

Ysgol Penmachno

Prospectws - Prospectus

2025 - 2026



Penmachno,
Betws y Coed,
Conwy

LL24 0PT

01690 760 394

E-bost/ E-mail: Pennaeth@penmachno.conwy.sch.uk

Gwefan/ Website: www.ysgolpenmachno.cymru

Ysgol Penmachno



Pennaeth/ Headteacher: Elliw Emlyn Roberts

Cadeirydd y Llywodraethwyr/ Chair of Governors: Claire Roberts

Llywodraethwyr/ Governors:

Paul Huckstep

Gwenno Hughes

Eryl Owain

Sian Rhun

Lois Gwilym

Emma Williams

Ffion Edwards - Staff

Meira Owen - Staff





Ein Hysgol

Lleolir ein hysgol ym mhentref gwledig Penmachno, ger Betws y Coed, Sir Gonwy, a gwasanaetha'r pentref a'r ardaloedd cyfagos. Dynodir yr ysgol yn ysgol Gymraeg categori 1 yn ôl polisi iaith yr awdurdod addysg; golyga hyn mai'r Gymraeg yw prif gyfrwng gwaith a bywyd yr ysgol. Anelir at sicrhau bod y disgyblion yn gwbl ddwyieithog erbyn iddynt drosglwyddo i'r Ysgol Uwchradd.

Our School

Our school is situated in the rural village of Penmachno, near Betws y Coed in the county of Conwy, and serves the village and the surrounding area.

The school is designated as a Welsh language category 1 school in accordance with the Education Authority's language policy. This means that Welsh is the main medium of the life and work of the school and we seek to ensure that pupils are fully bilingual by the time they transition to Secondary School.

Ein Gweledigaeth

Fod Pob plentyn sy'n mynychu Ysgol Penmachno yn cael mynediad llawn i Gwricwlwm yr ysgol. Sicrhawn y cychwyn gorau a sylfaen gadarn yn ôl gofynion ac anghenion disgyblion mewn awyrgylch ac amgylchedd hapus, naturiol, chwilfrydig, brwdfrydig, cyffyrddus, ysbrydoledig a heriol; hyn oll er mwyn sicrhau bod y ddysgwyr yn cyrraedd eu llawn botensial ac yn datblygu'n ddysgwyr gydol oes.

Credwn yn gryf mewn rhoi cyfleoedd a phrofiadau dysgu eang a chytbwys gan fanteisio ar ein hardal a'n cymuned leol i osod sylfeini cadarn ar gyfer y dyfodol.

Drwy ddysgu a thyfu gyda'n gilydd mae ein disgyblion yn datblygu gwreiddiau cadarn, chwilfrydedd a brwdfrydedd i fod yn;

- * Ddysgwyr Uchelgeisiol a Galluog*
- * Cyfranwyr Mentrus a Chreadigol*
- * Ddinasyddion Egwyddorol a Gwybodus*
- * Unigolion Iach a Hyderus*

Our Mission Statement

That All children who attend Ysgol Penmachno have full access to the school's Curriculum. We ensure the best possible start and a solid foundation according to requirements and needs in a happy, natural, curious, enthusiastic, comfortable, inspiring and challenging atmosphere and environment; all this will ensure that learners reach their full potential and are lifelong learners.

We strongly believe in providing broad and balanced learning opportunities and experiences, taking advantage of our local area and community to ensure pupils have solid foundations for the future.

By learning and growing together our pupils develop firm roots, curiosity and enthusiasm to be;

- * Ambitious and Capable Learners*
- * Enterprising and Creative Contributors*
- * Principled and Informed Citizens*
- * Healthy and Confident Individuals*



‘Tyfu a Dysgu gyda'n gilydd’

Staff yr Ysgol/ School Staff

Pennaeth ac Athrawes Dysgu Sylfaen/ Headteacher and Foundation Learning Teacher

Elliw Emlyn Roberts - BSc, CPCP/ NPQH

Athrawes Cyfnod Allweddol 2/ Key Stage 2 Teacher

Ffion Edwards - TAR

Athrawes CPA/ PPA Teacher

Elen Roberts - BA

Cymhorthydd Dosbarth Dysgu Sylfaen ac Anghenion Dysgu Ychwanegol/

Foundation Learning Assistant and Additional Learning Needs Assistant

Teleri Lloyd

Cymhorthydd Dosbarth ac Anghenion Dysgu Ychwanegol/

Class Assistant and Additional Learning Needs Assistant

Meira Owen

Cymhorthydd Clwb Brecwast/ Breakfast Club Assistant

Meira Owen a Teleri Lloyd

Gofalwraig a Croesi Plant/ Caretaker and Crossing Patrol

Tegwen Parry

Cogyddes Mewn Gofal/ Cook in Charge

Lisa Jones



Polisi Derbyn/ Admissions Policy

Mae mynediad i blant a phobl ifanc i'r Ysgol yn cael ei reoli a'i weinyddu gan 'Awdurdod Derbyn', Cyngor Conwy yw'r Awdurdod Derbyn cydnabyddedig sy'n gyfrifol am yr holl ysgolion Cymunedol a Gwirfoddol. Gellir dod o hyd i bolisi derbyn y Sir ar eu gwefan:

www.conwy.gov.uk

Derbynnir i'r ysgol ddisgyblion yn rhan amser ym mis Medi/ Ionawr/ Mawrth yn dilyn eu pen-blwydd yn 3 oed, yna yn llawn amser dechrau tymor yr Hydref (mis Medi) yn dilyn eu pen-blwydd yn 4 oed.

The entry for children and young people into schools is controlled and administrated by an 'Admissions Authority'. Conwy County Council is the recognised Admissions Authority responsible for all the Community and Voluntary Controlled. The Conwy admission policy can be found on their website: www.conwy.gov.uk

The school admits pupils on a part-time basis in September/January/ March following their 3rd birthday, then on a full-time basis in the Autumn term (September) following their 4th birthday.

Oriau Ysgol/ School Hours

Trefn y Dydd/ Order of the Day	
Clwb Brecwast/ Breakfast Club	8.15 - 8.40
Cyrraedd yr Ysgol/ Arrive at School	8.40 - 9.00
Gwers 1/ Lesson 1	9.00 - 10.30
Amser Chwarae/ Morning Break	10.30 - 10.50
Gwers 2/ Lesson 2	10.50 - 12.00
Amser Cinio/ Lunch Time	12.00 - 1.00
Gwers 3/ Lesson 3	1.00 - 2.15
Amser Chwarae/ Afternoon Break	2.15 - 2.30
Gwers 4/ Lesson 4	2.30 - 3.30
Amser Adref/ Home Time	3.30



Paratoi ar gyfer yr ysgol

Rydym yn awyddus i sicrhau hapusrwydd eich plentyn yn ystod eu cyfnod yn Ysgol Penmachno. Credwn fod amgylchedd hapus a meithringar yn caniatáu i blant ddatblygu i'w llawn botensial.

Dyma ychydig o arweiniad wrth baratoi ar gyfer yr ysgol

Gall fod yn fuddiol i'r plentyn drafod ymweliadau a dylai rhieni sgwrsio gyda nhw'n gyson.

Gwyllo a thrafod rhaglenni teledu gyda'ch gilydd - efallai gwyllo rhaglenni Cyw ar S4C.



Darllen gyda'r plant bob diwrnod a chwarae gyda nhw gan drafod gweithgareddau bob dydd.

Cynyddu ymwybyddiaeth plant o rifau oherwydd gall hyn ehangu'r addysgu.



