

Gilwern Primary School Prospectus



Nurture, Empower, Achieve

**“Our greatest Natural Resource is the Minds of our
Children”**

(Walter Elias Disney)

NURTURE – EMPOWER - ACHIEVE
Meithrin – Grymuso - Cyfawni

The School's Vision

- Gilwern School creates a happy, secure and stimulating environment, where learners are encouraged to reach their full potential.
- The school works collaboratively with others to develop ambition, enterprise, ethics and health in our learners, by providing exciting, authentic, learning experiences.
- All staff are committed to develop learners' English and Welsh literacy, numeracy and digital competence skills through a meaningful broad and balanced curriculum to enhance their life chances.

The School's Aims

- To create a nurturing environment where children, staff and other stakeholders develop positive values and attitudes, in order to become responsible global citizens.
- To inspire and enthuse individuals to work creatively with both independence and collaboration to reach their goals.
- To identify and build upon individuals' strengths, enabling learners to confidently apply their knowledge and skills in an ever-changing world.

The School's Strategic Objectives

- As a school we cater for all and are not discriminatory. Equity is provided to ensure all learners have equal access to the vision of school.
- Develop links with organisations who support learners, to ensure the school's wider contribution to the Community is valued.
- Through the process of self-evaluation identify strengths and areas of development to ensure continuous improvement and implementation of national priorities.
- Recruit and retain quality staff who are committed to continuous professional development and are able to deliver inspirational and innovative learning experiences.
- Leadership provides a clear, shared vision where success is achieved through mutual cooperation, empowerment and ownership.
- The school provides a rich understanding of Wales locally, nationally and in an international context.

Message from the Headteacher

I hope you find this prospectus a useful guide to the education provided at Gilwern Primary School. I trust it will give you an idea of how the school proposes to educate your child. It was written with the help of Parents, Governors, Learners and Staff.

Gilwern School has a caring and friendly atmosphere, which is conducive to effective learning. All the staff are concerned with the academic, social, physical and moral development of each individual. We endeavour to create a stimulating, exciting and purposeful environment.

Our intention is to provide opportunities for every child to develop their abilities to their greatest potential and to equip them with the values, knowledge and skills necessary for them to lead a full and active role in society.

We have an 'open door' policy at Gilwern School whereby parents and carers are always welcome and take an active part in all aspects of school life.

If you have any queries about the school, or would like to arrange a visit, please contact:

Headteacher: Mr Roger Guy

School Address

Gilwern Primary School,
New School Road,
Gilwern,
Monmouthshire
NP7 0AY

Telephone Number: 01873 830325

Email address: gilwernprimary@monmouthshire.gov.uk

Twitter: @Gilwern_school

Local Education Authority

County Hall
The Rhadyr
Usk

NP15 1GA

Tel: 01633 644644

Our School

Gilwern village is situated in the Brecon Beacons National Park. The school nestles among fields at the bottom of the valley and is surrounded by hills. The River Usk, the Monmouthshire Brecon Canal and Gilwern village are all within walking distance.

Gilwern School is a Community School with most of its pupils coming from the Llanelly Parish. Pupils attending from more outlying areas of catchment travel to school by LEA provided transport. Out of catchment pupils are usually brought to school by parents. The school accommodates boys and girls in the 4 - 11 age range. Prior to starting Gilwern school, the majority of pupils attend Hopscotch Nursery, which is located within the school grounds. Gilwern School is a English medium school, with Welsh being taught as a second language. An increase in pupil numbers over recent years has enabled the school to provide 7 single age classes.

At the end of their Primary education, pupils transfer to either King Henry VIII Comprehensive (Abergavenny), Crickhowell High School, or Brynmawr Comprehensive, all of which we maintain close links with to ensure smooth transition for each child.



