

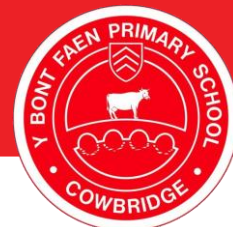


Y BONT FAEN

PRIMARY SCHOOL

Prospectus

 01446 772374
 <https://ybontfaen.school>
 ybontfaenps@valeofglamorgan.gov.uk
 @YBontFaen



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Letter from the Headteacher

Croeso – Welcome

This prospectus is a brief introduction to our school.

We hope that your child's time with us will be a happy one in a place where they feel safe and secure.

We offer a broad and balanced curriculum which will give your children the skills which will enable their future lives to be based on firm foundations and knowledge.

We value every child and strive to enable them to reach their potential and develop into enquiring, independent and informed individuals.

We hope that this prospectus will answer any questions you may have, but please do not hesitate to contact school if you should require any further information.

We look forward to a long and happy partnership with you and your children.

J. Adams

Julia Adams





A message from the Chair of Governors

Dear Parents and Guardians,

On behalf of the Governing Body of Y Bont Faen Primary School, I extend a warm welcome to you. I am particularly proud to be the Chair of Governors at the school where my own children and now my grandchildren attend.

We are fortunate here at Y Bont Faen to have a good team of governors with a wide range of experiences and interest. We all take a particular interest in the key areas of the curriculum and, as well as meeting twice each term, we also visit the school at other times to meet with staff and to help out.

We are proud of the school, the overall standards achieved and the wide range of extra experiences offered to the pupils. We are here to represent you and to ensure that the pupils of Y Bont Faen get the best possible opportunities and enjoy the school experience.

We look forward to continuing to work together in a positive partnership with you, the pupils, the staff and the community.

Sincerely

Terry L Williams, MBE



The School Setting

Y Bont Faen Primary School is an English-medium school with approximately 250 pupils which caters for pupils from the ages of 3 to 11 years of age.

The School is set in the heart of Cowbridge, enabling easy access to the town for school activities in the community. It is surrounded by large playing fields which offer opportunities for a variety of different learning activities, including our conservation area which we use for Forest School activities. Within our grounds we also have gardens, a polytunnel, an all-weather sports pitch (which we share with the neighbouring Welsh-medium school) and a running track.



Our catchment area includes Cowbridge, Llanblethian, Ystradowen, Welsh St. Donats, Trerhyngyll and Maendy. Subject to places being available, and by agreement with the Governing Body, children may be admitted from outside the catchment area until our maximum intake number (currently 30 pupils per year group) is reached.

All admission arrangements are directed by the Local Authority and the school has no influence over this process.

Governing Body

Mrs. Julia Adams	Headteacher
Mrs. Rebecca Millard	Teaching Staff
Mrs. Eileen Miller	Non-teaching Staff
Mr. Terry Williams	Local Authority (chair)
Mrs. Catherine Thomas	Local Authority
Mr. Charles Champion	Local Authority
Mr. Peter Carter	Local Authority
Mr. Steve Miller	Community (vice-chair)
Mrs. Rowena Harbour	Community
Mrs. Carolyn Lyons	Community
Rev. Heather Weddell	Community
Mr. Neil Millard	Parent
Mrs. Frances Blomeley	Parent
Mrs. Shelley Evans	Parent
Dr. Katie Goddard	Parent
Miss Eleanor Healer	Parent
Mrs. Joanne Western	Clerk
Mrs. Harriet Maidment	Observer

Staff

Senior Management Team



Julia Adams
Headteacher



Harriet Maidment
Deputy Headteacher,
Reception Teacher



Mel Hayman
Head of Foundation Phase,
Year 2 Teacher



Eileen Miller
Additional Learning Needs
Co-ordinator (ALNCo)



Rebecca Millard
Year 6 Teacher

Teaching Staff



Helen Carr
Nursery Teacher



Ceri Rees
Welsh Co-ordinator, Year
1 Teacher



Siân Davies
Year 3 Teacher



Teaching Staff cont'd.



