



*Croeso!*

*Welcome to St Woolos Primary School.*

*We look forward to meeting you, your child and your family.*

*Our aim is that your child grows to really love their time with us in our school. We believe that if children are happy and given lots of opportunities to discover and investigate in a nurturing environment, and develop self-confidence, then they will flourish and achieve their true potential. Our role is to facilitate the learning experiences that will lead to this.*

*In our school we are:*

*Kind, Fair, Curious and Aspirational*

*All of our decisions and actions reflect these core values.*

*We will work with you in partnership and we will do everything we can to ensure that your child will be happy with us, achieves the very best that they are able to and leaves us with a very strong sense of success and self-worth.*

*We want the very best for your child and we aim to form a strong partnership between home and school in order to provide the richest education possible for your child. Good communication is vital so please feel free to ask us about anything, at any time, or to let us know anything that you think will be helpful.*

*Heather Vaughan*

*Headteacher/Pennaeth*

*'Celebrating achievement for all in a caring environment.'*



# St. Woolos Primary School



**St. Woolos Primary School and  
Nursery  
Stow Hill  
Newport  
South Wales  
NP20 4DW**

**Chief Education Officer:  
Sarah Morgan  
Dept. of Lifelong Learning & Leisure  
The Civic Centre  
Newport  
NP20 4UR**

**Chair of Governors:**

Mrs Ceri Meloy

**Parent Governors:**

Mrs A Ahmed  
Mrs T Begum  
Mr O Adeniji

**Community Governors:**

Dr Paul Glover  
Mr M Tucker  
Cllr. K Thomas  
Cllr. M Al-Nuaimi  
Cllr. P Drewett  
Mr D Phillips

**Staff Governors:**

Miss H Vaughan  
Mrs M Jarrett  
Mrs T Bowden

**Teaching Staff:**

Miss H. Vaughan	MA BA (Hons) PGCE PGDip NPQH
Mrs Tania Bowden	BA (Hons) QTS PGCert
Miss H. Bishop	BEd. (Hons)
Mrs L Davies	BA (Hons) QTS PGCert
Mr C Bowen	BSc (Hons) PGCE PG Cert

*Headteacher  
Deputy Headteacher  
Inclusion Manager (ALNCO)  
Health and Wellbeing  
Curriculum Innovation*

Mrs E. Agland	BA (Hons) PGCE
Mrs. J. Barton	MA BA (Hons) PGCE
Mrs K. Dickenson	BSc (Hons) PGCE
Miss H. Driscoll	BA (Hons) PGCE



## St. Woolos Primary School

Mr D Godsall	BA (Hons) QTS
Mrs A. Hayes	BA (Hons) PGCE
Mrs K. Jones	BA (Hons) QTS
Mrs KL.Jones	BA Ed (Hons)
Mrs M. Morton	BA (Hons) QTS
Mrs A. Parry	LRWCMD LRCM, PGCE
Miss S. Pretty	BSc (Hons) PGCE
Mrs A. Dimmick	BA (Hons) QTS

### **Teaching Assistants**

Mrs J Lockett NNEB  
Mrs L Aweys  
Mrs N. Bashir  
Miss Z Bashir  
Mrs D Balcuite  
Mrs E. Graham  
Mrs M Jarrett (HLTA)  
Mrs C. Jones  
Ms V. Pochkhua  
Mrs Y. Ramzan NNEB  
Miss K. Winfield

### **EAL Staff:**

Mrs N Boafu  
Mr L Cheung  
Mrs V Jones  
Mrs E Valdimilos

### **School Support Officers:**

Mrs. L. Martin  
Ms K Webber

### **Cook:**

Ms J. Roger

### **Dinner Supervisors:**

Mrs L Aweys, Mrs. M. Babb, Mrs Kaur, Mrs Ottery, Mrs Sarfraz, Mrs Uddin, Mrs Walsh

### **Breakfast Club Supervisors:**

Mrs Rogers, Mrs Walsh, Mrs Ottery

### **Cleaners:**

Mrs J. Anning, Mrs J. Hubbard

### **Caretaker:**

Mr C. Brock



## ***Celebrating achievement for all in a caring environment***

### **OUR AIMS**



***We will ensure that St. Woolos Primary School is a caring and nurturing school for all children.***

***We will provide a warm and welcoming school where pupils are encouraged to be polite, honest and to respect the feelings of others.***

We provide many opportunities for pupils to take on positions of trust and responsibility. We ensure that pupils are listened to and their views are taken into account.

