



Ysgol Gymraeg Pontardawe

Llawlyfr Rhieni: cam wrth gam
trwy ddechrau yn yr ysgol

Parent Handbook: taking families
step-by-step through starting school

Datblygu pob dawn ar daith trwy'r iaith





Rhagair gan y pennaeth: Mr Martin Evans,

Mae’n newyddion gwych bod eich plentyn yn dechrau yn ein hysgol fendigedig. Diolch am ddewis ni!

Ateb eich cwestiynau

Rydym wedi datblygu’r ddogfen hon i fynd â chi gam wrth gam drwy’r hyn sydd angen i chi ei wybod am eich plentyn yn dechrau yn yr ysgol.

Oes gennych chi gwestiwn?

Os oes gennych unrhyw gwestiynau sydd heb eu hateb yma, cysylltwch â swyddfa’r ysgol ar 01792 862136 a byddwn yn hapus i helpu!

Croeso

Croeso i Ysgol Gynradd Gymraeg Pontardawe ac edrychaf ymlaen at ddod i’ch adnabod chi a’ch plentyn.

Cynnwys

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CAM 1: Gwybodaeth Allweddol

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Beth yw oriau’r ysgol?

Ysgol yn dechrau am 8.45yb a gorffen am 3.15yp

- Bore 8:45yb – 11:15am (Meithrin)
- 8:45yb – 11:45yb (CS)
- 8:45yb – 12:00yp (CA2)
- Prynhawn 12:20yp - 2:50pm (Meithrin)
- 12:45yp – 3:00yp (CS)
- 1:00yp – 3:15yp (CA2)

Clwb Brecwast

Rydym yn cynnig Clwb Brecwast dyddiol yn yr ysgol sy’n dechrau am 7.55yb. Mae am ddim i bob disgybl am 30 munud.

Gollwng a Chodi

Mae maes parcio rhieni wedi’i ddarparu ar ochr isaf (de) y safle sy’n darparu lle i tua 25 o gerbydau. Mae’r maes parcio hwn hefyd yn darparu man gollwng i rieni yn ystod amseroedd gadael y clwb brecwast a’r bore. Mae’r maes parcio hwn yn cael ei agor cyn 7.55am a’i gloi am 5:30pm. Mae arwyddion yn eu lle ac yn cynnwys arwyddion terfyn cyflymder 5mya clir, rheolau defnydd a diagramau gollwng.

Wrth ollwng neu godi plant, gofynnir i rieni beidio â pharcio’n ddiwahân ar y briffordd a lle bo modd, fe’u hanogir i gerdded eu plant i’r ysgol. Yng ngoleuni menter ‘Llwybrau Diogel i Ysgolion’ yr Awdurdod, atgoffir rhieni a gwarcheidwaid o’r cais hwn trwy gylchlythyrau a chyfryngau cymdeithasol. Mae’r ysgol yn arddangos arwyddion terfyn cyflymder 5mya clir, a ddylai gael eu parchu gan holl ddefnyddwyr y ffyrdd.

Gwisg Ysgol

Mae gan yr ysgol wisg ysgol swyddogol, ac mae’n ddewisol. Credwn ei fod yn rhoi ymdeimlad o berthyn i gymuned yr ysgol i’r plant, felly anogir disgyblion i’w gwisgo. Cedwir ein gwisg mor syml ac ymarferol â phosibl.

Bechgyn:

- Crys polo.
- Crys chwys glas tywyll
- Trowsus llwyd
- Esgidiau du

Merched:

- Crys polo.
- Crys chwys glas tywyll neu gardigan.
- Trowsus neu sgert lwyd.
- Esgidiau du.

Gemau ac Addysg Gorfforol

Bechgyn a merched:

- Crys-t.
- Trowsus llac.
- Treinarns.

Eisteddfodau a chyngherddau

- Crys gwyn.
- Trowsus neu sgert lwyd.
- Tei ysgol.

Gellir prynu eitemau gwisg ysgol gan dri cwmni lleol: Sportec yng Nghastell-nedd, Pethau Plant yn Ystradgynlais a Picton Sports yn Llanelli. Gellir archebu gwisgoedd oddi ar eu gwefannau.

Labeli Dillad

Gwnewch yn siŵr bod eich holl ddillad ac eiddo wedi’u nodi’n glir gydag enw eich plentyn. Ni fydd yr ysgol yn derbyn cyfrifoldeb am eiddo coll neu ddifrodi.

Bwyd yn yr ysgol

Anelwn at sicrhau bod pob disgybl yn cael pryd iach, maethlon. Gellir darparu ar gyfer llysieuwyr ac unrhyw geisiadau diet arbennig. Mae yna ddewis prif brydau poeth gan gynnwys opsiwn llysieuol ar gael bob dydd ynghyd â detholiad o lysiau, saladau tymhorol, opsiwn pasta a bara gwenith cyflawn. Mae yna hefyd brif bwdin dyddiol gydag opsiwn ychwanegol o ddewis powlen ffwrthau. Mae dewis dyddiol o laeth oer neu ddŵr ar gael.

Bocsys Bwyd

Mae plant sy’n dod â phhecyn bwyd gyda nhw yn bwyta yn y dosbarth neu ar y cae yn yr haf. Sicrhewch fod eich plentyn yn dod â’i fwyd mewn cynhwysydd diogel na ellir ei dorri wedi’i nodi’n glir â’i enw. Os dymunwch anfon diod, yna dylai fod mewn cynhwysydd na ellir ei dorri ac nid diod pefriog. Rydym yn cynnwys eitemau yn ein cylchlythyrau am fwyta’n iach ac rydym yn annog pobl i beidio â bwyta melysion a bariau siocled. Sylwer: ni chaniateir bwydydd sy’n cynnwys cnau o unrhyw fath gan ein bod yn ysgol ddi-gnau.

