



# School Prospectus

2024 - 2025



# Ysgol Bryn Hedydd

Brilliance. Courage. Kindness.



# Inspiring Brilliance, Building Futures: Welcome to Ysgol Bryn Hedydd

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It is with great pleasure that I welcome you to Ysgol Bryn Hedydd, a **vibrant and nurturing** school at the heart of our coastal community in Rhyl. Situated just a stone's throw from the beautiful North Wales coastline, we are proud to offer an inspiring environment where children can **grow, explore, and thrive**, both academically and personally. Our school is a place where every child is **valued**, where **memories** are made, and where a **love of learning** is ignited from the very first day.

At Ysgol Bryn Hedydd, our values of Brilliance, Courage and Kindness underpin everything we do. We strive for excellence in all areas, encourage our pupils to be brave in their learning and interactions, and promote kindness as a way of life, fostering respect and empathy among all members of our community. With a dedicated staff, supportive families, and enthusiastic pupils, we work together to ensure that every child feels confident, cared for, and ready to face the challenges ahead.

As a school with a proud tradition of academic achievement and personal growth, we are committed to helping each child reach their full potential. Our #YBHforever ethos reflects the strong sense of belonging and community that defines Ysgol Bryn Hedydd. We invite you to explore our prospectus and see how we're making memories that last a lifetime, equipping our pupils with the skills and values they need for the future.

**Mr G. Evans**

Headteacher



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# Contact Information/Gwybodaeth Cyswllt



At Ysgol Bryn Hedydd, we want you to feel free to approach us with any questions, queries or comments you may have. There are a number of ways you can get in touch with us and we welcome any response from parents, carers or members of our community.

## School Address



Ysgol Bryn Hedydd,  
Spruce Avenue,  
Rhyl,  
Denbighshire,  
LL18 3SU



## Telephone

01745 351676



## Email

Bryn.heddyd@denbighshire.gov.uk



## Website

[www.ysgolbrynhedydd.co.uk](http://www.ysgolbrynhedydd.co.uk)



## Instagram

@Bryn.hedydd





# School Ethos and Values/Ethos a Gwerthoedd Ysgol

At Ysgol Bryn Hedydd, our core purpose is to nurture ambitious, capable learners who are ready to confidently meet the challenges of tomorrow. We embrace the Welsh Curriculum's four purposes, aiming for our pupils to become ethical, informed citizens, healthy, confident individuals, and enterprising, creative contributors. Every aspect of our school life is designed to inspire and support our children on their journey to reach their full potential.

## Underlying Principles:

We believe in the power of **excellent teaching**. Our dedicated staff create stimulating and engaging lessons, inspiring curiosity and a love of learning in every child. We are passionate about helping pupils discover their talents, developing both their academic skills and their personal strengths.

We hold **high expectations** for all, ensuring that every pupil strives for their very best. We encourage a growth mindset, where effort and perseverance are valued, and success is celebrated. We are committed to ensuring that all children feel confident in pushing their boundaries and achieving beyond what they think is possible.

Our focus on **exemplary behaviour** is rooted in respect, kindness, and responsibility. We foster an environment where children understand the importance of making positive choices and where every individual is valued. Through clear boundaries and a supportive atmosphere, pupils learn how to contribute positively to our school and wider community.

At Ysgol Bryn Hedydd, **knowing every child** is at the heart of our approach. We take pride in understanding each pupil's unique strengths, needs, and aspirations. This allows us to provide personalised support, ensuring every child feels seen, valued, and encouraged to flourish.

Finally, we lay **firm foundations in maths and English**, equipping pupils with essential skills for life. Through a focus on high-quality teaching and targeted support, we ensure every child develops strong literacy and numeracy skills, building the confidence to excel in all areas of learning.

## Our Values:



Brilliance



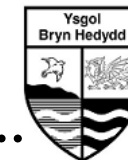
Courage



Kindness



# Staffing at School/Staffio yn yr Ysgol



At Ysgol Bryn Hedydd, we have a staff team who are hardworking and committed to ensuring that our pupils are provided with the best education possible.