Gwneud defnydd o grwpiau Meithrin lleol fel y gallwch baratoi eich plentyn yn gymdeithasol ac yn ieithyddol ar gyfer addysg cyfrwng Cymraeg.



Helpu eich plant gyda thasgau megis gwisgo, clymu carrai esgidiau, mynd i'r tŷ bach, defnyddio cyllell a fforc a chlirio.



Datblygu unrhyw weithgareddau sy'n annog sgwrs a hunanhyder.

Peidio defnyddio prif lythrennau e.e. Catrin nid CATRIN.

Dewch i'n gweld! Mae plant yn mwynhau gweld plant eraill mewn amgylcheddau hapus.



Gwybodaeth y bydd arnom ei angen



Ffurflen gwybodaeth gyswllt - Ni fyddwn yn derbyn plant i'r ysgol heb wybod sut i gysylltu â chi os bydd argyfwng. Ffurflen ymwybyddiaeth gyfryngol- Bydd angen eich caniatâd i gynnwys llun neu fideo o'ch plentyn mewn amrywiaeth o gyfryngau.

Ffurflen ganiatâd trafnidiaeth neu ymweliad —Rhaid cael eich caniatâd er mwyn cynnwys eich plentyn ar drip neu ymweliad.

Preparing for school

We are eager to ensure your child's happiness whilst at Ysgol Penmachno. We believe that a happy and nurturing environment allows a child to develop to their full potential.

Here are some guidance when preparing for school

It may be helpful for the child to discuss visits and parents should converse with them regularly.

Watch and discuss television programmes together – perhaps watching Cyw cartoons on S4C.



Read to the children every day and play with them discussing every day activities.

Increase children's awareness of numbers as this can enhance learning.

Make use of your local Nursery group so that you can prepare your child socially and

linguistically for Welsh medium education.



Help your child with tasks such as independently dressing, tying shoe laces, going to the toilet, the use of knife and fork and tidying up.



Develop any activities which encourage conversation and self-confidence.

Do not use capital letters e.g. Catrin not CATRIN.

Come and visit us! Children enjoy seeing other children in happy environments.



Information we will need



Contact information form- We will not admit pupils into the school unless we know how to contact you in an emergency.

Media awareness form- We need your permission to include your child's photograph or video in any activity online or local newspapers.

Transport and school visit form- We need your consent to include your child in any visit or school trip.

Cinio Ysgol/ School Dinner

Nod yr Ysgol yw darparu'r bwyd gorau posib a helpu'r disgyblion i ddarganfod a mwynhau bwydydd newydd a chyffrous er mwyn eu hannog i fyw bywyd iach ac actif. Mae cinio am ddim yn cael ei gynnig i holl ddisgyblion yr Ysgol. Am fwy o wybodaeth ynglŷn â chinio Ysgol ac i lawr lwytho copi o'r fwydlen ewch i; www.conwy.gov.uk

Mae'n hanfodol fod pob rhiant/ gofalwr sydd ar incwm isel yn parhau i wneud cais am Brydau Ysgol am Ddim i'w plant er mwyn i'r Ysgol a'r disgyblion elwa o grantiau eraill. Bydd gwneud cais yn galluogi'r disgyblion i gael triapiau preswyl am ddim a grant gwisg Ysgol. Mae hyn hefyd yn cynyddu'r cyllid ar gyfer Ysgol eich plentyn. Ewch i dudalen we Conwy/ Preswylwyr/ Costau Byw i wneud cais.

The school aims to deliver the best food possible and want to help our pupils discover and enjoy new and exciting foods that will encourage them to live a healthy and active life. A free meal is available every day to all our pupils. For more information regarding school dinners and to download a copy of the menu please visit www.conwy.gov.uk

It is essential that all parents/ carers who are on a low income continue to apply for Free School Meals for their children so that the school and the pupils benefit from other grants. Applying will enable pupils to get free residential trips and a school uniform grant. This also increases the funding for the school. Please go to Conwy's website/ Resident/ Cost of Living to make an application.



Clwb Brecwast/ Breakfast Club

Mae'r Clwb Brecwast am ddim ac yn agored rhwng 8.15yb a 8.40yb i'r holl ddisgyblion yn neuadd yr Ysgol. Yn ystod y cyfnod hwn gall blant fwynhau brecwast iach gyda'u ffrindiau.



Mae'r Clwb Brecwast yn boblogaidd iawn!

The free Breakfast Club is open daily between 8.15am and 8.40am for all pupils in the school hall. During this time children are able to enjoy a healthy breakfast with their friends. The Breakfast Club is very popular!

Byrbryd/ Snack

Mae holl ddisgyblion Meithrin, Derbyn, blwyddyn 1 a 2 â'r hawl i lefrith ysgol am ddim. Anogir disgyblion i ddod â ffrwyth eu hunain i fwyta amser chwarae. Anogir disgyblion i ddod a photel ddŵr gyda nhw i'r ysgol ac yfed dŵr yn gyson drwy gydol y dydd. Ni chaniateir cnau.

All pupils in Nursery and Reception class, year 1 & 2 are entitled to free school milk. Children are encouraged to bring their own fruit for playtime. Pupils are encouraged to bring a water bottle to school and drink water regularly throughout the day. No nuts allowed.

Cytundeb Cartref Ysgol/ Home School Agreement

Mae gan yr Ysgol 'Gytundeb Cartref/ Ysgol' sy'n nodi'r hyn a ddisgwyliwn yn nhermau ymrwymiad rhieni a disgyblion wrth gefnogi'r Ysgol, ynghyd ag ymrwymiad yr Ysgol i ddarparu'r gwasanaeth orau i rieni/ gwarcheidwaid a disgyblion.

The school has a 'Home/ School Agreement' which notes what we expect in terms of parents/ guardians and pupil engagement to support the school, as well as the school's commitment to provide the best service for parents/ guardians and pupils.



Dyddiadau'r Tymor/ Term Dates

Tymor Hydref 2025	Autumn Term 2025
Diwrnod hyfforddi staff: Cysylltwch â'r ysgol* Tymor yn dechrau: 2 Medi 2025 Hanner tymor yn cau: 23 Hydref 2025 Diwrnod hyfforddi staff: Cysylltwch â'r ysgol* Hanner tymor yn agor: 3 Tachwedd 2025 Diwedd y tymor: 19 Rhagfyr 2025	Staff training day: Please contact the school* Term starts: 2 September 2025 Half term closes: 23 October 2025 Staff training day: Please contact the school* Half term opens: 3 November 2025 End of term: 19 December 2025
Tymor Gwanwyn 2026	Spring Term 2026
Diwrnod hyfforddi staff: Cysylltwch â'r ysgol* Tymor yn dechrau: 6 Ionawr 2026 Hanner tymor yn cau: 13 Chwefror 2026 Hanner tymor yn agor: 23 Chwefror 2026 Diwrnod hyfforddi staff: Cysylltwch â'r ysgol* Diwedd y tymor: 27 Mawrth 2026	Staff training day: Please contact the school* Term starts: 6 January 2026 Half term closes: 13 February 2026 Half term opens: 23 February 2026 Staff training day: Please contact the school* End of term: 27 March 2026
Tymor Haf 2026	Summer Term 2026
Tymor yn dechrau: 13 Ebrill 2026 Dydd Gwyl Fai: 4 Mai 2026 Hanner tymor yn cau: 22 Mai 2026 Hanner tymor yn agor: 1 Mehefin 2026 Diwrnod hyfforddi staff: Cysylltwch â'r ysgol* Diwedd y tymor: 17 Gorffennaf 2026 Diwrnod hyfforddi staff: Cysylltwch â'r ysgol*	Term starts: 13 April 2026 May Day: 4 May 2026 Half term closes: 22 May 2026 Half term opens: 1 June 2026 Staff training day: Please contact the school* End of term: 17 July 2026 Staff training day: Please contact the school*
*Dyddiadau hyfforddiant mewn swydd: mae rhain yn amrywio o ysgol i ysgol. Cysylltwch â'r ysgol i gadarnhau'r dyddiadau hyn.	*Staff training days vary from school to school. Please contact the school to confirm these dates.

