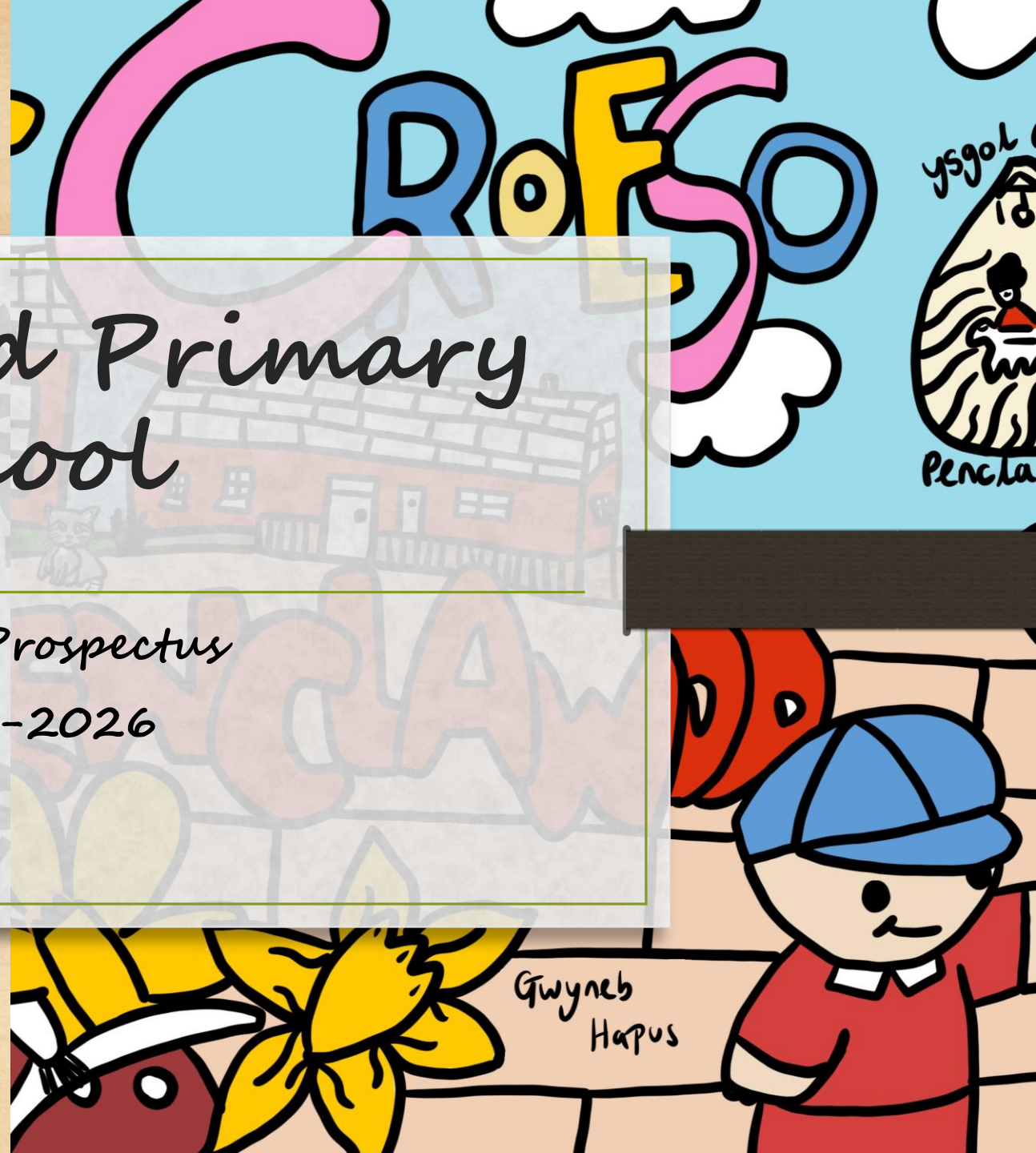


Penclawdd Primary

Penclawdd Primary School

School Prospectus
2025-2026

ysgol
Cynradd Penclawdd



How to navigate this prospectus

Welcome to Penclawdd Primary School

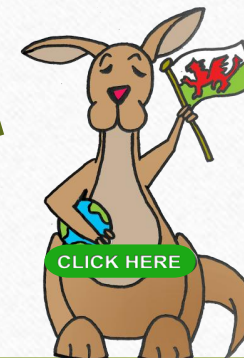
We hope you find this prospectus both useful and enjoyable to explore.

Throughout the prospectus, you'll find important links to our school website, where even more up-to-date and detailed information is available.

To help you navigate:

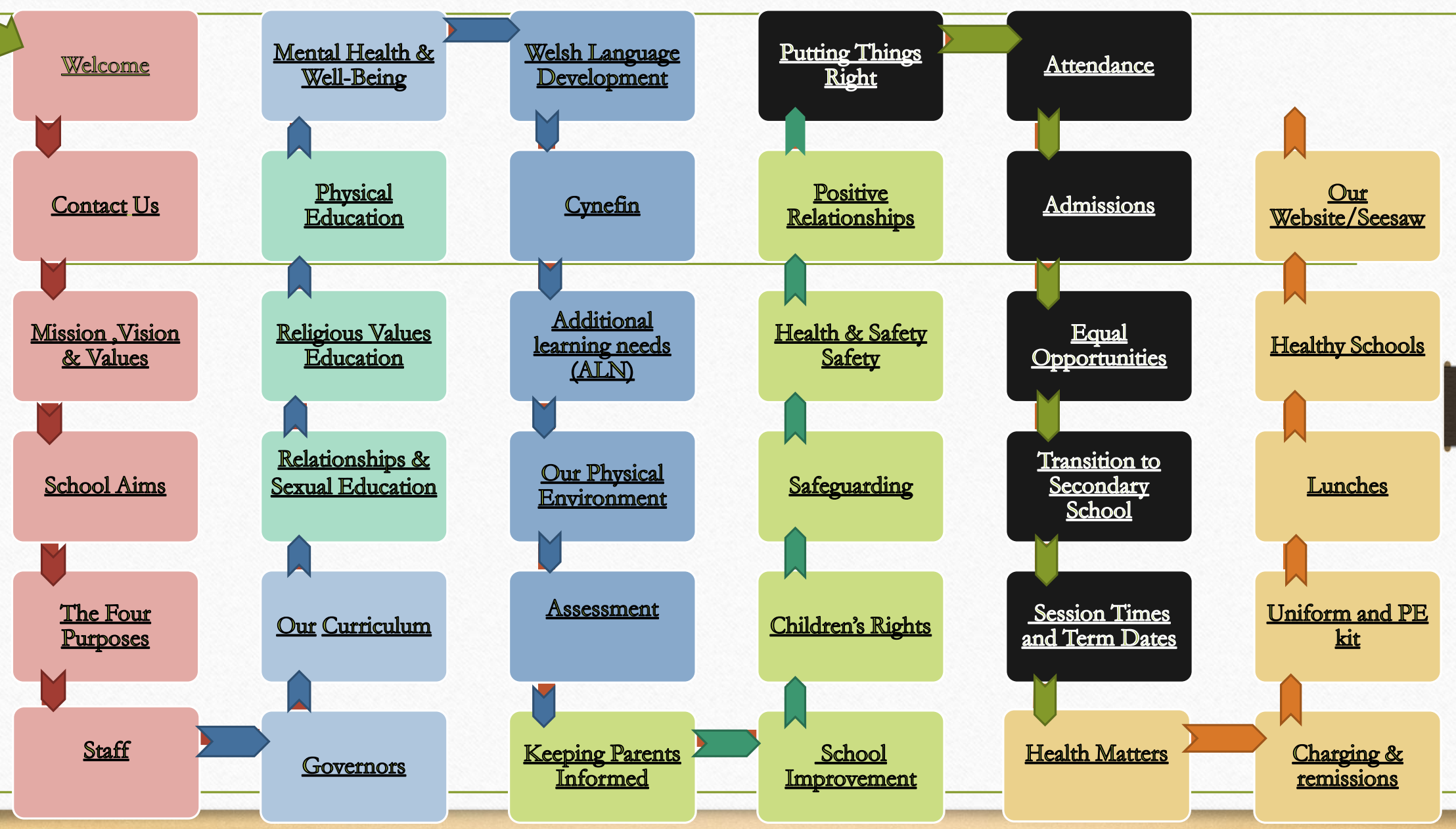
- Use the **Home icon** to return to the contents page at any time.
- From the contents page, simply click on a tile (e.g. *Welcome* on slide 4) and follow the arrows up or down to move through the sections.
- Look out for the **Welsh Kanga icon** — if you see it, click for extra information and resources!