Staff Structure

Headteacher: Mr R Guy

Deputy Headteacher: Mrs Edwards

Class Teachers

Miss L Cole & Mrs L Newall – Reception

Miss C Griffiths – Year 1

Mrs B Welford – Year 2

Miss Daley, Mrs Millington & Miss Phillips - Year 3

Miss Phillips - Year 4

Mrs Powell & Mrs Parry – Year 5

Miss Price – Year 6

Teaching Assistants

Mrs K Morgan– HLTA

Mrs L Smith – HLTA

Mrs H Tompkins – HLTA

Mr T Gibson

Miss E Griffiths

Mrs S Wells

Miss S Pugh

Miss R Knights

Mrs Niece

Miss Goreka

Ms Greenman

School Administrator

School Administrator

School Administrative Assistant

Mrs S Beynon

Mrs H Short

Ms K Greenman

Caretaker

Cleaner

Mr L Cole

Mrs E Hitchman

All staff members are DBS (Disclosure Barring Service) checked.

Attendance & Punctuality

The Education Act states that parents have the primary responsibility for ensuring that children of compulsory school age receive a suitable education.

At Gilwern Primary School we ask that you support us in promoting good levels of attendance by ensuring your child attends school regularly and arrives on time. If your child is ill please can you contact the school by 9:30a.m.

Please avoid taking holidays during term time. Before requesting a holiday form, please consider the lessons your child will miss, the difficulty they will have in catching up and the effect it will have on how well they do at school. If a family holiday falls during term time a holiday form is obtainable from the office, or school website. The Government permits a maximum of ten school days for family holidays in a year with the consent of the school.

Term Dates 2022-2023

Term	Start	Half term start	Half term end	Term End
Autumn	02/09/2022	31/10/22	04/11/2022	23/12/2022
Spring	09/01/2023	20/02/2023	24/02/2023	31/03/2023
Summer	17/04/2023	29/05/2023	02/06/2023	21/07/2023

School Session Times

	Mornings	Afternoons
Reception - Year 2	9.00AM -12.00PM	1.00PM -3.15PM
Year 3-6	9.00AM - 12.00PM	1.00PM - 3.30PM

We will ensure that one month's notice is given prior to school closures for training days.

School Governors

Governing Body	Appointed/Elected by	Office Ends
<u>Chairman</u>		
Mr. Bryan Davies	Co-opted	15/10/2023
Mr R Guy	Head Teacher	-
<u>LA Representatives</u>		
Mr R Dixon	LA	10/03/2023
Mrs J Jones	LA	16/09/2023
Mr G Nelmes	LA	28/11/2022
Mrs K Burton	LA	
<u>Co-opted</u>		
Dr R Callender - Davies	Co-opted	15/09/2021
<u>Parent Representatives</u>		
Mrs C Tingle	Parent	11/07/2023
Mr N Bennett - Smith	Parent	26/06/2023
Mrs V Stone	Parent	22/05/2023
Mrs C Watley	Parent	22/05/2023
<u>Teaching Representative</u>		
Mrs B Edwards	Teaching	12/07/2023
<u>Non Teaching Staff Representative</u>		
Mrs H Short	Non teaching Staff	13/07/2023

School Development Plan 2022-2023

#1

STANDARDS & PROGRESS

RAISING STANDARDS IN COMMUNICATION THROUGH AUTHENTIC LEARNING EXPERIENCES

#2

WELLBEING & ATTITUDES TO LEARNING

TO DEVELOP AN UNDERSTANDING OF HOW TO PROCESS AND RESPOND TO EXPERIENCES TO DEVELOP MENTAL HEALTH AND A POSITIVE WELLBEING

#3

TEACHING & LEARNING

DEVELOP PEDAGOGY TO DELIVER AUTHENTIC LEARNING EXPERIENCES THAT DEEPEN CROSS CURRICULAR SKILLS



#4

CARE, SUPPORT & GUIDANCE

FURTHER STRENGTHEN SAFEGUARDING, FACE, INCLUSION & ALN PROVISION AND SYSTEMS TO NURTURE ALL STAKEHOLDERS

#5 LEADERSHIP & MANAGEMENT

TO DEVELOP WELL DESIGNED, BLENDED PROFESSIONAL LEARNING OFFER SUPPORTING TEACHING ASSISTANTS, TEACHERS AND LEADERS THROUGH REFORM AND RENEWAL IN THE INTERESTS OF LEARNERS



Admission to School

Children are eligible for admission to school at the start of the school year in which their fifth birthday falls (i.e. 1st September to 31st August).

