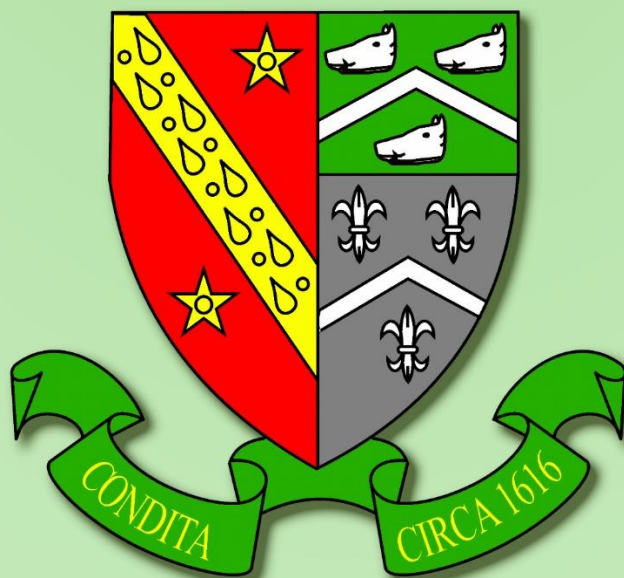




YSGOL BOTWNNNOG



LLAWLYFR **2021** HANDBOOK





YSGOL BOTWNNOG

Mewn Partneriaeth efo'r Gymuned / *In Partnership with the Community*



Ysgolion Cynradd / *Primary Schools*

Swyddogion Ieuenctid / *Youth Workers*

Gwobr Dug Caeredin / *Duke of Edinburgh Award*

CAMHS

TRAC

Nyrs yr Ysgol / *School Nurse*

Heddlu Gogledd Cymru / *North Wales Police*

Mudiad Meithrin

Coleg Meirion Dwyfor

Clybiau Pêl-droed Lleol / *Local Football Clubs*

Canolfan Hamdden Dwyfor / *Dwyfor Leisure Centre*

Clwb Chwaraeon Pwllheli / *Pwllheli Sports Club*

Busnesau a Ffermydd Lleol / *Local businesses and farms*

Llanw Llŷn

Gyrfa Cymru / *Careers Wales*

Prifysgol Cymru, Bangor / *University of Wales, Bangor*

Ffermwyr Ifanc Porthdinllaen a'r Rhiw / *Rhiw and Porthdinllaen Young Farmers Clubs*

Capeli ac Eglwysi Lleol / *Local Chapels and Churches*

Cymdeithasau Lleol / *Local Societies*

Cyfeillion Llŷn

Urdd Gobaith Cymru

Ysgolion Gwyrdd Gwynedd a Môn / *Green Schools Gwynedd & Môn*

Cadw Cymru'n Daclus / *Keep Wales Tidy*

Ymgyrch Ysgolion Iach / *Wales Healthy School Project*

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GAIR O GROESO A FEW WORDS OF WELCOME

📍 YSGOL BOTWNNOG, BOTWNNOG, LLŶN, GWYNEDD. LL53 8PY

☎ 01758 730220

✉ pennaeth@botwnnog.gwynedd.sch.uk

💻 www.ysgolbotwnnog.org

Prifathro / Headmaster: Mr Dylan Minnice

Cadeirydd y Llywodraethwyr / Chairman of the Governors: Mr Glyn Hughes, Erw, Botwnnog

Mae Ysgol Botwnnog yn ysgol hapus sy'n cynnig addysg o safon, yn morol am ganlyniadau da a hefyd am feithrin a datblygu talentau a doniau pobl ifanc Llŷn mewn awyrgylch ofalgar.

Croeso cynnes i'ch mab/merch ac i chithau fel rhieni i Ysgol Botwnnog. 'Rwy'n hyderus y daw eich plentyn / plant a chithau i weld fod Ysgol Botwnnog yn ysgol arbennig ac mai gwir yw geiriau "Cân yr Ysgol" gan y diweddar Mr Gruffydd Parry.

"O'r Sarn ac Aberdaron
Tudweiliog, Abersoch
O'r Rhiw neu o Lanengan
O ba le bynnag boch.

Yr ysgol orau welwyd
Fe wyddwn ni bob un,
Yw'r ysgol ym Motwnnog
Hen ysgol hogia Llŷn".

Er bod y manylion yn y ddogfen hon yn gywir pan gyhoeddir hwy, ni ellir rhagdybio na fydd unrhyw newid a all effeithio ar y trefniadau perthnasol cyn dechrau neu yn ystod y flwyddyn ysgol neu mewn blynyddoedd i ddod.

Ysgol Botwnnog values its happy and safe working environment, its examination results and also its emphasis on developing pupils talents in a caring environment.

The words of the school song by the late Mr Gruffydd Parry (a well-known author and former teacher) refer to "Hen Ysgol Hogiau Llŷn" - "Yr ysgol orau welwyd" - "the best school" - an old and respected educational establishment for all pupils in Llŷn which prepares today's teenagers for tomorrow's world.





Although the particulars in this document are correct at the time of publication, it should not be assumed that there will be no change affecting the relevant arrangements before the start of or during the school year or in relation to subsequent school years.

MANYLION YR YSGOL / SCHOOL DETAILS

Rhif Number	4003	Enw'r Ysgol School Name	YSGOL BOTWNNOG	Pennaeth Headmaster	Dylan Minnice
Cyfeiriad a rhif ffôn Address and tel.no	Ysgol Botwnnog, Botwnnog, Llŷn, Gwynedd. LL53 8PY 01758 730220				
Statws Status	Uwchradd Gyfun / Secondary Comprehensive Ysgol Ddydd Cydaddysgol / Coeducational Day School			Oedran Age	11 - 16
Categori Iaith Language Category	Dwyieithog (Math A) / Bilingual (Type A)				
Rhif Mynediad (Capasiti) Admission Number (Capacity)	Ceisiadau ar gyfer Medi 2020 Applications made for September 2020	Apeliadau a dderbyniwyd / llwyddiannus Appeals received / successful	Cyfanswm Nifer disgyblion Medi 2020 Total Number of Pupils September 2020		
110 ym mhob blwyddyn in each year	85	0 / 0	444		

CYSYLLTU Â NI / CONTACT US

Os am gysylltu gyda'r ysgol neu drefnu cyfarfod gallwch wneud hynny drwy gysylltu â'r swyddfa:
If you need to contact the school or arrange a meeting you can do so by contacting the office:

-  **YSGOL BOTWNNOG, BOTWNNOG, LLŷN, GWYNEDD. LL53 8PY**
-  **01758 730220**
-  **pennaeth@botwnnog.gwynedd.sch.uk**
-  **www.ysgolbotwnnog.org**

POLISI DERBYN / ADMISSION POLICY

Mae polisi'r ysgol ar dderbyn disgyblion yn cydymffurfio â pholisi'r Awdurdod Addysg. Uchafswm nifer mynediad i'r ysgol mewn unrhyw flwyddyn yw 110 disgybl. Mae disgwyl i rieni plant sydd ym mlwyddyn 6 roi gwybod i'r Cyngor Sir o'u dewis o ysgol uwchradd ar gyfer eu plentyn cyn Rhagfyr 18^{fed}.

Mae manylion pellach a ffurflenni perthnasol ar gael ar wefan Cyngor Gwynedd:

<https://www.gwynedd.gov.uk/cy/Trigolion/Ysgolion-a-dysgu/Mynediad-i-ysgolion.aspx>

Mae'r ysgol yn gwneud popeth yn ei gallu, pan gyfyd yr angen, i wneud trefniadau arbennig ar gyfer galluogi mynediad i ddisgyblion anabl. Os oes gennych unrhyw bryderon yn yr agwedd yma a fydddech cystal â chysylltu efo'r ysgol i drafod.

The school's Admission Policy conforms with the Education Authority's policy. The maximum number of pupils the school can accept in any year is 110. Parents of year 6 pupils should inform the County Council of their choice of secondary school by December 18th.

Further information and relevant forms are available on Gwynedd Council website:

<https://www.gwynedd.gov.uk/en/Residents/Schools-and-learning/School-admissions.aspx>

The school does all it can, when the need arises, to make special arrangements for enabling access for disabled pupils. If you have any concerns in this aspect please contact the school to discuss.



