



School Prospectus 2020-2021

Update January 2021

Welcome,

The Governing Body and Headteacher are pleased to provide this introduction to our school. If your child is joining us for the first time, we welcome you as parents and look forward to a happy and successful partnership over the coming years. If you already have a child at this school then this document renews the contact between us.

At Ysgol Meifod we strive to provide a broad, balanced, relevant and challenging curriculum in a happy, safe and secure environment where all children will be able to work in a stimulating, caring environment where they will be able to reach their full potential. We hope this prospectus gives you a clear understanding of our aims and provides you with the information about the curriculum, organisation and activities of the school that enables you to feel confident and assured of your child's education and happiness.

We aim to create an atmosphere conducive to learning and to make the learning process one which all the pupils will find within their grasp. The Governors and Headteacher wish to provide an atmosphere in which we can instil virtues of hard work, independence, good behaviour and a caring attitude of others.

It is our belief that education should be a partnership between the school and the home and we encourage full parental involvement in the daily activities of the school.

We look forward to working in a close partnership with you to ensure that your child has a successful and inspirational time at school.

Yours faithfully

Arwyn Jones
Head teacher

Ysgol Meifod



Address of School:

Ysgol Meifod
Meifod
Powys
SY22 6DF

School Telephone Number:

01938 500 300

E-mail:

office@meifod.powys.sch.uk

Web site:

www.meifod.powys.sch.uk

Headteacher:

Mr Arwyn Jones

Chairman of Governors:

Mr Phil Lewis

Clerk to Governing Body:

Mrs Mandy Bullough

Ysgol Meifod

The school is a Community School administered by the: -

Powys Education Authority

The address of the main Education Department is:-

Education Department,
Powys County Hall,
LLANDRINDOD WELLS,
Powys,
LD1 5LG.

Tel. No. 01597 826000

The Area Education Office is at Newtown at the following address:-

The Old College,
Off Station Road,
NEWTOWN,
Powys,
SY16 1BE.

Tel. No. 01686 626395

Ysgol Meifod Governors

Mr Phil Lewis	-	Chairman LEA Representative
Mr Arwyn Jones	-	Headteacher
Mrs Jean Ellis	-	Staff Representative
Mrs Hayley Evans	-	Co-opted Member
Mrs Elaine Jones	-	Parent Governor
Mrs Jacqui Bullen	-	Parent Governor
Mr Christopher Edwards	-	Parent Governor
Rev. Jane James	-	Co-opted Member
Mrs Tracey Frost	-	LEA Representative
Cllr Jonathon Wilkinson	-	Co-opted Member

The Governing Body holds meetings regularly to fulfil its duty in the management of the school. They also regularly visit the school during the day and observe and take part in class activities. They have the responsibility to produce an annual report on the running of the school. This is located on the school website.



Teaching Staff

Headteacher - Mr Arwyn Jones

Foundation Phase Teacher - Miss Ruth Parker & Mrs Rachel Whilding
Class 1 - (Reception, Year 1 & 2)
Year 2 Summer birthdays

Class 2 - (Years 2,3 & 4) - Mrs Jean Ellis & Mrs Sara Woolhouse
Year 2 Autumn and Spring birthdays

Class 3 - (Years 5 & 6) - Mrs Jane Richardson & Mr Arwyn Jones

Peripatetic Teaching Staff

Peripatetic Welsh Teacher - Mrs Cheryl Andrew

None Teaching Staff

Teaching Assistant - Mrs Jo Eddy
Teaching Assistant - Mrs M Bullough
Teaching Assistant - Mrs Susan Davies
Teaching Assistant - Miss Shona Broome (a.m.)

Clerical Assistant - Mrs Ruth Tudor
Clerk to Governing Body - Mrs Mandy Bullough

Cook-in-charge - Mrs Michelle Evans
Kitchen Assistant - Mrs Margaret Jones
Kitchen Assistant - Mrs Kate McBreen
Midday Supervisor - Mrs Susan Davies
Midday Supervisor - Mrs Mandy Bullough
Cleaner-in-Charge - Mrs Jenny Evans

Breakfast Club Assistant - Mrs Katherine Gilmore

School Hours

Morning Session - 9.00 a.m. - 12.00 p.m.
Afternoon Session - 1.00 p.m. - 3.30 p.m.

Hours spent teaching, including religious education but excluding statutory collective worship, registration, lunch and break times (per week):

Key Stage 1 - 24hrs
Key Stage 2 - 24hrs

Education

Ysgol Meifod is a rural community school situated in the centre of the village in the beautiful Meifod Valley. The school, which is in excellent condition, has three classrooms that are colourful, bright and well resourced. There is a large playground and playing field, lawns, gardens and vegetable plots, a greenhouse and potting shed; a pond and an early-years outdoor classroom.

