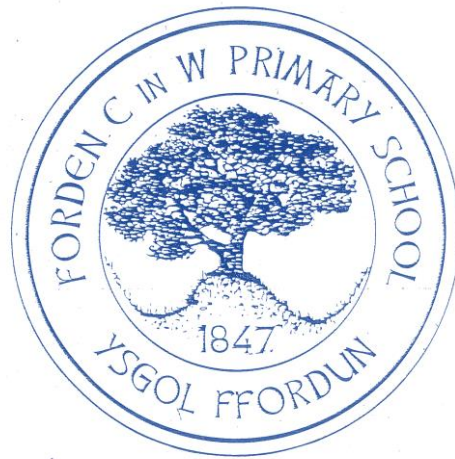


Ysgol Eglwys yng Nghymru Ffordun Forden Church in Wales Primary School

SCHOOL PROSPECTUS 2024 – 2025



Headteacher – Mrs Catherine Fowler

Forden C in W Primary School
Forden
WELSHPOOL
Powys
SY21 8NE

Telephone: (01938) 580334

E-mail: office@forden.powys.sch.uk
Website: www.forden.powys.sch.uk

Dear Parents

Welcome to Forden Church in Wales Primary School.

Our school is a Church in Wales Voluntary Controlled School; this means that whilst the school has strong connections with the Church in Wales, it is controlled by the Local Authority. There has been a school here since 1847.

At Forden we strive to create a caring and happy environment in which children will feel encouraged to develop their full potential in whatever direction that lies, to become increasingly aware of their unique place within the world and to appreciate the joys and responsibilities that this awareness brings.

We have high expectations of the children in our care and this is reflected in the standards we achieve.

As parents, your partnership in the whole educational process is very highly valued. We will invite you in regularly to discuss your child and their progress. There is an opportunity every week for your child to show you what they have been doing in class. You are also welcome to make appointments to meet us whenever you may consider it necessary. If you feel you could contribute something towards the life of the school, either in terms of time or skills we would welcome such involvement.

If you require further information, please do not hesitate to contact us.

This is your school. We hope that both you and your child will feel part of it.

Yours sincerely

Mrs Catherine Fowler
Headteacher

If you are considering Forden as the school for your child and would like to look around and meet myself and the teachers, please phone the school to arrange a visit.

GOVERNING BODY

Chair (LA Governor)	<i>Mrs R Kershaw</i>	Foundation Governors (<i>ex-officio</i>)	<i>Mrs M Roberts</i> <i>Rev P Gower</i>
Community Governors	<i>Mr S McLaughlin</i> <i>Mrs S Ingram</i>	Parent Governors	<i>Mrs S Benbow</i> <i>vacancy</i> <i>vacancy</i>
LA Governor	<i>Cllr J Thorpe</i>	Teacher Governor	<i>Mrs F Haine</i>
Headteacher	<i>Mrs C Fowler</i>		
Clerk to the Governors	<i>Mrs R Osborne</i> c/o Forden CiW Primary School		

SCHOOL STAFF

Teaching Staff

Headteacher	<i>Mrs C Fowler</i>
Asst Headteacher	<i>Mrs F Haine</i>
Teachers	<i>Mrs K Davies</i> <i>Miss H Morris</i>

Teaching Assistants

Miss A Williamson (HLTA)
Mrs V Inns
Miss R Moseley

Additional Teaching Staff

Supply Teacher *Ms S Dixon*

Support Staff

School Administrator	<i>Mrs R Osborne</i>
Catering Assistant	<i>Mrs J Pryce</i>
Mid-day Supervisors	<i>Mrs A Goodfellow, Ms J Evans</i>
Breakfast Club Staff	<i>Mrs A Goodfellow, Miss R Moseley</i>
Cleaning staff	<i>Mrs A Caldwell, Mrs B Cooke</i>

OUR VISION

At Forden CiW School all children are important. They are the future in an ever-changing world. To face these changes and new challenges they need to be independent, resilient and fundamentally happy. Their formative years in our primary school are key to the development of the values, beliefs and skills that will shape their lives.

We recognise that children must be ready to learn before they are able to learn. At Forden, we aim to provide an education that ensures all our pupils flourish and develop as

*Happy Children with Healthy Minds.
Plant Hapus gyda Ymennydd Iachus*



REALISING OUR VISION

We will strive to provide an education, at the highest level, which will enable all children to fulfil their individual potential.

