

How you can help your child

- ◆ Support your child with their homework
- ◆ Listen to your child read for 10 minutes every day.
- ◆ Encourage your child to practise their times tables.
- ◆ Ensure that your child gets a good nights sleep on school days.
- ◆ Ensure your child has breakfast and arrives to school on time.
- ◆ Inform the school of any changes at home or anything which might affect your child's learning or well-being.

Safeguarding

The safeguarding of the children at our school is our utmost priority.

If you have any concerns regarding the safety of your child or any other child in our care you can contact the following people at the school:

Miss. R. Gierat

Designated Child Protection Officer

Mr. R. Appleby

Deputy Designated Child Protection Officer

Safeguarding Governors are:

- Mrs M Goodridge
- Mrs J Jones

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	Term Begins	Mid Term Holiday	Term Ends
Autumn 2019	02.09.19	28.10.19 – 01.11.19	20.12.19
Spring 2020	06.01.20	17.02.20 – 21.02.20	23.04.20
Summer 2020	20.04.20	25.05.20 - 29.05.20	21.07.20

Guide for Parents 2019/2020



**Head Teacher
Mr. R Appleby**

**Lead Learner
Miss. R. Gierat**

**School Address:
Pen Afan Primary School
Western Terrace
Blaengwynfi, Port Talbot.
SA13 3YE**

01639 850316

Email: penafanprimary@npted.org

<http://www.npted.org/schools/primary/penafan>

The School Day

8.15am	Breakfast Club
(Staff on duty in yard from 8:45am)	
8.55am	Start of the school day
10.30am	Break
11:55	Lunch
12.55	Afternoon Registration
3.20am	End of the School Day

Nursery Sessions

Morning Session	8.55am - 11.25am
Afternoon Session	12.55pm—3.10pm

UNIFORM

Every pupil is expected to wear school uniform. Wearing school uniform contributes to the tone of the school.

Please ensure that all items are clearly labelled with your child's name as it is very difficult to return items unless they have a name on them

Uniform can be obtained from Gwyn Richards, Maesteg or from Tesco Uniform online www.uniformeasy.com

Pupil Information

It is very important that we are able to contact parents or relatives of children at all times and that medical information is up to date.

Please help us by ensuring that all forms are returned to school at the start of the school year and please notify us of any changes to telephone numbers or medical requirements throughout the year.

School Dinners

School dinners cost £2.35 a day. Menus are based on a three week cycle and can be obtained from the school office or from :

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

Dinners are payable a week in advance and payment should be in a sealed envelope clearly marked with your child's name, the amount of money enclosed and the days which your child requires dinner.

If you think you are eligible for free school meals please contact the office for an application form

Attendance

As a school we recognise the importance of good attendance and arriving at school on time. Good attendance has been linked directly to helping pupils achieve their potential. Our aim is for all pupils to achieve a minimum of 96.3% attendance

Absence from school.

The school endeavours to phone all absentees daily if possible. It would be appreciated if you could inform us by phoning the school to let us know when your child is absent

School Rules

- ◆ Only water is allowed to be consumed during the school day—pupils may leave water bottles in school.
- ◆ Minimum amount of jewellery—1 flat ring, stud earrings.
- ◆ No nail varnish
- ◆ Hair to be tied back to help fight the spread of head lice
- ◆ Hair is not to be dyed.
- ◆ Pupils must respect each other , staff and their surroundings.