Brackla Primary School

Ysgol Gynradd Bracla

Welcome to our school

Croeso i'r ysgol

Brackla Primary School
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Welcome from the Headteacher
(*Neges Oddi Wrth Y Bennaeth*)

Dear Parent/Carers,

Welcome to Brackla Primary School. Parents and carers want the best possible start in life for their children and choosing the right school is one of the most important decisions you will ever make. All parents will understandably look for a school with the right mixture of high educational standards and an environment where their child can be happy, thrive and succeed. We believe that Brackla Primary is such a school.

Set on Brackla housing estate, on the outskirts of Bridgend town centre, we are a lively and friendly school which aims to provide a warm and caring environment where everyone has the opportunity to shine.

In partnership with the governors and parents, the staff work hard to provide opportunities for pupils to reach the highest possible standards in all areas of school life. The curriculum is rich, interesting and exciting, whilst always offering our pupils challenge. A wide range of physical and creative activities are enjoyed by our children. Pupils are encouraged to work from first hand experiences which develop their interest and motivate their learning by giving them a sense of purpose for their work.

As our pupils develop we encourage them to take responsibility for their own learning and in doing so become more independent in thought and action. Confidence and self-esteem is raised through success and praise for effort and achievement, developing a positive attitude to school and education. We are particularly proud of the way in which we meet the needs of those children who need extra help to achieve their potential and those that are more able.

We view education as a joint responsibility between teachers and families. We believe that the best for your child can be achieved through a partnership between home and school. We hope that you will share with us in making this a successful period in your child's education. This prospectus is intended to help you appreciate the life and work of Brackla Primary School. It should be a useful guide throughout your child's time at Brackla. We do operate an 'open door' policy at the school. If you have any queries or concerns please feel free to contact me.

Mrs. K. John
Headteacher

Welcome from the Chair of Governors (Croeso oddi wrth y Llywodraethwyr)

Dear Parent/Carer,

On behalf of the Governors, I would like to welcome you and your child to Brackla Primary

School. Our Governing Body has a variety of governors with a wealth of experience. Many of the Governors have had a long association with the school either through having children attend the school, attending the school themselves when younger or through their dedication as governors.

Brackla Primary School has an excellent educational and academic record and the dedication and hard work of the staff mean that each child is given the opportunity to develop to their full potential. The school embeds wellbeing within the school day. Through the Thrive technique children are supported to understand and regulate emotions, ensuring they get the best start to the day. This is then supported by an inclusive and vibrant classroom experience which supports each child to get the absolute best out of their learning.

The children have a variety of learning experiences both in school, our 'The Wild' outdoor classroom and within the local community. Brackla primary school maintains good links within the community which in turn encourages a sense of belonging for our pupils and the school within Brackla as a whole.

Contact with parents is welcome and parents are encouraged to get in touch with myself, or any member of the Governing Body if they wish to do so.

Finally, may I wish your child success and a worthwhile, full and enjoyable educational experience during their stay at Brackla Primary School.

Emma Lewis
Chair of the Governing Body

Our Vision for Brackla Primary School
(Gweledigaeth Ysgol Gynradd Bracla)

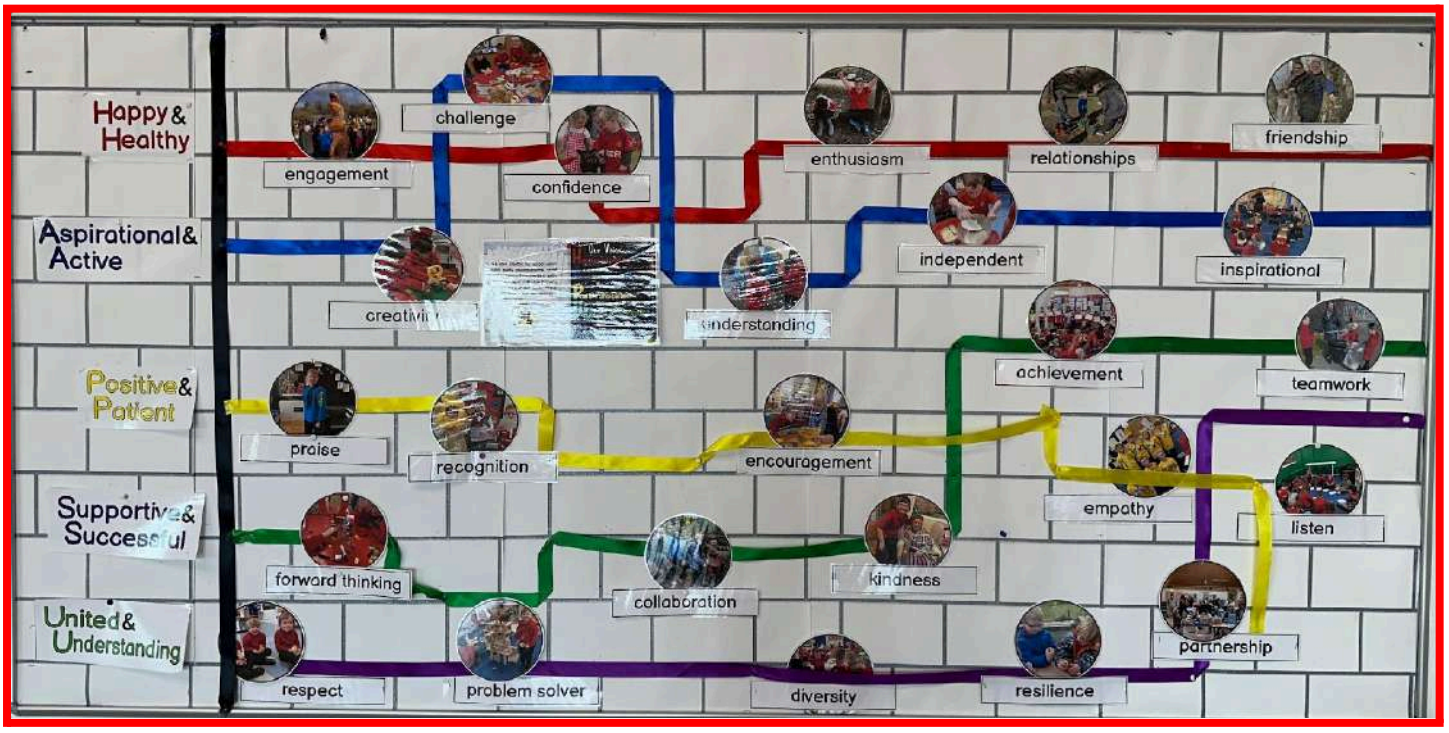
Brackla Primary School is a community with a common purpose. Our children, parents, staff and governors have agreed that our school should be a safe and caring environment where learning is at the heart of all that we do.

