

Ysgol Cae'r Gwenyn



Prospectws / Prospectus

2025 / 2026

Law yn llaw, gyda'n gilydd mi allwn

Hand in hand, together we can

'The school provides a warm and welcoming environment, where adults value each pupil's individuality and embrace their needs.'

Estyn Inspection Report 2023

Welcome to Ysgol Cae'r Gwenyn

Prince Charles Road

Wrexham

LL13 8TH

Telephone number: 01978 356177

mailbox@ysgolcaergwenyn.wrexham.sch.uk

www.ysgolcaergwenyn.co.uk



Croeso i Ysgol Cae'r Gwenyn

வரவேற்பு

Добре дошли

Witajcie

স্বাগতম

We would like to warmly welcome you and your child to Ysgol Cae'r Gwenyn. We really look forward to working in partnership with you while your child is here with us in school.

We aim to offer your child the very best opportunities during their time in school. Our qualified and experienced staff do all they can to ensure that your child's first experiences in school are exciting, challenging and full of fun! We hope to work with you to develop and broaden their learning experiences, so that when they leave our school, they will be confident, enthusiastic learners who are looking forward to the next stage of their education.

Our Aims

In Ysgol Cae'r Gwynyn, we aim to create...



- A welcoming, caring and happy learning environment where all achievements are celebrated
- A family school where all are welcomed
- A place where curiosity and independence are encouraged – where learning is fun!
- A school that endeavours to support the additional learning needs of all our children.

Term Dates

Autumn Term 2025 – September 1st – December 19th

Half Term – 27/10/25 – 31/10/25

Spring Term 2026 – January 5th – March 27th

Half Term – 16/02/26 – 20/02/26

Summer Term 2026 – April 13th – July 20th

Half Term – 25/5/26 – 29/05/26

Training Days

1st September 2025

24th October 2025

5th January 2026

27th March 2026

22nd May 2026

20th July 2026

Session hours – 9 am - 11.30 am – Nursery 1 / 12.30 pm – 3 pm – Nursery 2

9 am – 3 pm – Reception, Year 1 and Year 2

At Ysgol Cae'r Gwenyn, we promote good attendance to enable our children to take full advantage of the educational opportunities we offer. Our Home/School Link Coordinator monitors attendance daily and works closely with families to support good attendance.

It is extremely important that your child attends school regularly to fully benefit from all the activities on offer.



What to do if your child is absent from school?

If your child is unwell, please keep them at home and let us know if they are not coming to school, by contacting us on Wrexham 356177. If possible, please advise us beforehand if children have to attend a medical appointment during school hours.

Please phone on the first day of absence. We ask that parents keep us informed of their child's absence by 9.15 am that day. If we have not received a call, our Home/School Link Coordinator will ring and enquire about the reason for the absence. At Ysgol Cae'r Gwenyn, all absences are accounted for and recorded.

It is also important that your child arrives in school on time, in order that they do not miss out on all the activities that take place here. We ask parents, to ensure that children arrive at school in good time each day.

Please try to avoid term time holidays.

Please help us by bringing your child to school for 8.55 am and collecting them on time at 11.30 am or 3pm.

Whole school attendance – 2024 / 2025 – 89%



Home / School Links

'The school knows its pupils and their families very well and uses this information to create valuable links and strong partnerships that benefit pupils and families.'

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At Ysgol Cae'r Gwenyn, we place a high value on our partnership with parents.

Our Home / School Link Coordinator, [Sara Williams](#), [Sophie Gillett](#), our Family Engagement Coordinator and [Mel Jones](#) our Well-being Coordinator are here to help you with any concerns or issues that you might have.

We greatly appreciate our relationship with parents.



Who works in Ysgol Cae'r Gwenyn?