Prydau am ddim

Mae prydau ysgol am ddim ar gael i ddisgyblion cymwys sy’n mynychu’r ysgol yn llawn amser. Gall disgyblion hefyd fod yn gymwys i gael prydau ysgol am ddim os yw eu teuluoedd yn cael budd-daliadau penodol yn ymwneud ag incwm.

Amser egwyl ac yfed yn iach

O fis Medi 2022 ymlaen, anogir disgyblion i fwyta byrbrydau iach, sy’n golygu dim creision, melysion a diodydd heb siwgr.

Dyma ein hatebion i’r hyn a ganfyddwn yw’r cwestiynau mwyaf cyffredin. Os oes gennych unrhyw gwestiynau sydd heb eu hateb yma, cysylltwch â swyddfa’r ysgol a byddwn yn hapus i helpu!

Absenoldebau

Os yw eich plentyn yn absennol, byddem yn gwerthfawrogi esboniad llafar neu ysgrifenedig. Heb hyn, eich bydd absenoldeb plentyn yn cael ei nodi fel un ‘anawdurdodedig’. Os yw eich plentyn yn absennol oherwydd salwch, gofynnwn eich bod yn cysylltu â’r ysgol cyn gynted â phosibl ar ddiwrnod cyntaf yr absenoldeb.

Diogelu yn yr ysgol

Nod yr ysgol yw darparu amodau iach a diogel i bob disgybl a gweithiwr a rhoi gwybodaeth, hyfforddiant a goruchwyliaeth, yn ôl yr angen, i sicrhau hyn.

Yr AALI sy’n bennaf gyfrifol am lechyd a Diogelwch yn yr ysgol. Mae rolau a chyfrifoldebau yn cynnwys - AALI, Llywodraethwyr ac Ysgol - wedi’u nodi ym Mholisi lechyd a Diogelwch yr AALI. Fel rhan o bolisi’r ysgol, mae mesurau diogelwch mewn grym i reoli mynediad i holl adeiladau’r ysgol. Dylai pob ymwelydd â’r ysgol fynd i’r brif dderbynfa a lle bydd mynediad yn cael ei gadarnhau.

Mae’r drysau’n agor am 8.30yb. Hyd at yr amser hwn nid oes goruchwyliaeth o’r disgyblion ac eithrio disgyblion sy’n mynychu Clwb Brecwast.

Codi plentyn ystod y dydd

Os oes rhaid i’ch plentyn adael yr ysgol yn ystod y dydd mae’n rhaid hysbysu’r ysgol.

Ni fydd plant byth yn cael gadael y safle eu hunain yn ystod oriau’r ysgol. Os ydynt yn cael eu casglu yn ystod y dydd, gofynnir i chi lofnodi yn y swyddfa.

Gwyliau yn ystod y tymor

Nid yw’r ysgol na’r Awdurdod Lleol yn caniatáu gwyliau yn ystod y tymor ysgol. Mae’r ni all yr ysgol bellach awdurdodi gwyliau yn ystod y tymor a bydd unrhyw wyliau bellach yn cael eu cofnodi fel rhai anawdurdodedig.

Meddyginiaeth

Os bydd angen meddyginiaeth ar ddisgyblion yn ystod y dydd, yn unol â Chanllawiau’r AALI, dylai rhieni gysylltu â’r athro dosbarth. Rhaid llenwi ffurflen ganiatâd sydd ar gael o’r swyddfa neu’r wefan. Mae’n hollbwysig bod y pennaeth wedi arwyddo’r ffurflen cyn gadael meddyginiaeth yn yr ysgol.

Ffonau symudol a gemwaith

Ni chaniateir ffonau symudol yn yr ysgol. Stydau clust yw’r unig fath o emwaith yr ydym yn ei ganiatáu, a dylid mynd â’r rhain allan yn ystod gwersi Addysg Gorfforol.

Gwaith Cartref

Yn Ysgol Gymraeg Pontardawe, rydym yn gwerthfawrogi’r gefnogaeth y mae rhieni yn ei rhoi i’r ysgol drwy helpu gyda gwaith cartref. Er ein bod yn sylweddoli bod pwysau amser ac ymrwymadau teuluol weithiau yn gwneud hyn yn anodd, ni allwn bwysleisio pa mor bwysig yw eich cyfranogiad yn addysg eich plentyn. Mae gwaith cartref yn chwarae rhan mewn atgyfnerthu ac adolygu gwaith dosbarth. Yn gyffredinol, bydd yn estyniad o weithgareddau gwersi – yn atgyfnerthu, ymestyn a chadarnhau agweddau o’r gwaith a gafwyd yn ystod y diwrnod ysgol. Mae gwaith cartref ystyrlon yn ysgogi disgyblion i weithio’n annibynnol.

Gall tasgau gwaith cartref fod ar amrywiaeth o ffurfiau: dysgu ar y cof, darllen, ysgrifennu, mathemateg, casglu ymchwil, ac ati. Gofynnir i rieni gynorthwyo trwy roi cyfle ac anogaeth i’w plant astudio gartref. Bydd plant sydd â llyfrau darllen yn cael eu hannog i fynd â nhw adref yn rheolaidd, yn ogystal â’u llyfrau Cofnodion Darllen, er mwyn i rieni/gofalwyr rannu a chefnogi darllen y plentyn. Os cyfyd problemau gyda gwaith cartref, cysylltwch â’r ysgol bob amser.

