



# **All Saints Church in Wales Primary School Prospectus 2026 - 2027**



**Croeso i / Welcome to**  
**All Saints Church in Wales**  
**Primary School**  
**Ysgol Gynradd yr Holl Saint**  
**yr Eglwys yng Nghymru**



Dear Parent / Carer,

A very warm welcome is extended to you and your child from All Saints Church in Wales Primary School, and I look forward to a happy and effective association over the coming years.

This prospectus is intended to introduce our school to you and provide you with information regarding our aims, administration, and general organisation. The prospectus should answer any immediate questions and offer details which should prove helpful throughout the academic year.

We believe it is important that as a parent/carer you feel welcome in the school. Education is a partnership between home and school with a shared responsibility based on trust and mutual understanding. The co-operation and participation of parents with our school in the education of your child is positively encouraged. A good relationship between school and home builds a child's confidence, aids their learning, and helps them to fulfil their potential in all areas.

All Saints Church in Wales Primary School is an excellent, happy and vibrant school where all children will be given the opportunity of learning in a caring, stimulating environment which holds fast to Christian values, and which enables each pupil to feel part of the school family.

**'As many hands build a house, so many hearts make a school.'**

Ultimately, our goal is to develop the whole child and foster a love of God and learning across and beyond the curriculum. Thus, each child will realise that with learning comes faith, pleasure and a sense of achievement and wellbeing

I look forward to, and encourage, your involvement in all the exciting stages during your child's schooling at All Saints Church in Wales Primary School.

Diolch yn fawr / Thank you.

A handwritten signature in black ink, appearing to read 'A R Williams', with a stylized flourish at the end.

Mr A. R. Williams  
Headteacher



### **Our Motto**

‘As many hands build a house, so many hearts make a school.’

### **Our Vision & Mission**

The curriculum at All Saints Voluntary Aided Church In Wales Primary School is one which complies with legal requirements and the specific measures set out in the guidelines of the Diocese of Llandaff and the LA, relating to the Foundation Phase, National Curriculum, religious education and worship.

Our school is a special place, a safe place, a place of learning, a place of nurture and of exploration. Our school endeavours to demonstrate openness and acceptance, tolerance, and forgiveness. Here, values and attitudes are formed, and every individual is celebrated as unique. A church school develops a distinctive Christian character, through its religious education, collective worship, and ethos, which makes God's love and presence made known to the world. Our school is a place of mission and witness to the Gospel.

Our Vision Statement is reflected in the curriculum and the daily life of the school:

- where Jesus Christ is our foundation and children are encouraged to become members of a Christian community;
- where every person has equal value and the chance to grow and develop to their full potential at school, at home, in the parish and in the wider communities;
- where teachers, staff, governors, and parents are committed to providing the best of learning opportunities and experiences, in order to develop the whole person;
- where the search for knowledge is accompanied by a quest for faith and a journey of spiritual experience;

so that.....

- every child can be nurtured in their learning about the richness of the created world and grasp every opportunity to contribute to it in life;
- every member of staff can be nurtured in their vocation to teach;
- every achievement can be celebrated, and every shortcoming forgiven;
- every person in this school can know that he/she is made in the image of God.



### **Our School**

All Saints Church in Wales Primary School is a voluntary aided, co-educational, English medium school for children between the ages of 3 and 11 years of age. The school was built in 1986 and consists of a single storey environment. The building has a central hall and administration area. Teaching areas are located in two wings, branching out from the central area. The school has a stimulating playground and large field to the rear. We enjoy very close links with the Benefice of Barry and particularly All Saints Church.

**All Saints Church in Wales Primary School  
Plas Cleddau, Barry, CF62 7FG**

**Telephone Number -** (01446) 745726

**E Mail –** [office@allsaintspsbarry.co.uk](mailto:office@allsaintspsbarry.co.uk)

**School Website -** [www.allsaintspsbarry.co.uk](http://www.allsaintspsbarry.co.uk)

**Headteacher:** Mr. Aled Williams.

**Deputy Headteacher:** Mr. George Ashworth

**Senior Management Team:** Mrs Emma Evans & Mrs L. Webb

**ALNCO:** Mrs Emma Evans.

**Chair of Governors:** Mrs Sian Evans

**Safeguarding Governor:** Mrs Sian Clissett.

**Additional Learning Needs Governor:** Mrs Sian Evans

## **The School Day**

### **Progression Step 1 (Nursery)**

Morning Session: 8:55 a.m. - 11:30 a.m.

### **Progression Step 1 (Reception) & Progression Step 2 (Y1 & Y2)**

Morning Session: 8:55 a.m. - 12:00 p.m.

Lunch Break: 12:00 p.m. - 1 p.m.

Afternoon Session: 1p.m. - 3:30 p.m.

### **Progression Step 2 (Y3) & Progression Step 3 (Y4 – Y6)**

Morning Session: 8:55 a.m. - 12:00 p.m.

Lunch Break: 12:00 p.m. - 1p.m.

Afternoon Session: 1p.m. - 3:30 p.m.

## **Staff Organisation 2026 – 2027**

Head Teacher

Mr. A. R. Williams

Deputy Head Teacher

Mr. G. Ashworth

### **Class Teachers**

Nursery

Mrs. E. Evans

Reception

Mrs K. Bickley & Miss N. Bates

Year 1

Mrs S. Poole

Year 2

Mrs. M. Koursaros & Mrs R. Robinson

Year 3

Mrs R. Williams

Year 4

Miss. C. Allen

Year 5

Mrs K. Davies & Miss N. Bates

Year 6

Mrs. L. Webb

ALNCo:

Mrs. E. Evans

PPA Teacher:

Mrs. R. Robinson & Mr. G. Ashworth.

### **Learning Support Assistants**

Miss R. Sillett

Mrs J. Vivet

Miss H. Evans

Mrs K. Champion

Miss K. Bates

Mrs D. Coulthard

Miss A. Brown

Miss E. Jones

Mrs J. Gough

Mrs R. Robinson (HLTA)

### **School Administrator**

Mrs. A. Germon

### **Admin Support**

Mrs. J. Gough

### **Midday Supervisors**

Mrs. D Perrett

Mr. S. Perrett

Miss. E. Harrison

Mrs. A. Bull

Mrs. D. Curtis

Mrs M. Davies

### **Breakfast Club**

Mrs. A. Germon

Mr. S. Perrett

Mrs. J. Gough

Miss. K. Bates.

### **Caretaker**

Mr. S. Perrett

### **Cleaners**

Albany Cleaning Solutions

### **Cook in Charge**

Miss E. Pritchard.



