreciated to meet the cost of transport, admission fees, etc payable through Parent Pay.

During the year pupils of Years 5 and 6 are given the opportunity to visit the Urdd camp in Llangrannog to experience activities through the medium of Welsh. The pupils will be supervised by the school staff on these visits. This gives them an opportunity to form friendships with pupils from other Gwendraeth Valley primary schools.

The Governors and staff of Bancffosfelen Community School strongly believe in creating close links with the community it serves and groups of children frequently participate at special events in the village. This helps develop the pupils' self confidence and the staff appreciate the parents' co-operation at such times.

Sport

Pupils participate in a number of activities during the year, where the pupils represent the school in such events as the Urdd, Gymnastics and P.E., Rugby, Football and Netball Games, Cross Country Running, School and Inter School Athletics as well as in Swimming Galas. Indeed, we have found that one of the strengths of a school of this size is that everybody gets the opportunity to participate in a variety of activities.

It is an honour to represent the school and this is regarded as important as any academic and artistic achievement. It also encourages co-operation and development skills. We aim to ensure that pupils of all abilities participate in a variety of competitions.

We celebrate the pupil's efforts and achievements in and out of school in assembly. Many children play for local football, rugby, netball and cricket teams and we celebrate their success.

Positive Behaviour and Discipline

We celebrate all pupil's achievements in a positive manner. Our aim is to support each pupil to reach his/her full potential.

Good behaviour is essential for effective learning. Pupils should behave courteously at all times, respecting others and their possessions, as this is expected in our community. If any problems arise every effort is made to reason with the pupil and to explain why certain forms of behaviour are unacceptable.

When a pupil behaves in such a way he/she is disciplined in a reasonable manner, in much the same way as conscientious parents would do. Usually it amounts to the loss of opportunity and personal privileges. It is always superseded by a warning of what is to follow in order to nurture self discipline. Pupils are encouraged to be a part of the process of creating school rules at the beginning of each school year.

If a child continues to misbehave the parents will be informed and invited to the school to discuss the pupil's behaviour. If a pupil is behaving in such a way as to endanger themselves / and or others the head teacher has the right in exceptional circumstances to exclude the child from school. The parents, Chairperson of Governors and the L.E.A. will be informed of such a decision.

Parents have the right to appeal.

No pupils have been excluded from Bancffosfelen Community School.

Bullying

It is a fundamental aim that every child should feel safe, secure and happy in school. No child should feel threatened, whether it be physically, verbally or emotionally. As stated in the school policy, all children are encouraged to discuss any threats of bullying immediately with an adult.

School Council

The school has a School's Council which is made up of representatives from each year. They meet regularly and discuss problems that arise, organise fund raising activities to purchase any items they require (benches, games, play time apparatus.)

Eco Schools

As proud holders of many Eco School Awards, we aim to raise awareness about the wise use of the world's resources and provide areas in the grounds where wildlife and plants can flourish and be enjoyed.

Mudiad Meithrin /Nursery

We have a close working relationship with Mudiad Meithrin who hold daily sessions in the school hall from 9:00 a.m. – 3pm. We work collaboratively to ensure a smooth transition to the school.

The Parents and Teachers' Association

The school has a supportive and hard working P.T.A. Meetings are held regularly to discuss school matters, to arrange social events so that everybody gets to know each other and to raise funds to enhance the quality of the pupils' educational experiences.

The P.T.A. warmly welcomes all new parents.

Examples of activities held recently are discos, Christmas Fair etc. From time to time we need to consult with parents and this is often achieved during P.T.A. meetings. There is a very close liaison between the parents and the school and we welcome their contribution at all times.

Monitoring Pupil Progress and Reporting to Parents

Continuous assessment and formal assessments are adhered to as mentioned in the relevant policy. A profile of every pupil's work is kept which includes examples of individual pieces of work and remarks on his/her development. Pupils' books are available for inspection by their parents, if required.

There are special evenings arranged for parents to come and discuss progress with the teachers. Parents will be informed of the relevant dates by letter. A target setting evening is held in the first term followed by progress meetings in the Spring and Summer terms to discuss the children's progress. However, parents are welcome to visit the school at any time to discuss their child's progress. A written report is prepared in the summer term detailing the the Foundation Phase at Year 2 and the end of child's standards and achievements during the school year. At the end of Key Stage 2 pupils are assessed and results are shared with parents on parents' evenings.

National Tests are held during May each year, it is important that pupils in Years 2,3,4,5 and 6 are present in school. The results of these tests are sent to parents usually in July.