We will do this within a caring and happy setting, in which children are respected and in turn develop feelings of respect and responsibility towards others, and the environment.

We will seek to develop, within the children, an ethos sensitive to the needs of others, grounded in the Christian tradition of the school's foundation.

We will nurture links between school, home, church and the wider community, and ensure that the school is regarded with the utmost pride.

We aim to realise our vision through our agreed values of RESPECT:

- R** – *respect everyone*
- E** – *encourage each other*
- S** – *speak truthfully*
- P** – *practise, persevere and make progress*
- E** – *embrace mistakes*
- C** – *consider our choices*
- T** – *thrive together as a team*

OUR APPROACH TO LEARNING

We believe that the years your child will spend with us are of vital importance in establishing their outlook on life, the way they see themselves as members of the global community, and their attitude towards learning. Within the frameworks of the Curriculum for Wales we aim to engender in the children an enquiring mind and a love of learning and to equip them with a range of skills that will benefit them as lifelong learners. Whilst specific knowledge is essential in certain subjects, we believe that understanding how and why we learn is often of greater importance than 'what' we learn.

Literacy, Numeracy, Welsh and Digital Competence (ICT) skills are taught in subject specific lessons and then practised across other curriculum areas. A range of teaching methods are used in the classroom with children working individually, in pairs, small groups or as a class depending on the nature of the task and what skills are being practised.

CURRICULUM

Our curriculum is designed to be broad, balanced and relevant and to meet the needs of all children whatever their ability. The curriculum meets statutory requirements.

Aims

Our curriculum is designed to ensure:

- Pupils develop in the ways described within the four purposes of the curriculum for Wales
- Pupils make appropriate progress through high expectations
- It is suitable for all ages, abilities and aptitudes, and recognises learners' identity, language(s) and background and the different support they may need given their individual circumstances
- It includes provision for all areas of learning and experience
- It includes provision for pupils to develop cross curricular skills and apply their learning to new situations and contexts
- Pupils develop an awareness and appreciation of the national heritage and culture and the ability to communicate in Welsh
- Pupils develop an understanding of the geographical, historical and social aspects of the local area and the diversity within the wider environment
- Pupils develop an understanding and appreciation of people's beliefs and values, and their importance in shaping our society

Children learn to read through the Read, Write, inc. scheme. This scheme runs throughout the school starting with the children learning letter sounds (phonics) and progressing to higher order reading skills as the children get older.

At Foundation Level we use Numicon for the teaching of number and again children are grouped according to their stage of learning.



RW1



Numicon



SCHOOL HOURS

8:40am	Doors open / learners arrive
8:50	Morning registration
9:15	Daily Collective Worship
10:15/10:30	Breaktime
12:00-1:00	Lunchtime
3:15 pm	End of school day

The school is not able to accept responsibility for pupils before 8:40am, when the school doors open. Any pupils arriving before this time should attend breakfast club.

BREAKFAST CLUB

Breakfast club runs from 7:30 – 8:40am every morning with breakfast available from 7:30 – 8:15am. There is a daily charge of £1.50 per child for this provision which is open to all children. Children should not be dropped off before this time as club staff cannot be responsible for them. All payments are made through Parent Pay in advance.

AFTER SCHOOL CLUB

After School Club runs from 3:15 – 5:00pm every day. Children will be provided with a snack, drink and a range of activities. There is a daily charge of £5:00 per child for this provision which is open to all children. There is a reduced charge for pupils collected by 4:00pm. All payments are made through Parent Pay in advance.

CLASSES

Our school is divided into three classes. These are arranged to keep class sizes reasonable. Our classes are called Bedwen, Collen and Ysgawen. (These are the Welsh names for Beech, Hazel and Elder).



Learning in the Foundation Level outdoor classroom

PERIPATETIC MUSIC LESSONS

There is the opportunity for children to learn a range of musical instruments with self-employed peripatetic music teachers who provide lessons in school. This can be arranged through school although the contract and payments are direct between parents and music tutors.

BEHAVIOUR

At Forden School we expect high standards of behaviour from our pupils. The children themselves write and agree their own Class Code of Conduct each year.