Clybiau a gweithgareddau

Teimlwn yn gryf fel ysgol fod gweithgareddau allgyrsiol yn rhan bwysig o addysg a datblygiad plentyn. Rydym yn cynnig ystod eang o weithgareddau ar ôl ysgol i blant yr ysgol o flwyddyn 1-6 a gyflwynir gan athrawon profiadol. Rhoddir cryn bwys ar gynnwys disgyblion mewn gweithgareddau o natur ddiwylliannol, adloniadol a chwaraeon, gan gynnwys:

- Clwb y Barli.
- Clybiau athletau, criced, pêl-rwyd a rygbi (ar ôl ysgol).
- Timau chwaraeon amrywiol - rygbi, pêl-rwyd, pêl-droed, athletau, rownderi a chried.
- Cyfranogiad yn yr Eisteddfod.
- Ymarfer band.
- Garddio, gemau bwrdd a darllen.
- Ymarfer côr.

Rhaglen Cyfoethogi

Rydym yn cynnal cymaint o deithiau ac ymweliadau â phosibl ac yn trefnu ymwelwyr i’r ysgol. Efallai y gofynnir i rieni wneud cyfraniad bach at gost y rhain, ond rydym yn gwneud pob ymdrech i gadw’r costau hyn mor isel â phosibl. Yn ddiweddar rydym wedi ymweld â:

- Stiwdios Harry Potter Warner Bros.
- Sain Ffagan.
- Canolfan Ofod Genedlaethol.
- Dan yr Ogof
- Llyn Llech Owain
- Parc Margam

O Flwyddyn 3, mae gan ddisgyblion yr opsiwn o fynd ar deithiau preswyl. Mae enghreifftiau yn cynnwys Tŷ Tregoyd, Llangrannog, Glanllyn a Chanolfan yr Urdd Caerdydd.

Anghenion Dysgu Ychwanegol

Bydd gan lawer o blant, ar ryw adeg yn eu gyrfa ysgol, anghenion dysgu ychwanegol o rhyw fath. Bydd yr ysgol yn sicrhau bod yr addysg briodol yn cael ei darparu ar gyfer pob un o’r rhain plant.

Mae’r sbectrwm a gynhwysir o fewn anghenion arbennig yn eang iawn yn wir, o blant â swyddog datganiad i blant hynod ddisglair sy’n haeddu gwaith ymestynnol i gynnal eu diddordeb a datblygu eu galluoedd. Gan fod sbectrwm o anghenion arbennig yn yr ysgol, mae sbectrwm o rhaid sicrhau bod darpariaeth arbenigol ar gael i ddiwallu anghenion y plant. Rydym yn bwriadu pob disgybl i elwa’n llawn o’i amser yn Ysgol Gymraeg Pontardawe; rhaid i ddarpariaeth lawn felly fod ar gael ar gyfer pob angen a strwythurau wedi’u sefydlu i fonitro a darparu ar gyfer yr anghenion hynny.

Ymyraethau a chefnogaeth

Polisi cyffredinol yr ysgol yw gweithio o fewn themâu canolog trawsgwricwlaidd tymhorol.

Mae cymorth ar gyfer plant ag Anghenion Dysgu Ychwanegol yn gallu bod trwy gefnogaeth i’r plant o fewn eu dosbarthiadau arferol.

Mae Polisi Anghenion Dysgu Ychwanegol yr ysgol yn cydymffurfio’n llawn â’r Addysg Leol Canllawiau’r Awdurdod a Chod Ymarfer y Llywodraeth. Adolygir y polisi yn flynyddol.

Polisi codi tâl

Mae’r holl addysg yn ystod oriau ysgol am ddim. Nid ydym yn codi tâl am unrhyw weithgaredd a wneir fel rhan o’r Cwricwlwm Cenedlaethol ac eithrio gwersi cerdd. Tra bod yr ysgol yn talu am y rhan fwyaf o’r ddarpariaeth gerddorol, gofynnir i rieni gyfrannu £120 y flwyddyn tuag at gostau e.e., trwsio offerynnau, cerddoriaeth, prynu offerynnau a.y.b.

Cyfraniadau gwirfoddol

Nod y Llywodraethwyr fydd cynnig ystod eang o gyfleoedd a phrofiadau i’r disgyblion. O dan adran 110 o Ddeddf Addysg 1988, mae’r Corff Llywodraethol wedi penderfynu bod rhieni i’w gwahodd i wneud cyfraniadau gwirfoddol er budd yr ysgol neu i gefnogi gweithgaredd penodol, er enghraifft - ymweliadau addysgol. Bydd adegau, fodd bynnag, pan fydd yn rhaid inni ofyn i rieni am gyfraniadau penodol. Mae Polisi Codi Tâl yr ysgol yn cyd-fynd â chanllawiau’r Awdurdod. Gofynnir i rieni dalu, yn wirfoddol, i dalu costau:

- Ymweliadau addysgol / teithiau ysgol.
- Bysiau ar gyfer gweithgareddau chwaraeon ac ati.
- Cwmnïau theatr ac ymwelwyr / siaradwyr eraill.