Gwisg Ysgol/ School Uniform

Mae gwisg Ysgol i bob disgybl. Crys polo coch unai gyda logo'r Ysgol neu ddim. Siwmpwr neu gardigan las gyda logo'r Ysgol neu ddim. Trowsus neu sgert/ binaffwr llwyd neu ddu. Ar gyfer yr haf, ceir wisgo trywsusau byr llwyd/ du, ffrog gingham siec las neu goch. Ni chaniateir i ddisgyblion wisgo colur nac i liwio gwallt. Clustdlysau 'stud' yn unig. Mae'r wisg Ysgol ar gael o Y Stryd - Made on the Street, Penmachno neu Brodwaith, Pentrefoelas.



For the summer; grey/black shorts may be worn, blue or red check gingham check dress. Pupils are not permitted to wear make-up or to dye their hair in an unnatural colour. Pupils are permitted to wear stud earrings only. The uniform is available from Y Stryd - Made on the Street, Penmachno or Brodwaith, Pentrefoelas.



Addysg Gorfforol/ Physical Education

Dylai'r disgyblion ddod ag esgidiau ymarfer corff, siorts neu dracwisg du/ glas a chrys-T gwyn ar gyfer gwersi Addysg Gorfforol.

Pupils should bring trainers, black/ navy shorts or black/ blue tracksuit and a white T-shirt for Physical Education lessons.



Anghenion Dysgu Ychwanegol/ Additional Learning Needs

Mae gan yr Ysgol strwythur i gefnogi disgyblion sy'n cael eu cydnabod gydag Anghenion Dysgu Ychwanegol, yn cynnwys disgyblion hynod o abl. Yr Ysgol sy'n gyfrifol am leoli disgyblion ar y camau a nodir yng 'Nghod Ymarfer Anghenion Dysgu Ychwanegol Cymru' ac am fonitro, adolygu ac am ddyrannu adnoddau. Mae Cydlynnydd Anghenion Dysgu Ychwanegol yr Ysgol (Cydlynnydd ADY) yn darparu cefnogaeth ac arweiniad i athrawon a rhieni o fewn yr Ysgol. Mae cynnydd yn cael ei fonitro drwy gyfarfodydd adolygu cyson pan fydd rhaglenni dysgu ac ystyriaeth i'r angen am gymorth ychwanegol yn cymryd lle.

The school has a support structure for children identified as having Additional Learning needs, including exceptionally able children. It is the school's responsibility to place children in the stages described in the Welsh Additional Learning needs code of Practice', and to monitor, review and allocate resources. Our school Additional Learning Needs Coordinator (ALNco) provides support and guidance to teachers and parents within the school. Progress is monitored through regular review meetings when learning programmes and consideration of the need for additional support takes place.

Cyfleoedd Cyfartal/ Equal Opportunity

Mae gan yr ysgol Gynllun Cydraddoldeb Strategol sy'n sicrhau cydraddoldeb addysg a chyfle i'r holl ddisgyblion, staff, rhieni a gofaldwyr sy'n derbyn gwasanaethu gan yr ysgol, beth bynnag fo eu hanabledd, hil, rhyw, oedran, tueddfryd rhywiol, crefydd neu gred, ailbennu rhywedd, priodas a phartneriaeth sifil. Rydym yn ceisio datblygu diwylliant o gynhwysiad ac amrywiaeth sy'n galluogi pawb sy'n gysylltiedig â'r ysgol i deimlo'n falch o'i hunaniaeth, a chyfranogi'n llawn ym mywyd yr ysgol. Caiff cyflawniad disgyblion ei fonitro, a byddwn yn defnyddio'r data hwn i gefnogi disgyblion, codi safonau a sicrhau addysg gynhwysol. Byddwn yn mynd i'r afael a gwahaniaethu drwy hyrwyddo cydraddoldeb yn gadarnhaol, herio bwllo ac ystrydebau a chreu amgylchedd sy'n hyrwyddo parch at bawb.

The school has a Strategic Equality Plan which ensures equality of education and opportunity for all pupils, staff, parents and carers who receive services from the school, whatever their disability, race, gender, age, sexual orientation, religion or belief, gender reassignment, marriage and civil partnership. We aim to develop a culture of inclusion and diversity that enables everyone associated with the school to feel proud of their identity, and participate fully in school life. Pupils' achievement is monitored, and we will use this data to support pupils, raise standards and ensure inclusive education. We will tackle discrimination by positively promoting equality, challenging bullying and stereotypes and creating an environment that promotes respect for all.

Disgyblion ac Anableddau/ Pupils with Disabilities

Yn Ysgol Penmachno mae'r holl ddisgyblion yn cael eu trin fel unigolion a ni fydd unrhyw ddisgybl yn cael eu trin yn fwy neu'n llai ffafriol na'u cyfoedion. Wrth gyfeirio at ofynion Deddf GSA 1995 mae ein Cynllun Hygyrchedd yn amlinellu'n glir y cynnydd sydd wedi ei wneud i ganiatáu mynediad cyflawn i ddisgyblion i holl ardaloedd cwricwlwm yr ysgol. Bydd yr ysgol yn derbyn holl ddisgyblion gydag anghenion addysgol ble gellir ei bodloni gan yr adnoddau a ddarparir ac os na fydd eu derbyniad yn amharu'n ormodol ar anghenion disgyblion eraill. Os yw plant ar ddatganiad Anghenion Dysgu Ychwanegol (ADY), yna bydd rhaid i'r derbyniad gael ei drafod gyda Swyddog Datganiad yr Awdurdod Lleol.

At Ysgol Penmachno all pupils be treated as individuals and no pupil will be treated more or less favourably than their peers. In addressing the requirements of the Disability Discrimination Act 1995 our Accessibility Plan clearly outlines the progress made in allowing all pupils full access to all areas of the school's curriculum. The school will admit all pupils whose educational needs can be met from the resources provided and if their admission does not unduly disrupt from the needs of other pupils. Where children have a statement of Additional Learning Needs (ALN), then their admission will have to be discussed with the Local Authority's Statement Officer.



Gwasanaethau Cynorthwyol/ Support Services

Mae nyrs ysgol yn ymweld ar ysgol o dro i dro. Gall yr ysgol gal mynediad at gymorth gan wasanaethau ychwanegol e.e. Therapydd Iaith a Lleferydd, Seicolegydd Addysg, Y Tîm Nam Clyw, Cymorth Ymddygiad neu Gwnsela Ysgol os oes angen yn dilyn ymgynghoriad gyda rhieni. Gofynnir i rieni hysbysu'r ysgol o unrhyw anabledd corfforol allai amharu ar ddatblygiad eu plentyn.

The school nurse visits the school from time to time. The school is able to access the support of additional services e.g. Speech and Language Therapists, Educational Psychologist, the Hearing Impairment Team, Behaviour Support or School Counselling if needed following consultation with parents. Parents are kindly requested to inform the school of any physical disability which may impair the development of their child.