It is important that they all try to regulate their own behaviour. We encourage children to learn and develop self-discipline and become aware of their responsibilities to the school as a community. Our rules are few, based on common sense, and concerned with the safety of the children. We aim to show children the consequences of their actions and encourage them, where necessary, to find a better way of sorting out their problems.

As a school we follow our Golden Rule, " *Treat others in a way that you would want them to treat you.*"

As a staff, we endeavour to praise and reward good work, good behaviour and thoughtfulness. However, children need to realise that inconsiderate behaviour is unacceptable and sometimes sanctions may be necessary. If the matter is more serious the parents will be invited to the school to discuss the matter. At all times we are consistent with praise and reward or punishment.

PUPIL VOICE GROUPS

Pupils are important stakeholders in our school. Every child has the right to be heard and every adult has the responsibility to listen. We have seven pupil voice groups which enable pupils to take part in decisions that affect their education and their time in Forden School.

School Council

The school council plays an important part in educating our children as global citizens. It demonstrates to them a democratic process and encourages them to see themselves as people who can make things happen. Children elect representatives from their class to sit on the council which meets every half term and is a forum to raise, discuss and action issues that the children feel are important.

Criw Cymraeg

Our Criw Cymraeg includes pupils from each class. Having recently achieved the Silver Award of the Welsh Language Charter, the school is now working towards the Gold Award. This scheme aims to promote and increase the use of Welsh by children and staff in a whole school context. Targets from the award are chosen by the Criw, who, with the help of a member of staff decide upon and promote actions to achieve these objectives.

Sports Ambassadors

Two pupils in Year 5 and two pupils in Year 6 are chosen by the class to be Bronze Sports Ambassadors. They actively promote the positive values of sport, become role models for PE and school sports, support teachers in running sporting events and promote active games at breaktimes.

Healthy Schools Group

Pupils from each class are represented in the Healthy Schools Group. The role of the HSG is to ensure pupils participate in making decisions and promoting actions which affect the core areas of school life which affect health and well-being, from healthy eating to mindfulness.

Eco Committee

Pupils in the Eco Committee take responsibility for raising awareness and embedding changes linked to environmental issues in school and the local community; energy conservation, water conservation and recycling.

Worship Group

The Worship Group is a group of pupils who contribute towards the running of school assemblies and pupil-led services in our local church.

IT Pals

In each class a number of pupils are trained as IT Pals. They promote eSafety messages across the school and support teachers in ICT lessons.

All pupils in Year 6 are encouraged to join one of the Pupil Voice Groups within school.

LINKS WITH THE COMMUNITY

We are continually developing our links with the immediate and wider community. The children are welcomed to the Church for special occasions throughout the year. The Vicar visits us regularly. The Community of Forden is invited to performances and school functions. Staff and pupils from the school visit and engage with the village playgroup.

We feel that we have a responsibility as citizens to the world outside of school and so believe in the importance of heightening the children's awareness of the world and supporting needy causes. The children are involved in making these decisions.

HEALTH EDUCATION

Health education forms a natural part of the school curriculum. As children progress through the school, various topics of personal welfare and awareness are discussed. Children will look at the important health-affecting decisions they will have to make as they grow up and will be given information on physical development, good hygiene, balanced diet and general health matters.

Health and relationships education (RSE) is taught as an integral part of the curriculum. The Sex Education element is taught as a discrete topic in Years 5&6. Parents are welcome to view the resources used. These are 'Look After Yourself' and Tyfu i Fyny (Growing Up) advocated by Powys Healthy Schools. A copy of the relevant policy is available on request.

RELIGION, VALUES AND ETHICS EDUCATION (RVE)

It is our aim to help the children in their social, spiritual and moral development, which in turn will enrich their own lives and the life of our school. We will encourage children to understand something of meaning and wonder of life and how and why people worship. RVE will also consider non-religious world views. The curriculum will be taught both through cross-curriculum projects and also as a separate subject. Pupils' work is expressed through writing, art and craft, handling artefacts, drama and music.

COLLECTIVE WORSHIP

Collective worship is the meeting together to acknowledge and reflect on God, in accordance with our Trust Deeds. Provision is made for Collective Worship on each school day. We aim to create an atmosphere which will enable pupils to reflect.

Parents have the right to withdraw their children from Collective Worship. However, they may be called upon to supervise them if staff are not available to do so.

The school maintains close link with St Michael's church and the vicar regularly takes collective worship in school or in the church.

