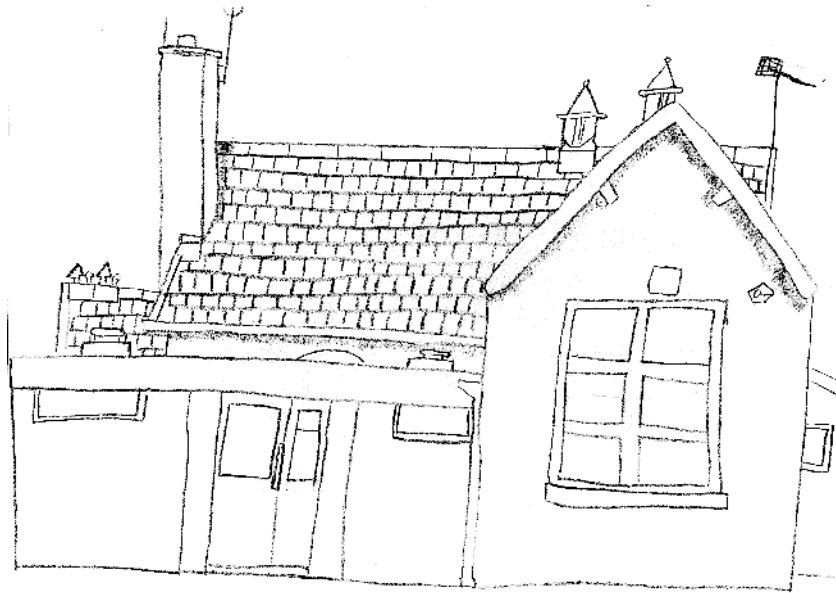


# PROSPECTWS YSGOL CLOCAENOG PROSPECTUS



Pennaeth / Head – Mrs Gwennol Ellis  
01824 750636

# Prospectws Ysgol Gynradd Clocaenog Prospectus

Clocaenog  
Rhuthun  
Sir Ddinbych  
LL15 2AY  
☎ 01824 750636

[ysgol.clocaenog@sirddinbych.gov.uk](mailto:ysgol.clocaenog@sirddinbych.gov.uk)  
[www.ysgolclocaenog.co.uk](http://www.ysgolclocaenog.co.uk)

**Pennaeth**

Mrs Gwennol A Ellis B Ed

**Headteacher**

**Cadeirydd  
Llywodraethwyr**

Mr Mark Petrie  
Cysgod y Graig  
Clawddnewydd  
Rhuthun  
Sir Ddinbych  
☎ 01824 750 552

**Chair of Governors**

**Cyfarwyddwr Dysgu  
Gydol Oes**

Mr Huw Griffiths  
Swyddfa'r Cyngor Sir  
Ffordd Wynnstay  
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**Director of Lifelong  
Learning**

**Pennaeth  
Gwasanaethau  
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Mr Ieuan Lloyd Roberts  
Trem Clwyd  
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**Head of Curricular  
Services**

## Llywodraethwyr / Governors

<b>Cadeirydd</b>	Mr Mark Petrie	<b>Chairperson</b>
<b>Cynrychiolwyr Rhieni</b>	Mrs Llinos Holmes Mrs Amanda Brewer Dr Ian Ratcliffe	<b>Parents' Representative</b>
<b>Cynrychiolydd AALl</b>	Mrs Stephanie MacCarter Mr Mark Petrie	<b>LEA Representatives</b>
<b>Cyfetholedig</b>	Mr Bob Hughes Mrs Rhian Jones	<b>Co-opted</b>
<b>Cynrychiolydd Cyngor Cymuned</b>	Mr Bryn Roberts	<b>Community Council Representative</b>
<b>Staff</b>	Mrs Gwenda Evans	<b>Staff</b>
<b>Pennaeth</b>	Mrs Gwennol A Ellis	<b>Headteacher</b>

## Staff yr Ysgol / Members of Staff

<b>Pennaeth</b>	Mrs Gwennol A Ellis	<b>Headteacher</b>
<b>Athrawon Dosbarth</b>	Mrs Gwenda Evans Mrs Nan Lloyd Mrs Teleri Roberts	<b>Class Teachers</b>
<b>Gweinyddes Feithrin</b>	Mrs Rwth Hughes	<b>Nursery Assistant</b>
<b>Ysgrifenyddes</b>	Mrs Helen Hitchmough	<b>Secretary</b>
<b>Gofalwraig</b>	Mrs Josephene Bloom	<b>Caretaker</b>
<b>Cogyddes a Gofalwraig Amser Cinio</b>	Mrs Heather Jones	<b>Cook and Mid Day Supervisor</b>

## Statws yr Ysgol / School Status

Mae Ysgol Clocaenog yn Ysgol Gynradd Sirol Naturiol Gymraeg i blant rhwng 3 a 11 oed.

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Ysgol Clocaenog is a County Primary Natural Welsh School for children between 3 and 11 years old.

## Ethos a Gwerthoedd yr Ysgol

Mae Ysgol Clocaenog yn ysgol llawn gofal sy'n sicrhau fod pob unigolyn yn cyfrif. Mae pob disgybl yr un mor bwysig ac yr un mor werthfawr. Mae'r ysgol yn ceisio helpu y disgyblion i feithrin y wybodaeth, y sgiliau, yr hunan hyder a'r ymwybyddiaeth er mwyn iddynt gyfrannu'n llawn o fewn y gymdeithas.

Caiff ethos yr ysgol ei lywio trwy anelu at sicrhau Gofal, Ystyriaeth a Pharch rhwng y disgyblion, y staff a'r gymuned.

Mae cyfle i'r plant gymryd rhan mewn gweithgareddau allgyrsiol megis yr Urdd, chwaraeon y Ddraig, gala Nofio a chwrs iaith yng Nglan Llyn.

**Mae copi o'r cytundeb cartref - ysgol yng nghefn y llyfryn yma.**

## The Ethos and Values of the School

Ysgol Clocaenog is a caring school in which all individuals matter. Each pupil is equally important and equally valued. The school attempts to help young people to gain the knowledge, skills, self confidence and awareness to contribute fully to society.

The school's ethos is shaped by working towards Care, Consideration and Respect being shown between pupils, staff and community.