Our vision was established with input from all stakeholders and is aligned with our rights, values and the Curriculum for Wales. As a school, our shared vision is:

- Happy & Healthy
- Aspirational & Active
- Positive & Patient
- United & Understanding
- Supportive & Successful

Our school motto:

"Hapus ynghyd dysgu o hyd"
"Happy together learning forever"



School Aims (*Nodau'r Ysgol*)

- To provide an inclusive and stimulating environment in which children, staff, families and visitors feel safe, welcome and valued, ensuring that wellbeing is at the heart of everything we do.

- To encourage and provide opportunities for the children to value the history, culture and language of Wales as well as learning about the diversity of the wider world.

- To empower pupils to find their voice for success in school and in life.

- To provide an inspiring, challenging and creative curriculum through purposeful experiences & opportunities to prepare children for the modern world.

School Development

Our School Development Plan (SDP) is a detailed strategic plan for improvement. It identifies measures we will take to raise standards, the resources dedicated to these, and the key outcomes and targets we intend to achieve.

Our priorities for 2024-2025 are:

- To improve the quality of feedback to ensure that pupils understand what they do well and what they need to do to improve (Estyn recommendation January 2024)
- To continue to embed a bespoke curriculum for Brackla Primary School in line with Curriculum for Wales and our school context
- To further develop the role of the Senior management team with a clear focus on leading, improving and developing approaches for supporting financially challenged families ensuring learning needs and wellbeing of each individual learners are met

More information can be found at School improvement

The School Day (*Diwrnod Ysgol*)

School Hours (*Oriau Ysgol*)



8.50 am



3.15 pm

Nursery children 8.50am – 3.10pm
Reception – Year 6 children 8.50am – 3.15pm

Please note that the school is only legally responsible for your child from 8.40am, therefore children should not be in school before this time unless attending Breakfast Club.

Please help your child to establish good habits of punctuality as any child arriving after 8.50am will be noted in the register as late.

Breakfast Club (*Clwb Brecwast*)

Breakfast club is a Welsh Government initiative which is run independent from the school. This is a free service open to all pupils from year 1 to year 6, please contact the school office for more information on how to book. Opening times for breakfast club are as follows:



8.20am



8.30am

Minimum weekly teaching times (*Oriau addysgu wythnosol*)

DfEE Circular 7/90 sets out the following suggested minimum weekly teaching times as a guide for schools:

Foundation Phase	**21 hrs**
Key Stage 2	**23 hrs 30 mins**

While the above guidance does not outline the standard minimum hours to be operated by schools, it stands as non-statutory guidance and has advisory status only.

Our session times (*Amseroedd sesiynau*)

Nursery - Year 2

In the Foundation Phase, we teach for a total of **23hrs 35mins** per week (60 minutes of collective worship has been taken out of this time).

Year 3 - 6

In Key Stage 2, we teach for a total of **25hrs 25mins** (60 minutes of collective worship has been taken out of this time).

School Dates 2024 - 2025 (*Dyddiadau Ysgol 2024-2024*)

TERM AND HOLIDAY DATES FOR 2024/2025			
Autumn Term 2026			
	Half Term Holiday		
Begins	**Begins**	**Ends**	**Ends**
Tuesday	*Monday*	*Friday*	Friday
01.09.26	*26.10.26*	*30.10.26*	18.12.26
Spring Term 2027			
	Half Term Holiday		
Begins	**Begins**	**Ends**	**Ends**
Monday	*Monday*	*Friday*	Friday
04.01.27	*08.02.27*	*12.02.27*	19.03.27
Summer Term 2027			
	Half Term Holiday		
Begins	**Begins**	**Ends**	**Ends**
Monday	*Monday*	*Friday*	Tuesday
05.04.27	*31.05.27*	*04.06.27*	20.07.27

All schools will be closed on Monday, 3rd May 2027

The inset/staff preparation days will be taken at the discretion of the Headteacher and are as follows:

- Tuesday 1st September
- Friday 2nd October
- Monday 19th July
- Tuesday 20th July

Another 2 inset dates will be confirmed at a later date.

