

St Padarn's Catholic Primary School Prospectus

Ysgol Gynradd Gatholig Padarn Sant
Llawlyfr Ysgol



One Heart and One Soul

CROESO!



ST. PADARN'S

*As we follow in Jesus' footsteps,
we grow in faith, love and learning.*

2022/ 2023

St Padarn's RC Primary School,
Llanbadarn Road,
Aberystwyth,
Cardiganshire,
SY23 1EZ
Telephone 01970 630632

Ysgol Gatholig Padarn Sant,
Ffordd Llanbadarn,
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Website: www.stpadarnsrcp.co.uk

St Padarn's Roman Catholic Voluntary Aided Primary School, Aberystwyth.

St Padarn's Primary School is situated in the town of Aberystwyth, on the main A44 adjoining the University playing fields. The school buildings provide five permanent classrooms, an ALN room and a large School hall which is used for assemblies, Masses, PE and school meals which are cooked on the premises. The age range of pupils is from four to eleven years.

Name and address of School: St Padarn's Roman Catholic Primary School,
Enw a chyfeiriad yr Ysgol: Llanbadarn Road, Aberystwyth, Ceredigion, SY23 1EZ

Classification of School:

Math o Ysgol:

In line with Welsh Government guidelines on school categories according to Welsh-medium provision, from September 2022, St Padarn's RC Primary School will be in the Transitional category T2. This means we will be aiming for Category 2 in the years to come. If relevant, any changes planned will be subject to consultation.

Headteacher: Mrs E Brophy
Pennaeth:



Acting Deputy Headteacher: Mrs M. Rowe
Dirprwy Bennaethiaid:



Chairperson of the Board of Governors: Mr David Greaney
Cadeirydd y Llywodraethwyr:

Organisation of the School Trefn yr Ysgol:

Each class is grouped according to the age of the children. Since it is our school's policy to do the best for each child, teachers will organise their classes in a variety of ways in order to cater for the individual needs of the children in their care.

| | |
|---|---|
| <u>Mrs. Enid Brophy</u> | <u>Headteacher</u> |
| Mrs. Mandy Rowe 0.5 Mrs Anita Fitzhenry-Smith 0.5 | Acting Deputy Headteacher, Head of PS1 and 2 Class teacher Y 1/2 (0.5) / ALNCo |
| Mrs Leanne Field 0.8 Miss Cordelia Jones 0.2 | Class teacher Y 5/6 |
| Miss Rhian Whalley 0.8 Mrs Anita Fitzhenry-Smith 0.2 | Class teacher Reception Class |
| Miss Emily Walsh | Class teacher Y2/3/4 |
| Mr. Steven Evans 0.4 Miss Kinga Tomaszewska 0.6 | Class teacher Y4/5 |
| | |
| Mrs. Chrissie Ellis | Teaching Assistant (0.8) Rheidol/Aeron |
| Mrs Allegra Pollock | Teaching Assistant Y1/2 class Teifi |
| Mrs Katy Stowers | Teaching Assistant (secondment) Reception Class Leri |
| Mrs Miriam Simkova | Teaching Assistant ASC support individual pupils |
| Mrs Karen Walker | Teaching Assistant (0.8) ELSA, Ystwyth support, Wellbeing |
| Ms Sandra Beckett | Teaching Assistant/ Breakfast Club Supervisor/Lunchtime Supervisor |
| Mrs Sally Nevett | Teaching Assistant/Lunchtime Supervisor/RRRS support |
| Mrs Rachael Langley | Teaching Assistant/Lunchtime Supervisor/Breakfast club supervisor |
| Mrs Felicity Cunliffe | Teaching Assistant |
| Miss Diana Orenczak | Breakfast Club Supervisor |
| Miss Karolina Pochodin | Breakfast Club Supervisor |
| Mr Patrick Sweeney | RRRS Support |
| Dr Marie Woodling | School Administrator |
| Ms Ruth Crossley | School Cook |
| Miss Samantha Mason | Kitchen Assistant |
| Miss Debbie | Kitchen Assistant |
| | |

MISSION STATEMENT

*As we follow in Jesus' footsteps,
we grow in faith, love and learning.*

AIMS

To enable us to live our Mission Statement, we aim:

1. To follow in Jesus' footsteps and grow in our faith together as we develop a deeper relationship with God and with others.
2. To provide an atmosphere of warmth, care and love for the children to grow in independence and self-belief. Plus, we aim to provide an environment which encourages respect, courtesy and sensitivity towards others and inspires children to respond positively to people in need.
3. To provide an integrated curriculum, which develops the spiritual, intellectual, social, physical, emotional, aesthetic, ethical and moral potential of each child.
4. To provide a rich, stimulating environment, where the children will be encouraged to discover their gifts and strengths plus develop enquiring minds for study and a great enthusiasm for life.
5. To keep open dialogue between home, school and parish plus encourage involvement with the wider community.

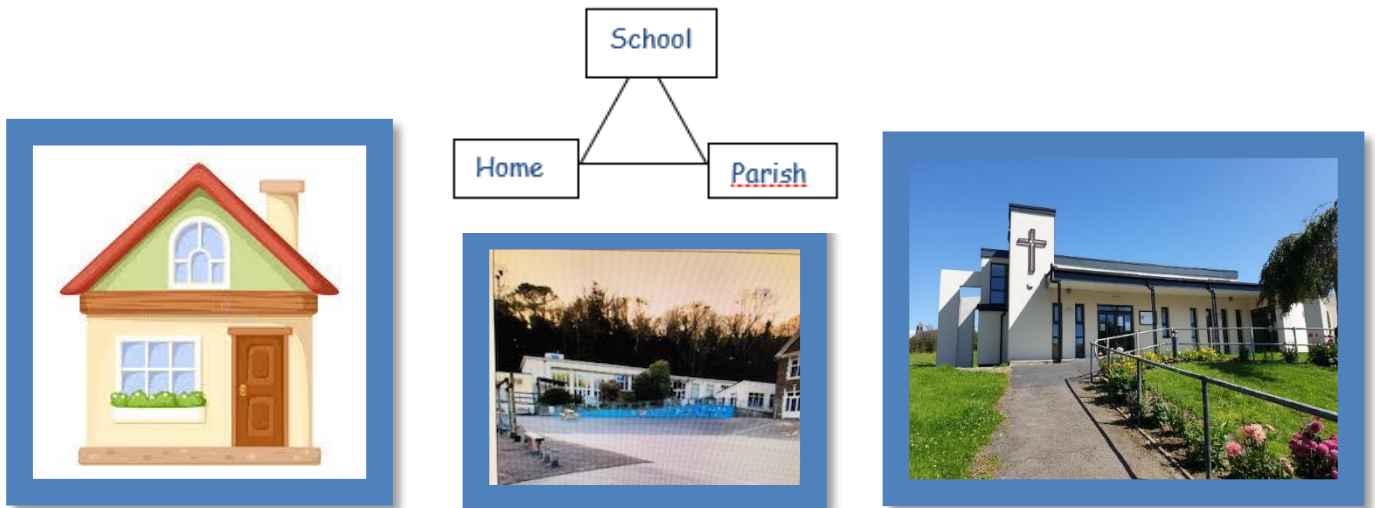
HOME SCHOOL AGREEMENT

In order to fully support the ethos and standards of St. Padarn's R.C. School:

1. I will be supportive of the school's discipline and behaviour policy and ensure my child and I adhere to the Covid19 measures that the school has put in place.
2. I will ensure that my child/ren attends school regularly and punctually.
3. I will inform the school of any reasons for the absence of my child/ren by 9:30am and keep in touch with the school during any period of absence. I will follow the recommendations as stipulated by the Local COVID-19 Infection Control Decision Framework for schools.
4. I will keep the school informed of any condition which may require my child to receive medical treatment or be under the care of a consultant.
5. I will encourage my child/ren to complete homework when set and read regularly (if appropriate).
6. I will ensure my child/ren will come into school wearing their full PE kit (Trainers/ navy or black tracksuit bottoms/leggings or shorts, white t shirt and navy school jumper or navy school fleece) on the days their class is undertaking PE. This will be until further notice.
7. I will communicate with the school regarding my child's progress and keep the school informed of any changes to personal circumstances which may affect my child's progress in school.
8. I will be supportive of the school's uniform policy and requests regarding the correct uniform being worn, the wearing of only stud earrings and a watch as jewellery, the appropriate type of shoes/trainers being worn, dyeing of hair in natural colours only and no use of make-up.
9. I will be supportive of the Catholic Ethos of the School.
10. I will be supportive of my child adhering to the school's IT rules and behaviour and refraining from using their own devices in school.

The Catholic Life of the School and Religion, Values and Ethics

The Catholic ethos is to be found across the whole curriculum and not just within the subject of Religion, Values and Ethics (RVE). It is this religious ethos which is the foundation of the Spirit of St Padarn's – our love of Jesus underpins our every action during our work and play. We pride ourselves on being a vibrant, caring community. It is our aim to provide a community that lives, worships and works together as a family. We see ourselves as an extension to each family and our role, as assisting every family in the nurture and development of their children in partnership with the local parish.



We welcome opportunities to foster close relationships with the parish and are always pleased to welcome parishioners and visitors to join in our school masses and act as volunteers. We attend Mass regularly at the Church of the Welsh Martyrs and enjoy getting to church early to join in with the Rosary and then staying on afterwards for Adoration. Parishioners are always welcome to come and join our School Masses. The School along with parents and Parish members are involved in the Parish Sacramental Programme when children of Year 4 and above are prepared for the Sacraments of Reconciliation and First Communion. In Year 6, the pupils may be offered the opportunity to receive the Grace of the Holy Spirit through the Sacrament of Confirmation. The link with the Parish is further strengthened through our charity work. The children are encouraged to support charities, thus appreciating the world-wide application of charitable Christian action and in fact the Parish and the School have undertaken many joint charity ventures.

The entire life of the school is determined by values such as respect for others, forgiveness, trust, freedom, and justice. It is these values based on the life and teaching of our Lord in his church, concerning faith and moral living, that give the reason for our existence and life as a Catholic school. To this end, assemblies and Masses are integral to our daily life, together with opportunities for prayer and reflection. We welcome our Parish Priest to celebrate Mass and to contribute to everyday life at school. Children are taught traditional prayers, encouraged to reflect and create their own prayers regularly and engage in meditative prayer during assemblies. The pupils are encouraged to contribute to and lead the assemblies.

Our Catholic ethos permeates all aspects of the curriculum and school life, with Christ at the centre of everything we do. RVE is a core subject with 10% of the timetable dedicated to it, in line with instructions from the Bishops' Conference. RE lessons are planned from the 'Come and RVE seeks to relate the children's own experiences of their faith and emphasises close cooperation with parents/carers and the local church. Daily prayer and liturgy are variously led by pupils, teachers, Head Teacher, or Father Matt. lessons take up 10% of the timetable. Our RSE programme is based on the Ten Ten scheme- Life to the Full and has received positive feedback from staff, governors, parents/carers and pupils.

Our Curriculum Vision - Padarn Sant

At St Padarn's RC Primary School, we follow in Jesus' footsteps as we grow in faith, love, and learning.

We aim to achieve our school vision by:

- 1) nurturing the children, encouraging self-discipline, and aiming for our pupils to be the best they can be, so they develop into **ambitious, capable learners who are ready to learn throughout their lives.**
- 2) empowering our pupils to be brave, wise, and resilient as they blossom to become **enterprising, creative collaborators who are ready to play a full part in life and work.**
- 3) celebrating our differences and embracing our similarities to become **ethical, informed citizens of Wales and the world** acting as stewards of God's earth.
- 4) developing our pupils' physical, mental, and emotional wellbeing by providing opportunities to assess and take risks to become well-rounded, **healthy, confident individuals who are ready to lead fulfilling lives as valued members of society.**
- 5) supporting our pupils to become **faith-filled, empathetic, moral, respectful members of the community** as they journey through life following in Jesus' footsteps.



One Heart and One Soul

Cor Unum et Anima Una

Please see our school's Curriculum Summary on the school website or click on the link: [School-Curriculum-Summary.pdf \(stpadarnsrcp.co.uk\)](https://stpadarnsrcp.co.uk/School-Curriculum-Summary.pdf)

Curriculum

The Curriculum for Wales is changing and St Padarn's has embraced this change by developing our planning and embedding the new curriculum over the last two years.

The curriculum is based on **four core purposes** to develop children as:

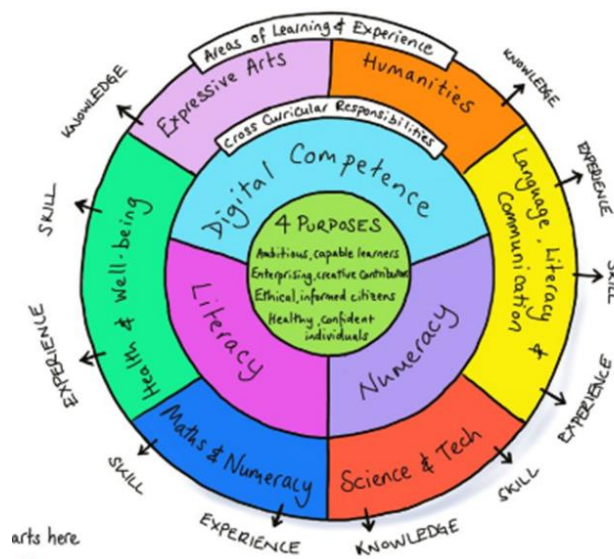
- Ambitious, capable learners ready to learn throughout their lives
- Enterprising, creative contributors, ready to play a full part in life work
- Ethical, informed citizens of Wales and the world
- Healthy, confident individuals, ready to lead fulfilling lives as valued members of society.



