

# Gilwern Primary School

## Prospectus



# Gilwern Primary School

## NURTURE EMPOWER ACHIEVE

### Vision

Our children will be **nurtured** and **empowered** to be independent with a core sense of wellbeing enabling and maximising their **achievement**.

### Mission

Our CLIMB curriculum ensures learners are:

**Creative**, life long **learners** who are **independent**, **motivated** and **belong** and contribute to our community.

### Aims

The whole school community aims to develop individuals who are:

- Ambitious, capable learners who are ready to learn throughout their lives.
- Enterprising, creative contributors who are ready to play a full part in life and work.
- Ethical, informed citizens who are ready to be citizens of Wales and the world.
- Healthy, confident individuals who are ready to lead fulfilling lives as valued members of society.

# Message from the Headteacher

I hope you find this prospectus a useful guide to the education provided at Gilwern Primary School. I trust it will give you an idea of how the school proposes to educate your child. It was written with the help of Parents, Governors, Learners and Staff.

Gilwern School has a caring and friendly atmosphere, which is conducive to effective learning. All the staff are concerned with the academic, social, physical and moral development of each individual. We endeavour to create a stimulating, exciting and purposeful environment.

Our intention is to provide opportunities for every child to develop their abilities to their greatest potential and to equip them with the values, knowledge and skills necessary for them to lead a full and active role in society.

We have an 'open door' policy at Gilwern School whereby parents and carers are always welcome and take an active part in all aspects of school life.

If you have any queries about the school, or would like to arrange a visit, please contact:

Headteacher: Mrs Brady Edwards

## **School Address**

Gilwern Primary School,  
New School Road,  
Gilwern,  
Monmouthshire  
NP7 0AY

Telephone Number: 01873 830325

Email address: [gil.primary@monmouthshireschools.wales](mailto:gil.primary@monmouthshireschools.wales)

Twitter: @Gilwern\_school

## **Local Education Authority**

County Hall  
The Rhadyr  
Usk  
NP15 1GA

Tel: 01633 644644

# Our School

Gilwern village is situated in the Brecon Beacons National Park. The school nestles among fields at the bottom of the valley and is surrounded by hills. The River Usk, the Monmouthshire Brecon Canal and Gilwern village are all within walking distance.

Gilwern School is a Community School with most of its pupils coming from the Llanelly Parish. Pupils attending from more outlying areas of catchment travel to school by LEA provided transport. Out of catchment pupils are usually brought to school by parents.

The school accommodates boys and girls in the 4 - 11 age range. Prior to starting Gilwern school, the majority of pupils attend Hopscotch Nursery, which is located within the school grounds. Gilwern School is an English medium school, with Welsh being taught as a second language. An increase in pupil numbers over recent years has enabled the school to provide 7 single age classes.

At the end of their Primary education, pupils transfer to either King Henry VIII Comprehensive (Abergavenny), Crickhowell High School, or Brynmawr Comprehensive, all of which we maintain close links with to ensure smooth transition for each child.



# Staff Structure

Headteacher: Mrs B Edwards

Deputy Headteacher: Mr Disley

## Class Teachers

Miss Griffiths- Reception  
Mrs Welford- Year 1  
Mrs Marr & Miss Daley- Year 2  
MisMrs Scott- Year 3  
Mrs Millington - Year 4  
Miss Phillips & Miss Sexton- Year 5  
Mr Disley- Year 6

## Teaching Assistants

Mrs L Smith - HLTA  
Mrs H Tompkins - HLTA  
Mrs A Bush  
Miss E Griffiths  
Mrs S Wells  
Miss R Knights  
Mrs Niece  
Mrs Mohammad  
Miss Goreka  
Miss Thickins

School Administrator  
School Administrator

Mrs S Beynon  
Mrs H Short

Caretaker  
Cleaner

Miss Greenman  
Mrs E Hitchman

All staff members are DBS (Disclosure Barring Service) checked.



# Attendance & Punctuality

The Education Act states that parents have the primary responsibility for ensuring that children of compulsory school age receive a suitable education.

