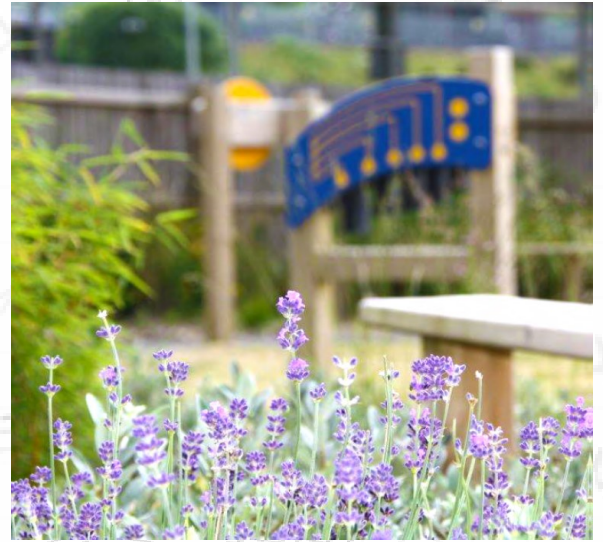


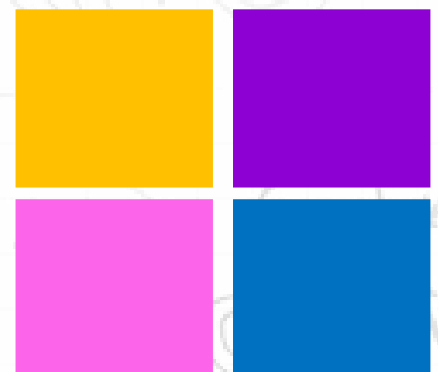
Pen-y-Cwm School

Prospectus

Prospectws



“Gwnawn ein gorau”



PEN-Y-CWM Prospectus



Mission Statement “Gwnawn ein gorau”



Welcome to Pen-y-Cwm Prospectus

The aim of this booklet is to give parents and carers information about the school, as required by the Education Act 1980. We hope that we have created a one-stop information point where you are able to access all the information you are likely to need in advance of your child joining our school.

Starting a new school can be an exciting experience but it can also raise many questions and anxieties. We hope that the information in this booklet can go some way to addressing these questions and anxieties. Please do not hesitate to contact us (schooladmin@penycwm.com) with any further questions you may have.

This booklet is the first step in becoming involved with the school, so we encourage you to please, read on!

Pen-y-Cwm School
Strand Annealing Lane
Ebbw Vale
Blaenau Gwent
01495 357758



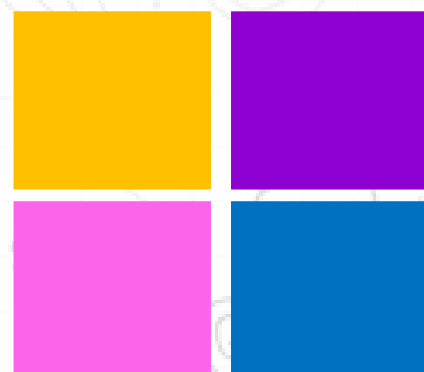
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Purpose

Pen-y-Cwm School aims to provide the best possible education for all learners; to prepare them for everything they can achieve in life.





Pen-y-Cwm School is an English medium Blaenau Gwent Local Authority School. It was established in 1976 and caters for learners with learning difficulties.

Some of the learners have additional needs such as Autistic Spectrum Disorders and physical or sensory difficulties.

Pen-y-Cwm School was once based on the same site as Beaufort Hill Primary School but in November 2012 the school moved and was co-located along with Ebbw Fawr Learning Community Primary Phase and Little Stars Nursery, in a purpose built facility based on the former steel works site in Ebbw Vale.

The design of our new Special School is bold, welcoming and accessible. The building is on two floors which creates a very different feel for the Primary and Secondary aged learners.

The school is landscaped to enhance and protect local biodiversity, landscape and water resources.

The main entrance and reception area to the school is shared with Ebbw Fawr Primary Phase. Learners however use a discrete entrance within the school's private car park.

The following facilities are available:

- Hydro pool
- ICT facilities
- Sensory Rooms
- Rebound Therapy Room
- Gym
- Life Skills Room
- Specialist teaching areas such as a Design Technology room



Headteacher's Welcome

Croeso Pennaeth



'Being our Best' is at the heart of all our thinking at Pen-y-Cwm School.

We firmly believe that all of our learners deserve the very best and our aim is for our children to grow into confident, creative, caring, independent young adults with a desire to continue to learn and live their best life.