Heb gefnogaeth rhieni ni fydd rhai o’r gweithgareddau hyn yn digwydd! Ni chaiff unrhyw blentyn ei wahardd os na all ei rieni dalu. Mewn achosion o galedi gwirioneddol mae croeso i chi gysylltu â’r Pennaeth.

Trefniadau brys

Byddwn, wrth gwrs, yn ymdrechu i gadw’r ysgol ar agor, os yn bosibl, ond fe allai tywydd garw olygu bod rhaid cau’r ysgol pe bai’n beryglus neu’n afresymol o anodd:

- Ar gyfer plant neu niferoedd digonol o staff i gyrraedd yr ysgol a darparu gwasanaeth addysgol digonol.
- I blant neu staff deithio i’r ysgol a dychwelyd ohoni yn ddiogel a heb oedi.

Mewn achos o gau mewn argyfwng, cysylltir â rhieni dros y ffôn ac ap yr ysgol.

Cadwch mewn cysylltiad

Mae’r ysgol yn sylweddoli y gall plant gyrraedd yn hwyrach na’r arfer yn ystod tywydd garw, ond dylai rhieni geisio cysylltu â’r ysgol i roi gwybod iddynt eu bod ar eu ffordd os yw’n debygol y bydd oedi. Mae’r ysgol yn cydnabod y bydd yna achosion unigol pan fydd teuluoedd yn cael eu torri i ffwrdd, hyd yn oed pan fydd mwyafrif clir y plant yn gallu mynd i’r ysgol. Mewn achosion o’r fath dylai rhieni hysbysu’r ysgol o amgylchiadau’r sefyllfa eithriadol hon.

Rhifau cyswllt

Pe bai’r ysgol yn gorfod cau yn ystod y dydd oherwydd tywydd gwaeth na’r disgwyl neu amgylchiadau annisgwyl tebyg, cysylltir â rhieni trwy neges destun neu alwad ffôn naill ai gartref neu yn y gwaith a gofynnir iddynt gasglu eu plant. Dim ond mewn amgylchiadau eithafol iawn y bydd rhyddhau cynnar o’r fath yn cael ei ystyried. Anogir pob rhiant/gofalwr i sicrhau bod ffonau symudol bob amser yn cael eu troi ymlaen ac yn glywadwy rhag ofn y byddwn yn ceisio cysylltu â chi.

CAM 3: Ymrwymiad Rhieni

PTA/ CRaFf

Mae ein CRhFf yn grŵp o rieni a staff sy'n trefnu digwyddiadau ysgol cyffrous i godi arian ar gyfer pethau 'ychwanegol' yn yr ysgol a darparu cyfleoedd i rieni ddod at ei gilydd. Os oes gennych ddiddordeb mewn dysgu mwy amdanom neu os oes gennych unrhyw awgrymiadau, cysylltwch â swyddfa'r ysgol.

Cynorthwyr gwirfoddol

Rydym bob amser yn croesawu gwirfoddolwyr o'n hysgol a'r gymuned ehangach i helpu gyda gweithgareddau megis ymweliadau ysgol neu gefnogi plant yn y dosbarth ayb. Os oes gennych ddiddordeb mewn gwirfoddoli yn yr ysgol, siaradwch ag Athro Dosbarth eich plentyn neu swyddfa'r ysgol am fwy o wybodaeth.

Llywodraethwyr

Cawn ein cefnogi gan Gorff Llywodraethu gweithgar a thrylwyr. Mae llywodraethwyr yn mynychu cyfarfodydd rheolaidd ac yn ymweld â'r ysgol i adolygu dysgu, monitro cynnydd, a sicrhau bod gan yr ysgol systemau rheoli effeithiol a chadarn ar waith. Gallwch gysylltu â'r Llywodraethwyr trwy ein swyddfa ysgol. Mae swyddi gwag ar gyfer Rhiant Lywodraethwyr yn cael eu hysbysebu wrth iddynt godi.

Cyfathrebu â rhieni

Rydyn ni'n hoffi teimlo ein bod ni, mewn partneriaeth â rhieni, yn ddim sy'n gweithio gyda'n gilydd i greu amgylchedd o ragoriaeth lle mae pob plentyn yn cael ei werthfawrogi, ei feithrin a'i arwain wrth baratoi i wynebu'r heriau sydd o'n blaen yn hyderus. Credwn fod perthynas gadarnhaol rhwng y cartref a'r ysgol yn hynod o bwysig. Rydym yn annog rhieni i gymryd diddordeb gwirioneddol yn addysg eu plentyn ac i gydweithio â'r ysgol i'w helpu i gyrraedd y safonau gorau oll.

Ap Ysgol

Mae'r ysgol yn defnyddio ap Schoop yn helaeth i gyfathrebu â rhieni ynglŷn â holl ddigwyddiadau a datblygiadau'r ysgol felly rydym yn eich annog yn gryf i'w lawrlwytho. Mae'r ap yn rhad ac am ddim ac yn gweithio ar bob dyfais electronig. Cysylltwch â'r ysgol am eich cod adnabod.

Cylchlythron

Mae pob cylchlythyr yn cael ei lanlwytho i wefan yr ysgol a hefyd yn cael ei anfon trwy ap yr ysgol.

Trydar

Mae ein tudalen Twitter yn ffordd wych o ddarganfod beth sy'n digwydd yn yr ysgol bob dydd. Gwelwch ni yn @YGGPontardawe.