At Gilwern Primary School we ask that you support us in promoting good levels of attendance by ensuring your child attends school regularly and arrives on time. If your child is ill please can you contact the school by 9:30a.m.

Please avoid taking holidays during term time. Before requesting a holiday form, please consider the lessons your child will miss, the difficulty they will have in catching up and the effect it will have on how well they do at school. If a family holiday falls during term time a holiday form is obtainable from the office, or school website. The Government permits a maximum of ten school days for family holidays in a year with the consent of the school.

## Term Dates 2024-2025

Term dates 2024/2025				
Term	Start	Half term start	Half term end	Term End
Autumn	02/09/2024	28/10/2024	01/11/2024	20/12/2024
Spring	06/01/2025	24/02/2025	28/02/2025	11/04/2025
Summer	28/04/2025	26/05/2025	30/05/2025	21/07/2025

Term dates 2025/2026				
Term	Start	Half Term Starts	Half Term Ends	Term Ends
Autumn	Mon 1st Sept 2025	Mon 27th Oct 2025	Fri 31st Oct 2025	Fri 19th Dec 2025
Spring	Mon 5th Jan 2026	Mon 16th Feb 2026	Fri 20th Feb 2026	Fri 27th Mar 2026
Summer	Mon 13th Apr 2026	Mon 25th May 2026	Fri 29th May 2026	Mon 20th Jul 2026

## School Session Times

	Mornings	Afternoons
Reception - Year 2	9.00AM -12.00PM	1.00PM -3.15PM
Year 3-6	9.00AM - 12.00PM	1.00PM - 3.30PM

We will ensure that one month's notice is given prior to school closures for training days.

# School Governors

## Governing Body Chairman

Mr. Bryan Davies  
Mrs B Edwards

Appointed/Elected by

Co-opted  
Head Teacher

## LA Representatives

Mr R Dixon  
Mrs J Jones

LA  
LA

Mr G Nelmes  
Mrs K Burton

LA  
LA

## Co-opted

Dr R Callender - Davies  
Parent Representatives

Co-opted

Mr C Bridges  
Mr M Crockett  
Mrs E Lewis  
Mrs C Watley

Parent  
Parent  
Parent  
Parent

## Teaching Representative

Mrs B Welford

Teaching

## Non Teaching Staff Representative

Mrs A Bush

Non teaching Staff





# SDP overview 2024 - 2025

## Priority 1 Teaching & Learning

**Objective:** Develop teaching practices to ensure clarity in learning

**Rationale:** As pupils move through the school, the progress they make is too variable. (Estyn) staff have moved year groups this academic year and greater professional development is needed to ensure professional understanding of progression across the primary phase is needed to ensure staff are facilitators and enablers of the curriculum. (School Self Evaluation)

**Target:** Embed Gilwern Teacher Habits

**Rationale:** Teachers do not use assessment for learning strategies effectively and pupils are often unclear about the purpose of their learning. (Estyn)

**Target:** Develop learners understanding of their next steps in learning

**Rationale:** in mathematics and numeracy where learning experiences are currently limiting learner independence and progression. (School Self Evaluation)

**Target:** Introduce TAPAS approach to Mathematics and Numeracy

**Rationale:** Single Word Spelling Test data 2023/24 & Literacy Self Evaluation identified inconsistencies in spelling and generally low data compared to improvements in reading.

**Target:** Introduce 'No Nonsense Spelling Programme'

## Priority 2 Wellbeing, Care, Support & Guidance

**Objective:** Embed practices to ensure all learners, including those who are disadvantaged or have additional learning needs are fully supported and access effective provision

**Rationale:** Ensure teaching and learning can take place effectively without disruptions from adverse behaviours

**Target:** Develop a school wide approach to equal learning

**Rationale:** LA Priority to reduce number of exclusions - In 2023-2024 Gilwern had 4 fixed term exclusions. (With 2022-2023 having 0 children excluded.