Aimee Colley	Teaching Practitioner Level 2
Becky Griffiths	Teaching Practitioner Level 4
David Griffiths	Class Teacher – Dosbarth Grug
Edona Veliu	Teaching Practitioner Level 2
Erin Walker	Teaching Practitioner Level 2
Hayley Whitfield	Teaching Practitioner Level 2
Jackie Whalley	Teaching Practitioner Level 4
Jessica Smith	Teaching Practitioner Level 2
Julie Miller	School Caretaker
Katie Judd	Teaching Practitioner Level 2
Laura Rowlands	Class Teacher – Dosbarth Gwyddfid
Liz Jones	Acting Headteacher / ALNCo / Designated Safeguarding Person
Mel Jones	Teaching Practitioner Level 2
Nina Pryce	School Administrator / Clerk to the Governors
Rachel Samuels	Teaching Practitioner Level 2
Sara Williams	Teaching Practitioner Level 4
Sophie Gillett	Teaching Practitioner Level 2
Toni Gwilliam	Class Teacher – Dosbarth Lafant
Robyn Rehbeck	Teaching Practitioner Level 2
Yvonne Rowley	Teaching Practitioner Level 4

The Governing Body

Chair of Governors	Jane Howells
Vice Chair of Governors	Martine Richards
Community Governor	TBC
Parent Governors	Louise Ball Adam Baxter Dee Prydderch
Local Authority Governors	Martine Richards Kelsey Davies
Teacher Governor	Toni Gwilliam
Staff Governor	Sara Williams
Headteacher Governor	Liz Jones

Chief Officer, Education & Early Intervention, Wrexham County Borough Council – Mrs Karen Evans 01978 298991.

Who are the School Governors?

The Governing Body is a group of people who are involved in making decisions and planning the future of the school. Our Governing Body is made up of people who represent parents and children at the school i.e. parents, members of staff at the school, the local community and the Local Authority. Governors work on a voluntary basis – they are not paid for their duties.

If you need to contact a Governor:

- Drop a note in the school office and staff will hand it to a Governor.
- Speak directly to a Governor.



What happens during the day?

Each day follows a similar pattern. Every child enjoys the structure and security that this format offers.

1. The children start the session by playing outside for approximately thirty minutes.
2. Circle Time – this is a time when we take part in a range of activities such as stories, music sessions and parachute activities. We all get together to sing and to join in with poems and action rhymes.
3. Small Group Work – this is a time when we meet in small groups to take part in a range of adult led developmentally appropriate activities.
4. Snack Time – we all have something healthy to eat and drink. This is a positive and enjoyable activity, which allows us to teach manners and develop social and conversational skills.

5. Play Time –The children play in the various areas of the indoor / outdoor classroom. This is the time that they try things out, develop interaction and communication skills, make choices, problem solve, practise and experiment.

Staff work alongside the children, supporting and encouraging them during their play, being there to share their many experiences.

6. Tidy Up Time – we all tidy up the equipment and put things away.
7. Home Time.

The children who attend school all day follow a similar timetable.



Curriculum for Wales / Cwricwlwm i Gymru



In Ysgol Cae'r Gwenyn, we are delivering a broad, balanced and enriched curriculum, allowing children to have fun whilst learning. The activities will be pitched at the children's level of development enabling them to learn and succeed at a rate suitable to each individual.

There are six areas of Learning and Experience namely:

- Languages, Literacy and Communication
- Mathematics and Numeracy
- Science and Technology

- Humanities
- Health and Well being
- Expressive Arts

The four Purposes of the Curriculum are the shared vision and aspiration for every child and young person. They are at the heart of our curriculum and guide and direct everything we do at Ysgol Cae'r Gwenyn. In supporting the development of the four purposes, we set high expectations for all – to raise standards, tackle the attainment gap, and ensure that our curriculum supports lifelong learning.

All teaching and learning is underpinned by these four Core Purposes. The four Purposes are the starting point for all decisions on the content and experiences developed as part of the curriculum to support our children and young people to become:

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

Welsh / Cymraeg



'Mae staff yn gwneud defnydd rheolaidd ac effeithiol o'r Gymraeg yn ystod gweithgareddau, gan ddefnyddio geirfa syml y mae'r rhan fwyaf o ddisgyblion yn ei deall yn hyderus.'
Estyn 2023

This subject is incorporated into the daily lives of our children and is regarded as an essential part of their culture and heritage. Your child will learn through singing songs, reciting rhymes and through a variety of enjoyable and practical planned activities. Many areas and resources in the classrooms are labelled in both English and Welsh. We can also offer support in helping our parents to learn Welsh.