Pen-y-Cwm School is a caring, friendly, supportive environment that encourages learners to thrive and to reach their potential as Person Centred Planning is at the core of all that we offer. Our positive attitude and high aspirations encourages our learners to do their best in all areas of school life; from the rich and broad curriculum to the wide range of extracurricular activities we offer.

Supported by a committed Governing Body and experienced, dedicated leadership team, our enthusiastic and inspirational staff team is the bedrock of our happy and successful school. They work with an extensive multi-agency team to ensure that Pen-y-Cwm is a safe place where children are happy and develop a love of learning.

Health issues and care needs are high on our agenda and are well-supported by a broad team of professionals who augment our educational staff team.

Parents and carers are hugely important and we work closely with 'parents as partners', believing that together, we can achieve so much more! We provide extensive support to parents in a variety of ways, and are very appreciative that in return, parents support us.

We have a small but very supportive group of parents who are actively involved in fundraising and support the PSFA (Parents, Staff & Friends Association).

The school has an 'open door' policy and parents and carers are encouraged to contact the school at any point of concern. A member of the SLT is available daily to discuss matters with a parent/carer relating to any of our learners.

Welcome to the Pen-y-Cwm School family; with your help and co-operation I will do my best to make your child's time here happy, rewarding and successful.

With very best wishes,

Deborah Herald, Headteacher

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Admission Procedure

Trefn Mynediad



The catchment area for Pen-y-Cwm School is predominantly from the County of Blaenau Gwent but learners from neighbouring authorities may also attend the school. Learners are admitted to Pen-y-Cwm School through a partnership between the school, the Local Authority education department and parents. After an assessment involving parents, educational psychologist and other relevant professionals a Statement of Educational Needs or Individual Development Plan will need to be compiled. On the basis of this document, recommendation for admissions to Pen-y-Cwm School may be made.



A visit is arranged for a prospective learner and parents to view the school via the Local Authority (LA). The LA Inclusion Panel makes a decision on the placement. Should the placement be granted a start date is agreed upon and appropriate arrangements made.

Ethos and Values of the School

Vision

To empower and support individuals to be independent and resilient and to develop skills to reach their potential.

Mission Statement

When we “do our best” we approach all tasks with a positive **attitude**.

We know we won't always get it right first time but we show **resilience** and keep trying.

We show **respect** and **kindness** to others in all that we do.

We have **empathy** and **patience** with everyone as they do their best.

If we can help **support** others, we will.

If others can support us, we will be **brave** and ask for help.

Together, we will all do our best to be our best because we are **aspirational**.

Values

As above in **bold**.

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School Meals

All the food provided by Blaenau Gwent Catering Team at lunchtimes has been nutritionally analysed against the nutrient based standards to ensure your child can choose from a healthy balanced variety of foods at lunch time. At Pen-y-Cwm School an adapted menu can be provided in order to meet a range of dietary requirements. All primary aged children in Blaenau Gwent are entitled to universal free school meals but if you think your child is entitled to Free School Meals due to low salaries or benefits please contact the school for further details of associated grants. Meals to all other year groups are to be paid for through Parentpay. Further information about which will be given to you on enrolment.

Charging Policy

Parents are asked for voluntary contributions for cooking and class snacks. There is a charge made for residential visits and some of the activities the learners participate in such as visits to the theatre. As we are a cashless school, these payments are also made through Parentpay.

School Senedd

Pen-y-Cwm School Senedd is a group of students who are elected to represent the views of all learners to improve their school.

They have regular meetings with a staff member present to discuss and sort issues important to the learners. These may include school lunches, behaviour or ideas for fundraising events.

Members of the school council will be responsible for carrying out the ideas that have been agreed, such as planning discos, arranging litter picks or meeting with catering staff.

Pen-y-Cwm School Senedd members always aim to represent the views of all students.



Community Focussed

We are fast becoming a community focussed school. For example, we join our local schools in a carol concert at Christmas and join the parade and laying of a wreath at the local cenotaph on Remembrance Day.

Post 16 students run a Community Café that is open to the public and we have a FoodBank that provides support for learner's families as and when needed. The school supports Social Services and ALN charities by providing a venue for after school and holiday clubs.

School Transport

Transport is usually provided by the Local Authority. Mini-buses or taxis, with escorts, transport learners to and from school. For further information please contact your Local Authority Transport Department.

