



**SOUTHDOWN PRIMARY SCHOOL
PROSPECTUS**

2025 - 2026



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WELCOME

Dear Parents/Carers,

We are delighted to welcome you and your child into our school family. This is a very exciting time in your child's life and we are keen to make it a rewarding and happy experience.

The aim of this prospectus is to provide you with an insight into what makes Southdown a great school and to tell you something about the groups of people who strive every day for its success -the children, the parents, the staff, the governors and the wider community.

Our prospectus holds a great deal of information about our daily routines, policies and school organisation along with our school website www.southdownprimaryschoolbuckley.co.uk Please do not hesitate to contact us if you require any further information.

Together, it is important that we give your child the best possible start to their education by creating self-motivated, lifelong learners. At Southdown we strive to provide an all-round education so we can set good foundations for future development.

- We help children to realise that learning is fun and lifelong.
- We give children a sense of understanding of their own achievements and how they can develop.
- We encourage children to use their own initiative; to develop as individuals and to fully participate in the life of the school.
- We strongly believe that it is important for children to respect themselves and to be polite and sensitive to the feelings and needs of others.
- We have very high expectations for our children in their learning and behaviour which is supported by a dedicated team of staff.
-

I hope you will find the following information helpful.

Yours sincerely,

Miss Charlotte Luke
Headteacher



WELCOME FROM THE GOVERNORS

Dear Parent/Carer,

Thank you for your interest in Southdown Primary School. We hope that this prospectus along with a visit to our school will provide you with an insight into the fantastic learning experiences we offer, as well as the strong emphasis we place on pupil well-being.

Southdown is a fun, friendly and caring learning environment that encourages all children to thrive. As a school we are on our own journey to further success and are developing in many exciting ways.

The Staff and Governors of Southdown work hard to deliver a challenging curriculum that prepares children for life long learning and for a successful future. We are proud to be an inclusive school that welcomes children with varying needs and abilities, supporting every child with equal emphasis to enable them to reach their potential.

We encourage parental involvement in school life as it is a crucial element of a child's learning journey, whilst also developing the quality of provision provided at the school.

We look forward to welcoming you and your family to our school, and hope that this is the start of a flourishing partnership leading to your child's success.

Yours,

The Governing Body



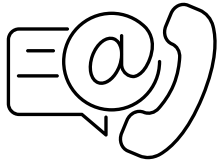
OUR SCHOOL

School Details



Address:

Southdown Primary School
Linderick Avenue
Buckley
Flintshire
CH7 2NP



Telephone Number: 01244 544473

School Email: somail@hwbcymru.net

Website: www.southdownprimaryschoolbuckley.co.uk

Scan the QR code
to visit our school
website!



Southdown Primary School is a Local Authority Community School catering for children from the ages of 3 – 11 years. We are situated in the town of Buckley and first opened in 1976. We work closely with all the schools in the Buckley and Mynydd Isa area. The school is situated on a large site with ample outdoor facilities for the children all year round. There is a hard surface playground to the front of the building, a large school field, garden and wooded area. Nursery and Reception each have their own enclosed outdoor area with Years 1 and 2 having a designated space for their outdoor learning. The school building consists of both open plan and enclosed learning areas and there are shared working areas e.g., wet area and library. Additional space is provided in the school hall which is multipurpose – assemblies, school meals at lunch time, indoor PE sessions, performances, parent meetings etc. Sunshine Club provides the school's Breakfast and After School Club provision from 7.30am to 6pm. A purpose-built building has also been dedicated to Little Rays to support the school's wrap around care for Nursery children aged 3+.

At the writing of this document there are 289 full time and 36 part time children with the school drawing most of its children from the immediate vicinity of Buckley.

OUR SCHOOL

Our School Family

Headteacher	Miss C Luke	
Deputy Headteacher	Mrs K Bell	
Additional Learning Needs Coordinator (ALNCo)	Mrs K Bell	
Senior Leaders	Mrs E Evans Mrs S Mountain	
School Dog	Dilys 🐾	
Teachers	<p>Mrs J Maddox (Nursery) Mrs E Evans (Reception) Miss H Barclay (Year 1 and 2) Mrs R Davies (Year 1 and 2) Miss G Phoenix (Year 1 and 2) Mrs R Moore (Year 3 and 4) Mr C Smith (Year 3 and 4) Mr R Godwin (Year 3 and 4)</p>	<p>Miss S Gardner (Year 5) Mrs S Mountain (Year 5) Mrs J Mathieson (Year 6) Miss C Say (Year 6) Mrs H Dunn (PPA) Mrs L Hollinrake (Maternity) Mrs N Hughes (Maternity)</p>
Learning Support	<p>Mrs D Lewis (Nursery) Mrs J Cartwright (Reception) Mrs J Darlington (Reception) Mrs H Wilde (Year 1 and 2) Mrs K White (Year 1 and 2) Miss K Williams (Year 1 and 2) Miss S Burke (HLTA Year 1 and 2)</p>	<p>Mrs A Holmberg (Year 3 and 4) Mrs C Profit (Year 3 and 4) Mrs L Wilcock (Year 3 and 4) Mrs H Daniels (Year 5) Mrs S Wilson (Year 6) Mrs S Wooding (Years 5 and 6)</p>
Additional Learning Support	<p>Mrs M Cartwright (Reception) Miss M Hughes-Roberts (Year 3 and 4) Mrs S Shone (Year 1 and 2) Mrs G Nixon (Year 1 and 2) Mrs G Boden (Year 3 and 4)</p>	

OUR SCHOOL

Our School Family

School Administration	Mrs M Wilson (Senior Administrator) Mrs T Horrigan		
Lunchtime Teachers (MDSA)	Mrs J Darlington (Senior MDSA) Mrs K White Miss K Williams Mrs S Shone Mrs A Holmberg Miss M Hughes-Roberts Mrs L Wilcock Mrs C Profit		
Caretaker	Mr V Jackson		
Cleaners	Mrs H Daniels Mrs S Grubb Mrs S Wilcock		
Little Rays	Mrs A Patchen (Supervisor) Miss R Cronshaw Mrs D Smyth		
Newydd Kitchen Staff	F Lawrence (Cook in Charge) Y Davies L Redfern S Grubb		
Education Social Worker	Mrs Linda Ellis	Education Support Officer (Attendance)	Mrs Julie Mayos
School Nurse	Paula Jackson		

OUR SCHOOL



Governing Body

Every school has a Governing Body which is made up of the following:

- parents of children who attend the school.
- teachers and staff from the school.
- people appointed in conjunction with the Local Education Authority.
- members of the local community.

The Governors have a very important role to play. In partnership with the Headteacher they are involved in areas such as:

- Developing and upholding the school's vision.
- Determining the aims and curricular policies of the school.
- Allocating the school budget so that national requirements and individual childrens' needs are met.
- Recruitment of staff.
- Fostering good relationships with parents and the local community.
- Fulfilling Health and Safety requirements

Governors usually serve for a period of four years, and they require no special qualifications. All Governors are informed about their responsibilities and training is available. At the end of each year, Governors prepare a report for parents, and they are invited to a meeting to discuss its contents.

At Southdown, the governors meet as a full body 3 times a term. The following areas are discussed Personnel and Finance meetings, School Strategy and Curriculum, Premises, Health and Safety.

A full list of the members of the School Governing Body is available on our school website.

Policies and Procedures

All policies are available in school on request from the school office. Many policies can be viewed on our school website:

www.southdownprimaryschoolbuckley.co.uk



OUR SCHOOL

Our Motto, Vision and Aims

Our Motto:

Together we learn, together we SHINE!