<b>Headteacher</b> <b>Deputy Headteacher</b>		<b>Mr. Geraint Evans</b> <b>Mr. Scott Roberts</b>	
<b>Nursery Team</b>	Mrs. Jane Roberts Mrs. Joanne Meacham	<b>Reception Team</b>	Mrs. Meryl Armstrong Ms. Jessica Bagguley Mrs. Emma Orbine Mrs. Eva Owen Mrs. Karen Edge
<b>Year 1 Team</b>	Miss. Ellie Houldsworth Mrs. Claire Williams Miss. Dionne Chandley Mrs. Julie Gledhill Miss. Jade Roberts Mrs. Dawn Jones Mrs. Jo Doig	<b>Year 2 Team</b>	Miss. Jessica Gilmore Miss. Billie Davies Mrs. Haley Bollen Mrs. Sharon Mason Miss. Laura Togher
<b>Year 3 Team</b>	Mrs. Charmian Seabourne Mr. Alex Jones Mrs. Helen Flowers Mrs. Natalie Williams	<b>Year 4 Team</b>	Mrs. Cath Evans Mrs. Clare Proberts Mrs. Lisa Desmond
<b>Year 5 Team</b>	Mr. Rowen Pickavance Mrs. Louise Vincent Mrs. Jane Daniels	<b>Year 6 Team</b>	Mr. Scott Roberts Miss. Jessica Bagguley Mrs. Ceri Jones Miss. Nabihah Khan
<b>Pastoral/PPA Support</b>	Mrs. Hayley Parmley-Graham	<b>Admin Staff</b>	Mrs. Vanessa Hughes Mrs. Nicola Bennett
<b>Midday Supervisors</b>	Ms. Sian Evans Mrs. Emma Jackson Mrs. Tanya Davies	<b>Caretaker</b>	Mr. David Welsby



# Facilities/Cyfleusterau

Ysgol Bryn Hedydd is located in the beautiful coastal town of Rhyl, North Wales, just a short walk from the beach—one of our greatest assets. Established in 1971, the school has grown alongside its community and offers a variety of excellent facilities to support our pupils' learning and wellbeing. Our extensive grounds include large playing fields for sports and outdoor activities, as well as a dedicated Forest School area, providing ample space for outdoor learning and exploration.

The school caters to children aged 3 to 11, and our youngest pupils are housed in a modern extension to the original building, which accommodates our classes for ages 3-7. Located in the peaceful cul-de-sac of Spruce Avenue, our classrooms are well-resourced and equipped with practical, stimulating learning environments. Every year group has access to a range of IT equipment, including laptops and iPads, ensuring pupils develop essential digital skills from an early age.

We are also proud of our unique learning spaces, which include a converted school bus, used for additional lessons and group work, and colourful beach huts that serve as vegetable gardens, chicken coops, and peaceful wellbeing areas during break times.

## Modern Toileting Facilities

Ysgol Bryn Hedydd is committed to providing clean and accessible toileting facilities for all. Our toilets have recently undergone a full refurbishment, with modern installations that are regularly checked to maintain cleanliness and hygiene. In addition to standard facilities, we also provide disabled access toilets and gender-neutral staff toilets, ensuring an inclusive environment for all.





# Equality & Safeguarding/Cydraddoldeb a Diogelu

## Equality and Inclusivity

At Ysgol Bryn Hedydd, we take a strong stance against all forms of discrimination, including those based on colour, culture, creed, gender, sexual orientation, or any other protected characteristics. We are committed to fostering an environment where all pupils feel valued, respected, and celebrated for their individuality. We believe that our differences are a strength and work to ensure that every child feels safe and supported, regardless of their background.

Our mission is to educate, develop, and prepare our pupils for life in modern society, encouraging tolerance, open-mindedness, and a positive attitude towards diversity. We promote an ethos of inclusivity and strive to ensure that all members of our school community learn to co-exist peacefully and respectfully.

## Strategic Equality Plan

If you would like more information on our equality procedures, our **\*\*Strategic Equality Plan\*\*** is available for review at the main school office. This document outlines our commitment to inclusivity, as well as the specific measures we have in place to ensure that Ysgol Bryn Hedydd remains a welcoming and supportive environment for all.