Yn y cartref

Yn naturiol, nid yw 'cynnwys rhieni' wedi'i gyfyngu i'r ysgol yn unig. Mae'r plant yn dysgu drwy'r amser ac mae eu rhieni yn bartneriaid mewn addysg gyda'r ysgol. Rydym yn darparu gwaith cartref, yn unol ag anghenion y plant, eu hoedran a'u gallu ac yn unol â disgwyliadau cenedlaethol; gobeithiwn ei bod yn parhau i fod yn amser pan fydd plant a rhieni yn gallu cael ychydig o hwyl yn gweithio gyda'i gilydd.

Llyfryn Cyswllt Cartref

Mae gan bob disgybl 'lyfr cyswllt cartref'. Gofynnir i rieni a phlant lofnodi pob blwyddyn academiaidd.

Cysylltu â Rhieni

Mae damweiniau'n digwydd yn yr ysgol fel mewn mannau eraill yn y gymuned. Gallwn ddarparu cymorth cyntaf lle bo angen. Os bydd eich plentyn yn mynd yn sâl yn yr ysgol neu'n cael damwain, mae'n bwysig ein bod yn gallu cysylltu â chi. Gwnewch yn siŵr bod gennym eich cyfeiriad a'ch rhifau ffôn cywir ar gyfer y cartref a'r gwaith ac enw a chyfeiriad ffrind neu berthynas y gallem gysylltu â nhw os na allwn gysylltu â chi.

Caniatâd

Mae gwibdeithiau a gwibdeithiau yn rhan werthfawr o fywyd yr ysgol, ac rydym yn trefnu cymaint â phosibl. Mae'r rhieni'n arwyddo ffurflen yn rhoi caniatâd ar gyfer ymweliadau lleol adeg mynediad. Yn ogystal â hyn rydym yn anfon llythyr yn gofyn am ganiatâd ar gyfer unrhyw ymweliadau sydd ymhellach i ffwrdd neu sy'n ymwneud â chlodiant ac ni chymerir plant oni bai bod y slip caniatâd yn cael ei ddychwelyd.

CAM 4: Polisiau a Dyddiadau Tymhorol

Polisiau

Pam fod angen polisiau arnom?

Er mwyn i ysgol gynnig addysg a gofal o ansawdd uchel, mae angen polisiau arni. Mae polisiau yn helpu i ddatblygu a diffinio set o reolau, rheoliadau, gweithdrefnau a phrotocolau cyson.

Safonau uchel

Yn Ysgol Gymraeg Pontardawe, credwn fod polisiau yn hanfodol bwysig, ac yn ein helpu i greu safonau ansawdd ar gyfer dysgu a diogelwch, yn ogystal â disgwyliadau ac atebolrwydd. Os ydych eisiau gwybod pa bolisiau sydd gennym, gallwch naill ai ffonio swyddfa'r ysgol neu fynd i wefan yr ysgol: www.ygg-pontardawe.j2bloggy.com/cy/ a chlicio ar 'Polisiau'.

Polisiau allweddol

Dyma rai o'n polisiau allweddol:

- Diogelu ac amddiffyn plant.
- Ymddygiad a disgyblaeth.
- Cynhwysiant.
- Diogelu data
- Cymorth Cyntaf.



Dyddiadau'r tymor

Tymor yr Hydref 2025

Dydd Llun, 1 Medi -
Dydd Gwener, 24 Hydref

Dydd Llun, 3 Tachwedd -
Dydd Gwener, 19 Rhagfyr

Tymor y Gwanwyn 2026

Dydd Llun, 5 Ionawr -
Dydd Gwener, 13 Chwefror

Dydd Llun, 23 Chwefror -
Dydd Gwener, 27 Mawrth

Tymor yr Haf 2026

Dydd Llun, 13 Ebrill -
Dydd Gwener, 22 Mai

Dydd Llun, 1 Mehefin -
Dydd Llun, 20 Gorffennaf



Rydym wedi ymrwymo i sicrhau bod pob aelod o’n teulu yn derbyn yr addysg orau mewn amgylchedd cartrefol a diogel. Anogir pob aelod o’r teulu i gyrraedd eu llawn botensial beth bynnag fo’u gallu trwy ddarparu cyfleoedd heriol ac estynedig fel y gall ddod yn ddysgwr annibynnol mewn cymdeithas ddwyieithog. Anelwn at feithrin hunanddisgyblaeth, ymrwymiad, parch a balchder yn ein hiaith a’n hetifeddiaeth.

Ein Amcanion

Ein nod yw sicrhau hynny:

- Caiff pob disgybl y cyfle i ddatblygu i’w llawn botensial yn academiaidd, yn gymdeithasol, yn gorfforol, yn ysbrydol ac yn foesol.
- Mae awyrgylch hapus, cartrefol a diogel yn bodoli ac i annog pob plentyn i chwarae rhan weithredol ac amlwg ym mywyd yr ysgol.
- Mae’r disgybl yn ganolog i’r broses ddysgu a chaiff cyfraniad pob unigolyn ei barchu.
- Mae pawb yn datblygu ymdeimlad o falchder yn yr iaith Gymraeg, diwylliant a’n cenedl
- Rhoddir pwyslais ar sgiliau personol megis hunanhyder, hunan-fynegiant, hunan-barch, parch at eraill a sgiliau arwain a datrys problemau trwy gydol eu cyfnod yn yr ysgol.
- Rydym yn meithrin cysylltiadau agos â’r gymuned leol ac yn dechrau paratoi plant i ddod yn oedolion cyfrifol yn eu cymuned a dod yn ddinasyddion egwyddorol.