Cyfathrebu rhwng y Cartref ar Ysgol/ Communication between home and school

Gwahoddi'r rhieni/ gwarchodwyr i'r ysgol yn dymhorol i drafod cynnydd eich plentyn. Mae croeso i rieni/warchodwyr ymweld â'r ysgol ar unrhyw adeg i drafod addysg, lles eu plant neu unrhyw bryderon sydd ganddynt. Byddwch yn ymwybodol na allai athrawon adael eu dosbarthiadau yn ystod amser gwersi. Os hoffech siarad gyda ni, fyddwch gystal â threfnu amser cyfleus o flaen llaw. Mae gwybodaeth/ llythyrau a negeseuon yn cael eu rhannu ar ClassDojo. Rydym yn ceisio lleihau ein defnydd o bapur, helpwch ni drwy sicrhau eich bod yn derbyn negeseuon Dojo. Mae adroddiadau blynyddol ar gynnydd eich plentyn yn cael eu rhannu'n flynyddol yn nhymor yr Haf.

We invite the parents/guardians to the school on a termly basis to discuss your child's progress. Parents/guardians are welcome to visit the school at any time to discuss their children's education, welfare or any concerns they may have. Be aware that teachers are not able to leave their classes during lesson time. If you would like to speak to us, please arrange a convenient time in advance. Information/ letters and messages are shared on ClassDojo. We are trying to reduce our use of paper, help us by making sure you receive Dojo messages. Annual reports on your child's progress are shared annually in the Summer term.

Ein Cyngorau/ Our Councils

Mae pob plentyn yn Ysgol Penmachno yn aelod o gyngor ysgol gwahanol, sy'n newid yn flynyddol. Every pupil in Ysgol Penmachno is a member of a different school committee, which changes annually. Cyngor Lles/ Well-being Committee, Criw Cymraeg/ Welsh Crew, Cyngor Eco/ Eco Council Cyngor Ysgol/ School council.



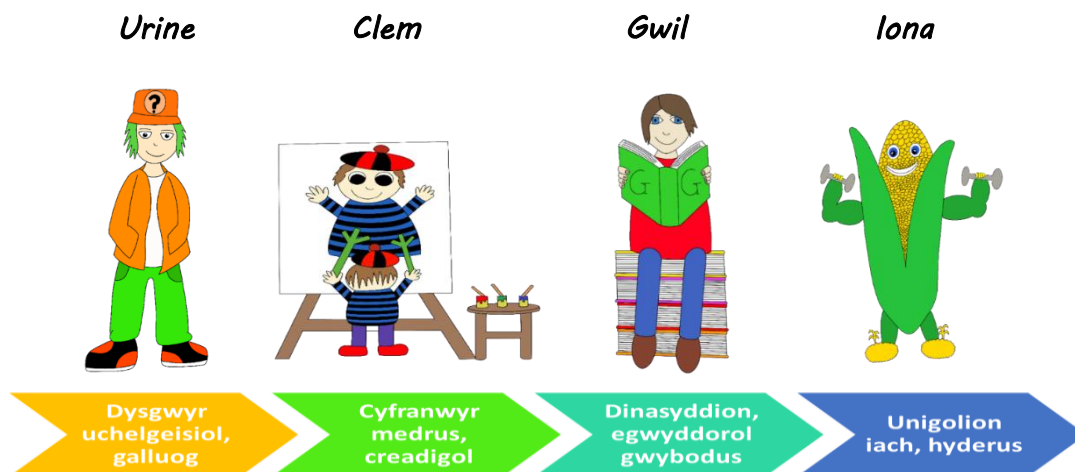
Ein Cwricwllwm

Rydym ni yn Ysgol Penmachno yn sicrhau fod pob plentyn yn cael yr addysg gorau phosib i ddiwallu eu hanghenion a datblygu i'w llawn botensial. Mae'r cwricwllwm yn gytbwys ac yn eang ei sylfaen, ac yn ceisio hyrwyddo datblygiad ysbrydol, moesol, diwylliannol, cymdeithasol ac emosiynol, meddyliol a chorfforol ein disgyblion, sy'n eu paratoi ar gyfer cyfleoedd, cyfrifoldebau a phrofiadau bywyd oedolyn.

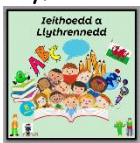
4 Diben y Cwricwllwm i Gymru

Bydd yr holl blant a phobl ifanc yn cael eu cynorthwyo i ddod yn:

- **Ddysgwyr uchelgeisiol, galluog** sy'n barod i ddysgu trwy gydol eu bywydau
- **Cyfranwyr mentrus, creadigol** sy'n barod i chwarae rhan lawn mewn bywyd a gwaith
- **Dinasyddion moesegol, gwybodus** sy'n barod i gymryd rhan yng Nghymru a'r byd
- **Unigolion iach, hyderus** sy'n barod i arwain bywydau boddhaus fel aelodau gwerthfawr o gymdeithas



Y Chwe Maes Dysgu a Phrofiad

Y 6 Maes Dysgu a Phrofiad					
Celfyddydau Mynegiannol  Cerddoriaeth Celf Drama Dawns	Iechyd a Lles  Addysg Gorfforol Addysg Personol Cymdeithasol Iechyd ac Economaidd	Teithoedd, Llythrennedd, Cyfathrebu  Cymraeg/ Saesneg Darllen Ysgrifennu Llafaredd	Dyniaethau  Daearyddiaeth Hanes Addysg Grefyddol	Mathemateg a Rhifedd  Rhif Trin Data Gofod, Siapiau a Mesur	Gwyddoniaeth a Thechnoleg  Gwyddoniaeth Dylunio a Thechnoleg Technoleg Bwyd Technoleg Gwybodaeth

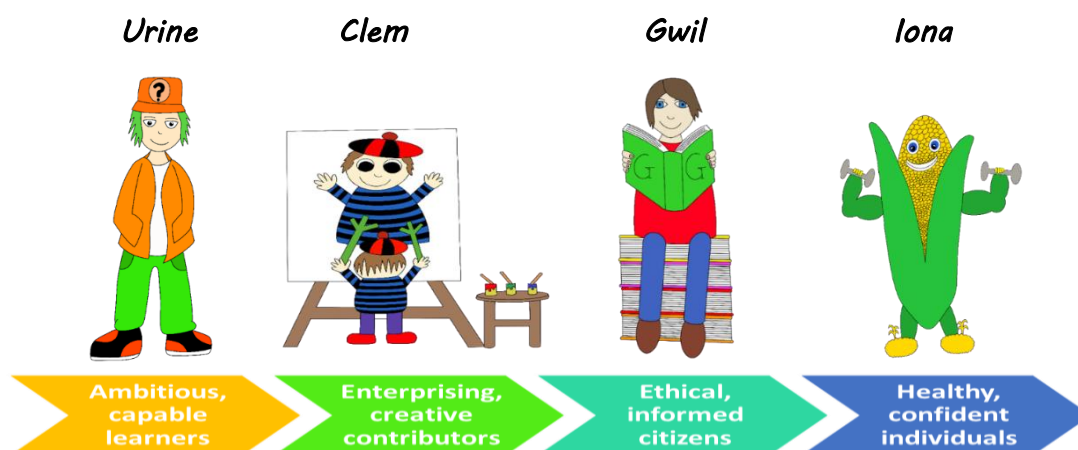
Our Curriculum

Here at Ysgol Penmachno we ensure that every child has the best possible education to enable them to fulfil their potential. It is a balanced, broad curriculum that seeks to provide the cultural, moral, social and emotional, physical and mental development of pupils to prepare them for opportunities and responsibilities in adult life.