If you have any questions about Penclawdd Primary School, please don't hesitate to contact our school office. A printed copy of this prospectus is also available on request.



START
HERE

CONTENTS



Welcome

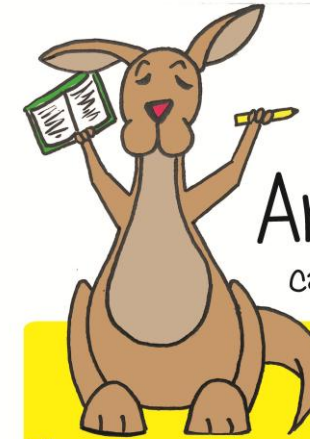
Dear Parents and Carers,

Welcome to Penclawdd Primary School. We are proud to be a school where every member of our community is valued and supported to achieve their very best. Our aim is to provide every child with an innovative, purposeful and engaging curriculum that inspires a love of learning. At the heart of all we do is the wellbeing of both pupils and staff, which we ensure is embedded and promoted at every opportunity. At Penclawdd, every child is listened to, encouraged to participate and given the chance to shine as part of our caring and supportive school family. This family extends beyond our school gates, as we work closely with our cluster schools that feed into Gowerton Comprehensive, preparing our pupils for the next steps in their educational journey and for a lifetime of learning and success. I hope you find this prospectus both informative and reassuring. Should you have any questions, please don't hesitate to contact us.

With kind regards,

Mrs Louisa Reynolds-Milnes

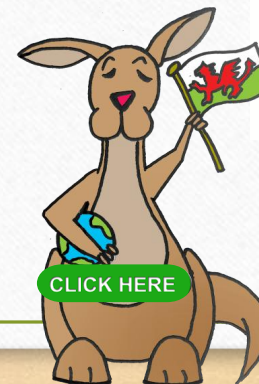
[Pupils at Penclawdd Primary School relish attending school - Estyn November 2022- click here](#)



Ambitious
capable learners who:

- ✓ Set themselves high standards and seek and enjoy challenge
- ✓ Are building up a body of knowledge and have the skills to connect and apply that knowledge in different contexts
- ✓ Are questioning and enjoy solving problems
- ✓ Can communicate effectively in different forms and settings, using both Welsh and English
- ✓ Can explain the ideas and concepts they are learning about
- ✓ Can use number effectively in different contexts
- ✓ Understand how to interpret data and apply mathematical concepts
- ✓ Use digital technologies creatively to communicate, find and analyse information
- ✓ Undertake research and evaluate critically what they find and are ready to learn throughout their lives.

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[CLICK HERE](#)



Contact Us

Penclawdd Primary School,
Park Road,
Penclawdd,
Swansea.

SA4 3FH

Tel: 01792 850239



e-mail: Penclawdd.Primaryschool@swansea-edunet.gov.uk

School website: www.penclawddprimary.co.uk

Head teacher: *Louisa Reynolds-Milnes*

Deputy Head teacher: *Catherine Percival*

Chair of Governors: *Mark Thomas*

[Our Social Media Pages](#)



Mission, Vision & Values



Our vision for Penclawdd Primary School is to be a community of excellence whereby everyone strives to be the best they can be in a nurturing, encouraging and supportive environment.



A **Value** is a principle that guides our thinking and our behaviour. At Penclawdd Primary, every individual is valued for who they are and what they contribute to the school. Values are intended to support the personal, social and spiritual development of every pupil throughout the school. The whole staff team, parents and pupils are involved in promoting values and recognising where others are 'living the values'.

Through ***the Values we aim to:***

- Improve behaviour, conduct and self-confidence by developing strong values within the pupils.



- Develop pupils understanding of what values are and why they are important in life.
 - Encourage children to 'live the values' in all aspects of their lives both in school and out.
- Promote values to pupils in every aspect of school life and in the way in which adults interact with each other and with pupils
- Display our school values and encourage all visitors to take account of them in their time in the school.
 - Encourage parents to support the programme at home by promoting the 'value of the month' to parents in newsletters and on display.
 - Enable children to focus upon the positive aspects of themselves that they can value, thereby reminding them of their individual worth, their worth in the school and wider communities and the worth of those communities themselves.
- To raise standards by promoting a school ethos that is underpinned by core values which support the development of the whole child as a reflective learner within a calm, caring, happy and purposeful atmosphere

School Aims

Our Vision for Penclawdd Primary School

Our vision for Penclawdd Primary School is to be a community of excellence whereby everyone strives to be the best they can be in a nurturing, encouraging and supportive environment.

To meet our vision, we will:

- ✓ Provide a safe and happy learning environment, whereby the physical and mental wellbeing of all staff and pupils is at the heart, to ensure all our children are ready to learn.
- ✓ Develop further as a community to ensure children's rights are learned, taught, practised, respected, protected and promoted in all we do
- ✓ Provide a values-based education to help learners grow and develop, promoting tolerance and understanding
- ✓ Ensure everyone in our school family feels valued and continue to develop positive and special partnerships with all stakeholders – pupils, staff, parents, governors and our community.
- ✓ Ensure pupil voice is rightly loud and proud and strive to give all our pupils a 'voice' in making our school a better place.
- ✓ Provide a rich, inclusive and balanced curriculum that stimulates the natural curiosity and enquiring minds of our pupils to become ambitious, independent learners.
- ✓ Enable all our pupils to reach their full potential and be equipped with the skills to become ambitious capable learners, ethically informed citizens, enterprising creative contributors and healthy confident individuals.
- ✓ Strive to promote a culture where everyone feels a sense of belonging, respect and pride in our school and community.
- ✓ Celebrate our Welsh culture, heritage and identity with the belief – ysgol heb iaith, ysgol heb galon ('a school without a language is a school without a voice').
- ✓ Strive to be a reflective and self-improving school whereby we honestly evaluate our progress to ensure the best possible education for all. We have an excellent, dedicated and motivated team, who are passionate about education.

