



Global Learning Programme Wales  
Lead School



Ysgol Arweiniol  
Rhaglen Dysgu Byd-Eang Cymru



We would like to welcome you to

## Johnstown Primary School Ysgol Gynradd Tre Ioan



# Prospectus

**Head Teacher: Mr K McComas NPQH**

This brochure is updated each year and provides you with information about the school; it is available in Welsh on request.

Please ask for a large print copy of this prospectus if required.

We hope that you find it helpful. Please do not hesitate to contact us if you require further information.



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Menter ym Cymru Cyswrtwedd Cymru



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**Head Teacher:** Mr K McComas

**Deputy Head Teacher:** Mrs L Reynolds

**Chair of Governors:** Mr S Murphy

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## School Aims and Home/School Agreement

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Our vision, values and aims are at the core of everything we do at Johnstown Primary School. They underpin our learning and teaching, and provide an environment which enables our pupils to develop as confident, happy, 21<sup>st</sup> Century Citizens of Wales, equipped for lifelong learning in an ever changing world.

We are an ambitious school where our mission statement 'Be All You Can Be' underpins our Core Values. We encourage all our learners to 'Respect Yourself, Respect Others, Be All You Can Be'. Individuals are valued, achievements celebrated and our pupils, staff and community are united, healthy and secure to learn together through a lively, innovative and holistic curriculum.

### What does the school aim to do with the children?

- To provide the highest academic standards in all aspects of the curriculum, continually monitoring and reviewing our learning and teaching practices
- To recognise and celebrate pupil's achievement and attainment in equal measures
- To foster pupils' enthusiasm and develop their knowledge, skills and understanding to enable them to be 'successful, capable and creative learners'
- To provide an environment which is secure, inclusive, stimulating and challenging
- To develop pupils' confidence, perseverance, self-esteem and resilience ensuring that each individual is effectively motivated to do his/her best
- To proactively, fairly and consistently support the community with challenging situations through the use of the Restorative Practice Approach
- To develop critical independence skills as appropriate to age and stage of learning
- To be aware that each child has unique qualities, and provide the environment for those qualities to be developed
- Through Pupil Voice and Person Centred Planning, cater for the individual needs of every child
- To give a context to our children's learning, by providing breadth and balance and cross curricular links where possible
- To work in partnership with parents, the wider community, and other schools collaboratively to ensure consistency and raise standards for all
- To prepare our children for life in society and to show respect and tolerance towards others, behave responsibly and treat others the way we would like to be treated, irrespective of background and life choices
- To be adaptive and entrepreneurial to prepare for life-long learning within an evolving digital age
- To help children understand their role globally, promote sustainability and become ethically informed citizens of Carmarthen, Wales and the wider World
- To encourage tolerance, through understanding of different faiths and beliefs and first hand experiences
- To be proud of our Welsh heritage, and enjoy learning bilingually, inside and outside the classroom

The Governors and staff of the School aim to provide a broad, balanced, relevant educational experience for every pupil. This is accomplished through a flexible and meaningful curriculum which will enhance the quality of life, encourage achievement with high standards, and develop caring attitudes in the children in all aspects of school life.

The School prioritises certain issues for development each year. Parents and children are asked their opinions of our school too. These become the main focus for the use of monies made available to the School. They are evaluated through the targets set for development and are reviewed by the Governing Body of the School.

We endeavour to involve parents fully in their child's learning, in the activities of the School, and, therefore, aim to involve the School in the life of the Community. We want every child to achieve his/her full potential as reflected in our Mission Statement:

***Respect Yourself***  
***Respect Others***  
***“Be All You Can Be”***

Our Home/School Agreement is intended to help the child, family and school support each other in achieving the school aims and school motto. It has been drafted to clearly communicate expectations relating to pupils, parents/carers and the school. It is vital that all stakeholders know what is expected to safeguard the health, safety and well-being of everyone concerned and to maximise the learning opportunities for our pupils. We respectfully request parents to discuss the agreement with the child, complete it and return it to the Class Teacher.

We are proud of our country and its language. Some staff speak Welsh and are happy to converse with you in your preferred language.

If you wish to speak in confidence about a school related matter please ask! We will arrange for a suitable room to be made available.

## **Equal Opportunities**

All children are treated equally in Johnstown School irrespective of gender, race, creed or disability.

Every child and teacher will endeavour to further this objective by personally contributing towards a happy and caring environment and by showing respect for and appreciation of each other as individuals.

Our school equal opportunities policy identifies school aims and practical applications. These emphasise common elements and values of our multi-cultural society rather than highlighting conflicting ones.

### Dear Parent/Guardian

This agreement is designed to help your child to develop in supportive surroundings at school and at home. It is based on policies and practices which have been in place at Johnstown School for many years.

This agreement is a way in which we can all commit ourselves to work in partnership during the coming years. We believe children achieve more and are happier when school and family work together and that the family can help more effectively when they know what the school is trying to achieve.

We hope you will continue the traditions of Johnstown School by signing this agreement.

**Head Teacher and Staff of  
Johnstown Primary School**

### HOME/SCHOOL AGREEMENT

We will endeavour to do our best to keep this agreement.

Signed: \_\_\_\_\_  
*Class Teacher*

Signed: \_\_\_\_\_  
*Parent/Guardian*

Signed: \_\_\_\_\_  
*Child*

Date: \_\_\_\_\_

Child's Name: \_\_\_\_\_



**Johnstown  
Primary School**

**Home/School  
Agreement**



# Johnstown Primary School

## As Teachers at the School we will:

- Encourage your child to do his/her best at all times.
- Encourage your child to take care of school surroundings and to show kindness and consideration to others.
- Keep you informed about general school matters and your child's progress in particular.
- Endeavour to ensure your child's safety and happiness.
- Set homework according to your child's needs.
- Consult parents courteously regarding queries or concerns.
- Offer opportunities for you to become involved in the life of the school.
- Take seriously allegations of bullying.
- Encourage a Welsh ethos.

## As a child at Johnstown School I shall try to:

### *Be all I can be by:*

- Being polite, helpful and friendly to others.
- Doing my class work and homework as well as I can.
- Asking if I don't understand.
- Taking good care of the school building and equipment, and other people's belongings.

## As a Parent/Guardian I will do my best to:

- See that my child comes to school regularly and on time.
- Ensure school is informed about who to contact in an emergency.
- Telephone or contact school if my child is absent.
- Encourage and support my child's learning at school.
- Support my child in homework and look after schoolbooks and equipment sent home.
- Encourage my child to develop high standards of behaviour and to follow school rules.
- Attend parent's evenings and meetings about my child's progress.
- Consult the school courteously regarding queries or concerns.

## Introducing Our School

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Johnstown Primary School is a large primary school in a suburban area on the western edge of Carmarthen. It serves the locality, but also admits 50% of pupils from out of catchment area.

At the start of this academic year, there were 450 pupils (436.5 full-time equivalent) at the school. There are 15 single age classes.

Five per cent of pupils come from homes where Welsh is spoken. There are 8.44% of pupils with EAL (English as an Additional Language).

There are 18% of pupils registered to receive a free school meal which placed the school in the second FSM benchmarking group.

Five per cent of pupils are identified as having additional learning needs (ALN).

The 2022/2023 individual school budget per pupil for Johnstown Primary School was £3,783, which compared with a maximum of £11,455 and a minimum of £3,640 for primary schools in Carmarthenshire. The school had the 91<sup>st</sup> highest budget per pupil out of the 94 primary schools in Carmarthenshire.

<b>Classification of School:</b>	Community Primary, Day School (English Medium)
<b>Age Range of Pupils:</b>	3 – 11 Years
<b>School Hours:</b>	<i>Nursery:</i> Part time 9.00 - 11.00/1.00 - 3.00 Full time 9.00 - 3.00  <i>Reception to Year 2:</i> 9.00 - 3.05  <i>Year 3 to Year 6:</i> 9.00 - 3.15





## Linguistic Categorisation of Schools

In line with Welsh Government guidance (October 2022) all schools and Local Authorities in Wales must inform the language in which they intend to teach.