At Ysgol Meifod we aim to provide our pupils with a learning environment in which each pupil will feel known and valued as an individual. The children are not only pupils in our school but valuable members of the community. Each child is an individual and has different academic, emotional and physical needs. We aim to ensure that each child achieves it's full potential. The school is very much at the heart of the village enjoying community support and affection.

Curriculum Organisation

Teachers:

Class 1: Reception, Years 1 & 2	Miss Ruth Parker & Mrs Rachel Whilding
Class 2: Years 2, 3 & 4	Mrs Jean Ellis & Mrs Sara Woolhouse (1 day)
Class 3: Years 5 & 6	Mrs Jane Richardson & Mr Arwyn Jones

Classroom Assistant:

Classes 1 and 2	Mrs Susan Davies & Mrs Jo Eddy
Classes 2 & 3	Mrs Mandy Bullough

Teaching methods

Within each class, pupils are taught as a whole class, in-groups, in pairs and individually. They may be grouped according to age or ability.

Our Vision

Ysgol Meifod is a happy, purposeful and stimulating school that provides the best educational opportunity for each child. Our pupils are valued and respected and we are committed to give every child the opportunity to do their best and to realise their maximum potential. We promote excellence through learning, sharing and working together.

Our pupils are confident and eager to do well and fully prepared to take full advantage of all that is offered.

We strive to provide a challenging curriculum that prepares children for their life long learning journey.

Summed up by :



Admission to School

The county's current admission policy is that children can be admitted to school full time in the September school year of their fifth birthday. Prior to this we encourage pupils to visit school for taster sessions. This is arranged with the head teacher.



Pre-school



We are very fortunate to have excellent local providers.

The contact details are:

The Meifod Minibeasts Playgroup leader is Charlie Whitehall 01938 500300

Also, there are childminders working with the school:

TinyTots Leader is Tracey Frost 01938 500754

They are C.S.S.I.W. Registered and Estyn inspected.

Enrolling

All parents are requested by Powys County Council to complete an Admissions form requesting a place at the school when their child is four years old. The forms are available from the school office or online from www.powys.gov.uk. All parents are requested to fill in a set of school forms with information about their child on entry to school.

Preliminary Visits

Parents should make an appointment, to visit the school, whereupon the head teacher will discuss the provision of education in the school. They will be taken around the school to see, at first hand, the facilities, which exist, and be introduced to pupils and members of staff.

Transition to High School

Most of our Year 6 pupils transfer to Caereinion High School, Llanfyllin or Welshpool High School. We work closely with these schools to ensure a smooth transition for our Year 6 pupils. Our pupils in Year 5 and Year 6 are invited to open evenings at the high schools with their parents during the autumn term. This provides parents and pupils with the necessary knowledge to make an informed choice. Pupils in year 6 then attend induction day(s) in the summer term prior to transfer.

The National Curriculum

The Governors and Staff work together, with support from the County Education Department, to deliver a curriculum that is both relevant and balanced and in line with National Curriculum requirements. The school is now moving towards the new Curriculum in Wales 2022 and further information can be found on the following website: hwb.gov.wales. Further information is also available from the school.

Foundation Phase



The Foundation Phase Framework for Children's Learning for 3 to 7 year-olds in Wales became a legal requirement by means of an Order made by the Welsh Assembly Government for Wales

The statutory Areas of Learning in the Foundation Phase are:

- a. *Personal and Social Development, Well-Being and Cultural Diversity*
- b. *Language, Literacy and Communication Skills*
- c. *Mathematical Development*
- d. *Welsh Language Development*
- e. *Knowledge and Understanding of the World*
- f. *Physical Development*
- g. *Creative Development*

Key Stage 2

The curriculum framework defines the range of skills that learners aged 7-11 should develop, and provides guidance about continuity and progression in developing thinking and information communication technology (ICT).

LNF & DCF

In 2015 the new English and Mathematics curriculum was introduced - this new curriculum incorporates the Literacy and Numeracy Framework (LNF) which is an integral aspect of these areas of learning. In 2017 the Digital Competence Framework (DCF) was introduced. Digital competence is one of 3 cross-curricular responsibilities, alongside literacy and numeracy. It focuses on developing digital skills which can be applied to a wide range of subjects and scenarios and consists of: 'Citizenship',

'Interacting and Collaborating', 'Producing' and 'Data and Computational Thinking'. We have a strong focus on Assessment for Learning and both key and wider skills.

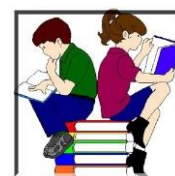
English

The teaching of English at Ysgol Meifod aims to develop each child's ability to speak, listen, read and write effectively. Children enter school at different stages of development of their English skills. We aim to develop these skills so that each child becomes an increasingly confident and proficient language user.



Speaking and Listening skills are developed in a variety of settings and throughout all curriculum areas to encourage communication in purposeful, clear and orderly dialogue that is appropriate for a range of occasions and purposes and which invites careful, sympathetic and responsive listening.