### **SCHOOL HOLIDAY DATES 2026 / 2027**

| Term        | Begin               | Half term          |                    | End                   | No. of School Days |
|-------------|---------------------|--------------------|--------------------|-----------------------|--------------------|
|             |                     | Begin              | End                |                       |                    |
| Autumn 2026 | Tue 1 Sept 2026     | Monday 26 Oct 2026 | Friday 30 Oct 2026 | Friday 18 Dec 2026    | 74                 |
| Spring 2027 | Monday 4 Jan 2027   | Monday 8 Feb 2027  | Friday 12 Feb 2027 | Friday 19 Mar 2027    | 50                 |
| Summer 2027 | Monday 5 April 2027 | Monday 31 May 2027 | Friday 4 Jun 2027  | *Tuesday 20 July 2027 | 71                 |
|             |                     |                    |                    | <b>TOTAL</b>          | <b>195</b>         |

**Tue 1 Sept 2026, \*Monday 19 & Tuesday 20 July 2027** will be designated INSET days for all LEA Maintained Schools. The remaining two INSET days to be taken will be at the discretion of each individual school following appropriate consultation with staff. \*It is intended that these INSET Days will either be taken on Mon 19 & Tue 20 July 2027 or at an alternative time for example in the form of twilight sessions.

All schools will be closed on **Monday 3 May 2027** for the May Day Bank Holiday.

Significant dates:

Christmas                      Friday 25 December 2026

Easter                              Good Friday 26 March 2027  
Easter Monday 29 March 2027

May Bank Holidays      Monday 3 May 2027  
Monday 31 May 2027

## **Admissions Arrangements**

All Saints Church in Wales Primary School is Voluntary Aided and co-educational. One of its foremost aims is to provide a Christian education in accordance with the rites, ceremonies and doctrines of the Anglican faith as practised by the Church in Wales. Parents should be aware that the faith and doctrines of the Church in Wales are an integral part of the curriculum and, as such, are implicit in everything we do at school.

Applications from families in the Nursery Unit will be considered on the same basis as all others but when considering places for morning nursery, priority will be given to those pupils who have attended afternoon nursery. The offer of a place in the Nursery Unit does not guarantee a place in the Reception Class.

The Standard Number for the School is 30 pupils in each year. Where there are 30 or fewer applications, all applicants will be allocated a place. Where there are more applications received than places available, governors will offer places using the oversubscription criteria.

Where the Governing Body is unable to offer a place for all children within any category because the admission number would be exceeded, places will be allocated to those applicants who fall within any one of the categories listed in the following priority:

- (i) Children who have a sibling (see note 2) attending the School at the time they would be admitted were their application to be successful. Therefore a child with a sibling will be prioritised within the category the applicant has been allocated to.
- (ii) Proximity of the parent(s)/carer(s) home address to the school will be used for each criteria (after sibling priority) where the number of applications exceeds the limit of places. Proximity is measured by calculating the shortest "safe walking distance" from the School postcode (CF62 7FG) to the home postcode as measured by the Local Authority system. For the purposes of this exercise, the 'home address' for children whose parents do not live at the same address is the address where the child will spend the majority of the school week (i.e. at least 3 evenings/nights, Sunday to Thursday) during term time.

Applications for any year group, at any time in the year will be considered by the Governing Body in accordance with the School's Policy and oversubscription criteria:



The oversubscription criteria are

1. A child who is looked after, or previously looked after.
  2. A child who attends a service at one of the churches within the Barry Ministry Area on a weekly/fortnightly basis and has done so for at least the past one year;
  3. A child who is living in the Barry Ministry Area but who attends a Church in Wales service at a church in another Ministry Area on a weekly/fortnightly basis and has done so for at least the past one year.
  4. A child who is living outside the Barry Ministry Area and attends a Church in Wales service in another Ministry Area on a weekly/fortnightly basis and has done so for at least the past one year;
  5. A child who attends a Christian denomination, other than the Church in Wales, service on a weekly/fortnightly basis and has done so for, at least, the past one year;
  6. A child who attends a place of worship, other than Christian, on a weekly/fortnightly basis and has done so for, at least, the past one year;
  7. A child who will have a sibling attending the school at the time they would be admitted were their application to be successful;
  8. A child who, with their parent or guardian, lives in the Barry Ministry Area;
  9. Children whose parent(s) or guardian(s) are applying for admission for other reasons.
- Where All Saints Church in Wales Primary School is named in a statement of special educational need, governors have a duty to admit the child to the school.
  - When considering applications from parent(s) or guardian(s) of children seeking admission on grounds of social or medical needs, the School may consult with the Additional Learning Needs Coordinator, Headteacher and Local Authority as appropriate.
  - Provided always that the Governing Body reserves the right to depart from these criteria if there is before it compelling evidence that the welfare of a child will be seriously prejudiced if the child is not admitted to the School.
  - Criteria for categories 2, 3, 4, 5, and 6 will be determined strictly in the light of the signed reference from the minister of the place of worship concerned.

To read the school admissions policy follow the link below:

<https://www.allsaintspsbarry.co.uk/policies-documents/>

## **School Uniform**

The wearing of school uniform is actively encouraged for a number of reasons:

- It fosters a sense of pride in the school
- It contributes to a sense of belonging and school family ethos
- It provides a neat and tidy style of dress
- It is an economical form of school clothing
- It prevents children competing with each other with regards to the latest fashions and expensive designer clothing.

### **Summer Uniform**

Short sleeve white shirt (worn with school tie) or

Red and white, short sleeve gingham shirt (not worn with school tie)

Grey, straight leg trousers/ shorts/ skirt

Red and white, short sleeve school dress

School sweatshirts or cardigans

Shoes – sensible, black, flat shoes/ school sandals

### **Winter Uniform**

Red V-neck Sweatshirt or cardigan with school logo

White long sleeve shirt or short sleeve shirt.

School tie

Grey, straight leg trousers/ grey skirt/ grey pinafore.

Flat, black, school shoes.

Our branded uniform (logo tops, coats, fleeces etc) are all available from A Class Apart in Dinas Powys (<https://aclassapart.co.uk>). You can purchase appropriate clothing, in school colours, from other retail sources.

**All clothes need to be clearly labelled with your child's name** to ensure that all items of clothing can be easily identified.

## **P.E. Kits**

PE uniform consists of either black shorts / black skirt, black joggers / black leggings and a house colour t-shirt. A long sleeve red overtop is optional. We have partnered with Class Apart on this new PE uniform but purchasing from A Class Apart is not the only option available to you, as the items mentioned can also be purchased from a variety of other shops and supermarkets. We will be continuing with the same PE arrangements as last year. This means that the children will be able to come to school on their allocated PE day wearing appropriate clothing and footwear to undertake a PE lesson safely. Your child will be notified of their PE day by their class teacher.