There is an opportunity for children to take part in extra-curricular activities, notably, the Urdd, Dragon Sports, swimming gala and the language course at Glan Llyn.

**A copy of the home - school agreement is included at the back of this brochure.**

## Amcanion

Yr ydym yn amcanu i :-

- Greu awyrgylch fugeiliol, ddeniadol sydd hefyd yn cynnig sialens, lle mae darpariaeth ar gael i gynnal datblygiad cyflawn y plentyn.
- Cryfhau hunan-hyder, hunan-barch a'r teimlad o fodlonrwydd yn eu llwyddiant.
- Darparu cwricwlwm eang a chytbwys.
- Sicrhau bod pob plentyn yn cael y cyfle i ddatblygu yn llawn beth bynnag eu rhyw, cenedl, crefydd neu ddiwylliant.
- Annog y plant i fod yn hunan ddisgybledig gan ddangos gofal a pharchu hawliau ac anghenion eraill.
- Annog y plant i fod yn annibynnol.
- Creu balchder yn eu hetifeddiaeth ac ymwybyddiaeth o Gymru, ei hiaith a'i diwylliant.

## Aims

We aim to:-

- Provide a caring, challenging and aesthetically pleasing environment, where a thoughtful provision is made for each child's all-round development.
- Build up confidence, self-esteem and a feeling of satisfaction in each child's own achievements.
- Provide a broad and balanced curriculum.
- Ensure that each child is given the opportunity to develop in his / her own right irrespective of gender, race, religion or culture.
- Encourage the children to be caring and self disciplined, respecting the rights and needs of others.
- Encourage the children to become independent.
- Give children a pride in their heritage and an awareness of Wales, its language and its culture.

## **Polisi Codi a Dileu Taliadau**

Yn achlysurol fe fydd ymweliadau addysgol yn cael eu trefnu i atgyfnerthu y gwaith yn y dosbarth. Yn ôl y gyfraith, ni all ysgolion fynnu tâl gan y rhieni i wynebu'r gôst yma. Ni fyddwn yn gwahardd unrhyw blentyn rhag mynd ar sail arian. Yng ngoleuni hyn fe fydd yr ysgol yn cadw'r hawl i ddileu unrhyw ymweliad os y bydd yn rhoi gormod o faich ar gyllideb yr ysgol. O dro i dro gwahoddir artistiaid, theatrau, awduro a cherddorion i gynnal gweithdai a pherfformiadau yn yr ysgol; fe fyddwn yn gofyn am gyfraniadau gwirfoddol i wynebu'r gôst yma.

## **Charging and Remissions Policy**

Occasional educational visits are made to reinforce work done in the classroom. By law, schools cannot charge for these visits, but we do request a donation from parents to cover costs. No child will be prevented from going on financial grounds. However, the school reserves the right to cancel an outing if it places too great a burden on school finances. From time to time visiting artists, theatre companies, writers and musicians will be invited into school to lead workshops and performances; voluntary contributions will be requested to cover the cost of these events.

## **Cyngor yr Ysgol**

Yn unol a chanllawiau Cynulliad Cenedlaethol Cymru, mae gan yr ysgol Gyngor Ysgol. Cynhelir cyfarfod o'r cyngor 6 gwaith yn ystod y flwyddyn addysgol. Rydym fel ysgol yn croesawu hyn fel modd o roi llais i'r disgyblion ym mywyd yr ysgol.

## **The School's Council**

The school has a School's Council, in accordance with the Welsh Assembly guidelines. Six meetings are held during the academic year. As a school we welcome this as a means to give pupils a voice in the running of their school.



## Diogelwch

Mae diogelwch eich plentyn yn hanfodol bwysig. Mae system diogelwch mewn grym yn yr ysgol sydd yn cydymffurfio â rheolau tân. Mae'n rhaid i bob ymwelydd fynd i'r brif fynedfa a chanu'r gloch. Mae aelod o staff bob amser ar ddyletswydd yn ystod amser chwarae ac mae goruchwyliaeth yn ystod amser cinio yn ogystal. Ni chaniateir cŵn ar safle'r ysgol hyd yn oed ar dennyn; gwneir eithriad o gŵn tywys.

## Safety

Your child's security is of paramount importance. The building has a security system which complies with fire regulations. All visitors must report to the main entrance and ring the bell. There is always a member of staff on yard duty and also supervision at dinner time. Dogs are not allowed inside the school perimeter not even if on a lead except for guide dogs.



Palnt yn gwisgo eu hetiau Pasg/ Children wearing their Easter hats

## Ymddygiad

Mae'r plant yn cael eu hannog i ddatblygu parch a chyfrifoldeb tuag at eraill mewn amgylchedd lle mae gan y staff ddisgwyliadau uchel am ymddygiad priodol. Yr ydym yn addysgu'r plant i gydnabod yr effaith gaiff eu hymddygiad hwy ar eraill. Os oes achos lle mae ymddygiad plentyn yn achosi pryder, yna cysylltir â'r rhieni a byddwn yn gweithio gyda'n gilydd i geisio gwella'r ymddygiad.

Mae gan yr ysgol bolisi Atal Bwlio cadarn iawn ac y mae pob disgybl yn ymwybodol na chaiff unrhyw fath o fwlio ei oddef yn yr ysgol.

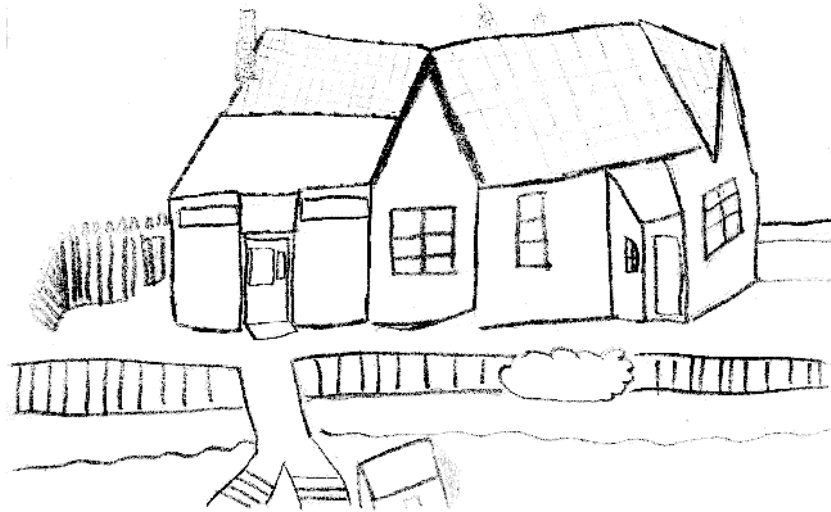
Mae copi o bolisi'r ysgol ar Ymddygiad a Disgyblaeth ynghyd â'r polisi ar Fwlio ar gael o'r ysgol os dymunwch ei weld.