Linguistic provision is closely coupled with:

The County's Welsh in Education Strategic Plan (WESP), statutory document; contributes to the aim of nurturing a million Welsh speakers by 2050; incorporates proposals to teach the Languages and Communications Area of Learning and Experience of the new Curriculum for Wales as well as the promotion of the Well-being of Future Generations Act.

As a result, there is a clear expectation that all schools will develop provision that increases the use of Welsh in the formal and extra-curricular curriculum, as a means of achieving the County's recognised 10-year WESP between 2022-2032.

Through consultation with schools and school governing bodies, there will be a new means of linguistic categorisation coming into situ in PLASC in January 2024.

Johnstown Primary School comes under Category 1 - English Medium School

English is the main language for internal communication in the school as well as communication with parents and carers. It recognises that creating a Welsh ethos within the school will support and encourage positive attitudes towards the use of Welsh. A learner in a school of this category will be able to read, write, speak and listen in English according to their age and ability, and will have some understanding of the Welsh language. The Welsh language is taught and assessed as part of the Area of Learning and Experience for languages, literacy and communication. At least 15% of learners' school activities (curricular and extra-curricular) will be in Welsh.



## Admissions

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Carmarthenshire Education Authority is the Admissions Authority for the school. A detailed policy is available from the Head Teacher.

Parents must apply for their child's school place online at:

<http://www.carmarthenshire.gov.wales/schooladmissions>

If you do not have access to a computer, please contact the school for assistance.

Children are admitted into the Nursery, on a part-time basis for two terms, following the term of their third birthday. Full-time attendance begins the term of their fourth birthday.

If you are applying for your child to attend our nursery and you'd like them to stay at Johnstown School for their primary school education you can let us know on your application form by ***ticking the box***. **It is important to note, just because your child is accepted at the age of three there is no guarantee that they will be offered a school place from 4 years old.**

Parents, whose children are entering school for the first time via the Nursery are invited to attend a "Language and Play" session prior to commencement. A special brochure is also supplied giving information and guidance to new entrants.

Should you wish to admit your child at any other time, please ask to visit school and ask for an appointment with the Headteacher/Deputy Headteacher.

**Please remember that even if you have spoken to us and we have said there are places available, until you've made an application to Carmarthenshire County Council and had confirmation that your child has been accepted, they cannot start school.**

If you would like to contact the Carmarthenshire County Council school admissions team please e-mail [admissions@carmarthenshire.gov.uk](mailto:admissions@carmarthenshire.gov.uk). To help them answer you as quickly as possible please include your child's name, date of birth, school and a brief explanation of your query.

You can also phone the Carmarthenshire County Council contact centre on 01267 234567, you will need to provide the same information and your query will be forwarded to the admissions team. They will aim to respond as soon as possible, but normally within 5 working days. Please note that it may take longer at peak times.



## Staffing

Class	Teacher	Support Staff
6C	Mrs S Carter	
6D	Mrs S Davies (2 days) Mrs R Williams (3 days)	Mrs L Armstrong-Jones Mrs G Walters (ALN support Years 5 & 6)
5H	Mrs H Hughes	Miss K Jones
5D	Mrs S Driscoll	
4C	Mr D Cousins	Miss I Williams (ALN)
4M	Mrs N Moroney	Mrs R King Mrs C Adams- Phillips (ALN)
3H	Mr I Hughes	
3B	Mrs F Bloomfield	Mrs R Caffel
2D	Mr T Davies	Mrs E Wyles
2E	Mrs N Evans	Mrs J Griffith (3 days) Mrs K Muggeridge (2 days)
1T	Mrs V Thomas	Mrs J Evans (3 days) Mrs K Muggeridge (2 days) Mr T Holmes (ALN Support Year 1)
1H	Miss B Hickman	Mrs K Jupp
RE	Mrs S Evans	Miss L Davies Miss E Mainwaring (ALN)
RB	Miss T Brunt	Mrs F Hopkins Mrs K Turner (ALN)
N	Mrs M Paull	Mrs T Davies, Mrs E Evans, Mrs J Jones, Miss B Phillips (ALN)

Mr K McComas - Headteacher  
 Mrs L Reynolds – Deputy Headteacher  
 Mrs A Toogood and Mrs M Williams – PPA Teachers  
 Mrs J Draper – ALNCo Assistant  
 Mrs L Jones – Interventions  
 Miss L Tuipulotu – ELSA & Interventions  
 Mrs K Muggeridge – ALN Support  
 Mr M Walters – Premises Officer  
 Mrs S Roberts – School Business & Effectiveness Manager  
 Mrs S Bowen – Admin Assistant  
 Mrs S Richards – Lunchtime Supervisor



A number of specialists visit school to help children with speech and language needs, hearing, sight, learning, behavioural and emotional needs. These teachers are part of the Carmarthenshire team of SEN Support Teachers.

### **Canteen Staff**

Cook in Charge	Mrs S Stokes
Catering Assistants	Mrs S Evans Mrs J Reynolds Mrs H Soundra Pandia Raj Mrs P Dykas Mrs L Walters

## School Curriculum

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We wish to offer your child a welcoming and nurturing environment, where they will learn and grow, to reach their full potential and 'Be all they can be'.

Our priority will be to ensure the wellbeing of our pupils, so we will begin by establishing good relationships and routines, making sure that pupils feel safe and happy in school. We will be teaching pupils how to keep themselves safe in school, for example, good hand-washing techniques. We will emphasise learning in the outdoors, to promote good health and wellbeing. Our early focus will be on assessing pupil levels in key skills including literacy, numeracy and digital.

The school adopts a blended learning approach where your child will use online learning alongside class/outdoor based learning. Your child will be a member of their class Microsoft Team, which they will use in school and when completing home learning tasks.

During the term, reading and Home Learning books will be sent home.

### Progression Steps

Throughout their time at Johnstown Primary School pupils progress through three age related progression steps. Progression Step 1 goes from age 3 to 5 (Nursery and Reception), Progression Step 2 goes from age 5 to 8 (Years 1, 2 and 3), and Progression Step 3 goes from age 8 to 11 (Year 4, 5 and 6). Each of the Progression Steps meets the following curriculum requirements:

- ✓ it enables learners to develop in the way described in the four purposes of the curriculum
- ✓ It is broad and balanced
- ✓ It is suitable for learners of differing ages, abilities and aptitudes
- ✓ It provides appropriate progression for all learners
- ✓ Covers the six areas of learning and experience (Health and Well-being, Languages, Literacy and Communication, Mathematics and Numeracy, Humanities, Science and Technology, Expressive Arts)
- ✓ Encompasses the 27 Statements of What Matters
- ✓ Reflects the principles of progression
- ✓ Encompasses the mandatory curriculum elements, including mandatory cross-curricular skills



Our curriculum is broad, balanced and relevant in content. It ensures progressions and continuity for the pupils and provides opportunities for children to acquire knowledge, skills and values over a wide field.

We have very detailed policies for all the curriculum areas. Teachers plan thoroughly and clearly highlight the lesson objectives/skills to be covered. A range of teaching and learning activities allow these objectives to be learnt and applied.

We study a particular theme each half term. We ensure that the children are able to make a contribution to their curriculum through pupil voice, in this way ensuring that they have ownership over their learning. We have a strong emphasis on the acquisition and application of skills and knowledge throughout all areas of learning.

Curriculum for Wales 2022 was implemented in September 2022 in line with Welsh Government guidelines.

The 4 purposes will be at the heart of our new curriculum. They will be the starting point for all decisions on the content and experiences developed as part of the curriculum to support our children and young people to be:

- **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 as valued members of society.

**The new curriculum includes:**

- 6 Areas of Learning and Experience
- 3 cross curriculum responsibilities: literacy, numeracy and digital competence
- Progression reference points at ages 5, 8, 11, 14 and 16
- Achievement outcomes which describe expected achievements at each progression reference point.



**The curriculum is organised into 6 Areas of Learning and Experience:**

- Expressive arts
- Health and Well-being (including RSE)
- Humanities (including RVE)
- Languages, Literacy and Communication (including Welsh, modern foreign languages and British Sign Language)
- Mathematics and Numeracy
- Science and Technology (including computer science)

At Johnstown Primary School we aim to start every theme with a school visit/visitor to engage our learners. Children then become involved in the planning process through class pupil voice boards.