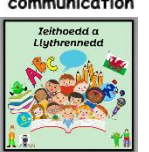
The 4 Purposes of the Curriculum for Wales

All children and young people will be helped to become:

- **Ambitious, capable learners** who are ready to learn throughout their lives
- **Enterprising, creative contributors** who are ready to play a full role in life and work
- **Ethical, informed citizens** who are ready to participate in Wales and the world
- **Healthy, confident individuals** who are ready to lead fulfilling lives as valued members of society.



The 6 Areas of Learning and Experiences

The 6 Areas of Learning and Experiences					
Expressive Arts  Music Art Drama Dance	Health and Wellbeing  Physical Education Personal Social Health and Economic Education	Languages, Literacy and communication  Welsh/ English Read Writing Orality	Humanities  Geography History Religious education	Mathematics and Numeracy  Number Data Handling Space, Shapes and Measurement	Science and Technology  Science Design and Technology Food Technology information technology

Dysgu Sylfaen/ Foundation Learning; (Dosbarth Mes Class)

Yn ein hysgol ni mae Cyfnod Sylfaen yn cyfoethogi'r profiadau dysgu sy'n galluogi plant i fod yn greadigol, defnyddio'u dychymyg a chael hwyl wrth ddysgu. Mae'r plant yn cael mwy o gyfleoedd i archwilio'r byd o'u cwrpas a deall sut mae pethau'n gweithio drwy gymryd rhan mewn gweithgareddau ymarferol sy'n hwyl ac yn berthnasol i lefel eu datblygiad unigol.

In our school the Foundation Phase is about enhancing the learning experiences which enable children to be creative, imaginative and to have fun whilst learning. Children have more opportunities to explore the world around them and to understand how things work through engaging in relevant practical activities which are fun and enjoyable and relevant to their own developmental age.



Cyfnod Allweddol 2/ Key Stage 2; (Dosbarth Derwen Class)

Ein nod yng Nghyfnod Allweddol 2 yw meithrin ymhob dysgwr yr ymdeimlad o hunaniaeth personol a diwylliannol sy'n dderbyniol ac yn parchu eraill. Rydym yn annog pob dysgwr i fod yn aelod llawn o gymuned ein hysgol, a chael mynediad i'r cwricwlwm ehangach a holl weithgareddau'r ysgol mewn amrywiaeth o arddulliau dysgu ac addysgu.

In Key Stage 2 we aim to develop in every learner a sense of personal and cultural identity that is receptive and respectful towards others. We encourage all learners to become engaged as full members of the school community, accessing the wider curriculum and all school activities, experiencing a variety of learning and teaching styles.



Dysgu Awyr Agored/ Outdoor learning

Mae'r amgylcheddau dysgu tu mewn a'r tu allan yn hwyl, cyffrous, ysgogi, diogel ac yn hyrwyddo datblygiad plant a'u chwilfrydedd naturiol i archwilio a dysgu drwy brofiadau uniongyrchol bywyd go iawn. Mae dysgu yn yr awyr agored yn annog y plant i ddarganfod a bod yn annibynnol a rhoddir mwy o bwyslais ar ddefnyddio'r amgylchedd y tu allan fel adnodd dysgu.

Mae Ysgol Penmachno yn parhau i ddatblygu'r ardal dysgu tu allan, ac rydym wedi buddsoddi mewn adnoddau lliwgar ac addysgiadol i gyfoethogi'r dysgu. Ar gyfer mynd i'r ardaloedd allan gofynnwn yn garedig i chi ddod a'r canlynol a'u cadw yma: Côt Glaw, Esgidiau Addas e.e. esgidiau dal dŵr.

Indoor and outdoor environments that are fun, exciting, stimulating and safe promote children's development and natural curiosity to explore and learn through first-hand, real-life experiences. Outdoor learning promotes discovery and independence, and places a greater emphasis on using the outdoor environment as a resource for children's learning.

At Ysgol Penmachno we are continuing to develop the outdoor learning area, and we have recently invested in various colourful, educational resources to enrich learning. We kindly ask that children have appropriate clothing for the outside classroom that can be left at the school: Waterproof Coat and appropriate shoes e.g. wellington boots.

Ysgol Goedwig/ Forest School

Dull o addysgu yn yr awyr agored sy'n rhoi'r plentyn yng nghanol y broses dysgu yw Ysgol Goedwig. Mae'n greadigol ac yn datblygu hyder plentyn wrth iddynt ddatrys problemau a dysgu rheoli risg. Drwy chwarae a dysgu mewn coetiroedd ac ardaloedd naturiol. Rydym yn cynnal ein sesiynau Ysgol Goedwig bob dydd Llun gan ei alw yn; Dydd Llun Lles.

Forest School is a method of teaching outdoors that puts the child at the centre of the learning process. It is creative and develops a child's confidence as they solve problems and learn to manage risk. By playing and learning in woodlands and natural areas. We hold our Forest School sessions every Monday and call it; Dydd Llun Lles.



Addysg Cyberthnasedd a Rhywioldeb/ Relationship and Sexuality Education

Mae pwnc Addysg Rhyw yn cael ei addysgu gyda sensitifrwydd. Nid yw'n bwnc ar wahân ond wedi'i integreiddio i'r ddarpariaeth addysg bersonol, gymdeithasol ac iechyd. Mae'n galw am fod yn agored yn yr ystafell ddosbarth ac atebion gonest i gwestiynau wrth iddynt godi o wersi unigol yn hytrach na gwersi unigol sy'n cael eu neilltuo i'r pwnc gyda'r dosbarth cyfan. Dylai pwysigrwydd bywyd teuluol a pherthnasau cariadus a gofalgwr yn y cyd-destun hwnnw fod yn nodwedd ganolog o'r agwedd hon ar y Cwricwlwm. Os oes unrhyw riant yn pryderu am yr agwedd hon ar y cwricwlwm, yna mae croeso i chi ei drafod gyda'r Pennaeth.

The subject of Sex Education is taught with sensitivity. It is not a discrete subject but integrated into the personal, social and health education provision. It calls for openness in the classroom and honest replies to questions as they arise from individual rather than isolated lessons devoted to the subject with the whole class. The importance of a family life and loving and caring relationships within that context should be a central feature of this aspect of the Curriculum. If any parent is concerned about this aspect of the curriculum, then please feel free to discuss it with the Headteacher.

Ysgol Iach/ Healthy Schools

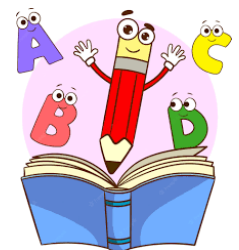
Mae'r ysgol wedi ennill y Marc Cenedlaethol mewn Ysgolion Iach. Fel ysgol ein nod yw darparu ein disgyblion gyda gwell ddealltwriaeth o'u hunain gan hyrwyddo agweddau o ddiet, glendid ac ymarfer corff. Mae holl ddisgyblion Meithrin, Derbyn, blwyddyn 1 a 2 â'r hawl i lefrith ysgol am ddim. Anogir disgyblion i ddod â ffrwyth eu hunain i fwyta amser chwarae. Anogir disgyblion i ddod a photel ddŵr gyda nhw i'r ysgol ac yfed dŵr yn gyson drwy gydol y dydd.

