

YSGOL Y DDRAIG



ACHIEVE, CHALLENGE, ENJOY



YSGOL Y DDRAIG



Croeso / Welcome

During the time before and since amalgamating we have already achieved so very much including working with children, staff, parents and governors to name our new school, design our fantastic badge and chose our new uniform. The children have visited their new classrooms, met their new classmates and along with parents met their new teachers too. We have made every provision to not only support children but parents in this inaugural year where we are situated across two sites. Throughout this, our initial prospectus we hope to paint a picture of what life will be like at Ysgol y Ddraig. It is impossible to capture the spirit and atmosphere of our school in words and as we progress, a visit is will be the best way to experience our very special school.

We value every child; working to deliver nothing short of an excellent education in a safe and happy environment. With the help of parents, families and the wider community we aim to nurture a love of learning and equip children with the skills they need to succeed in education and life; helping every child to achieve their very best.

Yours sincerely

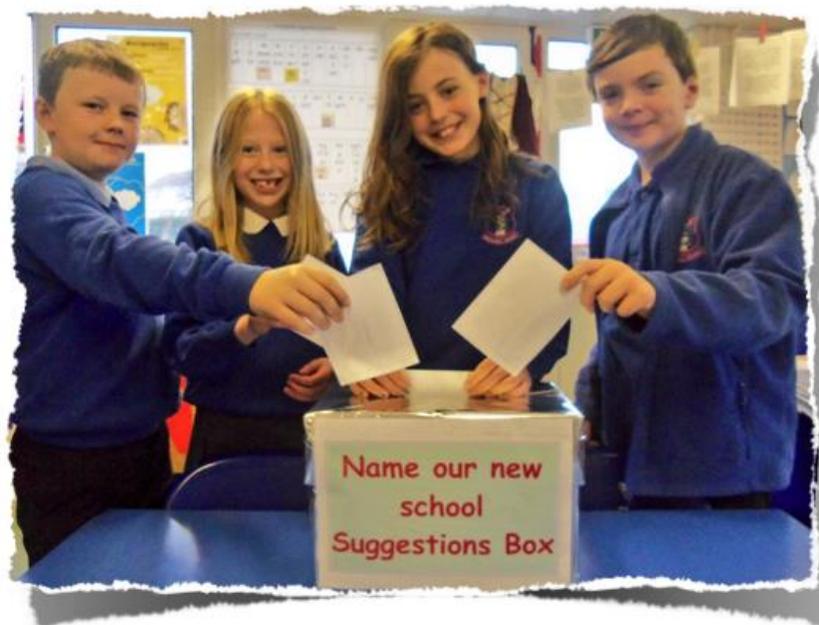
T Golding

Mr Ty Golding
Headteacher/Pennaeth

Introduction

Ysgol y Ddraig is an English medium primary school serving the children of Llantwit Major and is a newly amalgamated school situated over two sites for the academic year 2015-16. During the Autumn term of 2016 we will be moving onto one site; into our brand new purpose built school situated on Ham Lane East and taking our place as part of the Llantwit Learning Community. Our school currently has sixteen classes; including two Nursery classes and approximately 365 children on roll.

The school caters for children between the ages of 3 and 11 years. Children may enter the Nursery at the beginning of the term after their third birthday, space allowing. Children start in the Reception Class in the September prior to their 5th birthday. In the September after their 11th birthday they transfer to Secondary School. Enquiries about admissions can be made directly to the school or through the Admissions team at the Vale of Glamorgan Council.



Contents

1. Aims of the School
2. Staff and Governing Body
3. Partnerships
4. School Organisation
5. The School Day
6. Learning and the Curriculum
7. Assessment
8. Additional Learning Needs
9. Communication
10. Equal Opportunities
11. School Uniform
12. Health Matters
13. Parent and Teachers Association
14. Sports and Extra Curricular Activities
15. Safeguarding & School Security
16. Complaints Procedure
17. Breakfast and Afterschool Clubs
18. The School Bus
19. School holidays

1. @ Ysgol y Ddraig we aim to:

- ensure every child feels valued, listened-to and respected as an individual
- provide an excellent learning environment which is happy, secure and supportive
- have the highest expectations of all children's learning and behaviour
- enable our children to become literate, numerate and digitally competent learners
- appreciate the value of strong partnerships between children, staff, parents, the local and wider global community
- encourage a climate of success by celebrating achievements both inside and outside school
- promote the positive social and moral development of children, preparing them for adult life
- instil a sense of pride in our school, town, nation, language and heritage whilst being aware of, and respectful towards other communities

These aims are at the heart of our daily life at Ysgol y Ddraig and are represented by our school motto Achieve, Challenge, Enjoy (ACE).