Jackie Jones
Year 3 Teacher



Nicola Jones
Year 4 Teacher



Rishmal Mitten
Year 4 Teacher



Katherine Wilson-Fitchie
Year 5 Teacher



Katie Hosey
PPA Teacher

Learning Support Assistants (LSAs)



Faye Bowen
LSA



Sally Cotterell
LSA



Paula Davies
LSA

Learning Support Assistants cont'd.



Kirsty Heald
LSA



Barbara Hollings
Nursery LSA, Forest
School Leader



June Landeg
Additional Learning Needs
LSA



Sarah Little
LSA



Leona Thomas
Nursery LSA



Maria Thomas
Nursery LSA



Alison Watt
LSA



Danielle Wakefield
LSA



Support Staff



Frances Blomeley
School Manager



Rob Miller
Administrative Assistant



Martyn Thomas
Site Manager



Pauline Bishop
Breakfast Club Supervisor

Kitchen Staff



Natalie Herman
School Cook



Joanne Harford
Kitchen Assistant



PTA

Y Bont Faen Primary School has a very active PTA, who work hard to raise essential funding to help resource indoor and outdoor learning in all year groups, across the curriculum. The PTA organises a variety of events throughout the year, and is always looking for new members. All help, however great or little is welcomed! Please keep a look out on the PTA board at the front entrance of school for upcoming events and meetings.



"The PTA is run by parents and teaching staff on a voluntary basis. Our objectives are to support the school where we can, primarily by raising funds, but also by providing practical support at school events.

"At the beginning of each school year, we invite each family to pay a donation to the P.T.A. These donations provide greatly appreciated financial support, enabling the school to purchase resources that benefit our children. Our spending plans for this year include upgrading the whiteboard / projector facilities for each classroom; investigating the costs of purchasing a new PA system for use at school events including sports day; and continuing to support after school clubs and improve playground facilities.

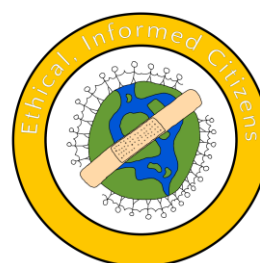
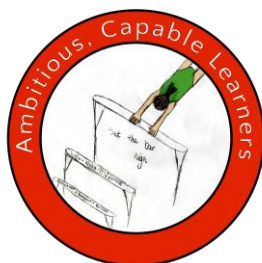
"Please feel free to share any ideas you may have for purchases that would benefit the children, and the school. Either speak to a member of the PTA or share your idea, for consideration, via our Facebook page (YBF PTA Cowbridge)."

Our Vision

Every child at Y Bont Faen is nurtured and encouraged in a safe, happy environment with high quality learning experiences which develop the skills and knowledge needed for a successful future. We work together to reach our full potential and to become caring and confident lifelong learners.

The Aims of Our School

- To ensure the wellbeing of all is paramount and is supported through providing a happy, secure and caring environment for both children and staff, where respect and consideration for others is integral to all we do.
- To provide a rich curriculum which will help develop ambitious, capable learners; healthy, confident individuals; enterprising, creative contributors; and ethical, informed citizens.
- To have high expectations so that everyone strives to be their best, embracing challenge and building resilience and self-belief.
- To encourage children to think, ask questions, collaborate and be creative through interesting and engaging learning experiences which are relevant and meaningful to children's lives now and in the future.
- To encourage children to be positive and active contributors to the environment.
- To celebrate diversity and build positive relationships.
- To promote active partnership within the wider community, and develop an awareness of local, national and global issues.