Reading has a very high status within the school and we seek to create fluent, discerning, life-long readers who value books. We actively involve parents in the processes of reading and acknowledge the role of parents in the development of reading. We encourage parents and children to enjoy reading and sharing books together. Where there is regular practice children make significant progress. We place great importance on having a wide range and variety of quality books available around the school and in the library. Time is set aside for regular reading and children are given the experience of reading alone and together and they are encouraged to discuss these and make choices about their reading. We aim to help develop the literacy skills of reading with enjoyment, become familiar with 'book language', and be able to use prediction skills and retrieval skills with books as a source of knowledge.



The sharing of stories is an important part of the Foundation children's reading experience and children are encouraged to listen to stories carefully and through discussion reflect more deeply upon aspects of the text.



Most children come to school wanting to write. We aim to encourage children to recognise the skills they have acquired already at a very early stage and help them to understand that writing is a purposeful and meaningful activity by adult example as well as direction. We actively encourage children to 'have a go' and then with skilful teacher input we work through the recognised stages of development to achieve standard written English. Spelling and punctuation are developed gradually within the context of children's writing.

As they develop children are encouraged to see writing as a powerful means of self-expression and communication.

As they progress through the school, children will experience writing for a range of purposes which will include the writing of stories, poems, plays, letters, accounts, descriptions, explanations, instructions, information, opinions, pamphlets, newspaper reports, and summaries. They will learn to organise the content of their writing in ways

appropriate to their purposes, to write in a variety of styles and for different audiences. Considerable emphasis is attached to the importance of spelling, punctuation and grammar.

We believe that good content is essential and by encouraging the practice of refining first draft, we aim to produce interesting content and quality presentation.

Handwriting is recognised as a skill, which can only be improved by constant practice and refinement. We have our own handwriting font which is used throughout the school.

a b c d e f g h i j k l m n o p q r s t u v w x y z

Children are encouraged through Information Technology to develop and extend word processing skills in order to have alternative formats for the presentation of their work at their disposal.

The National Literacy Framework forms the basis of all work across the curriculum.

Mathematics



At Ysgol Meifod our aim is that all children acquire mathematical skills and concepts in a way that has relevance for them in the world outside school as well as throughout the curriculum.

Our pupils develop their mathematical skills, knowledge and understanding through learning about and using number, measures and money, shape, position and movement and handling data.

We aim to help children understand the process involved in mathematics by presenting a range of experiences.

Children need to practice mathematical skills regularly and to facilitate this, supplementary materials are used to provide children with investigative experiences through class, group, paired and individual activities, and to progress at different rates. The Abacus scheme is used to support the teaching of mathematics throughout the school. The National Numeracy Framework forms the basis of all work across the curriculum.



Science



Science is taught with an emphasis on practical investigations in all years encouraging children to develop an enthusiasm for the subject together with an enquiring mind.

Science may be the focus of a topic, part of a topic or taught as a separate theme.

Our aim is to help children increase their knowledge of the world and to develop the skills of observation, recording, analysis and interpretation through scientific investigations. We encourage the children to devise 'a fair test' and introduce basic scientific methods with due regard for curiosity, and critical evaluation.

The school has its own pond area and small garden which allows children to study plant and animal life at first hand as well as observing growth and development of plants and change in the environment through the seasons. We are currently further developing the area at the front of the school with much support from the parents to be able to use it as an 'Outdoor Classroom'



Welsh

Nearly all of our pupils are from English speaking homes. Welsh is a second language to our pupils. The younger children concentrate on oral work, songs and rhymes. The older children progress to speaking, reading and writing in Welsh. Mrs Cheryl Andrew, our peripatetic teacher visits school on alternate Friday mornings. She helps to plan the Welsh curriculum, supports the teachers and provides Welsh lessons.

The '*Y Cwricwlwm Cymreig*' is also a statutory part of the child's learning, which incorporates learning about Wales and the Welsh culture through the medium of English in all other curriculum areas.



Our pupils are invited to become members of Urdd Gobaith Cymru and participate in the cultural and sporting activities involved. The children compete in the Urdd Eisteddfod and have been very successful over the years.

We believe that the children of Ysgol Meifod go to their High School with an excellent knowledge of the language and an appreciation of our Welsh culture and heritage.

Design and Technology

In Design Technology children are actively involved in problem solving and devising a practical solution.

Children are encouraged to work co-operatively towards arriving at a feasible solution and to evaluate their completed task.

We aim to encourage creativity in children's approaches to design. We teach the correct handling of tools and materials and raise awareness of Health and Safety factors.



Information and Communication Technology

The school is very well resourced each classroom has an interactive board, computers, laptops and IPad's. Our children are taught to consider the sort of information they require in supporting their tasks and activities and how they might locate that information. Our pupils are taught to use programs using maths logic, language, data processing and storage and retrieval of information also the use of HWB (the Welsh Government on-line area).



