

Gladstone Primary School



Prospectus 2023 - 2024

A copy of this prospectus is available in large print.
Please contact the school.

Our Address

Gladstone Primary School,
Gladstone Road,
Barry,
Vale of Glamorgan
CF62 8NA

Telephone Number: 01446 735321

Our e-mail address: GladstonePS@valeofglamorgan.gov.uk

The school web site is www.gladstoneprimaryschool.co.uk

Our Twitter address is [@gladstonebarry](https://twitter.com/gladstonebarry)

Our Headteacher is Mrs Ceri-Ann Ellis.

Our Chair of Governors is Miss Jodie Evans.

Our school is a primary school.

The main language spoken is English.

Welcome to Gladstone Primary School! Croeso i Ysgol Gladstone!

I would like to take this opportunity to welcome you to Gladstone Primary School. Our school is a caring environment, and we want children to feel happy, safe and secure during their time with us.

Our curriculum is based on the 'Curriculum for Wales', where the ambition for our children is to be:

- Ambitious, capable learners
- Ethical, informed citizens
- Healthy, confident individuals
- Enterprising, creative contributors

Our curriculum is developed to provide every child with authentic learning experiences. We provide an inspiring, engaging and inclusive environment, where we encourage our children to be curious about learning.

Our prospectus has been devised to provide you with information about our school and about the routines that we have. We are proud of the caring and friendly atmosphere within our school and we look forward to welcoming you and your child to Gladstone.

If you have any questions, please do not hesitate to speak to a member of staff.

I look forward to meeting you all.

Mrs Ceri-Ann Ellis
Headteacher



Contents

Barry.....	1
Our school.....	2
School aims.....	3
Our staff.....	4
Our governors.....	5
Communicating with our families.....	6
Community.....	6
Nursery admissions.....	7
Admission procedures.....	8
Getting ready for school.....	9
School times.....	10
Breakfast Club.....	10
School dates.....	11
School uniform.....	12
PE kit.....	12
School lunches.....	13
Break-time snacks.....	13
Supporting your child at home.....	14
Curriculum.....	15 & 16
Forest School.....	16
Wellbeing and behaviour.....	17 & 18
Emotional support.....	18
Safeguarding.....	18
Additional learning needs.....	19
Pupils with disabilities.....	19
Religion, Values and Ethics.....	20
Welsh.....	20
Relationships and Sexuality Education.....	21
Sporting activities.....	21
Assessment, recording and reporting.....	22
Schoolcomms.....	22
Gladstone Senedd.....	23
Super Ambassadors.....	23
Eco-Schools.....	24
Healthy Schools.....	24
Medicines.....	25
Emergencies.....	25
Extra curricular activities.....	26
Health and safety.....	27
E-safety.....	27
Attendance.....	28
School trips.....	29
Charging Policy.....	29
Complaints Procedure.....	29
School Rules.....	30

Barry

Gladstone Primary School is situated in the seaside town of Barry, approximately ten miles from Cardiff, the capital city of Wales. Barry lies on the coast of the Vale of Glamorgan overlooking the Bristol Channel.

Barry developed in the late 19th century as a busy coal port and while this aspect of its life has declined, the town continues to thrive with other industries.

The town of Barry offers a wide range of leisure and shopping facilities. Barry Waterfront is currently undergoing exciting redevelopment with many new homes, a hotel, shopping areas and the popular Goodsheds venture with independent food places, shops and businesses.

Barry Island is one of South Wales' most popular holiday resorts serving the South Wales valleys and beyond. It boasts sandy and pebble beaches and a funfair which all cater for thousands of holidaymakers each year.



Our School

Gladstone Primary School was built in 1906. It is an impressive red brick Edwardian building overlooking Gladstone Road with magnificent views over Barry Docks and the Bristol Channel.

There are approximately 450 children on roll at Gladstone. The school consists of two main buildings, originally the Junior and Infants Schools. The Nursery and Foundation Phase children are housed in the smaller building with immediate access to the outside area, while the Key Stage Two classes are situated on the ground and first floor of the main building. We have adequate toilets in both buildings for the number and age of pupils within our school.