WELSH

As a school in Wales, we are keen to promote bilingualism and raise awareness of the culture and heritage of the country.

Welsh is taught formally as a timetabled curriculum subject each week and practised each day. In addition, we encourage children and staff to use Welsh throughout the school day and across the curriculum.

Having achieved the Silver Award of the Welsh Language Charter, the school is now working towards the Gold Award. This scheme aims to promote and increase the use of Welsh by children and staff in a whole school context.

POWYS HEALTHY SCHOOLS SCHEME

We have a strong commitment to looking after and improving the health of everyone at school. To this end we take an integrated, holistic approach to health promotion across the curriculum, as part of school management and through the physical and social environment.

The school operates a strict non-smoking policy including the use of e-cigarettes.

SPORTS

As a Healthy School we are committed to promoting physical well-being.

We are very lucky to have direct access to the village sports facilities and make full use the all-weather surface/tennis courts and sports fields. Pupils in Ysgawen compete against other schools in a range of sports.



HOME/SCHOOL LINKS

We encourage parents to become involved in their children's education. All new parents are invited to the school before their child starts, to meet the Class and Head Teacher. Each half term we hold a Parent Forum to discuss curriculum matters (to help you understand what your child does at school and how you can best help) and any other items parents wish to discuss. Twice a half term we hold an Open School session where all parents are invited in by their child to see their work. A newsletter is sent to all parents each week with details of achievements and upcoming events. The headteacher and teaching staff are always glad to see parents to discuss any matters relating to their child or the life of the school.

Parents help with various activities at school, including listening to the children read, reading to them, assisting with sporting and craft/design activities, etc. This help is invaluable to the pupils, and we are very grateful for this support.

Parents are involved and support the school in fundraising activities. The extra funds enrich school-life, enabling us to provide additional resources or to reduce the cost of school trips for all children.

BREAK TIME

Children at Foundation Level are provided with free milk, provided by the Welsh Government.

If you wish your child to bring a snack for break-time, we ask that this should be a piece of fruit, not sweets, crisps, cakes or snack bars. Children should not bring toys or anything precious to school.

LUNCH TIME ARRANGEMENTS

Powys Schools Meal Service provides a choice of meals every day. All pupils receive a free school meal at lunchtime. Sandwiches may be brought from home. Please make sure that food is in a suitable, named container. No fizzy or hot drinks please, and no breakable containers - for safety reasons. Children who eat sandwiches are supervised.

There is an increasing amount of evidence that diet can affect children's behaviour and ability to concentrate. Please give careful consideration to what you provide in their lunch boxes.

In order to keep mind and body functioning at a high level, children are encouraged to drink water throughout the day. They may keep their own water bottle in their classroom to drink from as needed.

SCHOOL UNIFORM

We expect children to come to school tidily and appropriately dressed.

School uniform is available from Constructiv Clothing or Mid Wales Embroidery, both local companies. Our school sweatshirts and cardigans are royal blue with the school logo embroidered. White polo shirts and grey or black trousers or skirts should be worn. Non-branded items from local supermarkets are acceptable. The Governors believe that designer sportswear is not appropriate clothing for school and the wearing of uniform is encouraged. Shoes rather than trainers are to be worn during the day.



For PE lessons each child should have a drawstring bag clearly marked, with a pair of plimsolls, PE T-shirt and black shorts. It is important that their full PE kit is in school every day. Children with long hair must tie their hair up in PE lessons.

We hold a school uniform swap shop every week. Parents can donate uniform or collect second hand uniform at no cost.

Jewellery should not be worn in school as it presents a safety risk to your child and to other children. If your child has pierced ears, they should only wear stud earrings for school.

HOMEWORK

We believe that if your child works hard in school all day, the evening should be a time in which they relax, pursue hobbies, develop interests and play. For this reason, we do not set a lot of homework.

However, homework does provide an opportunity for your child to practise key skills and gives you opportunities to see the level at which they are working. Therefore, homework may be set. Maths homework will sometimes be set and may be accessed online through MyMaths. Reading and spelling skills can also be developed at home through the online Lexia program.

It is expected that all children at the appropriate age, will learn their spellings and their multiplication tables. We also ask that parents listen to their children read or read to them every night. There will be occasions when your child will have poems, songs or parts in a play to learn.