**Target:** Develop sensory provision to allow access for more learners

## Priority 3 Leadership

**Objectives:**

- Continue to develop the senior leadership team to ensure the school vision is realised
- Develop middle leadership to monitor the curriculum and ensure it meets the needs of learners and promotes learner progress

**Rationale:** A few leadership roles are at an earlier stage of development and do not currently have sufficient impact on improving teaching and learning. (Estyn)

**Target:** To embed senior leader roles and responsibilities

**Rationale:** Significant deficit budget profile with 6 year recovery plan agreed

**Target:** Follow recovery plan to reduce deficit and achieve a balanced budget by 2031

**Rationale:** Arrangements to evaluate teaching lack rigour and do not identify instances of ineffective teaching that limit pupils' progress and engagement in learning.

**Target:** Define middle leaders roles and responsibilities

### School Development Plan Forecast

2024 - 2027

Priority 1 Teaching & Learning		
2024-2025	2025-2026	2026-2027
Embed teaching practices to ensure teaching is good or better in all classes	Introduce creative approaches to teaching and learning to develop greater independence, critical thinking and problem solving  Digital Skill development	Strengthen and deepen our curriculum offer and teaching developing the planned knowledge, skills and experiences across all AoLEs enabling high-level learning, high-level engagement and best progress for all learners
Priority 2 Wellbeing Care Support & Guidance		
2024-2025	2025-2026	2026-2027
Embed practices to ensure all learners including those who are disadvantaged or have additional learning needs are fully supported and access effective provision  Embed come and see where I learn opportunities  Introduce range of parent workshops to support key skills development	Embed parental key skills workshops  Develop family wellbeing through family farm/outdoor learning opportunities  Strengthen our Pedagogy and practice in RSE. Review provision of ELSA/Thrive - value for money	Review ALN Code implementation - succession planning shadow ALNCO  Review and evaluate wellbeing programmes and monitoring
Priority 3 Leadership & Improvement		
2024-2025	2025-2026	2026-2027
Continue to develop the senior leadership team to ensure the school vision is realised  Develop middle leadership to monitor the curriculum and ensure it meets the needs of learners and promotes learner progress	Strengthen and refine our Planned, Taught, Experienced curriculum Sustain the high-impact of professional collaboration with external agencies and other schools-within and outside of our Cluster. Continue to strengthen roles and responsibilities of Governors within evaluating the progress of school	Strengthen and refine our Planned, Taught, Experienced curriculum



# **Admission to School**

Children are eligible for admission to school at the start of the school year in which their fifth birthday falls (i.e. 1st September to 31st August).

Application forms for admission to the school are available on the Monmouthshire County Council website: [www.monmouthshire.gov.uk](http://www.monmouthshire.gov.uk)

Admission applications must be made through the Local Authority Student and School Access Unit:

Student and School Access Unit  
Monmouthshire County Council  
County Hall  
The Rhadyr  
Usk  
NP15 1GA

Arrangements for admission in September are usually completed by the end of January, however there are further admissions made throughout the year.

We try to ensure that children are introduced to school life gradually. There is a comprehensive pre school induction process where pupils spend time in school getting to know their teacher and the environment.

If you are interested in placing your child in Gilwern School, please contact the school to arrange a visit:

Mrs B Edwards (Headteacher)  
Tel: 01873 830325,  
Email: [gil.primary@monmouthshireschools.wales](mailto:gil.primary@monmouthshireschools.wales)

Please visit our Website at:- [www.gilwernprimaryschool.org](http://www.gilwernprimaryschool.org)

## **Health and Safety**

The school ensures that all stakeholders' safety is of paramount importance. The policy is reviewed on an annual basis and adherence to local authority guidelines is strict. The Governing Body meet termly with designated staff to ensure compliance to regulations and pro-actively plan training and review risk assessments.

### Security at the School

We have CCTV operating on the grounds of the school. All visitors are requested to report to reception on arrival where they will be asked to sign in via our electronic system. This system is regularly checked by staff and is vital to ensuring everyone is accounted for in the event of an emergency. The school caretaker resides on site.

## **Partnership with Parents & Carers**

When your child starts their journey through education at Gilwern Primary School, we feel that it is the beginning of a partnership that is both supportive and consultative.

The school operates an open door policy where parents are encouraged to make an appointment to see their child's teachers if they need any information. In addition, Parents/Carers are given two formal opportunities to discuss their child's progress during the course of the year. At the end of the summer term parents receive a written report.