Initially the work involves activities to gain confidence with ICT but as the child becomes confident more complex work is attempted. Children often use the computer to print their stories and poems for display purposes or to share them with others. Children use the Internet with adult supervision. Older pupils are encouraged to make good and regular use of ICT tools to extend and consolidate their learning across the curriculum.

History

At Key Stage 2 pupils develop their investigative and deductive skills again through cross-curricular projects but, due to the specific demands of the National Curriculum, it is necessary sometimes to teach a historical subject on its own. Broader more structured understanding of people and civilisations are developed as pupil's progress through Key Stage 2. They are offered experiences that make history enjoyable, interesting and significant.

We encourage them to develop a curiosity about the past, the characteristics of different periods, from early times to the present, and the ways in which they are different from each other and from the present time.

They learn by enquiry about the lives of different people in these periods of history, drawing on important developments, key events and notable people in their locality, Wales and Britain. To enhance aspects of the history curriculum we organise visits to historical sites e.g. Chirk Castle, Erddig near Wrexham and Acton Scott Farm Museum.

Geography



Key Stage 2 children study the locality of the school, the world beyond, different environments and events in the news to develop their understanding of what places are like and how and why they change.

Skills such as following directions map reading and map making; surveys and data collections are covered.



Further skills taught are observation and investigation about the quality of the environment in a locality, economic factors about the use of land, fair trade, communications and studying rivers and their effect on the landscape.

Educational visits are arranged to various localities to enhance the children's learning.

Art

Art plays an important part in developing children's understanding and sensitivity of the world. At Ysgol Meifod we encourage the children to use a wide range of materials and techniques that expose them to a variety of styles and cultures. We aim to provide them with the skills to be able to reflect communicate and appreciate their work and that of other artists.



The children have produced beautiful work including, rainforest collages, Brazilian masks, ceramic pots, a decorated wellies, enamelled jewellery and 3D mini beasts. A ceramic tile scene of a pond and a landscape mural are displayed on the school wall.

Music



There are many opportunities for the children to experience all aspects of the music curriculum. They are encouraged to participate in singing and create music with pitched and non-pitched instruments. They also listen to a variety of music and hear instruments played.

Peripatetic music teachers provide private guitar, drum, ukulele, saxophone, flute clarinet and recorder lessons.

At Christmas the children perform the School Concert an event that is exceptionally well supported. Every child has a role and the large audience is a reflection, of how much the local people enjoy watching the children on stage. Over the years the school pupils have performed the Nativity or aspects of the Christmas story or alternatively a pantomime with great competence and fun.



Physical Education



Our aim is for all children to participate and enjoy PE and as many different sports as possible. The school has a large playground and field, which is of immense benefit to the children to use for P.E., sporting activities and play.

The Physical Education Programme is divided into four areas:

1. Health, fitness and well-being activities
2. Creative activities
3. Adventurous activities
4. Competitive activities

The children are transported to the Leisure Centre at The Flash, Welshpool for swimming lessons. We have a very successful record at swimming galas with several of our pupils competing at county level. We also play friendly football and netball matches against other small schools. The school participates in the Dragon Sport Initiative.



After school football, netball, hockey, cross country and rounder clubs are available. The school has a large playing field and during the summer term children take part in Athletics. The school has its own very enjoyable Sports Day and competes in the Area Sports with other local schools.

Pupils in KS2 take part in outdoor education activities.



All children need to have are black shorts/PE trousers, a plain white T-shirt and trainers in school, kept in a small bag on their peg.

Religious Education and Collective Worship

It is our aim to help children in their Social, Spiritual and Moral development which enrich their own lives and in turn the ethos of our school. We will encourage children to understand the meaning and wonder of life and how and why people worship. Religious Education is provided in accordance with S.A.C.R.E. (Standing Advisory Councils on Religious Education) and the LEA policy.



The school is not affiliated to any religious denomination. We link studies closely with the idea of moral standards. We endeavour to increase the awareness of our children of other religions and cultures, which we hope, will make them better citizens.

Collective Worship takes place daily and the children are given the opportunity to listen and participate. Elements include children taking part, listening to stories, singing hymns and saying prayers. Parents who wish their children to be excluded from Collective Worship are asked to contact the Head teacher.

The Impact Christian Group visits school once a term. Their group leader Mr Huw Ellis always provides an inspiring service.

Additional Learning Needs

The school's Additional Learning Needs Co-ordinator is Mr Jones (ALNCo). Governors monitor the ALN policy. The school's Additional Learning Needs Policy is based on the following principles:

- That all teachers are teachers of children with Additional Learning Needs and have a responsibility to meet those needs with the advice and support of the school co-ordinator and external professionals as appropriate.
- The school makes provision for more able and talented children, ensuring that every child is given the opportunity to achieve their own full potential.
- That all children are entitled to a broad, balanced curriculum which includes the National Curriculum.
- That special needs will be identified at an early stage and progress monitored using the Wales staged assessment system.
- Those pupils with Additional Learning Needs will be fully integrated into the life of the school, enabling them to maximise their potential as learners and to contribute to the social and cultural activities of the school.