We are lucky at Gladstone to have so much outdoor green space. The large field adjoining the school is used as a sports pitch. We also have a grassed orchard area and a well-established woodland area with a wooden outdoor classroom where our Forest Schools sessions take place. Our Friendship Garden has recently been refurbished and is used as a quiet, calm space away from the main playgrounds.

Our Foundation Phase and Year 3 children have free flow access to enclosed outside areas which include role play, creative and construction zones. Extensive playgrounds surround the school with trim trails and markings to stimulate play.



School Aims

“Together Everyone Achieves More”

MISSION STATEMENT

At Gladstone School our children are loved, understood and supported to feel happy, safe and ready to learn.

SCHOOL VISION

At Gladstone we:

- Foster nurturing and respectful relationships
- Create an inspiring, engaging and inclusive environment
- Apply curiosity to build our confidence and independence

SCHOOL AIMS

To ensure that all children in our school:

- Are taught in a happy and safe environment where everyone is valued and respected
- Achieve their potential within Literacy and Numeracy
- Receive good quality teaching of a broad and balanced curriculum
- Have a pride in being Welsh and an understanding of Welsh heritage and culture
- Gain skills that they will need to become digitally competent and are able to apply these skills into their current and future learning
- Have an understanding of the world and how they can make it a better place.



Our Staff

We are very fortunate to have such a dedicated and committed team working at Gladstone. Each member of staff specialises in a particular subject or area of learning.

Our Senior Management Team is:

Mrs C Ellis	Headteacher
Mrs H Reilly	Deputy Headteacher
Mrs S Marks	Assistant Headteacher & ALNCo
Miss K Constable	Progression Step 3 leader, Literacy Lead
Mrs C Wyness	Progression Step 2 leader, Numeracy Lead
Mrs R Smith	Progression Step 1 leader, Wellbeing Lead

Our teachers are:

Mrs P Bates	Mrs S Beer
Mrs L Belby	Mrs C Bluett
Mrs S Carré	Miss A Denton
Mrs L Downing (ALNCo–KS2)	Mrs E Gullick
Mrs S Harding	Mr S Hicks
Mrs N Jefferies	Miss B Jones
Mrs K Lindley	Mrs L McCarthy (ALNCo)
Mrs C McNicol	Miss S Rooke
Mrs L White (ALNCo-FP)	Miss E Willington

Our Learning Support Assistants are:

Miss T Avaiant	Mrs R Burrup
Mrs J Clarke	Mrs E Clode
Miss I Dhallu	Mr M Edwards
Mrs C Gould-Fry	Miss E Hartery
Miss J Hayes	Miss R Jones
Miss C Leat-Bowen	Miss A Martin
Mrs S Murphy	Ms E Robatto
Mrs F Sandrey	Mrs S Saunders
Mrs M Stait	Mrs L Woolford

Our School Administrative Assistants are:

Mrs D Crow	Mrs A Hodgkin
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Our Caretaker is:

Mr A Clode

Our Head Cook is:

Ms Y Kong

Our Governors

Chair of Governors Miss J Evans
Vice Chair of Governors Mrs V Turner

Parent Governors

Mrs R Peacock
Mrs K Price
Mr M Stephens
Mrs C Williams

Teacher Governor

Mr S Hicks

Staff Governor

Mrs D Crow

Community Governors

Mr M Attwell
Mrs K Simick
Mrs V Turner

LEA Governors

Cllr Mrs P Drake
Ms J Evans
Vacancy

Minor Authority

Vacancy

Head Teacher

Mrs C Ellis

Clerk to the Governors Mrs A Hodgkin
Co-opted - Deputy Head Mrs H Reilly



Communicating with our Families

Our school website www.gladstoneprimaryschool.co.uk is regularly updated with lots of information about the school. Photos are tweeted throughout the week showing the children carrying out different activities – our Twitter address is @gladstonebarry. We also use the Seesaw app across the school to share our children’s learning experiences with parents and carers.

Community

Working with the local and wider community is very important to us. We have a close relationship with Golau Caredig in Barry and throughout the year children from different year groups have spent quality time with the residents playing games, sharing work and singing songs.

We have strong links with both Asda and Morrisons in Barry who have been extremely generous in supporting the school. We are also an adopted school of Moto in the Community and have received a generous supply of books over the years.

