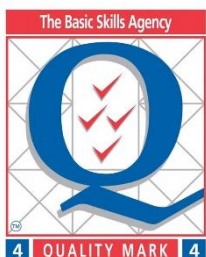


# Plasmarl Primary School



## Prospectus 2025 - 2026



Welsh Network of Healthy School Schemes



Cynlluniau Ysgolion Iach - Rhwydwaith Cymru

# A Message from the Headteacher



## Welcome to Plasmarl Primary School



Dear Parents and Carers,

We are pleased to welcome you and your child to Plasmarl Primary School.

It is a real honour to be the Head Teacher of this wonderful school. I am proud of our pupils, staff, parents and Governors who all strive together to improve opportunities for all our learners. We strongly value pupil voice, and include our pupils in decision making at the heart of everything we do.

We are dedicated about ensuring our learners are safe, happy and enjoy their time Plasmarl.

At Plasmarl, we have developed a nurturing learning environment and our staff deliver inspirational and innovative learning opportunities. Our curriculum continues to evolve and develop through partnership with our pupils and the wider community.

We know the importance that parents/carers play in their child's education, and welcome your involvement in your child's education, and in the life of our school.

We pride ourselves on being an inclusive, warm, welcoming school and look forward to working together to achieve the best outcomes for all our learners.

Please feel free to speak to me during morning arrival time or make an appointment with the school office.

Yours Sincerely,

Miss L Saunders

Headteacher



### Vision Statement

As a 'Rights Respecting' and 'Trauma Informed' School our vision at Plasmarl is to provide an inclusive, safe and happy learning environment. We are committed to delivering an exciting and authentic curriculum, which is influenced by our learners.

We have high expectations of our pupils and celebrate their progress and achievements.

We aim to equip our learners with the skills they need to become:

- Ambitious and capable
- Enterprising and creative
- Ethical and informed
- Healthy and confident

## Equal Opportunities for Pupils

The Governing Body and school promote equal opportunities and good relations between persons of different racial groups and between males and females. The school maintains and records any reported racist incidents and how they are resolved.

## Arrangements for Admission of Disabled Pupils

All pupils are entitled to attend our school. The school adheres to the Disability Discrimination Act (DDA) 1995. The school's admission arrangements allow for entry of disabled pupils whose needs can be satisfactorily met within a mainstream school setting.

## School Aims:

- To build a safe and nurturing environment for all our pupils, where diversity and individuality are encouraged and supported.
- To ensure that, through an inclusive ethos, every person is valued and respected regardless of gender, race, ability and disability.  
To encourage maximum attendance for every child.
- To develop a child-centred curriculum which is broad, balanced and differentiated to meet the needs of all pupils, ensuring that all efforts and achievements are celebrated.
- To provide opportunities for our pupils to develop an understanding of global citizenship and sustainable development.
- To develop all our pupils as independent and enthusiastic life-long learners and to equip them with the ability to make healthy life choices
- To provide a range of experiences that will develop our pupils' moral, social and spiritual understanding
- To encourage pupils to develop a caring attitude towards all members of the school and wider community enabling them to behave in a positive and responsible manner
- To develop a strong partnership between the child, parent, school and local community
- To develop an appreciation of the heritage and history of Wales as well as learning the Welsh language.

## Teachers and Parents work together in partnership

We know the importance that parents/carers play in their child's education, and welcome your involvement in your child's education, and in the life of our school. We ask your opinion on a regular basis, as well as inviting you into school as much as possible. We pride ourselves on being a warm, welcoming school and look forward to working together to achieve the best outcomes for all our learners.



## Staff

**Head teacher:** Miss L Saunders

**Deputy Head/ ALNCo:** Mrs N Morgan

### Teaching Staff:

Mrs A Troy (PT)  
Mr B Wolsey  
Miss S Rengozzi (PT)  
Mr G Tregembo  
Mrs E Meredith  
Miss A Pass  
Miss C Kingston (PT)  
Mrs C Sadler  
Mr B Matthews

### Teacher Assistants:

Mrs. H. Davies (Wellbeing)  
Mrs V Sansom (Attendance)  
Miss M Robini  
Miss J. Morgans  
Mrs C Coles  
Miss V Kenwood  
Mrs K. Davies  
Mrs R Stevens  
Mrs J Simeone  
Miss C Rees  
Mrs K Norman  
Miss K Davies  
Mrs E Profka  
Mrs S Davies