Our Mission @ YYD



At Ysgol Y Ddraig it is our purpose to provide a supportive learning environment. Through high expectations and challenge we provide our children with the very best opportunities and experiences; ensuring we work together to become happy and confident life long learners.



2. Ysgol y Ddraig Staffing Structure - 2015

Mr Ty Golding	Headteacher
Miss Becky Cadman	Deputy Headteacher Class Teacher, Y2
Mrs Katy Holloway	Assistant Head Teacher Class teacher, Y5
Mrs Lisa Jones	Business Manager - KS2
Mrs Abigail Rees	Assistant School Administrator - FP
Mrs Lisa Crowther	Class Teacher, Y6
Mrs Carys Jones	Class Teacher, Y6
Mr Gareth Richards	Class Teacher, Y5
Mrs Sarah Crowe	Class Teacher, Y4 (Senior Leadership Team)
Mrs Jodie Davies	Class Teacher, Y4
Mr Dorian Oldfield	Class Teacher, Y3
Miss Karen Bale	Class Teacher, Y3
Mrs Harriet Maidment	Class Teacher, Y2 (Senior Leadership Team)
Miss Laura Viggers	Class Teacher, Y2
Mrs Nicola Farmer	Class Teacher, Y1
Mrs Sarah Ewings	Class Teacher, Y1
Mrs Kath Birmingham	Class Teacher, Reception (Senior Leadership Team)
Mrs Sue Grafton	Class Teacher, Reception
Mrs Rebecca Ball	Class Teacher, Nursery
Mrs Helen Edwards	Learning Support Assistant, Y6
Mrs Mel Hougham	Learning Support Assistant, Y5
Mrs Cheryl Roberts	Learning Support Assistant, Y4
Mrs Sue Fellows	Learning Support Assistant, Y3, After School Club Leader
Mrs Jan Smith	Learning Support Assistant, Y2
Mrs Julie Roberts	Learning Support Assistant, Y2
Mrs Rachel Fowler	Learning Support Assistant, Y1
Mrs Donna Daw	Learning Support Assistant, Y1
Mrs Jayne Cairns	Learning Support Assistant, Reception
Mrs Paula Booker	Learning Support Assistant, Reception
Miss Ruth Lock	Learning Support Assistant, Reception
Mrs Jacquie Lightfoot-Paine	Learning Support Assistant, Nursery
Miss Laura Devred	Learning Support Assistant, Nursery
Mrs Davina Beynon	Learning Support Assistant, Nursery
Mrs Julia Price	Learning Support Assistant, Nursery
Miss Nicola Denley	Learning Support Assistant, KS2
Mrs Andrea Greene	Learning Support Assistant, 1:1
Miss Shona Powell-Hughes	Learning Support Assistant, Y3
Mr Tam Daye	Learning Support Assistant, Y5
Mr Louis Johnson	Learning Support Assistant, KS2
Mr Chris Fowler	Caretaker

Rhianna Rose?

Ysgol y Ddraig Governing Body

Chairperson: Mrs Rebecca Lloyd-James

Clerk: Miss Rachel Cox

Name	Designation
Mr T Golding	Headteacher
Mr Dave Thomas	Local Authority
Mr John Durrant	Local Authority
Mr Adrian Woods	Local Authority
Mrs Harriet Maidment	Teacher Representative
Mrs Sarah Crowe	Teacher Representative
Mrs Cheryl Roberts	NonTeacher Representative
Mrs Fiona Greville	Community
Mr Phil Hibbert	Community
Mr Simon Hill	Community
Mrs Rachel Hillier	Parent Governor
Mrs James Emery	Parent Governor
Mrs Claire Millar	Parent Governor
Mr Nathan Mullet	Parent Governor
Mrs Sally Hanks	Minor Authority Representative

*Elections for Parent Governors will take place early during the Autumn term



3. Partnerships

At Ysgol y Ddraig we encourage parents to become involved in the life of the school - during and after the school day.

