



YSGOL LLANHARI

WELCOME TO
YSGOL LLANHARI
NURSERY DEPARTMENT





WELCOME

The staff and governors would like to warmly welcome you and your child to Ysgol Llanhari primary department. We hope that you will enjoy happy years in our company. We are very much looking forward to working together with you for the sake of your child's wellbeing and development, and we hope that this handbook will prove beneficial to you in preparing for September.



The headteacher and staff have the same vision for our Early Years Department, which is to create an ethos where everyone respects and cares for each other, regardless of culture, nationality, gender, race, ability or disability. We work together to help each child develop educationally, but more importantly, emotionally and socially.

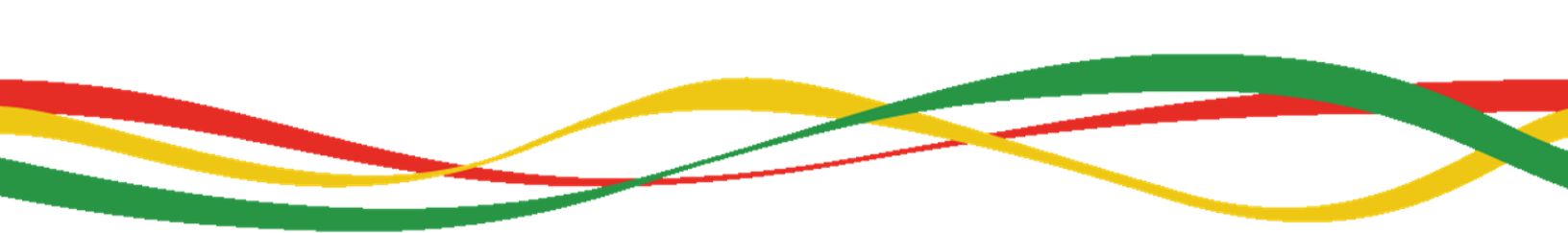


Dosbarth Dewi Draenog

Ysgol Llanhari primary department has an excellent building complete with new, modern resources and equipment. Dosbarth Dewi Draenog is open and light and has a separate, dedicated cloakroom and toilets for the children. Outdoors, there is a canopy-covered learning area which allows the children to play and learn in the open air regardless of weather conditions.



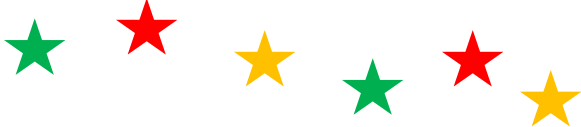

The nursery children play in a designated area with soft flooring – equipped with all kinds of resources to entertain them! All the way around the primary department itself there is a larger playground which enables them to ride bikes and engage in more independent play when they are a little older. We are also very fortunate that there is a wonderful green area around us at Ysgol Llanhari.



For some children, this will be their first independent step outside the boundaries of their home and we aim to help them develop self-confidence and maturity as they meet their needs and pursue their individual interests.

Our aim is to create a happy, welcoming and relaxed environment here in the nursery department where your child will feel safe and will enjoy experiencing a variety of play activities which are planned, structured and spontaneous.

Our Aims

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- ✓ *To develop a home-school partnership and enhance what your child has learned at home.*
 - ✓ *To ensure that all children have opportunities to learn through activities and experiences that are appropriate to their stage of development rather than their chronological age since young children develop at different rates and using different styles.*
 - ✓ *To encourage your child to make decisions for him/herself in order to enable him/her to learn independently.*
 - ✓ *To prepare your child for the reception class.*



THE SCHOOL DAY

NURSERY

Arrival of children	8:40 a.m. ~ 8:50 a.m.
Busy Time	8:50 a.m. ~ 12:00 a.m.
Lunch	12:00 a.m. ~ 1:00 p.m.
Busy Time	1:00 a.m. ~ 3:10 p.m.