Transport Departments

Blaenau Gwent : 01495 355435

Monmouthshire : 01633 644777

Torfaen : 01495 762200

Newport : 01633 232357

Supporting Learners Who Are Looked After

The designated member of staff responsible for promoting the educational achievement of children who are looked after is the ALNCo, Laura Lloyd. The school's policy on supporting children who are looked after is available at the school or on the school's website.



What you can expect from us:

- Our learners to be taught in a safe and pleasant environment where they are able to achieve their full potential.
- Provision of a broad, balanced and differentiated curriculum where our learners are able to succeed
- Opportunities for our learners to develop their moral and social and spiritual awareness where they are able to respect the rights and feelings of others
- An annual report on your child's progress and termly updates of your child's experiences.

What we expect from parents:

- Give your child continual encouragements and praise for efforts
- Ensure your child attends school every day unless unwell. Please inform the school of reason for any absence.
- Encourage your child to wear school uniform.
- Ensure your child follows the school rules.

What we expect from learners:

- Treat everyone and everything with respect.
- Always be polite, co-operative and helpful.
- In class, behave in a manner that allows the teacher to teach and the learners to learn.
- Take pride in your appearance and wear appropriate school uniform.
- Move around the school in an orderly manner.
- Keep the school clean and tidy.
- Remember that you represent the school when out and about in the community.
- Work hard to the best of your ability.



Complaints Procedure

The school has a clear policy for dealing with general complaints; this is located on the school website. Our procedures ensure that anyone with an interest in the school can raise a concern which will be heard and will be addressed in an appropriate, fair and timely fashion.

To address the different types of complaints we have a three stage complaints process. This is in line with current guidance and procedures from Welsh Government.

Attendance, Illness & Punctuality

Presenoldeb, Salwch a Phrydlondeb



Parents of registered learners of compulsory school age are under a legal duty to send their children to school regularly and risk prosecution if they fail to do so. If your child is absent for any reason, please inform the school.

If your child has a hospital or other appointment and will be either arriving late or leaving early please inform the school.

If your child becomes ill during the school day the school will assess the learner and attend to them. If necessary they will contact you to collect your child. First aid will be administered if your child has an accident at school. It is vitally important that we always have up to date contact numbers for these occasions.

The Education Regulations 1991 state all schools must report on the rate of unauthorised/authorised absence which are included in national league tables published annually. Please see publicised current attendance data for Pen-y-Cwm School on our website.

Emergency Closure for School

Situations may arise when it will become necessary to close the school.

Reasons may include poor weather conditions, failure of water supply or failure of the schools heating system.

It is the Headteacher's responsibility to decide whether the school can open or should close early in light of prevailing circumstances.

Transport contractors will determine the safe operation of their vehicles. In the event of transport not collecting learners for school, parents are advised that they should only bring a child to school if they are available to collect them should it be necessary to close school early.



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School Security/Health & Safety Arrangements

Diogelwch Ysgol/Trefniadau Iechyd a Diogelwch



The Headteacher and governors are aware of the concerns of parents regarding security and safeguarding. The following protocols are in place:

- The school has a fobbed security system which is connected to all external and some internal doors. Each fob is individually programmed to access specific areas within the building.
- Perimeter fencing is in place.
- All staff are allocated an identity fobbed badge.
- All visitors must sign in and out at the main reception desk via the Sign in Application and wear the sticker identification whilst on site, visitors will be escorted around the school.
- Regular visitors will also have to sign in and out and will be given an identity fobbed badge to access allocated areas where appropriate.
- Appropriate DBS checks are made on all staff employed or regularly working at the school.
- Supply staff and placement students must provide an up to date DBS check.
- Fire drills take place termly and fire equipment is checked and serviced regularly. A full fire risk assessment has been carried out and is updated annually in consultation with the local fire safety officer.
- The school is fitted with a sprinkler system, fire safety lifts and evacuation chairs.
- Invacuation drills that fall within the LA policy for invacuation emergencies also take place across the whole site.
- Designated Safeguarding Officers are responsible for the welfare and safety of all learners.
- All accidents and incidents are reported and dealt with accordingly.

Governing Body

The Governing Body is made up of people who wish to make a positive contribution to the children's education. No special qualifications are required, but enthusiasm, commitment and interest in education are important qualities to being a Governor. Governors voluntarily give of their own time to undertake training and enable them to fulfil their role effectively. Governors pay regular visits to the school.

Chair of Governors – Councillor Jen Morgan

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School Uniform

Gwisg Ysgol



There are many advantages for our learners wearing school uniform and we recommended that this is worn at all times. All items should be clearly labelled.