Our Year 5 children have set up our Gladstone Foodbank where all food donated is given to the Vale Foodbank and our Year 3 children organised the Gladstone Race for Life with all money donated to Cancer Research.

Parents, carers and grandparents are welcomed into school throughout the year to share special celebrations with us such as Christmas concerts, sports days and the Year 6 leavers assembly. In addition, each year group has invited parents, carers and grandparents into school to build relationships via a creative task and also to read with their child as part of our Story Café. Every year group holds Celebration Days at the end of each inquiry and children in KS2 share their learning with their families during special Sharing Days. Parental workshops also take place throughout the year based on parents’ interests and hobbies.



Nursery Admissions

Our Gladstone Nursery can cater for up to 90 children. Nursery places are part-time, either a morning or afternoon session with space for up to 45 children in each session.

A child may start in the Nursery the term following their third birthday. As soon as you decide that you would like your child to come to Gladstone Nursery, please contact Vale of Glamorgan Council School Admissions on 01446 709844 or apply online via the Vale of Glamorgan Council website.

Gladstone Nursery is an exciting place to learn and our newly refurbished indoor and outdoor environment provides our children with stimulating opportunities for play and learning to take place.



Admission Procedures

There is an annual intake into the Reception class. Your child will be admitted in the September of the academic year in which he/she will be five years old. A meeting for all prospective parents of Reception children is held towards the end of the Summer Term.

The school year begins in September and is divided into three terms – Autumn, Spring and Summer.

The School Years are:

Progression Step 1

Nursery	3 to 4 years
Reception Class	4 to 5 years

Progression Step 2

Year 1	5 to 6 years
Year 2	6 to 7 years
Year 3	7 to 8 years

Progression Step 3

Year 4	8 to 9 years
Year 5	9 to 10 years
Year 6	10 to 11 years

After Year 6 your child will move on to their chosen comprehensive school, usually Whitmore High School or Pencoedre High School in Barry. We have very effective transition arrangements in place to ensure a smooth transition from Year 6 to Year 7.

Prospective parents are invited to contact the school to arrange a visit, to see our school environment, to meet the staff at Gladstone and also to sample the positive working atmosphere that is apparent here.



Getting Ready for School

It would be really helpful if your child could do the following before starting school:

1. Take shoes on and off independently
2. Remove outer clothing and hang the clothes on a hanger or peg
3. Use a knife and fork
4. Use the toilet properly
5. Wash and dry hands
6. Tidy up after using toys, apparatus, books etc.

You and your child will be invited to see the school before he or she starts.

We look forward to seeing you!



School Times

Nursery

Morning session: 9 am – 11.30 am
Afternoon session: 12.40 pm – 3.10 pm

School

Start at: 8.55 am
FP lunch: 11.45am – 12.40 pm
KS2 lunch: 12.45 pm – 1.30pm
FP finish at: 3.15 pm
KS2 finish at 3.20pm

In the mornings our school doors are open at 8.50am and children enter the school as soon as they arrive on the school yard. This creates a very relaxed atmosphere and gives the children time to chat with their teacher and friends before learning starts.

Parents do not come into the school building in the mornings however a member of the Senior Management Team is always on the yard to speak to. Alternatively you can discuss any issues with your child's class teacher at the end of the school day.

Punctuality is essential. The gates and doors are closed at 9am and any child arriving late has to sign in. We discourage this as it obviously causes disruption to both the children and teachers.

We expect all children to be in their class by 8.55am at the very latest, ready to start the school day. Please help us to achieve this.

Breakfast Club

We offer a free breakfast club to all children at Gladstone Primary and this is situated in the school canteen. Your child is welcome to arrive anytime between 8am and 8.45am however breakfast is served between 8am and 8.30am. The children are then supervised with different activities and brought to their classes at 8.50am. If you would like your child to attend our breakfast club please complete a form at the main office.

School Dates 2023 / 2024

Term	Begin	Half term		End	No. of School Days
		Begin	End		
Autumn 2023	Mon 4 Sept 2023*	Monday 30 Oct 2023	Friday 3 Nov 2023	Friday 22 Dec 2023	75
Spring 2024	Monday 8 Jan 2024	Monday 12 Feb 2024	Friday 16 Feb 2024	Friday 22 March 2024	50
Summer 2024	Monday 8 April 2024	Monday 27 May 2024	Friday 31 May 2024	Monday 22 July 2024*	70
				TOTAL	195

***Monday 4th September 2023 and Monday 22nd July 2024** will be designated INSET days for **all** LEA Maintained Schools. It is intended that the INSET Day at the end of the Summer Term will either be taken on Mon 22nd July 2024 or at an alternative time for example in the form of twilight sessions.

