




**YSGOL GYNRADD
TON YR YWEN
PRIMARY SCHOOL
PROSPECTUS 2025+**



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A WARM WELCOME



Dear Parents and Carers,

Croeso i Ysgol Gynradd Ton Yr Ywen, Welcome to Ton Yr Ywen Primary School.

We are delighted to welcome you to Ton Yr Ywen Primary School, where we believe every child deserves to feel safe, inspired, and valued. This prospectus marks the beginning of what we hope will be a rewarding and lasting partnership between your family and our school community.

At Ton Yr Ywen, we are proud to offer extensive grounds in which we offer a nurturing environment that supports children to thrive emotionally, socially, and academically, making full use of indoor and outdoor teaching and learning spaces. Our dedicated team of teachers and support staff work together to ensure that every child is encouraged to Explore, Grow, and Belong as members of Ton Yr Ywen family.

This booklet provides key information to help you understand what makes our school special, and how we work together to support your child's journey. If you have any questions or would like further details, please don't hesitate to contact the school office. We're always happy to help.

Warmest regards,



Mrs Annette James-Griffiths, Headteacher



Mr James Aubrey, Chair of Governors

HIGHLIGHTS

9 ACRE SITE

WITH 3 SEPARATE
BUILDINGS, EXTENSIVE
PLAYGROUNDS,
PLAYING FIELDS &
A NATURE RESERVE

A WOODLAND

WITH WILDLIFE
INCLUDING FOXES,
RABBITS, SQUIRRELS
AND VARIOUS BIRDS

420 SPACES

FOR CHILDREN
FROM RECEPTION TO
YEAR 6

PLUS 80

NURSERY SPACES
(OFFERING MORNING &
AFTERNOON SESSIONS)





TON-YR-YWEN PRIMARY SCHOOL VISION & VALUES

Explore

We ignite curiosity and creativity through inspiring, authentic learning, encouraging everyone to discover the world around them and their unique potential.

Grow

We nurture confident, creative learners who flourish emotionally, socially and academically and develop a lifelong love of learning.

Belong

We build a warm, inclusive community where everyone feels supported and celebrated for who they are, as valued members of the Ton Yr Ywen family.



Courage

Honesty

Kindness

Respect

Responsibility

Teamwork

SCHOOL BADGE



Ton Yr Ywen is Welsh for 'Yew Tree Hill'. The school is named after a local farm that used to cover this area. There isn't a Yew Tree on the school site but there are over 20 types of trees spread across the school's extensive and beautiful grounds. We have incorporated some of the leaves from those different trees into our badge design, to represent and celebrate the diversity of our school community.

ADMISSION TO NURSERY



Children must have reached the age of 3 to qualify for admission to a school nursery in the term following their third birthday. We have a fantastic nursery at Ton Yr Ywen, and places are offered on a part time basis (5 days of attending in the morning, or 5 days of attending in the afternoon). To apply for a place, please go to [Cardiff Council's website](#).

If a nursery is oversubscribed, particular regard is given to the following points in the order of priority set out below (in line with guidance from Cardiff County Council):

1. Children who are looked after by a Local Authority (LA) in England or Wales, or children who were previously looked after by a LA in England or Wales.
2. Children subject to an Individual Development Plan (IDP) in which a specific school is named.
3. Children who have a sibling (in any age group between Reception to Year 6, inclusive) who will be on register at the school where the nursery class is, at the time when they are admitted. If nursery places reach capacity, priority will be given to multiple birth siblings to avoid those siblings having to attend different nurseries.
4. Children in respect of whom the Council judges there are compelling medical or social grounds for their admission to a particular school.
5. Children living nearest the nursery school/class, as measured by the shortest safe available route.

Attendance at our nursery does not guarantee a place in Ton Yr Ywen school.

ADMISSION TO PRIMARY SCHOOL



Children can start Reception in the September after their 4th birthday (the school year runs from the 1st September - 31st August). Parents wishing to apply for a school place need to do so via the [Cardiff Council website](#). If a primary school is oversubscribed, particular regard is given (but not restricted) to the following points, in line with guidance from Cardiff County Council:

1. Children who are looked after by a Local Authority (LA) in England or Wales, or children who were previously looked after by a LA in England or Wales.
2. Children subject to an Individual Development Plan (IDP) in which a specific school is named.
3. Pupils who are resident within the defined catchment area of the school and in respect of whom the Council judges there are compelling medical or social grounds for their admission to a particular school. Where preferences exceed places available, priority will be given to multiple birth siblings.
4. Pupils who are resident within the defined catchment area of the school and have a sibling enrolled in Reception or Years 1 to 6, who will be on register at the school when they are admitted. Where preferences exceed places available, priority will be given to multiple birth siblings.
5. Children who have a brother or sister attending the school, who were admitted before a catchment area change.