SCHOOL TERM AND HOLIDAY DATES

	Term Starts	Half Term Starts	Half Term Ends	Term Ends
Autumn 2024	Monday September 2 nd	Monday October 28 th	Friday November 1 st	Friday December 20 th
Spring 2025	Monday January 6 th	Monday February 24 th	Friday February 28 th	Friday April 11 th
Summer 2025	Monday April 28 th	Monday May 26 th	Friday May 30 th	Monday July 21 st

Monday and Tuesday, September 2nd & 3rd 2024 and Monday, July 21st 2025 will be INSET days. There will be a further 3 INSET days during the year.

GENERAL INFORMATION

➤ Transport

The children who travel by bus will be escorted from the bus to the playground in the morning. At the end of the day, they will be escorted again by classroom assistants to the bus. If your child is not going home on the bus for whatever reason, it is essential that you notify the class teacher.



The highest standard of behaviour is expected at all times from all pupils who travel by bus to the school.

If there is a question about school transport, parents should contact the Authority's Transport Department on 01443 494700.

➤ Health and Safety – Fire Drill

There will be a fire drill shortly after your child starts with us in September. The class teacher, with the support of the teaching assistants, will escort the children to the assembly point in a quiet and organised manner. Every step will be explained clearly to them.

STARTING SCHOOL



Your child's first day!

This is an important day for you and your child. We will do our very best to ensure that it is a happy and memorable one for all concerned.

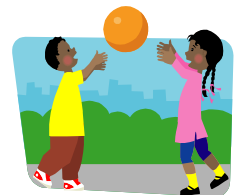
➤ The Start of your Child's First Day

In September, a member of staff will be waiting at the main School gate to greet your child and help you on your first day. You will receive more information about this before your child starts school.

➤ The End of your Child's First Day

When you collect your child, we ask that you please wait by the gate at the front of the school. A member of staff will be waiting for you and will call your child when you arrive. We will hand children over safely to their parents/guardians one at a time. If a different person is going to be collecting your child, it is **essential** that you tell the teacher beforehand, either by phoning or sending in a letter. We **will not** allow your child to leave with another individual without your permission.

Attendance and punctuality are very important. If a pupil is late for any reason, they must go to the Secondary Department Main Entrance.



BREAKFAST, LUNCH AND SNACKS

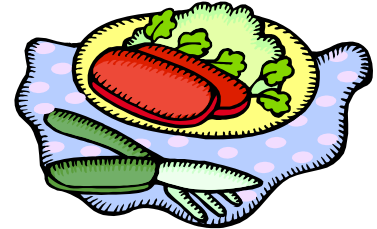
Llanhari Breakfast Club

The school offers a breakfast club for its pupils every morning from 7:55am, free of charge. The club will start on Wednesday, September 4th for nursery children. This initiative is being funded by the Welsh Government. A registration form has to be completed before your child attends the club.



Lunch

We request that children in the nursery class eat school meals rather than a packed lunch since it is part of the curriculum (personal development and wellbeing). Please let us know if your child has any food allergies. The school meals will be provided by 'Catering Direct' and the head cook will be Mrs Gaines. School meals will be healthy and each child will get a drink with his/her meal.



Staffing

During the breakfast club and at lunchtime, a team of experienced assistants will care for the children, giving priority to good behaviour and the safety of each and every child. They will also be available to provide first aid should there be a need.

Free School Meals

Please complete the relevant form in order to receive free school meals – they are available from the school office or alternatively please contact the Local Authority. A new form has to be completed for each academic year. Please make it known immediately if you are no longer entitled to free school meals.

Healthy Snack

We ask that you give your child two pieces of fruit in his/her bag to eat during play time and please remember to put his/her name on it! If your child brings grapes as a snack, they must be cut into quarters in advance of bringing them to school.

Children are **not** allowed to bring sweets, chocolate, biscuits, crisps, 'cheesestrings' or any produce containing nuts to eat in school.

We also ask that you give your child a bottle of water.



Milk

Your child will get 1/3 of a pint of milk each morning free of charge. If your child is allergic to milk, we will provide a cup of water as an alternative.





PREPARING YOUR CHILD FOR STARTING SCHOOL

How can you help your child?

