



'Making a difference together'

Williamstown Primary

Prospectus 2018-2019



Dinas Isaf West, Williamstown,
TONYPANDY,
Rhondda Cynon Taff
CF40 1AG



01443 432186 / 01443 434259 (Fax)



admin.williamstownprimary@rctcbc.gov.uk

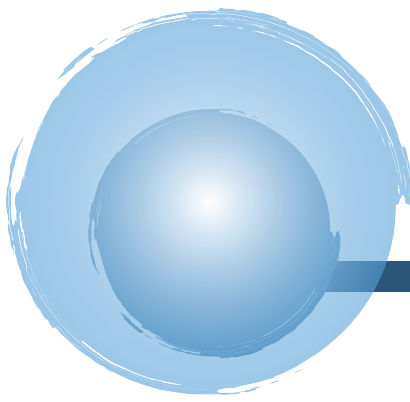


<http://www.williamstownprimary.co.uk/>

Headteacher- Mrs. A. Hall

Deputy Headteacher- Mrs. L. Brown

Chair of Governors- Cllr Dan Owen-Jones



Message from our headteacher

It is vitally important to choose the right school for your child. At Williamstown Primary School we strive to provide our pupils with the best possible start in life; to achieve high standards of education and care, in a stimulating environment where children are supported and challenged to achieve their potential.

Our staff are committed to providing excellent teaching and learning activities, so that pupils acquire a range of transferable skills, knowledge and understanding through a broad and balanced curriculum.

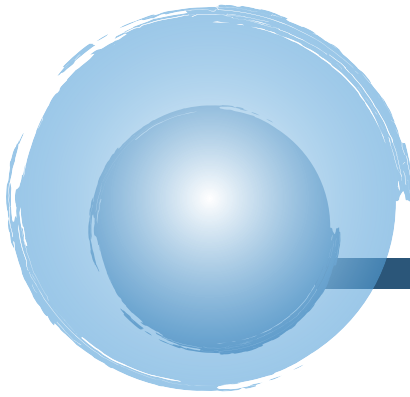
Our school is happy and friendly, and our pupils' well-being and security are of paramount importance to us. Good moral and social values and high standards of behaviour are promoted.

Underpins our belief that school and home must work closely and co-operatively together to ensure that children have the best opportunity to succeed in life.

We value all our pupils and we celebrate their success and achievement in all areas. Most importantly, we want their time at Williamstown to be fulfilling, happy and for them to develop a life-long love for learning.

Mrs. Alison Hall (Headteacher)





Our Staff

Senior Management Team

Head Teacher	Mrs. Alison Hall
Deputy Head Teacher/ Maths/Numeracy	Mrs. L Brown
Head of Foundation Phase / PSHE	Mrs. K Walters
ALENCO/ PE	Mrs. N Clement
Assessment/ Monitoring	Mrs. L Davies (On secondment for 1 yr)



Remaining Teaching Staff

English/ Literacy Co-ordinator	Miss E Kear
Science Co-ordinator	Mr J Lewis
RE Co-ordinator	Mrs K Fortt
Welsh Co-ordinator/ Evolve Co-ordinator	Mrs S Thomas
Art/ Design Technology Co-ordinator/ Display	Miss F Evas
ICT/ Digital Competency shadow Co-ordinator	Miss C Bees
Music Co-ordinator/ choir leader	Miss N Densley
ICT/ Digital Competency Co-ordinator	Mr D Stagg
Foundation Phase- CDC Class/ Geography	Mrs R Williams
KS2- CDC Class/ History	Mr P Snell



Learning Support Staff

Mrs J Beynon Mrs L Chapman Mrs C Clayton Mrs L Davies Mrs S Edwards (HLTA) Miss R Galliford Mrs P Jarvis Miss A Jones Mrs C Lane Miss C Lewis Mrs M Martin	Mrs L Meikle Mrs L Millwater Mrs L Morgan Mrs M Phillips Miss C Rees Mrs M Roberts Miss L Turner Mrs N West Ms P Yeates Mrs D Eshelby Miss Millwater
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Office Staff

School Clerk	Mrs K Durbin
School Clerk	Mrs L Francis

Caretaker/Site Manager

Caretaker/Site Manager	Mr R Davies
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OUR GOVERNERS

Our Governing body meets on a regular basis to discuss the school and ensure the school continues to strive.

We have a very committed governing body at Williamstown Primary. Below is a list of who they are and their role within the group.

To find out more about the main roles and responsibilities of the school Governing Body type and search the link below.

<https://www.nga.org.uk/Be-a-Governor.aspx>

Cllr D Owen-Jones	LEA Governor (Chairperson)
Mr Matthew Free	Community Governor (Vice Chair)
Mrs Alison Hall	Headteacher
Cllr Alexander Davies Jones	LEA Governor
Mrs Rhian Webber	Parent Governor
Mrs Sian Edwards	Staff Governor (Non-Teaching)
Mrs K Walters	Staff Governor (Teaching)
Cllr Joshua Davies	LEA Governor
Mrs Christine Meikle	Community Governor
Mrs Margaret Trudgeon	Community Governor
Cllr Andrew Davies- Jones	Minor Authority Governor
Mrs Hayley Kemp	Parent Governor
Mrs Liana Pengelly	Parent Governor



ADMISSIONS

Williamstown is an inclusive school and is always happy to welcome new pupils.