## Behaviour

Children are encouraged to develop respect and responsibility within a well-ordered environment where staff have high expectations about appropriate behaviour. We teach children to acknowledge the effect of their behaviour on others. If, on occasion, children do give us cause for concern then we will consult with parents and work together to establish an improvement in behaviour.

The school has a firm Anti-Bullying policy and all children are made aware that bullying of any kind is not tolerated in the school.

A copy of our school's Discipline and Behaviour and Anti - Bullying policy is available from school on request.



## **Gofal Bugeiliol**

Mae cysylltiad agos rhwng ysgol a chartref yn hanfodol i berfformiad a datblygiad plentyn. Mae gan y rhieni yr hawl i gael gwybodaeth am bob agwedd ar fywyd yr ysgol ac rydym yn ceisio anrhydeddu yr oblygiad yma. Yr ydym yn annog rhieni i adael i ni wybod am unrhyw newid ym mywyd plentyn a all gyfrannu neu effeithio ar ei ymddygiad neu ei agwedd at waith.

Gofynnir i rieni roddi enwau, cyfeiriad a'u rhifau ffôn, rhag ofn y bydd angen cysylltu â hwy yn ystod oriau ysgol e.e. mewn achos o salwch neu drwy ddamwain. Os ydi plentyn yn absennol, gofynnir i rieni ffonio'r ysgol i adael inni wybod.

## **Pastoral Care**

Close home/school links are essential for the general well-being and all-round development of the children. Parents have a right to be informed about all aspects of school life and we work hard to fulfil this obligation. We encourage parents to let us know of any changes in a child's life which may affect his/her behaviour or attitude to work. All parents are asked to supply the school with names, address and telephone numbers in case it is necessary to contact someone during school hours e.g. in cases of illness or accident. If a child is absent, we ask that the parents phone the school to let us know.



## Polisi Derbyn Plant

Yr A.A.Ll. yw'r awdurdod derbyn ar gyfer pob plentyn. Caiff plant 3 oed a throsodd eu derbyn i'r dosbarth Meithrin y tymor ar ol iddynt gael eu penblwydd yn dair. Cynigir lle yn ein dosbarth Derbyn yn awtomatig i blant y dosbarth Meithrin. Gellir trefnu derbyn plentyn i ddosbarthiadau hŷn ar unrhyw adeg a gofynnir i'r rhieni ymgynghori â'r Pennaeth.

Caiff darpar rieni eu gwahodd i gysylltu â'r ysgol i drefnu ymweliad yn ystod oriau ysgol, nid yn unig i weld y pennaeth a'r staff ond hefyd i brofi awyrgylch yr ysgol.

Dylai rhieni sy'n dymuno trafod datblygiad eu plant wneud apwyntiad tu allan i oriau ysgol gan fod ymweliad dirybudd yn gallu amharu ar wers dosbarth. Am resymau diogelwch gofynnir i bawb sy'n ymweld a'r ysgol yn ystod y dydd fynd i'r brif fynedfa.

## Admissions policy

The L.E.A. is the accepting authority for each pupil. Children that are 3 years of age and over will be accepted to the Nursery at the beginning of the following term after their third birthday. Acceptance to the Reception class is automatic for the children in our Nursery. Provisions can be made to accept pupils to older classes at any time and we ask parents to contact the Headteacher.

Prospective parents are invited to contact school to arrange a visit during school hours, not only to meet the Headteacher and staff but also to sample the school atmosphere. Parents of current pupils wishing to discuss their children's development should make an appointment outside school hours. For safety reasons we ask everyone who visits school during the day to report to the main entrance.

## Y Cwricwlwm

Mae ein plant yn y dosbarth meithrin a derbyn yn dilyn cwricwlwm wedi ei seilio ar y Canlyniadau Dymunol ar gyfer Dysgu. Yng Nghyfnod Allweddol 1 gosodir prif sylfeini'r profiadau dysgu. Bydd y pwyslais ar ddatblygu'r sgiliau hanfodol, sef cyfathrebu, llythrennedd a rhifedd. Drwy ddarparu cwricwlwm cyfoethog eang gan ddefnyddio ymagwedd integredig, anelwn at ddatblygu diddordebau'r plant tra'n cydnabod hefyd lefel eu haeddfedrwydd. Mae'r blynyddoedd hyn yn bwysig, pan fydd plant yn dysgu sut i arsylwi, gwranddo, ymateb a datblygu nid yn unig fel unigolion ond hefyd fel aelodau gofalggar o'n cymuned.

Yng Nghyfnod Allweddol 2 bydd sgiliau hanfodol megis cyfathrebu, llythrennedd a rhifedd yn parhau i fod yn ganolbwynt i'n cwricwlwm. Bydd y cwricwlwm yn parhau i gael ei gynnal o fewn thema intergredig lle y bo hynny'n ystyrlon ac yn berthnasol. Caiff plant eu hannog i ddatblygu hunan-hyder ac annibyniaeth wrth ddysgu sgiliau uwch mewn amrywiaeth o sefyllfaoedd.

Er mwyn cyflawni gofynion y Cwricwlwm Cenedlaethol mae'r ysgol yn ceisio rhoi addysg eang a chytbwys yn y pynciau canlynol:

Cymraeg	Dylunio a Thechnoleg	Cerdd
Saesneg	Technoleg Gwybodaeth	Celf
Mathemateg	Hanes	Addysg Gorfforol
Gwyddoniaeth	Daearyddiaeth	Addysg Grefyddol

## The Curriculum

Children in our nursery and reception classes follow a curriculum based on the Desirable Outcomes for Children's Learning. In Key Stage 1 the main building blocks of learning experience are laid down. The emphasis will be on developing essential skills of communication, literacy and numeracy. By providing a broad rich curriculum using an integrated approach, we aim to develop the children's interests whilst also recognising their level of maturity. These are important years where children learn how to observe, listen, respond and develop not only as individuals but also as caring members of our community.