Created in partnership with all stakeholders. December 2021

Reviewed in Jan 2022



Article 26 'You have the right to education'.



Teaching and Learning

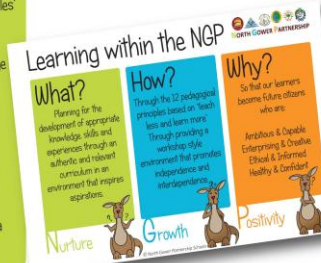


In 'Education in Wales: Our National Curriculum', Kirsty Williams, Wales' Minister for Education emphasises:

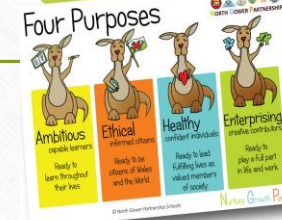
"A renewed commitment to improving both the skills and knowledge of our young people, as we raise standards in our transformational curriculum. Education has never been more important. Education reform is our national mission"

"Teaching Less, Learning More" - Empowering staff to be creative within the North Gower Partnership.

In developing a new, exciting and challenging Curriculum, we have a vision for our pupils to be:



We have developed within our North Gower Partnership (Governton School and our partner primary schools: Gowerton, Llanrhidian, Penclawdd, Penyrth and Waunarlwydd) a strategy for understanding the new curriculum and using a character: Kanga to help both staff, pupils and parents.

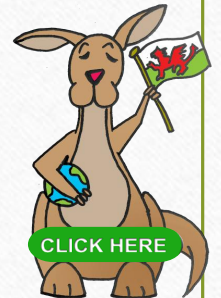


In addition to a focus on literacy, numeracy and digital competence which underpins all areas of the curriculum in terms of skills

Within the 'Successful Futures' report by Professor Graham Donaldson there is a focus on 12 pedagogical principles that underpin good teaching and learning. We have embedded these within our partnership and they are visible reminders in classrooms. They help us use and understand these principles in the language of our schools.



© North Gower Partnership Schools



The Four Purposes

The **four purposes** are the shared vision and aspiration for every child and young person. In fulfilling these, we set high expectations for all, promote individual and national well-being, tackle ignorance and misinformation, and encourage critical and civic engagement.



Four Purposes



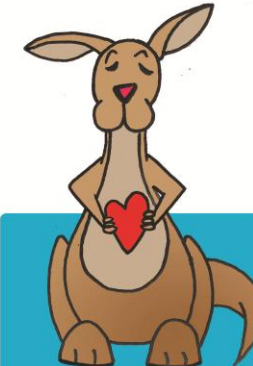
Ambitious
capable learners

Ready to
learn throughout
their lives



Ethical
informed citizens

Ready to be
citizens of Wales
and the World



Healthy
confident individuals

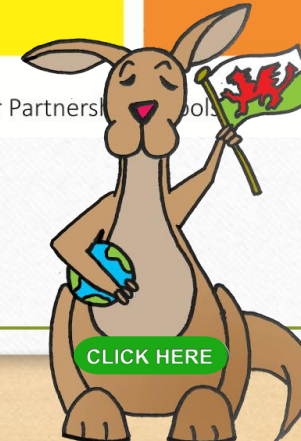
Ready to lead
fulfilling lives as
valued members
of society



Enterprising
creative contributors

Ready to
play a full part
in life and work.

© North Gower Partners

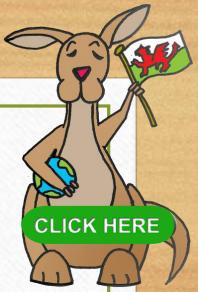



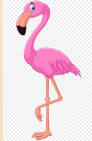



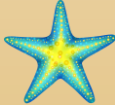
[CLICK HERE](#)

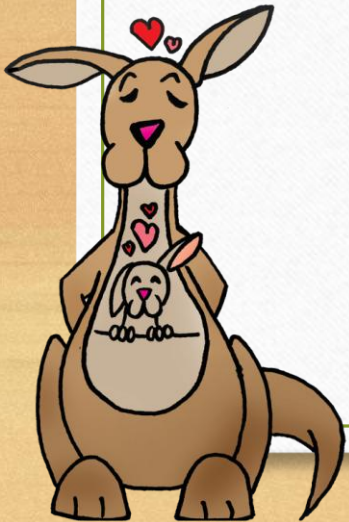
Nurture Growth Positivity



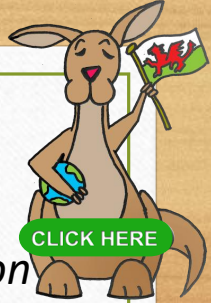
Staff



Classes		Staff
PS1 Penguins		Mrs K Thomas Ms C Thomas Ms C Hale
PS1/2 Flamingos		Mrs N. Davies Ms.R Griffiths Ms. Smith
P2 Sealions		Ms. Butts Ms. Hopkins
PS2/3 Sharks		Mr Miller Ms Stevens
PS3 Polar Bears		Mrs Garcia Mrs. Davies
PS3 Starfish		Mrs Percival (Deputy Headteacher) Ms. Short
Pupil Support & PPA		Mrs K Thomas Mr. Culpin Mr. Howells
Office		Mrs Reynolds-Milnes (Head Teacher) Mrs Beynon (Admin) Mr Hughes/Mrs Guy (Caretaker)



Governors



A Note from the Chair of Governors Mr M Thomas:

Governors work together to make sure that the Penclawdd Primary School community echoes our school vision and motto ... **"A happy face, a learning place, growing space."**

As a silver accredited Rights School, Children's Rights are important and embedded in Penclawdd school. The United Nations Convention on the Rights of the Child informs how we work and the decisions we make. Our school vision is to 'be a community of excellence whereby everyone strives to be the best they can be in a nurturing, encouraging and supportive environment'.

To succeed in our vision and mission governors need to make sure our school is always improving and developing.

As governors we have three important jobs:

- We set a direction and plan for what the school should achieve. This is set out in the School Development Plan.
- We check that the Head Teacher is making sure all children are progressing in their learning.
- We check that the school can show how money is used and that it is used wisely.

An annual governor report to parents and cares is published on the school website. For More information about our school governors, please contact the Clerk to Governors (Mrs Beynon) via Penclawdd.Primary@Swansea-edunet.gov.uk or visit the [school website](#)



Our Curriculum

We believe that to get the best out of all our learners (and that includes staff) we have to offer rich and exciting experiences. We are committed to developing a curriculum which engages, enthuses and inspires our pupils and staff. We encourage teachers to have the freedom to teach in ways they feel will have the best outcomes for their learners.