ASSESSMENT & REPORTING TO PARENTS

We continually monitor children's progress and development over the time spent at our school. We realise that teacher's judgement and on-going assessment is an important aspect of learning. Work is assessed in a number of ways, consistent with current guidance and achievement is recorded. Teachers measure progress from day to day by marking written work, assessing practical work, listening to children speaking and explaining their learning. Support staff play a part in this process.

Parents are encouraged to visit the school and discuss with the class teacher and head teacher their child's progress, or any matter of concern at any time during the school year. Each term you will receive a short report highlighting their progress across all areas of the curriculum, the next steps in their learning and how they can be supported at home. There will be an opportunity to meet your child's teacher each term.

Children work towards individual short-term targets within English and Mathematics. These are negotiated between the child and teacher. The targets are regularly reviewed and discussed with the children.

Throughout the year children from Year 2 to Year 6 have two opportunities to access online Welsh Government assessments in mathematics and reading. The results from these are available to all parents through their child's Hwb account. The focus of these results is to monitor the progress of each learner.

EQUAL OPPORTUNITIES & RACE EQUALITY

The school is committed to the need both to eliminate unlawful discrimination and to promote equality for pupils, staff and others using school facilities.

All pupils must have an equal chance to participate in a broad, balanced and relevant curriculum that builds on their experience and strengths. The school curriculum reflects awareness of the needs of all pupils whatever their ethnicity, gender, class, ability and experience. It should promote understanding and valuing of ethnic differences and gender equality and cater for all abilities in its content and delivery.

We recognise that it is important for us to combat racism and work towards racial equality with every pupil developing the knowledge, understanding and skills they need to participate in a multi-ethnic, multi-cultural society.

The school's Strategic Equality Plan and Equal Opportunities Policy are available from school. All areas of the school are accessible by wheelchair and children or visitors with disabilities are welcome.

LOOKED AFTER CHILDREN

Mrs Fowler is responsible for promoting the educational achievement of children under local authority care (CLA). She will monitor their progress in school and liaise with their carers to ensure that the child achieves their full potential in line with the schools Equal Opportunities Policy.

ADDITIONAL LEARNING NEEDS (ALN)

All teachers teach children with additional educational needs and have a responsibility to meet those needs with the advice and support of the school ALN co-ordinator and external professionals as appropriate. Children may be withdrawn from class either individually or in small groups and /or supported in class.

We realise the need for early identification of special needs and the importance of monitoring progress. As well as using their professional judgement teachers use a range of tests to help identify where a child needs support.

Pupils with additional educational needs will be fully integrated into the life of the school, enabling them to maximise their potential as learners and to contribute to the social and cultural activities of the school. Children with a disability will receive special care and support to enable them to lead a full and independent life. A copy of the ALN Policy is available on the school website or from school.

To ensure that all children have opportunities to develop their full potential, children of higher ability are given extension or enrichment work where appropriate.

SAFEGUARDING & CHILD PROTECTION

All staff have a responsibility for the safety and wellbeing of the children. The school has a duty to report Child Protection concerns to Social Services **–without informing parents/carers beforehand.**

The designated safeguarding person (DSP) is Mrs C Fowler

The deputy safeguarding lead (DSL) is Mrs F Haine

The designated Governor with responsibility for Safeguarding is Mr S McLaughlin

The school's Safeguarding and Child Protection policy is available to read on the school website. A paper copy is available from school.

HEALTH & SAFETY

Your child's well-being is of prime importance to us, and every effort is made to ensure their safety whilst in our care. Risk assessments are carried out for all off-site visits as well as for activities on-site that carry a potential risk (over and above everyday school activities).

We encourage children to be independent and active and it is always possible that accidents might happen. This is an everyday part of growing up.

During school hours no child is allowed to leave the school premises unless collected by a parent, carer or responsible adult. Anyone, including parents/carers, visiting the school or collecting their child during the school day should ring the bell at the front door.

The outdoor areas are enclosed by fences and locked gates during lesson time.

MEDICAL

A child should not be sent to school if they are obviously unwell, or within 48 hours of a stomach upset. All absences should be reported to school by 9:00 am on the first day of absence.

If your child becomes ill during the school day you will be contacted. To ensure we have up to date contact numbers, a new emergency details form will be completed each September.