Safeguarding and Site Security

The safeguarding and well-being of our pupils is of paramount importance to us. The school has a comprehensive Safeguarding Policy, which is available from the office and via the school website. The school fulfils its legal duties and liaises with the necessary external agencies as appropriate. All staff receive annual training in Child Protection and Critical Incidents. Our designated Child Protection Officers are Mrs. Julia Adams, Mrs. Harriet Maidment, Mrs. Melanie Hayman, Miss Jackie Jones, and Mrs. Eileen Miller.

Providing a safe and secure environment for the pupils is very important at Y Bont Faen. All visitors are asked to report to the main office, where they are requested to sign in on arrival and sign out when they leave. Access to classrooms can only be gained by staff, as we have secure doors and external locks and railings.

All staff and volunteers are required to have undergone a DBS check before working with our pupils.

Staff receive regular first aid training and specific medical training to address the needs of individual pupils. If your child receives first aid treatment during the day for a minor injury, a slip outlining the details will be sent home. For any serious accidents or injuries, including knocks to the head, parents will be contacted immediately via telephone if possible.

All staff have received internet safety training, administered by the NSPCC. As part of the Welsh Assembly Government's Digital Competence Framework all pupils learn about the importance of staying safe online.

We request parent/guardian permission to use images of your child on our school website and Twitter feed, as well as for use by any outside news media or organisations.





School Rules

We have a simple set of school rules that run consistently throughout Foundation Phase and Key Stage 2.



Uniform

We positively encourage our children to wear school uniform. It encourages a feeling of pride and community. Our uniform consists of:



- Red jumper, sweatshirt or cardigan
- White polo shirt
- Grey trousers or skirt
- Black school shoes
- Red checked summer dress
- Grey shorts



Children should bring a change of clothes for PE. This should be shorts and a T-shirt for indoor PE as well as joggers, sweatshirt and training shoes for outdoor activities.

Our branded uniform (logo tops, fleeces, school bags etc.) is available from The Pencil Case in Cowbridge. Most major supermarkets stock basic, reasonably priced uniform.

All items of clothing and personal belongings should be clearly marked with your child's name. If children misplace them, lost property bins are placed outside of the main entrance to school.

School Times

	Nursery	Foundation Phase	Key Stage 2	
8:50 a.m.	Morning Nursery Session	Class	Class	
10:30		Morning Break	Morning Break	
10:45		Class	Class	
11:30				
12:00 p.m.		Lunch Break		Class
12:30	Afternoon Nursery Session	Class	Lunch Break	
12:45			Class	
1:15		Class		Class
2:00		Afternoon Break		
2:10		Class		
2:55				
3:00				

Foundation Phase pupils should be dropped off at the Foundation Phase gate where a member of staff will be there to meet them. Key Stage 2 pupils need to access their playground and field independently and Key Stage 2 staff supervise children in this area from 8:40a.m. until the start of the school day proper. **Please do not drop children off before 8:40a.m. as they will not be supervised.**

We strongly encourage pupils to be punctual. Pupils who are consistently late are missing valuable learning time. In the event that lateness cannot be avoided, please report to the office and do not allow your child to walk around unattended as doors are locked when all classes are in the building.

Absences

If your child is unable to attend school due to illness please notify us by telephone, email or by using the absence link on the school website.

Children who have sickness and diarrhoea should be kept off school for 48 hours.



If your child becomes ill during school time it is important that we have up to date contact numbers so we can inform you of this.

Absences for Holidays

There are many experiences outside school that children can learn from that will enrich their lives. However, learners are only in school for a limited amount of time and we must ensure that we can make the most of this time for your child. If you do decide that you must book a holiday during term time, please take into consideration that if your child misses school he/she can fall behind with school work and do less well in tests.

Section 444 of the Education Act 1996 applies to England and Wales. "Regular attendance" at school means attendance in accordance with the rules prescribed by the school. This means that a governing body, rather than a child's parent, must decide what constitutes "regular attendance" at school. In practical terms, this means that a parent still needs the permission of the headteacher to remove their child from school for a family holiday. If the headteacher does not give permission for the leave of absence, the absence is treated as an "unauthorised absence." As such a parent can be issued with a fixed penalty notice (fine) for not ensuring their child attends school regularly.

