Pen y fro Primary School
Ysgol Gynradd Pen y fro

"Learning, Laughing and Achieving Together"

Prospectus 2026/27

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Pen y fro Primary School

Headteacher
Mrs R J Lewis

Priors Crescent
Dunvant
Swansea
SA2 7UH
Tel/Fax: (01792) 203728

e-mail: penyfroprimaryschool@penyfro.swansea.sch.uk
School Website: www.penyfroprimaryschool.co.uk

W.G. No. 670/2219
Age range: 3 - 11 years
Number on Roll: 150 full-time, 10 part-time
Chair of Governors: Mrs Andrea Hill-Jones
Headteacher: Mrs Rachel Lewis
Deputy Headteacher: Mrs Alison Baker

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Dear Parents and Carers,

We are very pleased to welcome you to Pen-y-fro Primary where every child is supported and encouraged to thrive. We hope that you and your child will soon feel part of our vibrant, caring school community.

At Pen y fro, we pride ourselves on providing a nurturing environment where the curriculum and learning is exciting and truly inclusive. Our dedicated staff team are committed to unlocking the potential of every child, ensuring they develop the skills and confidence to succeed in an ever-changing world. We look forward to embarking on this journey with you and your child, fostering a love of learning to last a lifetime.

This brochure is intended to give you an insight into how our school is organised, the kind of curriculum your child will follow and the extra-curricular opportunities available. We hope that you will find it informative.

We look forward to working closely with you during your child's time with at Pen y fro.

Yours sincerely

Mrs R J Lewis Mrs A Hill Jones
Headteacher Chair of Governors

"Pen Y Fro Primary School is a welcoming, friendly and happy school. Supportive relationships between staff and pupils contribute significantly to pupils' strong sense of belonging and their positive attitudes towards learning." Estyn Inspection 2025

The Four Purposes of Education

The four purposes are the shared vision and aspiration for every child and young person in Wales. In fulfilling these, we set high expectations for all, promote individual and national well-being, tackle ignorance and misinformation, and encourage critical and civic engagement.



Pen y fro Mission Statement

"Learning, Laughing and Achieving Together"

Our Vision

To provide a secure, nurturing and happy environment, rich in a variety of rewarding experiences that empower young minds to embrace curiosity, creativity and community, fostering a lifelong love of learning.

"The headteacher has established a clear vision focused on meeting the individual needs of each pupil." Estyn Inspection 2025

Our Aims

We will achieve our vision through:

- Providing a secure, happy learning environment, where all children feel valued and included.
- Empowering children to become confident, independent learners who thrive through collaboration fostering self-esteem and a life-long passion for knowledge, equipping them with the skills to succeed in an ever-changing world.
- Ensuring that every opportunity is provided to develop the cross curricular skills of literacy, numeracy and digital competence.
- Fostering positive attitudes towards learning via high expectations and the active participation of the child in the learning process.
- Enabling all children to achieve their full potential and be ambitious, capable learners; ethically informed citizens; enterprising creative contributors and healthy, confident individuals.
- Providing a variety of stimulating, challenging and creative learning experiences that foster critical thinking, curiosity and problem solving.
- Fostering a deep appreciation and understanding of Welsh culture, language and heritage, ensuring every child develops a strong sense of identity, pride and connection to their local and global community.
- Instilling a culture of equity, empathy and inclusivity, where every child's voice is heard and respected through a Rights of the Child and values-based approach.
- Ensuring a strong culture of openness in sharing information and a commitment to continuous self- evaluation and improvement in everything we do, involving pupils, parents, staff and governors.

Our School Values

At Pen y fro our values are the cornerstone of everything we do. As a school community we believe in fostering a supportive, nurturing and inclusive environment where everybody, children and adults, feels valued and respected. Our school values were developed with children and adults, they guide our curriculum, our interactions and our community.

Perseverance Respect Kindness Hope Positivity
Unity Equity Responsibility Courage
Co-operation and Friendship

Pen y fro Values Poem

Let's fill our hearts with hope and positivity.
Remembering to strive for kindness and equity.
Displaying respect, courage and honesty;
Never giving up; taking responsibility.
Make these values a part of our identity.
Working together in friendship and unity
As onwards together we go,
On our journey through Pen y fro.
(Written by School Council)

Ready, Respectful, Safe

This year we are introducing the **Ready, Respectful, Safe** framework across our school to support our clear, consistent and positive approach to behaviour and pupil well-being. The framework helps all children understand the expectations in every aspect of school life and encourages them to make positive choices throughout the day. Being **Ready** means coming to school prepared to learn, following instructions and making the most of every opportunity. Being **Respectful** means treating others with kindness, courtesy and consideration, while valuing our school community and environment. Being **Safe** means making responsible choices that protect both ourselves and others, physically and emotionally. By consistently promoting these aspects, we can continue to maintain a calm, supportive and inclusive environment where every child can thrive.

The Rights of the Child

Pen y fro Primary school is dedicated to upholding and promoting the rights of every child, as outlined in the United Nations Convention on the Rights of the Child (UNCRC). These rights are built upon four key principles that ensure all children are treated fairly, are protected, and can grow in a safe and nurturing environment.

1. Non-Discrimination (Article 2)
Every child has the right to be treated equally, regardless of their race, colour, gender, language, religion, opinions, origins, wealth, birth status, or any other characteristic.

At our school, we celebrate diversity and ensure that all pupils feel welcome and valued. We actively work against bullying and discrimination, creating an inclusive environment where every pupil has the opportunity to succeed. Our policies and practices are designed to ensure that no pupil is left out or treated unfairly.

2. Best Interests of the Child (Article 3)
The best interests of the child must be a primary consideration in all actions and decisions that affect them.