***We will have stimulating classrooms which offer challenges.***



***We will prepare children for life outside school.***

We develop their social skills, numeracy, literacy and ICT skills, across a wide range of subjects.

***We will ensure that all pupils' efforts are valued and rewarded.*** We recognise and reward pupils for good and kind behaviour and for good learning dispositions. We celebrate their successes and achievements with them.

***St. Woolos Primary School will make a difference to each and every child and will maximize their true potential.***



*'Celebrating achievement for all in a caring environment.'*



## SCHOOL UNIFORM

### UNIFORM

Red sweatshirt or cardigan with school crest

White polo shirt with school crest.

Grey skirt, pinafore or trousers

White or grey socks (or grey plain tights in cold weather)

Black school shoes (of sensible heel height)

(Trainers only permitted for PE)

A black or white or headscarf may be worn if desired



### SUMMER UNIFORM

In the summer, pupils may wear red and white check school dresses or grey shorts.

### P.E.

White T-shirt with a round neck

Black Shorts (or close fitting black leggings)

Trainers or daps for outside activities

***Please ensure that all items of clothing are clearly marked with your child's name.***



*'Celebrati*

*aring environment.'*



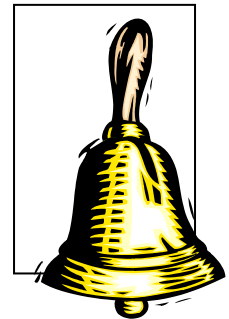
## ATTENDANCE

It is very important that your child attends school every day, on time.

This will ensure their best educational opportunities.

The school rewards good attendance with a weekly and half-termly Early Bird attendance prize draw.

School starts:	8.50am (Doors open at 8.45am) (9.00 Nursery Doors open at 8.55am)
Lunch:	12.10pm (Infants) 12.30pm (Juniors)
Afternoon session:	1.30pm
School finishes	3.30pm (Reception doors open at 3.20pm/ Year 1/2 at 3.25pm))



If your child is unable to attend as a result of illness, please either telephone the school on **01633 265792** or **TEXT 07451 644956** or send a **SCHOOP** message.

We will be unable to provide authorisation for legal absence if we receive no notification.

We follow Welsh Government regulations for marking the register.

- If your child visits the doctor or the dentist then this will be recorded as an **authorised absence**.
- Children arriving after the start time will be marked as **late**.
- The register closes at 9.30am. (Children arriving after this time have an **unauthorised absence**.)

**The school will not authorise any holidays in term time.**



FOR ANY ABSENCE, PLEASE INFORM US BY  
PHONE/TEXT/SCHOOP OR NOTE AS SOON AS





St. Woolos Primary School



POSSIBLE.

*A separate Attendance Leaflet accompanies this prospectus.*

## CITIZENSHIP

We expect pupils to show the kind of behaviour required by a responsible parent and we aim for them to develop as caring, considerate members of the school community and the wider world. We expect pupils to behave in a polite and caring manner towards others and we encourage them to develop a sense of responsibility towards themselves and others.

In our school we are:

**KIND      FAIR      CURIOUS      ASPIRATIONAL**

We believe in praising and rewarding positive behaviour. Our aim is to give a child praise and attention by 'catching children being good'. We have a range of rewards and incentives and listen very carefully to Pupil Voice.

Pupils annually elect House Captains and Vice-Captains for each of the four houses: Usk, Ebbw, Wye, Severn.

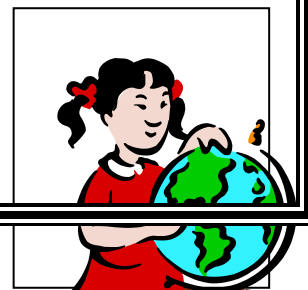
We have robust 'behaviour for learning' approach and any incidences of misbehaviour or bullying are dealt with promptly and fairly. Our aim is to teach children to learn from their mistakes, help them to make the right decisions in all circumstances and to equip them for later life.