AIMS AND OBJECTIVES

Ysgol Botwnnog is a bilingual comprehensive school, and it is the educational home of over four hundred pupils of all abilities between 11 and 16 years old. In a happy and homely atmosphere, our pupils follow a broad, balanced and interesting curriculum which is relevant to their academic, vocational and social development. As well as a wide-ranging array of extra-curricular activities Ysgol Botwnnog has a tradition of caring for its pupils. Our expectations are high and the pupils respond positively to them in terms of academic performance, behaviour, self-discipline and self-confidence.

STATEMENT OF THE GOVERNING BODY'S CURRICULAR AIMS:

This school's Governing Body has adopted the following curricular aims:

1. To nurture a civilised society which stresses human and moral values and to develop self-respect as well as respect, tolerance and concern for others.
2. To equip each individual to lead a full life in the bilingual community in which he/she lives.
3. To enable each individual to acquire, to develop and to apply the skills of literacy, numeracy and digital competency.
4. To enable each individual to develop intellectual, creative, social, practical and physical skills.
5. To teach about man's achievements and aspirations in the arts, the sciences, religion and the search for a better society.
6. To enable each individual to acquire knowledge, attitude and skills relevant to adult life, employment and unemployment in a rapidly changing world, continuing education and the creative use of leisure.
7. To help each pupil to understand the world in which he/she lives and the interdependence of individuals, groups and nations.

The curriculum is presented in the terms of the following areas of experience:

- | | |
|---------------------|-------------------------------|
| (i) Linguistic. | (v) Religious/Moral. |
| (ii) Mathematical. | (vi) Aesthetic/Creative. |
| (iii) Scientific. | (vii) Physical/Leisure. |
| (iv) Technological. | (viii) Human/Personal/Social. |

“Every pupil counts, every day counts.”

You will receive a home-school agreement to sign during the first month of school which sets out what you can expect us to do as a school and what we expect you to do as parents and pupils.

NODAU AC AMCANION

Ysgol gyfun ddwyieithog yw Ysgol Botwnnog, ac mae hi'n gartref addysgol i dros bedwar cant o ddisgyblion o bob gallu rhwng 11 a 16 oed. Mewn awyrgylch hapus a chartrefol, bydd ein disgyblion yn dilyn cwricwlwm eang, cytbwys a diddorol sy'n berthnasol i'w datblygiad academiaidd, galwedigaethol a chymdeithasol. Yn ogystal â nifer helaeth o weithgareddau allgyrsiol, mae traddodiad yn Ysgol Botwnnog o ofalu'n dda am ein disgyblion. Mae'n disgwyl iadau ni yn uchel ac mae'r disgyblion yn ymateb yn gadarnhaol i hynny o ran perfformiad addysgol, ymddygiad, hunanddisgyblaeth a hunan hyder.

DATGANIAD O AMCANION CWRICWLAIDD Y CORFF LLYWODRAETHOL:

Mae Corff Llywodraethol yr ysgol hon wedi mabwysiadu'r amcanion cwricwlaidd canlynol:

1. Meithrin cymdeithas waraidd sy'n rhoi pwys ar werthoedd moesol a dynol gan ddatblygu hunan-barch a hefyd parch a goddefgarwch tuag at eraill a gofal drostynt.
2. Galluogi pob unigolyn i fod yn aelod llawn yn y gymdeithas ddwyieithog y mae'n rhan ohoni.
3. Galluogi pob unigolyn i ennill, datblygu a chymhwyso sgiliau llythrennedd, rhifedd a chymhwysedd digidol.
4. Galluogi pob unigolyn i ddatblygu sgiliau deallusol, creadigol, cymdeithasol, ymarferol a chorfforol.
5. Dysgu am gyflawniadau a dyheadau dyn ym maes y celfyddydau, y gwyddorau, crefydd a'r ymchwil am gymdeithas ragorach.
6. Galluogi pob unigolyn i feithrin gwybodaeth, agweddau a sgiliau sy'n berthnasol i fywyd oedolyn, i waith a diweithdra mewn byd sy'n brysur newid, i addysg barhaol ac i'r defnydd creadigol o hamdden.
7. Cynorthwyo pob disgybl i ddeall y byd y mae'n byw ynddo a'r modd y mae unigolion, grwpiau a chenhedloedd yn ddibynnol ar ei gilydd.

Cyflwynir y cwricwlwm yn nhermau'r meysydd profiad a ganlyn:

- | | |
|--------------------|-------------------------------------|
| (i) Ieithyddol. | (v) Crefyddol/Moesol. |
| (ii) Mathemategol. | (vi) Esthetig/Creadigol. |
| (iii) Gwyddonol. | (vii) Corfforol/Hamdden. |
| (iv) Technolegol. | (viii) Dynol/Personol/Cymdeithasol. |

“Mae pob disgybl yn cyfri, mae pob diwrnod yn cyfri.”

Byddwch yn derbyn Cytundeb Cartref-Ysgol gennym i'w arwyddo yn ystod y mis cyntaf yn yr ysgol sydd yn nodi yr hyn gallwch chi ddisgwyl i ni wneud fel ysgol a'r hyn ydym ni yn disgwyl i chi wneud fel rhieni a disgyblion.



LANGUAGE POLICY

In accordance with Gwynedd Council's Language Policy, Ysgol Botwnnog is a bilingual comprehensive school.

AIMS

1. The aim of the school is to promote to the greatest extent the bilingual development of every pupil.
2. As a school we try to make sure that every 'new' pupil feels confident, happy and 'at home' in the bilingual atmosphere and bilingual society of the school. We want every pupil to feel a sense of 'belonging' to the school and try to make sure that every pupil develops to the best of his/her ability in English and Welsh. Our aim as a school is to develop the ability of pupils to be confidently bilingual in order that they can be full members of the bilingual society of which they are a part.
3. Consolidate the bilingualism of pupils from Welsh speaking homes and develop the bilingualism of the Welsh Learners.
4. Provide pupils whose home language is Welsh or who are very competent in the language with an opportunity to use the language across the curriculum but also ensuring competence and proficiency in English.
5. Maintain a close liaison with Primary Schools in order to build on the solid foundations laid by the Primary Schools in the catchment area with regards to developing bilingualism across the curriculum.

GENERAL GUIDELINES

- (i) **Welsh as a subject**
Alongside English, Welsh as a subject will be taught to all pupils. First language Welsh speakers and learners who have the ability sit their external examinations as first language pupils.
- (ii) **Welsh as a Medium – Language across the curriculum - Years 7 – 11**
Since every teaching group apart from English and Welsh is a bilingual group in Ysgol Botwnnog – Welsh and English are oral, written and reading mediums. All pupils of Years 7, 8 and 9 apart from 'new' learners are expected to complete their written work in Welsh in at least 3 subjects.
- (iii) **Language of communication**
Welsh is the natural language of communication in school and morning assemblies and school functions are conducted mainly in Welsh.

POLISI IAITH

Yn unol â pholisi iaith Cyngor Gwynedd ysgol gyfun ddwyieithog yw Ysgol Botwnnog.

AMCANION

1. Nod yr ysgol yw hyrwyddo i'r graddau mwyaf posibl ddatblygiad dwyieithog pob disgybl.
2. Ceisiwn sicrhau fod pob disgybl "newydd" yn ymdoddi'n rhwydd i'r awyrgylch a'r gymdeithas ddwyieithog sydd yn yr ysgol. 'Rydym am i bob disgybl deimlo ei fod ef/hi yn "perthyn" i'r ysgol a sicrhau fod pob disgybl yn datblygu hyd eithaf ei allu yn Saesneg ac yn Gymraeg. Ein hamcan fel ysgol yw datblygu gallu disgyblion i fod yn hyderus ddwyieithog er mwyn eu galluogi i fod yn aelodau cyflawn o'r gymdeithas ddwyieithog y maent yn rhan ohoni.
3. Cadarnhau dwyieithrwydd disgyblion o gartrefi Cymraeg a datblygu dwyieithrwydd Dysgwyr y Gymraeg.
4. Rhoi cyfle i ddisgyblion sy'n naturiol Gymraeg ac yn ddysgwyr da i ddefnyddio'r iaith ar draws y cwricwlwm ond hefyd diogelu eu medr a'u hyfedredd mewn Saesneg.
5. Sicrhau cyswllt clos â'r ysgolion Cynradd er mwyn adeiladu ar y sylfeini cadarn a osodwyd yn Ysgolion Cynradd y dalgylch o safbwynt datblygu dwyieithrwydd ar draws y cwricwlwm.