- ✓ *Encourage your child to develop self-support skills and to grow independent when using the toilet.*
- ✓ *Teach your child to wash his/her hands and reinforce this regularly so that it becomes a natural activity. It will help your child develop personal hygiene skills and to minimise the spread of infection.*
- ✓ *Teach your child to put on/take off his/her coat independently. We will be using the outdoor area regularly during the day, throughout the year and your child will be encouraged to put on his/her coat independently and return it to the correct hook at the end of the session.*
- ✓ *Encourage your child to tidy his/her things. In class, children are expected to care for the classroom resources and to take responsibility for returning them to the correct place ready for others to use them.*

Additionally, we would very much appreciate it if you could:

- ✓ *discuss the school with your child – talk about the fun that is to be had there!*
- ✓ *help your child recognise his/her name in writing*
- ✓ *read Welsh-language books and watch Welsh-language programmes with your child as often as possible.*
- ✓ *give your child opportunities to use creative tools and materials at home, e.g. crayons, pencils, paper, glue, scissors and paint*

SICKNESS AND ABSENCES

Please telephone or email the school secretary before 9.30am if your child is absent. If we do not receive a message, a ClassCharts message or letter will be sent to you requesting an explanation.

While we encourage good attendance, we suggest that you do not send your child to school if he/she is not feeling well.

It is not permitted for children to attend school if they have:

- impetigo
- a contagious skin rash (medical opinion should be sought)
- sickness and diarrhoea (children must be symptom-free for 48 hours before returning to school)



A child with chicken pox may return to school after getting the all-clear from the GP to do so.

Illness in school

If your child is taken ill while in school, we will do our very best to contact you.

Accidents in school

If your child suffers following an accidental injury, we will treat the injury and contact you as soon as possible. In an emergency, a member of staff will dial 999 before contacting you.



Medication

Please do not send medication to school with your child – school staff are not permitted to administer medication for short-term illnesses unless we have come to an agreement and you have completed the relevant forms.

➤ Asthma

Children who suffer from asthma may use their inhaler in school when the need arises, as long as you have completed the appropriate form. Please ask your GP for an additional inhaler for school and label it clearly with your child's name. It will be put away for safekeeping by the class teacher.

➤ Epi-pen

If your child uses an epi-pen we will keep two in school, one in office and the other with the class teacher. Please ask your doctor for two additional pens for school and put your child's name clearly on them.

Head Lice

We suggest that you check your child's hair regularly for head lice and we ask that you notify the school if you find any. We rely on your cooperation to control them. If we see 'live' head lice in your child's hair while in school, we will telephone you.

Holidays

We ask politely that you do not organise family holidays during the school term. Attendance is crucial for the success of every child. Please note, in accordance with LEA policy, the school will not authorise holidays during term time unless you meet a specific criteria (please see the school policy for further information).

SCHOOL UNIFORM IN THE FOUNDATION PHASE

The school uniform is available to purchase from the school. You pay for the uniform online.

- Black polo shirt bearing the school logo
- No tie
- Black trousers or skirt
- Red jumper or cardigan bearing the school logo
- Black school shoes

(We suggest shoes with velcro fasteners for your child to help him/her dress)



Summer Term

- Polo shirt bearing the school logo (no tie)
- Black trousers, skirt or short trousers
- Red and white gingham dress



Physical Education Days

- Colour polo shirt bearing the school logo
- Black shorts

Your child will have P.E. lessons on a weekly basis. Children in the nursery won't require a P.E. kit.

The following will also be available to purchase from our shop:

- Double-sided coat bearing the school logo
- Satchel bearing the school logo

Name on everything!!

Please ensure that your child's name is written on all of his/her school uniform, including coats, hats and shoes! Children remove items of clothing from time to time; it is therefore possible for clothing to get mixed up. Please let us know if an item of clothing has gone missing and we will do our best to return it as soon as possible.

If your child happens to take home an item of school uniform that belongs to another child, please return it to school.

Messy Lessons!!