The school acknowledges that Additional Learning Needs incorporates a wide range of issues, from speech difficulties, physical difficulties and to specific learning difficulties. Advice is sought from the authority and from other external agencies. The school staff also work closely with parents/guardians of children with additional learning needs.

An Individual Education Plan (IEP) to support the child is written and discussed with parents and the pupil, which is reviewed each term / six months.

Pupils with additional needs will be included on the school's register of pupils with special educational needs and accordingly placed on the relevant stage according to the Special Education Needs Code of Practice (Wales 2002).

School Action	Intervention process carried out within school to enable curriculum access and improve individual pupil progress. Assessment by a member of staff and support sessions with classroom assistants.
School Action Plus	The school engages with relevant external services in more detailed planning and interventions for individual pupil. Advice/assessment from SEN consultations with county personnel, Individual Education plans, support from classroom assistant or external specialists if appropriate
Statement	Statutory assessment and programme of support provided by an Educational Psychologist with, in some instances, individual support from a Learning Support assistant.

Looked After Children

The school's Looked After Children (LAC) Co-ordinator is Mr Jones.

The Able Child

The school has a More and Able and Talented Policy and is based on the following principles:



- Education in our school provides for children of all abilities. Children deserve an education that encourages them and challenges them to achieve their full potential.
- The curriculum and organisation of the school allows each pupil to learn at a pace that is appropriate for them.
- Everyone is encouraged to do their very best. More able pupils are given extension and/or enrichment opportunities.
- Opportunities are offered to enable talented pupils to develop fully their abilities within the context of the spiritual, moral, social, sporting and cultural framework of the school.

Assessment, Recording and Reporting

We continually monitor children's progress and development over their time spent at Ysgol Meifod. Assessment is an important aspect that cannot be separated from learning.



Work is assessed in a number of ways, consistent with the guidance associated with the National Curriculum, and achievement is recorded. Teachers measure progress from day to day by marking written work and discussing targets for improvement with pupils, observing and assessing practical work and listening to children speaking and explaining their learning.

All children will be assessed during the first term of their Reception Year. Teachers will assess what children know, understand and can do. This is known as a baseline assessment.

Pupils are then regularly assessed to monitor their progress

Pupils in years 2 to 6 take the National Reading and Numeracy Tests with the results monitored by Powys Education Authority and Welsh Government

Pupils in Year 4 sit Cognitive Ability Tests (CAT's).

There may be occasions when pupils need to be assessed by the Educational Psychologist. Parents are always consulted beforehand and invited to a meeting afterwards when the findings can be discussed and advice is given to the school and the parents.

Parents are encouraged to visit the school to discuss with the class teacher and/or the Headteacher their child's progress, or any matter of concern, at any time during the school year and particularly at Open evenings.

At the end of the school year every child is issued with an annual written report that describes attainment and progress made throughout the year and future targets as appropriate.

Open Evenings

An Open Evening with an appointment system is held during the autumn term and the spring term. Written notice of such events is sent home with the child in advance. Parents have the opportunity to see their work and discuss their child's progress. These meetings take place privately and are confidential.

Parents are always welcome to talk about any issues with the staff. Experience has shown that any problem discussed is frequently reduced or solved.

Homework

Homework is set regularly in all classes:

1. Reading / Phonics
2. Spelling
3. Learning tables
4. On-line Home-School Mathematics Programme



Special Activities and Projects



Eco-Schools

Eco-Schools - All pupils and staff are fully committed to their projects.

Healthy Schools - The school has achieved Healthy School Status (phase 3). The school has set a further three targets to be achieved by the end of phase 4.

School Council - The school council plays an extremely active role in the running of the school. The pupils who are committee members take their role seriously and meet regularly.

Charity - We encourage children to think of and help others. We support charities regularly with fundraising events that directly involve the children. We have supported Children in Need, Comic Relief and Cancer UK.

Business links -To develop entrepreneurial skills the older children grow vegetables, soft fruit and flowers. These are then sold at the school gate and any profit is ploughed back into the business.



The **Criw Cymraeg** encourage the use of Welsh during the school day.

Health, Safety and Welfare

Children arriving in school will be supervised in class from 8.45 a.m. onwards.

Parents are asked to be extremely careful when bringing and collecting their children. At the end of the day it is essential that drivers take great care. Parents must supervise all children (school age and toddlers). Children and toddlers must not roam at this busy time of the day. Your co-operation in this procedure will increase the safety of the children.

Despite every effort, care and concern, it is possible that your child may become ill or have an accident while at school. Minor accidents and illnesses are dealt within the school, and the incident recorded. We can administer water or ice pack only. Any injury requiring further treatment requires immediate consultation with you.