Gladstone also has an INSET day on Tuesday 5th September 2023. We will notify you as soon as we can of the dates of the remaining three INSET days.

All schools will be closed on **Monday 6th May 2024** for the May Day Bank Holiday.

Significant dates:

Christmas	Monday 25 December 2023
Good Friday	29 March 2024
Easter Monday	1 April 2024
May Bank Holidays	Monday 6 May 2024 Monday 27 May 2024

School Uniform

We ask that the children wear school colours – black sweatshirts, cardigans, skirts, shorts or trousers and pale blue or white polo tops– as it promotes a sense of belonging and team spirit. Items such as shoes or boots with high heels, trainers with wheels, crop tops and beach wear are regarded as inappropriate.

Please ensure that your child's clothes are clearly labelled with their name as so many items of clothing end up in lost property. School uniform with the school logo can be purchased from the school office where we stock a good selection of sweatshirts and cotton polo shirts. Book bags are also sold from the office.

Our Year 6 children are given a hoodie by the school when they enter their final year at Gladstone. The colour is chosen corporately by the children before they move into Year 6 and the top has the school logo and the child's initial embroidered onto it.



PE Kit

Throughout the school, children are asked to wear their PE kit on the days they have PE, you will be notified of these in September.

We expect children to wear shorts/leggings/jogging bottoms and tshirts/sweatshirts depending on the weather. Trainers are essential for safety reasons. Long hair should be tied back and children should not wear jewellery.

School Lunches

The majority of our children stay in school during the lunch time period. Children can choose to eat a school lunch or to bring a packed lunch from home. We encourage any parents who provide a packed lunch to ensure it is a healthy option.

Our school kitchen offers a choice of menus – a hot meal including a vegetarian option and a selection of sandwiches.

We are delighted to announce that all of our children, from Reception to Year 6, are now entitled to a free school meal so no child has to pay for a school lunch.



Break-time Snacks

Children are encouraged to bring fruit to school to eat during break times. As part of our commitment to a healthy lifestyle, any other snack is not allowed.

Milk is provided free of charge to all Foundation Phase children, from Nursery to Year 2. Children are encouraged to bring in a bottle of water – labelled with their name - to drink throughout the day.

Supporting your child at home

We ask you to share books with your child and read with them as much as possible. Please continue to do this as they get older as well as help them to learn their times tables. We also feel it is so important to talk to your children, to share experiences with them each day and to check in with how they are feeling.

Some of our older children have their own mobile phone. We ask all parents to check their child's phone daily to ensure they are always using it appropriately and safely.

Children in Reception up to Year 3 will bring a reading book home daily which will be changed once a week. The children are also sent home with words or sounds that they need support with.

Home tasks are also given out during the year in support of projects or celebrations, for example St David's Day.



Curriculum

At Gladstone Primary School we strive to enable our pupils achieve the highest academic and personal standards they are capable of by providing them with a wide range of the highest quality learning and teaching experiences during their time at Gladstone. We offer a curriculum which is broad and balanced, and teaching and learning experiences that are engaging, inspiring and empowering and differentiated to meet the needs of all our pupils whatever their needs and ability.

Our curriculum is everything a learner experiences in pursuit of the four purposes. It is not simply what we teach, but how we teach, why we teach it and the impact of the learning. The curriculum organises learning around the six Areas of Learning and Experience (AoLE)

- Languages, Literacy and Communication
- Mathematics and Numeracy
- Science and Technology
- Health and Wellbeing
- Humanities
- Expressive Arts

with literacy, numeracy and digital competence as the Cross Curricular Framework.

The six Areas of Learning and Experiences are given equal weighting across the curriculum which then creates the “Gladstone Rhythm of the Year”.



All teachers ensure that learners are ambitiously planned for, within a progression step relevant to their need. Each AoLE has a number of What Matters statements, which ensure breadth and coverage of the fundamental key concepts.

