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

September 2026

Dear Parent/Carer,

Welcome back to the new academic year at Pen y fro Primary. All staff and pupils are settling very well into their new classes today!

We are looking forward to a busy and exciting new year! As always, our September newsletter contains reminders of routines and safeguarding procedures that will run throughout the academic year.

You will shortly receive a letter by e-mail from your child's teacher. This letter will outline the topics your child will be learning about this term and the activities that they will participate in. It will also inform you of the days on which certain equipment is needed. The plan will also be available on the class page of the school website.

Support and Intervention Groups

Following our analysis of last year's school-based assessments and the results of the National Personalised Assessments in Numeracy and Reading, a variety of teaching groups, interventions and support groups will be running throughout the school again this year.

Attendance and Safeguarding Systems

Please see below a reminder of the attendance and safeguarding systems which are in place at Pen y fro :-

Late Book – School starts at 8.50am. Any children who arrive in school after 9.00am must report to the school office on arrival and be signed in.

First Day Contact – We ask that parents please contact school by telephone or e mail on the day(s) your child is absent. If we have received no message about the absence by 10.30am, we will make contact via the phone numbers we hold in school.

Early Collection – If a child needs to be collected early from school for any reason, please contact school in advance. The adult collecting the child will need to phone on arrival at the school gate and complete an Early Collection Form.

End of school day – School finishes at 3.20pm and children are dismissed from their classroom doors.

Nursery, Reception, Yr 1, Yr 2, Yr 3 and Yr 4 pupils are only dismissed when a member of staff has seen that the adult collecting the child is waiting. Pupils will only be dismissed to named adults or older siblings (not of primary age). Pupils cannot be handed over to other adults unless we have been informed by the parent/carer that this arrangement has been made. If no adult/older sibling attends to collect the pupil, they will remain in school and parents/carers will be contacted. If you are running late, please contact school and then we can reassure your child that you are on your way.

Year 5 and Year 6 pupils are dismissed as classes. If an adult is collecting a child from Year 5 or 6 and they are not present when the child is dismissed, the child will return inside the school building to wait for the adult by the school office and parents/carers will be contacted. With completion of a consent form, Year 5 and 6 pupils may walk unaccompanied to the school gate to meet an adult and/or walk home from school or to a location agreed with parents/carers unaccompanied by an adult. Please follow the link below to complete a Year 5 and 6 consent form, if you haven't already done so.

Pen y fro Primary School Safeguarding Pupils at the End of the School Day Year 5 and 6 2026/27 – Fill in form

Vehicular Access

To ensure the safety of all the children in our school, please remember that **no cars are permitted to drive into the school grounds at the beginning or end of the school day to pick up or drop off children. This includes the end of Nursery, Breakfast Club, After School Club and extra-curricular clubs. Please can you ensure that anyone who picks up or drops off your child is aware of this.** If you do need to drive in to school for a specific reason, please contact the school office.

Breakfast and After School Club

Our Breakfast and After School Clubs are continuing to run this year. Breakfast club (including Nursery) starts at 8am. **Just a reminder that children from Nursery to Year 4 need to be handed over to Breakfast Club staff by an adult in the mornings.** There is a charge of £1 a day for the whole session from 8am. Breakfast Club Assistants will collect the £1 payment each morning as the children arrive. There is no charge for children who arrive after 8.20am. After School Club runs from the end of the school day until 5 pm. The After School Club session costs £5 a day. If you are interested in your child attending either of these clubs for the first time, please contact the school office.

Healthy Schools

Thank-you for your co-operation with our healthy eating initiative, we hope you will continue to support this by providing only fruit snacks for your child for break times. Due to our Healthy Schools' Award Phase 6 and concerns raised over the safeguarding of children in school with specific food allergies, teachers are unable to distribute birthday cake or sweets from holidays etc to the whole class.

Allergy Awareness

We are committed to fostering a safe and supportive environment for all children at Pen y fro. As such, we ask that you refrain from including nuts or nut-based spreads in children's snacks and lunchboxes. We also ask that you notify school as soon as possible of any allergies or intolerances your child may have. We thank you for your understanding with these matters.

Extra Curricular Clubs

Consent forms for after school sports clubs will be issued separately and **all clubs will commence the week beg 14th Sept. After school sports clubs will run from 3.20pm to 4.20pm**

Day	Lunchtime	After School (3.20pm – 4.20pm)
Mon	**Welsh Club Yr 4/Criw Cymraeg** Yr 2 to 6 *Mrs Rees* **School Council** Yrs 2 to 6 *Mrs VerBruggen* **Environment Champions/ Digital Champions** Yrs 2 to 6 *Mrs Matthews*	
Tues	**Rights Respecting & Wellbeing Ambassadors** Yrs 2 to 6 *Mrs Baker* **Science Club** Yr 3 & 4 *Ms de Vall* **Coding Club** Yr 5 & 6 *Mr Jenkins*	Alternate weeks – **Football Club** Yrs 4, 5 & 6 *-Mr Williams & Mrs Rees* **Rugby Club** Yrs 4, 5 & 6 - *Mr Jenkins*
Weds	**Chess and Draughts Club** Yr 5 & 6 *Mr Williams*	
Thurs	**Choir** Yr 3,4,5,6 *Miss Harris*	Alternate weeks - **Netball Club** Yrs 4, 5 & 6 *Miss Harris* **Clwb Hwyl a Heini (Fitness & Activity)** Yrs 4, 5 & 6 *Miss Shaw*
Fri	**Gardening Club** Yr 4, 5 and 6 *Ms Macfarlane*	

Dates for your diary

Here are some confirmed dates for your diary for this term :-

Date	Event
Thurs 10th Sept	Gowerton Comprehensive School Roadshow for Yr 6 followed by parents meeting at 3.20pm
w/b 14th Sept	Extra-curricular lunch and after school clubs start (consent forms for after school sports clubs to follow)
Tues 6th Oct	School Nurse to visit – Nasal Flu Vaccine – Rec to Year 6
Thurs 8th Oct	9 – 10.30am Coffee Morning for all parents and carers including a performance by our school choir. All money raised for Macmillan Cancer Charity.
Fri 9th Oct	Harvest Festival
Weds 14th Oct	Governing Body Annual General Meeting
Thurs 15th Oct	Shwmae Day (further details to follow)
Mon 19th & Weds 21st Oct	**Parents' Evenings** - Please telephone the school office from Mon 12th October to make an appointment.
Fri 23rd Oct	**Break-up for half term**
Mon 2nd Nov	**Return to school**
Fri 13th Nov	Children in Need Charity Day
Fri 11th Dec	Christmas Dinner and Christmas Jumper Day
Thurs 17th Dec	am – Criw Cadno (Nurs & Rec) Christmas Party pm – Criw Carw (Year 1, 2, 3) Christmas Party
Fri 18th Dec	pm – Criw Ceffyl (Year 4, 5, 6) Christmas Party
Fri 18th Dec	**Children finish school for Christmas Holiday**

Dates for Christmas Concerts and class trips are being finalised and will be forwarded to you as soon as they are confirmed.

If you have any concerns, questions or queries at any time, please do not hesitate to contact your child's class teacher or myself directly. Finally, may I thank you for your continued support as we look forward to the new academic year!

Yours sincerely,
Mrs R Lewis