In every decision we make, whether it's about the curriculum, school rules, or individual support plans, we always consider what will benefit our pupils the most. This principle guides our teaching methods, disciplinary measures, and the development of a safe and supportive school environment. We listen to our pupils and consider their perspectives when making decisions that impact their lives.

3. Right to Life, Survival, and Development (Article 6)
Every child has the inherent right to life, and it is the responsibility of governments and communities to ensure the survival and development of the child.

Our school is committed to the physical, mental, and emotional well-being of every pupil. We provide a healthy and safe environment, nutritious meals, and access to healthcare and counselling services. Our curriculum is designed to support the overall development of our pupils, helping them to grow and thrive both academically and personally.

4. Respect for the Views of the Child (Article 12)
Children have the right to express their opinions on matters that affect them, and their views should be given due weight according to their age and maturity.

We encourage our pupils to voice their opinions and take an active role in their education. Through school council meetings, classroom discussions, and feedback systems, we listen to what our pupils have to say and consider their insights when making decisions. This helps to empower our pupils and fosters a sense of responsibility and involvement in the school community.By integrating these four principles into our school policies and daily practices, we ensure that every child's rights are respected and protected, creating a nurturing and equitable environment where all pupils can thrive.

Our School



Pen-y-fro Primary School is situated at the western end of the village of Dunvant.
It is housed in a modern building sited in a wonderful position with extensive school grounds; there are very good playing and sports facilities.

The school caters for children from 3 to 11 years with part-time nursery education provided for pupils who have attained their third birthday. Children are admitted full-time to the Reception class in the September after their fourth birthday.

Admissions

If you would like your child to attend Pen y fro Primary School, please contact the school office and we would be delighted to arrange a visit for you to see our school and meet the staff.

Nursery Place -To apply for a Nursery place, please then contact our school directly.
Reception Place - When they are about to commence full time education, every child attending Nursery will be invited by the Local Authority to apply for a Reception place.
Year 1 to 6 Place (school transfer) - To apply for a school transfer place, visit Swansea Local Authority website. https://swansea.gov.uk/admissions

When a school place is allocated, Pen y fro will receive confirmation from the Local Authority, arrange an admissions meeting with families and agree a start date.

School Staff

Headteacher
Mrs R J Lewis

Deputy Headteacher
Mrs A Baker

Intervention and PPA Teachers
Mr C Williams, Ms C Macfarlane

Additional Learning Needs Co-ordinator
Mr C Williams

Associate Staff

Teaching Assistants
Mrs L Edwards
Mr J Beor
Miss R Evans
Mrs L Evans
Mrs K Davies
Mrs R Barratt
Mrs W Cook-Dobbs
Miss E Dunne
Miss A Phillips

Administration Officer
Mrs C Quint

Caretaker
Mr W Merrett

Kitchen Staff
Miss C Goss Miss R Marshall

The Governing Body at Pen y fro

The 1988 Education Reform Act has placed major responsibilities on the Governing Body. School governors are parents, Local Council and community representatives, staff and teachers at the school, they play a vital role in decision making.

LA Governors	Mrs A Hill-Jones **(Chair of Governors)** Councillor L Gibbard **(Vice Chair of Governors)**
Community Governors	Mrs L Hill Vacancy
Parent Governors	Mrs S Davies Mrs R Ashford Ms J Tregoning Miss L Evans
Headteacher	Mrs R J Lewis
Teacher Governor	Mrs A Baker
Associate Staff Governor	Mrs W Cook-Dobbs
Clerk to the Governors	Mrs C Quint

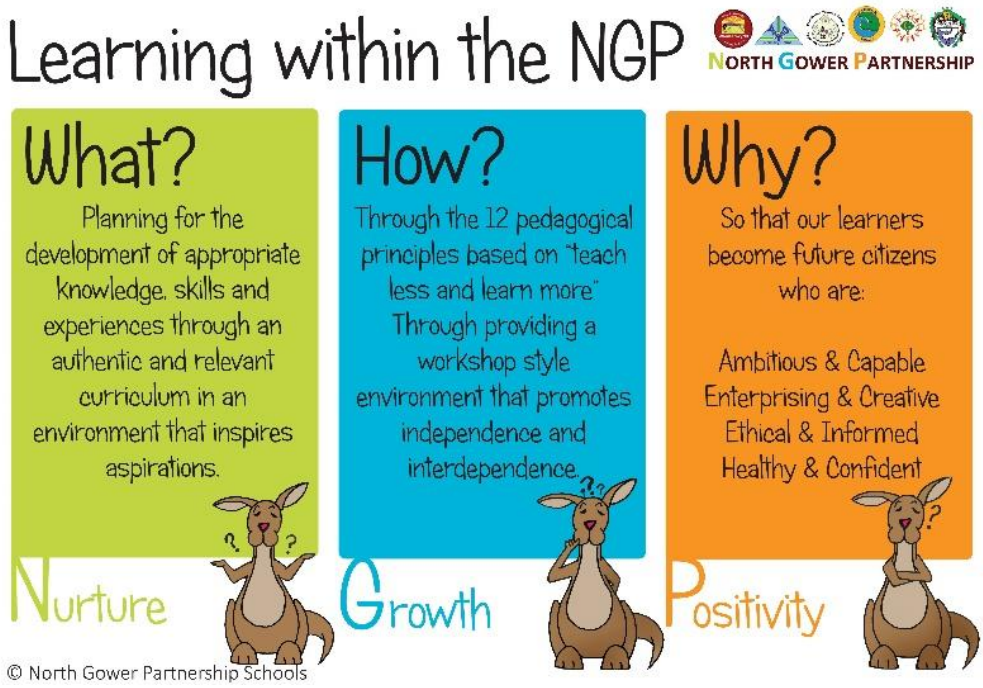
School Organisation

Area	Year Groups	Class Teachers
	Nursery Reception	Mrs VerBruggen Miss Shaw
	Year 1 Year 2 Year 3	Ms de Vall Mrs Rees Miss Harris
	Year 4 Year 5 Year 6	Mrs Matthews Mr Jenkins Mrs Baker