### Clerical:

Miss G Femandell  
Mrs H Mayers

### Supervisory Assistants:

Ms H Williams  
Mrs A Femandell

### Caretaker:

Mrs S.Morgans

### Cleaning Staff

Mrs S Morgans  
Miss C Vaughan  
Mrs A Nicholls

## Governors

Mr C Goulding (Chair)  
Mrs M Watts (Vice Chair)  
Miss L Saunders (Headteacher)  
Mrs N Morgan (Deputy Headteacher)  
Mr P Myles  
Cllr B Hopkins  
Cllr D Hopkins  
Vacancy (Community Governor)  
Mrs H Davies (Child Protection/LAC)  
Ms Clare Watkins  
Mrs K Rees  
Mrs D Reynolds-Ibell  
Vacancy  
Mr R Wolf  
Mrs G Wynne  
Vacancy

### School Details:

Plasmarl Primary  
Britannia Road,  
Plasmarl  
Swansea SA6 8LH

### Tel No:

01792 798210

### Age Range:

3 – 11 years

### Number on Roll: (including Nursery)

**204** (188 FTE)

(This information is correct and up to date at the time of printing – Autumn Term 2025. Some adjustment/re-arrangement of provision may be necessary for the school year (2025-26)

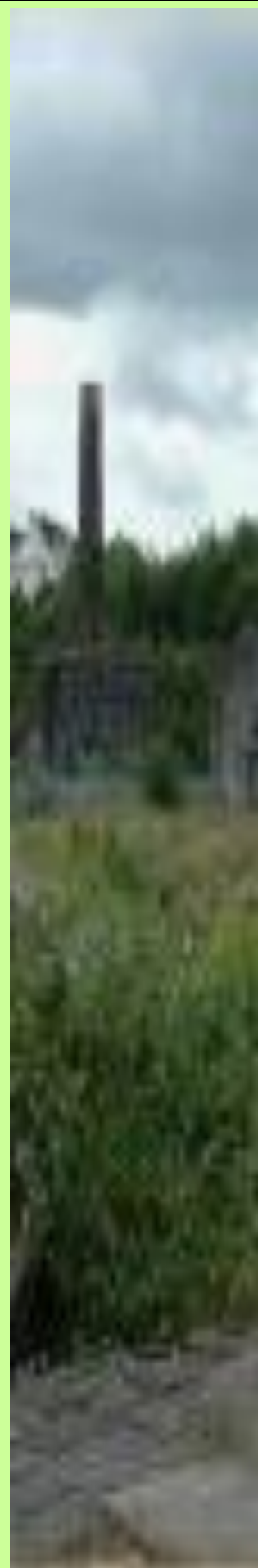
### School Times

School starts at 8.50 a.m. and ends at 3.20 p.m.  
There are currently 2 Nursery sessions.  
(8.50a.m. to 11.30 a.m. and 12.45pm to 3.20pm)  
Lunch break (Lower Phase) 11.45 – 12.40pm.  
Lunch break (Upper Phase) 12.20pm – 1.15pm)

The number of hours spent on teaching during a normal school week amounts to 23 hours 30 minutes. This includes Religious Education but excludes the statutory daily act of worship, registration and breaks.

### School Holidays 2025-26

Term	Term Begins	Mid Term Holiday Begins	Mid Term Holiday Ends	Term Ends
Autumn '25	Mon 1 September	Monday 27 October	Friday 31 October	Friday 19 December
Spring '26	Monday 5 January	Monday 16 February	Friday 20 February	Fri 27 March
Summer '26	Monday 13 April	Monday 25 May	Friday 29 May	Mon 20 July



## School Meals

Our meals are prepared and served on site. The school has its own kitchen facilities that prepares and serves meals for the whole school in the canteen. All pupils from Reception to Y6 are now entitled to free school meals.

## Breakfast Club

We run a daily Breakfast Club from 8.20 to 8.50 a.m. for all pupils in Nursery – Year 6. This club is free and is supervised. Please contact the school if you would like your child to attend. Children must arrive before 8.30 a.m.

## Relationships and Sexuality Education (RSE)

Relationships and Sexuality Education is mandatory (from 2022) and is considered as part of the Health and Well-Being Area of Learning, as well as being a cross cutting theme across all learning.