## **Welsh Language and Curriculum Cymraeg**

Welsh is taught as a second language. A strong interest in Welsh culture is developed throughout the school through history, learning Welsh songs, a bilingual assembly and an Urdd Club with a residential visit for older children.

Each class works collectively to achieve the Welsh Charter (Chwarter Iaith) and our Cyngor Cymraeg (Pupil Voice Welsh Council) promote the use of the language inside and outside the classroom and this aspect is celebrated during our Awards Assembly.

We are very fortunate to have staff with high levels of Welsh skills in each year group supporting us with Welsh. This is enabling pupils to hear the correct pronunciations, as well as providing pupils with the appropriate amount of challenge in the speaking, reading and writing of Welsh. We are also supported by our Local Authority through the “Athrowes Bro” Service. Many activities we carry out promote our local and national culture including the Eisteddfod and the Urdd.

## **Religious Education (RVE)**

Religious Education is a compulsory element within the curriculum and is taught in accordance with the authority’s agreed syllabus.

School assembly gives an opportunity for collective worship incorporating values, the rights of the child, biblical/moral readings, songs and prayers.

Religious Education follows a Christian tradition, but other religions and religious festivals are included. Children are encouraged to participate in the services. We have close partnerships with local church groups and the Islamic Centre in Carmarthen.

A copy of the school’s Religious Education Policy is available upon request.

## **Physical Education (PE) and Sport**

Physical Education plays a prominent part in school life. The hall is timetabled so that all classes receive lessons in gymnastics and dance. Children are expected to wear a plain white T-shirt or house colours with plain blue shorts or joggers and gym shoes (or bare feet). In addition, the school has a good yard surface and field adjacent to the school which allows for a wide variety of games – netball, football, rugby, cricket, tennis, rounders and hockey. If your child represents the school, we provide school kit. **For safety reasons, no jewellery is allowed in PE/Games activities.**

Most of the school games are played on a friendly basis although there are national and local competitions between partner schools of Queen Elizabeth High School and the Urdd.

Cross Country is undertaken during the Winter and athletics during the Summer. All pupils from Year 3 to 6 receive swimming instruction during the year. Children attend a residential visit in Year 6 which includes a range of outdoor adventurous activities.



All children are encouraged to take 5 minutes of exercise each day in addition to their play times.

A copy of the school's Physical Education Policy is available upon request.

## Music

All children receive equal access to music in the National Curriculum. Listening, singing, playing, composing, appreciating music are all skills developed in our children. The children's musical ability is assessed when they are in Year 3.



Children from Nursery to Year 6 receive weekly lessons from our Music Specialist along with individual recorders to practice in school and at home.

## Personal & Social Development within the Health and Wellbeing AoLE

Personal and Social Development is the bedrock of success at Johnstown School. Keen regard is given to the school motto "Be all you can Be" and the underlying rules, respect for yourself, respect for others and 'Be All You Can Be'.

We follow the Welsh Government SEAL programme both in class and as part of assemblies. Additionally, lessons in citizenship, raising global awareness, personal safety, healthy eating and the benefits of physical activity help the children become fully rounded individuals.

We have an active School Council which is made up of pupils from Year 2 to Year 6. The Council meets regularly to discuss matters of interest and concern to the children.





## **Relationships and Sexuality Education (RSE)**

A programme of relationship and sexuality education is offered in school and is an integral part of our Personal and Social Education programme of study. This is a compulsory aspect of the curriculum in line with Welsh Government legislation.

Pupils will be taught a curriculum based on the interlinked learning strands, namely:

- relationships and identity
- sexual health and well-being
- empowerment, safety and respect

If you wish to discuss this matter in more detail, please contact the Headteacher.



# 100 Things to Do Before You Leave Johnstown Primary School

1. Take part in a school performance.
2. Have fun learning to swim.
3. Go on a residential trip.
4. Have a school trip adventure.
5. Play an instrument.
6. Go blackberry picking.
7. Take part in Sports Day.
8. Fall over and cut your knee.
9. Get really muddy in school.
10. Visit your Comprehensive School.
11. Hold a position of responsibility.
12. Plant a flower, vegetable and a tree.
13. Meet Father Christmas.
14. Raise money for charity.
15. Sell something you have made.
16. Cook something yummy.
17. Try a new food.
18. Present to your class.
19. Speak Welsh to a visitor.
20. Run a stall at a fair.
21. Teach someone to do something new.
22. Tell a joke.
23. Cook a marshmallow on a campfire.
24. Have a pyjama event.
25. Come to school dressed in something crazy.
26. Come to a school disco.
27. Run around the school Trim Trail without stopping.
28. Take part in a Welsh Folk dance.
29. Have a school adopted animal and learn how you can help.
30. Know your rights as a child.
31. Find out that you are good at something.
32. Go to an after-school club.
33. Speak to visitors from another country.
34. Learn facts about another country that you would like to visit.
35. Have a birthday sticker.
36. Read a book on the grass on a sunny day.
37. Read a book to someone else.
38. Help someone with their learning.
39. Make a daisy chain.
40. Put up a tent.
41. Run around in the rain and splash in the puddles.
42. Melt a snowflake on your tongue.
43. Eat your lunch on the beach.
44. Run and jump in the Autumn leaves.
45. Make a mud pie.
46. Take part in the 'Leavers' Assembly'.
47. Make a class video.
48. Build a den.
49. Fly a kite.



50. Go on a mini beast hunt.
51. Make a hotel for bugs.
52. Eat something you have grown.
53. Meet a famous sports star.
54. Burst a balloon on purpose.
55. Say a tongue twister.
56. Take part in a vote.
57. Hold an unusual animal.
58. Go to the cinema.
59. Visit a place of worship.
60. Learn to weave.
61. Visit a castle.
62. Go on a train.
63. Learn basic first aid skills.
64. Learn to be internet safe.
65. Use money to pay for something in a shop.
66. Enter a competition.
67. Build a sandcastle.
68. Represent the school at an event.
69. Make your teacher laugh.
70. Have your work on display.
71. Make a gift for someone special.
72. Take a class teddy on an adventure.
73. Be awarded 'Seren y Wythnos'.
74. Earn House Points for your team.
75. Create some wild art.
76. Climb a tree.
77. Roll down a very big hill.
78. Skim a stone.
79. Play conkers.
80. Jump over waves.
81. Explore inside a tree and find out how old it is.
82. Go on a walk barefoot.
83. Go star gazing.
84. Climb a huge hill.
85. Find some frogspawn.
86. Find your way with a map and a compass.
87. Catch a falling leaf.
88. Spin on a teacher's chair.
89. Pretend to be your teacher.
90. Learn how to get on with everyone.
91. To achieve 100% attendance.
92. To walk part of your journey to school.
93. To help keep our school safe, clean and respected.
94. To learn the importance of 'Be all you can be'.
95. To always be respectful.
96. Call a teacher mum or dad.
97. Discover a favourite author.
98. Be inspired by a teacher.
99. Find out about different cultures.
100. Play a board game.

## Less Teaching More Learning

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The aim of any good school must be to provide a quality education for its pupils and Johnstown Primary School strives to do its best for each and every pupil in a pleasant working environment where children are able to work to their full potential. It is a community where pupils and staff have the opportunity to flourish in a climate of learning, which seeks to develop integrity, honesty, tolerance, truth and compassion.

The curriculum is the whole learning experience offered by our school. It is not only the lessons and activities which are planned, organised and provided while the children are at school but also the attitudes and values we put forward.

How children learn is as important as what they learn. Our curriculum is broad and balanced offering children many exciting and wonderful learning opportunities to develop their spiritual, social aesthetic, linguistic, mathematical, scientific and technological skills and knowledge.

We are also equally concerned with the development of personal qualities, behaviour and conduct. For this reason, Johnstown Primary School encourages:

- ✓ High moral standards and personal qualities of good character and behaviour.
- ✓ Good personal relationships, a sense of responsibility, teamwork and loyalty.
- ✓ Such qualities as inventiveness, curiosity and imagination, which can lead to self-fulfilment and the best use of leisure time.
- ✓ Self-awareness, knowledge and a basic knowledge of health and safety and the development of independence.
- ✓ An understanding of how to contribute to and benefit from living in a well organised community.