All planning relates back to the four core purposes, encompasses the 6 Areas of Learning and Experiences (AoLEs), ensures the development of a curriculum relating our local, national and international links and takes on board the cross-cutting themes. Long term planning documents have been drawn up to ensure overview of two year planning available. Work on planning the higher -level curriculum has started, and the impact will be that all What Matter Statements are covered, and the progression steps are addressed in the correct sequence thus ensuring progression of knowledge and skills in all AoLEs.

All pupils aged 3 to 11 will learn across **six areas of learning and experience** as follows:

- Expressive arts
- Health and well-being
- Humanities
- Languages, literacy and communication
- Mathematics and numeracy
- Science and technology.



Teaching Methods

Pupils work independently, in pairs and small groups to support learning. Teachers model examples, support experimentation and encourage investigation. Pupils are set personal targets to help drive their own learning and progress is monitored regularly depending on the age of the child so that any support or challenge can be applied. We use many Assessment for Learning (AfL) techniques to allow the children to be aware of their own learning and strategies to progress as individuals. We have been introducing a different pedagogical principle each term since September 2018 as shown below.

| 12 Pedagogical Principles | | | |
|----------------------------------|---|---|---|
| Year | Autumn Term | Spring Term | Summer Term |
| 18 - 19 | Independent Learning - encouraging learners to take responsibility for their own learning | Encouraging collaboration | Focusing on the Four Core Purposes |
| 19 - 20 | Resilience | Supporting social and emotional development | Making connections within and across Areas of Learning and experience |
| 20 - 21 | Supporting social and emotional development recap – wellbeing focuses following lockdown | Reinforcing Cross curricular responsibilities – Literacy, Numeracy, Digital Competence Framework | Sustaining pupil effort to reach high but achievable goals |
| 21 - 22 | Recap Focus on Four Core purposes Creating authentic contexts for learning | Promoting problem solving, creative and critical thinking Building on previous knowledge and experience to engage interest | Employing a broad repertoire of teaching approaches |

Pedagogical Principles for 2022-23:

Autumn 22 – Resilience and developing collaboration

Spring 23 - Sustaining pupil effort to reach high but achievable goals and employing a broad repertoire of teaching approaches

Summer 23 – Independent learning and creating authentic contexts for learning

[Language, Literacy and Communication](#)

Speaking and Listening

Emphasis is placed upon children's ability to speak fluently and clearly and with a growing vocabulary, whether it be reading aloud, relating their own experience to others or dramatic role play. Children are expected to listen for a sustained period of time and respond according to their age and development. We ask that parents support their children by talking to them about what happens in their family life and experiences.

Reading

Our aim throughout the school, is that children should gain pleasure from all types of reading material so that they can use it in their learning. The importance of the role of parents in this cannot be over emphasized. It is hoped that parents will support the work of the school by encouraging children in all matters relating to reading - reading to their children, listening to their children read and showing an interest in whatever books are being read. A variety of ways are used to help children learn how to read, such as phonic awareness. The reading schemes used throughout the school are Ginn 360, Oxford Reading Tree and Rigby Star. As children become independent readers, they are able to select their own library book, we are fortunate to have well-equipped, up to date libraries within each classroom. The pupils will also engage in a reading carousel - guided reading sessions where they will be heard read, be involved in discussion, complete follow up work based on developing higher order reading skills, use their ICT skills to research and enjoy individual or paired reading. In cases where a child's reading age is identified as being slightly below their chronological age, the children are put into intervention or catch-up groups which are designed to develop the reading skills of these pupils.

Writing

The variety and depth of writing will develop as the children themselves develop from the earliest stages when their writing is entirely about their own experience e.g., news, to later when children are expected to write in a variety of modes to suit different occasions e.g., letter writing, poetry composition, informative writing and note taking. The school follows the Ceredigion Language Continuum throughout the school and the writing genres taught in Language lessons and the Literacy Framework are applied to other curriculum areas to reinforce the learning. In Foundation Phase the letters and sounds phonic scheme is used. From Year 2, the no nonsense spelling scheme is used through the school and the children learn spellings each week which are suited to their ability.

Welsh

In line with Welsh Government guidelines on school categories according to Welsh-medium provision, from September 2022, Ysgol Gatholig Padarn Sant will be in the Transitional category T2. This means we will be aiming for Category 2 in the years to come. If relevant, any changes planned will be subject to consultation.



The Powys Language Scheme provided by the Local Authority is used to drive the pupils' Welsh language learning. It is the policy of the school that children use Welsh in the normal daily routine and therefore come to see its relevance and to enjoy using it. Some children are proficient enough to transfer to Ysgol Gyfun Penweddig at the end of Key Stage 2. The school, also, teaches Welsh activities across the curriculum. Engaging in the Urdd Eisteddfod and other Urdd activities has been a successful way to develop the language of the children and assist in developing a Welsh ethos throughout the school.



Mathematics and Numeracy

We aim to ensure that children develop a positive attitude to Maths and an appreciation of the importance of the subject. Maths is dealt with under four broad headings: using and applying mathematics; number; shape, space and measures and data handling. Children are encouraged to talk about their practical activities and investigations and to see how they relate to other areas of the curriculum and relate to a real-life context. The school has adopted the White Rose scheme of work and plans. We have developed Mental Maths throughout the school and ensure numeracy skills are reinforced in most Maths lessons and transferred across the curriculum through the implementation of the Numeracy Framework.



Science and Technology

Opportunity is given at every level for the children to acquire the skills, knowledge and concepts appropriate to their level of ability and development. Science for young children is about exploring, discovering and investigating the world around them. These finding out activities help children to gather the experience they need to understand the world in which we live. Science is taught through in a cross-curricular manner and through related investigations which lead the children to develop a good knowledge and understanding of scientific ideas. Technology is about solving problems or finding alternative solutions - It is about decision making, planning, communicating ideas and evaluating. Half termly a technology project is carried out, often related to the theme.