Parents and friends are invited to a wide variety of school activities and celebrations throughout the year. These include class assemblies, sports day and concerts.

## **Home School Agreement**

Upon entry into the school, parents are requested to sign a Home-School Agreement, which defines the responsibilities of the school and parents/guardians.

Responsibilities of the School include: Care, safety, teaching, progress reports, additional needs, accessibility, involvement, inclusion.

Parents' Responsibilities: regular and punctual attendance, information re health problems, support of policies, home learning, parents' meetings attendance.



# **Child Protection and Safeguarding**

All staff, Governors and Volunteer helpers have current Enhanced Disclosure Barring (DBS) checks. All teachers are registered with the General Teaching Council of Wales (GTCW). All staff are trained in identifying signs which may indicate a child protection issue. The Headteacher, Mrs B Edwards, is the designated Child Protection Co-ordinator and Mr A Disley is the Deputy Child Protection. Mr Bryan Davies is the link Governor for Child Protection. There are thorough systems in place, based on the All Wales Child Protection Procedures.

In such circumstances the safety of child is paramount and is therefore put before the needs of the parents. Although efforts are made to contact parents to discuss issues, advice will initially be sought from the Social Services Duty Officer. The school will then follow their recommendations.

Fortunately such incidents are rare and the information is not intended to alarm parents but to demonstrate the high quality of care that is provided for the children.

## **Children that are Looked After**

The school's policy for Children that are Looked After- CLA (children in the care of the Local Authority) details the arrangements made for CLA including personal support plans. Each pupil in care will have a Care Plan that will include a Personal Education Plan (PEP) that is developed jointly by the Social Worker and the Designated Teacher.

This will identify specific areas of concern and include achievable targets. The CLA Co-ordinator is the Headteacher, Mrs B Edwards, and the Link Governor is Mr Bryan Davies. Our aim for all children is to ensure that they reach their potential and we use assessment data to target their progress carefully and ensure support is provided in a timely manner.



# **Gilwern Association of Parents (G.A.P.)**

The G.A.P. is a friendly organisation which works with the school to develop community life and raises some additional funds.

Regular events include Easter Fayre, Summer Fete, Christmas Fayre and other social events. The proceeds from these help towards the cost of school equipment and facilities.

Please go to [www.pta-events.co.uk/gilwernprimary](http://www.pta-events.co.uk/gilwernprimary) to receive newsletters and to hear all about the events organised by the committee.

(Due to Covid 19 fundraising events have been limited so we welcome new ideas and volunteers.)



## **Work place Experience and Students**

Provision is made for training within the school from school-based work experience to Post Graduate studies. There are delegated members of staff who train and mentor the students.

# School Uniform

School uniform is very much supported by Gilwern parents. Our sweatshirts and jogging bottoms have the school logo embroidered on them.

Black/Navy jogging bottoms, shorts or leggings  
Black shoes or trainers  
White short polo shirt  
Blue school sweatshirt  
Grey skirt or pinafore  
Blue and white gingham or striped dress

Clothing carrying the school emblem is ordered from Reflex Embroidery via the school website or in person from Mel Morgans Sports shop Ebbwvale.

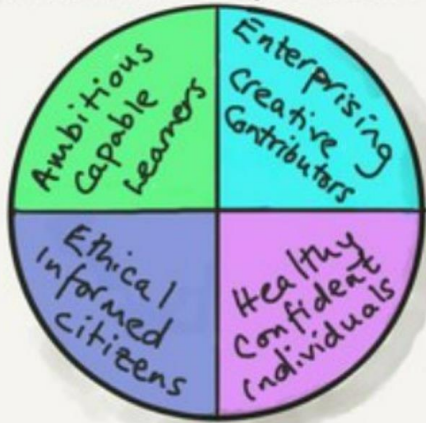
## Community Shop

In our community shop we have a range of pre-loved uniform items. Please take a look support sustainable clothing options and save on your bank balance!