Application forms for admission to the school are available on the Monmouthshire County Council website: www.monmouthshire.gov.uk

Admission applications must be made through the Local Authority Student and School Access Unit:

Student and School Access Unit
Monmouthshire County Council
County Hall
The Rhadyr
Usk
NP15 1GA

Arrangements for admission in September are usually completed by the end of January, however there are further admissions made throughout the year.

We try to ensure that children are introduced to school life gradually. There is a comprehensive pre school induction process where pupils spend time in school getting to know their teacher and the environment.

If you are interested in placing your child in Gilwern School, please contact the school to arrange a visit:

Mr R Guy (Headteacher)

Tel: 01873 830325,

Email: gilwernprimary@monmouthshire.gov.uk,

Please visit our Website at:- www.gilwernprimaryschool.org

Health and Safety

The school ensures that all stakeholders' safety is of paramount importance. The policy is reviewed on an annual basis and adherence to local authority guidelines is strict. The Governing Body meet termly with designated staff to ensure compliance to regulations and pro-actively plan training and review risk assessments.

Security at the School

We have CCTV operating on the grounds of the school. All visitors are requested to report to reception on arrival where they will be asked to sign in via our electronic system. This system is regularly checked by staff and is vital to ensuring everyone is accounted for in the event of an emergency. The school caretaker resides on site.

Partnership with Parents & Carers

When your child starts their journey through education at Gilwern Primary School, we feel that it is the beginning of a partnership that is both supportive and consultative.

The school operates an open door policy where parents are encouraged to make an appointment to see their child's teachers if they need any information. In addition, Parents/Carers are given two formal opportunities to discuss their child's progress during the course of the year. At the end of the summer term parents receive a written report.

Parents and friends are invited to a wide variety of school activities and celebrations throughout the year. These include class assemblies, sports day and concerts.

Home School Agreement

Upon entry into the school, parents are requested to sign a Home-School Agreement, which defines the responsibilities of the school and parents/guardians.

Responsibilities of the School include: Care, safety, teaching, progress reports, additional needs, accessibility, involvement, inclusion.

Parents' Responsibilities: regular and punctual attendance, information re health problems, support of policies, home learning, parents' meetings attendance.



Child Protection and Safeguarding

All staff, Governors and Volunteer helpers have current Enhanced Disclosure Barring (DBS) checks. All teachers are registered with the General Teaching Council of Wales (GTCW). All staff are trained in identifying signs which may indicate a child protection issue. The Headteacher, Mr Roger Guy, is the designated Child Protection Co-ordinator and Mrs B Edwards is the Deputy Child Protection. Mr Bryan Davies is the link Governor for Child Protection. There are thorough systems in place, based on the All Wales Child Protection Procedures 2008 manual, to deal with all incidents.

In such circumstances the safety of child is paramount and is therefore put before the needs of the parents. Although efforts are made to contact parents to discuss issues, advice will initially be sought from the Social Services Duty Officer. The school will then follow their recommendations.

Fortunately such incidents are rare and the information is not intended to alarm parents but to demonstrate the high quality of care that is provided for the children.

Looked After Children

The school's policy for Looked After Children - LAC (children in the care of the Local Authority) details the arrangements made for LAC including personal support plans. Each pupil in care will have a Care Plan that will include a Personal Education Plan (PEP) that is developed jointly by the Social Worker and the Designated Teacher. This will identify specific areas of concern and include achievable targets. The LAC Co-ordinator is the Headteacher, Mr Roger Guy, and the Link Governor is Mr Bryan Davies. Our aim for all children is to ensure that they reach their potential and we use assessment data to target their progress carefully and ensure support is provided in a timely manner.