For health and safety reasons, jewellery and piercings are not allowed in school other than a watch and one pair of ear studs. We ask for your support in ensuring that your child comes to school in uniform without jewellery or piercings.

All uniforms can be purchased at Reflex Embroidery in Tredegar or Mel Morgans in Ebbw Vale.

Uniform

- White polo shirt
- Royal Blue Sweatshirt with logo
- Black Skirt/Trousers
- Black Shoes/Trainers
- Royal Blue Fleece/Jacket with logo (optional)



Post 16 Uniform

- Blue Polo Shirt
- Navy Sweatshirt with logo
- Black Skirt/Trousers
- Black Shoes/Trainers
- Navy Blazer (optional)



PE Uniform is also required and is outlined in the appropriate phase leaflet.



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Parental Involvement Gweithio Gyda Rhieni



As a parent/carer, you will be considered part of our team and you are welcome in the school at any time. If it is possible, please telephone prior to visiting to ensure that a member of staff can give you their full attention. You will find that staff will be pleased to hear from you and will answer any concerns or queries that you have to the best of their ability.

Your views or concerns on any matter relating to the school or your child will be listened to.

- The school uses 'Dojo' which is used to inform parents of any school news.
- A daily home/school book may be provided if necessary.
- The school has a home/school liaison system whereby class teachers are available to meet parents at school or to speak to parents on the telephone.
- A Year Planner with updates are distributed to keep parents informed of school events.
- Parent consultations are held regularly with the class teacher to discuss learner progress.
- Annual reviews of Statement of Educational Needs or Individual Development Plans take place each year.
- Informal coffee mornings are held regularly and all parents are welcome.

Pen-y-Cwm Parents, Staff & Friends (PSFA)

The school has a small but very supportive PSFA. The group meet regularly to develop fund raising initiatives for the benefit of Pen-y-Cwm learners.

Anyone interested in helping is welcomed and should contact us (schooladmin@penycwm.com).

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Additional Services

Gwasanaethau Ychwanegol



Occupational Therapy

The Occupational Therapy Team who work with us at Pen-y-Cwm School consists of three Occupational Therapists. Two from health and one from social services. The Occupational Therapists are based at Nevill Hall Children's Centre in Abergavenny and the social services Occupational Therapist is based at Blaenau Gwent Social Services in Ebbw Vale.

Visual Impairment Service

Gwent Visual Impairment Service (GVIS) is a regional specialist education service supporting children across South East Wales. Learners who require VI support are seen in school to advise on the learning environment, resources and strategies.

Educational Psychology

Educational Psychologists work with children and young people aged 0-19, their families and schools. They promote the emotional well-being, development, behaviour, learning and the rights of ALL children and young people.

Physiotherapy

The physiotherapists visiting the school work with all class based staff to help the children reach their potential in the areas of mobility, function and independence.

Speech and Language Therapy

The Speech and Language Therapy service (SALT) Paediatric Special Needs Team is part of the Aneurin Bevan Health Board.

Nursing

The Community Nursing Service employed by Aneurin Bevan provide nursing staff and a professional service at Pen-y-Cwm School.

CAMHS

CAMHS (Child and Adolescent Mental Health Services) are specialist NHS services. Pen-y-Cwm School have a link with the specialist CAMHS Learning Disability Team, who visit the school regularly.



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Gwent Hearing Impaired Service

The Gwent Hearing Impaired Service provides advice on communication skills, language development and the management of a hearing impaired child, also guidance and support to the family or child with hearing impairment.

Inclusion

Pen-y-Cwm School provides specialist educational provision as an integral part of the continuum of the educational provision in Blaenau-Gwent. We aim to be inclusive in our practice by providing our learners with educational opportunities in their community mainstream school as and when appropriate.

Transition

The first Annual Review following your son/daughter's 14th birthday is called the 14+ Transition Review, whereby all involved start looking at a Transition Plan. A learner centred plan is discussed and developed over the next few years.

The plan is to identify your child's education and support needs after 14 years of age. Staff at Pen-y-Cwm School help find out and record what is important to the young person now and in the future.

Communication Support

Pen-y-Cwm School has a well resourced Communication Support team who work in conjunction with a Speech and Language Therapist.

Independent Living Skills

Independent Living Skills support is for young people who require extra guidance to develop essential skills and prepare themselves for life after Pen-y-Cwm School.

ICT Support

At Pen-y-Cwm School we have a variety of resources to support Information Communication Technology (ICT) across the whole school. ICT can be used to enable learners to communicate, participate in lessons and learn more effectively.