The school has been awarded the National Award for Healthy School Awards. As a school we aim to give our pupils a greater understanding of themselves by promoting aspects of diet, hygiene, and exercise. All pupils in Nursery and Reception class, year 1 & 2 are entitled to free school milk. Children are encouraged to bring their own fruit for playtime. Pupils are encouraged to bring a water bottle to school and drink water regularly throughout the day.

Gwaith Cartref/ Homework

O dro i dro bydd y disgyblion yn derbyn gwaith cartref. Pwrpas gosod tasgau gwaith cartref yw ehangu astudiaethau dosbarth presennol. Mae hyn yn galluogi rhieni i ddod yn rhan o waith ysgol eu plentyn ac i atgyfnerthu perthynas cartref/ysgol ymhellach. Disgwylir i blant gwblhau'r tasgau wedi eu cyflwyno'n dda ac i gyflwyno eu gwaith erbyn yr amser dynodedig.

From time-to-time pupils will receive homework. The purpose of setting homework tasks is to enhance current classroom studies. This enables parents to become involved in their child's school work and to further reinforce the school/home relationship. Pupils are expected to complete their tasks in a well-presented manner and to hand in their work by the appointed time.



Addysg Grefyddol ac Addoli Cyfunol/

Religious Education and Collective Worship



Mae gwasanaethau ysgol gyfan a gwersi Addysg Grefyddol yn agweddau bwysig o ethos Ysgol Penmachno. Mae'r agwedd grefyddol wedi ei gysylltu â phrofiadau'r plant yn eu bywydau bob dydd, gan bwysleisio ar agweddau crefyddol allgarol a gofalgarg. Mae'r gwasanaethau eraill sy'n cael eu cynnal yn y dosbarth hefyd yn agweddau pwysig er mwyn datblygu'r teimlad o gymuned. Addysgir plant am wahanol grefyddau gyda phwyslais ar Gristnogaeth. Mae gan rieni'r hawl i dynnu eu plant o wersi Addysg Grefyddol ac addoli cyfunol.

The whole school assemblies and RE lessons are an important part of Ysgol Penmachno's ethos. The religious aspect is linked to the children's own experiences in their everyday lives, emphasising religion's altruistic and caring aspects. The separate services held in the classroom are also an important part of developing a feeling of community. The children are taught about different religions with the emphasis on Christianity. Parents have the right to remove their children from Religious Education lessons and collective worship.

Iechyd a Diogelwch/ Health and Safety

Mae'r Llywodraethwyr yn monitro pob agwedd o lechyd a Diogelwch yn Ysgol Penmachno a chymrir pob gofal posib i sicrhau diogelwch y plant tra maent yn yr ysgol. Mae'r holl ddrysau'n cael eu cloi yn ystod y dydd ac nid yw plant yn cael gadael yr ysgol yn gynnar heb ganiatâd. Os oes newid i'r trefniadau arferol, gofynnir i rieni hysbysu'r Pennaeth a dylid defnyddio'r brif fynedfa i gasglu'r plentyn mewn achos o'r fath.

Rhaid i bob ymwelydd ymweld â'r brif fynedfa cyn cael mynediad i'r ysgol. Mae gan yr ysgol system larwm lladron a cheir 'ymarferion tân' ac 'Argyfwng' yn dymhorol. Mae cymhareb dda o oedolion i blant yn ystod amser chwarae i oruchwylio'r disgyblion gydag ymarferwyr cymorth cyntaf ar ddyletswydd.

The Governors monitor all aspects of Health and Safety at Ysgol Penmachno and every possible care is taken to ensure children's safety whilst they are at the school. All doors are locked during the day and no child is allowed to leave the school early without permission. If there is a change to normal arrangements, the parents are requested to inform the Headteacher and the main entrance should be used to pick up your child in this case.

Every visitor must visit the main entrance before gaining access to the school. The school has a burglar alarm system and fire and emergency drills are held each term. There is good adult to pupil ratio during playtime to supervise the pupils with qualified first aiders on duty.

Damweiniau, Argyfyngau/ Accidents and Emergencies

Er gwaethaf ein gofal gorau bosib, mae damweiniau weithiau'n digwydd. Mae'r nifer ofynnol o staff wedi eu cymhwyso i gynnal cymorth cyntaf ac mae cyfleusterau cymorth cyntaf digonol yn yr ysgol. Mae mwyafrif o ddamweiniau'n rhai bychain ac yn cael eu trin gan y staff. Bydd rhieni'n cael eu hysbysu ymhob achos pe bai niwed i'r pen yn digwydd. Mewn achos o ddamwain difrifol, gwneir pob ymgais i gysylltu â chi. Os nad oes modd cysylltu, mae gan y Pennaeth hawl i weithredu ar gyngor meddygol, i wneud popeth sy'n angenrheidiol.

Despite our utmost care, accidents do sometimes occur. The required number of staff are qualified to carry out first aid and there are adequate first aid facilities at the school. The majority of accidents are minor ones and are dealt with by the staff. Parents will always be informed if a head injury has occurred. In the event of a serious accident, an attempt will be made to contact you. If you cannot be contacted, the Headteacher reserve the right, acting on medical advice, to do whatever is necessary.



Abseoldebau/ Absences

Os yw eich plentyn yn absennol o'r ysgol gofynnwn yn garedig i chi hysbysu'r ysgol drwy ffonio, e-bostio neu yrru neges ar Class-Dojo yn egluro'r rheswn dros yr absenoldeb. Os nad oes neges wedi ei dderbyn gan yr ysgol erbyn 9:15yb, yna bydd yr ysgol yn cysylltu â chi. Mae hi'n hanfodol hysbysu'r ysgol o flaen llaw ar gyfer unrhyw apwyntiad.

Os yw plentyn yn dychwelyd i'r ysgol ar ôl salwch rhaid sicrhau eu bod yn ddigon iach i wneud hynny ac yn rhydd rhag unrhyw haint. Os oes amheuaeth gennych mae'r ysgol yn hapus i'ch cyngori. Ni fydd unrhyw wyliau yn ystod y tymor yn cael ei awdurdodi.



If your child is absent from school, we kindly ask you to inform the school by calling, emailing or sending a message on Class-Dojo explaining the reason for the absence. If a message has not been received by the school by 9:15am, then the school will make contact with you. It is essential that the school is informed beforehand of any appointments.

A child returning to school after illness should clearly be fit to do so and free from infection. If in any doubt the school is happy to advise. No authorisation will be given for holidays taken during term time.

Asesu a Chynnydd

Mae Cwricwlwm i Gymru yn rhoi'r cyfle i ni sicrhau mai cynnydd dysgwyr yw prif bwrpas Asesu ac nid ymarfer atebolrwydd. Rydym ni yn Ysgol Penmachno yn datblygu darlun cyflawn o ddatblygiad pob dysgwr, yn cynnwys eu lles, eu parodrwydd ac awydd i ddysgu yn ogystal â datblygiad eu sgiliau, eu gwybodaeth a'u dealltwriaeth. Rhown bwyslais ar bwysigrwydd sicrhau cyd-ddealltwriaeth o gynnydd ar draws ymarferwyr yr ysgol a'r clwstwr ac ar drafodaethau rheolaidd gyda rheini a gofalwyr i drafod cynnydd eu plant.