Gilwern Association of Parents (G.A.P.)

The G.A.P. is a friendly organisation which works with the school to develop community life and raises some additional funds.

Regular events include Easter Fayre, Summer Fete, Christmas Fayre and other social events. The proceeds from these help towards the cost of school equipment and facilities.

Please go to www.pta-events.co.uk/gilwernprimary to receive newsletters and to hear all about the events organised by the committee.

(Due to Covid 19 fundraising events have been limited so we welcome new ideas and volunteers.)



Work place Experience and Students

Provision is made for training within the school from school-based work experience to Post Graduate studies. There are delegated members of staff who train and mentor the students.

School Uniform

School uniform is very much supported by Gilwern parents. Our sweatshirts and jogging bottoms have the school logo embroidered on them.

Black/Navy jogging bottoms or leggings
Grey trousers/Grey shorts
Black shoes or trainers
White short polo shirt
Blue school sweatshirt
Grey skirt or pinafore
Blue and white gingham or striped dress

All pupils are currently required to attend school wearing a white polo shirt, blue sweatshirt with tracksuit bottoms/leggings and sensible footwear in preparation for outdoor learning activities. Currently children will not require PE kit in school due to Covid19 restrictions.

Clothing carrying the school emblem is ordered from Reflex Embroidery via the school website. An order form is sent out during the autumn and summer terms. The school carries a small stock of sweatshirts for children who are admitted during the school year. All items of school uniform should be labelled.

The wearing of jewellery in school is not recommended. Pupils will be asked to remove earrings for swimming and PE lessons to avoid the risk of injury. Learners can only wear stud earrings for health and safety reasons.



Curriculum for Wales

In 2015, Professor Donaldson wrote a report called Successful Futures with the aim of developing an inspiring and exciting curriculum for the children and young people of Wales. Gilwern has been involved from the outset of this process as a lead school and is at the forefront of shaping and implementing the changes in the curriculum.

Our learners are embedding their understanding of the Four Purposes of the curriculum striving to be:

- ▶ ambitious and capable and ready to learn throughout their lives.
- ▶ enterprising, creative contributors who are ready to play a full part in life and work.
- ▶ ethical, informed citizens who are ready to be citizens of Wales and the world.
- ▶ healthy, confident individuals who are ready to lead fulfilling lives as valued members of society.

These objectives are achieved through rich, authentic learning experiences. Learning is carefully planned through learner initiated discussion that is nurtured, shaped and challenged by our innovative and pedagogically informed teachers.

The curriculum for Wales has been divided into 6 areas of learning experiences.

These are: Expressive Arts,
Health and Well-being,
Humanities,
Languages Literacy and Communication,
Mathematics and Numeracy,
Science and Technology.

It is imperative that our learners are literate, numerate and digitally competent, these cross curricular responsibilities are central to all aspects of learning.

Welsh as a Second Language

We are committed to encouraging pupils to learn Welsh as a Second Language by giving learning opportunities throughout Foundation Phase and Key Stage 2 to develop oral skills competently and to develop effective readers and writers. We have an established learner voice group called 'Cryw Cymraeg' who promote a Welsh phrase of the fortnight.

Pupils use the WAG recommended schemes of work as a minimum of provision and staff work closely following Education Achievement Service guidance.

Reading of Welsh will be developed for both enjoyment and information. Pupils learn to apply their skills through using 'incidental Welsh' on a daily basis in and around school. A member of staff is currently developing her Welsh skills through a year long secondment at Cardiff University which will further enhance the school's provision .