Parents should not take their children out of school for a holiday without first obtaining the permission of the headteacher in advance. Under the 2010 Regulations, the school has a discretionary power to authorise up to ten days absence during a school year for family holidays during term time if it is considered necessary.

Medication

If your child is on regular medication which needs to be taken during the school day, please let us know.

If your child is on a short course of medication that needs to be given, you will be asked to complete a medicine consent form. This can be obtained from the school office or downloaded from the school website.

All medicines must be sent into the school office with clear instructions as to the dosage and when they are to be administered. Children should not have medicines of any description in their possession or in their tray or bag.

All asthmatic children have free access to their medication pumps which are stored in safe but accessible places within each classroom. Please inform your child's class teacher if your child is asthmatic. Parents must check that asthma pumps kept in school are within date.

Parents are asked to update the school or their child's class teacher of any known allergies or medical conditions.

Food at School

Snacks

We ask that you provide a snack for your child for break times. We encourage pupils to bring healthy options such as fruit or vegetables. Please avoid sending in nuts or nut products, as we have pupils in school that suffer from allergies.

Please make sure your child has a drink each day. Pupils who bring re-usable bottles are able to refill them throughout the day from our water coolers, located in the Key Stage 2 area. Milk is provided each day for Foundation Phase pupils at break times. Please ensure that bottles and snack containers are clearly labelled with your child's name.

School Meals

A selection of lunch options, including hot meals, jacket potatoes, baguettes and paninis, is prepared on the school premises by Vale catering staff each day. Menu options are provided at the start of each term, and you can make choices in advance. Menus are available to download from the Vale of Glamorgan website, or paper copies can be obtained from the school office.

Children with specific dietary requirements can be catered for.



From late April 2023, school meals will be available free of charge, as the Welsh Government is funding free school meals for all primary school pupils in Wales.





Breakfast Club

Our school Breakfast Club is provided free of charge each morning, and is run by Mrs. Pauline Bishop. Pupils can be dropped off between 8:00am and 8:20am, to enjoy a healthy breakfast to start the day. You may register your child on their first day. Breakfast Club staff are ready to welcome children at the main entrance every morning.

After-School Club

After-school childcare is available on the school premises from Monday to Friday, 3:00pm to 5:45pm. Please contact Joanne Hopkins (email jo@simplyoutofschool.co.uk, or call 07756 836806) if you wish to enrol your child, or have any questions regarding the provision.

Communication

We use a variety of methods to communicate with parents. The most efficient way of staying informed is via the Schoop app. This can be downloaded via the app store to any smart phone. The details you will need are set out below. This app allows you to receive messages from school direct to your phone.

A whole school letter is sent out regularly, and is available to view on the school website. Class newsletters are uploaded to the class pages on the school website weekly. We use Twitter regularly, so sign up now using our Twitter feed [@YBontFaen](https://twitter.com/YBontFaen). You can also view the feed via the school website. It is important that you keep the office informed of changes to your phone numbers and email addresses so that our contact lists are up to date.

School website – <https://ybontfaen.school>

E-mail – ybontfaenps@valeofglamorgan.gov.uk



Schoop ID – **28433**

Please select whole school, your child's class and any relevant after-school clubs your child may attend as your options.

Complaints

Occasionally there may be times when you have a concern or issue that you wish to raise. We would welcome the opportunity to deal with these matters, and ask that you contact school in the first instance. If you wish to make a formal complaint, details of the procedures available can be obtained from the Headteacher. A copy of the full complaints policy is available on the school website.

Curriculum

Our Inspire Curriculum offers a balanced approach of systematic teaching and learning of specific skills and knowledge, alongside our inquiry approach, which enables pupils to seek, challenge, explore, investigate and question the world around them. Our curriculum helps pupils to develop respect, integrity, become confident decision makers and build a feeling of *cynefin*, as citizens of their community, Wales and the wider world.