Learning through play and receiving real-life experiences are an integral part of a child's development, and while we will endeavour to cover children's clothing by using aprons etc it is inevitable that your child, at times, will return home with paint, sand or soil on them.

A pair of wellingtons and a coat please!

We ask you to please send in a pair of wellingtons and a waterproof coat with your child at the beginning of term so that they are available for them to wear in our outdoor area on a daily basis.





YOUR QUESTIONS ANSWERED

What should I do if I need to give something to my child during the day?

You may leave items with Mrs Middleton in the office – she will ensure that your child receives them.

What should I do if I need to collect my child early from school?

Please let us know by sending a letter to the teacher if your child is to be collected early and then report to Mrs Middleton in the primary department reception.

What should I do if I need to speak with my child's teacher?


If you need to discuss anything with your child's teacher, please send a note or telephone the office and we will arrange a mutually convenient meeting time which allows time for discussion without any interruptions. Please bear in mind that the start and the end of each day are both busy times for the teachers as they prioritise the wellbeing of all children.

What will happen if my child has a toilet accident?

We appreciate that accidents do happen, and we will deal with these quickly, without fuss and in a sensitive manner. Your child's clothing will be put in a plastic carrier and we will provide him/her with a clean school uniform.

Is my child allowed to wear jewellery to school?

We strongly suggest that your child does not wear jewellery of any kind to school – it can be dangerous in an environment where children are playing, investigating and exploring on a daily basis.



My child doesn't like fruit; can he/she eat a biscuit during play time as an alternative?

Llanhari is a healthy school; therefore we do not permit sweets, biscuits or crisps as snacks during play time.

How will I receive letters from the school?

*We use a communication system, Class Charts, in order to contact parents. Class Charts is a web-based platform where all correspondence and messages from school and other external agencies are published. Your personal invitation will be sent home with your child which includes your unique **PARENT ACCESS CODE**.*



REMEMBER!

A child is not permitted to go home with a stranger or anyone who is under 16 years of age. Please notify us if a different person is going to be collecting your child.

USEFUL TELEPHONE NUMBERS AND ADDRESSES

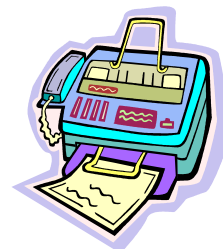
School address

Primary Department
Ysgol Llanhari
Llanhari
Pontyclun
Rhondda Cynon Taf
CF72 9XE



Telephone Number

01443 237824



E-mail Address

post@llanhari.cymru



Website Address

www.llanhari.com

School X address

@YsgolLlanhari

Class X address

@DewiDraenog

Instagram

ysgol_llanhari

Local Authority

Education and Lifelong Learning

Address

Tŷ Trevithick

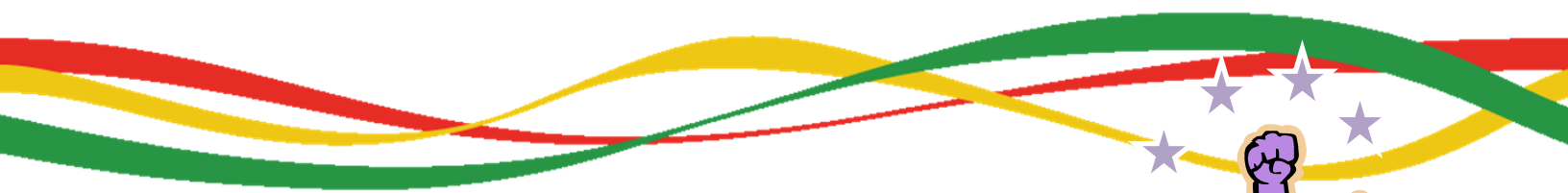
Abercynon

Aberpennar

CF45 4UQ

Telephone Number

01443 744000



Enjoy your child's first school experiences.
It is a valuable time in his/her development!

If there is anything worrying you or your child, we encourage you to share your concern with us.



THE NEXT STEP

IMPORTANT!

Please note that you will also need to apply for your child to be admitted to the Reception class. If you do not complete this form, your child could lose his/her place next year.