In Key Stage 2 the essential skills of communication, literacy and numeracy will still be the central focus of our curriculum. The curriculum will still take place within an integrated theme where it is meaningful and relevant. Children will be encouraged to develop self-confidence, independence in learning and higher order skills in a range of situations.

In accordance with the requirements of the National Curriculum the school aims to provide a broad, balanced education within the following subjects:

Welsh	Design and Technology	Music
English	Information Technology	Art
Mathematics	History	Physical Education
Science	Geography	Religious Education

## **Addysg Grefyddol ac Addoli ar y Cyd**

Mae addoli ar y cyd yn digwydd pum bore'r wythnos ac yn benodol Gristnogol. Nid oes gan yr ysgol gysylltiad â chrefydd penodol nag enwad crefyddol. Mae gan y rhieni yr hawl i dynnu eu plant yn gyfan gwbl neu'n rhannol o Addysg Grefyddol ac Addoli ar y Cyd. Fe fydd y plant yn cael eu goruchwylio gan aelod o staff am yr amser yma.

## **Religious Education and Collective Worship**

Collective Worship at Ysgol Clocaenog takes place five days a week and is broadly Christian. The school has no affiliations with a particular religion or religious denomination. Parents have the right to withdraw their child from all or part of the Religious Education and Collective Worship provided. These children will be supervised by a member of staff for the duration.



**Cadwyni Mala Heddwch/ Peace Mala Beads**

## **Addysg Gorfforol a Darpariaeth ar gyfer Chwaraeon**

Yr ydym yn amcanu at y canlynol:-

- datblygu rheolaeth ar y corff a gwella sgiliau corfforol.
- datblygu gwybodaeth a dealltwriaeth ynglŷn â symudiad a'r corff.
- hyrwyddo agwedd gadarnhaol tuag at ffordd o fyw actif ac iach.

Ymgwymerir ag amrywiaeth eang o weithgareddau chwaraeon yn ystod y flwyddyn lle bydd y plant yn cynrychioli'r ysgol, yn cynnwys pêl-droed, rygbi, pêl rhwyd a nofio. Mae pob plentyn o flwyddyn Derbyn i 6 yn derbyn hanner tymor o wersi o fewn pob blwyddyn ysgol. Mae unrhyw blentyn sy'n cymryd rhan yn y gweithgareddau yn cynrychioli'r ysgol; cydnabyddir hyn fel braint sy'n gyfartal â chyflawniad academiaidd ac artistig. Mae hefyd yn meithrin ysbryd cyd-dynnu ac yn datblygu sgiliau cymdeithasu. Rydym yn anelu at roi cyfle i blant o bob gallu gymryd rhan mewn gweithgareddau cystadleuol, mae diwrnod mabolgampau'r ysgol ar ddiwedd tymor yr haf yn brawf o hyn.

Disgwylir i'r plant wisgo siorts, crys-t ac esgidiau'r gampfa yn ystod gwers addysg gorfforol fewnol a dillad addas i weithgareddau allanol.

Er mwyn sicrhau ein bod yn ateb gofynion y Cwricwlwm Cenedlaethol, defnyddir Canolfan Cae Cymro, Clawddnewydd i gynnal gwersi Gymnasteg a Dawns.

## **Physical Education and Provision for Sport**

We aim to

- develop control of the body and improve physical skills.
- develop knowledge and understanding about movement and the body,
- promote a positive attitude to an active and healthy lifestyle.

There is a wide range of sports activities undertaken during the year where children represent the school; these include football, rugby, netball and swimming. Each child from years Reception to 6 receive half term of swimming within each year. Any child taking part in these activities represents the school and this is recognised as a privilege equal to academic and artistic achievement. It also fosters team spirit and the development of physical skills. We aim to give our children of all abilities the opportunity to participate in competitive events, this being apparent during the school's sports day at the end of the summer term.

Children are expected to wear shorts, t-shirt and gym shoes for Physical Education inside and suitable clothes for outside activities. In order to ensure we meet the Curriculum requirements we use the facilities at Canolfan Cae Cymro, Clawddnewydd to teach Gymnastics and Dance.

## Addysg Rhyw

Mae rhaglen addysg rhyw yr ysgol, y cytunwyd arni gan y Corff Llywodraethol yn gysylltiedig â meysydd o'r Cwricwlwm Cenedlaethol a hefyd y Fframwaith Addysg Personol a Chymdeithasol a gyhoeddwyd yn 2001. Mae Addysg Rhyw yn un rhan o'r Fframwaith ac fe ddefnyddir rhaglen deledu'r BBC, Iechyd Da fel un adnodd. Fe fydd pob ymholiad a chwestiwn o fewn y pwnc yn cael ei drafod yn unigol, fel mae yn codi. Fe fyddwn yn cysylltu â rhieni os y cyfyd achos sydd yn peri pryder. Mae copi o'r Polisi Addysg Rhyw ar gael yn yr ysgol.

## Sex Education

The school's programme of sex education, as agreed by the Governing Body, is linked with the Personal and Social Education Framework published in 2001. Sex education is one part of the framework and the BBC programme "Health e" is used as a guide to teaching. Each query or comment on this subject is dealt with on an individual basis as it arises. Parents will be consulted if issues arise that cause concern. The school Sex Education Policy is available on request.