Curriculum Statement of Intent

At Gladstone Primary School, our curriculum is designed to:

- Nurture sincere and respectful relationships with children, their families and the wider community;
- Promote health & wellbeing in all areas of learning;
- Encourage children's voice and choice in their own learning, empowering all children to be the best they can be;
- Inspire, engage and stimulate through rich, authentic learning experiences;
- Encourage independence and interdependence, developing cooperation and collaboration;
- Build children's resilience in their learning, by creating a Growth Mindset;
- Be inclusive to all children;

Our curriculum supports children in being and becoming:

- Healthy, Confident Individuals;
- Ethical, Informed Citizens;
- Ambitious, Capable Learners;
- Enterprising, Creative Contributors

At Gladstone Primary School, we lay the foundations for lifelong learning!

Forest School

Every fortnight every child participates in a half day structured Forest School session in our beautiful woodland area.

Children learn how to use tools safely and how to be safe around a fire. They learn about the changes within the woods that each season brings. They participate in den building and help to maintain the woods. Forest School enables supported risk taking, child-centred learning, exploration and play. We believe it promotes self-esteem, creativity, confidence, resilience and independence.

We ask that your child wears old clothes on their Forest School day and also brings in a pair of clearly labelled wellies to use. We provide waterproof trousers and coats for the children to wear in wet weather.

Wellbeing and Behaviour

At Gladstone we foster a positive and caring atmosphere. We aim to develop a sense of self-respect and self-confidence in each child and with this in view we encourage positive behaviour at all times.

We are the first school in Wales to be accredited with 'Trauma Informed and Mental Health aware' status. We have several trauma informed practitioners in school and all staff have received extensive training. We understand that behaviour is communication and that sometimes children have experiences that may result in behaviours being adversely affected. We work in a very supportive way with all children and our behaviour policy supports this. We offer many strategies and interventions that support a trauma informed approach.

Gladstone is also a Values school. Values education lies at the heart of our Behaviour Policy. It provides a solid foundation enabling our pupils to make informed choices by reflecting, thinking and understanding. It also gives us a common vocabulary, which we all understand, helping us to deal with behavioural and emotional issues in a positive and supportive manner. Through a Values-based Education, a positive culture for teaching and learning is created which is based upon valuing ourselves, each other and the environment.

We use an online behaviour reinforcement system called Class Dojo to reward good behaviour, as well as stickers and lots of praise.



Of course there are times when unacceptable behaviour occurs and this is always dealt with promptly. We adopt a fair and consistent approach to supporting children who struggle to behave in acceptable ways and we always communicate with parents and expect their support.

An anti-bullying policy, race equality and equal opportunities policy support the aims and objectives of the school. These policies are updated regularly, adopted by the Governing Body and parents can have access to them. All school policies support equal opportunities.

In line with statutory requirement, looked after children are supported through a PEP (personalised education plan), which is drawn up in consultation with the local authority. Mrs Marks has overall responsibility for promoting the education achievement of our looked after children.

Sometimes events can happen at home that may affect your child's behaviour in school. Please let us know so we can help your child with sensitivity and understanding.

Emotional Support

At Gladstone all staff are trained in ensuring that every child despite their emotional or academic needs are nurtured, helped to feel safe and helped to learn and grow emotionally and academically.

Throughout the school there are many strategies to support all children of all needs including trauma informed practices, ELSA, Motional and bespoke school support plans.

Safeguarding

The school has a duty of care to the safeguarding of all learners. We have a child protection and safeguarding policy that adheres to the Wales Safeguarding Procedures and 'Keeping Learners Safe'. This is available for inspection via the Head Teacher.

Mrs Ellis is the Designated Safeguarding Person (DSP) and Mrs Reilly and Mrs Marks are the Deputy Designated Safeguarding Persons (DDSP). All staff receive annual Level 1 safeguarding training and the DSP and DDSPs receive Level 2 training.

Additional Learning Needs

The teachers at our school cater for the needs of all our children. If your child has a learning or behavioural difficulty or is more able, the class teacher will help, support and extend him or her in every area of the curriculum. The ALN team is available to give advice and support where necessary. On occasions it might be advisable to seek help from other professional agencies eg. speech therapists, educational psychologists or specialist support teachers for further advice and professional opinion.