## Safeguarding

Safeguarding is paramount at Ysgol Bryn Hedydd, and we are dedicated to maintaining a safe and secure environment for all pupils and staff. Our safeguarding procedures are regularly reviewed, and all staff undergo comprehensive safeguarding training. Each member of staff is subject to enhanced DBS checks to ensure the highest standards of child protection.

We take pride in the security of our school. All visitors are recorded using our SignIn electronic system, which captures photographic evidence to monitor and manage everyone on site. Additionally, we have a CCTV system, a telephone network throughout the school, and a fob entry system for external doors. The school grounds are protected by secure gates and fencing, and we have an intruder alarm system in place to ensure the safety of our pupils.

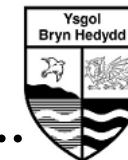
For any concerns regarding child protection, please speak to the Headteacher, who is the designated senior person in charge of safeguarding. In their absence, Mr S. Roberts is available to assist with any concerns you may have.

*A copy of our safeguarding policy is available on our school website for further details on our procedures and commitments.*





# School Uniform/Gwisg Ysgol



At Ysgol Bryn Hedydd, we are proud to uphold high standards in our uniform. We believe that dressing smartly fosters a sense of pride and reflects positively in our pupils' learning and behaviour. Our uniform is an important part of our school identity, helping pupils feel part of the community.

## Our school uniform consists of:

- Knitted V-neck jumper (for both boys and girls)
- White shirt and school tie
- Black or grey trousers or skirt
- Black shoes (not trainers)
- Red summer dresses (optional during the warmer months)
- Black or grey trouser shorts (optional during the warmer months)

## PE Kit Requirements

For physical education lessons, pupils are required to wear the following:

- Red t-shirt
- Black or navy blue shorts
- Tracksuit (optional during colder months)

Branded school uniform items can be purchased from a number of local suppliers. For further information and a list of suppliers, please visit our school website.

We also operate a 'Uniform Hut' system where families can access spare and pre-loved uniforms. For more details or to enquire about availability, please contact the school office.

## Cloakroom Guidelines and Storage

All pupils have access to personal storage boxes in their classroom areas. We kindly ask that electronic devices are not kept in these boxes. Should your child bring a mobile phone or smartwatch to school, these must be handed to the class teacher and stored securely in the 'Digital Dropbox'.



# Health and Wellbeing/Iechyd a Lles

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At Ysgol Bryn Hedydd, we believe that education goes beyond high academic standards; it is equally important to teach children about maintaining a health and active lifestyle. We are committed to fostering both physical and mental wellbeing through a range of initiatives.

Physical activity is promoted through regular PE and fitness sessions, as well as swimming lessons for our junior pupils. We also encourage outdoor learning, making the most of our Forest School area to help children develop an appreciation for nature while staying active.

## Wellbeing Programmes:

Our wellbeing programmes, including MyHappyMind and the JigSaw PSE curriculum, support pupils in developing emotional resilience and positive mental health. To ensure our children receive the best care, we have trained staff on site who are qualified ELSA (Emotional Literacy Support Assistant) training, Trauma-Informed Practice and Mental Health First Aid.

For some of our learners, we provided targeted nurture support which takes place in the morning – Clwb Bore Da and Clwb Cwtch. If this is something you would like more information on, you can always speak to your child’s class teacher.

## Healthy Choices:

We actively encourage pupils to make healthy lifestyle choices, including staying hydrated throughout the day by allowing them to bring water bottles into the classroom. Through these initiatives, we aim to equip our children with the knowledge and skills to lead healthy, balanced lives.



# Eating at School/Bwta yn yr Ysgol

## Breakfast Club

Our school runs a Breakfast Club for all pupils every morning from 7:45am to 8:45am. In addition to a healthy choice of cereal, toast, fruit, and milk, pupils have the opportunity to socialise and enjoy fun activities in a relaxed environment. Registration forms are available from the main school office and must be completed before your child attends. Parents can book a place for their child via ParentPay.

## Lunch Time

### School Meals:

All pupils can access a universal free school meal, which includes a vegetarian option. School menus are available on the Denbighshire County Council website and offer a variety of nutritious choices to support a balanced diet.