Hyfforddiant rygbi ar gae'r ysgol/Rugby training on the school's field

## **Anghenion Arbennig**

Credwn fod gan bob plentyn anghenion sydd yn arbennig iddyn nhw boed yn addysgol, cymdeithasol neu emosiynol. Ar adegau fe fydd gan rhai plant anghenion penodol fydd angen darpariaeth ychwanegol. Mae amryw o resymau pam fod rhai plant yn cael anawsterau gyda dysgu, gall hyn gynnwys anaeddfedrwydd, problemau emosiynol neu gymdeithasol neu broblemau penodol gyda lleferydd neu iechyd. Ein bwriad yw uniaethu gyda'r anghenion hyn mor fuan a phosib. Mae ein Polisi Anghenion Arbennig yn nodi'r trefniadau mae'n rhaid i ni eu ddilyn, yn gyntaf i adnabod anghenion y plentyn ac yna y ddarpariaeth ychwanegol i orchfygu yr anhawster. Mae cyd gysylltwr anghenion arbennig yn cysylltu â swyddogion eraill o fewn yr Awdurdod a chyfeirio plant at arbenigwyr eraill os yw hyn yn angenrheidiol. Mae rhieni yn rhan o'r ymgynghori ac yn cael eu hysbysu a'u cynnwys ym mhob cam. Mae gennym athrawes sydd yn dod i mewn i'r ysgol i ddysgu'r plant sydd ag anghenion arbennig ond sydd ddim ar ddatganiad. Mae gan bob un o'r plant Gynllun Addysg Unigol ac mae'r gwaith hwn yn rhan o waith dosbarth hefyd. Mae copi cyflawn o'r Polisi Anghenion Arbennig ar gael yn yr ysgol os dymunwch.

## **Special Needs**

We believe that all children have educational, social and emotional needs that are special to them. However, at times some children will have specific needs that require extra provision. Children have difficulties in learning for a variety of reasons, which include immaturity, specific speech or health difficulties or social and emotional problems. Our intention is to identify these needs as early as possible. Our Special Needs Policy, which is available on request, details the procedure we must follow, firstly for the identification of the child's needs and then for the extra provision we make to help overcome these difficulties. The schools Special Needs Co-ordinator liaises with other professionals within the Authority and may refer children to other specialists if necessary. Parents are consulted, informed and involved at all stages. We have a Special Needs teacher that comes into school to teach children that are on the register but not statemented. Each child has an Individual Education Plan and this is incorporated within the class work. A complete copy of the Special Needs Policy can be obtained from the school if you so wish

## Asesu

Mae asesu yn broses barhaol. Mae asesiad yr athro'n gam presennol o ddatblygiad ac anghenion sy'n deillio ohono, yn digwydd ym mhob pwnc o'r cwricwlwm yn ystod gwaith dosbarth o ddydd i ddydd. Asesir pob plentyn ar fynediad i'r feithrin ac yn ystod yr wythnosau cyntaf yn y dosbarth Derbyn fe fydd yr athrawes yn gwneud Asesiad Sylfaen. Fe fydd y wybodaeth a gasglwyd yn cael ei rannu gyda rhieni'r plant yn ystod y noson agored yn ystod tymor yr Hydref. Mae nosweithiau agored yn cael eu cynnal ddwy waith y flwyddyn ac adroddiad ysgrifenedig yn cael ei anfon adref ym mis Gorffennaf.

## Assessment

Assessment is a continuous process. Teacher assessment of a child's present stage of development, and consequent needs, takes place for all subjects of the curriculum during the normal work of the school day. Each child is assessed on entrance to the Nursery class and during the first few weeks in Reception the children will be involved in a baseline assessment. The outcomes of these assessments will be shared with parents during our autumn parent's evenings. Parents' Evenings are held twice a year and a written report is sent to parents in July.



Bagiau llyfrau stori – wedi eu gwneud gan riant/Story book bags – prepared by a parent

## **Y Defnydd o'r Iaith Gymraeg**

Cymraeg yw iaith yr addysgu ym mhob pwnc yn y Blynyddoedd Cynnar a Cyfnod Allweddol 1. Pan fydd plant di Gymraeg yn cychwyn yn y feithrin maent yn cael eu hannog i siarad Cymraeg ond mae camau yn cael eu cymryd i wneud yn siwr eu bod yn deall yr hyn a ofynnir ohonynt.

Yng Nghyfnod Allweddol 2 mae pob pwnc craidd heblaw Saesneg yn cael eu haddysgu trwy gyfrwng y Gymraeg. Mae'r pynciau sylfaen hefyd yn cael eu haddysgu trwy gyfrwng y Gymraeg ac ambell i bwnc yn cael ei addysgu trwy y Saesneg am dymor, hyn yn cael ei newid i gadw cydbwysedd. Os bydd plant yn cael eu derbyn i'r ysgol yng Nghyfnod Allweddol 2 heb Gymraeg o gwbl, yna fe fyddant yn cael mynychu cwrs carlam wedi ei drefnu gan yr Awdurdod Addysg Lleol. Fe fydd pob achos yn cael ei ystyried yn unigol ar sail oed y plentyn i weld i ba raddau y byddant yn derbyn yr addysgu trwy gyfrwng y Saesneg. Fe anogir y plant i ddefnyddio'r Gymraeg fel iaith gyfathrebu yn y dosbarth, yn ystod amser chwarae a thu hwnt i furiau'r ysgol. Gwneir pob ymdrech i sicrhau bod pob plentyn yn cael addysg gyflawn faint bynnag eu medr yn y Gymraeg.

## **The Use of the Welsh Language**

Welsh is the language of the teaching in all subjects of the Early Years and Key Stage 1. When children start school in the Nursery with little or no knowledge of the Welsh Language they are encouraged to speak Welsh but provisions are made to ensure that they understand what is asked of them.

In Key Stage 2 all core subjects except English are taught through the medium of Welsh. The foundation subjects are also taught through the medium of Welsh and occasionally for a term in turn some of the subjects are taught through the medium of English. If a child is registered into school into Key Stage 2 with no previous knowledge of the Welsh Language, then there is an opportunity for them to attend a crash course organised by the County. Every case will be looked at separately, depending on the age of the child, to assess the degree of teaching through the medium of English. We encourage the children to use the Welsh language as the means of communicating in the classroom, playtime and outside the school environment. Every effort is made to ensure that a child receives a full education whatever degree of his / her ability in the Welsh language.

## Rhieni a'r Ysgol

Mae plant yn dysgu yn llawer gwell pan fydd rhieni ac athrawon yn cydweithio ac yr ydym yn annog y bartneriaeth hon. Yr ydym yn gofyn i'r plant ddarllen adref. Mae cymorth rhieni yn trafod a chynorthwyo'u plant i ymarfer sgiliau darllen yn amhrisiadwy. Mae gwaith cartref yn cael ei osod yn achlysurol i'r plant sydd yn dilyn y cwricwlwm cenedlaethol ac mae'r gwaith yma yn estyniad o waith y dosbarth.