Full details of how to apply for a place, the criteria used for placements, and how to appeal a decision if necessary can be found on the [Cardiff Council website](#).

OUR TEAM

Our dedicated team of staff are devoted to ensuring that every child achieves their very best. We are committed to providing a safe, nurturing learning environment where every child is encouraged to grow as part of the Ton Yr Ywen family.

You can find full details of our staff team [on our website](#).



SAFEGUARDING

Every member of our team is committed to ensuring the safety and protection of all children, and will take action to safeguard their wellbeing. As a school, we aim to provide an environment in which children and young people feel safe, secure, valued, and respected, and be confident; that children know how to approach adults if they are in difficulties knowing they will be listened to. We acknowledge the importance of our role in the wellbeing and safety of young people, and this ethos is promoted throughout our school.

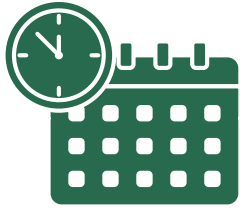
KEY SAFEGUARDING CONTACTS WITHIN TON YR YWEN PRIMARY

DESIGNATED SENIOR PERSON FOR CHILD PROTECTION (DSP): Annette James-Griffiths

DEPUTY DSP: Rachel Antoniazzi

NOMINATED GOVERNOR FOR CHILD PROTECTION: Rebecca Chamberlain

CHAIR OF GOVERNORS: James Aubrey



TIMES AND ATTENDANCE

TIMINGS FOR THE SCHOOL DAY

NURSERY

Morning session: 9:15 to 11:45am

Afternoon session: 12:45 to 3:15pm

INFANTS

School start time: 8:55am

Lunch: 12:00 to 1:00pm

School end time: 3:30pm

JUNIORS

School start time: 8:55am

Lunch: 12:15 to 1:15pm

School end time: 3:30pm

ATTENDANCE

Punctuality and regular attendance at school are vital for a child's wellbeing and progress. If your children is absent from school due to illness or other factors please phone the school office on 02920 754633, or use the 'report absence' option on the ParentMail app, no later than 9.30am. If we do not hear from you, you will be contacted by the school office.

If your child needs to attend an appointment during the school day, we will ask to see proof of that appointment to confirm times and dates. We ask you to avoid taking holidays during term as this can have a negative impact on pupil progress, but if it is necessary for you to do so you can apply for Exceptional Leave using the form in our Attendance policy, which can be found [on our website](#).

WRAP AROUND CARE



Ton Yr Ywen offers pupils the opportunity to attend a breakfast club and after-school wrap around care.

BREAKFAST CLUB

Breakfast club is available from 8am at Ton Yr Ywen, Monday to Friday. Our breakfast club provision is broken down in to two separate parts:

- A **paid wrap around care provision**, for which doors open at 8:00am and close at 8:25am; and
- A **free breakfast club service**, for which doors open at 8:30am and close at 8:40am.

Children attending the wraparound care provision are able to take part in a range of table-top activities between the time that they are dropped at school and 8.30am when food is served. All children, attending either provision, are then taken to their classes after they have eaten, ready for the start of the school day at 8:55am. Full details of prices and how to apply can be seen on our website.

AFTER SCHOOL CLUB

Tons of Fun is a privately run After School Club, which operates separately from Ton Yr Ywen Primary, but is run on our school site.

If you wish to apply for a place for your child at Tons of Fun After School Club, please contact Ruth Spencer by emailing rspencertonsoffun@gmail.com to request an application form.



SCHOOL UNIFORM

All children attending full time school at Ton Yr Ywen Primary are required to wear uniform whilst at school, or when participating in school-organised events that take place outside of normal school hours. We feel that wearing school uniform gives the children a sense of belonging and pride in their school, as well as offering a number of practical benefits.