CANLLAWIAU CYFFREDINOL

- (i) **Cymraeg fel pwnc**
Ochr yn ochr â Saesneg, fe ddysgir Cymraeg fel pwnc i'r holl ddisgyblion. Bydd y Cymry cynhenid a dysgwyr sydd â'r gallu ganddynt yn sefyll arholiad allanol Cymraeg iaith Gyntaf.
- (ii) **Cymraeg yn Gyfrwng - iaith ar draws y cwrs addysg - Blwyddyn 7 - 11**
Gan mai dosbarthiadau dwyieithog yw pob dosbarth yn Ysgol Botwnnog mae'r Gymraeg a'r Saesneg yn gyfrwng llafar, darllen ac ysgrifennu pob grŵp dysgu ar wahân i'r pynciau Cymraeg a Saesneg. Disgwylir i bob disgybl o flynyddoedd 7, 8 a 9 heblaw dysgwyr "newydd" wneud eu gwaith ysgrifenedig yn y Gymraeg mewn o leiaf 3 phwnc.
- (iii) **Iaith Cyfathrebu**
Cymraeg yw iaith naturiol cyfathrebu yn yr ysgol, yn yr ystafell ddosbarth a thu allan. Drwy gyfrwng y Gymraeg yn bennaf y cynhelir y gwasanaethau boreol a gweithgareddau'r ysgol.



PASTORAL CARE - WELFARE

The aim of the school's system of pastoral care is to look after the child's welfare, to supervise his/her behaviour and general progress and to offer guidance on choosing a career. A happy school creates happy and contented pupils who will therefore give of their best. Ysgol Botwnnog is justly proud of its family atmosphere which fosters academic and social success.

When a pupil comes to Ysgol Botwnnog, he or she becomes a member of one of the following classes – 7 Madrun, 7 Meillionydd or 7 Mellteyrn, and the pastoral system is based on Form Tutors. As Ysgol Botwnnog is a comparatively small school the Headmaster and his staff can get to know the pupils and their families and as a result most of the pupils' worries and problems can be dealt with in an effective and sensitive way. We have a tradition of working in close co-operation with the home for the benefit of the pupils.

School's Welfare Officer: **Mrs Carys Hughes**
Counsellor:.....**Ms Deneise Jones**
School Nurse:.....**Ms Julie Bulman**
School / Police Liaison Officer.....**PC Dewi Owen**

CHILD PROTECTION

The safety of our pupils is a priority at Ysgol Botwnnog and we have a duty to act on any concerns that are raised about the safety or welfare of any of our pupils. The **Designated Child Protection Officer is Mr Aled Williams**, the Deputy Headmaster, and the **Designated Child Protection Governor is Mr Glyn Hughes**, both of whom can be contacted by phoning school. The **Education Department's Designated Child Protection Officer is Delyth Lloyd Griffiths 01286 679007**.

The school enables and encourages pupils to inform us about any worries or complaints.

BULLYING

Bullying is not acceptable at Ysgol Botwnnog. All staff are aware that bullying, physical or verbal, is totally unacceptable and will do everything possible to eliminate it.

If a pupil feels that he / she is being bullied, the matter should be brought to attention of the staff, the Deputy or the Headmaster so that the situation can be quickly resolved. The school has a clear policy as regards to dealing effectively with bullying. **If parents suspect that their son / daughter is unhappy then they should contact the Headmaster or the Deputy.**

DISCIPLINE

School discipline is based on the policy of every teacher being responsible for the conduct of his own class but if necessary, pupils can be referred to the Heads of Departments, the Deputy Headmaster or the Headmaster. Detention at break time, lunch time or after school is also used as a punishment for the more serious misbehaviour. Parents will be given full details of any impending detention if it involves keeping pupils at school after 3.30 p.m.

The Headmaster has the right to exclude pupils from attending school for any reason which he deems sufficient. Exclusions may be for a fixed period or they may be permanent. Parents have the right of appeal against the exclusion to the Board of Governors.

HOME AND SCHOOL CONTACT

A good working relationship between school and home is regarded as vital in the development of the pupil. Parents are encouraged to take an active interest in their children's education and to develop a healthy relationship between school and the home. To this end Parents' Meetings are held regularly and reports on pupils' progress are provided each term. Parents are also invited to the various functions organised by the school. **Individual interviews may also be arranged provided the school is contacted in advance.**

LINKS WITH PRIMARY SCHOOLS IN THE CATCHMENT AREA

A close and friendly relationship exists between us. The relationship between different schools and between school and home is very important indeed, and we try to visit the primary schools in our catchment area as often as possible.

Before the end of the Autumn Term, Year 6 pupils are invited to join us for the day to take part in various workshops. Also, during the Summer Term we arrange for the pupils who will be starting their secondary education in Botwnnog in September to spend a whole day familiarising themselves with the school and meeting their form tutors. That same evening the children are invited to take their parents on a guided tour of the school. Members of staff are available to explain and help and there is an opportunity to ask questions in a friendly atmosphere over a cup of tea in the canteen. This is one of the most important evenings in your son/daughter's educational life.

GOFAL BUGEILIOL - LLES

Mae trefn gofal bugeiliol yr ysgol yn gofalu am les y plentyn, arolygu ei ymddygiad a'i gynnydd cyffredinol a rhoi arweiniad iddo/iddi ar ddewis gyrfa. Mae ysgol hapus yn creu disgyblion hapus a dedwydd fydd o'r herwydd yn gweithio eu gorau. Mae Ysgol Botwnnog yn falch o'i hawryglch deuluol a hapus sy'n help i sicrhau llwyddiant academaidd a chymdeithasol.

Pan ddaw plentyn i Ysgol Botwnnog, daw'n aelod o ddsbarth 7 Madrun, 7 Meillionydd neu 7 Mellteyrn, ac mae'r drefn fugeiliol yn seiliedig ar athrawon neu diwtoriaid dosbarth. Gan mai ysgol gymharol fechan ydyw mae'r pennaeth a'r staff yn adnabod y plant a'u teuluoedd yn dda ac o ganlyniad gellir delio â'r problemau a'r pryderon sy'n wynebu plant mewn modd effeithiol a sensitif. Mae traddodiad o gyd weithio clos rhwng yr ysgol a'r cartref a hyn er lles y disgyblion.

Swyddog Lles yr ysgol: **Mrs Carys Hughes**
Cwnselydd: **Ms Deneise Jones**
Nyrs: **Ms Julie Bulman**
Swyddog Cyswllt Heddlu / Ysgol **PC Dewi Owen**

DIOGELU PLANT

Mae diogelwch pob disgybl yn flaenoriaeth gennym yn Ysgol Botwnnog ac mae'n ddyletswydd arnom i weithredu ar unrhyw bryderon a godir ynghylch diogelwch neu les unrhyw un o'n disgyblion. Mae'r ysgol yn cynorthwyo ei disgyblion i gadw eu hunain yn ddiogel. Mae **Mr Aled Williams yn Swyddog Dynodedig Amddiffyn Plant** a **Mr Glyn Hughes yw'r Llywodraethwr Dynodedig Amddiffyn Plant** gellir cysylltu â hwy drwy ffonio'r ysgol. **Swyddog Dynodedig Diogelu Plant Yr Adran Addysg ydi Delyth Lloyd Griffiths 01286 679007.**

Mae'r ysgol yn annog ac yn galluogi disgyblion i hysbysu ynghylch unrhyw bryderon neu gwynion.

BWLIO

Nid yw Bwlio yn dderbyniol yn Ysgol Botwnnog. Mae'r staff yn ymwybodol fod unrhyw fath o fwlio boed gorfforol neu eiriol yn hollol annerbyniol a gwnawn bopeth posibl i roi stop arno.