This coming September we will hold annual **Parent talks** and these are an opportunity to meet your child's teacher, find out more about our school and the year ahead.

We hold a **Parent's Evening** early in the autumn and spring terms (October and February). The class teacher will outline how well your child is making progress, how you can help at home and answer any questions you may have. There is another opportunity to meet with the class teacher to discuss the Annual End of Year report in the Summer Term.

Class teachers will inform you at the beginning of each term to outline the work that your child will be involved with during the term. You will also be given details of Home Learning, routines with reading books and also details of PE lesson days.

Parents are strongly encouraged to share any concerns regarding their child with us as soon as they begin. Parents are welcome to approach class teachers at the beginning and end of every school day or make an appointment via the school office.

Show and See days are held throughout the year to enable parents to work alongside their child in their own classroom and help celebrate some of their topic work. These events are an excellent way for parents to understand how our classrooms operate. Of course, parents are welcome to visit the school on a number of dates during the year or by prior arrangement with the Head teacher.

Parents are also regularly invited into school for **special events** such as concerts, assemblies and sporting events.

We also host "Family Literacy and Numeracy" sessions for parents of Foundation Phase children. Parents and children are able to learn together with the support of learning professionals.

We will also run our own "Language and Play" programme for Nursery children. It is vital for every child's development that links between home and school are positive. Parents are asked to sign a **Home - School agreement, admission forms and consent forms** on entry.

Family Support

Our Families Learning & Support timetable of events will be shared early during the Autumn Term.

All families are welcome !



Eleri Project @ Ysgol y Ddraig



We are very fortunate to have the opportunity to partner with Barnardo's to be able to provide specialist support for children and families. The Eleri Project is funded by the Big Lottery until May 2017. The main aim of the project is to support children, young people and their families to take control of their lives utilising the support of a multi agency approach. The Eleri project will be based at Ysgol y Ddraig and will support children and their families/ carers to identify and build on their strengths to problem solve and ensure positive outcomes for their children. Specifically Eleri will provide direct services to families including a key worker where appropriate and will co-ordinate a multi agency panel to support families in addressing the difficulties they have identified.

Family Information Services

The Vale of Glamorgan, Family Information Service website also provides information for families.

www.valeofglamorgan.gov.uk/fis

Contact

Family Information Service

Social Services Directorate

Dock Offices

Subway Road

Barry

Vale of Glamorgan

CF63 4RT

Tel: 01446 704 704, Mon-Thurs 08.30-17.00 and Fri 08.30-16.30

Fax: 01446 704794

Email: FIS@valeofglamorgan.gov.uk



Gwasanaeth Gwybodaeth i Deuluoedd
Family Information Service

4. School Organisation

Throughout the school, the teachers work together as a team. Individual staff have responsibilities for leading academic and pastoral areas across the school.

Foundation Phase 3 - 7 yrs

Key stage 2 7 - 11 yrs

Class Organisation September 2015 - 2016

	Reception	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6
OGWR Sue Grafton	25						
HENSOL Katherine Birmingham	23						
FONMON Nicola Farmer		30					
THAW Sarah Ewings		28					
RHEIDOL Harriet Maidment			25				
COCH Rebecca Cadman/ Laura Viggers			25				
CAERNARFON Dorian Oldfield				24			
TAF Karen Bale				24			
PENFRO Sarah Crowe					28		
CLEDDAU Jodie Davies					29		
CAERDYDD Gareth Richards						25	
TEIFI Katy Holloway						23	
HAFREN Lisa Crowther							27
CAERPHILLY Carys Jones							27

Total Infants:

156

Total Juniors:

207

5. The School Day

School hours are as follows:



9.00am - 11.30am	Morning Nursery Session
8.50am - 11.45am	Morning Reception Session
8.50am - 12.00pm	Morning Session for Year 1 & 2 children
9.05am - 12.15pm	Morning Session for Years 3 - 6 children
12.40pm - 3.10pm	Afternoon Nursery sessions {From Jan 2016}
12.45pm - 3.15pm	Afternoon Reception session
1.00pm - 3.15pm	Afternoon Session for Year 1 & 2 children
1.15pm - 3.30pm	Afternoon Session for Years 3 - 6 children

Foundation Phase children must **always** be handed over to an appropriate member of staff and collected by a responsible adult; known to school staff. If this is not the adult who usually collects them then the school must be informed in advance.