A strong partnership between home and school is a major contributor to your child's progress and development. The support that you provide for your child is crucial in their future success and we believe in working closely with you in at all stages of your child's education. It is always helpful to us if you let us know of any concerns or any changes at home which might impact on your child in school.

The school's Behaviour For Learning Policy is on the website

Our Golden Rules are followed throughout the school and we expect pupils to:

*'Celebrating achievement for all in a caring environment.'*





## St. Woolos Primary School

- Respect one another in all aspects of life
- Show consideration for the needs of others
- Take a pride in their appearance and that of the school building and grounds.

### GOLDEN RULES



OUR GOLDEN RULES		
VALUE	RULE	WHAT IT MEANS
Kind	Use kind words and actions	We value and care about each other. We aren't physically or verbally unkind to anyone. We keep ourselves and others safe. We walk safely indoors.
Fair	Treat everyone with respect and compassion at all times	We listen to everyone's opinions and beliefs. We treat everyone equally. We're accountable for our actions and words. We're honest.
Curious	Get ready for new learning	We have a growth mindset. We are resilient. We follow the COMIT rules. (Good sitting/Good listening/Good waiting)
Aspirational	Aspire to be the best person you can be	We relish challenge. We're willing to try new things. We strive to achieve our own dreams and goals.
<b>We stick to these rules inside and out of school.</b>		

***In our school we are the best St Woolos Primary School representative we can be.***



*'Celebrating achievement for all in a caring environment.'*





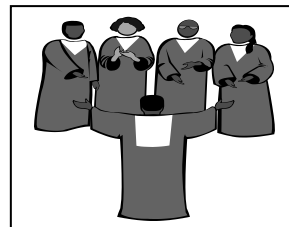
# CLUBS AND ACTIVITIES

Thanks to parents, peripatetic staff, ancillary staff and teachers, many extra curricular activities usually take place, some of which only occur at specific times of year.

These include:



- \*Art
- \*Music
- \*Choir
- \*Chess
- \*Crochet
- \*Code Club



\*Exercise

\*Football

\*This Is Me

\*Cricket

\*Netball



## JEWELLERY

Children are allowed to wear one ring, but decorative bracelets and necklaces are not permitted. Children may wear a wrist watch but, together with rings, they must be removed for P.E. activities.

For health and safety reasons only neat ear studs are to be worn.

If your child is young and not yet able to remove their earrings for P.E., please send tape or plasters so that they may be safely covered. Children are not permitted to wear any other piercings such as nose studs.

The Sikh kara may be worn but it should be taped up during gymnastics.

Governors are unable to accept responsibility for damage or theft of personal items brought to school.

## PASTORAL CARE



It is important that we maintain an up to date record of telephone numbers and addresses for contact purposes, and so we ask you to notify the office immediately if there are any changes.

Minor cuts and bruises will be dealt with at school, but if further medical treatment is needed then a child's parent or guardian will be contacted.

The school will administer prescription medication if necessary (once appropriate forms have been completed) but medicines requiring three doses daily are expected to be administered at home, before school and then at home time. If a lunchtime medicine dose is necessary, then parents are invited to administer the dose in school. (Administration of Medication Policy available)



## St. Woolos Primary School

If your child has a medical condition requiring *essential regular medication* it will be necessary for you to complete the forms held with the Secretary before nominated staff are permitted to dispense it.

Children are not permitted to have any form of occasional self-medication in school eg. throat sweets or lip-salve unless there is written permission from the parent.