If we are concerned about your child we will invite you to discuss progress and ask for your consent to involve these other agencies. If you have any worries then do not hesitate to come and see us. There is a designated governor who monitors the additional learning needs provision in our school.

In certain circumstances some children will require an Individual Development Plan, created in conjunction with parents and relevant professionals. This will then guide the additional learning provision for that child. Information about the ALN act can be found on our website.

Pupils with Disabilities

Admission of children with disabilities would out of necessity be conducted in liaison with Pupil Support Services from which support in terms of expertise, staffing, training, building adaptation and specialised resources may be required.

The expertise, experience and professionalism of all teaching staff and the ethos of the school will ensure that children with disabilities admitted to the school will have access to the national curriculum and all other aspects of school life as far as is practical and possible at the time.

Staff are conversant with the Code of Practice for Schools relating to the Disability Discrimination Act 1995 which came into effect in September 2002 and a Disability Accessibility Plan has been drawn up.

Religion, Values and Ethics

Religion, Values and Ethics (RVE) is a statutory requirement of the Curriculum for Wales and is mandatory for all learners from ages 3 to 16.

We use collective worship and lessons of RVE to explore a wide range of religious, spiritual and philosophical beliefs from Christianity, Islam and Hinduism and all the 6 major religions as well as non-religious philosophical convictions such as humanism, veganism and vegetarianism. The curriculum is pluralistic, objective, critical and unbiased, ensuring that pupils are given the tools to explore their own beliefs, values and ethics and understand the breadth of beliefs in Wales and the wider world.

Welsh

Welsh is a core subject and is taught throughout the school by class teachers and our LSAs. Children and staff are encouraged to use incidental Welsh where possible and a 'Phrase of the Fortnight' is introduced every two weeks. *Tocynnau* are awarded to children who initiate Welsh conversation and the year group with the most *tocynnau* each fortnight receive an award.

We incorporate Curriculum Cymreig throughout many areas of the curriculum, such as using the works of Welsh authors, poets and artists. We utilise the wealth of Welsh heritage and history in our local area and educational visits take place throughout the year to enhance learning, for example to the National Roman Legion Museum at Caerleon, St Fagans National Museum of History in Cardiff, as well as to more local places around Barry. Year 6 children have the opportunity to participate in a residential stay at Gwersyll Urdd in Llangrannog, West Wales. We also participate in a range of activities throughout the school year including Welsh Folk Dancing, learning Welsh songs and celebrating St David's Day with the school Eisteddfod.

Our Criw Cymraeg have been working extremely hard to promote the Welsh language at Gladstone, to develop a Welsh ethos across the school and to encourage our children to improve their Welsh language skills. We are proud to announce that we have recently been awarded the Cymraeg Campus Bronze Award!



Relationships and Sexuality Education

Relationships and Sexuality Education (RSE) is now a mandatory requirement in the Curriculum for Wales and is an integral part of physical, mental and emotional health and well-being. At Gladstone we use Jigsaw PSHE to teach RSE and other aspects of Health and Wellbeing and we focus on a different Jigsaw 'puzzle' every half term – *Being Me in My World, Celebrating Difference, Dreams and Goals, Healthy Me, Relationships, Changing Me*.

We feel it is important to deliver information that is age and stage appropriate for your child in a familiar and safe environment, by a trusted adult. It is so important to have that positive partnership between home and school and we aim to be as open and honest as possible about what your child will be learning. Parents are given an overview of the lessons prior to each half term and soon parents will be able to access the parent portal of Jigsaw PSHE.

Sporting Activities

At Gladstone we strongly promote the importance of healthy and active lifestyles with the philosophy that sport is for all and sport is for life.

With this in mind, we offer a wide range of sporting activities at Gladstone, both within the PE Curriculum and during after school clubs. Children participate in Athletics, Cricket, Dance, Hockey, Football, Netball, Rugby, Swimming, Tennis and Welsh Folk Dancing.

During their time in Year 5, children participate in a three week intensive 'Learn to Swim' course at Barry Leisure Centre. Year 6 receive cycle training, initially within the school grounds progressing to safety on local roads. The children have the opportunity to play in inter-school matches and enter local and national tournaments and competitions. We welcome visits from local Sports Development Officers and coaches from other sporting clubs who can offer time and expertise in supporting the school in PE both within curriculum time and during after school activities.