We have a strong emphasis on the acquisition and application of skills and knowledge through experiential and active learning. We study class topics each term. All children contribute to their curriculum, ensuring that they have ownership over their learning, through class planning at the beginning of each term.

Every class topic is launched either through an engaging activity – 'the hook', which includes a trip, school-based activities and use of visitors to ensure effective learner engagement from the first day of each term.

For more information, please view our Curriculum Policies.

Learning within the NGP



What?

Planning for the development of appropriate knowledge, skills and experiences through an authentic and relevant curriculum in an environment that inspires aspirations.

Nurture



How?

Through the 12 pedagogical principles based on "teach less and learn more" Through providing a workshop style environment that promotes independence and interdependence.

Growth

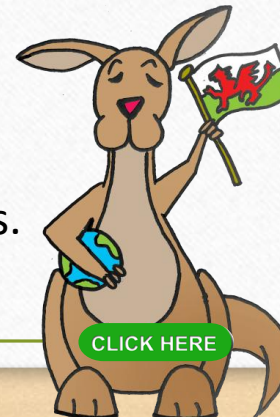


Why?

So that our learners become future citizens who are:

Ambitious & Capable
Enterprising & Creative
Ethical & Informed
Healthy & Confident

Positivity



[CLICK HERE](#)



Relationships & Sexual Education

Relationships and Sexuality Education (RSE) will be mandatory from 2022 and is considered as part of the Health and Well-Being Area of learning, as well as being a cross-cutting theme across all learning.

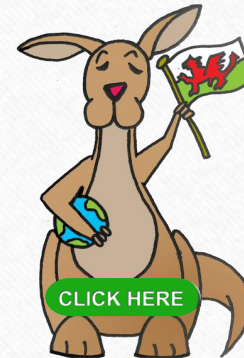
This vital part of every pupil's learning is underpinned by the UNCRC's Rights of the Child. These include:

Article 2 "Your right to equality and non-discrimination."

Article 6 "Your right to grow up and be healthy."

Article 13 "Your right to have information."

Article 34 "Your right to be protected from abuse."



NORTH GOWER PARTNERSHIP

Ethical

informed citizens who:

- ✓ Find, evaluate and use evidence in forming views
- ✓ Engage with contemporary issues based upon their knowledge and values
- ✓ Understand and exercise their human and democratic responsibilities and rights
- ✓ Understand and consider the impact of their actions when making choices and acting
- ✓ Are knowledgeable about their culture, community, society and the world, now and in the past
- ✓ Respect the needs and rights of others, as a member of a diverse society
- ✓ Show their commitment to the sustainability of the planet and are ready to be citizens of Wales and the world

© North Gower Partnership Schools



Religion, Values and Ethics

In Penclawdd we teach RVE through:-

- Explicit teaching of world beliefs
- Exploring ideas through “Big Questions”
- Encouraging all pupils to see links with real world events
- Reflection on our world and how we can make a difference
- Opportunities to study local and global contexts
- Developing critical thinking skills
- Age appropriate daily worship time and reflection
- Stories, school events and visitors



Links to Children's Rights

Religion, values and ethics (RVE) education enables children to experience and understand their rights. These include their human rights to freedom of religion thought and conscience (Articles 14 of the UNCRC), their rights to cultural participation (Articles 15 and 31 of the UNCRC) and their right to their own identity (Articles 2, 7 and 30 of the UNCRC)



Physical Education

In Penclawdd we teach and develop physical health through:-

- Explicit teaching of `Real and SKIP PE` -*Our unique, child centred approach transforms how we teach PE to include, challenge and support EVERY child*
- Daily mile
- Sports Clubs
- Play time
- Our Sports Ambassadors/Healthy Heroes
- Healthy cooking activities
- Healthy Schools Award



Links to Children's Rights

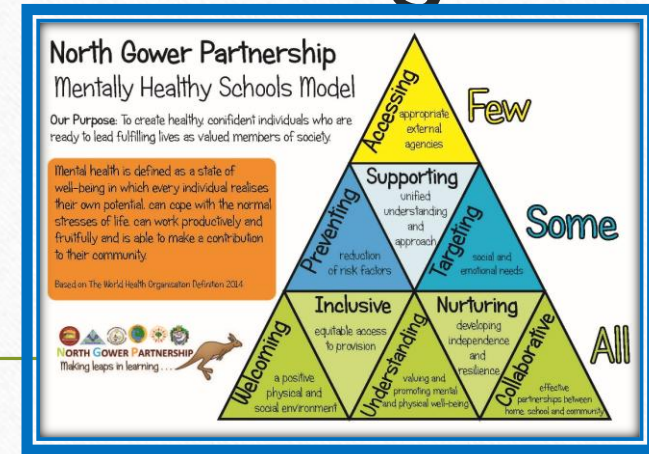
Learning in Health and Well-being supports children to understand their rights and the rights of others (Articles 2 and 42 of UNCRC). It also supports children to experience their rights to be safe and protected from harm (Articles 19, 33, 34, 36) and also promotes the right of children to relax and play (Article 31) and to have healthy food and clean water (Article 24)



Mental Health & wellbeing

In Penclawdd we teach and develop mental health through:-

- The 5 ways to wellbeing and good mental health
- A cluster mentally healthy school's model
- Self-regulation strategies
- Flexible timetables to meet pupils' needs
- Effective links with outside agencies
- Daily Check-ins
- Well-being room (Mrs. Thomas)
- Growth Mindset
- Restorative Practice
- A range of programmes e.g. Motional Mindfulness, yoga etc



Links to Children's Rights

Learning in Health and Well-being supports children to understand their rights and the rights of others (Articles 2 and 42 of UNCRC). It also supports children to experience their rights to be safe and protected from harm (Articles 19, 33, 34, 36) and also promotes the right of children to relax and play (Article 31) and to have healthy food and clean water (Article 24)



[CLICK HERE](#)

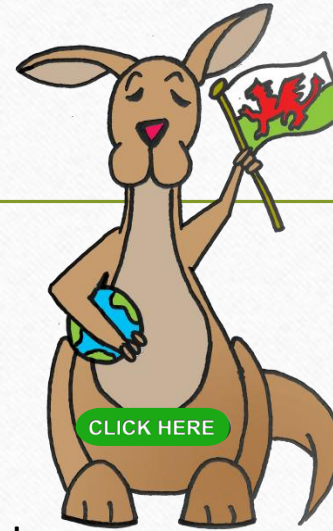


Welsh language development



In Penclawdd we teach and develop the Welsh as a second language through:-

- Explicit teaching of sentence patterns
- Daily use of incidental Welsh
- Daily “Slot Drillio”
- School events to promote “Cynefin”
- Tric a Clic reading scheme
- Our Scheme of work
- Participating in Urdd Activities
- Promoting Siarter Iaith AUR and the Welsh Language Charter
- Bilingual assemblies
- Pupil voice groups – “Criw Cymraeg”



Click the picture to read our Estyn case study on Welsh

Links to Children's Rights

Language Literacy and Communication enables children and young people to experience their rights of cultural participation (particularly Articles 14, 15, 30 and 31) and also their participatory rights around freedom of expression, understanding information and decision making (Articles 12, 13 and 17).