Our Inspire Curriculum has been developed with umbrella topics that run through the whole school, to ensure we build depth of skills and knowledge, whilst engaging with personal, local, national and global inquiries.

- My Identity, Wales and the World
- Creative Minds
- What a Wonderful World

Pupils explore different lines of inquiry within each topic, with pupil voice helping to influence and shape our lines of inquiry. Pupils have opportunities to share, present and celebrate their learning in a range of creative ways. Inquiry questions include:

- Why is our school special?
- How can we help our local wildlife?
- What influences our identity?
- Is it fair that inequalities exist in society?

Further information regarding the new Curriculum for Wales and the Foundation Phase or Key Stage 2 curriculum can be found on the Learning Wales website (<http://learning.gov.wales/>).

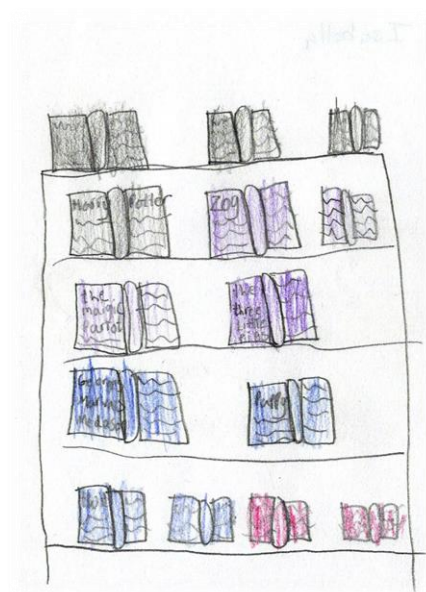
Teaching Strategies

A variety of teaching strategies are used throughout the school to actively engage learners. These include whole class, small group, paired and individual activities. Children may be taught in ability, social, or mixed ability groups according to different activities, using both the indoor and outdoor environments.



Welsh Language

As part of the curriculum, all pupils at Y Bont Faen Primary School learn about Welsh culture and language. Welsh is used on a daily basis with the pupils, and its use is promoted throughout the school, with our Helpwr Heddiw, Criw Cymraeg and Tocynnau Iaith schemes. We hold an annual Eisteddfod for our pupils to celebrate the rich language and culture of Wales.



Physical Education and Sports

At Y Bont Faen, we promote a wide range of physical activities in relation to children's health and well-being. PE lessons and activities are taught as part of the Foundation Phase and National Curriculum. In addition to this sports and games equipment are provided for pupils to use during break and lunch times. We have excellent sporting facilities including a running track, school field, and our purpose built sports court Tir Glas at the top of our grounds. The school participates in a number of sporting events throughout the year with other schools, including football, rugby, netball and dance.

In Key Stage 2, pupils have the chance to participate in a block of swimming lessons. Year 5 and 6 pupils have the opportunity to go on an outdoor activities residential course.

We hold an annual Sports Day on our school field, where parents are invited to attend. We also have Multi-Sport, Netball and Dance after-school clubs.



Collective Worship

Pupils take part in a daily act of worship in whole school, key stage or class assemblies. The act of worship is mainly of a broad Christian character, but many aspects of other religions are also introduced. Children come together to experience a sense of belonging. Assembly is a time where the school's Values and habits of mind (learning behaviours) are discussed, highlighted, reflected upon and celebrated. We invite a range of visitors throughout the year to speak to the children in assemblies.

Parents have the right to withdraw their child from attendance of religious worship by prior arrangement. Where this is the case, alternative provision is made by the class teacher.

Personal and Social Education

At Y Bont Faen we believe the wellbeing and self-esteem of our learners is fundamental to their development. We teach a Values scheme throughout the school, focusing on a different core value each month. To help nurture growth mindsets, we also have a monthly learning habit that the children learn about and practise, through different activities.