# Curriculum for Wales

## 4 CURRICULUM PURPOSES



## Areas of learning and experience



Expressive Arts



Health and Well-being



Humanities



Languages, Literacy and Communication



Mathematics and Numeracy



Science and Technology

Whilst maintaining a consistent focus on the development of the Four Purposes, we have a shared understanding of how we can enable:

- High level learning
- High level engagement
- Best progress

Where teachers, learner, parents and carers know:

- Where they have been in previous learning
- Where they are going
- How they will get there
- What progress has been made



### Exploring the Possibilities

Learning activities that build on prior knowledge, allowing students to explore and connect ideas, broaden their experience and extend their capabilities



### Building the Knowledge Structure

Core learning building very secure knowledge that goes deeper rather than wider.



### Establishing the conditions

A culture that fuels the learning process: embraces the joy of it; celebrates challenge and excellence; rewards effort and persistence.

## The Learning Rainforest

Whilst each plant has distinctive features and unique requirements, they all co-exist in an equilibrium that develops organically over time in response to changing conditions. But it is not cosy or safe; this environment is harsh at times. Not everything thrives unaided and, occasionally, invasive specimens inhibit the growth of others. However, as a result, the plants that flourish are very robust with deep roots, or they are nimble and adapt to change with ease.

**We must create firm foundations.**

# Curriculum for Wales

## **Religion Values & Ethics & Cross Cutting Themes**

Religion, Values and Ethics (RVE) is the name the Welsh Government has given to Religious Education in the Curriculum for Wales. RVE is mandatory for all learners aged 3 to 16. This now sits within the Humanities Area of Learning and Experience (AoLE). RVE is still locally determined and therefore, as well as having regard to the Curriculum for Wales Framework Guidance, all schools in Monmouthshire must have regard to the Monmouthshire Agreed Syllabus for RVE when designing their school curriculum. Our curriculum offer has incorporated the following mandatory cross cutting themes: Relationships & Sexuality Education (RSE), statutory guidance Human rights Diversity Careers and work-related experiences Local, national and international contexts.

## **Cwricwlwm Cymreig**

Children are provided with experiences in lessons, school activities, visiting guests, trips and visits to experience those features which give Wales its own distinctive historic, social and cultural identity. Cwricwlwm Cymreig permeates the whole curriculum through singing Welsh songs, Welsh country dancing, the study of land use in Wales and Welsh history. A school Eisteddfod is held to celebrate St David's Day where children participate in a wide range of Welsh related activities. In addition we support competition entries are also submitted to the Abergavenny Town Council Eistedfodd.

## **Road Safety**

We encourage children to be aware of the dangers on the roads. Each year a cycling proficiency course is run for pupils in Year 6, and we compete in the County competition. Junior pupils are encouraged to cycle to school. Cycle helmets are compulsory. Foundation Phase pupils take part in Kerb Craft activities which teaches them the basics of Road Safety as a pedestrian and as a school we are taking part in the Active Journeys Scheme which see whole school events such as 'Be Bright Be Seen' and 'Big Walk & Wheel'

## **Home Learning**

Pupils are given home learning tasks weekly via Class Dojo, which are activities that support and complement the work being undertaken at school. These activities will be linked to their class topic. Learners will also bring reading books home from an early age and we hope you will share the excitement of reading these together. Learners are also involved in setting themselves weekly personal targets which form part of their home learning.

## **Educational Visits**

Children have the opportunity to take part in a variety of trips away from school. Class teachers organise whole or part-day visits to a variety of museums or educational centres, so that some aspects of schoolwork can be studied at first hand.

# Physical Education and Sport

Gilwern Primary School values highly all pupils participation in a wide range of sports and has exemplar provision. Within the Abergavenny area the school is respected for its excellence of achievements by pupils and the dedication and enthusiasm of the many staff who give of their time to ensure inclusion and enjoyment.

The school works closely with a range of local clubs to further develop children's talents.

## Outdoor Pursuits

A four day residential visit for Year 6 pupils usually takes place during the autumn term.

This takes place at Manor Adventure, which provides a range of outward bound activities. The Centre has wardens who help organise activities safely. Two members of school staff are trained in outdoor pursuits and have successfully completed the required safety courses.

Children are often taken out for observation or survey work in the village, to the canal or the river.