## **Jewellery**

Earrings in particular are dangerous at playtimes and during games/PE sessions. Studs or sleepers are permitted but for obvious safety reasons, rings, hoops or dangling earrings are not. Other facial or body piercing are similarly not allowed.

**The school cannot be held responsible for injury, accidents, or losses as a result of children wearing jewellery.**

***Please note: the school accept no liability for loss of or damage to articles of clothing or personal belongings that pupils bring to school.***

## Absences

If your child is unable to attend school, please inform us by telephone or via Arbor on the morning of an absence.

When your child returns to school, please send a letter explaining the absence even if you have already contacted the school. We are required to keep absence letters for our records. If your child becomes ill during school time- we must have up to date contact numbers so that we can contact you.

Punctuality and attendance are very important, and we will contact you if either are a concern. If your child is late for school, they must enter via the main entrance and report to the school office so that they can be marked on the register and their dinner preference logged.

### Absence during term time

Parents do not have an automatic right to withdraw pupils from school for a holiday and, in law, have to apply for permission in advance. The Vale of Glamorgan Council advises all Governing Bodies not to authorise any holiday requests during term time, except where there are exceptional and extenuating circumstances.

Exceptional and extenuating circumstances include and would normally be limited to:

- i. family holiday request from parents who are employed by the Ministry of Defence;
- ii. family requests for holiday due to religious beliefs.

Such considerations, in exceptional circumstances, may result in the school agreeing with the request and authorising the absence accordingly. This means that holiday requests during term time **will not be authorised** by the school unless there is agreement between the school and the parent/carer that exceptional and extenuating circumstances apply, as aforementioned.

There is an expectation that parents and carers will abide by these arrangements in order to continue to secure the best possible educational outcomes for their child/children during their time in schools in the Vale of Glamorgan.

### School Meals

Our meals are cooked on the premises and are **enjoyed by children and staff alike**. The meals are varied and follow guidelines on healthy eating. Children with **special diets** are catered for too.

**All pupils are entitled to a free school meal.**



### **Packed Lunches**

As a school, we would ask that if you are providing your child with a packed lunch, that it is as healthy as possible, keeping in line with the Welsh Governments "Appetite for Life" agenda.

We ask that you do not send in any sweets and also that you do not send in any food-stuffs that contain nuts, as we have several pupils who have severe nut allergies.

### **Charging**

Parents will be requested to make a contribution towards any school organised function where a fee is charged to the school. If insufficient contributions are forthcoming, indicating that a deficit may arise which will have to be met by the school, then the school reserves the right to cancel the function. With the exception of non-returnable deposits, all paid monies will be returned in full.

### **Parents / Carers**

We have an open door policy, but if you are planning on visiting the school, or wish to discuss matters with your child's teacher, please telephone to make an appointment with either a class teacher or a member of the senior team.

### **Parents and Teacher Association (PTA)**



Here at All Saints C/W Primary School we have always been very proud of the strong links we have with our families and community. The PTA members give up their time and energy to fundraise and work in partnership with the school. They are a very important part of school life and make a real difference to our children. Joining the PTA is also a great way of getting to know new people. If you would like to become a member of the PTA and work in partnership with the school, please email the PTA - [allsaintspspta@outlook.com](mailto:allsaintspspta@outlook.com) expressing your interest. We look forward to hearing from you.

### **The Governing Body**

The Governing Body is the strategic body that helps the Headteacher and staff, move the school forward. They are made up of independent Governors as well as staff members.

They meet regularly to help the school with its work and are the 'critical friend' to the Headteacher and the Senior Management Team.

We aim to provide quality learning experiences for our children - learning, which is structured, balanced and relevant to the child.

We aim to provide a safe and secure environment in which your child feels happy, confident, and stimulated to learn whilst having fun.

[Please visit our website for further information  
on our Governors: [www.allsaintspsbarry.co.uk](http://www.allsaintspsbarry.co.uk)]

## Nursery

All Saints Church in Wales Primary School is Voluntary Aided and co-educational. One of its foremost aims is to provide a Christian education in accordance with the rites, ceremonies and doctrines of the Anglican faith as practised by the Church in Wales. Parents should be aware that the faith and doctrines of the Church in Wales are an integral part of the curriculum and, as such, are implicit in everything we do at school

### Admissions Policy for Nursery

Applications from families in the Nursery Unit will be considered on the same basis as all others but when considering places for morning nursery, priority will be given to those pupils who have attended afternoon nursery. **The offer of a place in the Nursery Unit does not guarantee a place in the Reception Class.**

### Daily Routine

On arrival at Nursery, the team will greet the children at the door. There will be structured group work and continuous/enhanced provision throughout the session. We encourage children to become as independent as possible. We will ask them to tidy up and encourage the children to put their own shoes and coats on. We use our outdoor area every day, so please ensure your child has a warm, waterproof coat with a hood.

Please try to be punctual at both dropping off and picking up times as small children can become distressed very quickly if left for even a short amount of time. It is essential that a responsible adult collects your child from nursery. The staff will become familiar with parents but will need to be informed of changes to home time arrangements.

In the interest of safety and security Nursery and Foundation Phase children will only be released to parents, or to adults known to the school and where a prior arrangement has been made. These children will not be handed over to older brothers or sisters from our school or to children, family or friends, under the age of 16 years, unless permission has been given by the Head or Deputy Head Teacher.

### **Snack Time**

We endeavour to provide the children with a range of healthy snacks. Snacks will be £1 per week. Please send this in an envelope marked with your child's name. You may pay weekly or termly.

The nursery children will be using an **antibacterial hand foam or gel** to clean their hands before snack time. At all other times the children will have access to a normal hand soap to wash their hands.



## **Learning and Teaching at All Saints C/W Primary School**

**“Education must be orientated not towards the yesterday of child development but towards its tomorrow”**

We, at All Saints C/W Primary School are committed to this way of teaching and understand how it will benefit the children. The emphasis is on learning by doing, understanding how things work and finding different ways to solve problems. Children will be supported to develop speaking and listening skills to encourage them to read and write. Our intention is to enhance children's disposition to learning and to make them lifelong learners.

### **The Outdoor Classroom**

The development and use of the outdoors as a learning environment is very important for the development of all children. In the outdoor teaching areas, the children will gain first-hand experience to develop an understanding of themselves and the world around them.

They will be able to practice and consolidate their learning, solve problems and make decisions, individually and in groups. Children will be able to play with ideas, experiment and learn to take risks. Other benefits include developing a love of nature and improving health and fitness levels.

As with any construction, you need to get the base or foundations right, and the same is true with our curriculum.