Mae noson agored ddwywaith y flwyddyn lle mae cyfle i drafod datblygiad eich plentyn gyda'r athrawon perthnasol. Os dymunwch, fe fydd y staff yn barod i neilltuo amser i drafod eich plentyn ar unrhyw amser yn ystod y flwyddyn os y gwnewch apwyntiad o flaen llaw.

## Parents and the School

Children learn more effectively when teachers and parents work together and we encourage this partnership. All children are asked to read at home. Your assistance in discussing the stories and helping the children to practise their reading skills is invaluable. Staff will also set homework for children in Key Stage 1 and Key Stage 2 in order to extend schoolwork or to provide information for class work. There are parents evenings twice a year, when you can discuss progress with your child's class teacher. However, staff will always make themselves available to discuss your child at any time during the year if you wish to make an appointment.



## **Cyfle Cyfartal**

Mae'r plant yn gweithio mewn grwpiau rhywogaeth cymysg ac mae pob plentyn yn cael cyfle i gymryd rhan yn holl weithgareddau'r ysgol. Mae cyfle cyfartal iddynt gynorthwyo gyda gorchwylion dydd i dydd o fewn y dosbarth. Yr ydym yn ceisio sicrhau nad yw themau, llyfrau a.y.y.b. o fewn yr ysgol yn portreadu rôl stereo yn ffafrio un rhywogaeth.

## **Equal Opportunities**

The children work in mixed gender groups and have equal opportunities to participate in all school activities. They also make an equal contribution to the various day to day tasks in the classroom. Care is taken to see that topics, literature etc. within the school, do not portray a stereotyped role, for either male or female.

## **Disgyblion ag Anableddau**

Er nad yw safle'r ysgol yn ddelfrydol ar gyfer derbyn disgyblion ag anabledd corfforol ar hyn o bryd nid ydym yn gweld hyn fel problem. Pe bai plentyn ag anabledd corfforol yn mynegi diddordeb mewn ymuno â ni yn Ysgol Clocaenog gwneir pob ymdrech i addasu'r safle fel na chaiff ei drin yn wahanol i unrhyw blentyn arall.

## **Children with Dissabilities**

At present the school site is not ideal for children with physical disabilities but we do not see this as a problem. Should a child with a physical disability show an interest in joining us at Clocaenog, every effort would be made to adapt the school thus ensuring he / she is treated in the same way as all the other children.

## **Cwynion**

Mae anghydfod a chamddealltwriaeth yn codi ei ben weithiau yn ystod diwrnod prysur ysgol. Yn aml iawn fe all y rhain gael eu datrus trwy siarad a thrafod gyda'r athro/athrawes dosbarth. Os nad yw hyn yn ddigonol yna fe ddylai'r gŵyn gael ei chyflwyno i'r Pennaeth yn gyntaf, yna os na lwyddir i'w datrys dylid anfon y gwyn yn ysgrifenedig at Gadeirydd y Llywodraethwyr.

## **Complaints**

Misunderstandings can sometimes arise in the busy everyday life of school. Usually these can easily be resolved by speaking to your child's class teacher. If you still have a concern or complaint then see the Headteacher first and if the problem continues contact the Chairman of the Governors in writing.

## **Absenoldebau**

Fe ddylai absenoldebau oherwydd salwch neu argyfwng gael eu hysbysu i'r ysgol ar ffurf llythyr neu alwad ffôn mor fuan â phosibl. Lle mae'n bosibl gofynir i rieni / gwarchodwyr wneud apwyntiadau deintyddol a meddygol tu allan i oriau ysgol. Fe ddylai ceisiadau am amser i ffwrdd e.e. gwyliau yn ystod y tymor, gael eu cyflwyno i'r Pennaeth mewn da bryd.

## **Absences**

Absence due to illness or emergency should be reported to the school by note or telephone as soon as possible. Please make dental and doctor's appointments after the school day or during the holidays where ever possible. Requests for absences e.g. holidays during term time should be submitted to the Headteacher well in advance.

## Meddygol

**Os yw eich plentyn yn dioddef o unrhyw alergedd neu gyflwr meddygol yna gofynnir i chwi ein hysbysu.**

Fe fydd nyrs yn ymweld â'r ysgol i brofi golwg, clyw a thyfiant. Ni fydd eich plentyn yn cael ei archwilio gan feddyg heb eich caniatad, ag eithrio mewn argyfwng meddygol. Mae pob archwiliad meddygol yn hollol gyfrinachol ac ni fydd unrhyw wybodaeth sydd yn deillio o'r archwiliad yn cael ei rannu gydag unrhyw aelod o'r staff heb ganiatad y rhieni.

Mae problem genedlaethol gyda llau y pen, ac rydym yn argymhell pob rhiant i archwilio gwallt eu plant yn rheolaidd.

Yr ydym yn cynghori rhieni i gadw plant adref o'r ysgol os ydynt wedi cael dolur rhydd neu wedi cyfogi yn y 12 awr blaenorol.

Mae croeso i blant sydd yn dioddef o Asma ddod â'u pypmpiau i'r ysgol lle bydd yr athrawon yn eu cadw mewn lle diogel.

## Medical

**Please inform us if your child has any allergies or medical conditions.**

The school nurse will visit school to check sight, hearing and growth. Your child will not be examined by the School Doctor without your permission, except in a medical emergency. All medicals are strictly confidential and your consent will be sought before discussing any issues with school teaching staff.

There is a nationwide problem with head lice and we recommend that all parents check their child's hair regularly.

We do not advise that your child comes to school if he / she has had sickness and/or diarrhoea in the preceding 12 hours.

Children suffering from Asthma are allowed to bring their inhalers to school and the members of staff will store them safely.

## **Amddiffyn Plant**

Mae arweiniad gan yr Adran Addysg a'r Cynulliad Cymreig yn dangos yn glir bod gan ysgolion ran bwysig i chwarae mewn amddiffyn plant rhag eu camdrin. Cadarnheir hyn gan bolisi Cyngor Sir Ddinbych sydd yn gosod canllawiau i holl aelodau o staff eu dilyn. Mae ganddom ni fel ysgol ddyletswydd felly i gyfeirio unrhyw gonsym am gyflwr y plant i'r Adran Gwasanaethau Gymdeithasol.