## Assessing Children's Learning

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Each child's progress is monitored and recorded by the class teacher. This process is carried out from the time your child starts in Johnstown Primary School until they leave whereby assessment information is passed onto the secondary school.

All assessment information is used to develop appropriate learning programmes for your children. The school has an assessment policy which provides a clear framework for the process of assessment, recording and reporting. It establishes:

- ✓ Routines for the planning of assessment
- ✓ Routines for assessing pupils at work and assessing their work
- ✓ Monitoring and recording pupil progress in a consistent manner
- ✓ Encouragement of self-assessment and self-editing
- ✓ Regular reporting to parents through opportunities to attend twice yearly meetings with class teachers and the annual written report

There are arrangements for assessing pupils' progress and measuring standards of achievement against the requirements of the Curriculum for Wales and Areas of Learning and Experience.

A rigorous process of Teacher Assessment takes place where pupil performances in the skills of Maths, English, PSD/PSE and Science are measured accurately alongside statements of what matters. Children in Years 2 to 6 also sit online national tests in reading and numeracy during the academic year. These results are reported to parents at the end of each school year.

Johnstown Primary School consistently achieves very high standards.

It is a Welsh Government requirement that children are assessed in key developmental areas on entry to school. These assessments are carried out by the class teacher in order to provide a "baseline" of where the child is when they start school and to identify the next steps in their development.

Most aspects of the assessments are made through observation. All practitioners, in the class setting, provide information about each child and his/her preferred learning style and the skills that the child presents.



## Teacher Assessments

At Johnstown Primary School, we carefully monitor and track the progress of every individual pupil. To do this, we use a wide range of information about the outcomes your child achieves and their wellbeing. Most of our information comes from observing your child and keeping assessment records. In addition to this, we use some additional assessment materials. If we feel that your child has additional learning needs, we may use some specialised tests; this will always be discussed with you. The chart that follows shows when our planned assessments occur throughout the school year. We strongly encourage you to work closely with the school and take part in all school open days and parent-teacher meetings. This will ensure that your child makes the best possible progress throughout their time with us.

### School Assessment and Reporting Timetable

	Autumn Term	Spring Term	Summer Term
Parent information and discussion sessions	Meet the teacher session, where you will see the classroom and get to know the teacher. Learning targets for your child will be shared during parents' meeting.	Parents are invited into the classroom for pupils to share their current work with time for a discussion between the parents and teacher	Annual written report to parents. Parents may discuss this with the teacher if they wish or they may choose to write a comment on the comment sheet provided with the report.
Nursery pupils	Within six weeks of starting school, pupils will be assessed to determine their starting points as they enter the school. This information is held by the school.		
Reception pupils	Within six weeks of entering the Reception class, pupils will be assessed and assessment information presented to Welsh Government.		
Years 2-6			Welsh National tests in reading, numeracy procedural and reasoning are reported to parents and Welsh Government.

## Meeting the Learning Needs of All Pupils

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If there are any concerns about your child's progress you will be totally involved and the school will operate a process laid down by the local authority's code of practice. Support for your child could include differentiated work with the class teacher, time spent in small groups or the help of outside agencies. Individual Development Plans (IDPs) are used to focus upon the child's needs and next steps. IDPs are reviewed and updated at least termly. We believe strongly that all teachers are teachers of special needs.

We hold annual pupil centred planning reviews enabling pupils, parents, carers and support agencies to come together for maximum pupil support. Mrs Davies is the lead practitioner for pupils with additional learning needs and Mrs Carter leads on the monitoring of support for the more able pupils.

In Johnstown Primary School we believe that all children should be challenged in order to reach their potential. Feedback to pupils is clear and staff ensure that pupils understand their next steps and/or what they need to do to improve their work.

The school has a robust marking and feedback policy providing all staff with a consistent yet progressive approach to feedback to pupils. We mark children's work and offer feedback in order to:

- ✓ Show that we value their work and encourage them to do the same;
- ✓ Boost their self-esteem through use of praise and encouragement;
- ✓ Give them a clear general picture of how far they have come in their learning and next steps;
- ✓ Offer them specific information on the extent to which they have met the lesson objective and/or the individual targets set for them;
- ✓ Promote self-assessment whereby they recognise their difficulties and are encouraged to accept guidance from others;
- ✓ Share expectations;
- ✓ Gauge their understanding and identify any misconceptions;
- ✓ Provide a basis both for summative and for formative assessment;
- ✓ Provide the ongoing assessment that should inform future lesson planning.

## What About Pupils With Disabilities?

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The school is aware of its obligations under the Disability Discrimination Act to ensure that pupils with disabilities are treated no less favourably than others.

The school building is situated on a level site with ramp access. Disabled toilet facilities are available and wide internal doors permit wheelchair access throughout. The school aims to provide as much support as possible for pupils with disabilities. There are two designated disabled parking bays for use by visitors or children who have need of the facility.

Pupils with statements of special educational need, some of whom may have physical or learning disabilities, are integrated into mainstream classes. These pupils join in classroom activities with other pupils including assemblies and physical education lessons. They have full access to the curriculum unless adaptations are required. In such circumstances, an individualised life skills focused curriculum is prepared. The Additional Educational Needs Coordinator (ALNCO) Mrs Davies will assist if you have any queries.



## Safeguarding

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The welfare of all pupils in this school is a priority. We believe that our school should provide a caring, supportive and safe environment which promotes the social, physical and moral development of each child by 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.

The school aims to create a warm, caring and secure atmosphere. The day to day care and well-being of the children rests with the class teacher. If there is a concern the Head Teacher is informed and parents will be contacted. However, there may be circumstances where a child makes a disclosure and that information may need to be passed on to Social Services without the knowledge of the parents. Referrals of this nature will be made if it is felt that by informing the parents there is a likelihood that the child will be placed at risk of further or significant harm.

The Head Teacher is the designated Child Protection Officer. Any concerns regarding child protection will be dealt with in accordance with the All Wales Child Protection Procedures. Mr Doug Rose is the designated governor for child protection.

We take pride in developing the ethos of care, consideration and courtesy in our pupils and the family atmosphere is very evident.

Our pupils from Criw Craf have devised rules to support internet safety and anti-bullying. The main feature of their rules is to "Tell! Tell!"

At the start of every school day pupils "check in" with their class teacher and peers. This provides every child with the opportunities to raise any concerns or worries. The class teacher deals with any issues raised in line with the school's Safeguarding Policy. Pupils from Reception onwards self-assess their own well-being using an online tracker called "Speakr". This also highlights if pupils need extra support or confidence building.



## Behaviour and Discipline

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Johnstown Primary School has a very positive behaviour culture. We are very proud of the excellent behaviour of our children who are frequently praised by visitors and when visiting other places for their beautiful manners and general behaviour. Good behaviour is a necessary condition for effective teaching and learning to take place.

We expect children at Johnstown Primary School to be courteous and polite, give their maximum effort at all times and to develop a sense of pride and caring attitude towards their environment and towards each other. Each class develops their own Class Rules which underpin the day to day habits within the school environment. These rules have children's rights and values at the core including being polite, looking after property, being kind and helpful and working hard.

The most meaningful and positive form of discipline is self-discipline. We work hard at Johnstown Primary School to instil this in our children.

Children of all ages are encouraged to behave sensibly and older children are encouraged to adopt a caring attitude towards younger ones. Particular emphasis is placed on good manners, orderly movement about the school, taking care of our school environment and caring for others.

Staff are continually on the lookout for good behaviour to praise and reward. We believe that children will grow in confidence and be the best they can be in a positive environment where they are encouraged and nurtured.

Children will be encouraged to care for their school, its surroundings and for each other. The caring environment within the school is conducive to good behaviour and self-appreciation of what is right. Our aim is to praise and commend successes, emphasise potential and highlight good behaviour.

The response to misbehaviour is always positive and will depend on the nature of the misdemeanour and the age and maturity of the child. We deal with any misbehaviour using a restorative practice approach. This enables the child to explain their thoughts and reasons for the behaviour choice. This also makes pupils aware of the effect of their actions on others. Parents will be contacted if an incident is serious. We feel that parental support is crucial in order to provide the pupil with a consistency of approach.