Who we are (*Pwy yw Pwy*)

Headteacher:	Mrs. K. John	
Deputy Headteacher:	Mrs. A. Baldridge	
Senior Management Team:	Mr G. Still, Miss J. Helm	
Class teachers:	Mrs. S. Whelan	Mrs. A Driscoll
	Mrs. I. Delgado	Miss J. Helm
	Ms. S. Pavitt	Miss. G. Wolfe
	Mrs A. Bartle	Miss M. Dawson
	Mrs. T. Hayter	Mrs. S. Rees
	Mrs. A. Stephens	Mr. G. Still
Learning support staff:	Mrs. E. Apsee	Mrs. A. Robinson
	Mrs. J. Charles	Mrs. D. Thompson
	Mr. C. Williams	Mrs. L. Richards
	Mrs. L. Williams	Mrs. L. Jones
	Mrs. S. Robinson	Mrs. N. Hunter
	Mrs. M. Drummond	Mrs. L Davies
	Miss. N. Steel	Miss. K. Cornelius-Davies
	Mrs. J. Szarlat	
Special Needs Support Staff	Mrs. D. Wasilew	
Additional Learning Needs Coordinator:	Miss J. Helm	

Non teaching staff

Administration staff:	Mrs. D. Lewis
Family Engagement Officer:	Mrs. R. Kelland
Premises Manager:	Mr. M. Sobocinski
Cook:	Mrs. B. Bartlett
Lunchtime supervisors:	Mrs. B. Cox
	Mrs. C. LeBreuilly

The Governors (*Llywodraethwyr*)

The school governors have overall responsibility for every aspect of the school.
They have legal duties, powers and responsibilities laid down by legislation. Governors are appointed to:

- Decide what is taught in the light of statutory requirements laid down by the Government.
- Set standards of behaviour.
- Interview and select staff.
- Decide how the school budget is set.
- Make policy decisions.

School governors are parents, teachers and local community representatives. The local authority nominates some, parents themselves elect parent governors and others maybe co-opted by existing governors.

At Brackla Primary School all of our Governors work for the highest possible educational standards for the school, providing guidance, help and advice as appropriate.

School Governors (*Llywodraethwyr yr Ysgol*)

Chair of Governors:	Mrs E Lewis	
Vice chair of Governors:		
Parent Governors:	Ms K Evans	Mrs S Brewer
	Mrs. C. Mowbray Harwood	Mrs E Lewis
	Mrs R Kelland	
Staff Governors:	Miss J Helm	Mrs S Whelan
	Mrs D Thompson	
LEA Governors:	Mrs J Spratling	Mrs A Williams
	Mrs A Morris	Mr D williams
Community Governors:	Mrs J Czajkowski	Mrs E Simmons
	1 vacancy	Cllr C Cadogan
Headteacher:	Mrs. K. John	
Clerk to the Governors:	Mrs. S. Delaney	

Admissions to the School (*Derbyniadau i'r Ysgol*)

The entry of children to schools is controlled by Bridgend County Borough Council (the Local Authority – L. A.). Government legislation enables parents to have a choice when selecting a school for their child. There is, however, a restriction on the number of pupils a school can accept. Preference is given to pupils who live in our catchment area, however we do have pupils who travel from other areas of Bridgend. The Local Authority will send an '**Admission to School**' form for **Reception** which should be completed by parents and returned to the **Local Authority**. Please note that the Local Authority has a duty to meet the preferences for admission expressed by parents ahead of those who have expressed no preference so it is important to return the form.

https://www.bridgend.gov.uk/residents/schools-and-education/school-admissions/apply-for-admission-to-school/

How we organise our classes (*Trefn ein dosbarthiadau*)

Nursery:	Mrs. S. Whelan, Mrs. M. Drummond, Miss N. Steel, Mrs. E. Apsee
Reception:	Mrs. A. Driscoll, Mrs. J. Charles
Reception/Yr 1:	Mrs. A. Bartle, Mrs. L. Jones
1W:	Miss. G. Wolfe, Mrs. D. Thompson
2P:	Ms. S. Pavitt, Mrs. L. Davies
2/3HS:	Miss J. Helm, Mr. G. Still, Mrs. L. Richards
3D:	Mrs. I. Delgado, Mrs. A. Robinson
4D:	Miss M. Dawson, Mrs L. Williams
4/5R:	Mrs. S. Rees, Miss. K. Davies
5/6H:	Mrs. T. Hayter, Mrs. N. Hunter
6S:	Mrs. A. Stephens, Mrs. S. Robinson
Additional staff:	Miss. L. Thomas, Mrs J. Szarlat, Mr C. Williams

Curriculum for Wales (*Cwricwlwm i Gymru*)

At Brackla Primary School, we follow the Curriculum for Wales, a framework designed to equip learners aged 3 to 16 with the knowledge, skills, and values they need to thrive in a changing world. Rooted in four key purposes, the curriculum aims to develop:

- 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.

Learning is organised into six Areas of Learning and Experience:

- Expressive arts
- Health and wellbeing
- Humanities (including RE)
- Languages, Literacy and communication (including Welsh)
- Maths and Numeracy
- Science and technology

Our curriculum is tailored to meet the needs of our pupils, promoting literacy, numeracy, digital competence, and bilingualism across all areas of learning and experience. With a strong emphasis on progression, well-being, and real life experiences, we ensure that every child is supported to reach their full potential and become a confident citizen of Wales and the wider world.

For further information on the new curriculum, please click the following link:
Curriculum for Wales for parents and carers

Skills Weeks (*Wythnosau Sgiliau*)

Each term we aim to hold a 'skills week'. These have included Welsh Week, Fairtrade Week, Maths Week, Entrepreneurship Week, Eco Week, Wellbeing week and online safety week. These weeks are designed to highlight a subject, event, interest or charity for the school and encourage the children to enjoy learning about that area during a fun-filled week of activities. These can involve children remaining in class, having visitors into school, going on trips or mixing up year groups and working with other children across the school.