We encourage children to be actively involved in their own learning. Children will be given more opportunities to gain first hand experiences through play and active involvement rather than just completing exercises in books or on worksheets.

For further information visit the Welsh Assembly Government's website on <http://wales.gov.uk>

Children are given a variety of learning experiences both inside and outside the classroom environment. They are encouraged to decide on the 'success criteria' for their work and work towards their own learning goals - guided and assisted by their class teacher.

Their curriculum, has a large practical element – with the children experimenting and becoming active, independent learners, rather than being passive and 'spoonfed'.



The well-being of our children is up most in our thoughts, from their daily healthy snack, their healthy school lunch through to our attitude to being fit and healthy, we try our best to give them a good start!

As a school, we would ask that if you are providing your child with a packed lunch, that it is as healthy as possible, keeping in line with the Welsh Governments "Appetite for Life" agenda. We ask that you do not send in any sweets and also that you do not send in any food-stuffs that contain nuts, as we have several pupils who have severe nut allergies.

The well-being of all who are a part of the school is extremely important. We are an inclusive school where all children and their needs are catered for. Every child is included within the school's provision mapping and parents are actively encouraged and supported in helping their child achieve their potential. We provide for children with Additional Learning Needs (ALN) and children who are More Able and Talented (MAT).

Each classroom has an interactive whiteboard or interactive TV and a computer. The school has a computer suite. We also offer a selection of mobile devices with wireless connectivity to help enhance learning. The children are encouraged to be creative with their I.C.T and use it in a cross curricular way. Creativity and Achievement go hand in hand at All Saints C/W Primary. Everyone has the opportunity to show their skills and development and have it celebrated by the whole school and wider community.

The children are encouraged to use their Assessment for Learning skills in all areas of the curriculum to further their learning and develop them as well rounded, broad based people.

**We promote 'Christian Values for Life'  
throughout our curriculum and school ethos.**



## **Curriculum for Wales 2022 and Beyond**

At All Saints C/W Primary School, we are embracing the new curriculum for Wales and the exciting opportunities it allows.

Our Curriculum Vision was created by the children and staff and was drawn together by the All Saints Ambassadors. It summarises what they believe their curriculum should be and the experiences it should provide.

*'Our vision is to provide a curriculum that is inclusive, supportive, challenging and fun. It will encourage everyone to be happy, healthy and provide them with stimulating opportunities to realise their full potential in order to become lifelong learners.'*

The All Saints Curriculum has been developed as a result of key stake holder feedback; identifying skills, knowledge and experience that the curriculum should include. The children and staff have undertaken an evaluation of our current curriculum to identify areas that should be kept, added, or changed as part of the new curriculum.

Teachers have worked with staff from the cluster schools to support one another in planning our curriculum, ensuring progression. Our children engage in discussions in order to give them voice about what and how they learn.

The school collaborates and consults with a range of providers from the local and wider community on providing learners with distinct and enriching experiences. Central to, and underpinning, everything that we do are the four purposes.

The four purposes are the starting point and aspiration for the All Saints Curriculum. Ultimately, the aim of a school's curriculum is to support its learners to become:

***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.***

***Healthy, confident individuals who are ready to lead fulfilling lives as valued members of society.***

***Ethical, informed citizens who are ready to be citizens of Wales and the world.***

Our school curriculum is suitable for all learners and will enable them to realise the four purposes. It takes account of and responds to the unique opportunities and challenges that present themselves to individuals and groups of learners in our school.

**The New Curriculum is a journey not a destination.**

Our school curriculum is broad and balanced and includes learning opportunities within and across all of the six Areas of learning and experience. The six areas are:

- Expressive arts - Art, Dance, Film, Drama, Music and Digital Media
- Health and well-being - learning about having a healthy body, and a healthy mind. Understanding healthy relationships and how to make good life decisions.
- Humanities - exploring history and geography; business and politics; religions and society.
- Languages, literacy and communication - Learning and understanding different languages. Creating your own stories, poems or films.
- Maths and numeracy - Understanding and using numbers. Understanding and using symbols. Learning about shapes and measurement. How to collect and use information to make decisions.
- Science and technology - Understanding nature and living things. Learning about designing and building things, how technology works and how to use it to solve problems.

It encompasses the concepts in all of the statements of what matters and provides appropriate progression in accord with the principles of progression. It also aligns to the mandatory requirements of teaching Welsh, English and Religion, Values and Ethics (RVE).

The mandatory elements of Relationship and Sexuality Education (RSE) and the cross curricular skills of literacy, numeracy and digital competence are embedded throughout the curriculum.

Children will also learn about:

- Human rights.
- Respecting people's differences, like their beliefs or where they come from.
- Learning about work and how to choose the kind of work you want to do.
- Learning about Wales, your local area and the world.

### **Learner involvement**

The input of learners should be an important consideration throughout the curriculum design process.

The selection of curriculum content should consider learners' input and should provide increasing opportunities for learners to help direct their learning as they progress. Learners' views about their experiences and about what, how and where they learn should be taken seriously when a curriculum is being designed.

Learners should be informed about the process the school is taking to design the curriculum and should be given opportunities to be involved in decision-making. It

should be made clear to learners how they have influenced decisions, with feedback given about what decisions have been taken and why.

At All Saints C/W Primary our 'pupil immersion days' are effective in providing a variety of creative, stimulating and engaging activities for pupils. Whilst immersed in these multi-sensory activities pupils reflect and think on the experiences their new curriculum theme will provide.

Pupils influence their learning and skills development. Classrooms include 'pupil planning and reflection displays' incorporating these skills and ideas.

**“The school curriculum is changing so we can prepare our children better for a changing world.”**

### **Assessment at All Saints C/W Primary**

We believe progression and assessment is fundamental to ensuring we achieve our school vision. Our school curriculum is underpinned by the mandatory principles of progression which describe what it means for learners to progress regardless of a learners 'stage of development.

Our assessment arrangements are informed by these principles of progression. We use a variety of evidence informed assessment strategies to enable each individual learner to make progress at an appropriate pace. We ensure our processes identify learners who require further support or challenge and provide opportunities for staff to evaluate and assess in order to action next steps in learning for individuals and groups of learners.

Our assessment arrangements ensure active engagement between learners and teachers and is based on ongoing reflection on where a learner is, what their next steps are and what is required to support them in achieving these.

### **Principles of Progression**

These principals articulate the ways in which learners make progress in their learning and contribute to the four purposes at All Saints C/W Primary. This means that progression is embedded in learning and teaching and forms the basis of our thinking when designing, planning and enhancing our school curriculum now and into the future.

Our school curriculum will be kept under review to ensure that it is meeting the needs of our learners and our school vision.