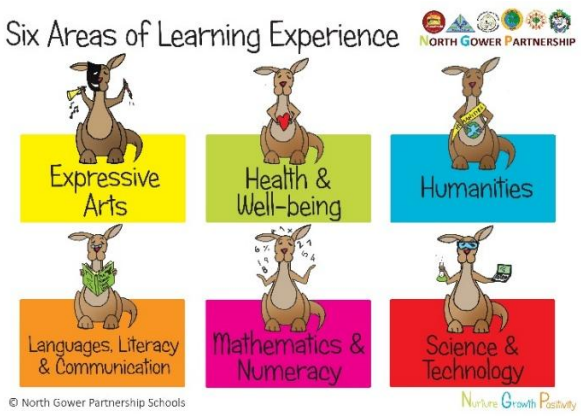
"Teaching across the school is strong and staff have established a broad and balanced curriculum that engages pupils well." Estyn Inspection 2025

Our Curriculum

Our curriculum at Pen y fro is underpinned by our strategic aims and values. Our vision statement permeates all our work and we believe that every member of the school community is a learner - pupils, staff, governors, parents and carers. We are committed to providing a curriculum that engages, enthuses and inspires our pupils and staff through stimulating, challenging and creative learning experiences.



Our curriculum is designed to enable every learner in our school to aspire to the four purposes and encompasses the six Areas of Learning and Experience outlined in the Curriculum for Wales. There is a strong focus on the development and application of skills and knowledge.



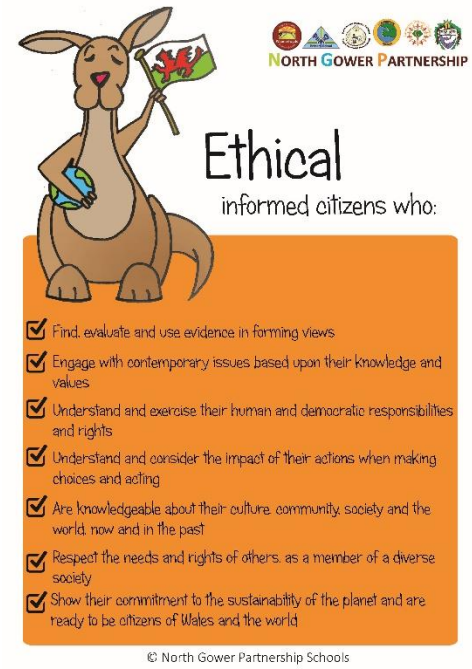
In addition to this, opportunities for the development of Welsh, Relationships and Sexuality Education (RSE) and Religion, Values and Ethics education (RVE) permeate the curriculum.

Each Criw follows a termly broad topic that focuses on particular Areas of Learning and Experience. The termly plans allow for a currently relevant and authentic topic to replace the planned topic where appropriate eg. the "Our School, Our Village, Our World" topic to celebrate the 50th Anniversary of our school. The topics provide the framework for learning in a thematic and holistic way and encompass a rich variety of learning activities and experiences. All year groups are involved in the planning of their own topics, in an age-appropriate way, at the start of term, informed by what they already know and what they would like to learn about their new topic. Teachers plan and implement learning objectives appropriate to the pupils' needs within the topics. Trips and visitors are organised to ensure that topics provide authentic, real life contexts and learning experiences.

Relationships and Sexuality Education

Relationships and Sexuality Education (RSE) is a mandatory element of the Curriculum for Wales 2022. It is considered as part of the Health and Well-Being Area of Learning and as a cross-cutting theme across all learning. It is underpinned by the United Nations Convention for the Rights of the Child. These include:

Article 2 “Your right to equality and non-discrimination”
Article 6 “Your right to grow up and be healthy”
Article 13 “Your right to have information”
Article 34 “Your right to be protected from abuse”



Religion, Values and Ethics

Religion, Values and Ethics (RVE) is a mandatory element of the Curriculum for Wales 2022. It is considered as part of the Humanities Area of Learning. Our RVE curriculum is designed in alignment with the Swansea Agreed Syllabus for RVE and the Welsh Government RVE

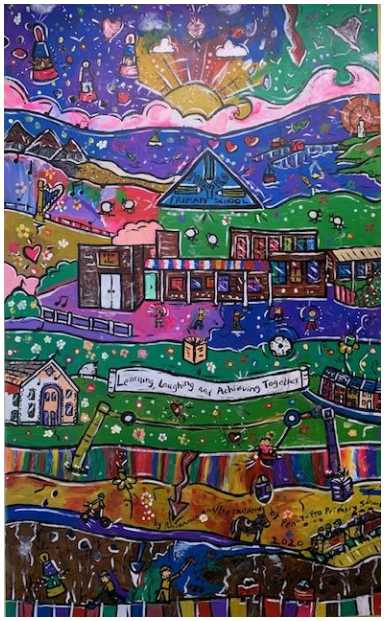
guidance. RVE education enables children to experience and understand their rights. These include their human rights to freedom of religious thought and conscience (Article 14 of the United Nations Convention for the Rights of the Child), their right to cultural participation (Articles 15 and 31) and their right to their own identity (Articles 2, 7 and 30).