The current school uniform for all children is

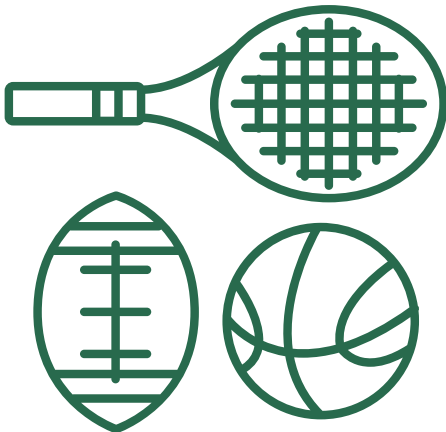
- black trousers or skirt
- black or white polo shirt
- red sweatshirt or cardigan, and
- black footwear.



Our main supplier is 'Logo Embroideries' who sell items of school uniform displaying our school badge, and this can be purchased at YC Sports in Whitchurch. Alternatively, parents can buy unbranded uniform items from any supplier, as it is not compulsory for children to wear uniform displaying the school badge.

For indoor PE, children need to wear:

- a white t-shirt or a t-shirt in their house colour
- black shorts of a modest length, and
- trainers.



For outdoor PE, children need to wear trainers and sportswear which are suitable for the weather conditions. This should consist of:

- black shorts or jogging bottoms
- a red or black sweatshirt / hooded jumper, and
- a white t-shirt or a t-shirt in their house colour.

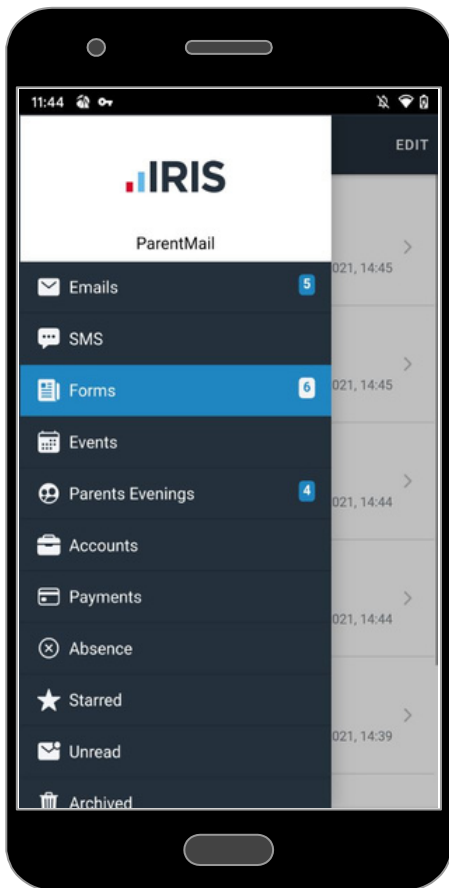
We actively encourage behaviours that save our planet, such as recycling and repurposing items, and in support of this the Friends of Ton Yr Ywen (FoTYY) welcome donations of new and good quality pre-loved uniform. At regular intervals during the school year, that pre-loved uniform is placed on the school site for families to choose from. There is no charge for this, but monetary donations are welcomed where possible.

**CHOOSE
TO
REUSE**

COMMUNICATION

We aim to make communication between home and school as straightforward as possible, using the methods detailed below.

ParentMail



ParentMail

Most of our communication with you will be through ParentMail. We try to give as much notice as possible for events and will also send reminders. You can use ParentMail to report pupil absence and book parents evening slots. Please note, you cannot reply to ParentMail messages.

Email

To contact the school, senior staff or a class teacher, please follow this guidance:

You can email the school office at tonyrywenprm@cardiff.gov.uk - this is the best way to make sure your message is dealt with promptly.

Contact is between 7:30am-5:30pm. Staff email addresses are all in the format of username@tonyrywen.co.uk

It is difficult for staff members to access their emails during teaching time. Please be aware that staff are only required to check emails during the hours of 7.30am-5pm. We kindly ask that you allow 48 hours for an initial response from a staff member.

If you need to contact the school urgently or in the event of an emergency, please phone the office on 029 2075 4633.

Homework



Homework is shared through Seesaw for Years N - 1 and Google Classroom for Years 2 - 6.

Hwb/Seesaw logins are available from your child's class teacher.

Website

A new website - www.tonyrywen.co.uk - was launched in January 2025, and on it you will find a wide range of key information about our school.