Bydd yr ysgol yn cyflawni **Dibenion Asesu'r Cwricwlwm** fel a ganlyn:

1. Cefnogi dysgwyr unigol yn barhaus o ddydd i ddydd

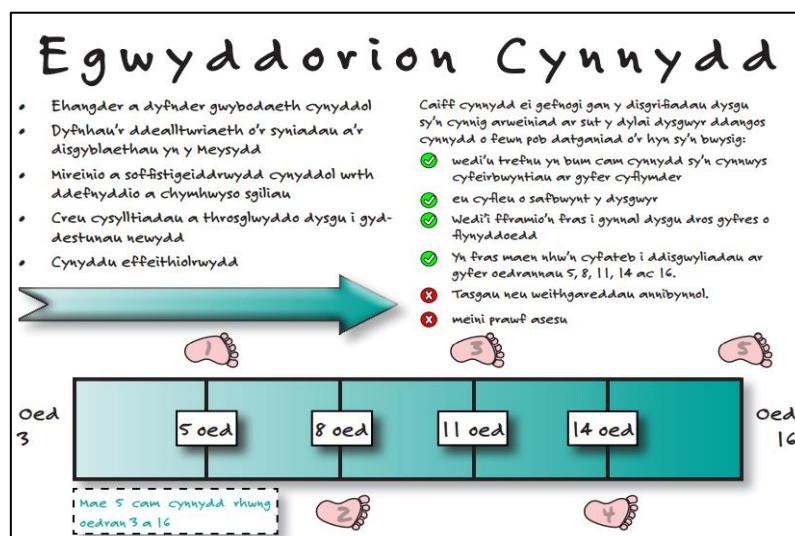
Mae asesu ffurfiannol o ansawdd cyson uchel ar lawr dosbarth o ddydd i ddydd yn rhoi darlun clir o gyrhaeddiad a chamau nesaf i ddysgwyr ac ymarferwyr.

2. Nodi, crisialu a myfyrio ar gynnydd dysgwyr unigol dros amser

3. Deall cynnydd grwpiau er mwyn myfyrio ar arferion

Neilltuir cyfnodau penodol a rheolaidd i ymarferwyr drafod cynnydd ac anghenion dysgwyr a grwpiau penodol o ddysgwyr drwy ddeialog broffesiynol er mwyn cynllunio ar gyfer cynnydd pellach. Bydd trafodaethau o'r fath hefyd yn hwyluso ac yn hyrwyddo unrhyw drosglwyddo a phontio rhwng dosbarthiadau ac ysgolion.

Gwneir defnydd ffurfiannol o brofion cenedlaethol a phrofion safonedig e.e. PASS a CAT4 yn ôl y galw yn y trafodaethau hyn. Cynhelir trafodaethau rheolaidd gyda'r dysgwyr a'u rhieni/gofalwyr i drafod cynnydd gan gynnwys asiantaethau allanol pan fo angen.



Assessment and Progress

The Curriculum for Wales gives us the opportunity to ensure that learners' progress is the main purpose of Assessment and not an accountability exercise. We at Ysgol Penmachno are developing a complete picture of each learner's development, including their well-being, willingness and desire to learn as well as the development of their skills, knowledge and understanding. We emphasize the importance of ensuring a mutual understanding of progress across the practitioners of the school and the cluster and on regular discussions with parents and carers to discuss their children's progress.

The school will fulfill the Curriculum Assessment Purposes as follows:

1. Continuously support individual learners day to day

Consistently high quality formative assessment on the classroom floor day in and day out gives learners and practitioners a clear picture of attainment and next steps.

2. Identify, crystallize and reflect on the progress of individual learners over time

3. Understand the progress of groups in order to reflect on practices

Specific and regular periods are set aside for practitioners to discuss the progress and needs of learners and specific groups of learners through professional dialogue in order to plan for further progress. Such discussions will also facilitate and promote any transfer and transition between classes and schools.

Formative use is made of national tests and standardized tests e.g. PASS and CAT4 as required in these discussions. Regular discussions are held with the learners and their parents/carers to discuss progress including external agencies when necessary.



Amddiffyn Plant/ Child Protection

Mae holl aelodau staff o fewn yr ysgol yn gyfrifol am ddiogelwch ac amddiffyniad y plant sy'n mynychu. Os oes unrhyw bryderon ynglŷn ag esgeuluso neu gamdriniaeth gorfforol, emosiynol neu rywiol yna, yn unol â Gweithdrefnau Amddiffyn Plant Sir Conwy, mae gan staff ddyletswydd i roi gwybod am y mater i Gydlynnydd Amddiffyn Plant yr Ysgol. Gall gydlynnydd yr ysgol ymgynghori gyda chydweithwyr proffesiynol yn ogystal ag asiantaethau perthnasol megis Gwasanaethau Iechyd a Chymdeithasol. Oherwydd natur y cyhuddiadau efallai na fydd hi bob amser yn addas i drafod y mater gyda rhieni cyn gwneud cyfeiriad. Mae'r cyfrifoldeb hwnnw yn nwylo'r gwasanaethau cymdeithasol a'r heddlu.

All members of staff within the school are responsible for the safety and protection of the children who attend. If there are any concerns regarding neglect or physical, emotional, or sexual abuse then, under the Conwy's Child Protection Procedures, staff are duty bound to report the matter to the school's Child Protection Co-ordinator. The school's co-ordinator may consult with professional colleagues as well as relevant agencies such as Health and Social Services. Due to the nature of the allegations, it may not always be appropriate to discuss matters with parents prior to making a referral. The responsibility lies with social services and the police.

Plant mewn Gofal/ Children in Care

Yr aelod o staff sy'n gyfrifol am blant mewn gofal yw Mrs Elliw Emlyn Roberts.

The member of staff with responsibility for children in care is Mrs Elliw Emlyn Roberts.

Polisi Gwrth-fwlio/ Anti-bullying policy

Mae gan bob aelod o'r ysgol yr hawl sylfaenol i gael eu parchu gan bawb a mwynhau bywyd hapus yn yr ysgol. Mae unrhyw ffurf o fwlio yn annerbyniol. Bydd yr ysgol yn gwneud pob ymgais i sicrhau nad yw bwlio'n digwydd.



Every member of the school has a basic right to be respected by everyone and to enjoy a happy life at school. Any form of bullying is unacceptable. The school will make every attempt to ensure that bullying does not occur.

Trefniadau Bugeuliol/ Pastoral Arrangements

Mae'r cyfrifoldeb am ofal plant yn disgyn ar yr holl staff ond mae pob plentyn yn cael eu gosod yng ngofal penodol athro dosbarth. Wrth annog hunanddisgyblaeth a hunan-barch gobeithiwn y bydd pob plentyn yn dod yn aelod gwerthfawr o'r gymuned ac edrychwn am gymorth rhieni yn y mater hwn.

Care of the children is the responsibility of all the staff but each child is placed in the specific care of a class teacher. By encouraging self-discipline and self-esteem we hope that each child will become a worthy member of the community and we look for parental support in this matter.

Ymddygiad a Disgyblaeth Ysgol/ Behaviour and School Discipline

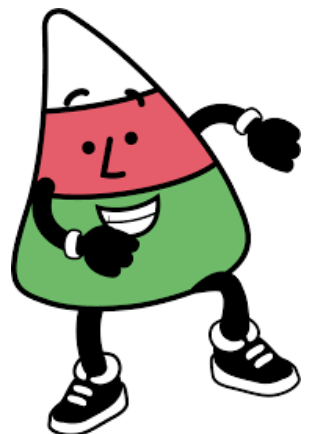
Bydd y Pennaeth a staff yn gwneud popeth sy'n bosib i greu bywyd ysgol hapus. Disgwyliwn agwedd gyfrifol ac ymddygiad priodol ac ystyriol gan ein disgyblion. Disgwylir i ddisgyblion ddangos parch tuag at athrawon a staff yr ysgol, cyd ddisgyblion, adeiladau'r ysgol ac offer yr ysgol. Arweiniad, yn hytrach na chosb, yw athroniaeth yr ysgol. Os nad yw disgybl yn ymateb, bydd breintiau'n cael eu tynnu. Bydd problemau disgyblaeth ddifrifol yn cael eu cyfeirio at y Pennaeth, ac mewn sefyllfaoedd eithafol gofynnir i rieni ymweld â'r ysgol am adroddiad llawn. Defnyddia staff amrywiaeth o wobrau er mwyn hyrwyddo ymddygiad da ar draws yr ysgol. Mae copi o Bolisi Ymddygiad yr Ysgol ar gael gan yr athro dosbarth neu'r Pennaeth.