Our Vision:

Southdown Primary School is a happy and inclusive school, where everyone feels a true sense of belonging. We value each child for who they are and prepare them for who they will become by allowing them to SHINE bright.

safe
Happy
Independent
Nurtured
Empowered

Our Aims:

Southdown is a place where...

- We **provide** a nurturing, happy and inclusive environment that focuses on wellbeing for all children, families and staff.
- We **employ** caring, hardworking and inspirational staff who value individuality, who will grow together with our children and our school community.
- We **encourage** our learners to be kind, caring and empathetic, developing positive relationships with all members of the school and wider community, whilst also learning to love and respect themselves as individuals.
- We **recognise** each child as an individual, respecting their differences, celebrating their achievements and enabling them to reach their potential.
- We **promote** aspiration, resilience and adaptability, giving all children the skills and drive to meet and overcome challenges now and in the future.
- We **inspire** enquiring minds to develop a lifelong passion for learning.
- We **support** our learners to embrace challenge and become critical thinkers, whilst recognising their unique qualities.
- We **enable** our children to understand their role and responsibilities in their community and their potential for a positive impact as global citizens in an ever-changing world.
- We **stimulate** lifelong learning through delivering an effective, broad, balanced, creative and challenging curriculum.
- We **endeavour** to help and support the children in taking on responsible roles, interacting and working with a variety of people and learning valuable skills to become independent and confident individuals.

OUR SCHOOL

School Uniform

Our school uniform promotes a sense of pride and belonging to the Southdown school family. It fosters a sense of identity and equality amongst other children.

Our uniform can be purchased through the school office.

Children at Southdown are expected to wear their uniform every day apart for PE days where PE Kit should be worn.

School Uniform:

- Black or Grey school trousers or skirt or pinafore
- A red gingham summer dress or tailored shorts in the summer
- No tracksuit bottoms, sport shorts or leggings to be worn.
- Red sweatshirt* or cardigan*
- Plain black shoes or plain black trainers
- Plain black, white or grey socks or red tights



PE Kit:

- A plain (unbranded) red T-shirt, with or without school logo
- A plain (unbranded) black pair of shorts
- Plain socks
- Black Pumps/Trainers as appropriate
- Plain black tracksuit for colder days
- School black hoodie* (optional)
- No Football kits please

*These items can be purchased with a logo from school

We encourage parents to ensure that your child remembers their PE kit on all occasions.

Parents are asked to label all items of clothing with your child's name. Lost clothing is both costly and frustrating. Labelling your child's clothes helps us ensure items find their way back to your child.

Swimming Kit:

Currently children in Years 3 to 6 go swimming at Buckley Leisure Centre on a rota basis. They need a large towel and trunks or swimsuit (no bikinis or beach shorts).

SCHOOL ORGANISATION

General Organisation

The school's organisation is reviewed each year and may be changed to accommodate the number of children within school. This year, we will have a morning and afternoon Nursery plus 11 mixed ability classes.

Nursery morning
Nursery afternoon
Reception
Year 1 and 2
Year 1 and 2
Year 1 and 2
Year 3 and 4
Year 3 and 4
Year 3 and 4
Year 5
Year 5
Year 6
Year 6

The School Day

The Nursery class operates from 9:00am until 11:30am or 12:30pm until 3:00pm. Little Rays provides high-quality day care and runs during the morning and afternoon of each day. This gives parents the option of sending their Nursery child into school all day if they wish.

School gate opens from 8.45am

Morning school session is from:

Reception to Year 2 8.55am - 12.00pm

Year 3 to Year 6 8.55am - 12.05pm

Years 1 to 6 have a 15-minute morning break.



Afternoon school session is from:

Reception to Year 2 12.55pm - 3.00pm

Year 3 to Year 6 12.55pm - 3.05pm



Teaching time

The hours spent on teaching during a normal week, including Religion, Values and Ethics (RVE), but excluding the statutory daily act of collective worship, registration, lunch and other breaks are as follows:

Reception to Year 2: 22 hours 30 minutes.

Year 3 to Year 6: 23 hours 30 minutes.

SCHOOL ORGANISATION

Attendance

The importance of punctual and regular attendance cannot be over-emphasised. Please support your child's education by ensuring regular attendance. The accumulation of lost minutes, hours and days of school can be detrimental to a child's education, progress and wellbeing.

The school monitors attendance carefully and will investigate persistent absence in accordance with school policy and the law. Every term we provide parents of children in Reception to Year 6 a colour coded letter to inform them of their child's attendance and where they sit within the coloured bands. Our expectation for attendance is normally 95%+ over the year and the coloured bands are as follows:

GREEN	YELLOW	AMBER	RED
95% +	90-94%	85-89%	84% and below

There is a legal requirement for the school to keep a strict record of all absence. Please notify the school by phone or email before 9am at the latest if your child is absent and supply a reason. Absences are only authorised for illness, medical appointments or other special circumstances. If this information is not received your child will be noted as an unauthorised absence. If you anticipate a longer term of absence, please contact the school by telephone on a daily basis.

With certain childhood illnesses the Health Authority recommends that children are kept away from school for a minimum number of days:

- Sickness and Diarrhoea 2 days from last period of sickness/diarrhoea
- Chicken Pox / Measles 7 days from onset of rash
- Mumps 7 days from onset on swelling
- German Measles 7 days from onset of rash

The full list of recommendations is available on the school's website.

Holidays

We discourage children taking holidays during term time, but we do realise that for some it is impossible to do otherwise. Schools are allowed to grant a pupil a maximum of a two weeks 'leave of absence' i.e. 10 school days during the academic year. This is agreed at the Headteacher's discretion and as long as the child's attendance is good. Parents do not have an automatic right to withdraw children from school for a holiday.

To request a holiday, parents are asked to complete a 'Holiday Form' which is available from the main school office and should be returned 4 weeks in advance of the planned leave.

SCHOOL ORGANISATION

Sunshine Club (Breakfast and After School Club)

At Southdown, Sunshine Club is our before and after school provision for children from Nursery to Year 6. The club is held in the main school hall and is registered with CIW to care for 64 children at any one time. Sunshine Club is available from 7.30am-8.45am for breakfast and then 3.00pm - 6pm for afterschool club. This quality care and play provision is currently only available during term time only. All places will need to be pre-booked in advance.

For more information contact the manager Alison Patchen via email sunshineclub10@outlook.com or call/text 07985427588.



Little Rays (Wraparound Childcare)

Little Rays is a Registered Charity (1194963) that offers wraparound childcare for the children of Southdown School's Nursery class and for children from the wider community aged 2 1/2-4 years. It is registered with CIW. It meets children's needs as individuals and within groups as a provider of quality childcare. Little Rays is open Monday to Friday 9am -3pm term time only. It is based in the purpose-built cabin at the rear of the school. All places need to be pre-booked in advance and the 30 hours free childcare offer can be used.

For more information contact the manager Alison Patchen via email sunshineclub10@outlook.com or call/text 07985427588.



Healthy Snack

As part of our Healthy Schools Initiative, we only allow healthy snacks only at break times. We provide healthy snacks to the children at morning break at a small cost per half term - details and arrangements for snack will be sent out as appropriate by class teachers.

In Nursery to Year 2 all children are also offered milk free of charge. If you would like to send in your own healthy snack for morning break that is fine, but it must be fruit or vegetables only - yoghurts, rice cakes, dried fruit, fruit rolls/strings are not allowed.



Drinking Water

Children need to drink to keep hydrated and to help concentration. Access to water is always available, but we ask that all children have their own water bottle from home that they can use in school each day. Water stations are available throughout the school to refill bottles. Please do not send in juice or flavoured water.