Cynefin

Penclawdd Primary School: A Place to Belong

Nestled in the heart of our beautiful village, Penclawdd Primary School has been a cornerstone of the community for over 80 years. Our history is rich, not just in years, but in the relationships, values, and shared experiences that define us. At the heart of everything we do is a deep-rooted community spirit — a true reflection of **Cynefin**, a Welsh concept that speaks to a sense of belonging, identity, and connection to place.

We believe in the strength of Penclawdd — a village where generations have grown side by side, learning from one another and lifting each other up. Our pupils are surrounded by a network of caring adults — parents, staff, governors, and neighbours — all working together to nurture ambition, positivity, and a love of learning.

At Penclawdd, we strive to ensure that every child's learning journey is grounded in a strong understanding of who they are and where they come from. Their **Cynefin** is built not only through local experiences but also through connections to the wider world — helping them appreciate the richness of Welsh culture while embracing global diversity.

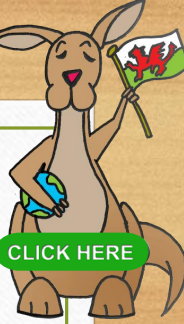
Photograph supplied by Red Media



We are fortunate to have an outstanding community of pupils, parents, staff, governors and beyond. We work together, striving to give our children **Cynefin** — a deep sense of belonging and identity. As the Welsh saying goes, “**Gorau arf dysg, cyd-ddysg**” — “**The best tool for learning is learning together.**” This perfectly captures the spirit of Penclawdd, where education is a shared journey and every child is supported to grow, thrive and feel proud of who they are and where they come from.



Additional learning needs (ALN)



At Penclawdd Primary School we recognise that all pupils come to school at different stages of development and with different needs. Whilst many factors contribute to the range of difficulties experienced by some children, we believe that much can be done to overcome them by parents, teachers and pupils working together.

Pupils who meet our criteria for having ALN will be supported by class teachers, teaching assistant's other adults and their learning environment. Mr Miller is the ALNCO.

The ALN aims of the school:

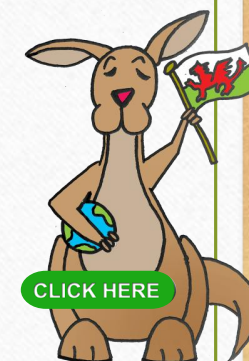
- To meet the needs of all pupils through excellent teaching strategies, classroom organisation and differentiation
- To have provision in every class that addresses the needs of all pupils
- To use a person-centred practice where the pupil, parents, school and outside agencies are involved from the outset in planning to support pupils with ALN
- To ensure that all pupils have access to a broad and balanced curriculum
- To ensure that early identification of a pupil's needs is made
- To ensure that ALN pupils take as full a part as possible in all school activities
- To ensure that parents are kept regularly informed of their child's progress
- To ensure that ALN pupils are involved, where practical, in decisions affecting their future ALN provision
- Work in partnership with parents, pupils and other agencies e.g. Educational Psychologist, Speech Therapists, Social Workers, School Nurse etc.



Our Physical Environment

At Penclawdd, we value the environment as an extra resource to support learning and well-being. We are creative with our use of space to ensure pupils' interests and needs are met. Here are just **some** of the innovative development that have enhanced our environment:-

- Large open spaces to support pupils' well-being and mental health
- Class outdoor areas and gardens/allotments with wildflowers, seasonal plants and vegetables
- A beautiful woodland area, fire pit
- Wooden framed adventure park
- Outdoor benches
- 2 large yard`s with playground markings
- Banc Bach –pop up role play
- Gym, Outdoor football and netball courts
- Nurture room , Sensory room
- Hall
- Pupil/family kitchen



Assessment

Our Assessment is underpinned by children's rights principles. It is in line with the principle of using formative assessment effectively to plan next steps for learners. It is fully inclusive and considers the progress of all learners in a broad assessment context.

We believe that effective assessment provides information to improve teaching and learning. We give our children regular feedback on their learning so that they understand what it is that they need to do better. This allows us to base our lesson plans on a detailed knowledge of each pupil.

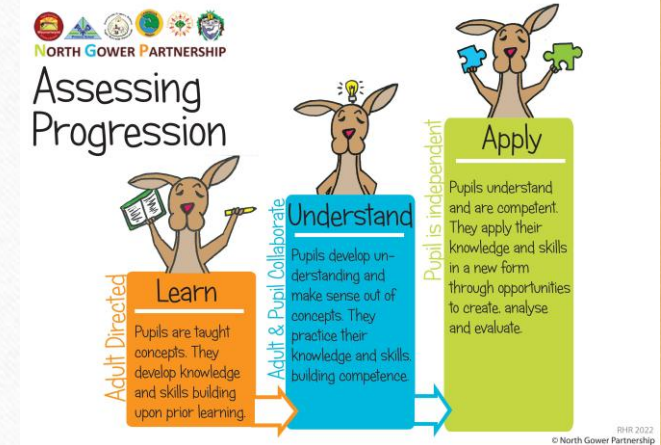
We give parents regular reports on their child's progress so that teachers, children and parents are all working together to raise standards for all our children.

The aims and objectives of assessment in our school are:

To enable our children to demonstrate what they know, understand and can do in their work;

- To help our children understand what they need to do next to improve their work;
- To allow teachers to plan work that accurately reflects the needs of each child;
- To provide regular information for parents that enable them to support their child's learning;
- To provide the head teacher and governors with information that allows them to make judgements about the effectiveness of the school.

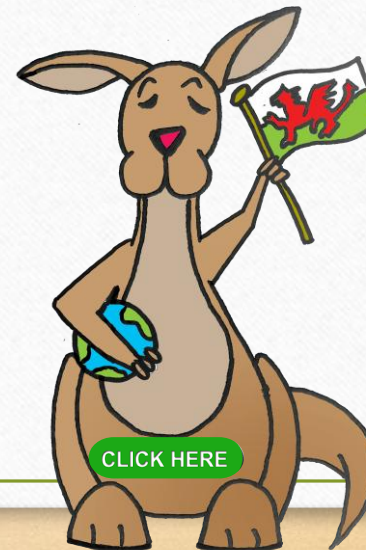
At Penclawdd Primary School, we use the **Learn, Understand and Apply** model to support every child's learning journey. This approach is used across the North Gower Partnership to provide a consistent and clear way of talking about how children make progress.



Keeping Parents Informed

We are very committed to ensuring that parents are kept fully informed of school events, key issues and your child's progress. This takes place in the following ways:

- Annual open evening and/or formal meetings with class teachers. These are arranged to discuss progress and set targets for future development.
- An annual written school report which comments on the progress made in every area of learning and experience.
- Class teachers make themselves available to parents whenever possible at the beginning and the end of the school day.
- Nursery welcome sessions – ***please click on Kanga to see!***
- Meet the teacher
- Headteacher blog to inform parents of news/events
- Website e.g class pages, calendar of events etc
- See saw app updates
- Instagram and Facebook
- X
- Texts



School Improvement

Self-evaluation contributes to our school improvement by providing an accurate assessment of how well our school is performing and crucially what needs to be done next. It helps identify improvement priorities and leads to evidence-based school improvement planning, which results in clear benefits for pupils.