As an integral part of the curriculum in Key Stage 2, the older pupils will have lessons covering sex education. Parents are invited to view the content materials before they are presented to the children, and may withdraw their children if they feel it necessary.

We actively promote good behaviour with house point rewards, praise and encouragement, lunchtime Golden Tickets and our Star Assembly certificates. Our Star of the Week certificates are also used to celebrate pupil achievements in specific areas.

Pupils are also encouraged to bring in any achievement awards they may have earned in activities outside of school.

Pupil Voice

All classes help the pupils put forward their own ideas, and make decisions about their learning and school. Pupils generate ideas about the things they would like to learn when embarking on a new topic, which is encompassed into staff planning. The school has the following councils which meet regularly throughout the year, to help develop different aspects of school life:

- School Council
- Eco-Council
- Healthy Schools Council
- RotaKids
- Digital Council
- Criw Cymraeg



Curriculum Enhancement and Community Links

As we are located in the heart of Cowbridge, we have strong links with groups, individuals and businesses in the town. The pupils regularly use the local community to enrich their learning, providing authentic contexts.

Local estate agent Herbert R Thomas is our school sponsor, and frequently engages in learning activities with the children and supports us with resources. Members of the Cowbridge Rotary Club come into school to read with the children, and help to run Rota Kids, which works for local causes. The pupils often visit local care and nursing homes to engage with the residents. The school takes part in many projects, competitions and events, both at the local and national level. We also like to invite members of the community with different roles to visit classes, to help enrich the learning of specific topics, including parents and relatives.



Throughout the year many educational visits are arranged to provide pupils with stimulating learning experiences. Parents are always informed of any visits with a written letter. Parents are asked to help contribute to the cost of these visits, to enable them to take place. Where any parent has difficulty in paying, please don't hesitate to contact the Headteacher, so that the school can help.



Fundraising

To help our children become ethical, informed citizens we hold a number of fundraising events each year. These include Children in Need, Sports Relief, Comic Relief, the Save the Children Christmas Jumper Campaign and the MacMillan Coffee Morning, in addition to many PTA events and local charity initiatives.

Home Learning

We believe in fostering strong partnerships with parents to help our learners thrive. Each class produces a weekly news bulletin, which is emailed out to parents to keep you up to date. A weekly home activity is provided, or a topic based task. Each holiday we send home a Growth Mindset Challenge for all the family to take part in.

Pupils take part in a weekly spelling test from Year 1 to Year 6, and have words to learn and practise weekly. We encourage parents to read regularly with their children, and home reading books and flash cards (in the Foundation Phase) are sent home each week. A termly set of number facts are also displayed on newsletters for pupils to learn. We also encourage pupils to visit the school library each week to choose books to take home.

Blended Learning

Seesaw (from Nursery to Year 1) and Google Classroom (from Year 2 to Year 6) are used to enhance learning during the school day, as well as at home. Via these platforms, teaching staff and pupils are able to share and celebrate their learning, as well as assigning and completing home learning tasks.

Assessment, Recording and Reporting

Pupils starting their education at Y Bont Faen undertake Welsh Government baseline assessments in both Nursery and Reception. We track and assess pupils throughout the school. At the end of Year 2 and Year 6, Foundation Phase Outcomes and National Curriculum levels are reported to parents.

The pupils undertake Welsh Government National tests in May each year from Year 2 to Year 6. We hold parent/teacher consultations for all pupils in the Autumn and Spring Terms, and written reports are sent to parents during the Summer Term.

We hold Sharing Days in the Autumn and Spring Terms prior to the consultations so that the children can celebrate their learning with their parents.



Extracurricular Activities

We offer a range of after-school clubs, with most changing on a termly basis to give pupils a variety of opportunities to explore. The clubs we have run in the past include netball, board games, cricket, dance, art, environmental and STEM clubs. We survey pupils to ask them for their interests, which helps to influence the nature of each club.