SCHOOL ORGANISATION

School Meals

All primary school children in Wales are entitled to a free school meal. At Southdown, lunches are prepared in our own kitchen, and children are provided with a choice from weekly set menus from Newydd catering services.

Menus are based on a three-week cycle with a choice of meals where appropriate. There will always be two hot options available (one being the vegetarian option), or children may choose a jacket potato, sandwich or pasta pot with a choice of fillings, depending on the day. We encourage you to order any meals online through the School Gateway app.

All allergies and food intolerances can be catered for; it is parents' responsibility to log these with school and the catering provider.

Children may bring a packed lunch from home if they so wish. These packed lunches should be in line with the Healthy Eating Policy, no sweets/chocolates, eggs or nut containing items. We also do not allow fizzy drinks.



See the school website for further guidance and ideas.

Free School Meals

The Welsh Government initiative of providing primary school children with a universal free meal during the school day is a fantastic scheme for the children of Wales but as a result we as a school may miss out on much-needed funding that comes with being eligible for a free school meal.

As a school we have a Welsh Government grant called the Pupil Development Grant (PDG) and this funds many of the fantastic activities and opportunities for your children. It is linked to being eligible for free school meals. If you are in receipt of the following you can apply online and school, and your child, will benefit from the PDG. You will also be able to access a grant for school uniform.

Free school meals (eFSM) will be provided for children whose parents receive:

- Income Support,
- Income Based Jobseekers Allowance,
- Support under Part VI of the Immigration and Asylum Act 1999,
- Income-related Employment and Support Allowance,
- Child Tax Credit, provided they are not entitled to Working Tax Credit and their annual income does not exceed £16,190,
- Guarantee element of State Pension Credit,
- Working Tax Credit 'run-on' - the payment someone may receive for a further four weeks after they stop qualifying for Working Tax Credit or Universal Credit.
- Universal credit (If earned income is included in the assessment of UC it must be less than £616.66).

You must complete an online form to apply for free school meals (Eligible FSM) and this can be accessed <https://www.flintshire.gov.uk/en/Resident/Schools/Education-Benefits.aspx>

SCHOOL ORGANISATION

Class Dojo and Seesaw

At Southdown, we believe strong communication between home and school is essential. That's why we use Class Dojo and Seesaw as part of our daily school life.

Class Dojo allows parents to communicate easily with their child's class teacher through a monitored messaging system. It is designed for positive questions and comments, helping to build a supportive partnership. Parents will receive an invitation to join Class Dojo when their child starts school. In addition, Class and School Stories are regularly updated to share important news, events, and reminders.



We also use Seesaw, a dynamic online platform that enhances our curriculum and empowers pupils to take ownership of their learning. Through Seesaw, parents can explore a virtual learning world where they can see their child's work, progress, and achievements firsthand. We encourage all families to join on their phone or tablet, so children can proudly share their classroom experiences and celebrate their successes.



CURRICULUM

Our Curriculum

At Southdown Primary School we follow the Curriculum for Wales (2022). Our inclusive curriculum is designed for all children. It will support your child with creative lessons with real-life meaning, and it will suit their needs and help them reach their full potential. As the world is more connected, what they learn needs to be more connected too. Knowledge is really important, and they will also be given the skills and experiences they need for a fast-changing world.

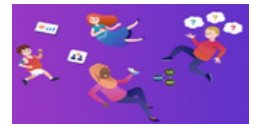
Everything your child will experience and learn is underpinned by these **Four Purposes** which aim to create:

- ★ an ambitious, capable learner, ready to learn throughout their life.
- ★ an enterprising, creative contributor, ready to play a full part in life and work.
- ★ an ethical, informed citizen, ready to take part in Wales and the world, and
- ★ a healthy, confident individual, ready to lead a fulfilling life as a valued member of society.

Our curriculum has six areas of learning and experience (AoLE's):

Health and Wellbeing

This is about looking after their physical and mental health including emotional well-being. They'll learn about healthy eating and how to make good decisions, deal with influences and develop healthy relationships. Children follow the Jigsaw scheme which is a mindful approach to Health and Wellbeing. Jigsaw nurtures children to be confident and successful, increasing their capacity to learn and preparing them for the challenges of the modern world. Jigsaw provides children with opportunities to develop their emotional intelligence and life skills.



Languages, Literacy and Communication

Your child will learn about languages. They'll understand and use Welsh, English and other languages. They'll study and create literature, and communicate in spoken, written or visual ways. This could include poetry, drama and film.



Science and Technology

Your child will learn about biology, chemistry, physics, computer science and design and technology. They'll learn about design and engineering, living things, matter, forces and energy, and how computers work.



CURRICULUM

Mathematics and Numeracy

Your child will develop their understanding of numbers and use symbols in maths. They'll explore shapes and measurement and learn about statistics and probability.



Expressive Arts

Your child will explore art, dance, drama, film and digital media and music to develop their creative, artistic and performance skills. It will encourage creativity and critical thinking and include performance.



Humanities

Your child will learn about the world, society and events in the past and present. They'll explore the challenges and opportunities that face us, and what ethical action we can take to safeguard the world and its people in the future.



The curriculum also covers:

Human rights, diversity and respecting differences, experiences and skills for careers and the workplace, learning about local, national and international contexts and developmentally appropriate relationships and sexuality education all supported by the three cross curricular skills: Literacy, Numeracy and Digital Competence.

These are referred to as **cross-cutting themes**.

Staff plan activities and learning experiences which are appropriate to children's stages of development, age and ability. The activities and learning experiences may be whole class, at other times children will work together in small groups or independently.

CURRICULUM

Learning Powers

At Southdown Primary School, we think it is particularly important that children understand that they are learners and that they have a role to play as a learner. We therefore believe that children should be taught how to learn and that there are certain skills they can develop which will mean they are more effective and successful lifelong learners. We have developed a set of 'Learning Powers' with the children and these help them to become better learners.

These Learning Powers are referred to throughout the school day and we have a character (puppet), and we have worked together as a school to develop key language for each power.

Perseverance
Pip



Have a go
Horace



Resilient
Raffi



Southdown's

Super Six



Curious
Cosmo



Independent
Iggy

Collaborative
Cookie



CURRICULUM



Welsh Language



All children attending Southdown are predominantly English speaking and Welsh is taught as a second language. In addition to regular Welsh lessons, the children will hear and use 'Cymraeg bob dydd' (Everyday Welsh) incidentally during activities such as assemblies, prayers, registration and across all aspects of the curriculum and school life in order to foster an understanding and appreciation of our Welsh Language and culture.

Through this we hope to nurture and foster a healthy and positive attitude towards Welsh as a second language and make it a living language within the school community. The school is also working towards the Cymraeg Campus **Gold Award**, which is an initiative to improve Welsh speaking and culture across the school.

To support this, we have a Cwriw Cymraeg!

Children are selected as representatives from each class to support and promote the use of Welsh at our school. We have regular meetings and are working as a team with all children and staff in school to achieve Awards, as part of the 'Cymraeg Campus' initiative.

Religious, Values and Ethics (RVE)

RVE is taught at Southdown mainly through themes and topics, when they link authentically. When teaching, we follow the Local Authority's preferred syllabus, SACRE. Emphasis is placed on the Christian faith, but our children are taught about other religions and are encouraged to respect all faiths. Collective worship takes place daily in class groups, year groups or whole school assemblies and this will normally have a religious or ethical theme with time for reflection. At Southdown we call our collective worship/assembly - 'Together Time'.