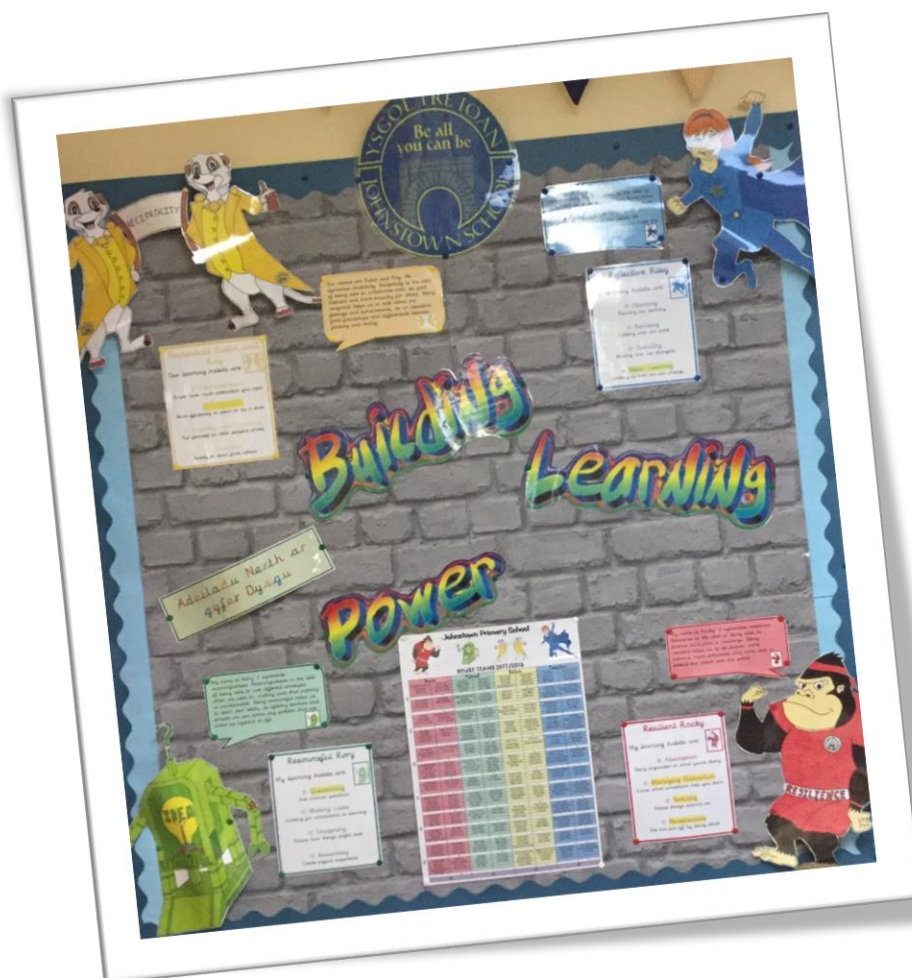
We carefully follow our Positive Behaviour Policy when dealing with excessive behaviours and appropriate staff are trained in Team Teach methods of calming.

## Headteacher's Award –Learning for Life and House Points

Good learning habits are at the heart of Learning for Life and our weekly Headteacher's awards provide an opportunity for the children to recognise their hard work through receiving house points and certificates for learning habits and the use of Welsh.

We meet weekly as a whole school or large group to celebrate these successes.

The pupils of Johnstown Primary School belong to one of four houses: Beca, Salem, Tawelan and Ystrad. We feel this allows pupils to feel valued as part of a house team, develops a sense of belonging and encourages teamwork between older and younger pupils. Pupils earn points for achievement in their work, behaviour or anything that the staff feel is worthy of a house point.



## Attendance

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**Our Attendance Team:** Mrs Bowen and Mrs Draper.

Please contact the school immediately if your child is absent. The school has a first day response policy and will phone parents or carers if the absence is not communicated to the school. The Education Welfare Officer tracks attendance carefully and contacts families where attendance is below an acceptable level. Please understand that children cannot reach their potential academically and socially if attendance is low.

The school also places a high importance on punctuality. Pupils who do not start the day by lining up with their peers are not socialising before school starts. This often puts the child on a “back foot” for the rest of the day. **For safeguarding reasons, pupils who arrive late must be brought to the office by an appropriate adult and signed in.**

The average attendance for 2022/2023 was 91.32% (target 95%). Achievement awards and a number of other initiatives are used to encourage good attendance. To improve pupil attendance, a decision has been taken by Partneriaeth, our regional education consortium, that no absences due to holidays during term times will be authorised by head teachers. This means that absences due to pupils being taken on holiday will be recorded as unauthorised. We hope that you will support this policy and arrange your holidays during the 175 remaining days that the school is closed.

**We all know that there is a strong link between a child’s progress, their attendance and punctuality.** If you have any queries or concerns about your child’s attendance, Our Attendance Team will be happy to help and support.

### 10 Tips to help you and your child make going to school easier

1. Help them get their school bag packed the night before
2. Make sure their uniform is ready especially after the holidays or weekend
3. Get them to bed at a reasonable time so they have a good night’s sleep
4. Set the alarm clock early enough to allow plenty of time to get ready properly
5. Make sure they have some breakfast if they are not attending Breakfast Club
6. Remind them to start walking early enough so they won’t be late: **punctuality is important**
7. Check to make sure they have everything they need – books, PE kit, dinner money etc
8. If your child is finding the work too hard, speak to the teacher
9. Talk to your child about what they did in school today
10. If you or your child are unhappy about the way they are treated by staff or other pupils, contact the school straight away

## The Times of the School Day

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Class	Arrival Time	Departure Time
Nursery (am)	9.00 am	11.00 am
Nursery (pm)	1.00 pm	3.00 pm
Nursery (FT)	9.00 am	3.00 pm
RB	9.00 am	3.05 pm
RE		
1H		
1D		
2D		
2E	9.00 am	3.15 pm
3B		
3H		
4C		
4M		
5D		
5H		
6C		
6D		

When dropping off or collecting pupils, we ask that only one parent/carer enters the school site.



## Pastoral Care

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### What information do I need to give in case of an emergency?

We ask all parents to complete the Admission Form. This gives us two additional contacts if we need to get in touch with you, together with the name of your family Doctor. Please inform us of any changes to these details.

### What happens if my child has an accident?

Assistant Head Teacher, Miss B Hickman leads a team of teaching assistants who are trained in first aid. A First Aid station is located in each classroom. Small grazes are dealt with by supervising adults. All head injuries and any concerns are referred to a First Aider.



Should we feel that specialist Aid is required, your child is taken to the Accident Unit at Glangwili Hospital, or an ambulance is called. A senior member of staff would accompany your child; you would be contacted by the school.

The Head Teacher, Deputy Head Teacher or Assistant Head Teacher will instruct medical personnel to deal with an injury.

You are informed by telephone, by letter, or in person depending upon the injury, about all head bumps.

We are not specialists, but do act as any prudent parent would in the best interests of the children.

### Medication

**Pupils should not bring medication to school. We are advised** by the Local Education Authority **not to administer medication** but if your child has a genuine need for medication during the day, please call into the office to discuss this matter.

If a child becomes unwell during the school day, one of our qualified first aiders will assess the child to decide whether they should be sent home, in which case parents/guardians will be contacted to come to school to collect their child. However, we strongly recommend that if a child is feeling unwell before school in the morning, then it is in the interest of the child to keep him/her at home until the child recovers.

**Children showing symptoms of sickness should be kept at home.** It is also unwise to send your child back to school too soon after illness. If the child's illness is infectious, please inform the school immediately.

If your child has been ill, e.g. with chicken pox etc, there is often conflicting advice on the amount of time they should be absent from school, depending on the doctor they see. To make things easier for you, we have asked the Health Protection Agency for guidance and have set out below advice about the most common illnesses and infections.