The Outdoor Classroom

In school, we use our garden as a valuable teaching and learning area. The children learn through first-hand experience in a fun, safe and stimulating environment. The outside space allows children to explore the world around them and provides many challenges covering all areas of the curriculum. These include number trails, sharing stories, insect hunts, gardening, climbing and balancing. Our wildflower garden provides a safe and attractive place to learn about wildlife.



How is my child doing in school?

Throughout the year your child will be observed by staff to look at and assess what they can understand and what they can do. This information will help us to plan appropriate activities and experiences for your child, in order to help them move forward in their learning. We believe that parents know their children best and so we ask you to contribute to the assessment process, by sharing information about what your child likes to do at home and how you as parents are supporting their development.

The school will share all information gathered, with our parents at regular intervals throughout the year. At the end of the Autumn Term and the Spring Term, you will receive the 'Getting to Know You' and 'Look What I Can Do' progress reports. At the end of the year, parents / carers receive a written report on their child's progress (Look how far I've come') and are invited to meet with staff to discuss the report.

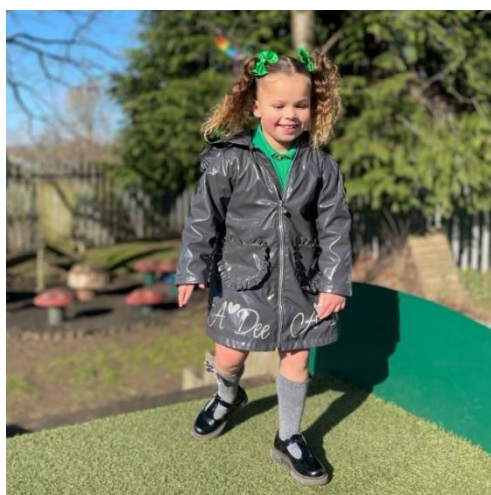
There will be lots of opportunities throughout the year to ask questions about what, why and how your child is doing. Any time that you wish to discuss your child's progress, please speak to a member of staff.

How will I know what's going on in school?

You will receive regular newsletters via the Seesaw app, letting you know about things that are going on in school. They will also tell you the types of things that we are learning about and how you can help your child at home. Let us know if there is a matter that should be included in the newsletter.

The Seesaw App will allow you to access photographs of your child in school. Our school website will also have information on what's going on in school and we also have an Instagram page that gives a flavour of some of the activities that your child is doing in school.

What does my child wear for school?



In Ysgol Cae'r Gwenyn, we have a uniform that promotes a sense of pride in the school, is convenient for parents, is practical and smart and is generally good value for money.

The uniform consists of a green T shirt, a polo shirt, a sweatshirt and a cardigan.

We are selling the uniform at the price that it costs us - we do not make a profit on any items sold. We sometimes have a selection of pre-loved uniforms which parents can buy at a very reasonable price. All money made from selling pre-loved uniform is donated to charity.

School uniform is preferable but not compulsory. You can buy as little of it as you like.

We go outside in all types of weather to enjoy the garden and the facilities on offer. We have waterproofs, umbrellas and wellington boots for wet days and sun hats for hot days.

Please make sure that all coats, cardigans etc are clearly labelled with your child's name.

Jewellery such as rings, bracelets, necklaces etc are not really suitable for school. If a child's ears have been pierced, then only stud type earrings should be worn. This is a safety precaution.

Do you serve healthy snacks in school?

The children have milk and a selection of different fruits, breadsticks and rice cakes every day. Snack time is a very important part of our school day. It is a time when we meet together to enjoy healthy food and to develop good eating habits such as good manners. It gives us an opportunity to have a chat about what we have been doing that morning and to share things. We ask for a contribution of £1.50 per week to buy items for snack.

Please let us know if your child is allergic to a particular food. Drinking water is available throughout the day.



School dinners for Reception, Year 1 and Year 2 pupils.

School meals are cooked and prepared locally. Our Reception, Year 1 and Year 2 children are entitled to a free school dinner.

Additional Learning Needs

“All members of staff have consistently high expectations of their pupils. They strive to overcome any barriers to learning and celebrate pupils' small steps to success “.