Relationships and Sexuality Education (RSE)

RSE is a positive and protective part of the Curriculum for Wales. There is no right to withdraw from RSE as it is a mandatory requirement. The content is set within the context of broad and interlinked learning strands, namely:

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

Children are naturally inquisitive and keen to ask questions. It is important that their questions are answered in a manner suitable to their age and understanding but also handled honestly. At Southdown we ensure that RSE is developmentally appropriate for each learner and sessions are thoughtfully planned to ensure that the wellbeing of children is at the forefront of what we do. The school's RSE policy and information leaflet is available on the school website.

CURRICULUM



Sport

During their time at Southdown School children will enjoy a rich variety of experiences in Physical Education. Sport is considered as an integral part within the life of the school as it provides numerous benefits to the individual child. Gaining knowledge and understanding and developing a range of social skills are important aspects of the subject, as well as improving the physical skills, health and fitness of our children. In addition, the school will encourage all its children in local competitions. Indeed, it is our aim to identify, nurture and develop sporting talent.

Currently children in Year 3 upwards have the opportunity to have swimming lessons at Buckley Leisure Centre on a rota basis.

We hold annual Sports Days in the Summer term, for which the children are organised into teams.

Southdown also offers a wide range of extra-curricular sporting activities. Throughout the year, school sporting teams compete against other local schools. Some of these events include Football, Netball, Cross Country, Swimming, Rounders, Cricket, Athletics, Dance and Indoor Athletics.



Outdoor Learning

As a school we pride ourselves on providing children with valuable learning experiences; both inside and outside the classroom. Over the years the staff, children and parents of Southdown have worked with the local community to develop and nurture our outdoor environment. We have been busy rejuvenating our outdoor spaces including a new outdoor storytelling area and a polytunnel used for growing seasonal fruit and veg throughout the year.

Outdoor Learning fundamentally involves taking the learning outside, using the outdoor environment as the classroom for a half an hour, half a day, a full day or a whole week. All areas of the curriculum can be covered by activities undertaken outdoors. Outdoor learning at Southdown can also encompass physical activity and include an adventurous element as well as real-life learning and building understanding and appreciation of the natural world.



CURRICULUM



School Activities

A range of opportunities are provided for the children in and out of school to enhance learning. Examples include Harvest, Christmas and Easter Concerts, School Eisteddfod, Charity Events and Visitors to school.

Children in all classes take part in educational visits as part of their learning and these can be in our local community or further afield. Both Year 4 and Year 6 have the opportunity to attend a 2-night residential. Year 4 have visited Plas Menai, Caernarfon on a regular basis and Year 6 are currently using PGL, Boreattan Park, Shropshire for their experience, however venues can change.

These out of school activities are beneficial to the children, both in terms of learning opportunities presented, and also from the experiences gained. The law states that all education in normal school hours must be provided free and, as such, we must ask parents to make a "voluntary contribution". The continued support of our parents is essential if these opportunities are to continue. If, for any reason, you do not wish your child to take part, they will remain in school and integrate with another class.

Extra-Curricular Activities

Extra-Curricular activities are planned within an annual programme and may vary from year to year to follow the children's interests and staff availability. Choir, Peripatetic Music Lessons, iRock Band, Art, French, Gardening, Digital, Football, Rugby, Netball, Cricket, Rounders, Running, Dance and Athletics are some of the many clubs we can have on offer.

Pupil Voice and Leadership

Pupil voice is an important part of our school, and we actively encourage children to lead and develop their own learning and their peers on a daily basis.

We also offer our children a number of leadership opportunities to raise issues and make contributions to the development of the school. These groups include the School Council, Eco-Warriors, Digital Wizards and Criw Cymraeg. We also have a group of 'Little Listeners' that offer peer wellbeing support and Year 6 children that are elected as Prefects.

Happy Lunchtimes

At Southdown, we know that play is vital to child development.

That's why, with the support of Steve Harris from Well Being Education, we've created lunchtimes that focus on three key elements: play, relationships, and behaviour. Our aim is to make every lunchtime a happy, inclusive, and positive experience for all!

Children can choose from a range of activities each day, including a special daily-changing area called The Zone, led by different Lunchtime Teachers.

Our Year 5 Play Buddies also support younger pupils by helping lead games and encouraging everyone to join in.

We promote our rules—Be Safe, Be Responsible, Be Respectful, Be Kind—by rewarding children with pom poms for positive behaviour, which are then celebrated in assemblies. Each week, Lunchtime Teachers also nominate children for certificates to recognise outstanding lunchtime behaviour.

CURRICULUM

Additional Learning Needs

At Southdown, we believe that the most important factor in ensuring children are learning and being successful, is outstanding classroom teaching in a happy, safe environment. As a school we ensure the needs of all children are met through our high-quality teaching and learning provision and we will identify and support any child who requires academic or social and emotional well-being support. We are also committed to working with all families and the wider community to support all the children in our care.

During their time at Southdown, the majority of children will make the expected progress in their learning from their own starting points. All children may experience challenges with their learning at some point and for most children, these difficulties overcome with support from teachers and home.

However, some children need extra support in addition to the interventions already being provided. We will always discuss any additional support your child requires. It is important to remember that children and young people learn in different ways. We complete person centred work with all of our children, and One Page Profiles. In this way we can get to know them and their individual needs and identify the best ways to support them. Class teachers plan to meet these needs through reasonable adjustments and differentiation. This may include a learning group for Literacy or Numeracy, a well-being group, or some one-to-one sessions

However, if a child is not making expected progress and has a significantly greater difficulty than the majority of their peers, we will follow the 'ALNET Wales Act 2018' which states:

A person has additional learning needs if he or she has a learning difficulty or disability (whether the learning difficulty or disability arises from a medical condition or otherwise) which calls for additional learning provision.

If your child has been identified we will work with you and create an Individual Development Plan, which will state exactly what your child needs are and what we can all do to help your child achieve their potential.

Should you have any concerns about your child's progress; their class teacher or Mrs Bell, the Additional Learning Needs Coordinator is the first point of contact.

Children Looked After

The member of staff designated the responsibility of promoting the educational achievement of looked after children is Mrs Bell, ALNCO and Miss Luke, Headteacher. The school follows Local Authority policy when promoting the educational achievement of looked after children.

CURRICULUM

Home Learning

Parents and carers have a vital role to play in their child's education, and home learning is an important part of this process. We ask parents and carers to encourage their child to complete the home learning tasks that are set.

We invite parents to help their children as and when they feel it to be necessary and to provide them with the sort of environment that allows children to do their best. Parents and carers can support their child by providing a good working space at home and by discussing the work that their child is doing.

Ideally parents should read with their children every day to help them develop a love of books and stories and help them to grow in confidence. We ask parents and carers to sign their child's Reading Record to show that they have heard their child read and discussed their books with them on at least three occasions during each week. If parents and carers have any questions about home learning, they should, in the first instance, contact the child's class teacher.



Home learning is seen in part as a preparation for the more independent learning undertaken at secondary school. If home learning is not completed teachers will contact parents asking for their support. Children are provided with a termly home learning plan. This is a list of home learning tasks to be completed every term. There are a variety of tasks provided, and the children are expected to complete at least 3 and return them to school before the end of the term. We welcome the completion of more if not all the activities too! We aim for activities to be family friendly and practical for all the family to join in.

There is an expectation that children will also complete daily/regular reading, weekly spelling and times tables work to support their learning.