At Pen y fro Primary School we teach Religion, Values and Ethics through:

- Explicit teaching of world beliefs
- Age-appropriate daily worship and reflection
- Developing critical thinking skills
- Age-appropriate Philosophy for Children sessions
- Learning through local and global contexts as part of class topics
- Encouraging pupils to see links to real world events
- Encouraging links with Education for Sustainable Development and Global Citizenship
- Stories, school events and visitors

Cynefin

At Pen y fro Primary School, we fully embrace the concept of ***cynefin***, a Welsh term that signifies a sense of place and belonging. We believe that understanding and appreciating our local heritage, culture, and environment enriches our pupils' educational experience. Through a curriculum that integrates local history, traditions, and the natural surroundings, we foster a deep connection between our pupils and their community. This approach not only enhances their learning but also instils pride and a sense of responsibility towards their home. By celebrating our cynefin, we help our pupils develop a strong, rooted identity and a meaningful understanding of their place in the world. As a school we have an outstanding community of pupils, staff and governors and we are fortunate to be an integral part of the village community of Dunvant. We recently celebrated the 50th anniversary of our school with a "Our School, Our Village, Our World" project which illustrated the strong community ethos.



Welsh Language Development
Language Literacy and Communication enables children and young people to experience their rights of cultural participation (Articles 14, 15, 30 and 31 of the United Nations Convention for the Rights of the Child) and their participatory rights around freedom of expression, understanding information and decision making (Articles 12, 13 and 17)

At Pen y fro Primary School we teach and develop Welsh as a second language through:

- Daily use of incidental Welsh
- Daily "Slot Drillio" across the school
- Explicit teaching of sentence patterns
- Utilising the "Tric a Clic" reading scheme
- Participating in URDD activities and school workshops
- Engaging with and promoting the Welsh language charter – "Siarter Iaith"
- Our pupil voice group "Criw Cymraeg"
- Bi-lingual assemblies led by Criw Cymraeg

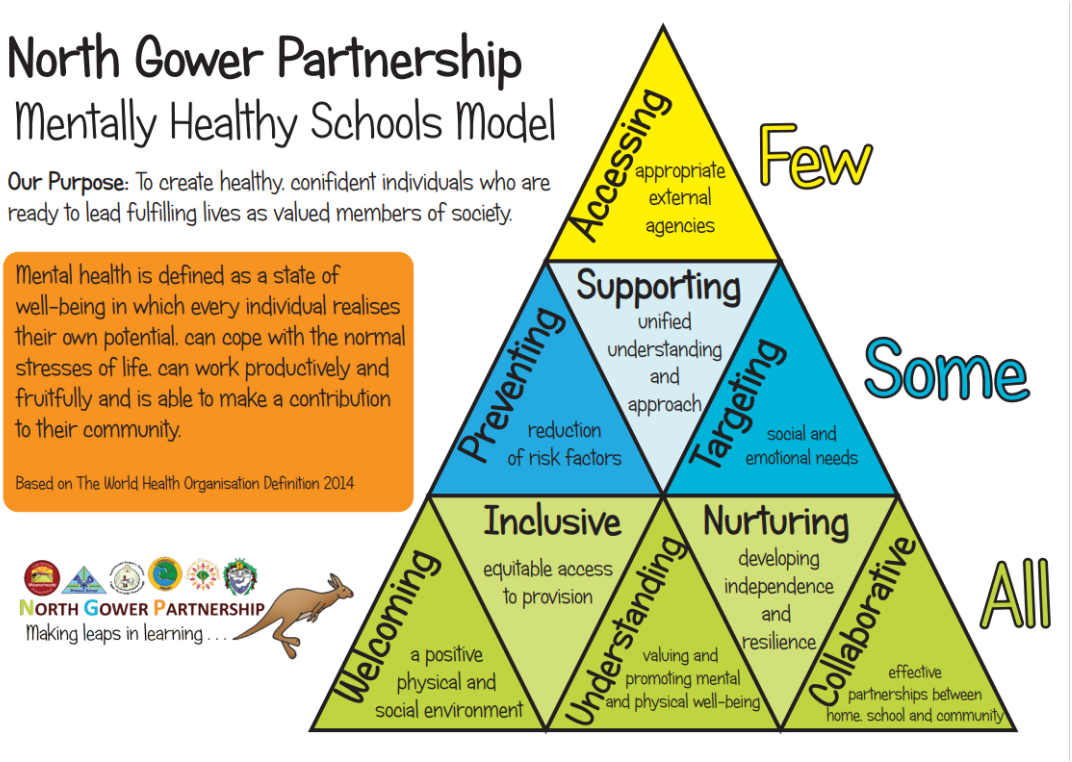


Physical Education
Physical Education forms part of the Health and Well-being Area of Learning and Experience. It promotes the right of children to relax and play (Article 31 of the United Nations Convention for the Rights of the Child) and to have healthy food and water (Article 24).

At Pen y fro Primary School we teach and develop physical health through:

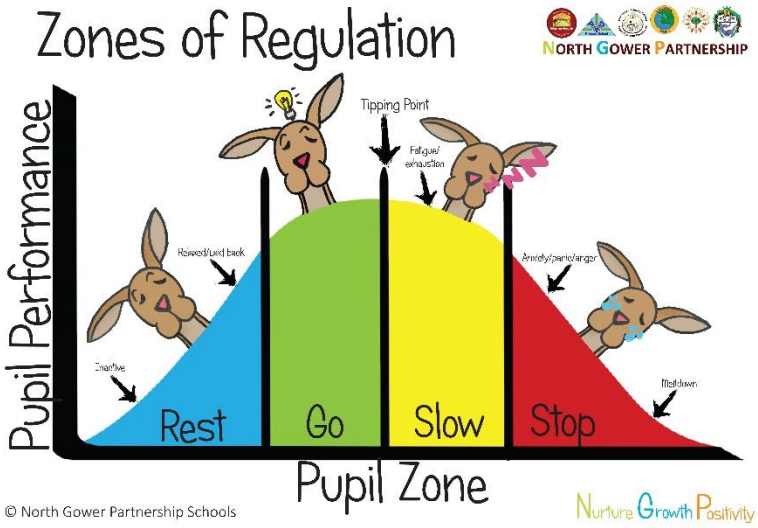
- Explicit teaching of the science of physical health.
- Explicit teaching of skills.
- Engaging with and promoting the Swansea Healthy Schools initiative.
- Extra-curricular sports clubs throughout the year including Clwb Hwyl a Heini.
- Representative teams competing in local fixtures and competitions.