## Admission of children

The Local Authority (LA) is the admissions body who decide on admissions to schools. Ideally all catchment area pupils should receive a place in their catchment primary school. Where there are more pupils than places, the LA decides on entry. Unsuccessful applications may be put forward for appeal. Details of these procedures are available from the school and /or the LA. If you wish to enrol your child at Plasmarl Primary School, you should firstly contact the Head teacher to ensure that there is sufficient space available as the school has a working admission of a maximum of 28 pupils per age group.

### Nursery

Normally, most children will be admitted to nursery during the year in which they reach their 4th birthday. Parents are encouraged to visit the nursery with their child prior to entry. This will allow the child to get accustomed to nursery life and will enable parents to see at first hand the quality provision offered.

**Reception Children** – Parents of Reception Class pupils are required to apply for a place on-line, in the October before September entry.

**Prospective parents** are invited to contact the school to arrange a visit during school hours, not only to see the Headteacher and staff, but also to sample the working atmosphere of the school.

An admission meeting for parents of children with additional learning needs is necessary to formalise details. This meeting will be attended by a member of the Additional Needs staff.

Every possible effort will be made to ensure that the needs of children with impairments are considered at the admissions meeting.

It is important that the school makes every effort to remove barriers (physical and attitudinal) to support inclusion.



## Punctuality & Attendance

The school day is as follows:

Year Group	a.m.	p.m.
Nursery	8.50am – 11.30am	12.45pm – 3.20pm
Reception, Year 1 and 2	8.50am – 11.45am	12.40pm – 3.20pm
Years 3 -6	8.50am – 12.30pm	1.15pm – 3.20pm

We put a considerable emphasis on good attendance. Regular attendance at school is very important. Please have your child in school for an 8:50 a.m. start. This ensures that they will not miss important curriculum time and develops good habits for later life. Children can miss important educational and social aspects if they are late regularly. If your child does arrive at school late, you will need to sign the late register to ensure their attendance and the reason for lateness is logged. Pupils should only miss school if they are unwell or for a recognised religious holiday. If your child is absent for any reason, please try to inform school as soon as possible. This can be done by telephone or by 'do jo'. Please inform the school immediately if your child has an infectious illness. The school has an attendance policy, and we are committed to a working partnership with parents in order to achieve a standard of excellence in pupil attendance at our school. The schools' attendance data is used by the local authority, educational region and Welsh Government to make a judgement on our school. Annually the school sets a whole school attendance target. This target is shared to the community on the school newsletters, website and social media. A detailed policy on attendance can be viewed at school.

## School Discipline

Plasmarl Primary School is a happy, caring and friendly school, which provides a secure environment within which all our pupils are given every opportunity to show how capable they can be. Our staff define and encourage pupils to model appropriate behaviour. Fortunately, most pupils at our school show a caring, responsible attitude, particularly upper phase pupils who now share a monitoring role with the staff. They understand, for example, that behaviour such as bullying and racism are not tolerated. Failure to comply with these standards results in a withdrawal of privileges. In exceptional cases, suspension will be considered.

## Parental Involvement

At Plasmarl Primary School we see the partnership between the parents and teachers as being of huge importance. Please phone or do jo us should you wish to discuss your child, and an appointment will be made for you. Every effort will be made to keep you informed as to what we are doing in school to educate your child via Parent Consultation, our school website, 'do jo' and information/newsletters. Parent consultations are held twice a year to give parents an opportunity to see work and discuss progress. There are two formal meetings a year with parents to view and discuss children's work. However, please contact the school at any time to discuss progress or if you have any concerns.

## Health & Safety

As a school we are committed to ensuring the Health and Safety of all pupils and staff. All gates are locked during the day and to gain access visitors must report to the main entrance on Davis Street. The school takes security very seriously. Members of staff are always on duty at 8.45am and three staff members are on duty at break times. During the dinner hour, the school employs four supervisory assistants. The school holds a visitors' log to keep a record of all visits to the school. The school has a designated first aid officer. If an accident occurs in school, parents are informed immediately if medical attention is required. An accident log is maintained. The school complies with all LA procedures regarding reporting incidents on school premises.

## E- Safety

The school operates a strict Acceptable Use policy in accordance with the school's rigorous approach to e-safety for the whole community.