Assessment, Recording and Reporting

Assessment and Recording form an important part of our work in school. We use various assessment strategies that will enable each child to progress at an appropriate pace, ensuring that they are supported and challenged accordingly.

The class teacher keeps records of each child's progress in the six Areas of Learning and Experience (AoLE). Personalised assessments in Reading, Numeracy Procedural and Reasoning are carried out with children in Year 2 to Year 6 following government guidance.

Throughout the year, each year group invites their parents to a 'Performance of Understanding' at the end of each inquiry. Parent consultations are held in the Autumn and Spring Terms giving parents the chance for a 1:1 conversation with their child's class teacher. We also hold Sharing Days in Key Stage 2 where parents are invited to come in to celebrate and share their child's work with them.



A report on your child's progress is provided during the Summer Term. An appointment can be made to discuss this with the class teacher if required.

Schoolcomms

The school operates 'Schoolcomms'. This is a secure way of receiving messages and letters from the school straight into your email account. Please let the school have your email address so we can keep you updated with what is going on at school. We try to be as 'paperless' as possible and all information to parents is sent by email.

Gladstone Senedd

We actively promote the UNCRC – United Nations Convention on the Rights of the Child - and believe that every child should be listened to and has the right to have an input into what happens in our school.

As a result every child from Year 3 to Year 6 is a member of one of our school councils - Eco, Healthy Schools and Spread the Happiness – all chosen by the children. Throughout the year, each year group spends a term on each of the 3 different areas, thus contributing fully to school life. They also talk regularly to children in the Foundation Phase to ensure their views are heard too.

Each class nominates a Chair and Vice Chair and these children make up our Gladstone Senedd. The Senedd is run by its own Chair and Vice Chair and these Year 6 children are elected at the start of the year. The Senedd meets termly and each Council are given chance to feedback on their actions covered so far and ways forward for the year.



Super Ambassadors

Our Senedd Chair and Vice Chair are also our Gladstone Super Ambassadors. They have 3 jobs to do:

1. Tell our children about the UNCRC
2. Tell us about Rocio Cifuentes, the children's Commissioner for Wales and her job which is to help all children in Wales to be happy, healthy and safe
3. Carry out a special mission each term. Over the years these missions have included promoting Anti-Bullying Week throughout the school, setting up an intergenerational group where children in Year 1 and their parents celebrated their love of books with the residents of Golau Caredig and helping to organise fun days for the children in our school.

Eco-Schools

Gladstone has been an Eco-School for 18 years. We have achieved our 4th Eco Flag and have renewed the prestigious **Platinum Award** seven times – something we are very proud of.

Eco is one of our school councils and we are constantly thinking of ways to protect and improve our environment as well as saving energy by reducing, re-using and recycling.

Our Eco-motto is 'Go Green at Gladstone'.



Healthy Schools

Gladstone is part of the Vale of Glamorgan Healthy Schools Network. Back in 2011 we were one of the first schools in the area to achieve the **National Quality Award for Healthy Schools** which covers 7 different health areas:

Food and Fitness, Mental and Emotional Health and Well Being,
Personal Development and Relationships, Substance Use and Misuse,
Environment, Safety, Hygiene

We have successfully renewed this four times which recognises our commitment to health and well-being and the promotion of a healthy lifestyle here at Gladstone.

We ask that children bring only fruit from home to eat at breaktimes, other snacks are not allowed. All food prepared within our school canteen for school dinners is compliant with The Healthy Eating in Schools Regulations 2013. Milk is provided free of charge to all our Infant children. Children are encouraged to drink water throughout the day and all children have access to drinking water in their classrooms. The whole of the school environment is a smoke free zone and this has been extended to 'Smoke Free Gates'.



Medicines

If your child needs to take any medicine prescribed by the doctor, please try to give the medicine out of school hours. If this is not possible please come to the school office. You will need to complete an Administration of Medicines form and send in the medication in its original packaging from the pharmacist.

If your child has to be excused from PE lessons on medical grounds please send a note to the class teacher. Children suffering from asthma should carry their asthma pumps at all times and be able to use them properly.