Disease or Condition	Period of Absence from School
Chicken Pox	5 days from onset of rash and until all vesicles (blisters) have crusted over
German Measles	Four days from onset of rash
Impetigo	Until affected areas are crusted and healed or 48 hours after starting antibiotics
Measles	Four days from onset of rash
Slapped Cheek	None
Diarrhoea/Vomiting	48 hours from last episode
Conjunctivitis	None
Mumps	Five days from onset of swelling
Threadworms	None
Tonsillitis	None
Hand, Foot and Mouth	None
Shingles	Individual only to be kept away from setting if rash is weeping and cannot be covered

Outbreaks of head lice occur frequently in all schools. Parents are strongly advised to check their child's hair at least once a week and inform the school immediately if lice are found. Posters are displayed on the school notice boards and messages sent via Schoop informing parents of any outbreaks of head lice. Individual parents will be contacted if their child has head lice.

Please ensure that the school is informed about any medical condition known to you that is likely to affect your child's education. This information will be added to your child's health care record. At various stages throughout the school, the children will receive medical examinations including eyesight and hearing tests by the school nurse.

### **What are the security arrangements of the school?**

Sadly, security is now an issue for Schools. The key is a balance between keeping safe and not creating a prison-like learning environment. All visitors must report to the School Office and entrance doors are locked during the day. There are 4 CCTV cameras situated around the school site.

### **Is my child allowed to wear jewellery?**

For safety reasons **jewellery is not allowed**, this also helps to avoid problems if an item is lost. Watches are to be left with the teacher during PE/Swimming.

For safety reasons **earrings should not be worn to school**. They have been known to catch in clothing when children are at play, and result in the ear lobe being ripped. Parents who persist in allowing their children to wear various types of jewellery to school must accept that they are putting their child at risk when they play outside at break times.

Children will **not be permitted** to take part in any PE/Games/Swimming lessons if they are wearing jewellery.

### **What happens if my child loses some property in school?**

Every effort is made to find lost items. There is a lost property bin. From time to time lost property is displayed in the school hall/playground and parents are asked to check for their child's lost belongings.

Please name all articles of clothing etc as this helps prevent the wasting of teaching and learning time.

### **Can my child ride a bicycle to school?**

We are anxious not to encourage this prior to the children receiving their Safe Cycling Training. We offer Safe Cycling training to pupils in Year 6.

### **Can my child leave the school premises during the school day?**

Children are not allowed to leave the School premises during school hours. Should you require your child to be collected during the school day, you must please write or telephone your consent. Without it your child will not be allowed to leave.

### **Can my child bring a snack to school?**

In the interest of good health the eating of sweets and crisps is discouraged except on special occasions. If a child feels the need for mid-morning nourishment then we suggest fruit. We are a recognised Healthy School. Pupils from Nursery to Year 2 receive milk free of charge (please inform the class teacher if your child is not able to drink milk).



### **What do I need to do in order to arrange free dinners for my child?**

If you are in receipt of Family Income Support or the Job-Seekers Allowance you may be eligible for Free School Meals for your child. Applications for Free School Meals can be made online through Carmarthenshire County Council.

If your child has moved to us from another Carmarthenshire School and was already receiving Free School Meals, we will make the necessary arrangement to transfer your entitlement to Johnstown School.

From September 2023, all pupils from Nursery to Year 4 receive free school meals as arranged by Welsh Government.

### **What if I pay for school dinners?**

School meals are payable through ParentPay – an activation letter is issued on request in order for you to set up a ParentPay account. All ParentPay enquiries should be made to the

Carmarthenshire School Catering Team via email: [schoolmeals@carmarthenshire.gov.uk](mailto:schoolmeals@carmarthenshire.gov.uk) or telephone 01267 246714.

### **What happens if I am worried about my child?**

The best advice we can give is to speak to your child's class teacher as soon as possible or make an appointment with the Assistant Head Teacher, Deputy Head Teacher or Head Teacher.

If you are worried about a lack of progress, please let us know so that we can go through your child's work with you.

If you are worried about your child and another child, please let us know straight away.

### **What if my child doesn't want me to contact school?**

Our advice to you is to come and see us straight away. Let us sort out any problems quickly. You can visit Senior Staff without your child being aware that you have come into school.

### **What if I am unhappy about the type of work given to my child?**

Again, let us know quickly and we can look at your worries together.

### **Unresolved worries**

There are arrangements involving the Governing Body to provide you with further avenues to resolve a problem. Parents are requested to write to the Chair of Governors (Mr S. Murphy) % Johnstown Primary School if worries remain unresolved.

### **Communication**

We try to keep all families informed about what is happening at school by providing:

- Letters from school via the children with information on events, school policy and requests; PLEASE check your child's bag.
- "Schoop" and Parent Pay messages.
- Notices on school entrances or class doorways.
- Notices in local shops.
- Weekly editions of the school newsletters including diary of events.
- Parent's evenings held in the Autumn and Spring Terms when individual appointments are made.





- Annual Progress reports.
- Welcome and information meetings/coffee mornings.
- Curriculum evenings/workshops/events.
- If you have a minor query or wish to pass on a message to the teacher, please contact the school office.
- Our website is updated regularly; go to [www.johnstownprimaryschool.cymru](http://www.johnstownprimaryschool.cymru).

### Photographs/Videos



From time to time the children may be photographed or filmed while taking part in school activities; this applies to all children in school. Parents/Guardians are asked to sign a consent form for their child to take part in these activities. If a consent form is not completed and signed, your child will not be able to take part in the activity.

### Can my child bring a packed lunch to school?

Yes. These are eaten at the same times as School Meals are provided. We are a recognised County Council Healthy School; **please provide a healthy packed lunch and do not include sweets, chocolates or nuts.**

### Can my child bring drinks to school?

Chilled water is available across the school. We encourage the children to drink water as part of the Healthy Schools Scheme. All pupils in Nursery to Year 2 are offered milk or water mid-morning each day.



### What medical assessments are carried out in school?

At various times during the Primary School stage children receive the following medical and dental attention:

Medical Assessment:                      On admission to the Reception classes.

Hearing Test:                                On admission to Reception, thereafter by parental request.

Parents are notified and can attend examinations with the School Health Nurse, Mrs Vicky Copper, if they wish.

Additionally the Welsh Government conducts height and weight checks for children aged 4 – 4 ½ years. Parents are notified of this screening by letter.

Certain children, as part of a package of assessments to best assist their learning, receive hearing, sight, speech and psychological tests. Again, you are always informed of these prior to their happening.

Only when the Head Teacher has cause for concern regarding a child's well-being, is a general inspection of a child carried out without your prior consent. This would involve the Head Teacher and another member of staff.

If directed by Social Services, the parents of the child would then be contacted as would Social Services and/or the Police.

If the child does not wish this inspection to take place, then it will not happen. Parents, Social Services and/or police are contacted.

The Head Teacher follows guidance laid down regarding possible abuse of a child.

### **What rights do I have if I am separated or divorced?**

Unless the court has issued a "restriction" notice, you have the same rights and access as the parents with whom the child lives. If you wish us to send you copies of reports and notice of events, simply let us know.

### **What does "access restriction" mean in terms of my child and I in school?**

Should "restriction to access" be established by the Court, any parent intent upon breaking this restriction will be reported to the Police on their arrival at School.

No copies of School Reports will be made available.

The School will check with the Court the details of the restriction.



### **When are fire drills carried out?**

At least once each term.

## Is There a School Uniform?

There is a School uniform which is detailed below. We request parents to adhere to it as it promotes a good attitude, a sense of belonging and generally assists the aim of self-discipline and is a feature of our school.

### **School uniform**

School polo shirts and sweatshirts are available from Olorun Sports on Richmond Terrace, Carmarthen – Telephone 01267 233737, [www.olorun-sports.com/collections/johnstown-primary-school](http://www.olorun-sports.com/collections/johnstown-primary-school).

School Uniform: Navy or grey skirt or trousers  
Pale blue blouse/shirt or polo shirt  
Navy jumper/cardigan/sweatshirt

Footwear: Pupils should wear sensible outdoor shoes - these should not be of a boot type design. Fancy shoes and high heels are not appropriate for school.



For Summer - an open neck long or short sleeve pale blue shirt or polo shirt worn with grey trousers/shorts or navy skirt. An alternative is a light blue gingham check dress. For safety reasons strappy sandals and flip flops are not permitted.

**Please do not send your child to school dressed for sport (unless requested) or in clothes suitable for a party or the beach.** There are occasions when our children are invited to come to school dressed differently, eg, Jeans for Genes Day or a Colour Day in order to raise funds for charity. However, on all other days we expect pupils to wear our uniform with pride.