## **Child Protection**

The Department for Education and Welsh Assembly guidance makes it clear that schools have an important role to play in the protection of children against abuse. This is confirmed by the Policy of Denbighshire County Council which sets out the necessary procedures to be followed by all staff. We have a duty as a school therefore to refer any concerns about the well being of the pupils to the Social Services Department.



## Y Diwrnod Ysgol / The School Day

Cyrraedd yr ysgol	<b>8.50 – 9.00</b>	Arrive at school
Cychwyn sesiwn y bore	<b>9.00</b>	Morning session begins
Amser chwarae	<b>10.30 – 10.45</b>	Playtime
Gorffen sesiwn y bore	<b>12.00</b>	Morning session ends
Amser cinio	<b>12.00 – 1.00</b>	Lunch break
Cychwyn sesiwn y prynhawn	<b>1.00</b>	Afternoon session begins
Amser chwarae CA1	<b>2.00 – 2.15</b>	Playtime KS1
Amser chwarae CA2	<b>2.05 – 2.15</b>	Playtime KS2
Gorffen sesiwn y prynhawn	<b>3.15</b>	Afternoon session ends

**Nid oes unrhyw drefniadau i oruchwyllo plant sydd yn cyrraedd yr ysgol cyn 8.50 a.m. nac ychwaith i fod yn yr ysgol ar ôl 3.30 p.m. (oni bai fod clwb wedi ei drefnu).**

**There are no provisions for supervision of children who arrive before 8.50 am.nor to be in school after 3.30 p.m. (other than on Mondays when there is a ‘club’)**

## Gwisg Ysgol

Yr ydym yn annog y plant i wisgo gwisg swyddogol yr ysgol, sef:-

Siwmpwr las â logo'r ysgol arni.  
Crys/Crys polo (gwyn)  
Pinaffwr / Sgert lwyd/trowsus du neu lwyd  
Ffrog las a gwyn gingham (Haf)  
Trowsus du neu lwyd/Trowsus byr

Mae'n bosibl archebu crysau chwys, crys polo gyda logo'r ysgol gan yr ysgrifenyddes.  
Gweler y ffurflen yng nghefn y prospectws

I addysg gorfforol fe fydd gan eich plentyn angen siorts, crys-t ac esgidiau addas.

Gwnewch yn siwr eich bod yn labelu dillad eich plentyn.

## School Uniform

We encourage all pupils to wear the school uniform which is:-

Blue sweatshirt with the school logo  
White shirt/blouse/polo shirt (white)  
Grey skirt/grey or black trousers/pinafore  
Blue and white gingham dress (Summer)  
Grey/Black trousers/shorts

It is possible to order sweat shirts, polo shirts with the school logo from the school secretary. See attached form

For P.E. your child will need shorts, T-shirt/ suitable shoes.  
All clothing should be clearly marked with your child's name.

## Cinio Ysgol

Mae cinio ysgol yn cael ei goginio yn Neuadd yr Eglwys ac fe ddylai arian cinio gael ei anfon i'r ysgol ar fore Llun mewn amlen wedi ei labelu yn bwrpasol. Os yw eich plentyn yn absennol ar ddydd Llun yna anfonwch yr arian yn yr un modd ar y dydd Iau. Os yw eich plentyn â'r hawl i dderbyn cinio am ddim yna gofynnwch i'r ysgrifenyddes am ffurflen bwrpasol. Cost cinio ysgol yw £1.65 y dydd.

Y mae croeso i'ch plentyn ddod â phecyn bwyd i'r ysgol os yw'n dymuno.

## School Meals

School meals are cooked in the church hall; money to cover the cost of meals should be brought to school on a Monday morning in an envelope clearly labelled. If your child is absent from school on a Monday, money should be sent on the following Thursday. If your child is entitled to free school meals, please ask for the appropriate form. If you wish, you can provide your child with a packed lunch which can be eaten in the school. The cost of a school meal is £1.65 per day.



## Ysgol Iach

Ni chaniateir i'r plant ddod a fferins na chreision i'r ysgol i'w bwyta yn ystod amser chwarae. Darperir ffrwythau am bris rhesymaol iawn a llaeth (am ddim i blant dan 7 oed).

Caiff y disgyblion eu hannog i yfed dwr trwy gydol y dydd a darperir potel i bob plentyn.

## Healthy School

Sweets and crisps are not permitted to be brought to school for eating during break times. Fruit is provided at a very reasonable cost and milk (free for children under 7).

Children are encouraged to drink water during the day and they are provided with a plastic bottle.

## Clwb ar ôl Ysgol / Yr Urdd

Cynhelir clwb ar gyfer disgyblion CA2 ar nos Lun. Bydd y gweithgareddau'n amrywio yn ôl yr amser o'r flwyddyn e.e. Celf, Crefft, Cyfrifiaduron neu Chwaraeon. Anogir pob disgybl i ymaelodi â'r Urdd.

## After –school club / Yr Urdd

A club is held for Key Stage 2 pupils after school on Mondays. The activities vary according to the time of year e.g. Art, Craft, Computers or Games. All pupils are encouraged to become members of the Urdd (Welsh League of Youth).



Cynnyrch y Clwb Crefft/ A product of the After School Craft Club

## **Cysylltiad â'r Gymuned**

Mae gan yr ysgol berthynas glos â'r gymuned leol. Mae'r plant yn cael eu hannog i warchod eu hamgylchfyd a bod yn aelodau cyfrifol ohono.

Bob tymor yr ydym yn gwneud ymgyrch i godi arian tuag at elusennau. Yr ydym yn cymryd rhan yn y Gwasanaeth Diolchgarwch a hefyd Cyngerdd Nadolig yn y gymuned.

## **Links with the Community**

The school has a very close relationship with the local community. The children are encouraged to take care of their environment and to be responsible members of the community. Each year the school raises funds for various named charities. We participate in the local Thanksgiving and Christmas Concert.

## **Cymdeithas Rhieni ac Athrawon**

Mae cymdeithas weithgar iawn yn yr ysgol. Maent yn cyfarfod pob tymor i drefnu gweithgareddau i godi arian, gweithgareddau cymdeithasol a chefnogi'r ysgol mewn amryw ffyrdd. Croesawn rieni newydd i ymuno yng ngweithgareddau'r gymdeithas.