Throughout the year there will be a variety of self-evaluation activities to inform our understanding of the effectiveness of our curriculum and the required revision. We will work within our school, across the cluster and in partnership with governors, the regional consortia, the local authority and Diocese to further develop a shared understanding of progression and to ensure a high-quality learning for all.

For more information, please visit: <https://gov.wales/education-changing>

Here you can access a guide for parents/carers: <https://hwb.gov.wales/curriculum-for-wales/a-new-curriculum-in-wales-a-guide-for-parents/>

An easy read guide for young people: <https://hwb.gov.wales/curriculum-for-wales/a-new-curriculum-in-wales-easy-read/>

You can also view an animation which explains the changes:  
<https://youtu.be/SCMLnc8IMxE>

### **Relationships and Sexuality Education**

Relationships and Sexuality Education help learners to develop the skills and knowledge appropriate to their age, understanding and development. Learners are enabled to make responsible decisions about their relationships, sexual health and well-being.

Relationships and Sexuality education is incorporated into the general school curriculum for all year groups. Teaching will always be sensitive to the age and emotional development of each child. Parents have an important role in helping children cope with the physical and emotional changes of growing up and in preparing them for the challenges and responsibilities which sexual maturity brings.

Teaching at All Saints Church in Wales Primary School is complementary and supportive to the role of parents. Please come and discuss any issues you may have with the Headteacher.

### **Cymraeg**

Although All Saints is an English medium school, all children learn Welsh as part of the Foundation Phase or the National Curriculum. We recognise the need for children to practise these new language skills and we regularly use incidental Welsh throughout the school day. Other areas of the curriculum offer opportunities to share an understanding of Welsh culture and customs, history, and traditions.



## Christian Values

We promote a welcoming happy community based on trust and mutual respect, where all individuals feel that they are valued and belong. We endeavour to help children achieve their full potential academically, creatively, spiritually, and socially by encouraging a love of learning and the development of self-esteem, and confidence.

As a church school we embed our Christian values into everyday learning and foster a respect for other people and their beliefs. Every half-term, we choose a different value to focus on and celebrate this in a variety of ways.

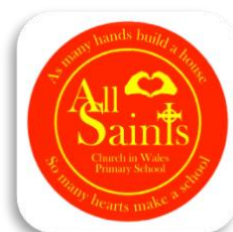
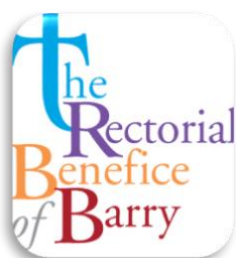
Alongside the Christian Values for Life curriculum, we also adopt the SEAL (Social and Emotional Aspects of Literacy) curriculum. This aims to develop the underpinning qualities and skills that help promote positive behaviour and effective learning. It focuses on five social and emotional aspects of learning: self-awareness, managing feelings, motivation, empathy, and social skills.

## Religion, Values and Ethics

In our school, Religion, Values and Ethics education, which includes worship, is in accordance with the teachings and practice of the Church in Wales and is expressed through the Provincial Church in Wales Syllabus for Religious Education.

In this way it is our intention to meet the expectations of those parents who deliberately choose a Church in Wales School for their children by providing the best possible general education within the context of a religious interpretation of life and ethos, supported by committed and practising Christian teachers.

In all years, pupils receive Religion, Values and Ethics Education lessons each week. The school aims to provide an education that is Christian in principle and practice and in accordance with the rites, ceremonies and doctrines of the Church in Wales.



### **Collective Worship**

As we are a Church School, prayer and worship are central to our daily lives. Worship takes place each day as well as class prayers before lunch and at the end of the school day.

Our worship takes many forms; both in school and at All Saints Church. The Benefice clergy regularly lead worship in the school and the children also lead worship in school on a regular basis.

In addition to our daily worship, each Friday we celebrate the children's achievements. Children are encouraged to bring to school certificates, badges etc. that they have gained outside school e.g., swimming certificates, badges, trophies etc.

We also celebrate the successes and achievements that the children have had in school e.g., being a good friend, sharing, and listening carefully.

### **Right of Withdrawal**

Collective worship is a positive and enhancing experience in our school and we believe every child should have the chance to flourish in an environment where faith is valued and celebrated.

However, any parent can request permission for their child to be excused from attending religious worship and the school will make alternative arrangements for the supervision of the child during the period concerned.

Parents do not have to explain or give reasons for this. This complies with the statutory right of withdrawal as set out in legislation. The Head teacher keeps a record of all children who are withdrawn from collective worship.



### **Additional Learning Needs (ALN)**

Children who experience difficulties in mastering basic language skills, following initial identification by the class teacher, are either withdrawn from the class situation to be given specialised teaching in a small group, or are helped in the class situation by the special needs support staff. Several contact sessions will be timetabled each week.

Since the publication of the Revised Code of Practice for Children with ALN, the school has interpreted the document and formulated its own policy to suit its particular requirements. Information on this can be obtained by appointment with the school's Additional Learning Needs Co-ordinator (ALNCO) Mrs. E. Evans.

## **Complaints**

We'd hope that you and your family will have a brilliant time with us, but we understand that sometimes things can go wrong. There may be an occasion when something happens in school that you are not happy about. Our complaints procedure is a way of ensuring that anyone with an interest in the school can raise a concern, with confidence that it will be listened to and, if well founded, dealt with in an appropriate and timely fashion. Sometimes you might be concerned about matters that are not decided by the school, in which case we will tell you to whom you should complain.

Most concerns can be settled quickly just by speaking to the relevant person in school, without the need to use a formal procedure. The initial point of contact should always be the child's class teacher. If it is not possible to resolve the matter in this way, the Key Phase leader should be the next point of contact followed by the Deputy Headteacher and then the Headteacher. Full details of the procedure may be obtained from the school office or via the school website.

## **Family Holidays in Term Time**

The Welsh Assembly Government have asked that Parents be made aware of the fact that

**THERE IS NO RIGHT TO WITHDRAW PUPILS FOR HOLIDAYS.**

## **Administration of Medicines and Illnesses**

The administering of medicine to a child is the responsibility of the parent. If the parent is unavailable during the day, then a medical form must be completed, giving permission for a member of office staff to administer the medicine. All medicines must be sent into the school office in the original container and should not be decanted into another container.

Medicines **MUST NOT** be kept by the pupil. The medicine must clearly state the child's name and the exact dosages and timing required as well as the name of the medicine. Should the dosage of the medicine change, a new permission form will be required.

A copy of the administration of medicines policy is available on the school website or may be obtained via the school office.

## **Illness and Emergency Procedures**

We will always do our best to deal with any illness or accident that occurs during school time. Parents are informed of any minor accidents. For more serious accidents, or bumps to the head, parents are contacted by telephone.