Emergencies

Occasionally accidents do happen in school and although there is always a member of staff available with training in first aid, sometimes a child may need to seek medical advice. If there is a problem we need to be able to contact you quickly so please make sure we have an emergency phone number.

In the case of emergency the school will take immediate action to safeguard any child before contacting parents, ie. call an ambulance. If emergency numbers are not kept up to date and school cannot contact parents, school will assume loco parentis.

Please ensure all emergency contact numbers (mobile and land line) and email addresses are kept up to date on the school system by contacting the office via phone, email or letter.

Extra Curricular Activities

We take pride in the number and range of after school clubs that we offer to our Gladstone children.

Clubs have included Art, Athletics, Choir, Cricket, Construction, Cymraeg, Dance, Digital Animation, ECO, Football, Glee, Lego, Samba and Yoga.

This could not take place without the commitment of all the teaching and non teaching staff at the school. We also welcome parents who offer valuable help and expertise.



Health and Safety

If you bring your child to school by car, please do not park on the yellow zig-zag lines outside the school. Parents are asked not to drive their car into the school grounds including the staff car park. There is a designated path next to the car park that parents use when dropping off for Breakfast Club. We do encourage parents to walk their child to school.

Dogs must not be brought onto the school premises in the interests of health and hygiene.

Gladstone is a designated 'No Smoking' area – this includes the buildings, the playgrounds and outside the school gates.

For the safety of the children we have installed door entry systems on the Foundation Phase and Key Stage 2 entrances. A CCTV system allows monitoring of the whole site.

The Health and Safety policy is updated annually and all staff have received training in risk assessment.

E-Safety

We take e-safety very seriously and all children and parents are asked to sign an **acceptable use agreement** which outlines how to stay safe when using the internet. Children are expected to follow these guidelines both at school and at home when they are online.

Pupils have regular opportunities to develop their understanding of e-safety when focusing on the Citizenship component of the DCF – Digital Competence Framework. This is also reinforced during assemblies and workshops.



Attendance

Parents have a duty to send their child to school and **we expect your child to be in school every day and on time**, unless of course they are too ill to attend. All schools are required to keep an attendance register in which the presence or absence of every pupil on the school roll has to be recorded at the beginning of every morning and afternoon session. If your child is absent you **must** inform the school by telephone call or email and we will consider carefully if the absence is to be authorised.

Punctuality and regular attendance are extremely important factors in the learning process and there is a direct correlation between attendance and attainment.

At Gladstone we monitor attendance very closely and will contact you if we are concerned about your child's attendance. We work very closely with the Vale of Glamorgan Inclusion Service and will refer children if attendance is a concern. The Governing Body have agreed the use of Fixed Penalty Notices for families with poor attendance.

To give your child the best possible chance in school, please ensure he or she attends school every day.



School Trips

To engage and enrich your child's learning experience he/she will be involved in a range of visits and trips linked to their year group inquiry. These may include visits to museums, exhibitions, concerts and places of local interest.

We also invite a variety of people into school to talk and share their skills with our children. These might include fire and police officers, road safety officers, authors and theatre and musical groups.

In Year 6, children are given the opportunity to attend a residential visit to Gwersyll Urdd in Llangrannog, West Wales where they undertake a range of outdoor and adventurous activities.



Charging Policy

The policy of the school governors is to ask for voluntary contributions towards the cost of educational visits for school time activities. If the contributions are insufficient the event may not take place. However, we would not wish any child to be excluded from such activities on financial grounds.

Complaints Procedure

You are always welcome to contact us at school to discuss any concern you may have. Members of the Senior Management Team are always available on the yard in the mornings and your child's teacher is usually available at the end of the school day. For lengthier discussions or matters of confidentiality it is advisable to make an appointment.

If you are still concerned, or the problem is of a broader nature, you are welcome to see Mrs Ellis or the Deputy Headteacher, Mrs Reilly.

In the unlikely event of the issue being unresolved you have the right to take the matter to the Governing Body.

School Rules

We have deliberately chosen three simple rules which, if followed, will create a safe and happy learning environment for all.

They are –

1. Be Ready
2. Be Safe
3. Be Respectful



**Thank you for reading our prospectus.
We hope it will encourage you to visit our school.**

**Thank you from all the staff at
Gladstone Primary School**