Gwerthoedd

Mae ein gwerthoedd yn ein harwain yn ein bywyd o ddydd i ddydd yn yr ysgol.

Credwn mewn:

- Gonestrwydd, cwrteisi a pharch at eraill.
- Disgwyliadau uchel gan bawb.
- Cyfle cyfartal i bawb.
- Balchder yn ein hiaith a’n diwylliant.
- Hunanddisgyblaeth, dyfalbarhad ac ymrwymiad i’n gwaith.



Foreword: Mr Martin Evans,
Headteacher, says...

It’s great news that your child is starting at our wonderful school. Thank you for selecting us!

Answering your questions

We have developed this document to take you step-by-step through what you need to know about your child starting school.

Got a question?

If you have any questions that are not answered here, please contact the school office on 01792 862136 and we will be happy to help!

Welcome

Welcome to Ysgol Gymraeg Pontardawe Primary School and I look forward to getting to know you and your child.

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STEP 1: Key Information

What are our school times?

School starts at 8.45am and ends at 3.15pm.

- Morning 8:45am – 11:15am (Nursery)
- 8:45am – 11:45am (FP)
- 8:45am – 12:00pm (KS2)
- Afternoon 12:20pm – 2:50pm (Nursery)
- 12:45pm – 3:00pm (FP)
- 1:00pm – 3:15pm (KS2)

Breakfast Club

We offer a daily Breakfast Club in school that starts at 7.55am. It is free to all pupils for 30 minutes.

Arrivals and departures

A parent car park has been provided on the lower (south) side of the site that provides space for circa 25 vehicles. This car park also provides a drop off area for parents during breakfast club and morning drop off times. This car park is opened before 7.55am and locked at 5:30pm. Signage is in place and includes clear 5mph speed limit signs, usage rules and drop off diagrams.

When dropping children off or picking them up, parents are requested not to park indiscriminately on the highway and where possible, are encouraged to walk their children to school. In the light of the Authority's 'Safe routes to schools' initiative, parents and guardians are reminded of this request via newsletters and social media. The school displays clear 5mph speed limit signs, which should be respected by all road users.

Uniform

There is an official school uniform, the wearing of which is optional. We believe that it gives the children a sense of belonging to the school community therefore pupils are encouraged to wear it. Our uniform is kept as simple and practical as possible.

Boys:

- Navy polo shirt.
- Navy sweatshirt or cardigan.
- Grey trousers.
- Black shoes.

Girls:

- Navy polo shirt.
- Navy sweatshirt or cardigan.
- Grey trousers or skirt.
- Black shoes.

P.E. and games

Boys and girls:

- Navy t-shirt.
- Navy joggers.
- Trainers.

Eisteddfodau and concerts:

- White shirt or blouse.
- Grey trousers or skirt.
- School tie.

Uniform items can be bought from three local companies: Sportec in Neath, Apparel 5 in Ystradgynlais and Picton Sports Llanelli. Uniforms can be ordered from their websites.

Labelling of clothing

Please ensure that all clothing and possessions are clearly marked with your child's name. The school will not accept responsibility for lost or damaged belongings.

Food in school

We aim to ensure that all pupils are provided with a healthy, nutritious meal. Vegetarians and any special diet requests can be catered for. There is a hot main meal choice including a vegetarian option available daily plus a selection of vegetables, seasonal salads, a pasta option and wholemeal bread. There is also a daily main pudding with an additional option of fruit bowl choice. A daily selection of chilled milk or water are available.

Packed lunches

Children who bring a packed lunch eat in the classroom or on the field in the summer. Please ensure that your child brings their food in a secure, unbreakable container clearly marked with their name. If you wish to send a drink, then it should be in an unbreakable container and not a fizzy drink. We include items on our newsletters about healthy eating and we discourage sweets and chocolate bars. Please note: foods containing nuts of any kind are not permitted as we are a strictly nut-free school.

Free School Meals

Free school meals are available to eligible pupils who attend school full-time. Pupils can also qualify for free school meals if their families receive certain income related benefits.

Break-time and healthy drinks

As of September 2022, pupils are encouraged to eat healthy snacks, which means no crisps, sweets and fizzy drinks.

STEP 2: Frequently Asked Questions

Here are our answers to what we find are the most frequently asked questions. If you have any questions that are not answered here, please contact the school office and we will be happy to help!

Absence

If your child is absent, we would appreciate an oral or written explanation. Without this, your child's absence will be marked as 'unauthorised'. If your child is absent due to illness, we ask that you contact the school as early as possible on the first day of absence.

School safety

The aim of the school is to provide healthy and safe conditions for all pupils and employees and to give information, training and supervision, as needed, to ensure this.

The ultimate responsibility for Health and Safety in the school rests with the LEA. The roles and responsibilities of all parties – LEA, Governors and School – are set out in the LEA Health and Safety Policy. As part of the school's policy, safety measures are in force to control entry to all school buildings. All visitors to the school should report to the main reception and where entry will be ratified.

The doors open at 8.30 a.m. Until this time there is no supervision of pupils, with the exception of pupils who attend Breakfast Club.

Collection

If your child has to leave school during the day we must, for safety reasons, be notified via phone or email. Children will never be allowed to leave the premises by themselves during school hours. If they are collected during the day, you will be asked to sign them out at the office.

Holidays in term time

The school or the Local Authority does not condone vacations during the school term. The

school can no longer authorise holidays during term time and any holiday will now be recorded as unauthorised.