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In Ysgol Cae'r Gwenyn, we strive to ensure that we provide for all pupils' individual learning needs. We are following the Welsh Government Code of Practice for ALN and supporting children through a Person-Centred Planning (PCP) approach. Through a process of listening and learning together we will be focusing on what is important for each pupil. The Annual

Review is an opportunity to reflect on what is working well and how to best support children moving forward. The Parents / carers 'voice,' as those who know the child best, is a very important part of the process. Please do contact school if you would like further information on the review process.

The school will provide a wide range of extra resources and activities to aid your child's progress. We work with professional agencies who offer support and advice in order to help meet the individual needs of your child.

As a school, following the advice and recommendation of the BCUHB Speech and Language Therapy Service we follow the 'Total Communication,' approach. This is a holistic approach that uses a range of active learning strategies, verbal and non-verbal communication support systems including Makaton signing, objects and symbols to develop children's communication skills.

As a school, we make every effort to ensure that all our children play a full and active part during their time here. The school building has complete disabled access. Resources are reviewed regularly to ensure they support inclusion for all pupils.

For children with a medical need they will have a Care Plan. A Care Plan is written to ensure that all practitioners working with the child are fully aware of their medical needs and procedures to be followed to keep them safe and well.

A copy of our ALN policy is available for parents / carers to view at the school.

Health and Safety / Security

A full fire drill and an emergency drill are held once every term, so that all children know what to do in the event of a real emergency.

All staff have received training in first aid. Becky Griffiths and Yvonne Rowley are our qualified and experienced First Aiders who deal with all accidents that occur in the school. In the event of an emergency, we will contact you by telephone.

It is **essential** that we are provided with an emergency contact number and address, which is regularly updated.

If your child needs an asthma inhaler, then you will need to sign a form giving us permission for your child to use the inhaler.

Please inform us of all allergies and any medical condition that your child may have.

Head lice are always a problem in any school. If your child needs treatment, please let us know so that we can make sure that other parents check their child's hair.

There is a high level of supervision both inside and outside the school. All our children should be brought and collected from school by a responsible adult.

The school is very mindful of its duty of care and takes every step to ensure the safety of the children. Please let us know if someone else is collecting your child.

Photographs / Press Photographs

- Throughout the year, we take many photographs of the children. If you would like us to email you any photographs of your child, please give your email address to our secretary Nina Pryce.
- The school will require your permission before we can release the name of your child to accompany local and national newspaper photographs, celebrating special events at school.



'The wellbeing of pupils is at the centre of everything at the school.'

Estyn report 2023

Looked After Children

Looked After Children (LAC) are pupils whose care is facilitated by the Local Authority. Our main priority is to ensure that the pupils' emotional and educational welfare is supported and developed through all aspects of school life. The Headteacher is responsible for Looked After Children within the school. This includes working closely with the child, carers, social services and other agencies involved with the care of the child.

Child Protection / Safeguarding

'The Welsh Government guidance makes it clear that schools have an important role to play in the protection of children from abuse'. This is confirmed in the Wrexham County Borough Council Policy, which sets out procedures to be followed by all staff.

The school therefore has a duty to refer any concerns about the wellbeing of pupils to the Social Services Department for further advice.

Copies of our Child Protection and Safeguarding policies can be obtained from the school office.

The DSP – Designated Safeguarding Person, is **Liz Jones** – Acting Headteacher.

The Deputy Designated Person is **Toni Gwilliam** – ALN teacher.

The Safeguarding Governor is **Jane Howells**.

Equal Opportunities

The school operates an Equal Opportunities policy, which seeks to include and celebrate the religions and cultures of all children. The school promotes an Inclusion policy to prevent any child being treated less favourably than any other child regardless of impairment or

disability. The school will challenge any attempt to denigrate a child on his / her difference in race, culture, gender or intellect. Our Equity and Diversity Champion is Mel Jones and our Governor with responsibility for Equity and Diversity is **.

What if I have a complaint?

If you ever have any concerns which you feel are affecting your child in school, please come and see us and we will do anything we can to solve the problem. We always prefer to deal with the matter at school level but if the problem needs to be investigated further, there is a formal procedure. The complaint can be referred to the Governing Body and if necessary the Local Authority.

Access to documents

Copies of certain education documents are available for you to see. A copy can be supplied within 15 working days after a request has been received.

If there is anything more that you need to know about our school, please just ask.



We hope that you and your child have a happy and rewarding time here in Ysgol Cae'r Gwenyn