Boost (*Bwst*)

BOOST is our enrichment programme offering a range of activities on a Friday morning providing our children with excellent learning opportunities. These opportunities will allow our children to develop new skills, interest and friendships with strong links to the Curriculum for Wales. On site activities may have included: gardening, dance, Lego, cycling, puppets, crafts, ProCreate, Spanish, cookery, and mono printing to name a few. Off site activities have included visits to Porthcawl, around Brackla and Tremains woods.











Religion, Values and Ethics (RVE) (*Crefydd, Gwerthoedd a Moeseg)*

Religion, values and ethics became a mandatory element of the new curriculum for pupils aged 3 to 16 years old from September 2022, and sits in the Humanities Area of Learning and Experience. Our provision for RVE is based on the Local Authority's agreed syllabus.
In accordance with Welsh Government legislation, there is no right to withdraw from RVE.

Relationships and Sex Education (RSE) (*Addysg Cydberthynas a Rhywioldeb)*

Our provision for RSE is developmentally appropriate for children, for a younger aged pupil is currently taught about relationships with parents, family and friends and this will continue. The aim is to gradually build pupil's knowledge, skills and ethical values as they develop. We want them to have the tools to be able to understand how relationships, sex, gender and sexuality shape their own and other people's lives, but only at the appropriate times and ages. This includes recognising, understanding and speaking out about discrimination and violence and knowing how and where to seek support and advice on a range of issues.

Collective Worship (*Addoli ar y Cyd*)

We make a careful distinction between RVE and Collective Worship. The latter is additional to RVE, has different aims and is not part of the time allocated to RE. The school has no affiliation with any particular religious denomination, but has developed links with local churches.

Sport (*Chwaraeon*)

Brackla Primary School offers a wide range of sporting activities. Our prime aim is for all pupils irrespective of individual talent to:

- Participate in team games with enjoyment, acceptance of rules and the development of team spirit.
- Respond positively to personal challenges through outdoor and athletic activities.
- Learn to swim and gain an awareness of water safety.

We are fortunate enough to have extensive playing fields, a netball/basketball court and two halls enabling us to offer a wide range of sporting facilities for all children.

Values Education (*Gwerthoedd Addysg*)

Here at Brackla Primary School, we believe the ethos of the school should be built on a foundation of core values. These will be embedded on a monthly basis throughout the curriculum and will also be addressed in assemblies and Collective Worship. Our values are the basis for the social, intellectual, emotional, spiritual and moral development of the whole child.

We encourage the children to consider these values, thereby developing knowledge, skills and attitudes that enable them to develop as reflective learners. The rights and values have been revised with the Brackla Pupil Senedd and are:

2026-2027			
Month		Article	Value
September	15	Your right to meet with friends and join groups and clubs	Friendship
October	14	Your right to follow your own religion	Respect
November	12	Your right to say what you think should happen and be listened to	Kindness
December	27	Your right to a house, food and clothing	Generosity
January	6	You have a right to life and grow up to be healthy	Happiness
February	19	You should not be harmed and you should be looked after and kept safe	Responsibility
March	7	Your right to a name and nationality	Confidence
April	3	Everyone who works with children should always do what is best for each child	Thoughtfulness
May	31	Your right to relax and play	Fun
June	29	Your right to become the best you can be	Creativity
July	2	All children should be treated equally	Independence

Headteacher Awards (*Gwobrau'r Pennaeth*)

For some children, significant steps of effort or personal success could go unrecognised. However, the awarding of Headteacher certificates, which are presented each week, attempts to avoid this happening. These awards are linked to our monthly values and children's rights education target for the month and help to reinforce the positive ethos of our school. These certificates reward not only achievement, but also standards of behaviour or courtesy, individual effort or outstanding progress linked to our current value and so are within the reach of every child in our school.



The Headteacher Awards recognise children who work to the best of their ability. They are linked to our rights and values.

Attendance (*Presenoldeb*)

We are always striving to improve attendance but we cannot do this without family support. Attendance at school is compulsory. In order to comply with the law and to ensure that all children receive their educational entitlement, it is very important that all children attend school regularly and are in school on time. As a parent, it is your responsibility to ensure that your child attends school regularly in order to avoid them falling behind in school.

Under current regulations the school has to keep a record of all 'unauthorised' absences. Usually unauthorised absences occur when:

- No reason is given for the child's absence.
- The child is kept home for a non medical reason, e.g. shopping, when a brother or sister is ill, visit to the pantomime, etc.
- The child is kept away from school due to annual holidays for more than two weeks of the year.

Families are therefore urged to telephone or write as soon as possible whenever children are kept home because of illness, accident or medical appointments. If contact is not made, then the office will send a text message asking you to contact the school. The school has a telephone answering service so you can leave a message at any time if there is no-one available to take your call. All families who wish to take their family holiday during term time need to seek the agreement of the Headteacher and the school Governing Body before doing so. Holiday forms are available from the school office and need to be completed at least two weeks in advance of the date of the holiday.

At Brackla Primary, we work closely with the Education Welfare Service to ensure that children attend school. We are required to inform the Local Authority if a pupil fails to attend or is late regularly and also if no reason for absence is provided. You will be informed regularly of your child's attendance percentage.

School uniform (*Gwisg Ysgol*)

The school uniform is intended to be smart and practical as well as making life easier when getting ready for school in the morning. Please encourage your child to wear school uniform all year round. The school uniform colours are black and red.





Winter uniform
Boys – Black trousers, red polo shirt and red sweatshirt, black school shoes.
Girls – Black skirt/pinafore dress/trousers, red polo shirt, red sweatshirt or cardigan, black flat school shoes (no heels).