Medication in school

Should pupils require medication during the day, in line with LEA Guidance, parents should liaise with the class teacher. A permission form must be completed which is available from the office or website. It is imperative that the headteacher has signed the form before medication is left at the school.

Mobile phones and jewellery

Mobile phones are not permitted in school. Ear studs are the only type of jewellery we allow, and these should be taken out during PE lessons.

Homework

At Ysgol Gymraeg Pontardawe, we value the support that parents are giving the school by helping with homework. Whilst we realise that the pressures of time and family commitments sometimes make this difficult, we cannot stress how important your involvement in your child's education is. Homework plays a part in reinforcing and revising class work. In general, it will be an extension of lesson activities - reinforcing, extending and consolidating aspects of work encountered during the school day. Meaningful homework motivates pupils to work independently.

Homework tasks can take a variety of forms: learning by memory, reading, writing, mathematics, research gathering, etc. Parents are asked to assist by giving their children the opportunity and encouragement to study at home. Children with reading books will be encouraged to take them home regularly, as well as their Reading Record books, in order that parents/carers share and support the child's reading. If problems arise with homework, always contact the school.

Clubs and activities

We feel strongly as a school that extracurricular activities are an important part of a child's education and development. We offer a wide range of after school activities to children in the junior department thanks delivered by experienced teachers. A great deal of importance is attached to the involvement of pupils in activities of a cultural, recreational and sporting nature, including:

- Clwb y Barli.
- Athletics, cricket, netball and rugby clubs (after school).
- Various sporting teams - rugby, netball, football, athletics, rounders and cricket.
- Eisteddfod participation.
- Band practice.
- Gardening, board games and reading.
- Choir practice.

STEP 2: Frequently Asked Questions

Enrichment programme

We hold as many trips and visits as possible and arrange visitors into school. Parents may be asked to make a small contribution to the cost of these, but we make every effort to keep these costs as low as possible. Recently we have visited:

- Warner Bros Harry Potter Studios.
- St Fagan.
- National Space Centre.

From Year 3, pupils have the option of going on residential trips. Examples include Tregoyd House, Llangrannog, Glanllyn and the Cardiff Urdd Centre.

Special Educational Needs

Many children, at some stage of their school careers, will have additional learning needs of some kind. The school will ensure that the appropriate education is provided for all such children.

The spectrum included within special needs is very wide indeed, from children with an official statement to exceedingly bright children who deserve extension work to maintain their interest and develop their abilities. As there is a spectrum of special needs in the school, a spectrum of specialist provision must be made available to meet the needs of the children. We intend every pupil to profit fully from his/her time at Ysgol Gymraeg Pontardawe; full provision must therefore be made available for every need and structures put in place to monitor and provide for those needs.

Interventions and targeted support

The general policy of the school is to work within termly, cross-curricular central themes. Help is provided for children with Additional Learning Needs by offering support to the children within their usual classes.

The school's Additional Learning Needs Policy fully complies with the Local Education Authority's guidelines and the Government's Code of Practice. The policy is reviewed annually.

Charging policy

All education during school hours is free. We do not charge for any activity undertaken as part of the National Curriculum with the exception of music tuition. While the school pays for most of the music provision, parents are asked to contribute £120 a year towards costs e.g., instrument repairs, music, purchase of instruments etc.

Voluntary contributions

The Governors' aim will be to offer the pupils a wide range of opportunities and experiences. Under section 110 of the 1988 Education Act, the Governing Body has determined that parents are to be invited to make voluntary contributions towards the benefit of the school or to support a particular activity, for example - educational visits. There will be times, however, when we may have to ask parents for specific contributions. The school's Charging Policy is allied to the Authority's guidelines. Parents are asked to pay, on a voluntary basis, to cover the cost of:

- Educational visits / school journeys.
- Buses for sporting activities etc.
- Theatre companies and other visitors / speakers.

Without parental support some of these activities will not take place! No child will be excluded if his / her parents are unable to pay. In cases of genuine hardship please do not hesitate to contact the Head Teacher.

Emergency arrangements

We will, of course, endeavour to keep the school open, if at all possible, but severe weather conditions could make it necessary to close the school if it were dangerous or unreasonably difficult:

- For children or sufficient numbers of staff to reach school and provide an adequate educational service.
- For children or staff to journey to and return from school safely and without undue delay.

In the event of emergency closure, parents will be contacted via phone and the school app.

Stay in touch

The school appreciates that during bad weather children may arrive later than normal, but parents should endeavour to contact the school to let them know they are on their way if likely to be delayed. The school recognises there will be isolated instances where families are cut off, even where the clear majority of children can get into school. In such instances parents should inform the school of the circumstances of this exceptional situation.

Contact numbers

In the event of the school having to close during the day due to unforeseen worsening weather or similar unforeseen circumstances, parents will be contacted by text message or a phone call either at home or work and asked to collect their children. Such an early release will only be contemplated in very extreme circumstances. All parents/carers are urged to ensure that mobile phones are always switched on and audible in case we are trying to contact you.

STEP 3: Parental Involvement

PTA

Our PTA is a group of parents and staff that organise exciting school events to raise money for 'extra' things in school and provide opportunities for parents to come together. If you are interested in learning more about us or have any suggestions, please contact the school office.

Volunteering in school

We always welcome volunteers from our school and the wider community to help with activities such as school visits or supporting children in class etc. If you are interested in volunteering at the school, please speak to your child's Class Teacher or the school office for more information.

Governors

We are supported by an active and rigorous Governing Body. Governors attend regular meetings and visit school to review learning; monitor progress and to ensure that the school has effective and robust management systems in place. You can contact the Governors through our school office. Vacancies for Parent Governors are advertised as they arise.