## THE CURRICULUM

The school follows the Curriculum for Wales. Pupils are developed to become:

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



The curriculum is arranged into six Areas of Learning Experience (AoLEs) and these are:

- Expressive Arts
- Health and Well-being
- Humanities
- Languages, Literacy and Communication (Including Welsh)
- Mathematics and Numeracy
- Science and Technology

There are three frameworks of key skills that we embed across all areas of the curriculum and these are:

- Literacy
- Numeracy
- Digital Competency

In addition, the statutory subjects that we teach (that pupils cannot be withdrawn from) are:

- Religion Values and Ethics (RVE)



## St. Woolos Primary School

- Relationships and Sexuality Education (RSE)

Our Curriculum is designed to develop enthusiastic, achieving learners and we employ a range of teaching approaches to help children's learning to be as deep and meaningful as possible. Our regular Parent Consultations will give you the chance to find out more about your child's learning.

## WELSH

Creating a Welsh ethos in the school is important so that pupils are aware of the language, culture, history and geography of Wales, all of which support with their sense of 'Cynefin' (*'The place where we feel we belong, where the people and landscape around us are familiar and the sights and sounds are reassuringly recognisable.'*)

Children begin to learn incidental Welsh when they are in the Nursery and a programme of teaching Welsh occurs throughout the school.



*Crowning the Bard*

## RELIGION, VALUES AND ETHICS

Religion, Values and Ethics (RVE) replaces what was previously known as Religious Education. The school follows the Agreed Syllabus for R.E. (Newport). We seek to develop and enhance children's understanding of other faiths. Pupils cannot be withdrawn from RVE.

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## St. Woolos Primary School

We take the opportunity to visit other places of worship as part of our RVE curriculum.

### **SCHOOL WORSHIP**

An act of collective worship is held daily.

Assemblies provide opportunities for promoting thoughtful attitudes regarding relationships with one another, our community and the world.

These assemblies may be teacher led, pupil led or we may have a visitor to take them. They are non-denominational and provide moral guidance and an opportunity for quiet reflection. They include stories from world religions and from literary traditions, as well as stories which support the school's values.

### **PERSONAL, SOCIAL AND HEALTH EDUCATION**

At the end of their time in St Woolos, we expect children to have gained a simple understanding of the human body, of conditions for healthy living and of the interdependence of humans and the natural world.

We also encourage the development of skills enabling pupils to choose a healthy diet, practise dental hygiene and road safety, communicate their ideas about health education and use their knowledge to keep themselves clean and tidy.

We are supported in this by talks and visits provided by medical and emergency services. Pupils in the Nursery, Reception and Year 1 classes take part in a tooth brushing scheme.

Relationships and Sexuality Education (RSE) helps children to develop an awareness of their own and other people's feelings, to share and to co-operate. It also prepares children for changes as they grow up.



## St. Woolos Primary School

A copy of the school's Relationships and Sexuality Education Policy is on the school website.

A Wellbeing Week is held every year and the school holds Healthy Schools' awards. In addition, it holds the Eco Schools' Platinum Award.

### **CHARGING AND PERMISSION**

The Governing Body recognises the valuable contribution that a wide range of additional activities and experiences can make towards pupils' personal and social education.

A voluntary contribution may be requested for visits to theatres, museums and other places of educational interest. Charges will be calculated to cover admission prices and transport costs and will be subsidized whenever possible by fund-raising within the school.

No child is excluded from an activity which is part of their curriculum because of their inability to pay.

The school has a separate Charging and Remissions Policy which is available on the school website.

Visits to school by theatre groups, musicians and professional writers are generally funded by the Friends of St Woolos or the School Fund as part of the curriculum, but Governors retain the right to seek voluntary contributions for participation in such visits.

Residential visits can be charged for but, wherever possible, the school subsidizes the cost of visits. Financial regulations prevent any school from making a profit on curriculum trips and activities.



### **VISITS**



## St. Woolos Primary School

All children take part from time to time in visits to places of interest outside the school. The cost is kept to a minimum and no child is excluded solely because of their inability to pay.

These visits take place because of their relevance to a topic being studied by the pupils.

### **PARENTAL INVOLVEMENT**

The school has an active parents' and grandparents' association called the Friends of St Woolos and their aim is to further co-operation between home and school. It is hoped that as many parents and grandparents as possible will become involved with The Friends of St Woolos who arrange a programme of activities, such as Summer Fayres, throughout the year and who have given practical and financial help to the school.