Key Stage 2 (Years 3 - 6) children are permitted to walk home unless parents request otherwise.

If you are unable to collect your child for any reason or are likely to be late, please inform the school.

Attendance & Punctuality

All absences, including half-days, must be accounted for as school has to keep very detailed record for each child, this will be monitored by us.

If your child is away, please telephone the school on the first morning to inform us of your child's absence. Also, please remember to send in a note of explanation as soon as your child returns to school as it is necessary to have written confirmation of all absences.

6. Learning and the Curriculum

Great emphasis is placed on providing a wide and balanced curriculum and at Ysgol y Ddraig it is our aim to provide our children with much more than the statutory curriculum. Through our concern for the personal and social development of our children, we endeavour to provide a "rounded" education, which will be of lasting value to our children for the rest of their lives.

The **Foundation Phase** requirements apply to children starting school in Nursery and of statutory school age; from the academic year of the child's 5th birthday (Reception) until the end of year 2.

Children in our Nursery, Reception, Year 1 and 2 classes learn across the areas of the Foundation Phase Curriculum for 3 - 7 year olds. Children's outcomes are assessed and reported across three* of these headings at the end of the Foundation Phase. Children's progress is continually tracked across all seven areas.

These are:

- * Personal and Social Development, Well being and Cultural Diversity.
- * Language, Literacy and Communication.
- * Mathematical Development.
- Knowledge and Understanding of the World.
- Physical Development.
- Creative Development.
- Welsh Language Development.

In **Key Stage 2**, children are assessed and reported across the three core subjects of English, Maths and Science and additionally on Welsh second language. Each half term the children engage in learning through a different topic as a means of developing their geographical, historical, design, art, musical, enquiry, independent, collaborative, presenting and ICT skills. Religious Education and Physical Education are taught as discrete subjects.

At Ysgol y Ddraig, a variety of teaching methods are used, and at various times during the week, children are taught:

- As a class.
- In groups, using an integrated approach to several areas of the curriculum.
- As individuals, where instruction is given on a one to one basis.

Within each class, the children are grouped according to a variety of criteria depending on the task or skills being taught - ranging from ability to friendship groups. Work is matched to the ability of the individual child. This allows children to make good progress at their own level.

Use of the Welsh Language

Welsh is taught throughout the school providing progression for children developing Welsh as a second language. The scheme of work for Welsh is structured to allow children to speak Welsh as much as possible to provide them with the idea that Welsh is a living language. Welsh is also taught and part of school life on an incidental basis, in the format of greetings and commands etc.

We also promote an awareness and pride in Welsh culture and heritage throughout the curriculum. Children have the opportunity to join the Urdd and enter into the annual competitions.

Religious Education

We aim to develop knowledge and understanding of Christianity and other world religions. It is our aim to help children make informed judgements about religious and moral views. Respect for those holding different beliefs is encouraged. We enable children to explore and reflect on their own and others life experiences. This helps them search for meaning and purpose by appreciating other beliefs, practice and behaviour. Often there are visits by representatives of the Church or other denominations. Class teachers follow the agreed scheme of work.

Assemblies take place as whole key stages on Mondays, Wednesdays and Fridays, with collective worship, themed assemblies and singing practice being held on Tuesdays and Thursdays. Children are helped to consider spiritual and moral issues. We aim to promote a common ethos and shared values whilst reinforcing positive attitudes.

Sex and Relationships Education Policy

It is a Statutory Requirement that such education should encourage children to have due regard to moral considerations and the value of family life. We have a programme of Sex & Relationships Education (SRE) in KS2 with each year group having appropriate content. Our 'Growing Up & Relationships' programme takes place during the Summer Term in Y6.

7. Assessment

We strongly believe that children need to be taught as individuals. To be able to do this children's learning is assessed & tracked throughout their time in school to identify specific strengths and areas for development.