Health and Wellbeing

We are totally committed to the wellbeing of each child. The children learn how to eat healthily, keep fit, build-up emotional resilience and care for themselves and others. Every day the children do an emotional check-in and any worries can be placed in the class worry box and these will be discussed with an adult. We also have a memories box that the children can place memories of the ones they love that have died. The school has a wonderful Emotional Literacy Support Assistant (ELSA) who is involved in helping the pupils in need of help with their feelings. There is a designated room for ELSA support – the Cwtch. In 2021, a new RSE programme 'Life to the Full' will be introduced (endorsed by our Diocese, Menevia). It is full of informative but age-appropriate resources. To support us in ensuring the wellbeing of all pupils, many visitors have previously come into the school to work with the children. These include the school nurse, counsellors, speech therapists, Spectrum, the NSPCC (with the Countess of Wessex), the fire service, the police, Google internet safety team with Ben Lake, the lifeguards, the School Police liaison Officer, CAFOD, MISSIO, the Peace project, the Amethyst project, the parish priest and members of the Church of the Welsh Martyrs.



Expressive Arts

A thematic approach throughout the school incorporates all the six Areas of Learning and Experience. Organised visits and invited workshops enrich the pupil's experience of this Expressive Arts area of study. One of the highlights of the year, is our Christmas Show which all the children in the school take part in.

Humanities

The historical teaching is directed towards arousing an interest and understanding of the past and how people and events of the past, with particular reference to Welsh History, influence our present. This cross-curricular subject uses a wide range of sources such as stories, eyewitness accounts, pictures, photographs, music, artefacts, and visits. The local area provides the starting point for Geographical study, and we aim to develop a deeper understanding of our own area in relation to our country and to the rest of the world.

Information Technology / DCF

It is our aim that the children will achieve a level of 'information technology capability', whereby they can be considered competent and confident users of technology. We ensure the pupils have a detail understanding of e-safety. We have worked hard on upskilling the IT capability of staff and pupils over the last year.

Cwricwlwm Cymreig/ Cymraeg Campus

It is our intention whenever possible, to give our learners the opportunity to develop and apply their knowledge and understanding of the cultural, economic, environmental, historical and linguistic characteristics of Wales. We will be working towards the Cymraeg Campus Silver Award during 2020-21.



**YSGOL EFYDD
CYMRAEG
CAMPUS**

CYMRAEG
CAMPUS
BRONZE SCHOOL

A Healthy School

We strive to achieve our aims of developing our children's self-esteem and sense of personal responsibility, whilst promoting self-respect and respect for others. Through our involvement with the Welsh Network of Healthy Schools we hope to inspire our learners to live healthy lives and to make appropriate choices. We are currently working towards fostering positive attitudes towards our environment and one of our aims is to be recognized as an eco-friendly school.

Relationship and Sex Education

We help our children to develop responsible healthy attitudes to personal relationships and to understand about themselves, their own and others' feelings, physical and emotional development, family life and related ethical and social issues. It is our aim to provide an environment and a developmental programme which will equip all pupils in our care with the skills to manage their personal relationships in a healthy and responsible way; to understand the skills, attitudes, knowledge and self-esteem to live a happy and fulfilled life. In 2020-21, the school adopted a new RSE scheme called 'Life to the Full'



Additional Learning Needs

At St. Padarn's School, every child is given the opportunity to achieve to the best of his / her ability and to work to the level suited to them. A child experiencing additional learning needs (ALN) at any stage in their school life, will have both their strengths and weaknesses recognised and nurtured. It is our aim that every child will work to fulfil his/her own potential and it is the right of every child experiencing ALN at any stage in their school career to be offered support either from the class teacher or teaching assistants or outside agencies. The parents of any child experiencing ALN or emotional or behavioural difficulties is informed of support offered and progress made, this may be at an Annual Review or Parents' Evening or both. The School's ALN Policy is currently reviewed as part of a two-yearly cycle and any changes to legislation are noted and included. Currently the School's additional learning needs register is audited in the Autumn Term and this along with pupil numbers and Local Authority formula dictates the financial provision for the forthcoming year. Class teachers differentiate work accordingly within the curriculum for the children in their classes. The additional Learning Needs Co-ordinator's (ALNCo) role is undertaken by Mrs Mandy Rowe and Tess Truss is the Governor with special responsibility for ALN.

Curriculum complaints

Where parents consider that the provision of the Curriculum for Wales, Prayer and Liturgy, RVE or any aspect of school life for their child is not satisfactory they are invited to express their concern to the school through:-

1. The class teacher
2. The Head teacher
3. The Board of Governors
4. The LA Director of Education

Parents should refer to the full Complaints Procedure Policy found on the school website if they wish to make a complaint about any aspect of our provision at St Padarn's.

Extra-Curricular Activities

The school had a very active extra-curricular programme. After school clubs which the children had the opportunity to take part in were football, hockey, netball, cricket, Creation Club and the Urdd Eisteddfod competitions.



Homework

Homework is anything that the children do outside the school day that contributes to their learning, in response to guidance from the school. Homework encompasses a whole variety of activities instigated by teachers designed to support children's learning. The government made clear its commitment to homework in the 1997 White Paper, 'Excellence in Schools' where homework was seen as 'an essential part of good education.' A wide variety of homework activities are set across the Key Stages and the amount of homework given to the children as they move through the school will increase. At Foundation Phase level we expect children to spend approximately one hour per week doing homework, although this may well include reading with a parent. We expect children in Years 3 / 4 to spend approximately 10 -15 minutes per night on reading / spelling tasks and children in Years 5 / 6 to spend approximately 15 – 20 minutes per night on reading and learning spellings. However more formal homework is set once or twice a week and set for over the weekend and needs to be handed in by the following Thursday. Parents also have a vital role to play in this process and we ask that parents encourage their child to complete the homework tasks set.

Assessment

ASSESSMENT WITHIN PADARN SANT

Ongoing assessment will be embedded in day-to-day practice and be appropriate for all learners. Padarn Sant will follow the requirements around assessments set out in the Education (Arrangements for Assessing in the Curriculum for Wales) Regulations 2022 and include:

- making arrangements for and conducting the ongoing assessment of every pupil and child throughout the school year by a practitioner.
- making arrangements for and conducting on entry assessments of every pupil and child at certain points set out in those Regulations.
- working within school and with other schools to develop a shared understanding of progression and to plan for transition for learners between schools.
- providing information to parents and carers so that they understand the progress their child is making.

In addition to the above, the following is conducted:

- The children from Years 2 – 6 are given National Reading, Maths Procedural and Maths Reasoning personalised assessments in May or June.
- Monitoring of pupils' work, and activity is an integral part of teaching and is continuous throughout the child's time at school.
- The pupils in class are also provided with opportunities to help set and discuss termly targets with their class teacher.
- Open evenings are held twice a year, in the Autumn and Spring Terms, when parents/ carers are invited to come and discuss their child's progress with the class teacher/s.
- A written report is also prepared in the Summer Term for the parents of all pupils.