Curriculum for Wales

Religion Values & Ethics & Cross Cutting Themes

Religion, Values and Ethics (RVE) is the name the Welsh Government has given to Religious Education in the Curriculum for Wales. RVE is mandatory for all learners aged 3 to 16. This now sits within the Humanities Area of Learning and Experience (AoLE). RVE is still locally determined and therefore, as well as having regard to the Curriculum for Wales Framework Guidance, all schools in Monmouthshire must have regard to the Monmouthshire Agreed Syllabus for RVE when designing their school curriculum. Our curriculum offer has incorporated the following mandatory cross cutting themes: Relationships & Sexuality Education (RSE), statutory guidance Human rights Diversity Careers and work-related experiences Local, national and international contexts.

Cwricwlwm Cymreig

Children are provided with experiences in lessons, school activities, visiting guests, trips and visits to experience those features which give Wales its own distinctive historic, social and cultural identity. Cwricwlwm Cymreig permeates the whole curriculum through singing Welsh songs, Welsh country dancing, the study of land use in Wales and Welsh history. A school Eisteddfod is held to celebrate St David's Day where children participate in a wide range of Welsh related activities. In addition we support competition entries are also submitted to the Abergavenny Town Council Eistedfodd.

Road Safety

We encourage children to be aware of the dangers on the roads. Each year a cycling proficiency course is run for pupils in Year 6, and we compete in the County competition.

Junior pupils are encouraged to cycle to school. Cycle helmets are compulsory. Foundation Phase pupils take part in Kerb Craft activities which teaches them the basics of Road Safety as a pedestrian and as a school we are taking part in the Active Journeys Scheme which see whole school events such as 'Be Bright Be Seen' and 'Big Walk & Wheel'

Home Learning

Pupils are given home learning tasks weekly via Class Dojo, which are activities that support and complement the work being undertaken at school. These activities will be linked to their class topic. Learners will also bring reading books home from an early age and we hope you will share the excitement of reading these together.

Learners are also involved in setting themselves weekly personal targets which form part of their home learning.

Educational Visits

Children have the opportunity to take part in a variety of trips away from school. Class teachers organise whole or part-day visits to a variety of museums or educational centres, so that some aspects of schoolwork can be studied at first hand.

Physical Education and Sport

Gilwern Primary School values highly all pupils participation in a wide range of sports and has exemplar provision. Within the Abergavenny area the school is respected for its excellence of achievements by pupils and the dedication and enthusiasm of the many staff who give of their time to ensure inclusion and enjoyment.

The school works closely with a range of local clubs to further develop children's talents.

Outdoor Pursuits

A four day residential visit for Year 6 pupils usually takes place during the autumn term. This takes place at Manor Adventure, which provides a range of outward bound activities.

The Centre has wardens who help organise activities safely. Two members of school staff are trained in outdoor pursuits and have successfully completed the required safety courses.

Children are often taken out for observation or survey work in the village, to the canal or the river.



Values-based Education

Through the introduction of Values-based Education the school council led meetings to discuss what values inspire children, young people and adults to adopt and live positive human values. The focus of Values-based Education is to develop ethical and emotional intelligence, deepen relationships and social cohesion and embed a strong values-based culture to give students the best chance of academic success. As a result, the school council have chosen ten values to explore each month throughout the academic year, one of which is celebrated at the end of each month. The Head Boy and Girl lead the whole school assembly encouraging representatives from each class to share what they have found out.



ELSA Programme

ELSA stands for Emotional Literacy Support Assistant and it is designed to help support the emotional needs of our learners. ELSA acknowledges that children and young people learn best when they feel happier and their emotional needs are being addressed. Our trained staff help children learn to understand their emotions and respect the feelings of those around them.

It can also support learners with the following : social skills, bereavement, social situations, anger management, self esteem and friendship.

Community Liaison Officers

To support the safety aspect of the curriculum, the school has good links with the police, fire service and road safety officers. Children within the Foundation Phase participate in Kerbcraft and workshops such as; Cool Kids Wear Lids.

Extra - Curricular Activities

Staff run various clubs during the lunch hour, and these vary according to the season and the teachers' particular strengths. Mr. Guy also encourages Key Stage 2 pupils to be involved in the running of clubs for Foundation Phase.