### **Clothing**

Parents are asked to mark or **label coats, cardigans, jumpers etc clearly**. Much valuable teaching and learning time can be wasted in trying to identify lost property.

### **What homework is given?**

Home learning activities are given to children from Reception Class to Year 6. They reflect and support the literacy and numeracy skills being developed within the age group and match the abilities or attainment of individuals.

We believe in the importance of families actively supporting their child's learning so teachers spend time planning and preparing home learning tasks and activities. Therefore we expect Parents/Guardians to:

- Read with their child/ren for ten minutes every day.
- Help with their child's achievement of Maths skills.

- Help with their child's achievement of Spelling.
- Ensure all written tasks are completed, presented neatly and handed in on time.
- Provide a good reason to explain if home learning is not completed.

Teachers will mark home learning and provide feedback to the child and family. Parents/guardians are requested to speak with teaching staff if home learning presents difficulties. Our Home Learning Policy can be provided on request.



## Health and Safety

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The Governors are committed to ensure high standards of health, safety and welfare for all staff, pupils and visitors. The school has a security system installed which controls access. Regular risk assessments are carried out and reviewed to ensure the safety of all involved with our school.

The following suggestions will help reduce congestion and are made with child safety foremost in mind:

- Please park safely and appropriately if you wish to come into school for any reason. Avoid parking right in front of the school gates to avoid congestion and accidents.
- Always park for the shortest time necessary.
- Make sure you fully supervise your children whilst moving from the collection point, ie the school gate to the car parking areas, using the pathways.
- When parents walk home with their children it is strongly advisable that the child walks on the inside away from the road.
- Keep reversing to a minimum and take special caution when doing so.

Security is a priority for schools and Johnstown Primary School operates within security guidelines laid down by Carmarthenshire County Council.

During the school day the perimeter gates are locked during teaching time and visitors/parents must go straight to the school office. Visitors are requested to sign the Visitors Book.

The school's Health and Safety Policy can be inspected in school at any time.

### **Inclement Weather**

When inclement weather necessitates the early closure of the school, an extremely rare occurrence, as many parents as possible are informed of the early departure. A system of contacts is implemented; website, Schoop message to parents, Local Authority website, to spread the word of the school closure.

## The Facilities of the School

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### What are the school building, yards and fields like?

Johnstown Primary School was opened in 1972 as a one form entry primary school. Since then, the school has grown to a two-form entry enabling a six classroom extension to accommodate Progression Step 3 pupils. Our refurbished Nursery is contained within a secure facility adjacent to the main school.

Classrooms are traditional in design, with the flexibility to accommodate team-teaching opportunities. (Teachers working together to deliver a lesson to a class or classes.) The main hall is used as an assembly/PE/dining facility.

Entrance to school is via Heol Salem (Salem Road) which is easily accessible either directly from the town or from the by-pass dual carriageway. There is a limited parking facility and a defined bus waiting area within the School grounds. In the interests of safety and order all parents and visitors must respect the parking limitations and **note that:**

Carmarthenshire Education Authority accepts no responsibility for any accident or damage incurred, when vehicles are inside the School grounds. **Please do not come onto the school site unless absolutely necessary.**

We encourage as many families as possible to walk to school or to “park and stride” as Heol Salem can become very congested at the start and end of the school day.

The school is fortunate in having both hard surface and grass areas for recreation and there is an extensive playing field for organised games.

There are several entrances to the school. Please follow the signs. The school is fully accessible to persons with disabilities.

### What plans exist to improve facilities?

The Governing Body works with the Local Authority to improve the school building and site at all times. Last year the Nursery building was refurbished and extended, security fencing around the perimeter of the school has been extended.

The school grounds include a pond and several gardens. Last year improvements have taken place to develop the outdoors including outdoor classroom areas and Amphitheatre. Much use is made of these facilities to promote environmental awareness including our World of Wonder (WOW) Garden. Thanks to a very supportive group of parents, staff and governors we continue to constantly improve our outdoor areas.

Many children, parents and members of the local community assist us with helping our environment; we recycle paper, card and plastics and raise the children’s awareness to sustainability issues through our weekly Eco Club.

## Community Links

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The school is part of the larger community. Links between the school and the larger local community enhance both the quality of life and learning experienced by both communities. The school fosters close relationships between itself, the pupils' homes and the local community.

Good examples of existing links are:

- ✓ The Police Liaison Officer visits regularly
- ✓ The school appears regularly in the press
- ✓ Pupils support charities, local, national and international
- ✓ Pupils enter local competitions
- ✓ We have links with local conservation groups
- ✓ Local churches and chapels are involved in school assemblies
- ✓ The school takes part in concerts in the local area (churches, town centre, nursing homes)
- ✓ Pupils regularly visit the locality for geographical, historical and scientific studies
- ✓ The school choir supports local community groups by performing at a number of events throughout the year

### Links with the secondary school – Queen Elizabeth High School

The school has extremely well developed links with our partner secondary school and its partner primaries.

- Regular liaison meetings take place at head teacher level, Year 6 class teacher level and subject area level.
- Year 6 children attend several social/athletic/curriculum/team-building events at the comprehensive during the year and many of these events are also open to children in year 5 as well. Children also play inter-school friendly games.
- Year 6 spend 2 days at the comprehensive to familiarise themselves with the new staff/buildings.
- The comprehensive has key members of staff whose responsibilities involve close contact with partner primary schools. These include the Year 6 teacher, the tutor of Year 7, the head of additional learning needs and the person responsible for record keeping and assessment.

### 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 child may make the best of his/her opportunities.

All parents are asked to sign a home/school agreement. The objective is for the school and parents to work in partnership to develop the child's full potential in a supportive, tolerant environment.

There are two occasions to discuss your child's progress in school with the class teacher in the Autumn and Spring terms. However, please contact the school at any time to discuss progress or if you have any further 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 position for pupils at Johnstown Primary School.

Newsletters are regularly sent out via Schoop and Parent Pay. The Governing Body produces an Annual Report and, if requested, holds an Annual General Meeting for all parents.

We have an active group of parents, friends and teachers "**Friends of Johnstown School**" which holds regular events both to raise funds and to involve parents actively in the life of the school. The Friends of Johnstown School continue to be very generous - they have provided equipment including resources, Christmas treats for the children and given of their time to plan special annual events. Meetings are held on a regular basis. If you would like to become involved, please contact the school office. **They are always keen to welcome new parents at their meetings.**

### **Breakfast Club (8.00am – 8.30am School Days)**

This is a free club funded by the Welsh Assembly Government. Children **must be registered before commencement**. There is much demand for this service but we have to ensure pupil safety so places are limited. Please ask at the school office for further details.

### **Care Club (After School)**

This is run on a commercial basis by Mrs Sian Kavanagh-Thomas who uses the school premises from 3.15 pm to 6.00 pm on school days only. Again there is much demand and safety guidelines with regard to numbers. For further details, please contact Jodie on (01267) 232830 or mobile 07525 425744.

### **Glenholme Holiday Club**

The school hall is let to Mrs Sian Kavanagh-Thomas during school holidays. For further details telephone 01267 232830 (day), 01267 230904 (eve) or mobile 07790 553380.





## The Governing Body of Johnstown Primary School

Name	Status	Term of Office
Mr S Murphy – Chair of Governors	LA Representative	2021 – 2025
Miss K Gardner – Vice-Chair of Governors	LA Representative	2023 – 2027
Mr D Rose	Community Governor	2021 – 2025
Cllr Dr Baba Gana	Community Governor	2021 – 2025
Mrs F Williams	Community Governor	2021 – 2025
Mr P Adshead	Community Governor	2023 – 2027
Cllr G John	LA Representative	2021 – 2025
Dr R Pal	LA Representative	2021 – 2025
Miss K Gardner	LA Representative	2023 – 2027
Dr J McCarthy	Parent Representative	2023 – 2027
Miss K Barrett	Parent Representative	2020 – 2024
Miss J Brooks	Parent Representative	2021 – 2025
Mrs K Crane-Davis	Parent Representative	2023 – 2027
Dr A Abouserwel	Parent Representative	2023 – 2027
Mrs N Moroney	Teacher Representative	2022 – 2026
Mrs S Davies	Teacher Representative	2022 – 2026
Mrs E Wyles	Staff Representative	2021 – 2025
Vacancy	Community Governor	
Mr K McComas	Head Teacher Governor	

### Chairperson of Governors

Mr S Murphy  
 % Johnstown Primary School  
 Heol Salem  
 Johnstown  
 Carmarthenshire  
 SA31 3HS  
 Tel: 01267 236653 / Email: admin@johnstown.ysgolccc.cymru

### Clerk to the Governing Body

Mrs Sharon Roberts  
 % Johnstown Primary School  
 Heol Salem  
 Johnstown  
 Carmarthenshire  
 SA31 3HS  
 Tel: 01267 236653 / Email: admin@johnstown.ysgolccc.cymru



## Putting Things Right

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The school's Governing Body has a complaints procedure established to deal with complaints made by parents and others in respect of the performance of duties and/or exercise of powers by the Local Authority or by the Governing Body.