Summer uniform
Boys – Black shorts/trousers and red polo shirt.
Girls – Red and white gingham dress or black skirt and red polo shirt.

Suitable summer shoes should be worn by both boys and girls but **not** flip flops.

P. E. and Games kit
Children can wear their PE kit to school on their allocated PE day. The clothing required for P.E. and Games is plain white T-shirt, black shorts or black gym skirt and suitable indoor and outdoor footwear. A tracksuit may be worn for outdoor games. Rugby or football kit is not appropriate for P.E./Games

Personal belongings
Apart from a medical talisman, stud earrings are the only form of jewellery acceptable in school. Watches and earrings should be left at home on the days when pupils have any form of P. E. No form of jewellery is allowed on the playing field. School staff do not take responsibility for the safe keeping of such valuables. Make up is also not permitted during school hours. Electrical music or gaming equipment should not be brought to school as neither the school, nor the Local Authority can accept responsibility for personal belongings which are lost or damaged.

A form must be completed by a family member for any older child needing to bring a mobile phone to school. All phones must be handed to the class teacher at the start of the day. The school does not accept responsibility for personal belongings which are lost or damaged.

School Meals (Cinio ysgol)



All children may have lunch in school, either cooked on the premises and eaten in the school hall or by bringing their own packed lunch. All primary school children receive a free cooked meal.

You can apply for free school meals on the Bridgend council website Free school meals (FSM) - Bridgend CBC If you think you qualify for free meals please apply as soon as possible as free meals cannot be backdated. All applications are treated confidentially and every effort is made to ensure that children who are in receipt of free meals are not treated differently from the others.

If children are attending a school trip, we will inform you if they will need to bring a packed lunch. If your child receives free school meals, a packed lunch will be provided by the school.



Please notify the school in writing as soon as possible if your child has a specific diet, e.g. vegetarian, vegan etc. If you wish you can provide your child with a packed lunch to bring to school. For safety reasons, cans and glass bottles should not be brought into school.

Please note that all children in Nursery - Year 2 receive a free carton/bottle of milk each day.

Fruit (*Ffrwythau*)

You may provide a piece of fruit for your child. Please make sure this is easy to eat and kept in a separate bag/container.

Healthy Schools (*Ysgol Iach*)

At Brackla Primary School, we try to be as healthy as possible. We encourage you to bring in healthy snacks from home and recommend against chocolate and sweets. We encourage our children to drink water regularly and ask you to please provide your child with a water bottle.

We also encourage the use of bikes and scooters as a way of travelling to school. A scooter pod and bike racks are available to store bikes and scooters during the day. We are very proud to be the first school in Bridgend to be awarded the bronze and silver Sustrans 'Bike It' award.

As part of our healthy school initiative, we recycle whenever and wherever possible and promote good energy efficiency throughout the school.

Home School Agreement (*Cytundeb Cartref - Ysgol*)

The 'School Standards Framework Act' of 1998 requires all schools to adopt a Home School Agreement. This is a document outlining the responsibility of the school, the parent/carer and the child to help everyone work together to achieve a happy school and a successful education for your child. A copy of our Home School Agreement will be sent electronically to you at the start of each year or on entry to the school.

Welsh Language (*Iaith Cymraeg*)



Bilingualism helps to develop spoken and written skills. All classes use incidental Welsh. We have Welsh phrases of the week each week and dedicated Welsh language lessons. Furthermore, through the ethos of 'Y Cwricwlwm Cymreig' children will develop a passion for and an understanding of Welsh heritage and culture.

Every year the children participate in a 'Welsh Week' which further promotes the children's understanding and knowledge of the Welsh culture and heritage. Throughout the school the children are involved in a variety of activities celebrating life in Wales including singing, folk dancing, writing poetry, cookery etc. This culminates in an Eisteddfod where children showcase the work undertaken during the week and a Pencampwyr yr Eisteddfod (Champion of the Eisteddfod) is awarded recognising the effort put in by the children.









Health & Safety (Iechyd a *Diogelwch yr Ysgol*)

Throughout their time at Brackla Primary School, children will undergo various examinations concerned with their sight, hearing and teeth. You will be informed if any problems are detected requiring your child to be referred for further treatment.

From time to time, there are outbreaks of head lice within every school. Please check your child's hair regularly and treat where necessary. Regular checks are the only way to stop the lice spreading and we do appreciate the support of parents in this matter.

In cases of a serious injury, parents/guardians will need to be contacted. It is **essential** that more than one emergency contact name and telephone number be provided on the enrolment form.



If your child becomes ill or has an accident during the school day, appropriate first aid or other care will be administered and you will be notified as soon as is practicable.

If your child has to take any oral prescribed medication (at least 4 times a day), it must be handed in to the school office and a school consent form must be completed. Medication will not be administered without written consent. It should be noted that school staff have no legal responsibilities to administer medicines or to supervise them while taking medicine. Staff assist in the administration of oral medicines voluntarily and in line with the school policy.

If your child carries an inhaler, please ensure that a spare is kept in school for emergencies. If an epi pen has been prescribed, please ensure that 2 are kept in school and are clearly labelled with your child's name. The school does not take responsibility for ensuring that inhalers and epi pens have not expired.

Should your child's health or fitness at any time give cause for concern, we appreciate early notification. If your child is ill and unable to attend school, it is important to notify the school office so that the attendance register may be amended. Failure to do so could result in your child being recorded as an unauthorised absence.

Parents can also help us to provide a clean, safe environment by following these few simple rules:

- Please do not park in the school car park, in the entrance just outside the school gates or on the zig-zag lines on the road immediately outside the school.
- Car park gates will be locked from 8.30am – 9.15am and 2.45pm – 3.30pm every day.
- Please walk your children to school using the paths and not through the car park where there may be moving vehicles.