If you are interested in your child attending Williamstown Primary, please contact our school office to arrange a visit.

During your visit you will receive a tour of the school from a member of the Senior Management Team.

To apply to the school formally you need to contact admissions. You can do this by writing to:

Admissions Office, Ty Trevithick, Abercynon, CF45 4UQ.

Alternatively, you can find out information at: www.rctcbc.gov.uk/schooladmissions



OUR SCHOOL DAY

Foundation Phase (Nursery – Year 2)

9am	Registration
10.30am - 11am	Break time
12pm	Lunchtime
1pm	Afternoon session begins
<i>Afternoon play times are taken by individual classes at different times</i>	
3.15pm	Home time (3.10pm for nursery pupils)

Key Stage 2 (Year 3 to Year 6)

8.50am	Registration
10.30am - 11am	Break time
12pm	Lunchtime
1pm	Afternoon session begins
2.10pm-2.20pm	Afternoon Break time
3.15pm	Home time

ASSEMBLIES

Monday	Head Teacher (Welsh/ Cultural)
Tuesday	Deputy Head Teacher (PSHE, SEAL)
Wednesday	KS2 Staff Rota (Current Events)- Foundation Phase Mrs Trudgeon (RE- Bible Stories)
Thursday	Child of the Week- Celebration assembly
Friday	Circle time- in classroom's



OUR CURRICULUM

Current Arrangements

Our Curriculum at Williamstown is creative and fun and ensures progression throughout the school.

The school currently follows The National Literacy and Numeracy Framework to teach both Maths and English.

The Foundation Phase classes follow The Foundation Phase Curriculum. They cover areas including, physical development, creative development, knowledge and understanding of the world and personal and social development. There is a guide for parents regarding this curriculum below.

The school uses the National Curriculum at KS2 to teach its topic based learning which includes: Science, Geography, History, Art, Design and Technology and Music.

The school also teaches Welsh, PE and RE on a weekly bases.

At Williamstown we enhance our children's learning by inviting many visitors to school so that the children can undertake workshops, we also take the children on a school a range of educational trips to further their understanding and interest.

To find out more about The National Literacy and Numeracy Framework there are documents below, you can also find more information on the 'Learning Wales' website.

Forthcoming changes to wales curriculum

You may be aware that education in Wales is changing. The welsh government are planning a curriculum which centers around our pupils developing the following four core purposes:

1. Ambitious and Capable Learners
2. Enterprising and creative contributors
3. Ethical and informed Citizens
4. Healthy and Confident Individuals

To find out more about these forthcoming changes click [here](#)





HOME SCHOOL ARRANGEMENT

At Williamstown Primary School we believe the success of your children depends upon a partnership between the school, children and parents. We ask you to read and sign the following agreement reflecting this partnership.

The School will:

- Care for your child's safety and happiness.
- Encourage your child to achieve their full potential.
- Provide a balanced curriculum at an appropriate level for your child.
- Achieve high standards of work and behaviour through building good relationships and developing a sense of responsibility.
- Keep you informed about your child's progress and about general school matters.
- Be open and welcoming and offer opportunities for you to become involved in the general life of the school.

As a family we will try to:

- Make sure our child arrives on time properly equipped for school.
- Make sure our child attends school regularly and provide notification promptly of any absence.
- Support the school's policies and guidelines for learning and behaviour.
- Support my child in any work sent home and other home learning opportunities.
- Attend Parents Evenings and discussions about my child's progress.
- Get to know about my child's life at school.

Together we will try to:

- Share any concerns or problems, by telephone, note or in person, that might affect the child's work or behaviour.
- Support the child's educational and social development.
- Prepare the child to be a confident and happy member of society.

As the child – I will try to:

- Bring all the equipment I need every day.
- Be tidy in my appearance.
- Do all my work at school and at home as well as I can.
- Be polite, kind and helpful to others.
- Be well behaved and sensible.
- Take care of school equipment, our building and the school surroundings.





ATTENDANCE & PUNCTUALITY

A recent Attendance and Attainment article released by the Welsh Government showed:

'Pupils with no absence are 1.3 times more likely to achieve level 4 or above, and 3.1 times more likely to achieve level 5 or above at the end of Key Stage 2, than pupils that missed 10-15 per cent of all sessions.'