Pupil progression and assessment

The curriculum provides guidance on how children should progress as they journey through the continuum of learning. These are arranged in five progression steps which provide reference points for the pace of that progression. These expectations are expressed from the children's perspective and are framed broadly so that they can sustain learning over a series of years. While the learning continuum is the same for each learner, the pace of progress through it will differ. As a result, the progression steps can only broadly correspond to expectations at ages 5, 8, 11, 14 and 16.

The assessment practices within our school play an integral part in the curriculum planning and are central to the delivery of our aims and objectives. We strongly believe that monitoring a child's progression and assessing their own individual ability is and should be an on-going process. Planning the curriculum to meet the pupil's needs can only be achieved by continuous assessment for learning on a daily/weekly basis and we mainly do this informally through strong feedback and feedforward.

All children entering Southdown, whether in Nursery and Reception or in a higher school year will have an 'on-entry' assessment. Formal assessments will also take place each year, these assessments inform us of where the children are at and what we need to offer individuals.

CURRICULUM



Personalised Assessments

All children in Years 2 to 6 take an online personalised assessment in reading and numeracy twice a year. The children will have three assessments – a reading assessment and two numeracy assessments (a procedural assessment which measures skills in number, measuring and data skills and a reasoning assessment which measures how well children can use what they know to solve everyday problems). We use these assessments diagnostically and they are just one piece of evidence about your child's achievement over the year.

Reporting to Parents

Parents will get two formal opportunities each year to discuss their child's progress with the class teacher, the first in the Autumn Term normally at the beginning of October and the second during the Spring Term. At these sessions parents will be brought up to date on their child's wellbeing, progress and achievement as well as the sharing of targets being set for the coming terms. We do welcome parents into school at any other time to discuss any concerns you may have about your child. Equally if we feel the need to raise any matter with you, we will contact you.

At the end of the summer term, we send a written report with a summary of your child's achievements and comments from the teacher on your child's progress.



CARE AND SUPPORT



Pastoral Care, Emotional Wellbeing and Positive Behaviour

At Southdown Primary School, we believe that every child and every member of staff has the right to feel safe, be respected, and be happy in their teaching and learning. This guiding principle is at the heart of our approach to pastoral care and underpins everything we do.

We are committed to creating a warm, inclusive, and supportive environment where positive mental health and emotional wellbeing are prioritised for all. We understand that when children feel secure and valued, they are more confident, resilient, and ready to engage fully with their learning. We understand that if children don't have this then they are less able to learn effectively.

All school staff receive training based on restorative practice and trauma informed practice to equip them to be able to build strong, trusting relationships with every pupil, ensuring each child feels seen, heard, and supported. Emotional wellbeing is nurtured through our daily practice, curriculum, and structured programmes that help children recognise emotions, develop empathy, and build emotional resilience.

We promote a positive behaviour culture grounded in mutual respect, restorative approaches, and the belief that behaviour is a form of communication. We support children to understand their feelings and actions, take responsibility, and make positive choices—helping them grow into kind, emotionally intelligent individuals. Importantly, we recognise that supporting our children means supporting their families too.

We work in close partnership with parents, carers, and families, offering a welcoming, approachable environment where they feel heard, involved, and supported. Whether through regular communication, parent workshops, learning alongside their child, signposting to external services, or simply being available for a conversation, we are here to support every family and help them feel part of our school community.



CARE AND SUPPORT

School Rules and Behaviour

School rules are kept to the minimum, and we explain to the children that rules are necessary to create a safe, friendly, healthy environment for them and the adults that work in school. The rules are discussed with the children on a regular basis to promote high standards and expectations. It is the responsibility of all school staff to ensure that the school rules are embedded, and parental support is needed for this to be a success.

Along with the promotion of our school motto
'Together we learn, together we SHINE'
we have 4 main rules in school

Be Safe

Be Responsible

Be Respectful

Be Kind

We have many positive ways of promoting and rewarding good behaviour - Stars of the week, Dojo Champion, Headteacher's Handshakes, stickers etc. However, primarily a kind word, discussion, thanking and celebrating our children works best.

Full details about our behaviour strategies can be found in our Promoting Positive Behaviour and Relationships Policy on the school website.

Anti-Bullying

'Bullying is harmful behaviour/degrading treatment which is repeated and targeted at a relatively defenseless or a less powerful person'

'Bullying is not a conflict, an argument, or even a fight. It is a manifestation of a repressive relationship; an abuse of power and strength.'

We acknowledge there is a marked difference between bullying and normal conflict situations. To this end, any child who is repeatedly and deliberately targeting another child will be managed in line with our policy, KiVa procedures and parents will be notified immediately.

KiVa is an evidence-based programme delivered to Years 3 - 6 to prevent and reduce bullying. It's goals are to:

- To prevent new bullying cases from emerging
- To tackle bullying cases effectively
- To minimise negative effects caused by bullying

The programme has two elements: KiVa theme (that all the students understand that they can make a difference) and the goals which are taught as part of the school curriculum and procedures for staff to follow in a definite case of bullying. More information can be found in the school's Respecting Others (Anti-bullying) Policy.

CARE AND SUPPORT



Safeguarding

All staff and children have a right to be safe in school. At Southdown the health and safety of all children is of paramount importance. Parents send their children to school each day with the expectation that school provides a secure environment in which their children can flourish. We ensure that this expectation becomes reality. We do this by following the national and local guidance for the protection of children through our Safeguarding Policy. This policy applies to everyone who works in school, whether they are employed or volunteers.

All staff, governors and volunteers have completed the appropriate Safeguarding training. As Headteacher, Miss Luke is the Designated Safeguarding Person (DSP) and Mrs Bell, Deputy Headteacher in her absence. Senior leaders, Mrs Evans and Mrs Mountain are additional DSPs plus we also have an appointed governor with the responsibility for safeguarding.

Parents should be aware that the school will take any reasonable action to ensure the safety of its children. In cases where the school has reason to be concerned that a child may be subject to ill-treatment, neglect or other forms of abuse, staff have no alternative but to follow County Child Protection Procedures and inform Children's Social Services of their concern. The school will follow the All-Wales Child Protection Procedures and follow guidance from Flintshire Local Safeguarding Children's Board (LSCB).

The school is also part of Operation Encompass with North Wales Police – a national initiative to share information between the police and schools to better support children who have witnessed domestic abuse.

Flintshire Children's Services:

- Contact for Duty Team at Children Services – 01352 701000
- Contact for Emergency Duty Team at Children Services – 0845 0533116

Inclusion

Southdown is committed to giving all children every opportunity to achieve the highest standards. In line with the National Curriculum, we offer a broad and balanced curriculum. The expectations of all staff are high, and all our children are encouraged to achieve the best that they possibly can, both in and out of the classroom.

We value and strive to develop positive attitudes for all children and do our best to ensure the well-being of all. We value and take account of the varied life experiences and needs of all children and staff. This helps to ensure that our school promotes the individuality and independence of all children, regardless of disability or impairment, gender, ethnicity, religion, attainment, age or background.

Southdown aims to be an inclusive school. We actively seek to remove barriers to learning and participation. Therefore, equality of opportunity must be a reality for all our children and staff, including those who may be disabled or are Children Looked After in the authority. We will ensure that disabled and non-disabled children alike benefit from the education our school provides. We will make all reasonable adjustments to ensure that a disabled student or member of staff is not placed at a disadvantage. We will do our best to anticipate the needs of a disabled student or staff member before they join Southdown Primary School.

CARE AND SUPPORT



Equal Opportunities

The staff and Governing Body together with the Local Authority acknowledge our responsibility to ensure all children at Southdown are treated equally and fairly.