Extra-Curricular Clubs include:

Football, Athletics, Netball, Rugby, Dance, Gymnastics, Choir, Science, Art, Cricket, Rounders, Nature, News Crew.

Music

Learners have the opportunity to learn a musical instrument from Year 2 onwards. These lessons are provided by Gwent Music and we offer Strings, Brass, Woodwind and Guitar tuition.

School Learner Voice groups have been disrupted due to Covid 19 however we are now in a position to establish these again with all learners across the school.

It's good to give! The charity learner voice group will take the lead in coordinating the fundraising linked to our Gilwern Around the World project and look at ways in which we can give back to the community around us.

Digital Leaders: This learner voice group will take the lead in supporting and developing ICT and digital skills across the school. They will also play a large part in ensuring our school community is safe online.

Get Outdoors! This learner voice group will take the lead in developing our school grounds and garden as well as reaching out and supporting community projects.

Values Ambassadors: This learner voice group will take the lead in promoting our school values and promote a positive environment to support everyone's wellbeing.

Senedd Gilwern The council learner voice group will take the lead in supporting decisions about our curriculum and also represent their class opinions.

Eco Explorers: This learner voice group will take the lead in developing our school and wider community understanding of environmental education and action.

Criw Cymraeg: This learner voice group will take the lead in developing Welsh Language and culture across the school, with the aim of supporting the development of Welsh language at home.

Super School Squad: This learner voice group will take the lead in developing a happy, healthy and active school. Engaging in active projects that can benefit our whole school community and leading on our Gilwern Around the World endurance project.



Gilwern School -Breakfast Club

Our Breakfast Club is run by fully qualified and experienced members of our school staff.

Breakfast Club runs Monday to Friday from 8am to 8:50am.

The children are given a choice of cereals, toast and fruit

There is a charge of £1 for this service which can be paid via Parent Pay.



Hopscotch Childcare – After School Club

Hopscotch Childcare offers an excellent After School Club which runs from 3.20pm-5.15pm

The club is managed by Miss Knights who is supported by qualified and experienced members of the school staff. Gilwern 'out of hours' childcare provides a stimulating and fun environment and was established to meet the needs of Gilwern Primary School parents.

Places can be booked online through <https://gilwern.childcare-online-booking.co.uk/> at a cost of £8.00

Further information is available from the school



Additional Learning Needs (A.L.N) Lead

Mrs J Powell

The school is following Welsh Government guidance in implementing the new ALN code for Wales and is proactive in identifying each child's individual needs. Some children require further support and/or additional guidance to maximise their learning.

More able children are challenged and motivated by differentiated activities and opportunities appropriate to his or her needs, which allow them to demonstrate their knowledge and abilities.

Children requiring additional learning provisions are integrated into mainstream classes and often their learning is enhanced through interventions such as working individually or in small groups focusing on their need.

The school works closely with pupils, parents and the Local Authority (LA). The member of staff with the responsibility for supporting and promoting the educational achievement of the children who are looked after by the L.A. is Mr R. Guy, Headteacher. These children are monitored closely to ensure that their pastoral needs and academic attainment are fulfilled.

Equal Opportunities

The school has a comprehensive policy. The term 'equal opportunity' covers a wide range of different and potentially emotive areas. Pupils are taught pro-actively that discrimination of any type is unacceptable. We take our lead from the United Nations Charter and promote its ethos.

Charging Policy

A voluntary contribution is requested from pupils when attending educational visits. This is in order to cover travelling costs. No pupil will be excluded for non-payment, but if enough money to pay expenses is not collected then the visit may be cancelled.

Internal Complaints Procedure

Parents have the right, and are indeed encouraged to communicate freely with the school's professionals. If any parent has concerns related to their child they should consult, in the first instance, the class teacher. Parents also have the opportunity to consult the Head teacher.

A full copy of the Complaints Policy can be obtained on request from the school and is available on the website.