Parents are requested to inform the Head Teacher of any relevant medical history that may affect the child's general development and education in school. We are able to oversee the use of inhalers and will accept responsibility for the administration of other medicines in accordance with our Healthcare Needs policy.

If your child incurs an injury at school (other than a simple graze, minor cut etc.) you will receive a note detailing this at the end of the day. Your child will be monitored for the rest of the day and, if necessary, you will be contacted to collect them.

At least 3 members of staff in school at any one time have a current First Aid Certificate.

We encourage parents to check their children's heads weekly for head lice.

CHARGES AND REMISSIONS POLICY

The governing body reserves the right to make charges where the law allows, i.e. for optional extras not related to the school curriculum e.g. for art or design materials if the item is to be kept by the child/parent or for board and lodgings on a residential visit. Other charges, e.g. for visits to places of interest, transport to sporting events are covered by voluntary contributions from parents. **It must be recognised that if voluntary contributions are not sufficient to cover costs, visits may have to be cancelled.** All payments are made through Parent Pay.

EMERGENCY CLOSURE OF THE SCHOOL

There may be occasions when the school needs to close because of adverse weather conditions. If it is necessary for the school to close, this will be listed on the council website under 'Schools Closed'. It may not be possible to have the school phone manned, however an email will be sent to all parents and a message will be posted on the school's Facebook page. There may be other reasons for closing the school such as utilities failure, in these circumstances the above will also apply.

ATTENDANCE

We want our pupils to get the best education, and the building blocks for this begin with pupils coming to school each and every day. If children miss school regularly, they miss out on learning the fundamental skills that will set them up for success in the later years of school.

HOLIDAYS

Parents will be notified of the school holidays at the beginning of the school year.

Term-time absence is not a legal entitlement, and extended periods of absence can have a detrimental effect on your child's learning and attitude towards the importance of school. We ask you to consider this when making your plans. Requests for term time absence due to a family holiday should be made to the headteacher via email, at least 28 days in advance.

Term dates for the current school year are attached at the end of this document. Dates for future years are available on the Powys website.

ADMISSION AND TRANSFER ARRANGEMENTS

Parents considering sending their children to Forden Church in Wales Primary School are welcome to meet the Head Teacher at a mutually convenient time and be shown around the school. Applications are welcome for all children and the admission process is the same for any child regardless of learning difficulties or physical abilities.

In Powys children can currently be admitted at the beginning of the autumn term after their fourth birthday. Before they begin school, they will be given the opportunity to meet their class teacher in an informal situation. Your child will also be invited to visit the school for up to five half-days to enable them to settle more easily and meet the other children.

A thriving Playgroup operates from the Community Centre next to our school on Mondays, Tuesdays, Wednesdays and Fridays. The playgroup leaders will be pleased to tell you about pre-school activities, and their details can be obtained from the school.

If your child is to transfer from another school, this will be through liaison with the child's current school. We will make any transfer as smooth as possible to enable your child to settle.

Pupils completing their primary education at this school transfer to high school for the beginning of the autumn term following their eleventh birthday. Most children transfer to Welshpool High School. Staff from the High School visit us to meet the children and those about to transfer spend at least two days at the High School during their last term.

All applications for a place at school must be completed online via the Powys County Council website.

COMPLAINTS

Any complaint should first be discussed with the class teacher and then, if still unresolved, with the Head teacher. Any further discussion needed will take place between the Complainant and the Governors. A copy of the complaints procedure is available from school or on the school website under documents / policies.

A copy of all statutory school policies is available on the school website.

TERM DATES

2024-25

Autumn term:

- Monday 2 September 2024 to Friday 25 October 2024
- **Half Term - Monday 28 October 2024 to Friday 1 November 2024**
- Monday 4 November 2024 to Friday 20 December 2024

Spring term:

- Monday 6 January 2025 to Friday 21 February 2025
- **Half Term - Monday 24 February 2025 to Friday 28 February 2025**
- Monday 3 March 2025 to Friday 11 April 2025

Summer term:

- Monday 28 April 2025 to Friday 23 May 2025
- **Half Term - Monday 26 May 2025 to Friday 30 May 2025**
- Monday 2 June 2025 to Friday 18 July 2025

Non-pupil days:

- Monday 2 September 2024
- Monday 30 September
- Tuesday 1 October
- Monday 6 January 2025
- Friday 21 March 2025
- Monday 7 July 2025