It is important that any contact details provided to the school office are kept up to date and include at least two additional emergency contact numbers should we fail to be able to contact you. In extreme emergencies an ambulance will be called, and you will be informed.

## Voluntary Help

We have a number of voluntary helpers who assist in many various ways and their help is very much appreciated. If you have any spare time and would like to help, please contact any member of the teaching staff. All members of staff and volunteers are obliged to undertake **a DSB check, with references**, as their work involves close contact with young children.

Many of our parents work fulltime but have other skills and contacts which have benefited our clubs and resources. We are always interested in any support you or your family can offer.

## Parents' circulars / newsletters

The school is an active and busy institution with many varied opportunities and experiences involving the children, staff, and parents as well as the local community. Parents are notified of all school news and events in regular circulars or newsletters. Please read them carefully so that neither you nor your children miss out! All Newsletters can be found via our website – <https://www.allsaintspsbarry.co.uk/letters-information/>

**Children are encouraged not to bring mobile phones in school. If they do they will have to be kept in the school office until home time.**



## Access to School Records

Under data protection legislation, parents and pupils have the right to request access to information about them that we hold. To make a request for your personal information, or be given access to your child's educational record, contact the Data Protection Officer at the school. We respectfully ask that you request information during term time to give the School the best opportunity to comply with your request within one calendar month although you are under no legal obligation to do so.

## Legislative Documentation

All national, council and school documents are available through the school office.

## Parent & Carer Consultation Evenings

The school will hold one Parent & Carer Consultation Evening in the Autumn Term for staff and parents to discuss how children are settling in to the new school year, a second in the Spring Term which will enable staff to critically evaluate each child's progress and suggest to parents how emerging problems can best be targeted, and finally, after receiving the end of year report, parents and staff will be able to address specific issues for discussion in the optional Summer Term meeting if either see a need to do so.



## **Community Links**

The school seeks to develop its community links through practical involvement of children, parents, and staff in specific initiatives. The PTA have business and charity connections in the locality. The school choir and musicians regularly perform and compete out of school in the community whilst from a sporting context, teams from the school always form a strong competitive contingent.

## **School Senedd**

The school has set up School Senedd committees. These are the Digital Leaders / Wellbeing Warriors / Criw Cymraeg / Eco Committee and Prayer Pals. The school also has school ambassadors and an elected school council. Pupils meet to discuss the relevant issues in the school. The committees have appointed leaders who conduct the meetings under the supervision of the class teachers and welcome the involvement of the local community when applicable. Several innovative suggestions have been adopted and the School Senedd committees have proved to be very successful.

## **Sustainability**

The school actively involves pupils recycling as much of our paper, plastic and card waste as possible. We also recycle ink cartridges and collect old clothing for recycling. We compost all fruit and vegetable waste in our composting bins. The school has achieved the Eco Schools' Green Flag Award.

## **Homework**

As a school, we know how important it is to actively involve parents and carers in children's learning. We therefore give all the children across the school opportunities to undertake activities at home.

These home tasks cover a wide range of skills and will often involve children and parents undertaking activities together. Tasks might include reading, learning spellings, learning multiplication tables, making models, completing some activities online, using the internet for research or simply practising skills learnt during the week.

## **Transition**

We are very fortunate to have formed excellent links with our local high schools and this has aided the transition process from Primary to Secondary education greatly. Our pupils are an integral part of the Faith Cluster with the children opting to attend a variety of Comprehensive schools.

These include:

- St Richard Gwyn Catholic High School
- Whitmore High School
- Pencoedtre High School
- The Bishop of Llandaff CiW High School
- Saint Cyres School
- Stanwell Comprehensive School
- Cowbridge Comprehensive School



## Extra-curricular clubs / activities

In addition to the compulsory participation of all pupils in the National Curriculum for PE, the school endeavours to provide through a specific range of voluntary extra-curricular sporting activities the opportunity for children to develop their athletic skills, interests, and ambitions.

Sincere thanks and appreciation must be extended to all those staff who voluntarily give of their own time to encourage and coach the children in the school's range of teams and groups. Examples of some of the clubs previously run are:

Football      Netball      Choir      Gardening      Cooking

The development of sportsmanship, teamwork and competitive determination can lead to children being selected for one of the school's representative sports teams. The school will also seek to encourage and appropriately reward those pupils of exceptional athletic ability and skill to progress to a higher level of representation. As well as the extra-curricular sporting activities previously listed, the following sports are provided during the year in the PE and Games curriculum:

Football      Rugby      Tennis      Inter-house Sports Day      Gymnastics  
Swimming      Netball      Hockey      Year 6 Residential Week      Athletics

All pupils are placed in a house or team on their arrival at school and annual Sports' Day and our Eisteddfod are run as inter-house competitions. Our houses are Woodpeckers, Owls, Robins and Kingfishers. Wherever possible, pupils are placed in the same house as siblings.



## **Educational Visits**

Children in each year group are often taken on educational visits. During your child's time at All Saints Primary School, they will have the opportunity to visit many places of historic and natural interest. We also try to organise visiting theatre and music groups. We believe that these experiences broaden and support the work in the classroom. Children in Year 6 attend a concentrated swimming course and in Years 5 and 6 undertake outdoor and adventurous activities and specialist residential activity centres.



## **School discipline**

Our school is proud of its discipline that is fostered by the encouragement of mutual respect and care for other people and property. School rules are devised to safeguard the safety, well-being, and happiness of the children at school. To encourage high standards in all aspects of school life a merit award system is operated. Children are awarded points for good work, exemplary behaviour, effort, attitude and co-operation etc. Sanctions are only used as a last resort when positive reinforcement has been unsuccessful.

The school will not tolerate children who continually misbehave, causing or threatening injury to other children. In extreme cases the child may be excluded for certain periods e.g., lunch times or even from school completely. Fortunately, to date, this disciplinary measure has very rarely been utilised. We prefer to administer a positive disciplinary system with rewards rather than punishments.

## **Anti-Bullying**

Bullying is wrong and damages individual children. At All Saints Church in Wales Primary School, we will do all we can to prevent it, by developing a school ethos in which bullying is regarded as unacceptable. We aim as a school to produce a safe and secure environment where all can learn without anxiety and measures are in place to reduce the likelihood of bullying. Parents that are concerned that their child might be being bullied or suspect that their child might be the perpetrator of bullying should contact their child's class teacher immediately. Our school will take your concerns seriously and act promptly to address the points you raise.