Any parents, or other concerned person, who may have a complaint should first discuss their concern formally with the Head Teacher. If the Head Teacher is not available then the Deputy Head Teacher or Assistant Head Teachers will arrange to meet with you at a mutually convenient time.

The Head Teacher and staff are committed to dealing with parental concerns, to resolving parental misunderstandings and to providing real solutions as speedily as practicable. We are also committed to learning from any mistakes made in a spirit of mutual respect and understanding. We offer parents the opportunity to comment on matters relating to the school in a regular survey or when considered necessary.

All members of staff are encouraged to respond personally to concerns which parents and children raise with them. If considered appropriate, your concerns will also be passed to the Head Teacher.

Should the matter not be resolved, the complainant may be asked to put their issue in writing, in line with the school's complaints policy. The school's complaints policy is available on the school website and also from the school office upon request.

### Curriculum Complaints Procedure

A procedure exists for the making of complaints relating to the delivery of the curriculum. In the first instance, any complaint should be directed to the Head Teacher, thereafter letters should be addressed to the Chair of Governors % Johnstown Primary School.

# Charging Policy

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## Policy for charges for school activities

The School wishes to provide for all its pupils the best educational opportunities available within the funds allocated by the Local Education Authority.

The law states that education during normal school hours is to be free of any compulsory charges to parents. This school endorses that principle and will uphold the legal requirements.

It is recognised, however, that many educational activities have been, and will continue to be dependent on financial contributions, in whole or in part, from parents. Without that financial support, the School would find it impossible to maintain the quality and breadth of the educational programme provided for pupils.

The policy for charging for school activities for Johnstown School is as follows:

### Day Visits

For visits occurring during school hours, the School may invite a contribution from parents, to meet costs. For visits outside school hours, parents may be charged for allowable costs.

Charges may be waived or reduced for children whose parents make application to the Head Teacher.

### Residential visits during school hours

The school may invite voluntary contributions from parents to meet costs other than children's board and lodgings. Parents may be charged for the full cost of children's board and lodgings. No charge for board and lodgings will be made for children whose parents are receiving Income Support or Family Credit. Charges may be waived or reduced for other children, whose parents make application to the Head Teacher.

### Residential visits outside school hours

Parents may be charged for the full cost of the visit, including all allowable costs and board and lodgings. Charges may be waived or reduced for children whose parents make application to the Head Teacher.

### Classroom materials



No charge will be made for materials or equipment. However, for certain practical activities (technology, cookery, textiles etc) parents may be invited to provide materials or ingredients on a voluntary basis. Where parents would like to possess the finished product, the School reserves the right to charge the cost or require the supply of the necessary materials.

*Allowable Costs include:*

- the pupil's travel and subsistence costs
- materials, books, instruments and other equipment
- non-teaching staff
- costs of teaching staff where separately engaged under a contract for services for the visit or activities
- entrance fees to museums, castles, theatres etc.
- insurance costs.

**Policy for pupils making out of school visits**

- Parents will always be informed if children leave the school premises and the methods of transport to be used.
- Risk assessments are carried out by staff prior to the visit/activity.
- On board a coach the following code of conduct will be followed:
  - no child will be allowed to walk or move about the coach when it is in motion.
  - children must not stand or kneel on their seats.
  - children will not travel on the front seats of buses, unless there are exceptional reasons for this.
  - children must be quiet and attentive to instructions at all times.
  - children should not bring video games, radios or personal stereos on school visits.
  - any child who persistently breaks the above rules will not, for her or his own safety, be allowed to travel by coach on school visits. (Parents will be notified if this applies to their child).
- Information which is specific to particular trips will be issued at the time.



- Minibuses - the school will use minibuses and taxis when necessary. Firms registered with Carmarthenshire County Council are used by the school.
- Staff cars - all staff cars carrying children will be appropriately insured. You will be telephoned if it is necessary to use staff cars at any time.
- All coaches used by the school are equipped with seat belts.
- As part of our Healthy School Status, in suitable weather we walk within the local area, for example, to Queen Elizabeth School, Model School for sporting fixtures and Trinity College.

## School Achievements



Johnstown Primary School is currently supporting schools in the local area with Digital Learning.



Johnstown Primary School had the privilege of being a Global Lead School for Carmarthen.



We have achieved the Platinum Award for sustainability awareness.



**Dragon Sports**  
We are a registered Dragon Sports School.



**Healthy Schools**  
Johnstown School has successfully achieved the Healthy Schools Award Leaf 5.



**Fair Achiever Award**  
Johnstown School has successfully achieved the FairTrade Fair Achiever Award.



**WELSH HERITAGE SCHOOLS INITIATIVE**

In the Summer Term of 2017 we received our 7<sup>th</sup> consecutive Welsh Heritage Schools Initiative Award. The awards have been successfully achieved for various history projects undertaken by boys and girls in Years 5 and 6 under the guidance of teacher Mrs Mel Paull.



2014 – 2017  
The award is an internationally recognised accreditation awarded to schools which forge links with partners overseas and add an international dimension to the curriculum. Through working on joint projects children are given a fresh perspective on the world and their place in it.

## School Dates

AUTUMN TERM	Friday 1 <sup>st</sup> September 2023	INSET Day (School closed for pupils)
	Monday 4 <sup>th</sup> September 2023	School Opens – Autumn Term Begins
	<b>Thursday 26<sup>th</sup> October 2023</b>	<b>INSET Day (School closed for pupils)</b>
	<b>Friday 27<sup>th</sup> October 2023</b>	<b>INSET Day (School closed for pupils)</b>
	<b>HALF TERM HOLIDAY MON 30/10/23 – FRI 03/11/23</b>	
	Monday 6 <sup>th</sup> November 2023	School opens for pupils
	Friday 22 <sup>nd</sup> December 2023	End of Autumn Term
<b>CHRISTMAS HOLIDAY MON 25/12/23 – FRI 05/01/24</b>		
SPRING TERM	Monday 8 <sup>th</sup> January 2024	School Opens – Spring Term Begins
	Friday 9 <sup>th</sup> February 2024	End of Half Term
	<b>HALF TERM HOLIDAY MON 12/02/24 – FRI 16/02/24</b>	
	<b>Monday 19<sup>th</sup> February 2024</b>	<b>INSET Day (School closed for pupils)</b>
	<b>Tuesday 20<sup>th</sup> February 2024</b>	<b>INSET Day (School closed for pupils)</b>
	Wednesday 21 <sup>st</sup> February 2024	School opens for pupils
	Friday 22 <sup>nd</sup> March 2024	End of Spring Term
<b>EASTER HOLIDAY MON 25/03/24 – FRI 05/04/24</b>		
SUMMER TERM	Monday 8 <sup>th</sup> April 2024	School Opens – Summer Term Begins
	Monday 6 <sup>th</sup> May 2024	MAY DAY – School Closed
	Friday 24 <sup>th</sup> May 2024	End of Half Term
	<b>HALF TERM HOLIDAY MON 27/05/24 – FRI 31/05/24</b>	
	Monday 3 <sup>rd</sup> June 2024	School opens
	Thursday 18 <sup>th</sup> July 2024	End of Summer Term for pupils
	<b>Friday 19<sup>th</sup> July 2024</b>	<b>INSET Day (School closed for pupils)</b>

# School Map