School Discipline

Effective teaching is impossible without proper discipline. Our approach is a positive one. Good behaviour, manners and courtesy will be encouraged and openly acknowledged. Pupils need to know what is expected of them and what are acceptable standards of behaviour

Behaviour we are seeking to develop:

- to respect and value others and their views
- to show sensitivity to the feelings of others.
- to be caring and helpful.
- to be courteous and polite.
- to share with others.
- to be trustworthy and honest.
- to resolve problems peacefully.
- to move gently and quietly about the school.
- to show patience.
- to develop independence and confidently accept a challenge.
- to persevere at a task, with or without success.
- to listen attentively.
- to have a sense of humour.
- to respect the property of others.
- to respect the school environment and keep it tidy.
- to win and lose graciously.

Rewards

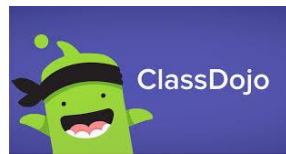
Public praise and encouragement in front of peers and in weekly assembly where public mention is made of good examples of behaviour/ work.

Sharing achievements with parents.

Opportunities for greater responsibilities in school.

A merit system (Green tickets / stickers/ do jo points from Reception to Year 6) is operated. A behaviour system is linked to our traffic light system. The traffic light system is reviewed every year by the School Council and staff. Achievement certificates are also awarded at the end of each term. All children have work displayed around the school.

While emphasis is on praising good behaviour, it has to be understood that negative behaviour will not be tolerated and will be punished. Negative behaviour is any behaviour that is detrimental to the caring and loving atmosphere of our school.



Unacceptable Behaviour

Bullying, be it physical or emotional.

Violence to others.

Comments of a racist or sexist nature.

Pupils acting in a manner so as to endanger their own safety or that of others.

Stealing.

Using bad language.

Rudeness to adults.

Disobedience

Intentional damage.

Misdemeanours will be dealt with by the member of staff responsible for the child at that time.

Sanctions will include:

(In no particular order)

Working through the restorative justice questions.

Having to do a job to help the school community.

Make a forgiveness card.

Use of the orange and red traffic light resulting in minutes of playtime lost.

Missing a lunchtime play.

Parental involvement.

Referral to another teacher / Time out in another class / Time out with the ELSA support

Referral to Head teacher or Deputy Head teacher.

Involvement of Chairman of Governors.

Involvement of Educational Welfare Officer.

Involvement of Board of Governors.

Each individual case will be considered on its circumstances, especially if a child's behaviour is considered to be product of having a medical or ALN needs. Repeated or consistent patterns of behaviour will be taken into account.

Health and Safety and Safeguarding

The school has a Health and Safety Policy which complies with statutory legal requirements. However, over and above this, every care is taken to try to ensure that all our children are properly supervised in healthy, safe conditions throughout the school day.

Children may not leave the school premises during the day without the written consent of their parent or guardian and only when collected by a responsible adult.

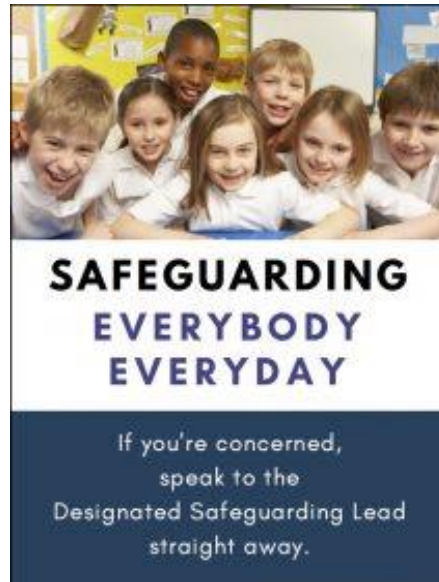
Parents are asked to inform us whenever someone new or unknown to staff is due to collect children from school as failure to do so will result in the pupil not being released.

The main gate will be locked at 9am and opened again at 3:15pm. Please come to the Padarn Sant door if you need to drop anything off or need to collect your child between 9am – 3:15pm.

The Safeguarding of our pupils is of paramount importance. We believe that Safeguarding children and young people is **EVERYONE's business**. If you or others have concerns about the safety or welfare of children or young people, it is your responsibility to act on those concerns. The school's **Designated Safeguarding Lead (DSL)** is **Mrs E Brophy** (Acting Head teacher) **Mrs M Rowe** (Acting Deputy Head Teacher, Head of Foundation Phase/ALNCO) and **Miss Rh. Whalley** (Year 2 and 3 class teacher) are the **Designated Safeguarding Officers** (DSO). The **Governor responsible** for Child Protection is **Mrs Tess Truss**. If you have **any** concerns, no matter how minor you think they may be, please contact any of the above named

coordinators without delay. For a copy of our full Child Protection Policy, please ask a member of staff at school or refer to our website's 'Policy' page. Ceredigion Social Services Team: 01545 574000. The **Out of Hours contact number** for Ceredigion Social Services Department is **0300 456554**. The Ceredigion Child Protection Officer is [Kizzie Garner-Hughes](#) **01970 633668**.

When a child makes an allegation against a family member or someone at the household, then, parental consent to make a referral to Ceredigion Social Services will NOT be sought by the school. The Social Services Department and the Police will need to speak to the child as soon as possible if it is believed that a crime has been committed.



Medical Care

Medicine

If a child is receiving medication please ensure, by consultation with your doctor, that he/she is fit to return to school whilst still taking medication. If a child does need to take medicine or tablets during the school day, parents should arrange for them to be left in the safe-keeping of the class teacher with the child's name, class and dosage clearly marked. Please note that we will only administer medication that has been prescribed by your G.P., a medicine form filled out and if the parents of the child have signed and returned the Home / School Agreement.

Asthma

As with all medical conditions staff should be notified in writing where children may need particular attention or medication. Asthma inhalers should be clearly marked with name and dosage. Parents are asked to ensure that these details are provided at the start of every academic year, or as situations change.

Illness and infections are very easily passed on from child to child and it is often the case that when one child catches something they quickly share it around the class. We therefore ask that should your child fall ill or pick up an infection, that you keep them home until the risk of infection to other children has passed. It would also be appreciated if you could telephone the school so that we may be aware of the possible cause of illness in other children.