Pen-y-Cwm School offer a broad, balanced, appropriately adapted and differentiated curriculum for all learners with the four purposes of the Curriculum for Wales at its core:

- 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, ready to be citizens of Wales and the world
- healthy, confident individuals, ready to lead fulfilling lives as valued members of society.

Learning opportunities are planned and delivered based on the individual needs of our learners. The curriculum has been developed collaboratively in phases and is used throughout the school to promote, share and reflect best practice in learning and teaching. The Pen-y-Cwm School curriculum is monitored, reviewed and developed in line with new initiatives. We adopt a theme based approach to cover Curriculum for Wales areas of learning with an additional bespoke independent living skills curriculum. Learners' additional needs are supported as appropriate with physiotherapy, rebound therapy, hydrotherapy, sensory activities and communication.

Where appropriate, learners engage with a sensory curriculum and use the Routes for Learning assessment model. This tool supports schools in assessing very early communication and cognitive skills of learners with profound learning difficulties and additional physical disabilities. And ensures we meet the very individual needs of learners and identify possible learning pathways.

Primary Phase

Children learn through first-hand experiential activities with the serious business of 'play' providing the vehicle. Children practice and consolidate their learning, play with ideas, experiment, take risks, solve problems, and make decisions individually and in groups. First-hand experiences allow children to develop an understanding of themselves and the world in which they live. The development of children's self-image and feelings of self-worth and self-esteem are at the core of this phase.

The primary phase uses a collaborative approach to develop the curriculum for each class ensuring all staff have a full understanding of learner need and a person centred approach.



Secondary Phase

This phase provides a well planned, vibrant, broad curriculum which is strengthened by a knowledge of each individual child.

The curriculum is timetabled and supported with planning using a thematic approach. Once again, staff in this phase work collaboratively to develop themes and sessions which meet the needs of our learners through the areas of learning within Curriculum for Wales:

- Language Literacy and Communication
- Mathematics and Numeracy
- Health and Wellbeing
- Science and Technology
- Humanities
- Expressive Arts

Towards the end of this phase qualifications are provided to learners through Agored Cymru as and when appropriate.

Post 16

At Pen-y-Cwm School we aim to develop a programme for the Post 16 students, which enable learners to develop their independence and build self-esteem and self-confidence.

The senior curriculum focuses on Personalised Learning. The learners will be fully involved with the Planning, Performing and Evaluating their work. Each learner will have a programme that suits their individual needs. Their rights as young adults will be respected and recognised at all times and the curriculum will provide opportunities to practically apply their learnt skills within a wide range of settings.

Assessment

Learners are assessed across the curriculum using a assessment tool that measures their individual progression.



Each child will have an individual Outcome Development Plan (ODP) which highlights priority learning needs and is regularly reviewed. These feed into Individual Development Plan (IDP) outcomes which looks at broader skills, achievements and targeted support for each learner and is discussed during the Annual Review meeting.

Religion, Values and Ethics

Religion, Values and Ethics is a statutory requirement of the Curriculum for Wales. All learners are invited to participate in daily acts of collective worship, which are generally derived from religious narrative with short reflection time.

Relationship and Sex Education (SRE)

Pen-y-Cwm School is committed to providing an effective framework for relationship and sex education within the school. Our main purpose is to give our learners the knowledge, skills and attitudes to appreciate the benefits of a healthy lifestyle and relate these to their own situations both now and in the future. Parents will be consulted on the content and delivery method of the RSE curriculum.

Physical Development

Children's physical development, enthusiasm and energy for movement is continually promoted in Pen-y-Cwm School and all learners take part in a wide range of differentiated physical activities each week. Physical activities include sports and games, gymnastics, dance, swimming, hydro therapy, rebound therapy and Tag Rugby.

Pen-y-Cwm School has links with Gwent Outdoor Centres providing individuals with residential experiences including canoeing, caving and orienteering.

Learners also have the opportunity to take part in an annual sports day, sporting competitions and coaching awards.

The school has a gym, access to a grass field area and a playground which incorporates fitness equipment.

Welsh & Cwricwlwm Cymreig

Learners will experience and learn incidental Welsh through a range of activities. All learners are involved in activities to develop an awareness of their Welsh heritage and culture.

Careers and Work Related Experience

Pen-y-Cwm School creates a learning environment which allows and encourages many individual learners to tackle real life challenges. We aim to develop individual decision making, team building and problem solving skills. Pen-y-Cwm School offers activities that relate to work-focused learning such as visits to local employers, employers giving classroom presentations and industry-linked challenge activities. We endeavour to arrange work experiences to suit individual interests and aspirations.