Therefore, it is important that the school has up to date information with regard to your contact numbers. Please provide school with home/work telephone, mobile numbers and the telephone number of close friend/relative.



Prescribed medicines must be left with the class teacher. All medicines should be in its original container and have the dose and child's name clearly written on it. Children who have asthma are allowed to keep their inhalers near to them, however most choose to keep inhalers in the staff room, still within easy access. Written permission from the parents for medicine or tablets to be administered will be required.

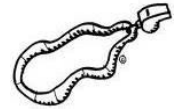
From time to time the school nurse, dentist and audiologist visit the school to carry out routine medical, hygiene and dental inspections, vision and hearing tests. Parents will be informed and are invited to be present at the school examinations. The school nurse does not check hair and therefore parents need to check their child's hair regularly for head lice.

Absence

If your child is away from school please let us know on the first morning of absence.

Fire Drills

These are carried out each half term in order that all children and adults are familiar with emergency evacuation procedures and records are kept.



Sex Education

The staff and governors feel that appropriate and responsible sex education is an important element in the work of the school for preparing its pupils for adult life. Parents have a vital role in helping their children cope with the emotional and physical changes associated with growing up.

Sex education, as other aspects of health and safety, should not be seen as a separate subject but integrates into the curriculum. Our sex education aims to generate:

- a. Generate an atmosphere where questions about sexuality and reproduction can be asked without embarrassment on either side.
- b. Enable children to understand the dangers of going with 'strangers' and to develop skills to help them resist situations and seek help.

We offer pupils in Y6 an opportunity to take part in discussion with the school nurse relating to Sex Education during the summer term prior to transfer to high school. This is done with parental permission.

School Rules and Behaviour Policy



The rules we have are to enable a group of people to work safely and harmoniously together. The rules of the school are devised with the children and displayed on the classroom walls. We aim to encourage children to accept responsibility for their own actions and try to help them understand the consequences of their behaviour and the reason why certain behaviour is unacceptable. We seek parental co-operation in supporting our policy.

Summed up by :



Examples of Rules

- Jewellery - Children with pierced ears should wear studs only.
- Watches - Must be removed for games/P.E.

- School Dinner Money- Parent Pay on-line system.
- Payments - Contributing to school events/trips etc and handed to class teacher in an envelope with child's name until Parent Pay takes over.

- Toys/Games - Children are not encouraged to bring toys to school.
- Dogs - Are not allowed on school site.
- Pond Area - Children only enter this area with adult supervision.
(A fence and a locked wicket gate surround area).
- Adults smoking - Not allowed within school building or grounds.

Communication with Parents (Home-School links)

Since success depends upon close co-operation between home and school, parents are warmly invited to contact the school at any time if a problem occurs or advice is needed. We, in turn will contact parents whenever the need arises.



We aim to send out an email every 2 weeks. Information is also available on the school website which is being updated this year, by a grant employed developer. This will then be our main point of on-line contact. The school endeavours to keep parents as fully informed as possible.

Parents are asked to sign an agreement between themselves and the school that clearly sets out what we can expect of them and what they can expect of the school.

All new parents are invited to the school before their child starts so that they can inspect the facilities and meet the Headteacher and staff.

We have two Parents' Evenings where parents and teachers can discuss their children's work at appointed times.

There are also concerts, school functions and sports meetings that parents are invited to. We want parents to be productively involved in the children's school life.

The school has a **Friends of Ysgol Meifod**, which arranges social and fund-raising functions, and all parents are automatically members. The main aim of the Friends is to raise funds to provide all of the children with 'extras' to enhance their education. The Friends do an amazing job, raising thousands of pounds each year.

The Headteacher and teaching staff are always happy to see parents to discuss any matters relating to their child or the life of the school at a mutually convenient time.

Equal Opportunities

Pupils with disabilities; arrangements for admission and access for disabled pupils

Ysgol Meifod is an inclusive school. It is central to the school's ethos and philosophy that all children have an equal right to education, regardless of race, gender, class, disability, learning need, age or religion. The school's equal opportunity and racial policy, and Accessibility Strategy can be viewed on request.

At Ysgol Meifod we recognise our responsibilities under the Race Relations Act, The Sex Discrimination Act and The Disability Discrimination Act to eliminate discrimination and to promote good relations between pupils, staff, governors, parents and the local community. The promotion of equal opportunities is the responsibility of the whole school community and must be reflected throughout the organisation of the school and is addressed in the curriculum and in areas beyond the curriculum.



Through the implementation of our equal opportunities policy we aim to:

- create an environment in which all feel valued, irrespective of ethnic origin, gender, ability or age;
- work within the Christian values to ensure that all are treated fairly and with mutual respect.
- ensure equal access to all areas of the curriculum for all the children in our care;
- promote the belief that all can and should achieve their highest potential;
- ensure that all materials used within school to promote learning are appropriate and free from bias.