### Packed Lunches:

If your child brings a packed lunch, we encourage parents to provide a healthy meal in line with our Healthy School status. Please ensure no glass bottles are included for safety reasons. Lunchboxes should be of a reasonable size and clearly labelled with your child's name.



# School Organisation/Trefniadaeth Ysgol



Ysgol Bryn Hedydd is a two-form entry school with up to 30 pupils per class, catering for children from Nursery to Year 6. Pupils are often taught in mixed-ability groups, benefiting from an appropriate balance of support and challenge. Groupings may differ for each area of learning and experience to ensure all children receive the right level of teaching for their needs. We also place a strong emphasis on teaching pupils the value of working together, carefully balancing the skills of cooperation and healthy competition.

At Ysgol Bryn Hedydd, we strive to create a positive, engaging, and supportive learning environment where every child can flourish.

## The School Day

No two days are the same at Ysgol Bryn Hedydd! Our pupils are always discovering new things and learning in exciting and varied ways. While we aim to follow a consistent timetable throughout the school, this can sometimes change depending on events or special visitors. This flexible approach keeps learning fresh and engaging for the children. Below is an example of a typical school timetable:

Ages 3 – 7		Ages 8 – 11	
<b>8:55 – 10:30</b>	Session 1 – Phonics and Language, Literacy and Communication	<b>8:55 – 10:30</b>	Session 1 – Language, Literacy and Communication or Maths and Numeracy
<b>10:15 – 10:30</b>	Morning Break	<b>10:30 – 10:45</b>	Morning Break
<b>10:45 – 12:15</b>	Session 2 – Maths and Numeracy	<b>10:45 – 12:15</b>	Session 2 – Language, Literacy and Communication or Maths and Numeracy
<b>11:30 – 12:45</b>	Lunch	<b>12:15 – 13:15</b>	Lunch
<b>13:15 – 14:15</b>	Session 3 – Topic Focus	<b>13:15 – 14:15</b>	Session 3 – Topic Focus
<b>14:15 – 14:30</b>	Afternoon Break		
<b>14:30 – 15:00</b>	Session 4 – Topic Focus	<b>14:15 – 15:15</b>	Session 4 – Topic Focus

## Emergency Closure

On rare occasions, usually due to severe weather conditions, it may be necessary to close the school at short notice. If this happens, we will communicate through the following channels:

- A message will be sent out via SeeSaw
- A notice will appear on the Denbighshire County Council website.
- Updates will be posted on our school social media pages.





# Attendance and Care/Presenoldeb a Gofal

At Ysgol Bryn Hedydd, we emphasise the importance of regular attendance and punctuality for your child's success. Consistent attendance allows pupils to fully benefit from the educational opportunities available, while poor attendance or lateness can impact their progress. Children are expected to attend school daily and on time unless there is a valid reason for absence.

## Authorised Absences

There will be occasions when your child may need to be absent from school, for example, due to a medical appointment. While we encourage parents to arrange such appointments outside of school hours where possible, we understand that this is not always feasible. In these cases, we kindly ask that you notify the school in advance. You can do this by contacting the school office.

If your child is absent due to illness, please inform the school on the first morning of their absence to ensure we know your child is safe at home. If you are unable to contact us immediately, we ask that you send a brief note when your child returns to school, explaining the reason for the absence. Please note, we operate a 'first day calling' system, meaning if we don't hear from you, a member of staff will contact you.

## Holidays During Term Time

We ask that holidays are taken during school breaks to minimise disruption. Term-time holidays cannot be authorised, except in exceptional circumstances, and may result in a Fixed Penalty Notice (FPN). More information is available on our website.



## Education Welfare Officer (EWO)

Our EWO regularly monitors attendance and punctuality and may get involved if there are concerns about unexplained absences or lateness. They are also available to provide support for families.

## Care of Our Pupils

Your child's well-being is a priority at Ysgol Bryn Hedydd. If you have concerns, feel free to contact their teacher via SeeSaw or arrange a meeting after school. We also hold regular Parents' Evenings to discuss progress.

## Medicines

Please discuss any medical needs with us when your child joins the school. Our full 'Managing Healthcare Needs' policy is available on our website.