## **Values-based Education**

Through the introduction of Values-based Education the school council led meetings to discuss what values inspire children, young people and adults to adopt and live positive human values. The focus of Values-based Education is to develop ethical and emotional intelligence, deepen relationships and social cohesion and embed a strong values-based culture to give students the best chance of academic success. As a result, the school council have chosen ten values to explore each month throughout the academic year, one of which is celebrated at the end of each month. The Head Boy and Girl lead the whole school assembly encouraging representatives from each class to share what they have found out.



## **ELSA Programme**

ELSA stands for Emotional Literacy Support Assistant and it is designed to help support the emotional needs of our learners. ELSA acknowledges that children and young people learn best when they feel happier and their emotional needs are being addressed. Our trained staff help children learn to understand their emotions and respect the feelings of those around them.

It can also support learners with the following : social skills, bereavement, social situations, anger management, self esteem and friendship.

## **Community Liaison Officers**

To support the safety aspect of the curriculum, the school has good links with the police, fire service and road safety officers. Children within the Foundation Phase participate in Kerbcraft and workshops such as; Cool Kids Wear Lids.

## **Extra - Curricular Activities**

Staff run various clubs during the lunch hour, and these vary according to the season and the teachers' particular strengths. Mr. Guy also encourages Key Stage 2 pupils to be involved in the running of clubs for Foundation Phase.

### Extra-Curricular Clubs include:

Football, Athletics, Netball, Rugby, Dance, Gymnastics, Choir, Science, Art, Cricket, Rounders, Nature, News Crew.

## **Music**

Learners have the opportunity to learn a musical instrument from Year 2 onwards.

These lessons are provided by Gwent Music and we offer Strings, Brass, Woodwind and Guitar tuition.



# Gilwern School -Breakfast Club

Our Breakfast Club is run by fully qualified and experienced members of our school staff.

Breakfast Club runs Monday to Friday from 7:50am to 8:40am.

The children are given a choice of cereals, toast and fruit  
There is a charge of £2 for this service which can be paid via Parent Pay.



# Hopscotch Childcare - After School Club

Hopscotch Childcare offers an excellent After School Club which runs from 3.20pm-5.15pm

The club is managed by Miss Knights who is supported by qualified and experienced members of the school staff. Gilwern 'out of hours' childcare provides a stimulating and fun environment and was established to meet the needs of Gilwern Primary School parents.

Places can be booked online through <https://gilwern.childcare-online-booking.co.uk/> at a cost of £8.50

Further information is available from the school



# ***Additional Learning Needs (A.L.N) Lead*** **Miss C Griffiths**

The school is following Welsh Government guidance in implementing the new ALN code for Wales and is proactive in identifying each child's individual needs. Some children require further support and/or additional guidance to maximise their learning.

More able children are challenged and motivated by differentiated activities and opportunities appropriate to his or her needs, which allow them to demonstrate their knowledge and abilities.

Children requiring additional learning provisions are integrated into mainstream classes and often their learning is enhanced through interventions such as working individually or in small groups focusing on their need.

The school works closely with pupils, parents and the Local Authority (LA).

The member of staff with the responsibility for supporting and promoting the educational achievement of the children who are looked after by the L.A. is Mr R. Guy, Headteacher.

These children are monitored closely to ensure that their pastoral needs and academic attainment are fulfilled.

## **Equal Opportunities**

The school has a comprehensive policy. The term 'equal opportunity' covers a wide range of different and potentially emotive areas. Pupils are taught pro-actively that discrimination of any type is unacceptable. We take our lead from the United Nations Charter and promote its ethos.

## **Charging Policy**

A voluntary contribution is requested from pupils when attending educational visits. This is in order to cover travelling costs. No pupil will be excluded for non-payment, but if enough money to pay expenses is not collected then the visit may be cancelled.

## **Internal Complaints Procedure**

Parents have the right, and are indeed encouraged to communicate freely with the school's professionals. If any parent has concerns related to their child they should consult, in the first instance, the class teacher. Parents also have the opportunity to consult the Head teacher.

A full copy of the Complaints Policy can be obtained on request from the school and is available on the website.