Music Lessons

In addition to these clubs, regular music lessons are available via the Cardiff and Vale Music Service (CAVMS).

*“The joy of music is something we all share, and we are very happy at Ysgol Y Bont Faen to be able to offer pupils the opportunity to learn to play musical instruments. Children are released from lessons to receive weekly lessons from Cardiff and Vale Music Service tutors **Eifion Davies** (piano/voice) and **Kumar Chopra** (guitar/ukulele). Other instruments may be available in future in consultation with the school and CAVMS. For more information on cost and lesson format please contact CAVMS by telephone at 029 2089 1231, by email at office@cavms.co.uk or by visiting the website www.cavms.co.uk.”*





Equal Opportunities

Y Bont Faen Primary school is committed to equality of opportunity in education. Discrimination of any kind and on any basis is unacceptable. It is the policy of the school to ensure equality of opportunity for all its pupils, parents, employees and governors, irrespective of race, ethnicity, nationality, colour, cultural background, language, disability, age, gender, religious beliefs, marital or parental status, social class, sexual orientation and any other grounds or conditions which cannot be shown to be justifiable.

We are an inclusive school where all children and their individual needs are catered for. We work hard to ensure the same opportunities are available to all our pupils. We provide experiences to help all children reach their potential. The school's assessment and monitoring procedures help to ensure equal opportunities are applied to standards in pupil achievement, personal and social development, and in attitudes and behaviour.

The Foundation Phase area of the building is fully wheelchair-accessible. Unfortunately, some of the older parts of the junior yard are only accessible via a staircase, but bespoke arrangements can be made after consultation with parents on necessary requirements of the pupil.

Our Equal Opportunities Policy is available in full on our website.

Additional Learning Needs (ALN)

It is not unusual for some children to have additional learning needs sometime in their school careers and we work hard to assess and identify these children and offer interventions for a short period of time. Work is differentiated in class to cater for each child's ability.

Children with additional learning needs can be given individual attention in their classrooms, withdrawn from class to work in a small supervised group or withdrawn from class to follow an intervention on a one-to-one basis with a Learning Support Assistant.

The ALN Leader manages additional learning needs on a day-to-day basis and works closely with class teachers. ALN staff are also responsible for the needs of Looked After Children. The ALNCo (ALN Co-ordinator) has training concerning a range of additional learning needs and is able to provide individual learning programmes for those requiring them.

All pupils are included on the school provision map. Some children have targets set on Individual Development Plans or Individual Behaviour Plans. These targets are drawn up in consultation with the child, their teacher and parents. These are regularly monitored and targets changed as they are met.

Children who access help and advice from outside agencies, e.g. Autism Outreach and other specialist teachers, have a 'One Page Profile' which is created through liaison with the child, their family and teacher and any other person who plays an important part in the child's life. We ensure that the child is at the centre of their individual profile and from them we learn what is important to them to get a better picture of what is important

for them. These are reviewed annually in consultation with the child, their family and all others involved in the child's life.

A number of our LSAs have been trained as Emotional Literacy Support Assistants (ELSAs) and can offer a short course of counselling activities to help children who may be struggling with worries and anxieties.

If your child is receiving any intervention, you will be regularly updated on your child's progress.

Parents are welcome to make an appointment to see their child's teacher and the ALNCo with any concerns they may have about their child's progress.

Our full ALN policy is available on our website.

More Able and Talented (MAT)

Children who are identified as being More Able and Talented are those who have advanced academic ability or have particular talents or aptitudes (which may be creative, athletic, artistic, cultural, and/or natural leadership abilities) beyond what is expected of the majority of their age group. Class teachers ensure that these children are appropriately challenged to achieve their best and regularly monitored to check that they are making the expected progress. They may be withdrawn from class to work on small group challenges.



We hope you have enjoyed reading about our school and look forward to working with you and your children in the future. If you have any questions, please don't hesitate to contact the school office at ybontfaenps@valeofglamorgan.gov.uk or 01446 772374.