Os yw plentyn yn teimlo ei fod yn cael ei fwlio dylai o / hi gysylltu ag aelod o staff, y Dirprwy neu'r Prifathro ar unwaith fel y gellir ymateb i'r sefyllfa. Mae trefn bendant a chlir i ddelio â bwlio. **Gall rhieni, os ydynt yn amau bod eu plant yn anhapus, ffonio'r Prifathro.**

DISGYBLAETH

Mae'r drefn disgyblaeth yn seiliedig ar bolisi lle mae pob athro'n gyfrifol am ymddygiad ei ddsbarth ei hun ond os oes angen, gellir cyfeirio disgyblion i sylw'r Penaethiaid Adran, y Dirprwy Brifathro neu'r Prifathro. Mewn rhai achosion o gamymddwyn cedwir plentyn i mewn fel cosb amser egwyl, amser cinio neu ar ôl ysgol. Rhoddir manylion llawn i rieni ymlaen llaw os yw'n fwriad cadw disgyblion yn yr ysgol ar ôl 3.30 p.m.

Mae gan y Prifathro hawl i atal disgyblion rhag mynychu'r ysgol am unrhyw reswm a ystyria'n ddigonol am gyfnod penodol neu yn barhaol. Bydd gan y rhieni'r hawl i apelio yn erbyn gwaharddiad i'r Corff Llywodraethol.

CYSWLLT Â'R CARTREF

Mae cyswllt iach rhwng yr ysgol a'r cartref yn hanfodol ar gyfer datblygiad y disgybl. Anogir rhieni i gymryd diddordeb yn addysg eu plant ac i hyrwyddo pob ymdrech i feithrin perthynas iach rhwng yr ysgol a'r cartref. I'r diben hwn trefnir Cyfarfodydd Rhieni yn rheolaidd a darperir adroddiad tymhorol ar gynnydd eich plentyn. Gwahoddir rhieni hefyd i'r amrywiol weithgareddau a drefnir gan yr ysgol. **Gall rhiant drefnu cyfweiliad unigol yn yr ysgol drwy wneud trefniant ymlaen llaw os ydymunant.**

CYSYLLTIAD AG YSGOLION CYNRADD Y DALGYLCH

Mae'r cysylltiad yn un clos a chyfeillgar. Pwysig iawn yw'r cyswllt rhwng ysgol ac ysgol, ac ysgol a chartref ac fe fyddwn yn ceisio ymweld ag ysgolion cynradd y dalgyllch yn rheolaidd.

Cyn diwedd Tymor yr Hydref, bydd disgyblion Blwyddyn 6 yn cael gwahoddiad i ymuno â ni am y diwrnod i gymryd rhan mewn gweithdai amrywiol. Hefyd, yn ystod Tymor yr Haf, bydd y rhai sy'n dechrau ym Motwnnog ym mis Medi yn treulio diwrnod cyfan yma er mwyn ymgyfarwyddo â'r ysgol ac i gyfarfod eu hathrawon dosbarth. Y noson honno gwahoddir y plant i ddod yma eto gyda'u rhieni, y tro hwn er mwyn iddynt hwythau gael gweld y lle a blasu'r awyrgylch. Bydd cyfle i gael paned, holi cwestiynau a sgwrsio'n anffurfiol gyda rhai o'r athrawon. Mae hon yn noson holl bwysig ym mywyd addysgol eich mab/merch.



DAY TO DAY SCHOOL ORGANISATION

TEACHING TIME

A total of 25 hours a week is spent teaching during the 5 years of secondary education. These hours include the time spent on religious education but exclude the statutory daily act of collective worship, registration and breaks.

The day is divided as follows:

- 8:50 - 9:15 : Assembly and Registration
- 9:15 - 10:15 : Teaching Period (Lesson 1)
- 10:15 - 10:30 : Break time
- 10:30 - 12:30 : Teaching Period (Lesson 2 & 3)
- 12:30 - 1:25 : Lunch time
- 1:25 - 1:30 : Afternoon Registration
- 1:30 - 3:30 : Teaching Period (Lesson 4 & 5)

LUNCH TIME ARRANGEMENTS

No pupils are allowed to leave the premises except for the one or two who go home for lunch. Those who go home need to request permission in writing and report to the office prior to leaving the premises. An excellent meal is prepared for those who wish to avail themselves of this facility. The cost of a full school dinner is £2.50 which includes a main course, dessert and a drink. Pupils will have a choice of a variety of healthy hot meals, a selection of salads, freshly-made sandwiches, paninis and baked potatoes. There is also an adequate arrangement in the canteen for those who wish to eat their own packed lunch.

BREAK TIME

If they so choose, pupils can buy toast, bacon or sausage baps and hot or cold drinks at break time.

LEAVING SCHOOL PREMISES

No pupil may leave the school premises during school hours unless official permission has been granted. Parents should make such requests to the Headmaster in writing, by phone or in person. Before leaving the premises pupils **MUST** report to the main office so that their absence can be recorded.

ABSENCE FROM SCHOOL

To ensure that everybody who should be in school is present please contact the school on the first morning of absence so that we know if your son/daughter should be here or not. We ask you to let us know if your son / daughter is absent by calling 01758 730220 between 8:00 and 9:15. If the school hasn't received a call by 9:15 telling us why your child is not in school, then we will contact your home or workplace. A medical certificate is requested for absences of a week or more.

Dental and Medical appointments: Where possible these should be arranged outside school hours. Failing that, every effort should be made to arrange them before 11 a.m. in the morning or after 3 p.m. in the afternoon.

Physical Education: Pupils who are to be excused from Physical Education on medical grounds must provide a parent's note (for a temporary period) or a medical certificate (for an extended or permanent period).

Arriving Late: Pupils late for school must report immediately on arrival to the Secretary at the School Office; otherwise the pupil will be marked absent.

Attendance figures for 2019/20 have not been published due to Covid-19.

HOLIDAYS DURING TERM TIME

Directives from the Welsh Assembly via the Local Authority regarding the authorisation of school holidays during term time has changed. In order for us to authorise any holiday during term time parents need to make a written application to school before going on holiday.

The school's Governing Body has discretionary powers, which have been deputed to the management team, to authorise term time holidays. This will depend on the length of the absence and any previous holidays; the pupil's current attendance rate; the time of year; the effect on the pupil's educational progress, and any disruption to assessments / examinations. If we are unable to authorise holidays beforehand then the absence will be recorded as unauthorised on the pupil's record. No holidays will be authorised for pupils in Years 10 and 11.

TREFNIADAETH YSGOL - O DDYDD I DDYDD

AMSER DYSGU

Treulir cyfanswm o 25 awr yr wythnos yn dysgu yn ystod y pum mlynedd o addysg uwchradd.

Mae'r oriau hyn yn cynnwys addysg grefyddol, ond nid y weithred feunyddiol statudol o gyd-addoli, cofrestru nac egwyl. Rhennir y diwrnod fel â ganlyn:

8:50 - 9:15 :	Gwasanaeth a Chofrestru
9:15 - 10:15 :	Cyfnod Dysgu (Gwers 1)
10:15 - 10:30 :	Egwyl
10:30 - 12:30 :	Cyfnod Dysgu (Gwers 2 a 3)
12:30 - 1:25 :	Cinio
1:25 - 1:30 :	Cofrestru Prynawn
1:30 - 3:30 :	Cyfnod Dysgu (Gwersi 4 a 5)

TREFNIADAU AMSER CINIO

Ni chaniateir i unrhyw ddisgybl adael yr ysgol yn ystod amser cinio ac eithrio'r un neu ddau sy'n mynd adref i ginio, a rhaid i'r rhai hynny ofyn am ganiatâd yn ysgrifenedig. Darperir cinio ardderchog am bris rhesymol yn yr ysgol ar gyfer y sawl sydd ei angen. Cost cinio llawn yw £2.50 sydd yn cynnwys prif gwrs, pwddin a diod. Mae yna ddewis dyddiol o brydau poeth iach, saladau, brechdanau, paninis a thatws trwy'u crwyn. Mae darpariaeth ar gyfer y rhai sy'n dod â'u bwyd eu hunain i fwyta gyda phawb arall yn y ffreutur.