The school has access with ramps and toilet facilities for the disabled.

STRATEGIC EQUALITY PLAN The school promotes the inclusion of all pupils. The school buildings have disabled access and there is a disabled toilet on site. Disabled pupils are treated the same as pupils who are not disabled. A copy of the School's Strategic Equality Plan and Accessibility Plan is available from school upon request.

School Security

All visitors to the school during the day are requested to enter through the main entrance and are asked to sign in and out.

During the daytime all doors into the school are locked.

Safeguarding

Ysgol Meifod is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment.

We have a Child Protection Policy and procedures in place which we refer to in our prospectus. Parents and carers are welcome to read the Policy on request.

The school has trained members of staff who are responsible for the implementation of our safeguarding policies and procedures. In extreme circumstances, if we deem a child to be at risk, we are duty bound to contact the local Children's Services to raise our concern without seeking consultation or permission from the child's parent. All staff in the school are aware of their duties regarding child protection matters and have regular training in our safeguarding policies and procedures.

To ensure our own staff are suitable to care for children they undergo an enhanced Disclosure and Barring check prior to being given unsupervised access to children. These checks are updated every three years. In addition to this a member of staff will not commence employment at our school until two suitable written references have been obtained.

Our Child Protection Officer is Mr Arwyn Jones- Head Teacher. The Deputy Child Protection Officers are Mrs Jane Richardson and Mrs Jean Ellis.

The Governors responsible for Child Protection are Mr Phil Lewis and Mrs Tracey Frost.



Community Involvement

Ysgol Meifod is very much at the heart of the village. The local community is regularly informed of all school activities and always supports the school. Posters are also regularly displayed promoting school events.

Attendance

It is expected that each pupil be present at each session when the school is open, the exception being illness or a medical appointment. The attendance of each child is registered at 9.00 a.m. and 1.00 p.m.

The Headteacher requires an explanation for each absence with a telephone call or email on the first morning of absence.

If a pupil wishes to be excused from a lesson of Physical Education/Games a note must be received from the parent/guardian to explain the reasons.

In the event of a long absence from school (longer than 2 weeks) the school requires a letter from parents.

HOLIDAYS - As a school we set targets for attendance. Powys Education Authority discourages parents from taking their children out of school for family holidays and the Headteacher monitors attendance on a monthly basis. The headteacher has the discretionary power to grant leave for the purpose of a family holiday and will consider every case on an individual basis. Parents do not have an automatic right to withdraw pupils from school for a holiday during term time. However, there may be circumstances that warrant a pupil taking time off in term time and this is why head teachers are best placed to make the decision. The Education (Pupil Registration) (Wales) Regulations 2010 state that head teachers have a discretionary power to authorise leave for a family holiday during term time where parents seek permission. Except for exceptional circumstances, no more than 10 days leave should be granted for this purpose.

Attendance Data:

Target: 96.2%

Overall attendance rate for 2019-20 was affected by Covid 19. The Welsh Government have stated that the % for 2019-20 is not recorded due to Covid 19.

Pupil Records

The school keeps curricular information on each pupil. Parents are able to see the records of their child.

Parents can also see a number of other documents such as Circulars from the Welsh Office, Estyn Reports, and Annual Report to Parents if they so wish.

National Curriculum and Assessment Results

The 'Regulations', take into account the need to protect the confidentiality of the results of individual pupils in schools with a very small number of pupils eligible for assessment. Headteachers are not required to pass any information as regards the results of the National Curriculum Assessment tests in the School Prospectus. Therefore, on these grounds, the Governors of the school have decided not to publish this information.

Complaints Procedure

The school has an 'open door' policy, which means any concerns are to be raised with the person involved as soon as possible. Should this not be satisfactory, then parents are advised to contact the Headteacher in the first instance about complaints. There is a copy of the LEA complaint procedure in school.

Should it not be possible to resolve any complaint or concern satisfactorily in this way the complaint should be put in writing and sent or given to the Headteacher. The school will then deal with your complaint as follows:

- Formally acknowledge it within five working days;
- Tell you the name and telephone number of the person looking into your complaint;
- Respond to it within twenty school working days or, if it is not possible to give you a complete answer, tell you what is being done to investigate and how long it is expected to take;
- Tell you if it has to be dealt with under a special procedure.

If you are not satisfied with the outcome of your complaint you can write to the Chairman of Governors. Should you still not be satisfied and want to take the matter further you will be told who else you can write to at that stage.

Charging and Remissions Policy

Under Section 110 of the Education Reform Act (1998), the Governing Body has adopted the LEA policy on charging and remission arrangements for school activities.



The following activities cannot be charged for:-

- a. Admission to school.
- b. Education given during school hours.
- c. Equipment/materials used in lessons during school hours.