## Pastoral Care

One of the aims of the school is to provide a secure, caring and happy environment. Pastoral care of the pupils is the concern of everyone with the Head teacher having overall responsibility. The school employs a Well-Being Officer, Mrs Helen Davies. We also have a school therapy dog, called Smartie. In the event of a pupil being taken ill, or sustaining minor injury, the parent or carer will be informed and appropriate arrangements made. Emergency services are summoned in the case of major accidents and the parents informed. Medical and dental services attend school at regular intervals.

The Education Welfare Service and the School Psychology Service work closely with the school to support pupils. Parents must inform the school about any medical information regarding their child. Adequate supervisory arrangements are made during break times and dinner times. Fire drill is carried out regularly. The PE equipment is regularly checked and lessons supervised responsibly. Valuables are brought to school at the child's own risk and the wearing of jewellery is discouraged for health and safety reasons.

## Toilet Facilities

Plasmarl Primary provides good quality toilet facilities throughout the school. The school recognises that well-maintained toilet facilities where learners feel comfortable and safe and have open access to throughout the school day, are essential for health, well-being, and learning. They are suitable for the range of anticipated users, including learners with disabilities and special needs, with adequate lighting, sanitary disposal, fixtures and fittings. A copy of our Toilet Policy can be obtained from the school office.

## Religion, values and ethics (RVE)

Religion, values and ethics (RVE) education enables children to experience and understand their rights. These include their human rights to freedom of religion thought and conscience (Articles 14 of the UNCRC), their rights to cultural participation (Articles 15 and 31 of the UNCRC) and their right to their own identity (Articles 2, 7 and 30 of the UNCRC).

In Plasmarl we teach RVE through: -

- Explicit teaching of world beliefs
- Encouraging all pupils to see links with real world events
- Reflection on our world and how we can make a difference
- Opportunities to study local and global contexts
- Developing critical thinking skills
- Age appropriate daily worship time and reflection
- Stories, school events and visitors

## Homework

**Reading at home-** It is impossible to stress strongly enough how important this is. Your child will have a home reading book and a record book to accompany this. Please set aside at least 10 minutes every day to sit with your child to hear him/her/them read. We have guidelines in school to give you ideas of how you can best help with reading skills, but the most essential element is that it should be an enjoyable experience that is a regular part of your child's daily routine.

**Spelling / Tables Practice** - Children will be expected to learn tables and spelling work **when set**. You may feel that some words are quite difficult. Don't be put off, your child will often find these "difficult" words interesting – and they will be relevant to the work going on in the classroom - and therefore will be motivated to learn and remember them, using the Look, Cover, Say, Write, check method practised at school - if you are unsure of how this system works, please ask your child's class teacher.



## The Learning Environment and Curriculum

Teachers continually strive to create stimulating learning environments in school. They also spend time building excellent relationships with the children and making learning fun. The curriculum is taught in a variety of ways. Teachers also strive to deliver the curriculum in a way that takes account of children's learning styles, utilising appropriate pedagogies. The essential skills of literacy, numeracy and Digital Competence will be taught across the curriculum and pupils are encouraged to become creative thinkers and independent learners. Play is a valuable means of learning for children. Play based and activity-based learning will be evident. Pupils across the school are also taught through the use of the outdoors so that they are able to take full advantage of our outdoor environment.

### **The curriculum is organised into 6 Areas of Learning and Experience (AoLEs):**

- Expressive arts
- Health and well-being
- Humanities (including RVE which should remain compulsory to age 16)
- Languages, literacy and communication (including Welsh, which should remain compulsory to age 16, and modern foreign languages)
- Mathematics and numeracy
- Science and technology (including ICT/DCF).

### **Assessment**

#### **The aims and objectives of assessment in our school are:**

- To enable our children to demonstrate what they know, understand and can do in their work;
- To help our children understand what they need to do next to improve their work;
- To allow teachers to plan work that accurately reflects the needs of each child;
- To provide regular information for parents that enable them to support their child's learning;
- To provide the head teacher and governors with information that allows them to make judgements about the effectiveness of the school.



## Welsh

Welsh is taught as a second language from Nursery age. The National Curriculum requires certain levels of competence in writing and reading Welsh, which children will be expected to attain by Year 6. It is the school's aim to use the Welsh language in such a way as to ensure that children see, hear and use it as a natural part of school life. It is given a prominent role in many school activities. Children also have an opportunity to learn about the culture and heritage, as well as the language of Wales, through such activities as St. David's Day celebrations. Our teaching of Welsh is supported by the LA's team of peripatetic Welsh teachers, 'Athrawon Bro', who visit the school to work alongside teachers and pupils in promoting the Welsh Language. Teachers undertake relevant training to do this. None of our pupils have Welsh as a first language in the home. The school has Siarter Iaith Bronze Award status and standards in Welsh as a second language compare favourably to LA averages. Welsh language and culture is promoted and supported successfully by our Criw Cymraeg.