There are 5 important aspects to our robust and embedded self-evaluation:-

- Self-evaluation processes are an embedded feature of our school improvement cycle
- Self-evaluation involves all staff
- Effective communication and sharing of areas for improvement with all stakeholders
- Clear links between staff development and school priorities
- Culture of high challenge and low threat



Children's rights

Children and young people have 42 rights under the United Nations Convention on the Rights of the Child (UNCRC).

These 42 rights give children and young people what they need to grow up happily, healthily and safely. We are a SILVER RRS school – [click here](#)

In 2011 Wales became the first country in the UK to make the UNCRC part of its domestic law.

The principles of a Children's Rights Approach are:

- Embedding children's rights - at Penclawdd this means that all policies are underpinned by the UNCRC, and all our community know and understand about children's rights.
- Equality and Non-discrimination - at Penclawdd we make sure that every child aspires to be the best they can be. This is encapsulated in our school Vision and Mission statements.
- Empowering children - At Penclawdd pupils are actively involved in planning their curriculum.
- Participation - At Penclawdd adults and pupils share the decision making and together drive policy and change.
- Accountability - Penclawdd Primary School is held to account for how pupils experience their rights by the governing body and pupil voice groups.

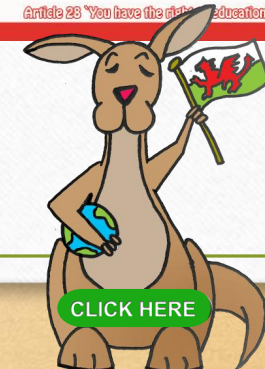


Penclawdd Primary School
Ysgol Gynradd Penclawdd Primary School

Our School Charter

In Penclawdd Primary School, we have the ...	To help us we should:
Article 28 Right to an Education Article 12 Right to be heard Article 25 Right to meet with friends and join groups Article 19 Right to be safe Article 29 Right to be the best that we can be Article 24 Right to food, water and medical care Article 31 Right to relax and play	<ul style="list-style-type: none">✓ Come to school every day and be on time✓ Come to school ready to learn, work hard and stay on task✓ Look after our school and our environment including equipment and resources.✓ Listen to grown-ups and each other✓ Be kind and treat others how we would like to be treated ourselves✓ Respect each other and value the opinion of others✓ Be a good friend – take turns, include every one and take care of each other✓ Speak to a grown up if we need help

Article 26 "You have the right to education"



Safeguarding

The welfare of all pupils in this school is a priority. We believe that our school provides a caring, supportive and safe environment which promotes the social, physical and moral development of each child by the provision of a curriculum and ethos which promotes self-worth, confidence and independence. No child can learn effectively and reach their potential unless they feel secure.

Staff are kept fully updated with safeguarding procedures, and mandatory training is fully adhered to.

Estyn 2023 - 'The school has a strong culture of Safeguarding'.

The designated safeguarding officers for the school are Mrs. Louisa Reynolds-Milnes and Mrs C.Percival . Any concerns regarding child protection will be dealt with in accordance with the All-Wales Safeguarding Procedures. Mark Thomas, Chair of Governors, is the designated governor for child protection.

All policies are reviewed regularly and are available from the school office.



Health & Safety

The Governors are committed to ensure high standards of health, safety and welfare for all staff, pupils and visitors. The school has a security system installed which controls access. Regular risk assessments are carried out and reviewed to ensure the safety of all involved with our school.

During the school day gates are locked during teaching time and visitors/parents must use the side gate, follow the pedestrian path and use the intercom system. Visitors are requested to login/out via our online system.

The school's Health and Safety Policy can be requested at any time.



Positive Relationships

Penclawdd Primary School has a very positive behaviour culture. We are very proud of the excellent behaviour of our learners who are frequently praised by visitors and when visiting other places for their beautiful manners and general behaviour. ***Estyn 2023 : 'The behaviour of nearly all pupils during activities and around the school is exemplary'***. Good behaviour is a necessary condition for effective teaching and learning to take place.

The most meaningful and positive form of discipline is self-discipline. We work hard at Penclawdd School to instil this in our learners.

The response to misbehaviour is always positive and will depend on the nature of the misdemeanour, and the age and maturity of the pupil. We deal with any misbehaviour using a restorative practice approach. This enables the pupil to explain their thoughts and reasons for their behaviour choice through 3 questions.

- What happened?
- How were you feeling?
- What could we do next time?

This enables pupils to be listened to and also makes them aware of the effect that their actions have on others.

Our Golden Rules

We are gentle – we do not hurt anyone.
We are kind – we do not hurt people's feelings.
We are honest – we do not cover up the truth.
We work hard – we do not waste time.
We look after property – we do not waste or damage things.
We listen to others – we do not interrupt.
Treat others as you would wish to be treated yourself.



Putting things right

The school's Governing Body has a complaints procedure established to deal with complaints made by parents and others in respect of the performance of duties and or exercise of powers by the LA or by the Governing Body.

Any parents, or other concerned person, who may have a complaint should first discuss their concern formally with the head teacher. The head teacher and staff are committed to dealing with parental concerns, to resolving parental misunderstandings and to providing real solutions as speedily as practicable. We are also committed to learning from any mistakes made in a spirit of mutual respect and understanding. We offer parents the opportunity to comment on matters relating to the school in a regular survey or when considered necessary.

All members of staff are encouraged to respond personally to concerns which parents and children raise with them. If considered appropriate, your concerns will also be passed to the head teacher.

Should the matter not be resolved, the complainant may be asked to put their issue in writing, in line with the school's complaints policy. The school's complaint policy is available from the school office.

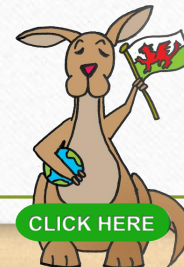


Admissions

If you would like your child to attend Penclawdd Primary School, please contact the office; Mrs Beynon will give you advice.

Each current nursery child, about to commence full time education, will be invited to apply for a place at their catchment school. Please contact Mrs. Beynon for an application form or download a form from our website (***click on the Kanga link below***).

Parents can either apply in writing for a place at the catchment school or express a preference for a placement at an alternative school. Requests for a preferred placement will be granted unless to do so would prejudice the provision of efficient education or the efficient use of resources.