The Headteacher has the right to ask for a voluntary contribution/payment for 'additional activities' as defined in the Education Act. The Headteacher has authority to charge for the following activities if need arises: -

- a. Activities, which take place outside of, school.
- b. Loss or damage following disorderly conduct by a pupil of the school.
- c. Extra Curricular Activities.

Should any parent(s) be without an income or on a low income (below £16,000), then application forms for free school meals are available from the Headteacher. This will be dealt with confidentially.

GENERAL INFORMATION

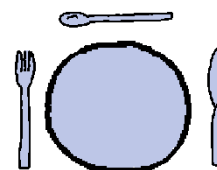
Contacting the school if problems arise: If parents have any concerns about their children they should contact their child's teacher at the earliest opportunity. It helps to discuss a problem straight away and almost always resolves the problem. Should this not be satisfactory, then the headteacher is to be involved.

School Transport: To qualify for primary school transport, pupils must reside 2 or more miles from the nearest school, measured by the shortest walking distance, whenever practicable within existing transport routes. It should be noted that

transport for qualifying pupils is only provided to the school that normally takes pupils from the area in which they live. Further information is available from Admissions & Transport, Powys County Hall, Llandrindod Wells 01597826000.

Lunch Time Arrangements:

Meals are provided by the Schools Meal Service, cooked on the premises and eaten in the village hall. Children who bring packed lunches also eat in the village hall, at the same time as children having school meals.



The meals adhere to the Appetite for Life guidelines. Vegetarian alternatives are available. All Primary School meals are £2.45 per meal. Meals are paid for through the Cashless System ParentPay - please contact Powys Catering on 01597 827500 or catering@powys.gov.uk You can send your child/children to school with a packed lunch from home. Please make sure that food is in a suitable, named container. No sugary/fizzy or very hot drinks please and no breakable containers for safety reasons. Children who eat lunches prepared at home will be supervised but not provided with drinks with their meal. As a Healthy School, we encourage parents to support us by monitoring the content of lunchboxes. Please ensure you provide your child with any utensils he/she may need to eat their lunch. If you require information on free school meals please contact Powys County Council on 01597 827462 or email montawards@powys.gov.uk or go to the Powys website (www.powys.gov.uk) and follow the 'Schools and Students' and then 'Free school meals and help with school clothing' links

Parents in School: From time to time parents act as voluntary helpers in school helping with art/craft activities, swimming, providing transport for sporting events, making costumes for productions. All help is at the request of the Headteacher and all volunteers must be DBS cleared.

No Smoking Policy: We have a strict No Smoking Policy; parents and visitors are requested not to smoke anywhere within the school buildings and grounds.



Mid-Morning Snack: All children are encouraged to bring a healthy snack and a bottle of water from home daily. The school does not encourage crisps and sweets to be eaten.

Uniform: Pupils wear school uniform daily. The pupils wear a bottle green sweatshirt, gold polo shirt with dark trousers, shorts or skirt. During the summer girls wear green gingham dresses purchased from clothes outlets.

An order for sweatshirt/polo shirt can be placed at the school office. Sweatshirts and polo shirts are £8 each.

Contact: Parents should ensure that the school has more than one telephone number to contact in case of an emergency. The phone number



of your place of work and of a family member or neighbour should be made available to the school.

A message from Headteacher - Mr Arwyn Jones

It is such a privilege to be entrusted with the education of the pupils of Meifod and the surrounding area. I am sure you agree that we are working in partnership with parents to help the children fulfil their potential, in a happy caring environment. I hope this prospectus will help to give you a flavour of what the school is really about - the children.

Arwyn Jones



Appendix

1. Calendar 2020 -2021

Gwasanaeth Ysgolion / Schools Service

2020 - 2021

SCHOOL CALENDAR

Autumn Term 2020	Non-Pupil Days	No of School Days
Wednesday 2 nd September to Friday 23 rd October	Tuesday 1 st September	38 days
Half Term – Monday 26th October to Friday 30th October		
Monday 2 nd November to Friday 18 th December	Monday 21 st December Tuesday 22 nd December	35 days

Spring Term 2021	Non-Pupil Days	No of School Days
Tuesday 5 th January to Friday 12 th February	Monday 4 th January	29 days
Half Term – Monday 15th February to Friday 19th February		
Monday 22 nd February to Friday 26 th March		25 days

Summer Term 2021	Non-Pupil Days	No of School Days
Tuesday 13 th April to Friday 28 th May	Monday 12 th April	33 days
Half Term – Monday 31st May to Friday 4th June		
Monday 7 th June to Friday 16 th July		30 days

Good Friday:	Friday 2 nd April 2021
Easter Monday:	Monday 5 th April 2021
May Day Bank Holiday:	Monday 3 rd May 2021
Spring Bank Holiday:	Monday 31 st May 2021
Royal Welsh Show:	Monday 19 th July to Thursday 22 nd July 2021