AMSER EGWYL

Os ydynt yn dymuno gall ddisgyblion brynu tôt, brechdan cig moch neu selsig a diodydd oer neu boeth yn ystod amser egwyl.

GADAEL TIR YR YSGOL

Ni all unrhyw ddisgybl fynd oddi ar dir yr ysgol yn ystod oriau ysgol oni bai rhoddir caniatâd swyddogol gan y Pennaeth neu'r Dirprwy. Dylai rhieni wneud cais am ganiatâd o'r fath i'r Prifathro mewn ysgrifen, dros y ffôn neu wyneb i wyneb. Cyn gadael yr ysgol **RHAID** i ddisgyblion fynd i'r swyddfa fel y gellir cofnodi eu habsenoldeb.

ABSENOLDEB O'R YSGOL

Er mwyn sicrhau fod pawb sydd i fod yn yr ysgol yn bresennol gofynnwn i chi gysylltu â'r ysgol ar fore cyntaf unrhyw absenoldeb fel ein bod yn gwybod os yw eich mab / merch i fod yma ai peidio. Gofynnwn i chi adael i ni wybod os yw eich mab / merch yn absennol drwy ffonio 01758 730220 rhwng 8:00 a 9:15. Os na fydd yr ysgol wedi derbyn galwad ffôn erbyn 9.15 yn dweud wrthym pam nad yw eich plentyn yn yr ysgol, yna byddwn yn cysylltu gyda'r cartref neu'r man gwaith. Gofynnir am dystysgrif feddygol am absenoldeb o wythnos neu ragor.

Apwyntiadau Deintyddol/Meddygol: Dylid ceisio trefnu'r rhain y tu allan i oriau ysgol. Os nad yw hynny'n bosibl dylid ceisio eu trefnu cyn 11.00 yn y bore neu ar ôl 3.00 yn y prynhawn.

Ymarfer Corff: Os yw disgybl am gael ei esgusodi o wersi ymarfer corff am resymau meddygol rhaid cael nodyn gan ei riant (am gyfnod byr dros dro) neu dystysgrif feddygol (am gyfnod estynedig neu barhaol).

Cyrraedd yn Hwyr: Rhaid i ddisgyblion sy'n cyrraedd yr ysgol yn hwyr fynd i hysbysu'r Ysgrifenyddes yn y Swyddfa; oni wneir hyn bydd y disgybl yn cael ei gofrestru'n absennol.

Nid yw ffigyrau presenoldeb 2019/20 wedi eu cyhoeddi oherwydd Covid-19.

GWYLIAU YN YSTOD Y TYMOR

Mae cyfarwyddiadau gan y Llywodraeth drwy'r Cyngor Sir ynglŷn â chyfrifoldeb yr ysgol wrth awdurdodi gwyliau yn ystod y tymor wedi newid. Er mwyn i ni allu awdurdodi unrhyw wyliau yn ystod y tymor ysgol mae'n rhaid i rieni wneud cais ysgrifenedig i'r ysgol cyn mynd ar y gwyliau.

Mae gan Corff Llywodraethu'r Ysgol ddisgresiwn sydd wedi ei ddirprwyo ganddynt i'r Tîm Rheoli i awdurdodi gwyliau ai peidio. Bydd hyn yn dibynnu ar hyd y gwyliau ac unrhyw wyliau blaenorol; cyfradd presenoldeb cyfredol y disgybl; yr adeg o'r flwyddyn; effaith ar ddilyniant addysgol y disgybl, ac os yw'n tarfu ar asesiadau / arholiadau. Os na fyddwn yn gallu awdurdodi gwyliau o flaen llaw bydd yn ymddangos fel absenoldeb anawdurdodedig ar record y disgybl. Ni fydd gwyliau yn cael ei awdurdodi ar gyfer disgyblion blynyddoedd 10 ac 11.



SCHOOL BUSES

A high standard of behaviour is expected on the buses. Serious misdemeanours could result in the pupils concerned having to find alternative means of transport. No travelling on a school bus is allowed without a valid pass and pupils can only travel on the bus for which they have a pass. A copy of the Code of Conduct on School Buses is available from the school at your request.

MEDICAL AND FIRST AID

All staff are aware of the basic principles of First Aid and some have a First Aid Certificate to deal with accidents.

If someone is taken ill during the day or if they have an accident, they should go to the main office where one of the First Aiders will assess them. We may contact the home if we deem it necessary. Parents are expected to make every effort to collect an ill or injured child as soon as possible.

MEDICINES

No pupils should carry medication with them around school – the school should be advised, in writing, that they require medication and it should be kept in the school office. No staff are allowed to administer any medication without the formal consent of parents - the necessary form is available to download on the school website or from the school office. Parents are expected to inform the school of any medical or clinical condition which might affect the pupil at school.

HEALTH & SAFETY

The health and safety of our pupils and staff is of paramount importance. The school buildings are protected by combination locks during school hours, which allow easy access for pupils but **all visitors have to report to the office before they can gain access to the school buildings**. A close eye is kept on safety around the site and every effort is made to reduce danger to pupils, staff and visitors. Any concerns about safety issues should be reported to the site Safety Officer (Headmaster) or the designated Health and Safety governor (Mr Glyn Owen) to investigate the risk and organise its rectification.

SECURITY

All private property is the responsibility of the pupil. All items (clothing, bags, etc.) should be clearly marked for identification purposes. Valuables such as watches and cash should not be left in bags, changing rooms, etc., but should be handed to a member of staff if the pupil cannot safeguard the property. A locker is provided for each pupil – a £5 deposit is required for a key which will be reimbursed on return of the key at the end of Year 11.

DAMAGING PROPERTY

Any pupil who is guilty of damaging school property deliberately or accidentally will be expected to contribute towards repairing the damage.

SCHOOL UNIFORM

On the day that they visit the school in June pupils are given a list of the uniform that they shall be expected to wear. Pupils are required to wear the school uniform to any school activities unless instructed otherwise. Customised items of uniform with the school logo are for sale in the main office.

THE MORNING ASSEMBLY

At the start of the school day on Monday and Thursday all pupils and staff congregate in the School Hall for Morning Assembly which consists of registration followed by a short Religious Service and the Headmaster's announcements.

On Tuesday, Wednesday and Friday mornings registration classes meet in their form rooms with their form tutors and a short service is held. Parents may request the withdrawal of their children from the services on the ground of beliefs or religion.

BYSUS YSGOL

Disgwylir safon uchel o ymddygiad ar y bysiau. Gall disgyblion sy'n ymddwyn yn wael gael eu gwahardd rhag defnyddio cludiant yr Awdurdod. Ni chaniateir i ddisgyblion deithio ar fws ysgol heb docyn dilys a dim ond ar y bws sydd ganddynt docyn ar ei gyfer y caniateir teithio. Gellir gofyn am gopi o God Ymddygiad ar Fysus Ysgol gan yr ysgol.

MEDDYGOL A CHYMORTH CYNTAF

Mae rhai staff penodol yn yr ysgol gyda thystysgrif Cymorth Cyntaf ac mae'r holl staff yn ymwybodol o ganllawiau sylfaenol cymorth cyntaf.

Pe cymerir rhywun yn sâl yn ystod y dydd neu os ydynt yn cael damwain, dylent adrodd i'r brif swyddfa lle bydd un o'r Cymhorthwyr Cyntaf yn eu hasesu. Byddwn yn cysylltu â'r cartref os bydd angen. Disgwylir i rieni wneud pob ymdrech i gasglu plentyn sâl neu a anafwyd cyn gynted ag sy'n bosibl.

MEDDYGINIAETHAU

Ni ddylai unrhyw ddisgybl gario meddyginiaethau o gwmpas yr ysgol - dylid hysbysu'r ysgol, mewn llythyr, eu bod angen meddyginiaethau a dylid ei gadw yn y swyddfa. Dylid nodi nad oes caniatâd i athrawon roi meddyginiaethau i unrhyw ddisgybl heb gais ffurfiol gan y rhieni - gellir lawrlwytho'r ffurflen briodol o wefan yr ysgol neu gallwch ei chasglu o swyddfa'r ysgol. Disgwylir i rieni hysbysu'r ysgol o unrhyw gyflwr meddygol neu glinigol a allai effeithio ar y plentyn yn yr ysgol.