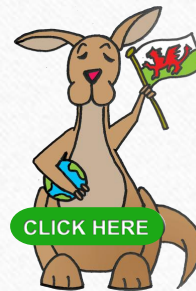
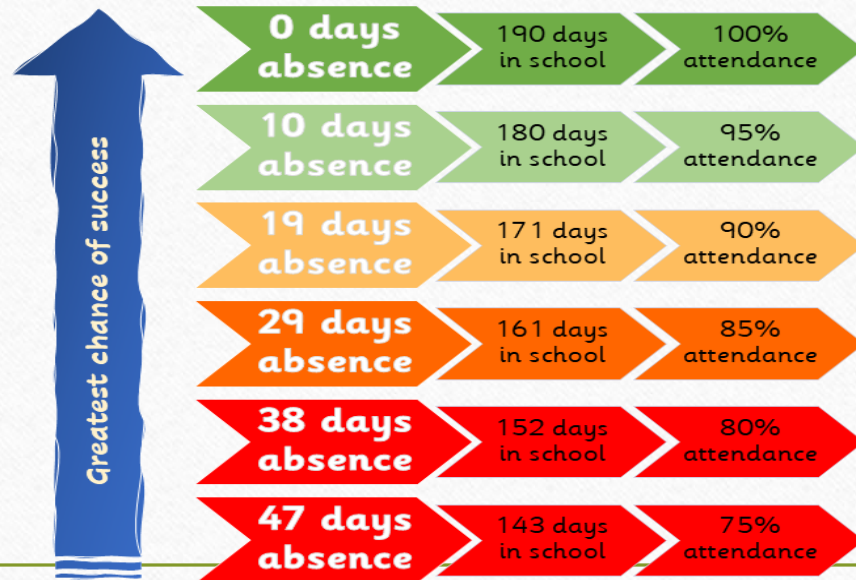
- 1 • Contact school and provide school with child's details and contact information including email
- 2 • Apply to Local Authority using admission form available from school or on City and County Website (Nursery contact the school)
- 3 • School receives confirmation and acceptance of application from Local Authority
- 4 • Parents/carers to attend admissions meeting at school
- 5 • School will issue a start date



Attendance



Please contact the school immediately if your child is absent. The school has a first day response policy and will text or phone parent or carers if the absence is not communicated to the school by 9.30am. The EWO tracks attendance carefully and contacts families where attendance is below an acceptable level. Please understand that children cannot reach their potential academically and socially if attendance is low. Our school target is 95%



10 Helpful Tips from Marcus Present: Making School Mornings Easier

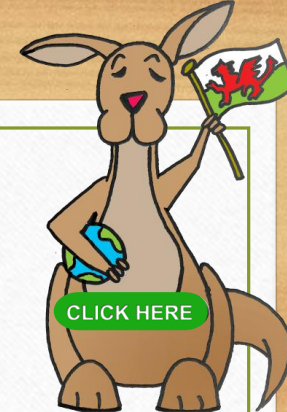
Getting ready for school can be a challenge, especially after weekends or holidays. Here are 10 simple tips to help make mornings smoother for you and your child:

- 1. Pack the school bag the night before** – This helps avoid last-minute stress and forgotten items.
- 2. Check the uniform is ready** – Make sure everything is clean and laid out, especially after a break.
- 3. Stick to a good bedtime routine** – A full night's sleep helps children feel ready to learn.
- 4. Set the alarm with plenty of time** – Rushing can cause anxiety; give your child time to get ready calmly.
- 5. Make sure they eat breakfast** – A healthy start helps with focus and energy. If not attending breakfast club, try something simple at home.
- 6. Leave home in good time** – Being on time helps children settle into the day and feel confident.
- 7. Double-check what they need** – PE kit, reading book, water bottle – a quick check can make a big difference.
- 8. Talk to the teacher if work feels too hard** – We're here to help and can offer support or adjustments.
- 9. Ask about their day** – A simple "What did you enjoy today?" can open up great conversations.
- 10. Speak to us if something's wrong** – If your child is unhappy or worried about how they're treated, please contact the school straight away. We want every child to feel safe and supported.

Parents and carers should aim to get their child to school by 8.50am. For safeguarding reasons, pupils who arrive late must be brought to the side gate by an appropriate adult. Parents/carers are required to sign your child in as late.

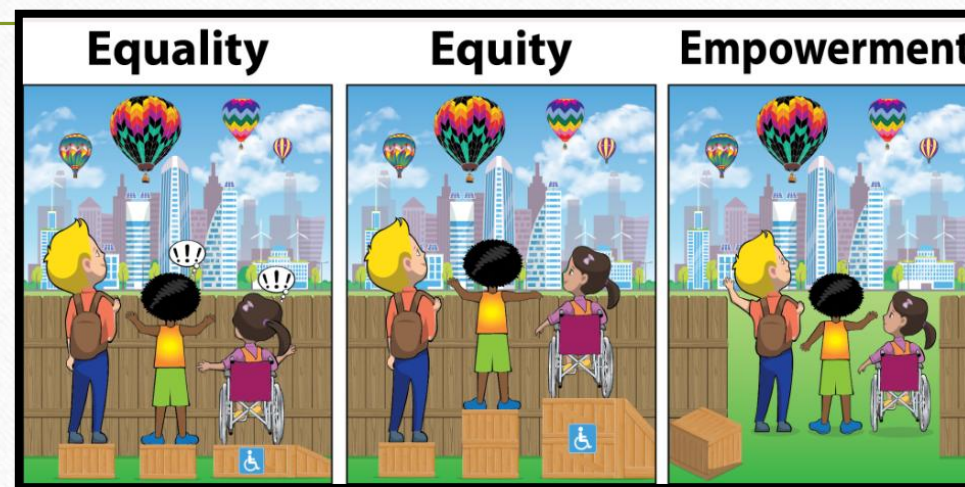


Equal opportunities



At Penclawdd Primary School, we are committed to ensuring equity of education and opportunity for all pupils, staff, parents and carers receiving services from the school, irrespective of disability, race, gender, age, sexual orientation, religion or belief, gender reassignment, pregnancy & maternity, marriage and civil partnership.

We aim to develop a culture of inclusion and diversity in which all those connected to the school feel proud of their identity and able to participate fully in school life.



Transition to secondary school

Links with the Comprehensive – Gowerton School

The school has extremely well-developed links with our partner comprehensive, Gowerton/and its partner primaries, through The North Gower Partnership.

Regular Liaison meetings take place at head teacher level, Year 6 class teacher level, and subject area level.

Year 6 children attend several social/ athletic/ curriculum/ team-building events at the Comprehensive during the year, and many of these events are also open to children of Years 3 to 5 as well. Children also play inter-school friendly games.

Year 6 children spend three days at the comprehensive to familiarise themselves with the new staff/buildings. Gowerton School has key members of staff whose responsibilities involve close contact with partner primary schools. These include the Year 6 teacher, the tutor of Year 7, the head of additional learning needs, and the person responsible for record keeping and assessment. The school works closely with all partner primary schools for several cluster events.

“The North Gower Partnership is an effective and long-standing collaboration between the feeder schools to Gowerton Comprehensive School.”



Session Times & Term Dates

Under the terms of the Education Act 1996, the amount of time to be spent per subject cannot be prescribed. However, schools must allow enough taught time to deliver a broad and balanced curriculum that includes all statutory requirements.