# Additional Learning Needs/Anghenion Dysgu Ychwanegol

At Ysgol Bryn Hedydd, we are committed to welcoming pupils of all abilities and those with additional learning needs (ALN). Regardless of a child's needs, ability, gender, or background, we strive to provide a broad, balanced, and inclusive curriculum that helps every child reach their full potential. We pride ourselves on identifying and meeting the unique needs of each child, using their strengths as positive building blocks while addressing any challenges in a supportive and effective way.

Our school works closely with parents, carers, and outside agencies to create a nurturing and adaptable learning environment for every pupil. In line with our legal obligation, we have a comprehensive policy for supporting children with ALN, which has been approved by the Governing Body. This policy ensures that all pupils identified as having additional needs are regularly monitored from the moment they enter school, with ongoing assessments throughout their time with us.

If monitoring or parental concern highlights any areas for additional support, we take action. Initially, the class teacher may provide universal provision tailored to meet the child's needs, possibly supported by our intervention team. If difficulties persist, we work with specialists from the local authority and other external agencies to provide further advice and support.

Sometimes, emotional or behavioural issues can act as barriers to successful learning. In such cases, close collaboration between home and school is crucial. We may also seek support from the Educational Psychologist to assist children in overcoming these challenges. In rare instances, a more formal assessment of a child's needs may be required, which could involve the development of an Individual Development Plan (IDP). At all stages of this process, we ensure that parents and children are fully involved, with opportunities to share their views, hopes, and aspirations.

## Physical Disabilities

To ensure accessibility for all pupils and adults with physical disabilities, Ysgol Bryn Hedydd has made the following provisions:

- Wide corridors and entrance doors for easy access
- Dedicated parking spaces for ease of access
- A fully accessible wet room for personal care
- Disabled toilet facilities equipped with full accessibility features



# Additional Learning Needs/Anghenion Dysgu Ychwanegol

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## More Able and Talented

We recognise that some pupils may be identified as more able and talented, which means they require opportunities for enrichment and extension beyond those provided for the general cohort. These learners may excel in areas such as academics, creativity, sports, or leadership, and we ensure they are given opportunities to thrive.

## Children Looked After (CLA)

At Ysgol Bryn Hedydd, we are dedicated to including all pupils in school life, regardless of their home situation. We work closely with local authority support officers and social workers to provide tailored support for pupils in foster care. Our aim is to integrate, support, and value children in care in the same way we would any other child. If you wish to discuss any aspect of this, please feel free to contact the school. Our Headteacher is the designated CLA officer and is responsible for promoting the educational achievement of looked-after children.





# Teaching and Learning/ Addysgu a Dysgu

At Ysgol Bryn Hedydd, we provide an active, engaging, and experiential curriculum that nurtures the development of skills and knowledge across a broad range of learning areas. Our goal is to support pupils in becoming confident, independent learners who can apply their knowledge in meaningful ways. Our curriculum covers six key Areas of Learning and Experience (AoLEs):



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

## Balanced Learning Approach

We believe in offering a balanced curriculum that encourages pupils to learn both indoors and outdoors, whatever the weather. Our curriculum is designed to challenge pupils academically while developing their social and emotional skills. Pupils work individually, in pairs, in groups, and as a whole class, ensuring a dynamic and collaborative learning experience.

## Building Core Skills

Strong foundations in reading, writing, and mathematics are at the heart of our teaching. We prioritise teaching reading skills, as mastering reading by the end of primary school is essential for accessing the entire curriculum. Our aim is for pupils to develop skills that allow them to thrive academically and become active members of their communities.

## Welsh Language and Culture

As an English-medium school, we embrace and promote Welsh language and culture. Pupils receive regular Welsh lessons, and Welsh is woven into everyday school life. Our curriculum reflects Wales' cultural richness, its history, and its traditions, helping pupils develop a strong sense of identity and belonging.





# Teaching and Learning/Addysgu a Dysgu

## Evolving Curriculum Design

Our curriculum is continually evolving, shaped by passionate professionals and adapted to meet the needs of our learners. It promotes mastery, equitability, and a deep understanding of key concepts across all areas of learning. Pupils are encouraged to contribute to curriculum design, allowing them to take ownership of their learning journey.