- Please **do not** smoke anywhere inside the school buildings, grounds or on school trips.
- Please **do not** bring dogs inside the school grounds.





Thank you for your support with these important health and safety issues.

Security at the School (*Diogelwch yn yr Ysgol*)

Within the limits of what is feasibly possible, the school provides a safe, secure environment for the children and staff and balances this with the need to allow access by parents. This balance is not an easy one to maintain and requires the cooperation and understanding of parents/carers, pupils and staff alike.

Staff are very busy in the mornings preparing for the day ahead. Please take this into consideration and relay messages via your children or the school office. If there is a real need to meet with your child's class teacher, appointments may be made with individual staff at a mutually agreed time.

We request that parents/carers report to the reception before venturing further into the school building, particularly in the mornings prior to the start of the school day. In order to provide better security for your children, it is necessary for all visitors to 'sign in' and wear a visitor badge. This shows that they are known to staff at the school.

Security is reviewed annually as part of the school's Health and Safety policy.

School Policies (*Polisiau Ysgol*)

We have a number of written policies dealing with various aspects of school life and curriculum. Parents/carers are welcome to view these policies by arrangement with the Headteacher. Various policies are also available on the school website.
Policies | Brackla Primary School

Handling of Complaints (*Cwynion*)

If you have any queries or concerns however large or small it may be, please do not hesitate to call into school. The Headteacher or Deputy Headteacher will always be happy to see you. We would hope any concerns could be resolved in school.

If we have any concerns we will contact you and ask you to come to school. If a parent/carer has a complaint the school has a written Complaints policy which adheres to the LA policy procedures. A copy of the school policy is available on request at the School office and also on our website.
Complaints Policy

Parent/Carer Meetings (*Cyfarfodydd rhieni/gofalwyr*)

Parent/carer meetings are held twice a year, in the autumn and spring terms. Additional meetings will be held if your child has an additional learning need and has an Individual Development Plan (IDP).

These give you an opportunity to discuss your child's progress. However, the school is always open to parents/carers who wish to discuss matters pertaining to their children's education.

Parents are further invited to school for:

- Concerts
- Open afternoons
- The annual school sports days
- Leavers' concert
- Family engagement activities
- Information workshops
- Coffee mornings/afternoons
- Review meetings
- Class assemblies

Please see the Family Engagement section on the website for further information.
Families at Brackla | Brackla Primary School

Communication (*Cyfathrebu*)

In addition to above, we try to keep all families informed about what is happening at the school by:

- Our school email system
- Our school text system (School Gateway)
- Weekly newsletter (emailed on Friday and uploaded to our website)
- Termly class Newsletter
- School Website
- Internal and external screens with regular messages and showcasing of learning
- Seesaw (online learning and communication platform
- Certificates and postcards to show your child has done well in school
- The 'Open Door' if you have a query.

Please ensure that your contact details are always kept up to date, so that we can contact you with upcoming events and in the case of an emergency.

School website (*Gwefan ein hysgol*)

(www.bracklaprimary.co.uk)

The website is a place to find out all you need to know about our school, including term dates, newsletters, policies, as well as up to date news affecting school opening times etc.



Reporting on pupil progress (*Adrodd ar gynnydd disgyblion*)

Assessment is a vital part of our teaching and learning approach, helping us to monitor progress, set meaningful targets, and celebrate pupil achievements. Throughout the academic year, pupils will take part in regular assessments. These assessments inform our planning and allow us to tailor support to individual learning needs. Parents and carers will receive a detailed written report annually, and are welcome to arrange meetings with the class teacher or Headteacher at any point to review their child's progress. To ensure we can provide the most accurate and helpful information, we kindly ask that all visits are arranged in advance. Formal parent/carer consultations are held during the Autumn and Spring terms, with the option of an additional meeting in the Summer term if needed.

Family Engagement (*Ymgysylltu Teuluoedd*)

Close links between home and school are essential for establishing a good working relationship between families, pupils and teachers, and are fundamental to children's success in education. We actively encourage parents to be involved in their child's learning. Weekly newsletters will keep you informed of forthcoming dates for your diary and what has been happening in school each week. Your child may also bring home individual letters on particular issues e.g. school trips, fundraising events, etc.

At Brackla Primary school, we have previously run a wide range of activities for families to get involved in. These may include working with your children and include:

Literacy and Play Numeracy and Play Outdoor Learning Cookery
After school events (family picnics & Easter extravaganza crafts)

Other activities for families to attend without their children may include:

Bite sized information sessions e.g. reading in KS2, Maths in KS2, online safety and National Tests.
Basic Maths and Literacy
Sign Language
First Aid
Welsh
Outdoor learning









BPS Pantri

In partnership with FareShare Cymru and several other partners, we run a weekly Pantri. The Pantri is open to all family members and for a £2.50 charge, you can fill a bag of good quality food items. We also have other weeks where other products such as cleaning and hygiene products are available. The Pantri will be open every Tuesday from 2.30pm-3.15pm during term time.



Behaviour Positively Supported (*Cefnogi Ymddygiad Positif*)

Aim (*Nod*)

It is a primary aim at Brackla Primary School that every member of the school community feels valued and respected, and that each person is treated fairly and well. We are a caring community whose values are built on mutual trust and respect for all. The school's behaviour policy is, therefore, designed to support the way in which all members of the school can work together in a supportive way. It aims to promote an environment in which everyone feels happy, safe and secure.