IECHYD A DIOGELWCH

Mae Iechyd a Diogelwch ein disgyblion yn flaenoriaeth gennym. Diogelir adeiladau'r safle gan gloeon digidol yn ystod oriau ysgol fel bod disgyblion yn gallu cael mynediad hawdd ond **rhaid i bob ymwelydd gofrestru yn y brif swyddfa cyn y gallant gael mynediad i'r ysgol**. Cedwir golwg manwl ar ddiogelwch o amgylch y safle a gwneir pob ymdrech i leihau peryglon i ddisgyblion, staff ac ymwelwyr. Dylid adrodd ar unrhyw faterion diogelwch sydd yn peri pryder i Swyddog Diogelwch y safle (Prifathro) neu'r llywodraethwr Iechyd a Diogelwch dynodedig (Mr Glyn Owen) er mwyn iddynt asesu'r risg a threfnu unrhyw atgyweirio.

DIOGELWCH

Cyfrifoldeb y disgybl yw unrhyw eiddo personol. Dylid marcio popeth (dillad, bagiau, ayyb.) yn glir er mwyn gallu eu hadnabod. Ni ddylid gadael unrhyw beth gwerthfawr megis oriawr neu arian mewn bagiau, yn yr ystafelloedd newid, ayyb., ond dylid eu rhoi i aelod o staff oni all y disgybl eu diogelu. Mae locer ar gael i bob disgybl - telir £5 o flaendal am oriad caiff ei dalu'n ôl pan y dychwelir ar ddiwedd Blwyddyn 11.

DIFRODI EIDDO

Disgwylir i unrhyw un a geir yn euog o niweidio eiddo'r ysgol yn ddamweiniol neu yn fwriadol gyfrannu tuag at gost ei atgyweirio.

GWISG YSGOL

Rhoddir rhestr i'r disgyblion ym mis Mehefin o'r hyn y disgwylir iddynt eu gwisgo pan ddônt yma ym mis Medi. Disgwylir i ddisgyblion wisgo'r wisg ysgol ar gyfer pob gweithgaredd ysgol oni ddywedir yn wahanol wrthynt. Gellir prynu eitemau gyda logo'r ysgol arnynt o swyddfa'r ysgol.

Y GWASANAETH BOREOL

Daw holl ddisgyblion ac athrawon yr ysgol at ei gilydd yn Neuadd yr Ysgol ar ddechrau'r dydd ar ddydd Llun ac Iau, pryd y cynhelir gwasanaeth crefyddol ac yna ceir cyhoeddiadau dyddiol y Prifathro.

Ar foreau Mawrth, Mercher a Gwener bydd pob dosbarth cofrestru yn cyfarfod yn eu hystafelloedd dosbarth gyda'u tiwtor ac fe gynhelir gwasanaeth dosbarth. Gall rhieni ofyn am eithrio'u plant o'r gwasanaethau am resymau cred neu ddaliadau crefyddol.



THE SCHOOL'S CURRICULUM

BASIC SKILLS

The school has a policy to promote the basic skills of pupils in Literacy, Numeracy and Digital Literacy across the curriculum.

KEY STAGE 3 (YEARS 7, 8 & 9)

At the end of Key Stage 3 (Year 9) the requirements of the National Curriculum will be assessed, following national guidelines.

The weekly timetable consists of 25 periods of one hour each. During Key Stage 3, a balanced and broad curriculum will be provided in 4 core subjects (Welsh, English, Mathematics and Science - which are given 3 hours each) and 9 other subjects (Art & Craft, Design & Technology, French, Geography, History, Information and Communication Technology, Music, Physical Education and Religious Education).

Personal and Social Education is also taught in Key Stage 3, sometimes as part of other lessons and sometime in a period of its own.

Pupils are placed in mixed ability groups in year 7. In Years 8 and 9, pupils are set in groups according to ability in English, Maths, Science, Humanities and French. Special Education Needs groups, in which pupils are given extra assistance with their work, are also provided according to the needs of each particular year and subject.

KEY STAGE 4 (YEARS 10 & 11)

Every pupil will follow courses in Welsh (Language/Literature); English (Language/Literature); Mathematics & Mathematics – Numeracy; Science; the Welsh Baccalaureate Qualification and will choose other subjects from the areas of Technology, Humanities, Creative Expressive Arts and a Modern Language. They will also receive Physical Education lessons.

The Personal and Social Education core will be delivered at various stages in Key Stages 3 and 4 and includes Religious and Moral Education, Careers Guidance, Enterprise, Study Skills, Health Education, Sex Education, Sustainable Development and Citizenship.

The School takes advantage of the facilities offered at Dwyfor Leisure Centre with regular weekly visits. We also have an excellent relationship with the Pwllheli Sports Club so that the sporting and leisure experiences of our pupils can be enhanced and enriched. This is also supported through 5x60 activities and the opportunity to participate in the Duke of Edinburgh Award Scheme.

QUALIFICATIONS AND EXTERNAL EXAMINATIONS

Most pupils will sit GCSE exams but some pupils will sit the Entry Level Certificate exam. In addition to these the pupils have the opportunity to study for a variety of vocational qualifications.

CORE (COMPULSORY)	OPTIONAL	
<p>GCSE</p> <ul style="list-style-type: none"> Welsh Language Welsh Literature English Language English Literature Mathematics Mathematics - Numeracy Double Science (Biology, Chemistry & Physics) <p>Welsh Baccalaureate Qualification</p> <ul style="list-style-type: none"> Skills Challenge Certificate 	<p>GCSE</p> <ul style="list-style-type: none"> Art & Design Business Studies Design & Technology Drama Food and Nutrition French Geography Health and Social Care History ICT Music Physical Education Religious Studies 	<p>BTEC / Vocational Qualifications</p> <ul style="list-style-type: none"> Agriculture Construction Creative Media Production Engineering Preparing for Work SWEET Wales, Europe and the World <p>Entry Level Certificate</p> <ul style="list-style-type: none"> English Mathematics Science Welsh Entry Pathways

CWRICWLWM YR YSGOL

MEDRAU SYLFAENOL

Mae gan yr ysgol bolisi i hybu medrau sylfaenol y disgyblion – Llythrennedd, Rhifedd a Chymhwysedd Digidol ar draws y cwricwlwm.

CYFNOD ALLWEDDOL 3 (BLYNYDDOEDD 7, 8 A 9)

Ar ddiwedd Cyfnod Allweddol 3 (Blwyddyn 9) bydd gofynion y Cwricwlwm Cenedlaethol yn cael eu hasesu yn ôl canllawiau cenedlaethol.

Cyflwynir y cwricwlwm mewn cylch amserlen 25 awr yr wythnos. Yn ystod Cyfnod Allweddol 3, darperir cwricwlwm cytbwys ac eang mewn 4 pwnc craidd (Cymraeg, Saesneg, Mathemateg a Gwyddoniaeth am 3 awr yr un) a 9 pwnc arall (Addysg Gorfforol, Addysg Grefyddol, Celf ac Arlunio, Cerddoriaeth, Daearyddiaeth, Dylunio a Thechnoleg, Ffrangeg, Hanes, Technoleg Gwybodaeth a Chyfathrebu). Bydd pob disgybl yn derbyn Addysg Bersonol a Chymdeithasol mewn cyfnodau arbennig a thrwy gyfrwng y pynciau eraill.

Gosodir y disgyblion mewn grwpiau gallu cymysg ym mlwyddyn 7. Ym mlynnyddoedd 8 a 9 ceir setio yn unol â chyrraaddiad mewn Saesneg, Mathemateg, Gwyddoniaeth, y Dyniaethau a Ffrangeg. Ceir grwpiau Anghenion Addysgol Arbennig, lle mae cymorth ychwanegol ar gael i'r disgyblion, mewn rhai blynnyddoedd a phynciau yn ôl yr angen.