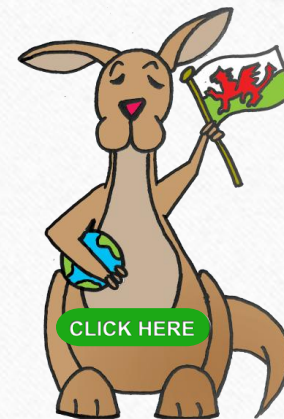
Total annual taught time is based on a 190-day (38-week) school year and on the recommended minimum weekly lesson times set out in Welsh Office Management of the School Day Circular 43/90, which are 21 hours for pupils in years 1 and 2, 23.5 hours for pupils in years 3 to 6 and 25 hours for pupils in years 7 to 11. Schools may provide a longer school day than the minimum if they wish.



Teaching Times in Penclawdd:

Reception to Year 2: receive 23 hours 20 minutes

Year 3 to Year 6: 24 hours 10 minutes



Health Matters

The School Health Nurse Service provides education, support, advice and assistance in all issues related to health and public health for school aged children and the wider school community.

They work closely with school to provide evidence-based sessions in the classroom in line with the RSE curriculum. School nurses are also available to discuss and advise on a 1:1 basis if appropriate.

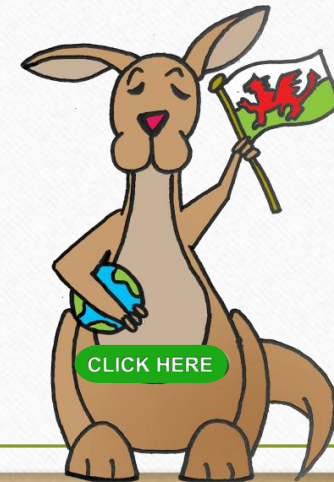
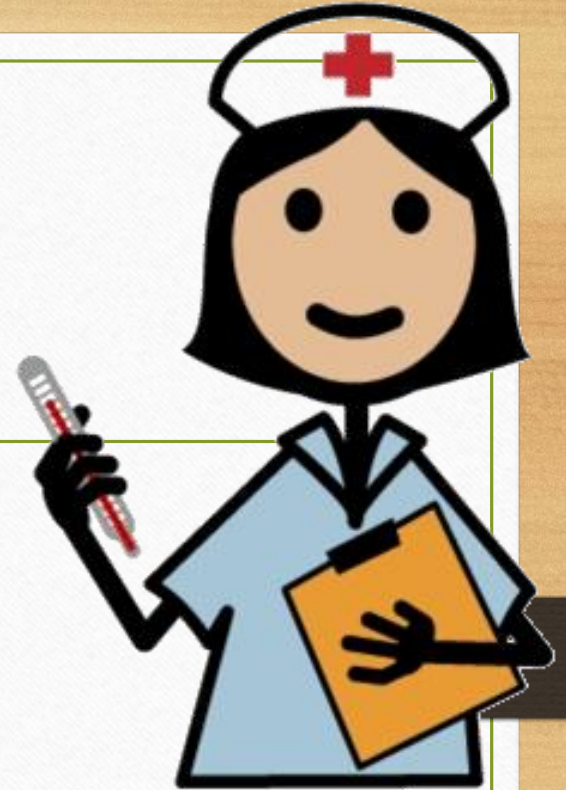
Our School Nurse details: **Louise Jones**

Contact Details: 01792-531248/Emma-Louise.Jones@wales.nhs.uk

9.00am – 5.00pm

Our community Nurse is Amy Jones. Email: Amy.Jones23@wales.nhs.uk

Medical Consent forms are available on the school website or from the school office.



Charging and remissions

The Governing Body has decided that parents be invited to make voluntary contributions towards the benefit of the school or to support a particular activity. This will happen occasionally to enable an activity to take place. Without such contributions, some events will be unable to take place.

In instances where parents are in receipt of free school meals, or other benefits, they can request financial assistance with such charges.



Uniform & P.E. kit

School uniform is worn by all full-time pupils and is optional for nursery pupils. A wide range of school uniform and accessories can be purchased from [Wipe Out Creations](#). Our Year 6 pupils have their own jumper and each year the pupils have the year, and names printed on it.

Parents are strongly encouraged to dress their children in school uniform. The benefits of wearing uniform have been clearly identified in terms of better discipline and pride taken in the school and a greater sense of identity and community within the school. Wearing uniform leads to less competition between children in terms of what they wear to school, and there are no disagreements between parents and children about what a child should wear to school.

Occasionally, children lose or misplace articles of clothing. Please help us by marking all garments, P.E. kits, shoes etc. with your child's name.

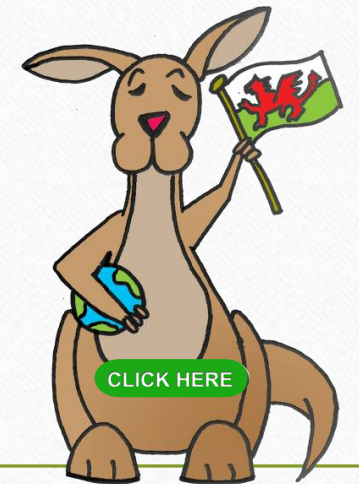


Lunches

Lunch runs from 12:00pm until 1.00pm each day. Pupils eat their lunch in the hall with their class.

We ask parents of children who bring a packed lunch to school to make every effort to ensure that the packed lunch contains a healthy eating and drinking selection. This is consistent with our Health Promoting Policy.

To pay for lunch all parents and carers must use the IPAY app. This enables parents to pay online. The City and County of Swansea have a no debt policy, so this must be pre-paid.



iPayimpact 
ONLINE PAYMENT PROVISION



Healthy schools

Here at Penclawdd we are committed to helping all our children to become healthy, confident individuals who are able to make their own healthy choices, now and throughout their whole lives.

Our school is part of the “Swansea Health Promoting Schools Scheme”. All food and drink prepared for the children during school time is expected to follow Swansea County Council healthy eating guidelines.

During break times we have a ‘fruit/veg only’ policy. Children are encouraged to bring their own fruit in from home.

We ask parents of children who bring a packed lunch to school to make every effort to ensure that the packed lunch contains a healthy eating and drinking selection. This is consistent with our Health Promoting Policy. Healthy options are always made available during most events. Staff are also encouraged to follow Health Schools guidelines.

Drinking plenty of cold, fresh water helps to develop concentration skills and the well-being of the individual. Children are encouraged to bring a water bottle into school and children have access to cold fresh drinking water throughout the school day. They will not have access to squash throughout the day; however, you may wish to pack a non-fizzy drink with their packed lunch. We kindly ask parents not to send in birthday cake or sweets to share with the class to help us promote a consistent message of healthy eating to the children.



Our Website and Seesaw



Our [website](#) is the best place for the latest information. It is updated every regularly with the latest news and events, and our helping at home pages are updated with resources/websites you can access for home learning.

Seesaw is available for all pupils from Nursery to Year 6. It is our main platform for sharing school information and often used to celebrate learning.

Parents can gain a valuable window into school life through messages, photos, videos and examples of children's work. Teachers, pupils and parents can all comment and give feedback, helping to strengthen home-school links.

In Nursery to Year 2, you may see more regular updates, as the nature of early years provision means children's learning is often shared through photos and short clips. Across the school, Seesaw helps us to keep families connected and involved in their child's journey.



We'd love to meet you and we welcome all visitors and new pupils. Please call to make an appointment.