Mental Health and Well-being
Learning about and promoting Mental Health and Well-being supports children to understand their rights and the rights of others (Articles 2 and 42 of United Nations Convention for the Rights of the Child). It supports children to experience their right to be safe and protected from harm (Articles 19, 33, 34, 36) and promotes the right of children to relax and play (Article 31).



At Pen y fro Primary School we teach and develop mental health through:

- Explicit teaching of the science and strategies of self-regulation through a focus on zones of regulation.
- Providing self-regulation areas and resources for all children.
- Implementing a structured Mentally Healthy Schools model, developed with the North Gower Partnership.
- Promoting Growth Mindset.
- Implementing flexible timetables to meet individual children's needs.
- Implementing Emotion Coaching techniques and Restorative Practice strategies throughout the school.



Assessment

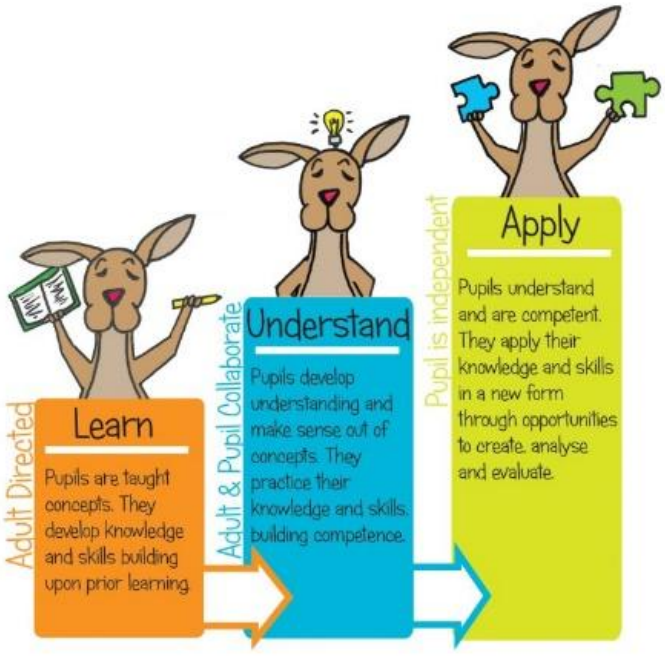
At Pen y fro Primary, assessment is a vital part of the learning process, enabling us to support and challenge each child to reach their full potential. Our approach to assessment utilises a range of assessment effectively to plan next steps for pupils. It considers the progress of all pupils in both a formative and summative assessment context and this balanced approach ensures a holistic view of each pupil's learning journey. We believe that effective assessment provides information to improve both teaching and learning. We give our children regular, consistent and constructive feedback on their learning, so they understand what it is that they need to do better. This allows us to base our planning on a detailed knowledge of each pupil.

Parents and carers receive three Parent's Evenings and a written report on their child's progress each year. This is so that teachers, pupils and parents can all work together to raise standards for all our pupils.

The aims and objectives of assessment in our school are:

- To enable our learners to demonstrate what they know, understand and can do in their work;
- To help our learners understand what they need to do next to improve their work;
- To allow teachers to plan work that accurately reflects the needs of each pupil;
- To provide regular information for parents that enable them to support their child's learning;
- To provide the head teacher and governors with information that allows them to make judgements about the effectiveness of our school.

Our Learn, Understand and Apply model of progression provides a consistency of language for assessment across the North Gower Partnership of schools.



Additional Learning Needs

At Pen y fro Primary School we recognise that all pupils come to school at different stages of development and with different needs. We are committed to supporting pupils with Additional Learning Needs (ALN) in accordance with the Welsh Government's ALN framework. Pupils with ALN are supported by class teachers, teaching assistants, other adults and their learning environment.

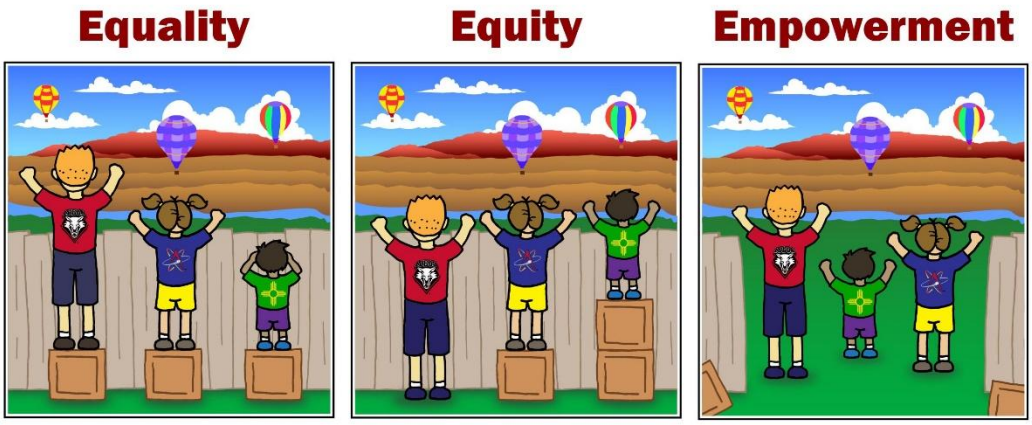
At Pen y fro we strive to:

- Meet the needs of all pupils through excellent teaching strategies, classroom organisation, differentiation and access to a broad, balanced curriculum
- Embed Universal Provision throughout the school that addresses the needs of all pupils
- Ensure early identification of a pupils' needs
- Implement a truly pupil-centred approach where the pupils, parents, school and outside agencies are involved in planning to support pupils with ALN
- Ensure that parents are kept regularly informed of their child's progress
- Ensure that ALN pupils are involved, where practical, in decisions affecting their future ALN provision
- Work effectively in partnership other agencies e.g. Educational Psychologist, Speech and Language Therapists, Autistic Spectrum Disorder Specialist Teacher, Social Workers, School Nurse etc

Equity and Inclusion

At Pen-y-fro Primary School we are committed to ensuring equality of education and opportunity for all pupils, staff, parents and carers receiving services from our school. We aim to develop a culture of inclusion and diversity in which all those connected to the school feel proud of their identity and able to participate fully in school life. We strive to cultivate a culture of empathy, understanding and mutual respect within our school community.