All parents are automatically members of The Friends of St Woolos.

Parent volunteers are welcomed into the school to help with many activities, including reading and cookery. Parents are also involved in helping with adult ratios on educational visits and inter-school matches.

We welcome any talks from parents about interesting hobbies or about their occupations.

During the past year, we have had parents and grandparents coming into school to help with such things as hearing readers, supporting in the class or making resources.

The school regularly participates in Family Learning projects and parents are invited to attend these sessions which are of great benefit to both children and parents.

*Your help is very important and plays a key role important in the educational development of your child and in the life of our school.*

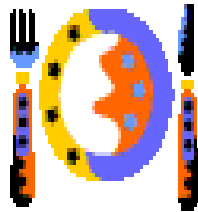


## **TUCK AND LUNCHTIME** **ARRANGEMENTS**

We operate a Fruit Tuck Shop at breaktime and children may bring in fruit from home or buy a piece in school for a cost of 30p daily. No crisps are permitted on the yard.

*The school philosophy is to encourage children to make healthy food choices and to develop lifelong habits of healthy food eating.*

*We are unable to guarantee that our school environment is nut-free but would ask you not to send in any food products with your child which contain nuts.*



The School Meal Service is run by Chartwell's Catering.

The Welsh Government provides free school meals for every pupil from Reception to Year 6.

Halal meals are available if desired and individual dietary requirements are catered for after consultation with dieticians from the Aneurin Bevan Health Board.

Children may bring sandwiches to school at lunchtime if you wish. However, since we are a member of the Healthy Schools' network, we would ask you that you ensure that your child is sent with a healthy lunchbox containing fruit and an appropriate balance of food.

Children are not allowed to bring bars of chocolate or sweets to school although they may have a snack, biscuit or crisps in their lunchbox if you choose.

We are a member of the Eco Schools' network and children are expected to take all food packaging, or uneaten food, home.





# St. Woolos Primary School

Please do not send your child in with cans of fizzy drink or glass bottles or nuts.

## SCHOOL TERMS AND HOLIDAY DATES 2023-24

School year 2023-2024

Term	Start	Half Term Starts	Half Term Ends	Term Ends
Autumn 2023	1 September	30 October	3 November	21 December
Spring 2024	8 January	12 February	16 February	22 March
Summer 2024	8 April	27 May	31 May	19 July

### INSET Days and Bank Holidays

**Friday 1<sup>st</sup> September 2023**

**Monday 2<sup>nd</sup> October 2023**

**Friday 22<sup>nd</sup> December 2023**

**Monday 19<sup>th</sup> February 2024**

**Thursday 2<sup>nd</sup> May 2024**

An additional two INSET days will be confirmed for the 2023-24 school year.

May Day Bank Holiday - Monday 6th May 2024

Please visit our website where all weekly newsletters are posted.

[www.stwoolosprimary.org](http://www.stwoolosprimary.org)

*'Celebrating achievement for all in a caring environment.'*



## St. Woolos Primary School

You may also access school information on our Twitter page:

**@StWoolosPrimary**

Or via **SCHOOP** – our school app (The code is available from the office.)

### **COMPLAINTS PROCEDURE**

The school operates an open door policy and if you have a question about your child's education, you are very welcome to contact your child's class teacher either at the school gate, or after school. Alternatively, you may ring up and leave a message with the office. If you wish to discuss a matter in further detail, then you are welcome to make an appointment to see your child's class teacher after school.

You are welcome to discuss any additional or unresolved issues with the Headteacher. Should you feel that an issue has not been resolved you have cause to complain, according to Section 23 of the Education Act 1988.

The School Complaints Policy is on the website.

It is not appropriate to make an official school complaint to a member of staff or a Parent Governor. Their role is to listen to any general concerns and to provide you with help should you need further information. They are your voice on the School Governing Body and will feed back on school issues and also put forwards suggestions you may have.

In all issues we seek to resolve concerns through talking and understanding one another's viewpoint and by clarifying information.

Our aim is to always work closely with you for the benefit of your child.



St. Woolos Primary School



## NOTES