School Attendance Procedures

Attendance	Procedure	Outcome
Attendance levels fall below 95%	First text is sent	The attendance will be monitored if improves no action taken
Attendance levels fall below 90%	A first letter is sent – parents asked to come and speak to SMT in school	The attendance will be monitored if improves no action, if it doesn't referral to "AWS" will be made.
Attendance levels fall below 86%	A second letter is sent and a referral is put in place to RCT attendance and well-being service	The attendance is monitored closely by school.
Any absence that is 10 sessions long with no authorisation will be served with a fixed penalty notice	Letter sent explain "FPN" and reason for issue	The attendance will be monitored closely by the AWS.
At Williamstown we encourage good attendance through a range of incentives and undertake the RCT Attendance Strategy 'Super Attender'		



PUPIL VOICE/PUPIL OFFER

At Williamstown we want our pupils to have a say in what happens in their school. We have many clubs and meetings where our pupils can voice their ideas and opinions about their school.

These include:

- **School Council (Year 3-6 with Miss Thomas)**
- **Eco-Club (Year 1-Year 6 with Mrs West)**
- **ICT Heroes (Year 5- Year 6 with Mr Stagg)**
- **JRSOs - Junior Road Safety Officers (Year 5-Year 6 with Mrs Brown)**

Our pupils have a clear voice in Williamstown and are able to make suggestions to what they would like to learn about and find out!

Our pupils create a Pupil Voice Action Plan from assemblies with the schools SMT. These targets are revisited at different points in the year to ensure there is progression.

PARENTAL ENGAGEMENT

We are firmly committed to building a partnership between home and school with the aim of developing shared expectations, of enhancing the quality of education, and of achieving high standards. We would like the partnership to take a variety of forms including:

- the sharing of books and undertaking other appropriate activities to support your child at home
- help around the school – for example reading with individual children
- attending consultation evenings
- attending meetings and workshops
- attending class assemblies and performances
- joining the Friends of Williamstown (POW) to support the school with fundraising and arranging fun events for children and their families



During the year we provide a range of parental engagement sessions to show how parents can support their children at home. These include:

- **Early reading skills**
- **Successful Futures**
- **Maths and Numeracy**
- **Internet Safety**

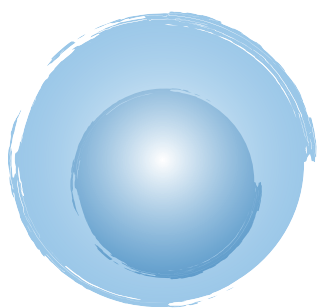
Parents are also invited to school for parental consultations twice a year to discuss their child's progress. During the summer term meeting we allow the pupils to lead the session and show their work to their families. This celebration of achievements allows our pupils to share everything they are proud of.

BEHAVIOUR

All members of the school community are expected to behave towards each other with respect and consideration, politeness and good manners. Children are encouraged to take responsibility for their own actions. The ethos of the school can be summed up as, "Behave towards other people as you would want other people to behave towards you". The children are constantly reminded of our expectations in all areas of school life - in the classroom, around the school, in the playground and in assembly.

Our emphasis is placed firmly on encouragement and praise for effort, achievement and good behaviour, with a range of reward systems. Good behaviour is a strength of Williamstown Primary, good behaviour is the **'Williamstown Way'**.





EXTRA CURRICULAR ACTIVITIES

Please visit the school's website to view current extra- curricular activities. These change during the year due to the weather conditions.

You can visit our extra-curricular activities page by clicking [here](#)

UNIFORM

Autumn/ Winter

- Blue jumper (does not have to have WPS lettering) or cardigan
- White polo shirt
- Plain grey school trousers or a plain grey school skirt
- Grey school dress

Spring/ Summer

- White polo shirt (does not have to have WPS lettering)
- Grey shorts
- Grey skirt
- Yellow summer dress

Our pupils are allowed to wear trainers to school as these allow them to be physically active at breaktimes and provide good grips for safety.

P.E. KIT

This consists of black shorts, a white round neck T-shirt, a plain black tracksuit or jogging bottoms for the colder months and spare socks (if girls wear tights). Children should be barefoot for gymnastics and dance but require footwear for outside P.E. FP children should have plimsolls or trainers and KS2 children should have trainers. PE kit must be kept in a bag and clearly labelled.

Please ensure that your child's clothing has his/her name in ALL items that are removed at school.

JEWELLERY

Children may only wear stud earrings if they have pierced ears. Children may also wear a watch. Wearing jewellery of any kind can be dangerous for your child because the jewellery may get caught or accidentally pulled which can cause a painful and unpleasant accident.

Children are also not allowed to wear any make up or nail varnish.

MEDICINES

Should your child need to have medicines or inhalers administered during the school day, please call at the office, complete our medical form and leave the medicine with the office staff. Please collect the medicine yourself at the end of the day and do not ask your child to do so. We will NOT administer any medication which has not been prescribed by the GP and children must not bring throat sweets, Lip balms, etc. to school.

If your child is asthmatic and is likely to require any form of medication in school, please ensure that you complete the Medical Information section on our Contact form so that we have as much information as possible on file. If your child has any form of medical condition that could affect them in school, or that could require a particular form of treatment or care, please let us know. Information will be treated as confidential.

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