## Focus on the Whole Child

While academic success is important, we place great value on developing the whole child. Through authentic experiences, we prepare our pupils to be ambitious, enterprising, ethical, and healthy citizens, both locally and globally. Our curriculum promotes creativity, collaboration, and critical thinking, equipping pupils with the skills they need to succeed in the future.



# Literacy and Numeracy/Llythrennedd a Rhifedd

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## Developing Key Skills

At Ysgol Bryn Hedydd, we believe that strong literacy and numeracy skills are essential for our pupils to reach their full potential. Our approach follows the National Literacy and Numeracy Framework (LNF), developed by the Welsh Government, to ensure consistency and high standards for all learners. Pupils develop these crucial skills through a wide range of contexts, helping them become confident and capable members of society.

## Literacy: Fostering a Love for Reading

We aim for all children to become fluent, confident readers who are passionate about books. Reading not only opens doors to different worlds but also equips pupils with the skills needed for lifelong learning. Our phonics programme, Read Write Inc (RWI), is central to helping children read fluently and with comprehension. We encourage a love for reading by giving children access to a wide range of books and reading to them daily, both at school and at home.

## Numeracy: Making Sense of the World

Mathematics at Ysgol Bryn Hedydd is about more than just numbers. We help pupils develop their ability to calculate, reason, and solve problems, enabling them to make sense of the world around them. Our lessons focus on building confidence, fluency, and enthusiasm for mathematics. We use a Concrete – Pictorial – Abstract (CPA) approach, allowing pupils to see and touch mathematical concepts before moving to abstract reasoning.

## Mastery Curriculum

Our maths curriculum follows a mastery approach, where concepts are taught in longer blocks of time, ensuring depth of understanding. The White Rose curriculum helps pupils develop fluency, reasoning, and problem-solving skills. We ensure that pupils not only grasp mathematical facts but also apply them in real-life situations.



# Welsh Language/Iath Gymraeg

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At Ysgol Bryn Hedydd, we are proud to promote the Welsh language and celebrate the rich cultural heritage of Wales. As an English-medium school, we aim to instil a strong sense of belonging and pride in our learners by embedding Wales' language, history, and traditions into our curriculum.

## Welsh Language Development

All pupils at Ysgol Bryn Hedydd receive regular Welsh lessons as part of their Literacy, Language and Communication curriculum. Welsh is also used incidentally throughout the school day, helping pupils become familiar with hearing and using the language naturally. In each class, pupils are encouraged to use Welsh through our Helpw'r Heddiw system, where selected pupils reinforce Welsh language patterns and encourage their classmates to ask and answer questions in Welsh.

Welsh songs, prayers, and key phrases are incorporated into assemblies, while displays around the school highlight useful Welsh words and phrases. Staff regularly use Welsh for instructions and conversations, ensuring that the language is a natural part of daily school life. Our goal is for pupils to feel comfortable using Welsh not only within school but throughout their lives.