CYFNOD ALLWEDDOL 4 (BLYNYDDOEDD 10 AC 11)

Bydd pob disgybl yn dilyn cyrsiau mewn Cymraeg (Iaith/Llenyddiaeth); Saesneg (Iaith/Llenyddiaeth); Mathemateg a Mathemateg – Rhifedd; Gwyddoniaeth; Cymhwyster Bagloriaeth Cymru ac yn dewis pynciau eraill o feysydd Technoleg, Dyniaethau, Celfyddydau Creadigol a Mynegiannol ac Iaith Dramor. Byddant hefyd yn derbyn gwersi Addysg Gorfforol.

Bydd y Craidd Addysg Bersonol yn cael ei gyflwyno ar wahanol adegau yng Nghyfnodau Allweddol 3 a 4 yn cynnwys Addysg Grefyddol a Moesol, Cyngor Gyrfaoedd, Profiad Menter, Sgiliau Astudio, Addysg Iechyd, Addysg Rhyw, Datblygiad Cynaliadwy a Dinasyddiaeth Fyd Eang.

Byddwn yn manteisio ar y cyfleusterau a gynigir yng Nghanolfan Hamdden Dwyfor yn wythnosol a byddwn yn cydweithio gyda Chlwb Chwaraeon Pwllheli er mwyn ehangu a chyfoethogi profiadau disgyblion o bob oed ym maes chwaraeon a hamdden. Bydd hyn yn cael ei gefnogi hefyd trwy weithgareddau 5x60 yn ogystal â chyfle i gymryd rhan yng Nghynllun Gwobr Dug Caeredin.

CYMWYSTERAU AC ARHOLIADAU ALLANOL

Bydd mwyafrif helaeth y disgyblion yn sefyll arholiadau TGAU tra bydd rhai yn sefyll Tystysgrifau Lefel Mynediad. Yn ogystal, bydd cyfle i ddisgyblion astudio ar gyfer amrywiaeth o bynciau galwedigaethol.

CRAIDD (GORFODOL)	DEWISOL	
<p>TGAU</p> <ul style="list-style-type: none"> Cymraeg Iaith Cymraeg Llenyddiaeth Saesneg Iaith Llenyddiaeth Saesneg Mathemateg Mathemateg - Rhifedd Gwyddoniaeth Dwbl (Bioleg, Cemeg a Ffiseg) <p>Cymhwyster Bagloriaeth Cymru</p> <ul style="list-style-type: none"> Tystysgrif her sgiliau 	<p>TGAU</p> <ul style="list-style-type: none"> Addysg Gorfforol Astudiaethau Crefyddol Busnes Bwyd a Maeth Celf a Dylunio Cerddoriaeth Daearyddiaeth Dylunio a Thechnoleg Drama Ffrangeg Hanes Iechyd a Gofal Cymdeithasol TGCH (Cyfrifiaduron) 	<p>BTEC/Cymwysterau Galwedigaethol</p> <ul style="list-style-type: none"> Adeiladwaith Amaethyddiaeth Cyfyngau Creadigol Cymru, Ewrop a'r Byd LLWYDDO Paratoi at Waith Peirianneg <p>Tystysgrif Lefel Mynediad</p> <ul style="list-style-type: none"> Cymraeg Saesneg Mathemateg Gwyddoniaeth



MUSIC INSTRUMENT LESSONS

The school purchases the services of peripatetic music teachers (Gwasanaeth Ysgolion William Mathias Ltd) who offer a support service to the Music Department. The school will charge a fee towards the cost of instrumental lessons, details of which may be obtained from the school office. It is possible to assist pupils to prepare for a musical instrument examination according to the specialisation of the teacher but this service cannot be guaranteed annually.

HEALTH EDUCATION AND SEX EDUCATION

The Governing Body believes that sex education should be an integral and core part of each pupil's curriculum and the way in which it is presented encourages children to give proper consideration to moral issues and the value of family life.

The Science Department deals with the factual aspects of Health Education and Sex Education in Key Stages 3 and 4. The Personal and Social Education programme is used for matters such as personal responsibility, social problems, abuse, sexual attitudes, forming relationships, issues such as STDs and family planning and drug / alcohol awareness. Experts in the field of health education are invited to the school to contribute to this programme.

If withdrawal from classes is deemed necessary parents should contact the school and will be advised of the need to provide sex education at home.

RELIGIOUS EDUCATION

Pupils study many aspects of different religions as a school subject, although the creeds of others are interpreted through Christian eyes during the lessons and school services. Religious Education is presented as part of Humanities in Key Stage 3 and through modular methods in Key Stage 4 as well as through the experiences presented by Personal and Social Education in Years 10 and 11. Parents have the right to apply for their child to be excluded from religious education activities by writing to the headmaster. Appropriate alternative arrangements will be made for any pupil who chooses to be excluded from religious education lessons

HOMEWORK

The work and academic progress of each pupil is assessed regularly. Homework is an important aspect of this assessment and plays a major part in the pupils course of study. It includes writing, learning, investigating, reading and researching.

CAREERS PROGRAMME

The school through its Careers Programme helps pupils to develop the skills, the knowledge and the understanding they need to face a changeable world of work.

The Careers Programme mainly includes:

- support from 'Careers Wales' Advisors;
- open days/evenings and events at local colleges;
- visits to Employers;
- enterprise Workshops.

The Careers Advisor from 'Careers Wales' co-operates with the school to advise pupils on the best and most realistic choices available to them. Use is made of 'Careers Wales Online' (www.careerswales.com/en) to support pupils in their decision making.

The school has developed its relationship with employers and the local business community and has benefited from their contribution to the curriculum.

The aim of the Careers Programme is to broaden the horizons of pupils by informing them of career opportunities locally and beyond. Pupils are encouraged to aim high and reach their true potential.

Careers Wales Adviser: **Mrs Nia Parry** (nia.parry@gyrfacymru.com)

GWERSI OFFERYNNAU CERDDOROL

Mae'r ysgol yn prynu gwasanaeth athrawon cerdd peripatetig (Gwasanaeth Ysgolion William Mathias Cyf.) sy'n cynnig gwasanaeth ategol i'r Adran Gerdd. Bydd yr ysgol yn codi tâl tuag at gost gwersi offerynnol ac fe geir manylion drwy gysylltu â swyddfa'r ysgol. Yn unol ag arbenigedd yr athro/athrawes gellir cynorthwyo disgyblion i baratoi at arholiad offerynnol ond nid oes modd gwarantu'r gwasanaeth o flwyddyn i flwyddyn.

ADDYSG IECHYD AC ADDYSG RHYW

Cred y Corff Llywodraethu y dylai addysg rhyw fod yn rhan allweddol a chreiddiol o gwricwlwm pob disgybl ac mae'r modd y'i cyflwynir yn annog disgyblion i roi ystyriaeth i agweddau moesol a gwerth bywyd teuluol.

Yr Adran Wyddoniaeth sy'n addysgu agweddau ffeithiol Addysg Iechyd a Rhyw yn CA3 a CA4. Defnyddir y rhaglen Addysg Bersonol a Chymdeithasol ar gyfer materion megis cyfrifoldeb personol, problemau cymdeithasol, cam-drin, agweddau at ryw, creu perthynas, materion megis clefydau a drosglwyddir yn rhywiol a chynllunio teulu ac addysg gyffuriau/alcohol. Gwahoddir arbenigwyr ym maes iechyd i'r ysgol i gyfrannu i'r rhaglen hon.

Os penderfynir bod angen tynnu plentyn o'r gwersi dylid cysylltu â'r ysgol ac fe geir cyngor gan yr ysgol ynglŷn â'r angen ar gyfer darparu Addysg Rhyw yn y cartref.