## **Parents Teachers Association**

There is a very active association in school. They meet every term to arrange various events to raise money, social events and support the school in various ways. We hope new parents will take an active role within the association.

## **Yn y Blynyddoedd Cynnar (3 – 5 oed)**

Bydd y plant Meithrin a Derbyn yn dilyn gwaith thema wedi ei seilio ar y ‘Canlyniadau Dymunol’ ar gyfer addysg o dan 5 oed.

Caiff plant y dosbarth Derbyn addysg llawn amser a’r plant Meithrin addysg rhan-amser, h.y. bob bore. Bydd y plant hyn yn gweithio’n agos gyda’r Weinyddes Feithrin yn y bore.

Mae gan y plant Meithrin a Derbyn ardal chwarae ar wahân sydd hefyd yn cael ei ddefnyddio ar gyfer dysgu gydag offer fel Ty Bach Twt, beiciau, ceir ayyb.

## **In the Early Years**

The Nursery and Reception class pupils follow themes based on the ‘Desirable Outcomes’ for learning for children under 5 years old.

The Reception class pupils receive a full time education whilst Nursery children receive a part time education i.e. mornings only. These children will work closely with the Nursery Assistant in the mornings.

Nursery and Reception pupils have a separate play area which is also used for learning with equipment such as a Wendy House, tricycles, cars etc.

## **Cyfnod Allweddol 1 (5 – 7 oed) Blynyddoedd 1 a 2**

Gweithredir patrwm diwrnod integredig gyda themâu fel sail i’r gwaith. Bydd y plant ar adegau’n gweithio unigol, mewn grwpiau neu fel dosbarth cyfan. Bydd y gwaith a ddarperir yn unol â gofynion y Cwricwlwm Cenedlaethol.

Dysgir y disgyblion hyn i gyd (3 – 7 oed) o fewn yr un ystafell ddosbarth.

## **Key Stage 1 (5 – 7) Years 1 and 2**

The work is organised according to an integrated day pattern with thematic work as a basis for the activities. Pupils will carry out tasks, sometimes on an individual basis, sometimes within groups or as a whole class. The work prepared will be in accordance with the requirements of the National Curriculum.

All these pupils (ages 3 – 7) are taught within the same classroom.

## **Cyfnod Allweddol 2 (7 – 11 oed) Blynyddoedd 3, 4, 5 a 6**

Cyflwynir gwaith i'r grwpiau blwyddyn neu i'r dosbarth cyfan yn ôl nature y dasg. Amcanir at gael gwaith gan bob disgybl sy'n gymesur â'i allu ac nid a'i oed.

Bydd sgiliau allweddol megis cyfathrebu, llyhtrennedd a rhifedd yn ganolbwynt i'r cwricwlwm. Bydd y cwricwlwm yn parhau i gael ei gynnal o fewn thema integredig lle bo hynny'n briodol. Caiff y plant eu hannog i ddatblygu hunan hyder ac annibyniaeth wrth ddysgu sgiliau uwch mewn amrywiaeth o sefyllfaoedd.

Dysgir holl blant 7 – 11 oed o fewn yr un ystafell ddosbarth.

## **Key Stage 2 (ages 7 – 11) Years 3, 4, 5 and 6**

Work is presented to year groups or the whole class according to the nature of the task. The aim is to elicit from each pupil a standard of work in accordance with his/ her ability rather than age.

The key skills of communication, literacy and numeracy will be the central focus of the curriculum taught. The curriculum will still take place within an integrated theme wherever it is meaningful and relevant. Children are encouraged to develop self-confidence and independence in learning and to develop higher order skills in a range of situations.

All pupils aged 7 – 11 are taught in the same classroom.

## **Addysg Uwchradd**

Mae plant ysgol Clocaenog yn trosglwyddo i Ysgol Uwchradd Brynhyfryd ar ddiwedd Blwyddyn 6. Yn ystod eu blwyddyn olaf yn Ysgol Clocaenog mae cyfle iddynt fynychu nifer o weithgareddau ar y cyd âg Ysgol Brynhyfryd sy'n hwyluso'r trosglwyddiad o un ysgol i'r llall. Ceir cyfle i wneud ffrindiau ac ymglyfarwyddo cyn y diwrnod mawr.

## **Secondary Schooling**

Children from Clocaenog transfer to Brynhyfryd High School at the end of year 6. In preparation for moving from primary to secondary school they have the opportunity to attend various taster sessions in their final year. This gives them an opportunity to make new friends and to find their feet before the big move.

## Presenoldeb/Attendance

	HYDREF/AUTUMN 2005		GWANWYN/SPRING 2006		HAF/SUMMER 2006	
	%	A/D U/A %	%	A/D U/A %	%	A/D U/A %
BABANOD INFANTS %	97.5	-	93.9	-	98.6	-
CYNRADD JUNIORS %	98.2	-	95.5	-	97.9	-

A/D = Absenoldebau Di-awdurdodedig

U/A = Unauthorised Absences

## Dyddiadau Gwyliau Ysgol 2006-2007 School Holiday Dates

HYDREF		AUTUMN
Hyfforddiant Mewn Swydd	04/09/06	Staff Training Day
Dechrau'r Tymor	05/09/06	Term Start
Cau Hanner Tymor	26/10/06	Half Term Close
Agor Hanner Tymor	6/11/06	Half Term Open
Hyfforddiant Mewn Swydd	27/10/06	Staff Training Day
Diwedd Tymor	22/12/06	End of Term
GWANWYN		SPRING
Dechrau'r Tymor	8/1/07	Term Start
Cau Hanner Tymor	16/2/07	Half Term Close
Hyfforddiant Mewn Swydd	26/2/06 30/3/07	Staff Trainig Days
Agor Hanner Tymor	27/2/07	Half Term Open
Diwedd Tymor	29/3/07	End of Term
HAF		SUMMER
Hyfforddiant Mewn Swydd	3/5/07	Staff Training Day
Dechrau'r Tymor	16/4/07	Term Start
Dydd Gwyl Fai	7/5/07	May Day
Cau Hanner Tymor	25/5/07	Half Term Close
Agor Hanner Tymor	4/6/07	Half Term Open
Hyfforddiant Mewn Swydd	22/6/07 23/7/07	Staff Training Days
Diwedd Tymor	20/7/07	End of Term