Core Values and School Rules (*Gwerthoedd craidd a Rheolau ysgol*)

The school has a number of rules, but our behaviour policy is not primarily concerned with rule enforcement. It is a means of promoting good relationships, so that people can work together with the common purpose of helping everyone to learn. The policy supports the school community in an effective and considerate way.

We treat all children fairly and apply the behaviour policy in a consistent way. The policy is designed to encourage good behaviour rather than merely deter anti-social behaviour.

Class Rules (*Rheolau Dosbarth*)

Class teachers, support staff and children to devise these at the beginning of the academic year. They are intended to be guidelines for the sort of behaviour the children and adults would like to see in their own classroom. They must focus on the positive rather than the negative. These are in line with the UN Children's Rights and our Core Values. They could be in the form of a charter or a list of rules as decided democratically by the class members.

Promoting Positive Behaviour (*Cefnogi Ymddygiad Positif*)

We praise and reward children for good behaviour in a variety of ways:

- Teachers congratulate children.
- House points are awarded.
- Pupils may be sent to another member of staff, the Headteacher or Deputy Headteacher to re-enforce the praise.
- Each week a child from each class is nominated to receive a Headteacher's award in the Awards assembly, to celebrate good behaviour, attitudes and achievement in line with the Value of the month or the Monthly Rights (RRS).
- Postcards are sent home to parents/carers as appropriate to celebrate positive behaviour and achievements.
- The Headteacher/Deputy Headteacher actively encourage staff members to send children to them for good behaviour.

Brackla Primary School Sanctions (*Cymeradwyaeth Ysgol Gynradd Bracla*)
We expect children to listen carefully to instructions in lessons and to try their best in all activities. If they choose not to do so, we may ask them either to move to a place nearer the teacher, or to sit on their own.

If behaviour is inappropriate then a verbal warning is given to the child and the class teacher should explain to the child what he/she is doing that is not acceptable. If a child is disruptive in class, the teacher reprimands him or her. If a child misbehaves repeatedly or a serious incident occurs we may isolate the child from the rest of the class until he/she calms down, and is able to work sensibly again with others.

If the child's behaviour issues are low level, they should/could stay outside the staffroom at breaktime or stay 'At the Wall' for a designated time. If a child repeatedly acts in a way that disrupts or upsets others, the teacher will seek further support from the Headteacher or Deputy Headteacher. The school would contact the child's parents or carers and seek an appointment in order to discuss the situation with a view to improving the behaviour of the child.

Bullying (*Bwlio*)

Although we believe that occasions of serious bullying are rare at Brackla Primary School, we recognise that it can occur and may take many different forms. When someone is repeatedly hit, kicked, threatened, humiliated, excluded, called names or taunted by the same individual or individuals, he or she is being bullied.

We expect every pupil to act with courtesy and consideration towards others at all times. We do not tolerate acts of aggression towards other pupils and we insist that pupils inform a member of staff if this happens. We would urge you, as parents/carers, to share in this task and notify the school of any incidents of bullying which come to your attention. If a pupil is found to be acting in an unacceptable manner, procedures will be put in place according to school policy.

Extra-curricular activities (*Gweithgareddau Allgyrsiol*)



The school offers a wide and varied range of extra curricular school clubs, held on a regular basis after school and at lunchtimes. Clubs cover a range of areas including sports and music. Regular educational visits are a regular feature of school life.

Extra curricular clubs change on a termly basis and details can be found on our website Brackla Primary School. Due to limited spaces, pupils will be required to sign up in the main school office.

Brackla Pupil Senedd (*Senedd Disgybl Bracla*)

At Brackla Primary School, we believe in giving our pupils a voice and encouraging them to take an active role in shaping school life. Our Senedd is a valued group made up of pupils in Years 3-6 who represent their class and meet regularly to discuss ideas, raise concerns, and contribute to decisions that help improve our school community. The Senedd plays a vital role in promoting leadership, responsibility, and active citizenship. Being part of the Senedd helps our pupils develop confidence, communication skills, and a strong sense of pride in their school.





Rangers (*Coedwigwr*)

Rangers are our equivalent to the Eco Committee. Our Rangers work hard to promote environmental awareness across all areas of school life. The Rangers in Years 2-6 are nominated by the staff and are pupils that have demonstrated a passion for sustainable development and have a love of the outdoors.





Care Experience Children (*Plant sydd â phrofiad o ofal*)

Our vision is to support care experience children with all aspects of their education, monitor their achievements and assist them in overcoming any barriers to success, ensuring they achieve their full potential.

On placement in the school, a Personal Education Plan (PEP) is initiated. The PEP sets clear targets related to academic achievement, out of school activities and personal/behavioural targets. Parents/family members/carers are also fully involved.

In addition, we work closely with a range of agencies to support the child and accommodate them on their road to success.

Child Protection and Safeguarding (*Diogelu*)

At Brackla Primary we endeavour to provide a safe and welcoming environment where children are respected and valued. The school follows the Local Safeguarding Children Board procedures to ensure that children receive appropriate and effective support and protection.

The welfare of the children is of paramount importance to us. If you have any concerns regarding any child protection issues, our designated teachers are Mrs Baldridge and Mrs John. Please don't hesitate to contact us if you have any child protection concerns.



Mrs. K. John
Headteacher



Mrs. A. Baldridge
Designated Safeguarding Lead (DSL)



Mr G. Still
Deputy DSL



Mrs. E. Lewis
Chair of Governors

Additional Learning Needs (*Anghenion Dysgu Ychwanegol*)

As a school we ensure the needs of all children are met through high quality teaching and learning provision. Our Universal Provision includes:

- Whole class teaching
- Effective differentiation
- Collaborative group work
- Individual and small group interventions
- Appropriate and reasonable adjustments to enable access to the school environment, curriculum and facilities.