Infectious or contagious diseases

If your child is suffering from any of the following infections or contagious diseases, please keep them home from school. Such illness should also be reported to the school:

- Chicken Pox - 6 days minimum from appearance of rash and until spots have crusted over.
- Measles -7 days minimum from appearance of rash.
- Mumps - until swelling goes down.
- **Sickness and/or diarrhea, 48-hour exclusion rule** (from the last symptom experienced). *Exclusion from swimming - two weeks following last episode of diarrhea.*
- Whooping Cough - until cough and 'whooping' have ceased for 14 days.
- Throat infections - until child is properly fit.
- Worms or other parasites, Athletes foot, Impetigo - Treatment should be sought immediately from the

doctor. Please keep your child home from school until they have been treated.

- Verrucae - Children are not excluded from swimming providing they wear a 'Verrucae Sock'.

Headlice infestations are quite common among young children and can cause a great deal of discomfort. Please check your child regularly and notify the school so that others know to check. There is no need for any embarrassment, it is a common occurrence and headlice do prefer clean hair!

Medicals

During the first year of school each child is seen by the school nurse who will check for any health problems which might hinder learning. Parents are notified of these visits and examinations are not compulsory, but parents are strongly recommended to allow their children to be examined.

Nut and Sesame Seed Free School

St. Padarn's is a nut and sesame seed free zone. Please do not allow your child to bring in nuts or sesame seeds plus any cereal bars containing nuts, peanut butter or a nut-based chocolate spread or rolls/ food products with sesame seeds. Thank you.



There are many other pupils with other food allergies so we insist that pupils do not share their food/ snacks. Many Thanks for your cooperation.

Looked After Children

The Head teacher is the person responsible for the wellbeing and promoting the educational achievement of children who are under Local Authority Care. The Head teacher will ensure that LAC are monitored closely and given every opportunity to achieve their academic potential. Our policy for LAC ensures that strong links are maintained between foster parents and the LA to ensure the highest possible standards in education and wellbeing.

Disabled Pupil Arrangements

Our school aims to be an inclusive school. We actively seek to remove the barriers to learning and participation that can hinder or exclude individual pupils, or groups of pupils. This means that equality of opportunity must be a reality for all our children, and this of course includes pupils with disabilities.

We will ensure that pupils with disabilities have the same opportunities as non-disabled pupils to benefit from the education our school provides.

We will not treat a pupil with a disability less favourably than others because of the nature of his/her disability.

We will make all reasonable adjustments to ensure that a pupil or member of staff with disabilities is not placed at a disadvantage.

We will do our best to anticipate the needs of a pupil or staff member with disabilities before s/he joins the school.

We will try to make reasonable adjustments to ensure that pupils and members of staff and of the public are not disadvantaged.

Disabilities can limit the extent to which children are able to participate in the curriculum and can impede the delivery of information. So, for example, if a child suffers from hearing loss, the teacher will always try and face the child when addressing the class, or, in severe cases, the teacher may wear a microphone and transmitter.

The Accessibility Plan covers the measures we have already taken, and are still taking, to improve our school.

St. Padarn's R.C.P. School - Accessibility Plan

The Accessibility Plan covers the measures we have already taken, and are still taking, to try to ensure that our school does not discriminate against disability.

Improvements made to date

- Ramped access from the end of the school drive to the main entrance of both main buildings.
- Disabled ramp with handrail installed at rear entrance to the school.
- Disabled toilet installed.
- Shower facility installed.
- Frontage of School Hall included two fire exits suitable to allow wheelchair access.
- New emergency doors installed at the rear of the school allow wheelchair access.
- Disabled ramp with handrail installed to the hall patio allowing access to the School Hall.
- Establish one disabled parking bay at the top of the drive.

Improvements still required –

Action Plan – based on the School's Disability Access Survey

- Access to the first floor of the main school building (costs are likely to be prohibitive, as it will possibly mean the installation of a lift).
- Access to the area at the rear of the school where the outside learning area is located.
- Suitability of furniture and equipment in all areas.

School Uniform

It is important that each child comes to school neat and tidy. We are proud of our school uniform which reflects the individuality of our school and offers to all children a common form of dress. In the interest of Health and Safety we request that no jewellery other than stud earrings is worn to school. We also request that pupils do not wear perfume or make-up to school.

The school uniform is:

For boys

School sweatshirt, School polo-shirt and grey / black / navy trousers or plain, navy, grey or black shorts.

For girls

School sweatshirt or navy cardigan, (preferably with the school badge), School polo-shirt and navy blue/ grey/ black skirt, pinafore, or tailored trousers. No patterned leggings please. In the Summer Term girls may wear blue/white gingham dresses. Girls can wear plain navy, grey or black shorts with their polo shirts if the weather is warm.

Sweatshirts and polo-shirts other than those with the school badge are not considered to be school uniform. We ask that all items of clothing are clearly labelled with your child's name. School sweatshirts and polo-shirts are available from Ffigar Sport, Alison Jones or Custom Cymru in Aberystwyth. We ask that children attend school in suitable and sensible footwear, which is appropriate to children of primary school age. Training shoes are permissible.

For PE, the pupils should wear navy shorts, tracksuit bottoms or leggings and a plain white t shirt or the 27 t shirt from Ffigar.

Personal Property

Earrings, bracelets and necklaces can be dangerous in PE, sports or playground games and therefore, we request that jewellery is not worn to school. A watch and stud earrings are allowed. Money should not be brought to school as we are a cashless school and use ParentPay for parents/ guardians to pay for school meals or trips etc. The school cannot be held responsible for valuables left in our possession. Please note that mobile phones are not allowed out of bags in school and will be confiscated and returned to parents at the end of the day. In the case of emergency or the need to pass on information to parents, the children to request a message being sent via the phone in school.

Charging and Remissions Policy.

In line with Educational Reform Act requirements it is the policy of the Board of Governors to:

- maintain the right to free school education for all pupils.
- establish that activities organised wholly or mainly during school time should be available to all pupils:
- confirm its right to invite voluntary contributions for the benefit of the school or in support of activities organised by the school:
- make charges in respect of optional extras, as determined by the Board Governors.

Please see the charging policy of 2022 -23 for more details.

School Meals

Hot meals are cooked on the premises and currently cost £2.60 per day and £13.00 per week. Payment for school meals should be made through ParentPay. Free meals for those eligible are available by application to the Education Department, Canolfan Rheidol, Aberystwyth. Forms are available in school and on our website. Reception, Year 1 and Year 2 are entitled to have a school meal each day free of charge under the Foundation Learning scheme.

School Councils

At St. Padarn's, we have had a school council for a number of years. The council is composed of pupils from each of the year groups 2 - 6 – in the PS3 classes representatives stand for council, deliver their manifesto to their class and the children cast their votes by secret ballot. These council members then meet regularly at meetings, observed by a member of staff, to discuss matters which are of concern to them or their peer group and where possible, changes are made when they are seen as being of benefit to the whole school community. The school also has an Eco-council, Healthy School council, ICT council and Welsh council (Criw Cymraeg), Bronze Ambassadors, Anti-bullying Ambassadors, the Tidy Team and there is a group of Faith Ambassadors which aid in developing the Catholic Life of the school.