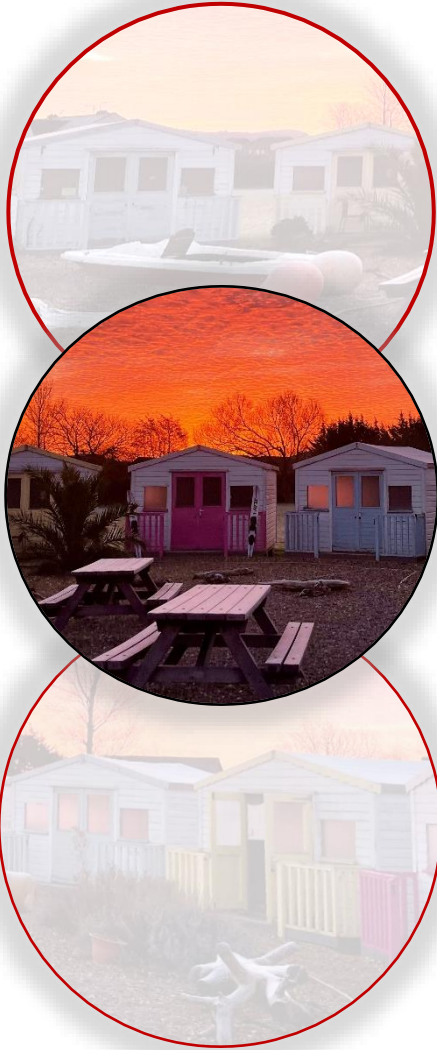
## Celebrating Welsh Culture

We are fortunate to be able to celebrate Wales' rich history and culture through our Curricwlwm Cymreig. Wherever possible, lessons and topics incorporate aspects of Welsh life, celebrating our national heritage. One of the highlights of the school year is our annual Eisteddfod, where pupils participate in various competitions, showcasing their talents in both Welsh and English.

At Ysgol Bryn Hedydd, we are committed to nurturing a strong sense of identity and well-being in our pupils, alongside a deep appreciation of Welsh culture, ensuring they build meaningful connections with the world around them.



# Governing Body/Corff Llywodraethol



At Ysgol Bryn Hedydd, our dedicated Governing Body plays a vital role in supporting the school’s continuous improvement. Our Governors work closely with the Headteacher and leadership team, providing both support and challenge to ensure that we maintain the highest standards of education and overall school development. They hold the school accountable for its actions and decisions, helping to drive the school forward from strength to strength.

*If you wish to contact our Chair of Governors, please reach out to the Clerk on 01745 351676.*

<i>Chair of Governing Body</i>	<i>Mr. M. Jones</i>
<i>Vice Chair</i>	<i>Mr. A. Heard</i>
<i>Headteacher</i>	<i>Mr. G. Evans</i>
<i>Teacher Governors</i>	<i>Mr. S. Roberts Vacancy</i>
<i>Non-Teaching Staff Governor</i>	<i>Mrs. H. Parmley-Graham</i>
<i>Parent Governors</i>	<i>Mrs. V. Field Miss. N. Hughes Miss. H. Perryman Mrs. K. Kones</i>
<i>Community Governors</i>	<i>Mr. S. Freeney Rev. P. Robinson Mrs. S. Payne-Burgoyne Mr. A. James</i>
<i>LA Governors</i>	<i>Mr. M. Armstrong Mr. M. Jones Mr. A. Heard</i>
<i>Clerk to the Governors</i>	<i>Mrs. N. Bennett</i>





# Concerns and Complaints/Pryderon a Chwynion

At Ysgol Bryn Hedydd, we take all complaints seriously and are committed to providing high-quality education. We have a clear and straightforward complaints procedure in place to ensure that any concerns are addressed promptly and fairly.

## Step 1 – Informal Stage

In most cases, concerns can be resolved quickly and informally by contacting the Headteacher. We encourage parents and carers to raise any issues directly with the school in the first instance, as many complaints are resolved at this stage.

## Step 2 – Formal Stage

If your concern is not resolved informally, you may submit a formal complaint in writing to the Chair of the Governing Body. Your complaint will be thoroughly investigated, and you will receive a written response outlining the findings and any actions taken.

## Step 3 – School Complaints Committee

If you remain dissatisfied following the formal stage, you can request a review by the School Complaints Committee. You should write to the Clerk of the Governing Body, who will convene the committee to review your complaint and provide a final resolution.

For more information on our complaints procedure, please visit our website.



## **Medical Concerns**

In most cases, the school generally cannot administer medication (see our medicine policy online). However, with a doctor’s consent, the school office may administer lunchtime doses. Written permission is required, with the child’s name and dosage clearly labelled on the container. Medication will be securely stored in the school’s office.

Please contact the school before sending any medication.



# GDPR/RDDC



At Ysgol Bryn Hedydd, we take data protection very seriously and are committed to processing your child's personal information securely and transparently. As a public body, certain tasks require us to process data under the basis of 'Public Task,' ensuring that we provide the best possible care and education. Below is a summary of how we manage data and safeguard your child's information.

## We follow six key principles when processing pupils' personal data:

1. Data is processed lawfully, fairly, and transparently.
2. Information is collected for specific and legitimate purposes.
3. Information is stored only for as long as necessary.
4. Data is accurate and regularly updated.
5. Only relevant and necessary data is collected.
6. Data is processed securely to prevent unauthorised access or breaches.