Teachers mark children's work in a positive way with comments, which will either offer encouragement or set targets for future work. Children are, actively supported to achieve these targets and to continually evaluate their work and progress.

To provide an ongoing profile of our children's progress, pieces of work are added to each child's individual tracking file on a termly basis. All children are assessed through ongoing teacher assessment. Statutory assessment takes place at the end of the Foundation Phase (7 years of age) and Key Stage 2 (11 years of age) children are awarded Foundation Phase outcomes and Curriculum levels, these are reported to parents along with the End of Year report.

In addition, we will begin administering the Foundation Phase Profile for new entrants, as well as statutory National Reading and Numeracy tests for all children during the Summer Term. The administration of all tests and assessments takes place within the normal working routine of the class. By maintaining, as far as possible, a normal working atmosphere in the classroom the activities are carried out in a positive, familiar and reassuring manner.



8. Additional Learning Needs

At Ysgol y Ddraig, we believe that every child has specific needs and because of this every child is treated as an individual. Our Additional Learning Needs Coordinator (ALNCo) is Mrs Katy Holloway.

If a child has a learning difficulty, which calls for differentiation or special education provision to be made for him or her, it is our aim to:

- recognise that special educational needs must be addressed
- recognise that there will be a continuance of needs and that provision will have to be made accordingly
- give children with special educational needs the greatest possible access to a broad and balanced curriculum within mainstream classes
- ensure a close liaison between parents of children with special educational needs and the agencies involved in the process i.e. the ALN co-ordinator, teachers and other agencies.

If your child is identified as having an area of Special Educational Need, you will be informed and will be invited into school to discuss how your child will be helped at school and how you can help at home. In the first instance of any concerns, please speak to your child's class teacher.

Detailed information on the school's Additional Learning Needs Policy is available on request. Parents are welcome to visit the school at anytime to discuss issues relating to the provision of education.

9. Communication

We will communicate in a number of ways with parents, including: -

- Weekly Newsletter
- School & Class Blogs
- Website
- Twitter
- Letters
- Notice Boards (more info to follow)
- Informally at the beginning and end of every day
- Parent Evenings
- Parent Presentations
- By appointment when necessary.



10. Equal Opportunities and Disability

Everyone at school is valued as an individual; this includes children, parents, staff and visitors. Personal, physical, ethnic and cultural characteristics and differences are respected and valued for the contribution they make to the life of the school and community. Every child is entitled to full access to the curriculum and our Equal Opportunities policy reflects this.

Governors are aware of their obligations under the Disability Discrimination Act. We will endeavour to accommodate every child.

School has an Equality plan that is updated annually.



11. School Uniform

It is our ambition that all of our children will be in the new school uniform for the start of term in September 2016.

The uniform for Ysgol y Ddraig is: -

- Navy sweatshirt or cardigan
- White or Navy polo shirt
- Grey/Black trousers or 'uniform style' shorts
- Grey/Black skirt
- Grey pinafore dress
- Navy, grey or red tights/socks (in the case of girls wearing dresses or skirts)
- Navy or Red Summer gingham dresses

Footwear must be appropriate, safe and suitable for the range of activities that children participate in during the school day.

Children are expected to bring a PE kit to school every week. It is advised that they bring them in on a Monday and take them home on a Friday. This allows the children to not only have their PE kit available for PE lessons but it is then readily available for additional activities sessions throughout the week. For next year PE kit will consist of a plain white or navy blue t-shirt, dark plain shorts and suitable sporting footwear.

Navy coats, fleeces, book and gym bags are also available. Other uniform items will become available during next year.

The wearing of jewellery is not appropriate in school. Hoop earrings, necklaces and bracelets are not to be worn to school. If your child has pierced ears then they may wear small, plain stud style earrings.

PE Kit

Please ensure that all items of clothing, including PE kit are clearly marked with your child's name. We would like to request parents' support in avoiding children's names being embroidered onto a visible part of the uniform, as this has the potential to raise safeguarding concerns. It is recognised as best practice not to have photos of the children themselves alongside their name whether it is online or face-to-face. This is, on rare occasions difficult to avoid e.g. local press articles; but we would like to take every opportunity to reduce any risk by asking for your full support in this matter. If you feel it is vital to have some way of marking the uniform in a visible area we would request that you please consider using children's initials.