Parent Teachers Association (PTA)

There is an active Parents Teachers Association at the School which helps to organise a variety of events. It plays a very important role in supporting the school with the organisation and running of social events and Fund raising. The Committee meets regularly to arrange such events and welcome all offers of assistance from other parents. All parents are kept informed of activities by regular emails. The AGM of the PTA, when new officers are elected, takes place in the first part of the Autumn Term.

Outside Links

It is the school's policy to enhance the children's education by the use and development of all available links within the immediate and wider community. Links were made in the academic year of 2021-22 with:

Welsh Martyrs Parish and Father Matthew Roche Saunders, the Parish Priest Ceredigion Museum Silver Lead Mine Mid-Wales Fire Service Aberystwyth Library Urdd Centres Naturesbase War time planting project - University Gardens RSPB at Ynyshir CAT Penglais School Penweddig School National Library Tyfu Dyfi project in North Road Gardens Woodland Club with Jenny Dingle The Hafod Estate Urdd Eisteddfod Llanbadarn village lighting and singing around the Christmas Tree Mission Together Empathy Project Diocesan and Local schools CAFOD Sustrans Tesco

The school has also received visits or online meetings from :-
Spectrum Community Police RNLI Therapy Dog, Nellie Robotics workshop organised by Aberystwyth University Ceredigion Actif BMO coaching Author Caryl Lewis Size of Wales Nationwide Adam yn yr Ardd

Some visits were restricted last year at the end of the Autumn Term and the Christmas Concert had to be streamed online and a singing concert was held in the open air due to Covid19 regulations.

In addition to this, the school has helped the following causes :-

Mission Club CAFOD Children in Need Senior Citizens at the local Day Centre MacMillan Cancer Relief Fair Trade The Aberystwyth Food bank The British Heart Foundation

The school has a strong sporting tradition and has competed in inter school activities for many years. There is currently a school soccer team, which plays matches against local schools, a netball team which does the same and a hockey team which participates in a local league. The school also competes in inter-school swimming, gymnastics, cross-country, cricket and athletics events.

[Extended Visits](#)

There is an opportunity each year for children in the top three year groups to go on extended or overnight visits. In Year 4, children attend Naturebase Centre for a variety of outdoor activities. Year 5/6 children take part in a visit to the Urdd Centre either at Llangrannog, Glanllyn or in Cardiff to develop Welsh language and to engage in a variety of activities.

School Closures

Should adverse weather conditions occur during school hours, we ask that you collect your children from school at the earliest opportunity and not wait until the end of the school day. In the case of severe weather which may prevent the school from opening, parents are advised to listen to morning bulletins on Radio Ceredigion (103.3 – 97.4 - 96.6 FM) for up to date information. This information will also be displayed on the school's website on: stpadarnsrbcp.com and on the Ceredigion County Council website on: www.ceredigion.gov.uk



Attendance

The school works closely with the parents of the school and the LA Inclusion Officer to ensure the best attendance possible for all the pupils. Please ensure the children arrive on time every day for school.

| | | |
|----------------------|---------------------------------------|--|
| 95-100% attendance | Best chance of success | Your child is taking full advantage of every learning opportunity. |
| 90-95% attendance | At least 2 weeks of learning missed | Satisfactory. Your child may have to spend time catching up with work. |
| 85-90% attendance | At least 4 weeks of learning missed | Your child may be at risk of underachieving and may need extra support from you to catch up with work. |
| 80-85% attendance | At least 5 ½ weeks of learning missed | Your child's poor attendance has a significant impact on learning. |
| Below 80% attendance | At least 7½ weeks of learning missed | Your child is missing out on a broad and balanced education. You are at risk of prosecution. |



St Padarn's Roman Catholic Primary School Admission Policy

Overview

St Padarn's is a Catholic Primary School situated in the Diocese of Menevia and is maintained by Ceredigion Local Authority. The ethos of this School is Catholic. The school was founded by the Catholic Church to provide education for children of Catholic families. We ask all parents applying for a place here to support and respect this ethos, its importance to the school community and the education it provides. As a Voluntary Aided School, the Board of Governors is the Admissions Authority and is responsible for taking decisions on applications for admissions. They are responsible for determining and administering the policy relating to admission of pupils to the school. They are guided in that responsibility by:

- the requirement of the law.
- the advice of the Diocesan Trustees on the nature and purpose of its duties and in fulfilment of its Trust Deed and Instrument of Government.
 - its duty towards the School and Catholic community it serves.
 - the Catholic character of the School and its Mission Statement.

In accordance with the provisions of the Government of Maintained Schools (Wales) Regulations 2005, the Board of Governors has delegated responsibility for determining admissions to its 'Admissions Panel', a sub-committee of the Board. The Headteacher is a member of the panel, however, the Headteacher has no individual role in school admissions and has no individual power to accept or refuse admissions. The Admissions Panel will consider all applications made in accordance with the criteria as set out, without reference to the race, gender, ability, disability, social background or aptitude of the child. The School does not permit admissions by selection or banding nor based on the interview of parents or financial contribution to the School.

Admission Number and Capacity

Admission number is calculated based on the Welsh Government formula which is directly linked to the school's capacity. The number of pupils to be admitted annually shall be determined by the admission number which shall be revised annually by the LA and the Board of Governors in consultation with the Diocesan Council for Education. The admission number is currently **19**. The official capacity of the school is **134** pupils at the start of an academic year.

Application Forms

All prospective parents should express a preference in writing, filling in the St Padarn's RC Primary School application **and** the Ceredigion County Council online admissions application form. The school's application forms are provided by the School on request. They are also to be found in the school prospectus or on the school website. The Ceredigion online admissions application form can be found on the Ceredigion County Council Website under the section 'Schools'. **Both forms are required to be completed.**

Deadline for Receipt of Primary Admission Applications

Admissions will take place termly in January, April, and September. The closing date for receipt of applications for admissions of the following calendar year is 31st January. Applications for admission during the Year 2024 (Spring, Summer, and Autumn Term intake) will be required by 31st January 2023. All applications submitted through the School and the County online forms will be considered together, by the Admissions Panel, following the deadline. In the event of oversubscription, the criteria shown below are applied.

Early and Late Applications

Priority will not be given to applications based on the date order in which they were received. Applications submitted after the closing date will be considered late applications and a reason must be given for the late submission. (Schools Admission Code 3.9)

Admissions at Other Times

Admissions to Schools outside the normal cycle e.g., for those moving into the county or transferring schools, will be considered in the same way as those applying for entry at the usual time.