## Collection of Personal Information

We collect information about pupils and their guardians when they enrol at Ysgol Bryn Hedydd and during other key stages of the school year. This includes data received from other schools during transfers. Information collected helps us provide educational, welfare, and pastoral services, and monitor pupils' progress.

## Types of Information Held

- The personal information we hold includes:
- Pupil details such as name, address, and date of birth
- Contact details for parents and guardians
- Performance data from internal and national assessments
- Ethnicity and national identity details
- Medical information for safeguarding
- Attendance records and disciplinary actions
- Social services involvement, where applicable

## Sharing Personal Information

In some instances, we may share information with external organisations, please see GDPR policy for more details.





# Additional Information/Gwybodaeth Ychwanegol

## Admissions to School

The admissions process for Ysgol Bryn Hedydd is managed by Denbighshire County Council. While many parents choose the local school within their catchment area, you have the right to express a preference for a different school. All applications must be submitted in writing, even if you live in the catchment area. Denbighshire County Council will send relevant forms to parents of children due to start school, which must be returned to the council's Admissions Department.

In most cases, we can accommodate parental preferences. However, if your application is not successful, an independent appeals process is available. Further details on admission criteria and policies, including those for pupils with disabilities, are available on our website.

## Visiting the School

We understand that selecting the right school for your child is a significant decision. We warmly welcome parents who wish to visit our school and see our facilities. Visits are generally arranged outside of school hours to ensure the safeguarding of our pupils. Nursery parents are invited to attend an Open Day in the Summer Term to introduce them to the school ahead of the September intake. Dates for these events will be communicated through SeeSaw.

## A Happy School for All

Our aim at Ysgol Bryn Hedydd is to create a nurturing and positive environment where every child feels happy and respected. We focus on promoting good behaviour through praise and encouragement, as we believe these are the most effective tools for maintaining discipline. Children are expected to show respect for others, their property, and their community.

While we emphasise positive behaviour, there are occasions when a child's behaviour needs to be corrected. Minor incidents are managed by staff, and for more serious matters, parents will be invited to the school to discuss the behaviour.

## Communication with Home

Effective communication is essential, and we keep parents informed regularly. We use SeeSaw as our primary communication platform for updates, reminders, and news. We also send termly newsletters and curriculum overviews to keep you updated on the themes and topics your child will be learning. Our website offers additional information about school life, policies, and events.

## Acts of Deliberate Vandalism

If a pupil wilfully damages school property, parents may be asked to cover the cost of repair or replacement. We aim to work collaboratively with parents to address such situations appropriately.





# Additional Information/Gwybodaeth Ychwanegol

## Relationships and Sex Education (RSE)

At Ysgol Bryn Hedydd, Relationships and Sex Education (RSE) forms part of our personal, social, and health education curriculum. Topics are introduced gradually and are appropriate for the child's age and maturity. Themes include caring for others, decision-making, family life, and personal health and safety. We collaborate as a staff group and follow the JigSaw programme to deliver specific RSE sessions. Parents will be informed about these sessions in advance.

## Religious Education and Collective Worship

Religious Education (RE) at Ysgol Bryn Hedydd follows the National Curriculum and Denbighshire's agreed syllabus. It is delivered in a non-denominational manner, with a focus on Christianity and some teaching about other world religions.

## Charging and Remissions Policy

In accordance with the Education Act of 1988, we cannot charge for school trips that occur during school hours, but we may request voluntary contributions. These contributions allow us to provide valuable educational experiences for our pupils. If necessary, we offer payment in instalments. We have always appreciated the strong support from our parents, which has enabled us to maintain this enrichment for our pupils. Further details can be found on our website.

## Site Security

The safety of our pupils and staff is a priority at Ysgol Bryn Hedydd. Our site is secured with perimeter fencing, CCTV, and exterior lighting. All visitors are required to sign in and wear ID badges. We also have controlled access across the school site to ensure a safe environment for everyone. If you have any concerns or would like more information on site security, please contact the Headteacher.

Further information about our school policies can be found on our website.