12. Health Matters

At Ysgol y Ddraig, we have a firm commitment to being a "Healthy School", we are proud to be working towards the National Quality Award for Healthy Schools. To achieve this, we need to ensure that we have introduced a number of initiatives, including making the school playground a more interesting play space for our children. We encourage children to drink water through the day and allow the children to buy fruit as a snack at playtime in Key stage 2. In Foundation Phase we ask for a contribution of £1 per week towards snack, children are encouraged try a variety of healthy snacks and foods related to learning activities. All children in

Foundation Phase have milk daily, the cost of which is subsidised by the Welsh Government.

Other health related issues:

- The School Nurse carries out routine checks on children's vision, hearing and physical growth. Examinations are carried out in Reception with prior consent from Parents.
- Parents should be aware that it is no longer the responsibility of the School Nurse to check children's hair. Head lice can become a problem. In order to eradicate this problem, school should be informed if a child has head lice. Letters can then be sent home, advising parents to check their children's hair. Parents are advised to carry out a weekly check of their own children's hair.
- If your child is unwell, parents are advised to keep them at home until a full recovery has been made.
- If a child becomes unwell during the school day, the school will contact parents as soon as possible. It is therefore most important that the school has up to date telephone contacts for all children.

PLEASE INFORM US OF ANY CHANGES TO CONTACT DETAILS.

- Accident books are kept in the school.
- If your child needs to take prescribed medicine during the school day, please request a form from the school office and give, in writing, clear instructions stating the dosage. Children have access to their inhalers in the classroom.

13. Parent Teacher Association {PTA}

Our newly amalgamated school has a very supportive and hard working Parent Teacher Association. The Association organises many social events throughout the year which are enjoyed by children, parents and teachers together, in order to raise money for the school. The money is used to buy extra resources and all the children benefit from the support of the PTA and the school appreciates the importance of the Association in the success of the school. Your support for the PTA can be of great benefit to your child's education.

Details of events and meetings are shared on Twitter (@ysgolyddraig), signage around the school and our weekly newsletter.

14. Sports and Extra-Curricular Activities

Extra curricular clubs will be organised for September and shared with children and parents on our return to school. Extra curricular clubs will not run on the first and last week of each half term. We also offer a range of music tuition which is reviewed termly based upon the demands and needs of those who want participate. There is currently a private Karate Club running at our KS2 site every Friday, immediately after school.

I appreciate there is a large amount of information included in our prospectus so please feel free to contact us if you have any questions. If you would like to contact us please email ddraigks2@valeofglamorgan.gov.uk. You can also follow updates, photos and links @ysgolyddraig on Twitter. There is a vast amount of excellent practice where schools are using Twitter across the world. We like to use Twitter at Ysgol y Ddraig to enhance children's learning experiences, celebrate their achievements, discuss learning and signpost useful information from school or the wider world.

15. Safeguarding & School Security

The school Child Protection Officer is the Headteacher, Mr T Golding and Miss R Cadman is the Deputy Child Protection Officer (in Mr Golding's absence). Please share any concerns or information concerning child protection with Mr Golding or Miss Cadman directly. In the event of a complaint or concern about Mr Golding then please contact our Child Protection Governor, Mrs Rebecca Lloyd-James.

Each morning, after classes have entered our school doors and all necessary gates locked. Entry to and exit from school is only possible through the main entrances during the school day. The school gates are opened again at in time for the end of the school day. Entrance maybe gained to school building during the day via an electronically operated system at the main reception. All visitors must sign in and out of school and wear an appropriate visitors badge. Adult visitors either wait in reception to be collected by the member of staff they are visiting or are escorted to that member of staff.

All staff wear their school ID badge and carry their safeguarding briefing cards at all times.

16. Complaints Procedure

We value the good relations we enjoy with parents and the community. We recognise that at times misunderstandings and conflicts may arise. It is the school's policy to resolve these misunderstandings as soon as possible. Parents should talk with their children's class teacher about his/her progress and any concerns they may have. Parents are also encouraged to discuss concerns with the Headteacher. If the concern cannot be resolved then the school needs to receive the complaint in writing, setting out the details in full to the Headteacher. The Headteacher will then investigate the complaint and will offer parents a meeting to discuss the outcome of the investigation. If concerns remain unresolved, the Parent is advised to write to the Governing Body.