During their time at Brackla Primary, most children will make expected progress in their learning from their starting baseline. If a child is not progressing, we will gather observations, use assessment data and seek to work in collaboration with outside agencies/ professionals to identify any additional learning needs. A wide range of evidence will be gathered over time, including:

- Assessment tools, frameworks and questionnaires
- Standardised assessments
- Observational data
- Formative assessments of day to day learning
- Monitoring progress over time
- Assessments from other agencies e.g., Paediatrician, Occupational Therapy, Speech Therapist.

Identification of Additional Learning Needs (ALN)

- When pupils do not make the expected progress with Universal Provision and following thorough investigation and evidence gathering, a child may be identified as having ALN.

What are Additional Learning Needs (ALN)?

1. A child has additional learning needs if he or she has a learning difficulty or disability (whether the learning difficulty or disability arises from a medical condition or otherwise) which calls for additional learning provision, beyond the Universal Provision provided for all learners.

2. A child of compulsory school age that has a learning difficulty or disability if he or she -

(a) has a significantly greater difficulty in learning than the majority of others of the same age, or

(b) has a disability for the purposes of the Equality Act 2010 which prevents or hinders him or her from making use of facilities for education or training of a kind generally provided for others of the same age in mainstream-maintained schools.

3. A person does not have a learning difficulty or disability solely because of the language in which he or she is or will be taught is different from a language which is or has been used at home.

The same considerations apply with regard to children with healthcare needs. It will be necessary to establish whether a child has a learning difficulty or disability which calls for **Additional Learning Needs Provision** (ALP). There will be many circumstances where an individual with healthcare needs does not have a learning difficulty or learning disability or where this is the case, the learning difficulty or disability does not require ALP.

The **Individual Development Plan** (IDP) is the document that contains a description of the ALN that acts as a barrier to the learner in achieving their educational potential and the ALP that is necessary to overcome this barrier. An IDP (this replaces the current documents IAP/IPP your child may currently have) will be created through collaboration with the learner and you as parents/carers in conjunction with any other professionals that might be involved. The IDP will detail the strategies and interventions that are additional to or different from what is normally provided for others of the same age.

Equal opportunities (*Cydraddoldeb*)

The school values the contribution of us all, irrespective of disability, gender, race, origin, language or religion. All children have access to a broad and balanced curriculum. The school takes every opportunity to teach the issues of equality and diversity relating to disability, gender and race through a variety of areas of learning and experience.

We aim to provide an environment that is free of prejudices of any kind and we will help the children to develop tolerance and understanding.

Educational visits *(Ymweliadau Ysgol)*

School educational visits are arranged and are linked to the work being studied in class. The visits provide a valuable aid to a child's motivation and learning. Visits may include a walk in the locality or day trips to places further away. Pupils in Year 6 are also provided with the opportunity to participate in residential visits.







Charging & Remission Policy *(Polisi Codi Tal a Hepgor Taliadau)*

The school's Governing Body has adopted the Local Authority's policy on charging and remissions for school activities. Each time an educational visit or sporting event is arranged, parents/carers will be advised of the pro rata cost and invited to make a contribution to that value. If a large number of parents decide not to make the necessary contribution then the school may decide not to go ahead with the visit or event.

Please note that your child's safety is always the paramount consideration when participating in school activities both on and off site. Also please note that parents may be required to pay for any damage for which their child is responsible, e.g. replacement of books/equipment, etc.

Transition from primary to secondary school (*Pontio o Ysgol Gynradd i Ysgol Uwchradd*)

Brackla Primary has excellent relationships with the secondary schools. The majority of our pupils go on to attend either Brynteg Comprehensive or Archbishop M^{c}Grath However, we also work closely with a range of other schools that our pupils have gone on to join.

Prior to our year 6 pupils leaving, we ensure we support them emotionally and practically through the latter months of their time with us. We play an active part in transition activities where pupils visit the schools and members of secondary staff visit the pupils in their own setting too.

Transition activities include a range of subject including maths, science and technology. This experience has proved invaluable in giving the children an insight into what to expect in secondary school and to enjoy an extended curriculum.

Finance (*Cyllid*)

The Local Authority meets most of the running costs of our school through a delegated budget which is managed by the Headteacher and school governors.

Helping Your Child at Home (*Helpu Eich Plentyn Gartref*)

We strongly believe that education is a partnership between home and school. Parents/carers and teachers working together have a great influence on the lives of the children in our school. We view home learning as an opportunity to strengthen this partnership, and work together to do the very best for your child(ren). Home Learning is an extension of what is being planned in class.

We strive to use blended approaches that help develop basic skills and interests of the children. We subscribe to online programmes which we feel benefit our learners. We also make good use of Welsh Government's online platform HWB, to help provide our learners with opportunities to use programmes made available when developing their understanding. We have a system whereby the class teacher sets homework each fortnight and this is communicated through our online learning platform Seesaw.

The nature and amount of the home learning will vary between year groups, different classes and topics of study. Parents/carers will be informed of the expectations for each child via the class newsletters. We believe that reading is central to everything that we do, and that to provide our pupils with the best possible chances in life, we need to ensure reading is at the heart of learning. We encourage our pupils to read daily as part of their home learning routine.

Finally (*I orffen*)

Once again, welcome to our school and we wish your child every success and happiness at Brackla Primary and beyond. Should you have any questions about our school, please do not hesitate to contact us:

Telephone: 01656 815570
Email: admin@bracklps.bridgend.cymru
Address: Brackla Primary School, Brackla Way, Brackla, Bridgend, South Wales, CF31 2EZ.