At Pen y fro we actively work to reduce barriers by providing tailored support that meets the needs of all our pupils, so all pupils can fully participate in all aspects of learning and school life.



Safeguarding

The welfare of all pupils in our school is our highest priority. We are dedicated to providing a nurturing environment where every child feels secure and valued. All staff are kept fully updated with safeguarding procedures and mandatory training is fully adhered to. The designated safeguarding officers for the school are Mrs R Lewis and Mrs A Baker. Any concerns regarding child protection will be dealt with in accordance with the All Wales Child Protection Procedures. There may be occasions where parents will not be informed of a referral to other agencies (e.g. social services). This will only happen if it is deemed that by notifying parents / carers, then that child could be put at risk of further or significant harm. Mrs A Hill-Jones, Chair of Governors, is the designated governor for child protection. Safeguarding and Child Protection policies are reviewed regularly and are available on the school website.

In the event of a pupil being taken ill or sustaining a minor accident in school, the parents/carers, or, if unavailable, their named nominees are contacted and arrangements are made for the child to be collected. In the case of major accidents, emergency medical services will be called immediately and parents/carers contacted.

Promoting Positive Relationships

At Pen y fro Primary School we are committed to fostering a positive and respectful school culture where every child feels safe and valued. We believe that pupils will grow in confidence and self-esteem in a positive environment where they are encouraged and nurtured. We are proud of the excellent behaviour of our pupils in school and when representing the school in the wider community. Positive behaviour is a necessary condition for effective teaching and learning to take place. We have high expectations of our pupils at Pen y fro and encourage them to be courteous and polite, give maximum effort at all times and to develop a sense of pride and a caring attitude towards their environment and each other.

Each class develops their own 'Class Charter' at the start of each year which underpins the day-to-day habits within the school environment. Pupils have also developed a playground charter "Siarter yr Iard". These charters have children's rights and our school values at the core. Pupils of all ages are encouraged to behave sensibly, and particular emphasis is placed on good manners, orderly movement about the school, taking care of our school environment and caring for and respecting others. Staff model this in their interactions with children, with each other and with the whole school community. We aim to praise and commend successes, emphasise potential and highlight positive behaviour.

We use a restorative approach, emotion coaching and zones of regulation to support pupils to regulate their emotions, make thoughtful choices, build healthy relationships and contribute positively to school life.

Our Physical Environment

At Pen y fro, we value our environment as an extra resource to support learning and well-being.

Our indoor learning spaces are designed to be vibrant, engaging spaces where curiosity is encouraged and a love of learning is fostered. Areas within our learning spaces and our

"Well-being Room" have been developed and resourced to support pupils' well-being and mental health.

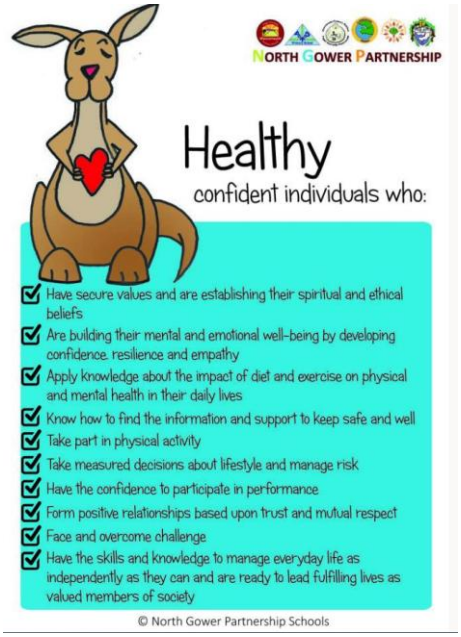
Our extensive outdoor areas give our pupils the space to explore and play. These include play areas, sports facilities, gardens, outdoor learning spaces and a "Forest" area. A range of outdoor learning opportunities are planned for across the curriculum. We are also committed to utilising our grounds to promote physical activity, to promote environmental awareness and to inspire all pupils to grow in self-esteem and independence by interacting with nature and participating in outdoor challenges and activities.

Healthy Schools

We are committed to helping all our children to become healthy, confident individuals who are able to make their own healthy choices, now and throughout their whole lives. Our school is very involved in the "Swansea Health Promoting Schools Scheme". All food and drink prepared for the children during school time is expected to follow Swansea County Council healthy eating guidelines.

During break times we have a 'fruit only' policy. Children are encouraged to bring their own fruit in from home for a break-time snack. We ask parents and carers of children who bring a packed lunch to school to make every effort to ensure that the packed lunch contains a healthy eating and drinking selection. Healthy options are always made available during "Friends of Pen y fro" functions. Staff are also encouraged to follow Healthy Schools guidelines and be positive role-models. Children are encouraged to bring a filled water bottle to school every day and have access to cold fresh drinking water to refill their bottles throughout the day.

We ask parents and carers not to send in birthday cake or sweets to share with the class to help us promote a consistent message of healthy eating and for the safeguarding of children in school with specific food allergies.