Add Complaints Procedure ~ A4 sheet received from Becky a while ago.

17. Breakfast and After School Clubs

Breakfast Clubs

Our Breakfast Club facilities will start at 7:45am until the beginning of the school day. Breakfast club and the bus transport to our Key Stage 2 site can be booked with Breakfast club staff for the term ahead or on a Monday for short term needs. In order to make it easier to communicate during next year, the Foundation Phase club will be referred to as 'Little Breakfast Club' and at Key Stage 2 it will be known as 'Big Breakfast Club'. These are only names and children are able to attend either.

Little Breakfast Club Arrivals 7:45am - 8:15am

(Main School Hall via main entrance)

Big Breakfast Club Arrivals 7:45am - 8:15am

(Main School Hall via main entrance)

Supervised Drop Off Arrivals at both sites 8.15am - 8.30am

This is a temporary facility to provide additional flexibility for parents during the year that we are over two sites. In Foundation Phase children will need to be escorted to the Breakfast Club venue by an adult and handed over to a member of staff. At Key Stage 2, older children can either make their own way to the breakfast club venue or be escorted by an adult. Supervised drop off has limited spaces and is a facility for those parents who have children at both sites.

Important: All Foundation Phase children must be handed over to and collected from a member of school staff by a recognised adult.

After School Clubs

Until the new school has been built we will be running an After School Club at both sites a 'Little After School Club' (Foundation Phase Site) and a 'Big After School Club' (Key Stage 2 Site). As with Breakfast Club it is important to note that children are able to attend either club; the names refer only to the location of each club.

Little After School Club (Foundation Phase Site)

from 3.15pm - 5.15pm (Located in School Hall & Nurture Class)

Big After School Club (Key Stage 2 Site)

from 3.30pm - 5.30pm (Located in the classroom next to the Nursery).

There are two options for After School Clubs at both sites:

£2.50 = up to 1hr

£5.00 = full session

All siblings after the first child will be charged £2 for the hour session and £4 for the full session. After school clubs must be reserved for the term and paid for the week ahead on a Monday. Ad hoc bookings depend entirely on availability of spaces. Please check with the relevant school office. Children may only attend if we have a completed registration form before they attend. There is a maximum number of 18 children at each after school club. We will evaluate the demand during the Autumn term and make changes accordingly. The full terms and conditions of After School Clubs are available in hard copy or by email from Mrs Lisa Jones or the relevant after school club leaders.

Both after school clubs will offer snacks e.g. fruit, cheese & biscuits, toast for those who are staying for the full session.

18. Buses

Buses must be reserved for the term in advance due to both the limited places and levels of organisation required. Priority for bus places will be given to those parents with children on both sites.

Morning Bus

Departs Key Stage 2 (Ham Lane East) Bus Bay - **8.35am**

Departs Foundation Phase (Eagleswell Road) Bus Bay - **8.45am**

Buses will leave promptly and due to the tight schedule they will be unable to wait for late arrivals. If your children are due to catch the bus but are not attending breakfast club or supervised drop off they must be registered to travel on the bus and wait until a member of staff is there before boarding the bus.

Afternoon Bus

Departs Foundation Phase (Eagleswell Road) Bus Bay - 320pm

Departs Key Stage 2 (Ham Lane East) Bus Bay - 335pm

- Parents waiting for the afternoon bus to arrive at **Foundation Phase** are to wait outside the main entrance door. Children will be escorted to this area and handed over to parents. Children attending after school club will be escorted directly.

- Parents waiting for the afternoon bus to arrive at **Key Stage 2** are to wait in the small yard area adjacent to the Nursery playground. Children will be escorted to this area and handed over to parents. Children attending after school club will be escorted.

19. School Holidays

The Vale of Glamorgan website will provide information on holiday dates for the forthcoming academic year. There are INSET days assigned to staff development and school improvement during the year. The dates for these will be shared during the Autumn term.

Please feel free to contact us if you have any further questions. We will be happy to help and support you in any way we can.



Contact us: ysgolyddraig@gmail.com
Follow us: [@ysgolyddraig](https://www.instagram.com/ysgolyddraig)