Assessment Results

Foundation Phase:

Adroddiad Dilysiad yr Ysgol 2019 (Diwedd y Cyfnod Sylfaen - Disgyblion)



(Tabl 1 o 2 - CANRANNAU)
Sir Gaerfyrddin
 Ysgol Gynradd Bancffosfelen

		N	D	W	Z	S	G	1	2	3	4	5	6	A
Datblygiad personol a chymdeithasol, lles ac amrywiaeth ddiwylliannol	2019	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	50.0	50.0	0.0
	2018	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	20.0	60.0	20.0	0.0
Sgiliau iaith, llythrennedd a chyfathrebu (yn y Gymraeg)	2019	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	16.7	83.3	0.0	0.0
	2018	0.0	0.0	0.0	0.0	0.0	0.0	0.0	20.0	20.0	20.0	40.0	0.0	0.0
Sgiliau iaith, llythrennedd a chyfathrebu (yn Saesneg)	2019	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	2018	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Datblygiad mathemategol	2019	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	16.7	50.0	33.3	0.0
	2018	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	20.0	0.0	60.0	20.0	0.0

DCS **

2019	83.3
2018	40.0

Nodiadau

N: Ni ddyfarnwyd lefel am resymau heblaw datgymhwysio

D: Datgymhwyswyd o dan Adran 364 neu 365 o Ddeddf Addysg 1996, a weithredit bellach drwy adrannau 113-116 o Ddeddf Addysg 2002.

W: Gweithio tuag at Ddeiliant y Cyfnod Sylfaen.

A: Perfformiad yn uwch na Deiliant 6 y Cyfnod Sylfaen.

- : Nid yw'n union sero, ond yn llai na 0.05

** : Wedi cyflawni'r deilliannau a ddisgwyliwyd yn y canlynol "Sgiliau iaith, llythrennedd a chyfathrebu (yn Gymraeg)" neu "Sgiliau iaith, llythrennedd a chyfathrebu (yn Saesneg)", "Datblygiad mathemategol", a "Datblygiad personol a chymdeithasol, lles ac amrywiaeth ddiwylliannol".

Key Stage 2 :

Adroddiad Dilysiad yr Ysgol 2019 (CA2 - Disgyblion)



(Tabl 1 o 2 - CANRANNAU)

Sir Gaerfyrddin

Ysgol Gynradd Bancffosfelen

		N	D	NCO1	NCO2	NCO3	1	2	3	4	5	6+	4+
Saesneg	2019	0.0	0.0	0.0	0.0	0.0	0.0	20.0	10.0	70.0	0.0	0.0	70.0
	2018	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	100.0	0.0	0.0	100.0
Llafaredd	2019	0.0	0.0	0.0	0.0	0.0	0.0	20.0	10.0	70.0	0.0	0.0	70.0
	2018	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	100.0	0.0	0.0	100.0
Darllen	2019	0.0	0.0	0.0	0.0	0.0	0.0	20.0	10.0	70.0	0.0	0.0	70.0
	2018	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	100.0	0.0	0.0	100.0
Ysgrifennu	2019	0.0	0.0	0.0	0.0	0.0	0.0	20.0	10.0	70.0	0.0	0.0	70.0
	2018	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	100.0	0.0	0.0	100.0
Cymraeg Iaith Gyntaf	2019	0.0	0.0	0.0	0.0	0.0	0.0	20.0	20.0	60.0	0.0	0.0	60.0
	2018	0.0	0.0	0.0	0.0	0.0	0.0	12.5	0.0	87.5	0.0	0.0	87.5
Llafaredd	2019	0.0	0.0	0.0	0.0	0.0	0.0	20.0	20.0	60.0	0.0	0.0	60.0
	2018	0.0	0.0	0.0	0.0	0.0	0.0	12.5	0.0	87.5	0.0	0.0	87.5
Darllen	2019	0.0	0.0	0.0	0.0	0.0	0.0	20.0	20.0	60.0	0.0	0.0	60.0
	2018	0.0	0.0	0.0	0.0	0.0	0.0	12.5	0.0	87.5	0.0	0.0	87.5
Ysgrifennu	2019	0.0	0.0	0.0	0.0	0.0	0.0	20.0	20.0	60.0	0.0	0.0	60.0
	2018	0.0	0.0	0.0	0.0	0.0	0.0	12.5	0.0	87.5	0.0	0.0	87.5
Mathemateg	2019	0.0	0.0	0.0	0.0	0.0	0.0	20.0	0.0	80.0	0.0	0.0	80.0
	2018	0.0	0.0	0.0	0.0	0.0	0.0	0.0	12.5	87.5	0.0	0.0	87.5
Gwyddoniaeth	2019	0.0	0.0	0.0	0.0	0.0	0.0	20.0	0.0	80.0	0.0	0.0	80.0
	2018	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	87.5	12.5	0.0	100.0

Dangosydd Pwnc Craidd **

2019	80.0
2018	87.5

Complaints Procedures

We strive to deliver the best possible education to our pupils and to care for their health, safety and welfare at all times. All staff of this school; teaching and non-teaching are dedicated to this aim.

From time to time however, it is possible that you feel we have not lived up to your expectations. If this is the case please tell us at once. First talk to the teacher concerned and/or the Headteacher/teacher in charge. It will be appreciated if possible that appointments are made with the Headteacher to discuss serious problems.

We will do whatever we can to resolve any reasonable problem that is brought to our attention.

If you feel that things are not resolved, then you should raise the matter formally with the Chair of Governors. The procedure for doing this is available from the school or on the school's website. (Complaints Policy)

School and LA Policies

Most of the information in this brochure is based on these policies. Parents can request to see copies of all policies at the school.

Bancffosfelen Community School is a happy, vibrant and inclusive school.

We look forward to welcoming your child.