The Head Teacher and staff will do everything possible to create a happy school life. We expect a responsible attitude and proper, thoughtful conduct from our pupils. Pupils will be expected to show respect towards school teachers and staff, fellow pupils, school buildings and school equipment. Guidance, rather than punishment, is the school's philosophy. If a pupil does not respond, privileges may be taken away. Serious disciplinary problems will be referred to the Headteacher and in extreme circumstances parents will be asked to visit the school for a full report. Staff use a range of rewards to promote good behaviour throughout the school. A copy of the school Behaviour Policy is available from the class teacher or the Headteacher.

Gweithgareddau Allgyrsiol/ Extra-Curricular Activities

Mae gan yr ysgol amrywiaeth o weithgareddau allgyrsiol. Mae'r gweithgareddau hyn yn cael eu cynnal yn ystod yr awr ginio ac ar ôl ysgol. Fel arfer, hysbysir rhieni am y gweithgareddau sydd ar gael ar ClassDojo. Mae'r ysgol yn cynnig amrywiaeth o weithgareddau chwaraeon yn cynnwys pêl-droed, hoci, rownderi a chriced. Rydym yn cymryd rhan yng ngweithgareddau a chystadlaethau'r ardal a'r Urdd ac mae Mabolgampau'r Ysgol yn digwydd yn flynyddol. Cynhelir nifer o gyngherddau drwy gydol y flwyddyn - Cyngerdd Nadolig, Diolchgarwch, Dydd Gŵyl Ddewi. Mae cyfle i ddisgyblion ymuno â'r Urdd. Cynhelir Clwb yr Urdd yn wythnosol ac mae cyfleoedd i ymuno mewn cystadlaethau chwaraeon, llefaru, canu a chelf a chrefft.

The school has a variety of extra-curricular activities. These activities take place during the lunch hour and after school. Parents are usually informed through ClassDojo of activities that are available. The school offers a variety of sports activities including football, hockey, netball, rounders and cricket. We take part in the area and Urdd sports activities and competitions, and a School Sports Day is held annually. Various concerts are held throughout the year- Christmas, Harvest, St David's day concert. There is an opportunity for pupils to join the Urdd. The Urdd Club is held weekly and there are opportunities to join in sport, reciting, singing, art and craft competitions.



Polisi Cwynion/ Complaints Policy

Petaech yn anhapus am unrhyw agwedd o addysg gwricwlaidd neu fugeiliol eich plentyn cysylltwch â'r Pennaeth. Gellir delio gyda mwyafrif o broblemau yn yr ysgol. Os ydych dal yn anhapus gyda'r ffordd yr ymdrinnir â'r gŵyn, cysylltwch â Chadeirydd y Llywodraethwyr. Os teimla rhieni yn anfodlon gyda'r ffordd ymdrinnir gyda'u cwyn, yna gellir cysylltu â'r Awdurdod Lleol. Mae gweithdrefnau a pholisi cwyno swyddogol ar gael o swyddfa'r ysgol.

If you are unhappy about any aspect of your child's education, curricular or pastoral care please contact the Headteacher. Most problems can be dealt with in school. If you are still unhappy with the way the complaint is dealt with, please contact the Chair of Governors. If parents feel unsatisfied with the way your complaint is handled, then the Local Authority can be contacted. Formal complaints policy and procedures is available from the school office.

Polisi Talu/ Pay Policy

Mae Llywodraethwyr yr ysgol yn adnabod cyfraniad gwerthfawr mae ystod eang o weithgareddau ychwanegol, yn cynnwys ymweliadau tu allan i'r ysgol yn ei gael tuag at addysg disgybl. Gwneir cais am gyfraniadau gwirfoddol er mwyn cyllido ymweliadau addysgol fel y dynodir ym Mholisi Talu a Chostau. Fodd bynnag, os nad oes digon o arian wedi ei gasglu ar gyfer ymweliad ysgol, gallai hynny arwain at ohirio'r daith. Mae'r ysgol bob amser yn barod i drafod os yw rhiant yn bryderus am gostau yn ymwneud â'r ysgol.

The school Governors recognise the valuable contribution that a wide range of additional activities, including out of school visits can make towards pupil's education. A request is made for voluntary contributions to cover costs for educational visits as stated in the school's Pay and Charging policy. However, should there be insufficient funds collected for a school visit, cancellation of the trip may follow. The school is always ready to discuss when a parent/ guardian is worried about costs relating to the school.

Gweithdrefnau Tywydd Drwg/ Bad Weather Procedures

Gwneir pob ymdrech i gadw'r ysgol yn agored. Defnyddir gwefan yr ysgol, Class Dojo, Facebook a gwasanaeth neges destun yr ysgol er mwyn hysbysu rhieni o unrhyw achosion o gau'r ysgol. Yn achlysurol, bydd angen anfon y plant adref yn gynnar ond bydd yr ysgol yn ffonio cartref y plentyn yn gyntaf.

Every attempt is made to keep the school open. The school website, Class Dojo, Facebook and text messaging service will be used to inform parents of any closures. Occasionally, children will have to be sent home early but the school will phone the child's home first.



Trosglwyddo/ Transition

Mae perthynas dda'n bodoli rhwng ein hysgol a'r ysgol uwchradd o fewn yr ardal. Mae Ysgol Penmachno yn ysgol fwydo uniongyrchol i Ysgol Dyffryn Conwy.

A good relationship exists between our school and high school within the area. Ysgol Penmachno is a direct feeder school to Ysgol Dyffryn Conwy.

Cyfeillion, Rhieni ac Athrawon/ Friends, Parent and Teacher Association

Mae'r ysgol yn annog rhieni i gymryd rhan weithgar yn y CCRhA. Cynhelir y cyfarfod blynyddol yn Nhymor yr Hydref a threfnir rhaglen o weithgareddau ar gyfer y flwyddyn ganlynol. Mae'r CCRhA yn defnyddio eu tudalen ClassDojo a Facebook i gysylltu â rhieni.

The school encourages parents to take an active role in the FPTA. The annual meeting is held in the Autumn Term and a programme of activities is arranged for the coming year. The FPTA uses ClassDojo and Facebook to communicate with parents.

Ac yn olaf...

Mae penderfynu ar Ysgol Gynradd ar gyfer eich plentyn yn benderfyniad pwysig. Deallwn hynny. Er mwyn eich helpu i wneud pethau'n haws byddwn yn fwy na pharod i'ch tywys o amgylch yr ysgol ac ateb unrhyw gwestiynau. Felly, peidiwch ag oedi i gysylltu â ni gan y byddwn yn hapus i'ch helpu i wneud y penderfyniad cywir.

And finally...

Deciding on a Primary School for your child is major decision. We understand. In order to help make it easier for you we would be delighted show you around the school and to answer any questions. Please, get in touch as we would be happy to help you make the right decision.