We recognise our duty and responsibility to eliminate discrimination and promote equality for children, employees, other members of the school community and service users regardless of their race, gender, disability, gender identity, sexual orientation, pregnancy and maternity, religion or belief, marriage and civil partnership as defined within the Equality Act 2010.

We have developed our Strategic Equality Plan (SEP) to ensure equality is at the heart of everything that we do as an education provider and as an employer. The Strategic Equality Plan sets out our priorities for equality for 2025 -2028 and the actions we will take to reduce identified inequalities improve outcomes in education and employment and foster good community relations. The Plan will also help us to meet the general duty of the Equality Act (2010):

1. Eliminate discrimination, harassment, victimisation and any other conduct that is prohibited under the Act.
2. Advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it; this means a. removing or minimizing disadvantages suffered by persons who share a relevant protected characteristic that are connected to that characteristic, (definition of protected characteristics in Diversity and Equality policy)
 - a. taking steps to meet the needs of persons who share a relevant protected characteristic that are different from the needs of persons who do not share it.
 - b. encouraging persons who share a relevant protected characteristic to participate in public life or in any other activity in which participation by such persons is disproportionately low.
3. Foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

Prevent (Tackling Extremism and Radicalisation)

Southdown is fully committed to safeguarding and promoting the welfare of all its children. Every member of staff recognises that safeguarding against radicalisation and extremism is no different to safeguarding against any other vulnerability in today's society. The Tackling Extremism and Radicalisation Policy sets out our beliefs, strategies and procedures to protect vulnerable individuals from being radicalised or exposed to extremist views, by identifying who they are and promptly providing them with the support.



HEALTH AND SAFETY



The Health and safety of everyone on our site, is of a paramount importance. The school has a designated Health and Safety governor, conducts an annual Health and Safety Audit and has a contract with a Health and Safety consultancy company.

Fire and evacuation emergency procedures are practiced every term, so that all children and staff are aware of the procedure to follow. Notices are placed around the school as a reminder of the procedure for everyone including visitors to the school. Partial and full Lockdown procedures are also practiced on a regular basis.

School Security

Southdown provides a secure site, which is controlled by precise management directives, but the site is only as secure as the people who use it. Therefore, all people on the site have to adhere to the rules which govern it.

- All visitors must sign in at the main reception and cannot gain access to the school premises without being allowed through the security doors.
- All visitors must make a prior appointment to be permitted onto the school premises.
- Gates should be closed and locked except 5 minutes before the start and end of each day. During this time classroom doors to outside will be locked.
- Doors should be closed to prevent intrusion but to facilitate smooth exits.
- Children will only be allowed home with adults with parental responsibility or confirmed permission.
- Empty classrooms should have closed windows.
- Children should never be allowed to leave school alone during school hours, and if collected by an adult during the school day they must be signed out.
- When the school is closed the premises are protected by a burglar alarm.

Should a child leave the school premises without permission, staff have been informed never to chase after a child, but rather to report immediately to the office. Then parents and police will be informed of the circumstances.

Travelling to/from School and Parking

The road outside of the school can be a remarkably busy road at both the start and end of the day. It is a reduced speed limit area at 20 mph; however, vigilance is still necessary. If possible, please walk your child to school or park in a safe place close to school.

Parents are not permitted to park within the school car park. Parking is reserved for staff, deliveries and visitors only. We do have a disabled parking bay which can be accessed by those parents who are in possession of a disabled sticker. This bay is in the parking bay off the main school road.

Pedestrian access to school must be through the pedestrian gate and not the vehicle access gate. We have a 'Parking Promise' that we ask parents to agree to. At all times when visiting the school site please show patient and consideration to others especially to our neighbours.



HEALTH AND SAFETY

Supervision of children and drop off/pick up arrangements

The school gates will open at 8.45am to allow the children on to site. Children in Years 3 to 6 will line up on the playground in a designated space with the rest of their class and will be greeted by a school adult, normally their class teacher, to welcome them into school. Children in Reception to Year 2 will go straight into class and again will be welcomed by a member of staff. At 8.55am the school gates will be locked and any children arriving after this time will then need to use the pedestrian gate and contact the office via the intercom.

At the end of the day the school gates will be opened at 2.55pm and parents/collecting adults are welcomed onto the playground. Children should be collected from school by an adult. In the case of an adult other than a parent collecting a child, school should be notified in good time by the parent either by dojo message, telephone or face to face. We cannot release children to adults unknown to staff.

- Nursery children are collected at 11.30am/3pm
- Reception to Year 2 are collected at 3.00pm.
- Year 3 to Year 6 are collected at 3.05pm.

We appreciate older children (Years 5 and 6 only) are encouraged to be independent and this may include walking home by themselves with consent. During the darker winter months, we recommend Year 5 and 6 children being collected by an adult.

Children in Years 3 upwards who are normally met by an adult should return to school and inform any member of staff if there is no one there to meet them. They will be kept at school for a reasonable period of time, and we will contact parents to identify the delay/reason for their child not being collected. Always try to alert the school if you are running late when collecting your child.

Nursery children will use the Nursery gate for both drop off and collection at their relevant times.

Emergency Contact and Personal Detail Forms

Every year, we update our school records for each child by sending out a form for parents to complete. It is vitally important that if any details change you notify school immediately, e.g. telephone numbers, medical details etc.

Photography and Videoing

We allow parents to photograph and film providing they follow certain guidelines:

- Parents' consent to school taking photographs by signing a permission slip on entry to school.
- Photographs are only taken from within the school grounds, for example, sports day, and concerts. School photographs that are for use outside of school are anonymous unless specific permission has been received from parents.
- Parents are strictly not allowed for safeguarding purposes to put photographs of children and identify them on Social Networking Sites.

HEALTH AND SAFETY



Bicycles

Children are allowed to bring bicycles/scooters however they do so at their own risk and will be assumed with the permission of their parents. It is the sole responsibility of parents to ensure that their child is capable of riding safely and that their bicycle/scooter is roadworthy. A helmet must be worn at all times and the bicycle/scooter carefully stored by the bicycle rack provided.

Children should not ride their bicycle/scooter on the school grounds, and this includes the pedestrian path to the main entrance. No responsibility whatsoever can be accepted by the school for accidents to cyclists or damage to bicycles/scooter.

Mobile Phones

Children are not allowed to bring mobile phones to school. If the children are walking to/from home by themselves in Years 5 and 6 only, parents need to request a Mobile Phone Agreement form. Once agreed mobile phones must be handed to the class teacher and school will store them safely in the school office. School takes no responsibility for any loss or damage.



Medicines

As recommended, medicines only need to be taken during the school day if prescribed for FOUR times a day. If your child needs medicine administered, they should be off school, or school contacted to be asked if the medicine can be administered. It is important that you NEVER send a child with medicine to school without first contacting school and completing an Administering Medicine form.

Children with asthma MUST have an inhaler in school at all times, even for minor suffering. An Asthma form must also be completed.

Medicals

School medicals occur in school time with the School Nurse or a member of their team. This is normally for Reception children only, where their vision, hearing and growth is checked. Parents are always contacted beforehand to obtain your permission, except in an emergency. All medicals are strictly confidential, and consent must be given before any details are released to school. Parents should attend school medicals when requested.

Children in Reception to Year 6 will be offered the Flu Nasal treatment by the School Nurse.

We advise all parents to inspect their children's hair for 'head lice' on a regular basis and inform the respective teachers accordingly.

Headlice

Head Lice is a problem which arises in any school from time to time. If you discover your child has head lice, please treat it immediately and notify school. If the problem persists then the School Nurse can be contacted through school for support.