## School Visits

We have a programme of educational visits linked to different areas of the curriculum. We are not allowed to charge but may request a voluntary contribution. We organise residential visits throughout the year. These are excellent opportunities for studies, fieldwork, environmental and social education.

## Extra-Curricular Activities

In school a wide range of opportunities are offered to our pupils in addition to the requirements stated in the National Curriculum. These include music lessons, art, drama, choir, and organised games.

## After School Sports Clubs

There are opportunities to participate in after school sports clubs, including football, rugby and netball, athletics and cricket. All pupils are welcome to attend free of charge. (These will change seasonally.)

## Parental Involvement

Parents are encouraged to take an active interest in the education of their children. We believe that only by working together can parents and teachers ensure that each pupil may make the best of his/her opportunities.

There are two annual meetings with parents to view and discuss their children's work. However, please contact the school at any time to discuss progress or if you have any concerns.

At the end of the Summer Term a report will be sent home with a comment sheet. We value parents' comments, so that we can continually evaluate our provision for pupils at Plasmarl Primary School.

## School Uniform

School uniform is worn by all full-time pupils, and is optional for nursery pupils. The colour is green and there is a stock at the school of t-shirts, hoodies and sweat shirts which have the school badge printed on them. A wide range of school uniform and accessories can be purchased from the school. We also order Y6 hoodies which are a different colour every year. Please see Miss Femandell or Mrs Sansom in the school office with any orders.

Parents are encouraged to dress their children in school uniform. The benefits of wearing uniform have been clearly identified in terms of better discipline and pride taken in the school and a greater sense of identity and community within the school.

There is also less competition between children in terms of what they wear to school, and there are no disagreements between parents and children about what a child should wear to school.

Occasionally, children lose or misplace articles of clothing. Please help us by marking all garments, P.E. kits, shoes etc. with your child's name.

## Physical Education

On PE days please ensure your child brings their PE kit to school i.e. t-shirt, shorts and appropriate footwear. They will change back into their school uniform after the lesson. It is very important that the children bring their kit on the correct day. They are not permitted to take part in PE lessons without appropriate kit.

## Safeguarding

The welfare of all pupils in our school is a priority. We believe that our school provides a caring, supportive and safe environment which promotes the social, physical and moral development of each child. We ensure the provision of a curriculum and ethos which promotes self-worth, confidence and independence. No child can learn effectively and reach their potential unless they feel secure.

Staff are kept fully updated with safeguarding procedures, and mandatory training is fully adhered to.

The designated safeguarding officers for the school are Lucy Saunders and Nicola Morgan. Any concerns regarding child protection will be dealt with in accordance with the All Wales Child Protection Procedures.



## Complaints Procedures

If you have a complaint under Section 23 of the Education Reform Act, relating to the curriculum, religious education or religious worship, the Local Authority has prepared a Formal Complaints Procedure, a copy of which is available from the school, the Education Department or a Public Library.

In the event of any complaint you should first try to resolve the matter by making an appointment to discuss the issue with the Headteacher.

## Arrangements for Children with Additional Learning Needs

We believe that all children have an entitlement to the school curriculum and that every child should be able to attain the highest possible level of achievement for them as individuals. Every aspect of their development will be catered for – social, emotional, physical, intellectual and moral. The school follows the Welsh Government ALN Reform Act for the identification and assessment of additional learning needs. The Governing Body has, in cooperation with the Head teacher, determined a policy and approach which recognises the provision required for pupils with Additional Learning Needs (A.L.N.) ensuring that appropriate staffing, training and additional funding are made available. Mrs N Morgan is the school's Additional Learning Needs Co-ordinator (A.L.N.C.O.), working closely with all class teachers. The school's policy for Additional Learning Needs follows the national guidelines. Further information about additional learning needs in school is available from the ALNCo, Mrs N Morgan.



## Contact Details:

**Miss L E Saunders (Headteacher)**  
☎ 01792 798210



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Website: [www.plasmarlprimary.co.uk](http://www.plasmarlprimary.co.uk)