Pupil Voice and Extra-curricular Clubs

At our school, we place great importance on pupil voice, ensuring and valuing pupils say in their learning experiences and in general school life and initiatives. We also place great importance on providing extra-curricular activities. These activities provide pupils with opportunities to explore interests and develop new skills and talents whilst also promoting health and wellbeing.

The following clubs and Pupil Voice groups are established at Pen y fro Primary

Pupil Voice Groups	Extra-curricular Clubs
• School Council • Rights and Well-being Ambassadors • Environment Champions • Criw Cymraeg • Digital Champions	• Choir • Chess and Draughts Club • Coding Club • Football Club • Rugby Club • Netball Club • Well-being Club • Tennis Club • Gardening Club • Clwb Hwyl a Heini • Rounders and Cricket Club • Athletics Club • Clwb Cymraeg

Health and Safety

The Governing Body is committed to providing and maintaining safe and healthy working and learning conditions, equipment and systems of work, for all pupils, staff and visitors. Regular risk assessments are carried out and reviewed. A fire drill is carried out termly to familiarise pupils with procedures.

The Physical Education equipment and outdoor play equipment are checked regularly. Supervision during breaks and lunchtimes is carried out by teachers and support staff.

The Governing Body places the security of the pupils, staff and the school building as a major priority. During the school day gates are locked. CCTV is installed and access to the school is via a coded keypad. All visitors are required to sign in at the school office.

The School Health Nurse Service provides education, support, advice and assistance on all issues related to child health and public health. They work closely with school to provide sessions in the classroom in line with the RSE curriculum. School nurses are also available to discuss and advise on a one-to-one basis. **School Nursing Service – 01639 862801**

School Uniform

Parents and carers are strongly encouraged to dress their children in school uniform. The benefits of wearing uniform have been clearly identified in terms of behaviour and pride taken in the school and a greater sense of identity and community within the school. Wearing uniform leads to less competition between children in terms of what they wear to school, and there are no disagreements between parents and children about what a child should wear to school. Our official supplier for uniform is Bergoni and uniform and book bags can be ordered for pick-up or delivery from their website. www.bergoni.co.uk.

Our school uniform:

- navy trousers, jogging bottoms, shorts, skirt or pinafore dress
- blue polo shirt with the Pen-y-fro logo or plain blue polo shirt
- navy blue sweatshirt or cardigan with Pen-y-fro logo or plain navy sweatshirt or cardigan
- Year 6 Leavers hooded sweatshirt
- blue gingham summer dress
- sensible school shoes or black trainers.
- Navy fleece jacket with Pen y fro logo or plain navy fleece jacket (optional)
- PE kit - navy shorts and t-shirt with Pen y fro logo or plain navy shorts and blue or white t-shirt

Please clearly label articles of clothing and shoes with your child's name so that in the event of an article being mislaid it can be returned. Children are strongly discouraged from wearing any jewellery, or any article of clothing which could prove dangerous. No jewellery will be allowed to be worn during PE lessons.

Second hand uniform is strongly encouraged. We have a "pre-loved" selection of uniform outside the main office for parents and carers to collect and we gratefully accept uniform donations for this.

School Session Times

Under the terms of the Education Act 1996, the amount of time to be spent per subject cannot be prescribed. However, schools must allow enough taught time to deliver a broad and balanced curriculum that includes all statutory requirements. Total annual taught time is based on a 190-day (38-week) school year and on the recommended minimum weekly lesson times set out in Welsh Office Management of the School Day Circular 43/90, which are 21 hours for pupils in years 1 and 2 and 23.5 hours for pupils in years 3 to 6. Schools may provide a longer school day than the minimum if they wish.

Reception to Year 2		
Times	**Sessions**	**Duration**
8.50 – 9.00am	Registration	
9.00am – 10.15	Session 1	75 mins
10.15 – 10.30	Assembly	
10.30 – 10.45	Break	
10.45 – 11.55	Session 2	70 mins
11.55 – 12.55	Lunch	
12.55 – 1.05	Registration	
1.05 – 2.10	Session 3	65 mins
2.10 – 2.20	Break	
2.20 – 3.20	Session 4	60 mins
Total weekly duration = 270 x 5 = 1350 mins = 22 hours 30 mins		

Year 3 to Year 6		
Times	**Sessions**	**Duration**
8.50 – 8.55am	Registration	
8.55am – 10.15	Session 1	80 mins
10.15 – 10.30	Assembly	
10.30 – 10.45	Break	
10.45 – 12.00	Session 2	75 mins
12.00 – 12.55	Lunch	
12.55 – 1pm	Registration	
1pm – 2.10	Session 3	70 mins
2.10 – 2.20	Break	
2.20 – 3.20	Session 4	60 mins
Total weekly duration = 285 x 5 = 1425 mins = 23 hours 45 mins		

Nursery - Morning session 8.50am - 11.20am

School Terms and Holiday Dates 2026/27

Term	Term Begins	Half Term Week	Term Ends
Autumn	Tues 1st Sept	Mon 26th Oct – Fri 30th	Fri 18th Dec
Spring	Mon 4th Jan	Mon 8th Feb – Fri 12th Feb	Fri 19th Mar
Summer	Mon 5th April	Mon 31st May –Fri 4th June	Tues 20th Jul
May Day Holiday 3rd May 2026.		**Total 195 days**	

Attendance

If a child is going to be absent, parents and carers are asked to make contact with school with as much notice as possible on each day of the absence. Parents and carers will need to phone or e-mail school to report the absence. The school has a first day response policy so if we have received no message about the absence by 10.00am, we will make contact via the phone numbers we hold in school.

The Education Welfare Officer tracks attendance and makes contact with families where attendance is below an acceptable level. The Local Authority attendance target is 95%.