HEALTH AND SAFETY



First Aid

Despite our utmost care, accidents do sometimes occur. We have designated members of staff who have had training in First Aid, there are adequate first aid facilities at school. The majority of accidents are minor ones and are dealt with on the spot. If a child receives an injury during the school day, parents will be informed by the end of the day. In the event of an injury which is a cause for concern, a parent will be contacted immediately, or the emergency ambulance service called. If you cannot be reached, the Headteacher or Deputy Headteacher reserve the right, acting on expert medical advice, to take whatever action is necessary.

Jewellery

Due to Health and Safety, we would prefer that jewellery is not worn at all. Loss or damage to items can cause avoidable distress and, in some cases, cause injury. Stud earrings and watches are permitted, however smart watches, which have communication functions, must not be worn. If earrings are worn, they should be one single stud in the lower earlobe.

All jewellery must be removed for PE and games lessons to avoid accidents. Due to the risk of cross-infection from items such as studs the children must be responsible for removing and replacing their own jewellery. Where studs cannot be removed parents must supply plasters to cover them during games and PE.

In the interest of safety, no other forms of pierced body jewellery are permitted.



Protection against sun

The school is concerned by the dangers posed by exposure to the sun, and we therefore encourage parents to send their children to school with sun-hats during the summer months and/or sunny days. Children may also bring sun-protection creams to self-administer.

No Smoking

Southdown in line with LEA guidance is a non-smoking establishment. No smoking is allowed on the grounds of the school, this includes e-cigarettes, vapes etc.



Dogs

We have a school dog called Dilys that visits school on a weekly basis. Dilys has completed her Dog Mentor Training. There are lots of benefits to having a dog in school which includes cognitive, emotional and physical development plus environmental and social benefits. The children love when Dilys visits their class.

Please note, that except for Dilys and service dogs NO dogs are permitted within the school grounds. This includes being carried on the school playground. Dogs are allowed outside the perimeter of the school but please be mindful to give people space when they are entering or leaving the school grounds.

SCHOOL PARTNERSHIP

Home-School Agreement

We emphasise the importance of School, Parent and Pupil partnerships. We believe that commitment to this partnership is essential if each person is to achieve their full potential. On admission to the school, parents and children are invited to sign a Home School Agreement which is a contract between themselves and the school to ensure that each party takes responsibility and plays a part in the education of the children. This is a Government requirement for all schools, with the purpose of promoting the partnership between home and school. The agreement was drawn up after consultation with the school staff and governors and it lasts for the time that your child attends Southdown Primary School.

Home-School Links

We know how important your interest is in your child's learning. You are the most important people in your child's life - if you show interest, enthusiasm and support for your child's efforts in school, then doing well at school will be important for your child, and this will impact on achievement.

At Southdown we strongly believe that when parents are involved in their child's learning and in the life of the school, children do better. During the year, events are held to which you will be invited. In addition to these events there will be many other family learning opportunities for you to take part in with your child.



Communication

We also know that communication with you is particularly important. We try hard to keep you informed with everything that is happening in school. Essential information and notifications are shared with parents via text, email and school DOJO. Termly newsletters or important dates are sent out regularly via email to keep parents informed and they can also be found on our website. Class DOJO is a valuable communication tool and parents are encouraged to check this regularly for updates.

We will encourage you to communicate with us as well, especially to let us know if there are any little problems, so we can prevent them from becoming big problems. The school operates an open-door policy and the Headteacher will be pleased to meet with parents when available. All our teachers are happy to listen to parental concerns and to any worries that children may have. We can also offer support to children with any emotional problems and we can work alongside families to support you getting help from elsewhere.

Any concerns you have at any time, should be brought to the attention of the class teacher first. Your child's class teacher may also request to see you if they have any concerns.

Visitor and Parent Code of Conduct

At Southdown Primary School we are extremely fortunate to have supportive and friendly parents. Our parents recognise that educating children is a process that involves partnership between home and school and understand the importance of a good working relationship to equip children with the necessary skills for adulthood. For these reasons, we welcome and encourage parents/carers to participate fully in the life of our school.

We have a joint Parent Code of Conduct with our local primary and secondary schools. The purpose of this code is to provide a reminder to all parents, carers and visitors to our school about the expected conduct. This is so we can continue to flourish, progress and achieve in an atmosphere of mutual understanding; ensuring a safe and positive school environment for all.

SCHOOL PARTNERSHIP

Respect and Concern for Others and Their Rights

This guidance supports implementation of the Home-School Agreement. We expect parents and carers to show respect and concern for others by:

- supporting the respectful ethos of our school by setting a good example in their own speech and behaviour towards all members of the school community;
- working together with teachers for the benefit of children. This includes approaching the school to resolve any issues of concern and to discuss and clarify specific events to bring about a positive solution;
- reinforcing the school's policy on Positive Behaviour and Relationships;
- parking with consideration and respect for others when delivering and collecting children from school.

To support a peaceful and safe school environment, the school does not tolerate:

- using loud and/or offensive language or displaying temper;
- abusive, threatening, malicious or inflammatory emails, phone, or social network messages
- smoking and consumption of alcohol or other drugs or accessing the school site whilst intoxicated;
- damaging or destroying school property;
- the use of physical aggression towards another adult or child. This includes physical punishment against your own child on school premises;
- approaching someone else's child in order to discuss or chastise them because of the actions of this child towards their own child. (Such an approach to a child may be seen to be an assault on that child and may have legal consequences);
- breaching the school's security procedures.

The above behaviours on school premises will be reported to the appropriate authorities and the Headteacher may prohibit an offending adult from entering the school grounds to safeguard our school community. We trust that parents, carers and visitors will fully support this Code of Conduct.

Social Media

Social media websites are occasionally being used to fuel campaigns and complaints against schools, Headteachers, school staff, and in some cases other parents/pupils. The Governing Body considers the use of social media being used in this way as unacceptable and not in the best interests of the children or the whole school community. Any concerns you may have must be made through the appropriate channels by following our complaints procedure so they can be dealt with fairly, appropriately and effectively for all concerned.

If any pupil or parent/carer of a child/ren being educated at our School is found to be posting libellous or defamatory comments on Facebook or other social network sites, they will be reported to the appropriate 'report abuse' section of the network site. All social network sites have clear rules about the content which can be posted on the site and they provide robust mechanisms to report content or activity which breaches this. The school will also expect that any parent/carer or pupil removes such comments immediately. In serious cases the school will also consider its legal options to deal with any such misuse of social networking and other sites. Additionally, and perhaps more importantly, is the issue of cyber bullying and the use by any member of the school community to publicly humiliate another by inappropriate social network entry. We will take and deal with this as a serious incident of school bullying.

SCHOOL PARTNERSHIP



Friends of Southdown

The Friends of Southdown is the name of our Home-School Association. All parents are automatically members. A range of events are organised to raise funds for the school and to promote a good home-school relationship. They usually have a Christmas Film Night, an Easter Bingo, a Summer Fair and a number of other family activities. All parents are invited to all of the activities. School funds are made up largely from money raised by the Southdown Friends; they pay the cost of Christmas Parties and contribute towards the cost of transport for school trips, books and equipment.



Volunteering

Volunteers, including parent volunteers, are welcomed into school and provide support in many different ways. Individuals help in classrooms with the teacher's guidance, often helping children read, art/craft etc. If you are interested, please speak to the Headteacher or your child's class teacher for more details. Please note that all volunteers must have a DBS check and have completed the appropriate Safeguarding training before helping in school. Please also be mindful that an opportunity will not always be available depending on the number of volunteers, work-experience, and teaching students already in the school.