Deferred Entry

Parents may apply for a school place for a child who is not of compulsory School age (5 years) and the Board of Governors, at the request of the parent, **may** agree to the child deferring entry until he/she is of compulsory School age. The effect of this is that the place is held for that child and is not available for another child.

Admission Panel Meeting

The Admissions Panel will assess applications for admission to the school, using the information provided on the School and County Application Forms at the end of March. Where the number of applications is equal to or less than the admissions number, all applications will be accepted. Where the number of applications exceeds the number of places available, the Admissions Panel will apply the following oversubscription criteria and allocate places, accordingly, remembering that as a Catholic School it is our obligation to provide a Catholic education for baptized Catholic children. Priority for places will be given according to the criteria and not according to the date the application was submitted.

Oversubscription Criteria

Where the number of applications exceeds the number of places available the Board of Governors will apply the following over-subscription criteria in this order of priority.

1. Baptized Catholic 'Looked After' children in the care of Ceredigion County Council.
2. 'Looked After' children who are in the care of Ceredigion County Council or provided with accommodation by them (e.g., children with foster parents).
3. Baptized Catholic children within the parish served by the school.
4. Other Baptized Catholic children.
5. Children who will have a brother or a sister at the school at the time of likely admission.
6. Baptized Children from other Christian traditions.
7. Children whose parents seek a Catholic education.
8. Children for whom the Local Education Authority have specifically asked for a place at the School.

All Christian applicants will be required to produce baptismal certificates. Failure to provide evidence of Catholic Baptism will affect the criterion under which a child is considered.

Offers / Waiting List

Parents will be informed in writing by the school of the outcome of their admission application in April. Where the application is unsuccessful, the reason(s) will be stated clearly in the letter, and information on how to appeal the decision.

Applicants who are not accepted will be placed on the school's waiting list. Applicants will remain on the waiting list until the 31st of August in the school year in which they apply. Please be aware that the position of a child on a waiting list may change as applications may be received that have a higher priority as per the school's admissions oversubscription criteria. In the event that places become available, the applicants on the waiting list will be reviewed against the oversubscription criteria and offers made to fill available places.

Appeals

If parents are unsuccessful in obtaining a place for their child at the school, then they will be notified in writing of the reason(s) why a place has not been secured and of their right of an independent appeal. Any appeal against non-admission to the school must be made in writing within fourteen days (ten working days) of the date of notification that an application for a place was unsuccessful. The letter of appeal should be addressed to The Chair of Governors, c/o St Padarn's RCP School, Llanbadarn Road, Aberystwyth, Ceredigion SY23 1EZ.

NOTES

- The definition of a brother or sister is:
 - a brother or sister sharing the same parents
 - a half-brother or half-sister, where two children share one common parent
 - a stepbrother or stepsister
 - adopted or fostered children

N.B. The children must be living permanently in the same household

- When there is one remaining place using the oversubscription criteria and twins, triplets or other multiple births are the next to be considered, the family will be offered the one remaining place and the other multiple birth siblings will be admitted even though the admission number will be exceeded.
- If the School is named in a statement of Special Educational Needs, the Board of Governors has a duty to admit the child to the school.
- Overseas pupils shall be admitted to the school where appropriate provision can reasonably be made to meet their needs.
- Our catchment area is wide as St Padarn's is the only Catholic Primary School in Ceredigion. However, in the event of a tie, a place will be offered to the pupil who lives nearest to the school. All distances will be measured by the shortest walking distance between the nearest school gate and the point where the pupil's dwelling meets the public highway. The home address of a pupil is considered the permanent residence of a child. The address must be the child's only or main residence for most of the school week. Documentary evidence may be required.
- Compelling Medical or Compelling Social Grounds - Written recommendations from a medical practitioner, a social worker or similar professional must be provided giving detailed reasons for the pupil's admission to the school to be considered under criterion 8.

- Admissions to St Padarn's Playgroup does not secure an admission to St Padarn's RC Primary School. The Playgroup is an independent body and although many of the children do eventually attend the school, there is no guarantee of a place.

GDPR Statement – Admissions Policy

For all successful applications, the data contained in the application form will be stored on the school/ county management information system and used for purposes outlined in the 'fair processes order'. Every effort is made to secure the accuracy and security of personal data held by the School. Under the Data Protection Act, individuals have the right of access to personal information held about them, and also the right for any errors to be corrected.

Introductory Visits

Parents who wish to visit the school are asked to telephone the school to arrange an appointment with the Head Teacher. Parents are always welcome, please come prepared to ask any questions you may have. We assure you that no question is considered unimportant or insignificant. If there is anything you are unclear about please pick up the telephone or come to see us and ask. It helps us to give you a clearer picture of our life here at St Padarn's School.

Transfer to Secondary School

At the end of Key Stage 2 (Year 6) when children are transferring to secondary school parents are notified by the LA with regard to transfer arrangements.

Destination of Pupils when leaving St. Padarn's

Children leaving St Padarn's usually go on to either Penglais School (English medium) or Penweddig School (Welsh medium).

Accuracy of Information.

Although every effort has been made to ensure that the information in this booklet is correct, there may be changes that are beyond our control. Any changes that do occur during the year will be notified to the parents through circulars and letters.

Further Information and Clarification.

We hope that this School Prospectus gives you some idea of what your child will experience here at St. Padarn's. If however you do have any queries or would like any further information please do not hesitate to contact the school on: **(01970 630632)**

SAINT PADARN'S R.C. PRIMARY SCHOOL
YSGOL GYNRADD GATHOLIC PADARN SANT
Llanbadarn Road, Aberystwyth, Ceredigion, SY23 1EZ
Tel: (01970) 630 632



APPLICATION FOR ADMISSION

Please return completed forms to:
prif@st-padarnsrcp.ceredigion.sch.uk

| | |
|-----------------------------|--|
| Date of Application: | |
|-----------------------------|--|

PUPIL DETAILS

| | |
|--|--|
| Forename: | |
| Middle Name: | |
| Surname: | |
| Date of Birth: | |
| Religious Denomination: | |
| Name and contact number of previous school or nursery | |

PARENT/GUARDIAN DETAILS:

| | |
|---|--|
| Title: | |
| Forename: | |
| Surname: | |
| Address: | |
| Preferred contact telephone: | |
| Email: | |
| Are you willing to receive all further correspondence via email? (Y/N) | |

BIRTH AND BAPTISMAL DOCUMENTATION MUST BE PRODUCED TO SUPPORT THIS APPLICATION

Signature(s) of Parent(s) or Guardian(s)