Parents are strongly recommended not to arrange family holidays during term time. Regular attendance at school is vital. In those exceptional circumstances where holidays or term time absence for another reason needs to be taken, Term Time Absence Request Forms are available from the school's administration officer, these forms must be completed and returned at least two school weeks prior to the departure date. When requests for absence are considered, the Headteacher may authorise a maximum of 10 school days within any one school year, provided there are no other concerns about the pupil's attendance.
For the full North Gower Partnership Attendance Policy, please visit the school website.

100%	0 days of learning missed - Amazing Attendance
99%	2 days of learning missed – Good Attendance
97%	5 days of learning missed – Average Attendance
95%	**Local Authority minimum satisfactory attendance**
93%	14 days of learning missed – Below Target Attendance
90%	20 days of learning missed – Considerably below Target Attendance

Lateness

School starts at 8.50am. It is very important that children are punctual to avoid missing the start of their class' day and to prevent the interruption. Any child who arrives in school after 9.00am must report to the school office on arrival and be signed in.

School Lunch

School lunch runs in the school hall from 11.55am until 12.55pm each day. Pupils may choose to have a cooked school dinner or bring a packed lunch to school. We ask parents of children who bring a packed lunch to make every effort to ensure that the packed lunch contains a healthy eating and drinking selection. This is consistent with our Healthy Schools initiative. We also ask that parents do not provide nuts or nut-based spreads in their child's lunchbox to safeguard children with specific food allergies. School lunch is funded by the Welsh Government for Reception to Year 6 pupils.

Charging and Remissions

The Governing Body of Pen y fro Primary School recognises the valuable contribution that a wide range of additional activities, including trips, clubs and residential visits can make towards pupils' education. When organising school trips or visits that enrich the curriculum and educational experience of the children, the school invites parents and carers to contribute to the cost of the trip. All contributions are voluntary. If we do not receive sufficient voluntary contributions, we may cancel a trip.

The following is a list of additional activities organised by the school, which may require voluntary contributions from parents. These activities are known as 'optional extras'. This list is not exhaustive:

- visits to museums, castles etc
- outdoor adventure activities;
- visits to the theatre, art galleries etc
- musical events.
- transport by coach to an extra-curricular activity or event

In instances where parents are in receipt of free school meals, or other benefits, they can request financial assistance with such charges. Please see our Charging and Remissions Policy for further information.

North Gower Partnership and Transition to Secondary School

The North Gower Partnership is an effective and long-standing collaboration between the partner schools of Gowerton Comprehensive School.

Our partnership consists of the following schools:
Gowerton Comprehensive School
Gowerton Primary School
Llanrhidian Primary School
Penclawdd Primary School
Pen y fro Primary School
Waunarlwydd Primary School



Pen y fro Primary has extremely well-developed links with our partner comprehensive, Gowerton and its partner primaries, through The North Gower Partnership.

Regular development meetings take place at headteacher and deputy headteacher level. There are also a number of established networks within the North Gower Partnership including Early Years, DCF, Areas of Learning, Additional Learning Needs.

At Pen y fro, we understand that transitioning to secondary school is a significant milestone in a child's educational journey. To ensure a smooth, confident and effective move, we have

a comprehensive transition program in place.

Year 6 pupils attend a number of social, sporting, curriculum, musical and teambuilding events at the Gowerton comprehensive during the year, and many of these events are also open to other year groups. Pupils also play in inter-school friendly sporting fixtures. Year 6 parents, carers and pupils attend open evening events and guided tours of Gowerton Comprehensive during the Autumn Term. Year 6 pupils spend three days in the Summer Term at the comprehensive to familiarise themselves with the new staff and school layout. Gowerton School has key members of staff whose responsibilities involve close contact with partner primary schools. These include the head of Year 7, the head of Additional Learning Needs, and the person responsible for assessment. All schools in the North Gower Partnership are also involved in a biennial music festival held in the Brangwyn Hall.

School Improvement

At Pen y fro Primary School, we believe in the continuous journey of self-evaluation and improvement in order to pursue the highest quality in learning and teaching and in everything we do. Through self-evaluation we gain an accurate assessment of how well our school is performing and are hence able to identify improvement areas through our School Development Plan.

A cycle of Monitoring, Evaluation and Review activities are undertaken throughout the year, involving all staff and stakeholders. Improvement priorities are shared with stakeholders and there are clear links between school priorities and staff development.

Putting Things Right

At Pen y fro Primary School, we are dedicated to maintaining open and constructive communication with our school community. We take any concerns or complaints seriously and are committed to resolving them promptly and effectively. We encourage parents and carers to voice their concerns directly with the relevant staff members or the headteacher, as we believe that most issues can be resolved through informal discussions. We are committed to learning from any mistakes made in a spirit of mutual respect and understanding. For more serious or unresolved matters, our formal complaints process ensures that every complaint is thoroughly investigated and addressed. Our comprehensive complaints policy outlines clear procedures for raising issues, ensuring that they are handled with fairness, transparency, and confidentiality. Please see our Complaints Policy for further details.
We value feedback as an opportunity to improve our practices and enhance the educational experience for all our pupils. All parents and carers are offered the opportunity to comment on matters relating to our school through a regular survey.

Keeping Parents and Carers Informed

All staff at Pen y fro Primary are committed to ensuring that parents and carers are kept fully informed of school events, key issues and their child's progress.
This is achieved through:

- Three parents' evenings a year to discuss children's progress and targets
- Annual written report for each child which includes comments on progress made in all Areas of Learning and Experience and attitudes to learning

- Class teachers available whenever possible at the beginning and end of the school day
- Nursery and Reception class introductory meetings
- Monthly school newsletters e-mailed to parents that include a calendar of events
- Text messages to parents and carers
- Our school website which includes information and class pages
- A half termly coffee morning for parents and carers which includes presentations/workshops on aspects of the school's work

We hope you have found our school prospectus interesting and informative. If you have any questions or queries, please do not hesitate to contact us.