Communication with parents

We like to feel that, in partnership with parents, we are a team working together to create an environment of excellence where each child is valued, nurtured and guided in preparation to face the challenges ahead with confidence. We believe that a positive relationship between home and school is extremely important. We encourage parents to take a real interest in their child's schooling and to work together with the school in helping them to achieve the very best standards.

School app

The school uses the Schoop app heavily to communicate with parents regarding all school event and developments therefore we strongly encourage you to download it. The app is free and works on all electronic devices. Please contact the school for your ID code.

Newsletters

All newsletters are uploaded onto the school website and are also sent via the school app.

Twitter

Our Twitter page is an excellent way to find out what goes on in school every day. See us at @YGGPontardawe.

At home

Naturally 'parental involvement' is not confined to school. Children are learning all the time and their parents are partners in education with the school. We do provide homework, in line with the needs of the children, their age and their ability and in line with national expectations; we hope that it remains a time when children and parents can have some fun working together.

The home link book

All pupils have a 'home link book'. Parents and children are asked to sign each academic year.

Contacting Parents

Accidents happen in school as they do elsewhere in the community. We are able to provide first aid where necessary. If your child is taken ill at school or has an accident, it is important that we can get in touch with you. Please make sure we have your correct address and telephone numbers for home and work and the name and address of a friend or relative who we could contact if we cannot get through to you.

Seek permission

Outings and trips are a valuable part of school life, and we arrange as many as possible. Parents sign a form giving consent for local visits on admission. In addition to this we send a letter asking for permission for any visits which are further away or involve transport and children are not taken unless the permission slip is returned.



STEP 4: Policies and Term Dates

Policies

Why do we need policies?

For a school to offer high-quality education and care, it needs policies. Policies help develop and define a set of consistent rules, regulations, procedures and protocols.

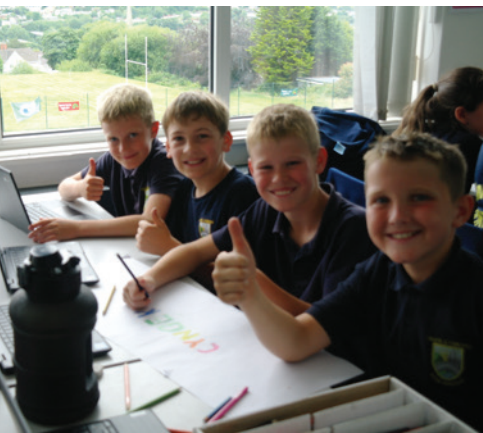
High standards

At Ysgol Gymraeg Pontardawe, we believe that policies are vitally important, and help us to create standards of quality for learning and safety, as well as expectations and accountability. If you want to know what policies we have, you can either call the school office or visit the school website: www.ygg-pontardawe.j2bloggy.com/cy/ and click on 'Polisiau'.

Key policies

Some of our key policies are:

- Safeguarding and child protection.
- Behaviour and discipline.
- Inclusion.
- Data protection.
- First aid.



Term dates

Autumn term 2025

Monday 1 September -
Friday, 24 October

Monday, 3 November -
Friday, 19 December

Spring term 2026

Monday, 5 January -
Friday, 21 February

Monday, 23 February -
Friday, 27 March

Summer term 2026

Monday, 13 April -
Friday, 22 May

Monday, 1 June -
Monday, 20 July

STEP 5: Our Mission, Aims and Values



We are committed to ensuring that every member of our family receives the best education in a homely and safe environment. Every member of the family is encouraged to reach their full potential whatever their ability by providing challenging and extended opportunities so that he or she can become an independent learner in a bilingual society. We aim to nurture self-discipline, commitment, respect and pride in our language and our heritage.

Our Aims

We aim to ensure that:

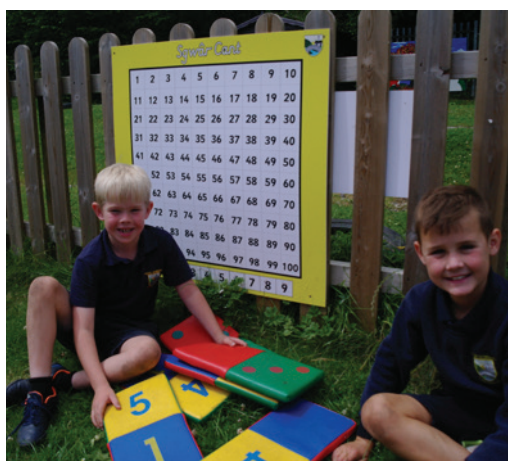
- All pupils have the opportunity to develop to his or her full potential academically, socially, physically, spiritually and morally.
- A happy, warm and safe environment exists and to encourage every child to play an active and prominent role in school life.
- The pupil is central to the learning process and each individual's contribution is respected.
- Everyone develops a sense of pride in the Welsh language, culture and our nation
- An emphasis is placed on personal skills such as self-confidence, self-expression, self-respect, respect towards others and leadership and problem-solving skills throughout their time in school.
- We foster close links with the local community and begin preparing children to become responsible adults in their community and become global citizens.

Values

Our values lead us in our day-to-day life at school.

We believe in:

- Honesty, courtesy and respect for others.
- High expectations by everyone.
- Equal opportunities for all.
- Pride in our language and culture.
- Self-discipline, perseverance and commitment to our work.



YGG Pontardawe

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