Community Links

We work closely with local primary schools and the local high schools, Argoed and Elfed High School. We take students on work placements and students from a range of teacher training organisations. We have good links with Bistre Church. The local Community Police Officer visits regularly and leads workshops linked to pupil safety, internet safety, bullying and drugs.

We also work closely with a range of external agencies such as the school nurse, the Education Psychology service, Nurture Support service, Speech and Language services and English as a second language service.



ADDITIONAL INFORMATION

Admissions and Transfers

The County Council, as the Local Authority, is responsible for determining the arrangements for admissions to all Community Primary Schools. Parents who are considering sending their child to our school may wish to come and visit us first and meet some of our staff. This can be arranged if you contact our school office.

An application form for a place in Nursery or Reception Class can be completed online from September. Parents are invited into school in the Summer Term for an information evening. This will give you the chance to look around the school, meet the staff who will answer any questions you may have.

Home/Playgroup to Nursery

All children are entitled to a free Nursery place in the September following their third birthday. The Local Authority is the admitting authority for Nursery. Once places have been allocated by the Local Authority, a parents' information meeting is held in the Summer Term and 'Play Sessions' arranged where you and your child can visit the school and meet the teaching staff.

Nursery to Reception

Applications for a place in Reception are usually available in September. Once places have been allocated by the Local Authority a parent's information meeting is held in the Summer Term and children are invited to attend 'Moving Up Morning' and stay for a free school dinner.

Year 6 to High School

Applications for a place at Secondary School are available in the Autumn Term of Year 6 and should be completed online. Most of our children move onto either Argoed or Elfed High Schools with which we maintain close links however there is a parental choice with admissions criteria applied regardless of the secondary school you apply for. Some children receive an enhanced transition programme to their chosen high school to ensure a smooth move and support their emotional wellbeing and confidence. The children's journey at Southdown is celebrated with a Leavers Service every Summer.

Transfer within school

All the children take part in a 'moving up' day in July when they meet their new teacher and familiarise themselves with their new classroom and routine.

Procedure when moving to a new area

As soon as you know you are leaving this area, please inform the Headteacher giving the date on which your child will be leaving this school. This is necessary in order that your child's name may be removed from the class register at the correct time and essential school records and National Curriculum Records may be forwarded to the Headteacher of the new school.

ADDITIONAL INFORMATION

Charging and Remissions

The Governing body reserves the right to make a charge in the following circumstances for activities organised by the school:

- Educational Visits - children may be taken out of school to visit places to enhance their educational learning. These visits often incur a cost for transport and admission charges. In most cases school will try to subsidise the cost, to ensure all children have an equal opportunity to attend. Parents, who find it difficult to meet the cost, may arrange a payment plan with the school office.
- Residential Visits - Our older children often have the opportunity to visit a residential centre. Details for a visit will always be provided in advance to allow you an opportunity to discuss the visit with your child and members of staff. A contribution will be asked for to meet the costs of the visit. No child will be excluded intentionally from a visit; however, if insufficient contributions are received then the visit may be cancelled.

Estyn Inspection Findings

The school was inspected in November 2018. The overall judgement of the school was Good.

Inspection Findings - see Estyn.Gov.uk or www.southdownprimaryschoolbuckley.co.uk for a copy of the inspection report (November 2018)

Recommendations:

- Provide greater challenge for children that are more able in Key stage 2
- Ensure that any written feedback to children by teachers is specific enough to help them improve their work.
- Improve children' reading comprehension in key stage 2
- Develop children' ability and confidence to speak Welsh

ADDITIONAL INFORMATION

Data Protection - access to documents

Schools, LA (Flintshire) and the Department for Education and Skills (the government department with education) all hold information on children in order to run the education system, and in doing so have to follow the General Data Protection Regulation that came in to force in May 2018, which replaced the Data Protection Act. This means, among other things, that the data held about children, must only be used for specific purposes allowed by law and consent of parents/carers where appropriate.

The school holds information on children in order to support their teaching and learning, to monitor and report on their progress, to provide appropriate pastoral care and to assess how well the school as a whole is doing. This information includes contact details, assessment results, attendance information and characteristics such as ethnic group, special educational needs and any relevant medical information. From time to time we are required to pass on some of this data to the Local Authority (LA) or to another school to which the pupil is transferring. We are also required to exchange data with Welsh government for the purpose of Personalised Assessments on HWB.

The LA uses information about children to carry out specific functions for which it is responsible such as the assessment of any special educational needs the pupil may have. It also uses the information to derive statistics to inform decisions on (for example) the funding of schools, and to assess the performance of schools and set targets for them. The statistics are used in such a way that individual children cannot be identified from them.

Parent/Carers are required to provide consent for digital media to be used on various different social media platforms and in line with GDPR, must provide consent for children to use the additional tools on HWB; including Google, J2E and Office. Failure to provide consent will result in the withdrawal of that child from those Digital services. However, data as previously stated will still be exchanged with Welsh Government for the purpose of personalised assessments.

Separately from GDPR, DfES regulations provide a pupil's parent (regardless of the age of the pupil) with the right to view or to have a copy of their child's educational record at the school.

The following documents are available for parents to view at the school should they so wish and provide notice in writing giving reasonable time.

- Statutory instruments, circular letters and memoranda about the National Curriculum published and distributed by the Welsh Government.
- Schemes of work and specifications used in School.
- The Governing Body's most recent Annual Report to Parents.
- School Prospectus
- Policy documents e.g. Complaints Policy, Healthy and Safety Policy etc.

ADDITIONAL INFORMATION

Compliments and Complaints

We encourage feedback and comments from all our parents/carers. As we have an incredibly positive policy towards involving parents in supporting any school initiative, complaints are usually kept to a minimum. Most issues are dealt with by the class teachers

In the first instance communication should be between the parent/carer and the relevant class teacher. Any matters which cannot be resolved at this level should be referred to the Headteacher and from there, should it be required, to the Chair of Governors. The school has a Complaints Policy which describes how complaints will be handled. A copy of this is available on request at the school office and on the school website.

If a complaint about a member of staff is made, that member of staff has the right to seek advice and support from their professional body. No teacher or member of staff will be placed in a situation where discussion with a parent is viewed to be confrontational. A Visitor and Parent Code of conduct is in place.

We hope that this guidance will be helpful to you. At Southdown our aim is that any concern that you may have can be dealt with promptly and sympathetically.

Southdown Primary School School Calendar 2025-2026

Autumn Term		
Staff Training Day	Monday	1 st September 2025
Staff Training Day	Tuesday	2 nd September 2025
School Opens	Wednesday	3 rd September 2025
School Closes (Half Term)	Thursday	23 rd October 2025
Staff Training Day	Friday	24 th October 2025
School Opens	Monday	3 rd November 2025
School Closes (Christmas)	Friday	19 th December 2025
Spring Term		
School Opens	Monday	5 th January 2026
School Closes (Half Term)	Friday	13 th February 2026
School Opens	Monday	23 rd February 2026
Staff Training Day	Friday	20 th March 2026
School Closes (Easter)	Friday	27 th March 2026
Summer Term		
School Opens	Monday	13 th April 2026
May Day	Monday	4 th May 2026
School Closes (Half Term)	Friday	22 nd May 2026
School Opens	Monday	1 st June 2026
Buckley Jubilee	Tuesday	14 th July 2026
School Closes (Summer)	Friday	17 th July 2026
Staff Training Day	Monday	20 th July 2026

- Autumn Term 1: 8 weeks
Autumn Term 2: 7 weeks
- Spring Term 1: 6 weeks
Spring Term 2: 5 weeks
- Summer Term 1: 6 weeks
Summer Term 2: 7 weeks

