



POLISI AMSEROEDD SESIYNAU YSGOL

Mabwysiadwyd gan y Corff Llywodraethol :

Llofnod y Cadeirydd: Dyddiad:

Llofnod y Pennaeth: Dyddiad:

Dyddiad Adolygu:

Cyflwyniad:

Cytunodd y Gweinidog ar gyfer Addysg a Sgiliau ar Reoliadau Addysg 2012 (Diwrnod Ysgol a Blwyddyn Ysgol) (Cymru) (Diwygiedig) a daethant i rym ar 24^{ain} Chwefror 2012. Mae Rheoliadau Addysg 2003 (Diwrnod Ysgol a Blwyddyn Ysgol) (Cymru) ("Rheoliadau 2003") yn berthnasol i ysgolion a gynhelir gan awdurodod lleol ac ysgolion arbennig (bod yn gynhelir neu ddim).

Nod y polisi

- Sicrhau bod strwythur amserlen yr ysgol yn darparu'r fframwaith gorau posibl ar gyfer dysgu ac addysgu.
- Sicrhau cydymffurfio a Deddfwriaeth Llywodraeth Cymru a bod amseroedd ysgol yn cydymffurfio a Rheoliadau Addysg (Diwrnod Ysgol a Blwyddyn Ysgol) (Cymru) (Diwygiedig) 2012.

Sesiynau Ysgol

- Fel arfer, caiff diwrnod ysgol ei rannu yn ddau sesiwn (gyda egwyl yn y canol), a bydd ysgolion (ar wahan i ysgolion meithrin) yn cyfarfod am o leiaf 380 sesiwn yn ystod unrhyw flwyddyn ysgol (h.y. 190 diwrnod).
- Mae'n ofynnol i ysgolion fod yn agored i addysgu disgyblion 190 diwrnod pob blwyddyn academaidd. Mae'n ofynnol i athrawon fod ar gael i weithio 195 diwrnod pob blwyddyn academaidd. Mae hyn yn cynnwys bod ar gael pump i saith diwrnod hyfforddiant (HMS).
- Mae pump diwrnod HMS statudol yn amodol o fewn cytundeb tal ac amodau gwasanaeth athrawon. Mae gan Weinidogion Cymru'r hawl i awdurdod un neu ddau ddiwrnod HMS ychwanegol.
- Mae'r Rheoliadau hyn yn addasu rheol 5 o Reoliadau 2003, i ddarparu hyd at bedwar sesiwn ym mlwyddyn addysgol i gyfrif fel sesiynau os oedd yr ysgol yn neilltuo amser i wella safonau addysgu neu arferion rheoli staff yr ysgol gyda'r bwriad i wella neu asesu sgiliau llythrenedd a rhifedd disgyblion yn yr ysgol.
- Bydd defnydd o'r sesiynau hyn yn gyfyngedig i dymor yr haf ac yn cael ei lleihau pro-rata os caiff amser addysgu ei golli oherwydd tywydd drwg yn y ddau dymor cynt.

Amseroedd Dysgu:

Mae isafswm yr amseroedd dysgu gofynnol (Canllawiau Statudol 7/90) fel a ganlyn:

CA1 - 21 awr

CA2 - 23.5 awr

Rol a Chyfrifoldebau'r Llywodraethwyr

Os ystyrir unrhyw newidiadau i ddiwrnod yr ysgol, bydd y Corff Llywodraethol yn gofalu bod y Pennaeth yn ymgynghori'n llawn gyda staff, rhieni, disgyblion a'r ALL er mwyn sicrhau:

- paratoi datganiad sy'n nodi'r newid arfaethedig ac, os yn ofynnol i wneud hynny gan yr ALL;
- darparu copi o'r datganiad i'r holl rhieni, gyda chopiau ar gyfer eu harchwilio yn yr ysgol;
- galw cyfarfod, os ceir cais gan y rhieni, i drafod y newid arfaethedig;
- ystyried unrhyw sylwadau a geir a phenderfynu unai i weithredu'r newid arfaethedig neu beidio, ac ei addasu neu beidio;
- hysbysu'r ALL a rhieni a unrhyw newid cyn iddo gael ei weithredu.



SCHOOL SESSION TIMES POLICY

Policy adopted by Governing Body :

Signed by Chairperson: Date:

Signed by Headteacher: Date:

Review Date:

Introduction:

The Education (School Day and School Year) (Wales) (Amendment) Regulations 2012 were approved by the Minister for Education and Skills and came into force on the 24th February 2012. The Education (School Day and School Year) (Wales) Regulations 2003 (“the 2003 Regulations”) apply to schools maintained by local authorities and to special schools (whether or not so maintained).

Aims of the policy

- To ensure that the structure for the school timetable provides the best possible framework for teaching and learning.
- To ensure that Welsh Government Legislations are met and school times comply with the Education (School Day and School Year) (Wales) (Amendment) Regulations 2012.

School Sessions

- A school day will ordinarily be divided into two sessions (with a break in the middle), and schools (other than nursery schools) will meet for at least 380 sessions during any school year (i.e. 190 days).
- Schools are required to be open to teach pupils for up to 190 days each academic year. Teachers are required to be available to work for 195 days per academic year. This includes being available for five to seven in service training days (INSET).
- There are five statutory INSET days made available within teachers’ pay and conditions of service. Welsh Ministers have the authority to grant one or two additional INSET days..
- These Regulations amend regulation 5 in the 2003 Regulations to provide for up to four sessions in the school year to count as sessions on which the school met if they were devoted to improving teaching standards or management practices of school staff with a view to improving or assessing the literacy and numeracy skills of pupils at the school.
- Use of these sessions will be restricted to the summer term and will be reduced pro-rata if any school teaching time is lost due to bad weather in the two preceding terms.

Teaching Times:

The required minimum teaching times (Statutory Guidance 7/90) are as follows:

KS1 - 21 hours

KS2 - 23.5 hours

Roles and Responsibilities of Governors

The Governing Body will ensure that, if changes are being considered to the school day, the Headteacher will consult fully with the staff, parents, pupils and the LA to ensure that:

- a statement is prepared specifying the proposed change and, if required to do so by the LA;
- provide a copy of the statement to all parents and make copies available for inspection at the school;
- call a meeting, if requested by parents, to discuss the proposed change;
- consider any comments made and decide whether to implement the proposed change, with or without any modification;
- inform the LA and parents of any change before it takes effect.