## **Safeguarding / Child Protection**

As a caring school with direct responsibility for children, our first concern is the welfare of the child. At All Saints School, we take the well-being of all our children very seriously. All staff and volunteers at the school who come into contact with the children have a DBS check. All staff train annually in safeguarding issues

It is a legal requirement that each school should have a named school Designated Safeguarding Officer. The Designated Safeguarding Officer is the Head Teacher, Mr Williams and the Deputy Head, Mr Ashworth, in his absence. Mrs. S. Clissett is our Safeguarding Governor & Mr. J. Redrup / Mrs S. Collier are the Local Authority Safeguarding Officers (01446 709180)

The school has a **legal obligation** to contact other agencies where there are child protection concerns. It is the duty of the Governing Body to ensure that the appropriate procedures are in place for the protection of children from abuse. All matters concerning child protection issues are dealt with strictly on a need to know basis and are treated with the utmost **confidentiality**.

Any referrals, notes or recorded observations made in regard to sensitive child protection issues are exempt from being free to access under the data protection act.

**Safeguarding is EVERYONE'S Responsibility.**

## **Road and Personal Safety**

If you need to bring your child to school in a car please take care to park your car safely and legally. Parking across the school entrance, in the Gwenog Court parking spaces or parking on double yellow lines could cost a child's life.

Children and parents should leave the school grounds through the pedestrian gates. The main car park entrance gates are for traffic only. Only staff and official visitors to the school are allowed to bring cars into the school grounds. Exceptions will be made for children who have difficulty with mobility, and parents with such children must contact the Headteacher for permission. Children leaving school for medical or other appointments should be met by a responsible adult known to the school staff.

## **Security**

Whilst the school deplores the social necessity for increased security it has, nevertheless, been pro-active in installing and regularly monitoring its security arrangements. The entry systems continue to be effective. Visitors to the school are required to report the school office, sign in and wear a visitor's badge. All electronic equipment has been coded and serial numbers recorded; an access control system at the main entrance is in place and radio communication has been introduced between senior staff and the school office. The Governing Body keeps the security situation under constant review.

Please note that the school has a policy of not allowing dogs to walk on the premises for the safety and hygiene of pupils and adults.

Despite the installation of an access control system for the safety of the children and staff, the school has an “open door policy”. We welcome brief parental consultation outside teaching times. If you wish to meet staff at length please see the teacher concerned and arrange a mutually convenient time. If you wish to see the Headteacher or Deputy, please ring for an appointment.

**The school continues to be a secure place for our children.**

### **School Start & End of Day Procedures:**

#### **Start of Day**

The school gates open from 8:45am where you will be able to accompany your child, if you so wish, onto the main yard. The school operates a one-way system to help keep everyone safe on site. Please enter the main yard via the gate adjacent to Nursery and make your way around to your child's classroom entrance. Once your child has been dropped off, please continue around the school in the same direction and exit via the large orange gates (next to the faith garden).

The school needs to ensure minimal numbers of adults on site at any one time. Therefore, once your child is greeted by their class teacher or LSA, the school yard is then vacated as soon as possible. However, if you need to speak to your child's class teacher about a particular concern, you are more than welcome to arrange a meeting/telephone call to discuss any issues further.

**The gates onto the yard will be locked at 9am to ensure that the school site is safe and secure for all children. If you arrive after this time, please make your way to the main entrance.**

#### **End of Day**

The school gates open from 3:20pm where you will be able to make your way onto the school yard to collect your child / children. Please enter the main yard via the gate adjacent to Nursery and make your way around to your child's classroom entrance. A member of staff will be at the classroom door, and they will dismiss your child safely onto the yard. Once you have collected your child / children, please continue around the school in the same direction and exit via the large orange gates (next to the faith garden).

If your child is in Nursery, they can be collected from the main Nursery entrance at the end of their session in the morning.

Please be prompt when collecting your child. Children become quite anxious if you are only a few minutes late. Please notify us if your child is to be collected by someone else or if there is to be a change to their routine.

In the interests of safeguarding, it is vital that parents inform us of any changes to arrangements for picking up their children at the end of the day (or at midday for Morning Nursery).

### **Breakfast Club**

Our Breakfast Club provides a welcoming and friendly environment for all children at All Saints Church in Wales Primary School. We provide breakfast, which consists of cereal, toast, fruit, and fruit juice.

The activities we provide include opportunities for children to develop their social skills, problem solving skills and creative flair. Many activities take place each morning. Children have free choice in indoor play and when the weather is good, outdoor play. If there is a focus week in the school, breakfast club will also follow that theme e.g., healthy eating week.

Breakfast club runs from 8am to 8:50am with last admittance into breakfast club at 8:15am. Each week, the school sends out an email out to all parents with a link to a form for them to register a place for their child for the following weeks breakfast club.

If you would like your child to attend breakfast club, please complete the electronic form sent to you by the stated deadline. This form is vital so the school can appropriately staff, resource and ensure the safety of those attending. Failure to complete this form, may unfortunately lead to your child not being able to attend.

Please inform the school office of any relevant medical information or allergies your child may have. Please do not hesitate to contact the school office if you require any further information regarding breakfast club provision.

### **Lunchtime**

During the school lunchtimes, your child will be looked after by our midday supervisors. It is their role to help your child in the dining hall and also supervise children in the playground or in the classroom when it is raining. It would be very helpful if you could make sure that your child is able to handle a knife and fork correctly, although our supervisors are always willing to help and encourage where necessary.

### **Parental Help**

We are very keen to encourage parents to work with the school. Whatever your strengths, we value the involvement of parents and appreciate any help that you may be willing to contribute, and our children can only benefit from this additional support.

### **Fundraising**

Throughout the academic year we run different fundraising events where we try and involve members of our school community. These events have included school discos, a variety of sponsored events and our annual Christmas and summer and book fairs. Where possible, we invite people to attend these events who act as inspirational and aspirational role models to our children.

## **Pupils with Disabilities**

Admission of children with disabilities would of necessity be conducted in liaison with Unified Service of the Council from which support in terms of expertise, staffing, training, building adaptation and specialised resources may be required. A recent Disability Access Audit has identified areas of the School requiring improvement and the GB will be working with the LEA to tackle prioritised modifications.

The expertise, experience and professionalism of all teaching staff and the ethos of the school will ensure that children with disabilities admitted to the school would have access to the National Curriculum and all other aspects of school life as far as is practical and possible at the time.

We believe that our school is a caring environment with a sense of community and everyone at All Saints Church in Wales Primary School believes that children should be happy and secure during their time with us. We all strive to successfully develop the 'whole' child to his/her maximum potential in a relaxed, confident, welcoming, and industrious environment. With the right balance and positive motivation, we can work together to achieve this aim and raise standards in all we do.