COMMUNITY

The Friends of Ton Yr Ywen (FoTTY)

We are very fortunate to have a very active Friends' association. The aims of the organisation are to coordinate and organise fundraising and social events for parents, teachers and children. The funds raised are then used to purchase extra equipment and resources for the children, and the contribution of the Friends' Association to the quality of school life is greatly appreciated. Regular social events are held throughout the year and these include barbecues, discos, raffles, Christmas shopping events, Easter egg hunts, lolly sales and summer festivals!

6 REASONS TO JOIN THE FRIENDS OF TON YR YWEN 

<p><u>For the school</u></p> <p>Help the school to raise funds.</p> <p>Have a voice on the purchases that are made to support the children.</p> 	<p><u>For you</u></p> <p>Volunteering is a rewarding experience and great for the CV!</p> <p>We plan to host many social events to raise money and also to enjoy each other's company.</p> 	<p><u>For the children</u></p> <p>Remind your child how much you value their education. The events we plan will improve your child's school experience - and make them feel "in the know" 😊</p> 
<p><u>Be connected</u></p> <p>There is no better way of knowing what's happening in school.</p> <p>Meet others that share the same common goals; to help enhance the school experience.</p> 	<p><u>It's fun!</u></p> <p>We aim to enjoy ourselves in everything we do.....and mostly acheive it! Any level of support or ad hoc help is of value - you don't have to give up a lot of your time to be part of the FoTTY</p> 	<p><u>Keep the FoTTY going</u></p> <p>As parents leave the school, we need to keep the FoTTY going.</p> <p>Come join our friendly team in any capacity, no matter how big or how small. Many hands make light work!</p> 

Charities

We believe that by encouraging children to collect for local and national charities we make them aware of those in need and ways we can help them. We strive to develop and maintain a culture where charitable giving is a natural part of everyone's life and for children to be active members of the community.

We hold many events throughout the year to which parents and members of the school community are invited. These events are a great way to celebrate the children's achievements and connect with the local community.

CURRICULUM

Ambitious, capable learners, ready to learn throughout their lives

Enterprising, creative contributors, ready to play a full part in life and work

Ethical, informed citizens of Wales and the world

Healthy, confident individuals, ready to lead fulfilling lives

The Curriculum for Wales is built around four core purposes that are shown in the puzzle pieces here. These purposes define the vision for every child and young person in Wales, and guide schools in designing their curriculum.

At Ton Yr Ywen our curriculum is thoughtfully designed to support every learner, being purposeful, authentic, and relevant to the world around them. Over a two-year cycle, we explore six key concepts, creating rich and meaningful learning experiences across all

six areas of learning and experience. Our contexts for learning are carefully planned to be progressive, ensuring that each child's learning builds meaningfully on what they've previously learned. Within these contexts, pupils are given opportunities to shape the direction of their learning by following their own interests and lines of enquiry.



EXTRA CURRICULAR



We are very proud of the achievements of our pupils in Ton Yr Ywen, we have so many talented children. We run a range of sports clubs and enter matches and tournaments during the year, and we also have a fantastic school choir who entertain audiences across Cardiff throughout the year.

The school offers a variety of extra-curricular options, and all children from Year 3 upwards have access to enrichment activities every Friday afternoon. This enables all children to access a wide range of activities free of charge, whilst getting to mix with children across other junior year groups. As part of our transition arrangements, Year 2 join this enrichment programme in the final term of the school year.



WELLBEING AND INCLUSION

At Ton Yr Ywen we want every child to be happy, healthy and confident. For us, the foundation of good behaviour management is caring relationships between adults and children. We have clear rules and values which we share with the children and reward positive behaviour in lots of different ways. If children do display challenging behaviours and break rules, we use clear and fair sanctions and work children and their families to put right whatever has gone wrong, as detailed in our Relationships and Wellbeing Policy.



Children are encouraged to talk to school staff about any problems that they may be experiencing. Staff are experienced in bringing children together in restorative ways to resolve conflict and disputes. We do not tolerate any forms of bullying, racism or discrimination at Ton Yr Ywen. On rare occasions when incidents do occur, we work with parents and children to ensure that such behaviour is understood as wrong and is not repeated.

Should discrimination of any protection groups be identified, the school will take a proactive approach to provide support, education and challenge, in line with school values. Where appropriate we will also work with outside agencies, in order to provide the best possible support and education to children and their families.



We look forward to welcoming your child into our school to begin their learning journey with us.

Rydym yn edrych ymlaen at groesawu eich plentyn i'n hysgol i dechrau'r daith dysgu gyda ni.