## **Health and Safety**

The health, safety and welfare of all the people who work or learn at our school are of fundamental importance. We aim to provide a safe, secure and pleasant working environment for everyone. The governing body, along with the Local Authority, takes responsibility for protecting the health and safety of all children and members of staff.

The governing body have a responsibility for overseeing health and safety matters. The governing body will stay informed of new regulations regarding health and safety, and to ensure that the school regularly reviews its processes and procedures with regard to health and safety matters. The governing body will also liaise with the Local Authority and other external agencies, to ensure that the school procedures are in line with those of the Local Authority.

The governing body, in consultation with professional advisors, carries out regular risk assessments to ensure that the school is a safe environment. The Headteacher implements the school health, safety and welfare policy on a day-to-day basis, and ensures that all staff are aware of the details of the policy as it applies to them.



## **Equal Opportunities**

We recognise the right of equality of opportunity for all individuals including pupils and staff, irrespective of their gender, colour, culture, race, ability, disability, age or religious observances

We believe that in everyone has the right to the equality of opportunity and should be free from all forms of discrimination. All children have equal access to all areas of the curriculum.

At All Saints Church in Wales Primary School, we work to:

- ensure that diversity is celebrated and welcomed.
- ensure that all children have equal access to all curricular areas and all available resources.
- ensure that all amenities / facilities do not deny equal opportunities.
- ensure that everyone is valued and has a right to both personal and professional development.
- ensure that everyone is able to identify unacceptable behaviour and given strategies for dealing with different situations.

## **Internet Access / School Website**

Throughout their time in All Saints Church in Wales Primary School, children use the Internet and e-mail to support their learning. As part of their PSE the children receive input on how to stay safe with technologies such as the internet and mobile phones.

Photographs and videos of your child may be used to promote the exciting learning that they are part of at All Saints C/W Primary School. Our school X feed will continue to showcase children's work and learning. From time to time we may wish to show your child's work on the website, and we will use only your child's first name. Occasionally your child's image may appear on the website, but no personal details or names would appear with the image.

With regard to the press / media, the school will contact a child's parent/guardian to receive separate permission to allow an image to be published with a child's name. You may have some reservations on this matter and we would naturally respect your opinion if you choose not for your child to ever appear on the site. We would encourage you to discuss your concerns with the school. You can view our website at [www.allsaintspsbarry.co.uk](http://www.allsaintspsbarry.co.uk)

## **Social Networking**

All Saints Church in Wales Primary School encourages the responsible use of the Internet and social media to support learning and communication with parents.

Parents are increasingly using social networking websites and mobile "apps" such as Facebook, X, WhatsApp and SnapChat to talk to their friends.

Many users believe that they are writing for a closed group of friends, unaware that the information they have posted may be publicly available and read by a much wider audience. Some parents may wish to openly discuss matters relating to school.

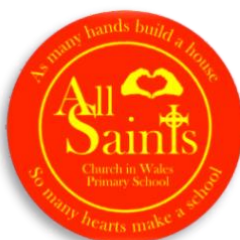
You may have read in the media that some parents are using social networking to make inappropriate comments about schools and/or individual teachers.

**Please be aware that statements, defamatory or otherwise can have the same legal consequences as if they were made directly to another person and in some cases criminal offences can be considered.**

If you have concerns about anything that happens in our school please use the Recommended Communication Procedure for Parents & Carers table below to guide you to the most appropriate person who will endeavour do their best to resolve the matter.

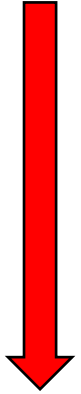
### *All Saints Church in Wales Primary School Creed*

This is our school,  
Let peace dwell here,  
Let the room be full of contentment.  
Let love abide here.  
Love of one another,  
Love of mankind,  
Love of life itself,  
And love of God.  
Let us remember  
That as many hands build a house,  
So many hearts make a school



## Recommended Communication Procedure for Parents & Carers

If you have a concern that relates to your child at the school, please follow the procedure below:

| <b>Learning Concerns.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                 | <b>Pastoral Concerns</b><br>(Pastoral care covers our support of your child's individual needs, their emotional wellbeing and helping them with any personal problems they may be experiencing at school.) | <b>Concern relating to a particular learning or physical needs.</b>                                                                                                                                                                                                                                                                | <b>Issues relating to staff.</b>                                                               | <b>Concerns or queries relating to school administration.</b> |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------|---------------------------------------------------------------|
| Please discuss any concerns with your child's class teacher. They are happy to meet you at the door for a short conversation or leave a message with Mrs Germon or Mrs Gough and they will arrange for the class teacher to contact you.                                                                                                                                                                                                                  | Please meet with your child's class teacher and talk about your concerns.<br>                                           | <div> Please meet with your child's class teacher and talk about your concerns, in the first instance. </div> <div>  Please arrange a meeting with the school's Additional Learning Needs Coordinator (ALNCo)<br/><br/> <b>Mrs Evans</b> </div> | Please contact the school office who will forward your concern to the most appropriate person. | Please contact any of our administration staff.               |
| <div>  </div> <div> If you feel you need a further conversation please contact a member of the Senior Leadership team <b>via email</b><br/> <a href="mailto:office@allsaintspsbarry.co.uk">office@allsaintspsbarry.co.uk</a><br/> <b>Mrs Evans or Mrs Webb</b> </div> <div>  </div> |                                                                                                                                                                                                            |                                                                                                                                                                                                                                                                                                                                    |                                                                                                |                                                               |

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |  |  |  |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|--|--|
| <p>Please make an appointment to see <b>Mr Ashworth</b> our <b>Deputy Headteacher</b> if you remain concerned following the steps above at <a href="mailto:office@allsaintspsbarry.co.uk">office@allsaintspsbarry.co.uk</a></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |  |  |  |
| <p>Please make an appointment to see our Headteacher: <b>Mr Williams</b> if you remain concerned after following the steps above.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |  |  |
| <p>Teachers are usually available after school for informal conversations and appointments can be made with all of the above teaching staff by contacting the school office on 01446 745726 or emailing <a href="mailto:office@allsaintspsbarry.co.uk">office@allsaintspsbarry.co.uk</a></p> <p>If you are writing to the school, it is really helpful if you give us as much information about the background of your concern or complaint as possible, including who it involves, and what you would like the outcome to be.</p> <p><u>Please do not email staff directly on their Hwb email addresses as these are not currently monitored daily unlike the school inbox.</u></p> <p><b>All parental communications should come via <a href="mailto:office@allsaintspsbarry.co.uk">office@allsaintspsbarry.co.uk</a></b></p> <p>Please allow up to 5 - 10 working days for responses, however, we will always try to answer any queries in a shorter timeframe.</p> |  |  |  |