ADDYSG GREFYDDOL

Astudir sawl agwedd ar wahanol grefyddau fel pwnc ysgol, er mai drwy lygaid y Cristion y dehonglir credoau eraill a phroblemau'r byd yn y gwersi ac yn ystod Gwasanaethau'r Ysgol. Cyflwynir Addysg Grefyddol fel rhan o'r Dyniaethau yng Nghyfnod Allweddol 3 a thrwy ddull modiwlaid yng Nghyfnod Allweddol 4 yn ogystal â thrwy'r profiadau a geir trwy Addysg Bersonol a Chymdeithasol ym mlynnyddoedd 10 ac 11. Mae gan rieni yr hawl i wneud cais i'w plentyn gael ei eithrio o weithgareddau Addysg Grefyddol drwy lythyru'r pennaeth. Bydd trefniadau amgen priodol yn cael eu gwneud ar gyfer unrhyw ddisgybl sy'n dewis cael ei eithrio o wersi Addysg Grefyddol.

GWAITH CARTREF

Gwneir asesiadau cyson o waith a datblygiad academaidd pob disgybl. Un agwedd bwysig o'r asesu yw'r gwaith cartref ac mae'n rhan hanfodol o raglen pob disgybl. Gall gynnwys amryfal weithgaredd megis gwaith ysgrifenedig, dysgu, ymholi, darllen ac ymchwilio.

RHAGLEN GYRFAOEDD

Drwy ein Rhaglen Gyrfaoedd mae'r ysgol yn helpu disgyblion i ddatblygu'r sgiliau, y wybodaeth a'r ddealltwriaeth y byddant eu hangen ar gyfer byd gwaith cyfnewidiol, ac ar gyfer rheoli eu gyrfa yn y dyfodol.

Mae'r Rhaglen Gyrfaoedd yn cynnwys:

- cefnogaeth gan gynghorwyr Gyrfya Cymru;
- diwrnodau blasu/nosweithiau agored a gweithgareddau yn y colegau lleol;
- ymweliadau â Chyflogwyr;
- gweithdai Mentergarwch.

Gweithia Cynghorydd Gyrfya o 'Gyrfya Cymru' mewn partneriaeth agos gyda'r ysgol i sicrhau fod disgyblion, wrth gynllunio eu gyrfa, yn gwneud dewisiadau gwybodus a realistig am eu camau nesaf a thu hwnt. Gwneir defnydd o 'Gyrfya Cymru ar lein' (www.careerswales.com/cy) i gefnogi disgyblion wrth iddynt wneud penderfyniadau.

Mae'r ysgol yn elwa hefyd o'i chysylltiadau gyda chyflogwyr a byd busnes lleol a'u cyfraniad i gwricwlwm yr ysgol.

Drwy'r Rhaglen Gyrfaoedd anelir at ehangu gorwelion disgyblion drwy godi ymwybyddiaeth am gyfleoedd yn lleol a thu hwnt, a chan annog disgyblion i gyrraedd eu potensial ac i anelu'n uchel.

Ymgynghorydd Gyrfaoedd Gyrfya Cymru:..... **Mrs Nia Parry** (nia.parry@gyrfacymru.com)



SPECIAL EDUCATIONAL NEEDS

The aim of the school is to provide a curriculum and activities which will stimulate and reinforce the pupils' motivation so that they achieve their full potential.

We believe that we can achieve this by keeping a high expectation of every pupil's performance, and by giving each pupil special attention. Every pupil is the responsibility of every teacher. Therefore support is arranged for pupils with special educational needs within the main-stream classes as well as the special provision for groups and individuals as the need arises. We do not label pupils by withdrawing them from their classes permanently, and we remember that the term special educational needs refers to a need to extend more able and talented pupils as well as assisting those who have difficulty with school work.

Number of pupils on School Special Educational Needs Register (September 2020) – 68.

The school has an enthusiastic and dedicated team of teaching assistants and learning coaches who assist pupils in lessons and provide catch-up clubs and help outside the classroom.

The provision is reinforced by the Gwynedd specialist team in Educational Psychology and Pupil Welfare.

Special Educational Needs co-ordinators: **Mr Eurig Davies & Miss Ffion Jones**
Governor with responsibility for Special Educational Needs: **Mr Wyn Williams**

MORE ABLE AND TALENTED PUPILS

Every pupil has the need (and right) to be encouraged and assisted in reaching his / her full potential; this includes very gifted pupils who, for example:

- learn more rapidly than others;
- retain a great deal in their memory;
- can concentrate for long periods;
- set very high standards for themselves.

The school will seek, through the various subjects, to enable very bright pupils to realise their true potential and high expectations.

LOOKED AFTER CHILDREN

The school follows the Welsh Government's statutory guidance "Making a Difference - a guide for the designated person for looked after children in schools". Mr Aled Williams, deputy head is the designated person for children in care within the school. The role is key as a leader and champion for looked after children to ensure that all learners reach their full potential. In addition Mr Williams is the main contact between the school, family and key agencies and is responsible for monitoring the Personal Education Plans.

EXTRA CURRICULAR ACTIVITIES

In Ysgol Botwnnog pupils are offered a wide variety of extra-curricular activities such as:

- Sports - Gymnastics, Athletics, Tennis, Basketball, Netball, Football and Rugby (for boys and girls), Hockey, Cricket, Swimming, Golf, Badminton, 5 x 60 Sports and Activities; School Choirs and bands; Urdd – competitions, Eisteddfod, Visits to Glan Llyn; Competitions - Public Speaking, Writing Competitions, Cookery Competitions; Clubs - Bookclub, Art Club, Reading Club, Spelling Club, Maths Club; The School Council; Duke of Edinburgh Award; Trips and Visits – Theatre Visits, Sporting Event Trips, Foreign Trips, Educational Visits;
- School Shows, Concerts and Eisteddfod; Workshops in School; School Radio & Llanw Llŷn.

By taking advantage of the activities offered pupils are able to enrich their personal and social development.

THE LIBRARY AND RESOURCES CENTRE

The Library and the Resources Centre have been modernised and are well equipped with a supply of books, magazines and computers for the pupils' use. These facilities are popular and in constant use. They provide a very important role in the development of reading, writing and communication skills across the curriculum.

ANGHENION ADDYSGOL ARBENNIG

Amcan yr ysgol ydyw darparu cwricwlwm a gweithgareddau a fydd yn ysgogi a chryfhau cymhelliant y disgyblion fel eu bod yn cyrraedd eu llawn botensial.

Credwn y gellir gweithredu hyn drwy gadw'n disgwyliadau o berfformiad pob disgybl yn uchel, a thrwy roi sylw arbennig i bob unigolyn. Cyfrifoldeb pob un o'r athrawon ydy pob disgybl. Felly, trefnir cefnogaeth i ddisgyblion sydd angen cymorth o fewn dosbarthiadau prif ffrwd yn ogystal â darpariaeth arbennig i grwpiau neu unigolion fel y bo'r galw. Nid ydym yn labelu plant drwy eu tynnu allan o wersi'n barhaol, a chofiwn fod y term anghenion addysgol arbennig yn cyfeirio at yr angen am sylw ymestynnol i rai mwy abl a thalentog yn ogystal ag i'r rhai sydd yn cael anawsterau gyda gwaith ysgol.

Nifer y disgyblion ar y Gofrestr Anghenion Addysgol Arbennig (Medi 2020) - 68.

Mae gan yr ysgol dîm brwdfrydig ac ymroddgar o gymorthyddion dosbarth ac anogwyr dysgu sydd yn rhoi cymorth i ddisgyblion mewn gwersi ac yn darparu clybiau a chymorth i ddisgyblion y tu allan i'r ystafell ddosbarth.

Cefnogir y ddarpariaeth gan arbenigwyr Gwynedd ym maes Seicoleg Addysg a Lles disgyblion.

Cyd-gysylltydd Anghenion Addysgol Arbennig: **Mr Eurig Davies & Miss Ffion Jones**

Llywodraethwr dynodedig dros Anghenion Addysgol Arbennig: **Mr Wyn Williams**

DISGYBLION MWY ABL A THALENTOG

Mae gan bob plentyn yr angen (a'r hawl) i'w feithrin a'i annog i gyrraedd ei botensial; mae hyn yn cynnwys plant galluog iawn sydd, er enghraifft:

- yn dysgu'n gyflymach nag eraill;
- yn cadw llawer iawn yn y cof;
- yn gallu canolbwyntio am gyfnodau maith;
- yn gosod safonau uchel iawn i'w hunain.

Bydd yr ysgol, drwy'r gwahanol bynciau, yn ceisio sicrhau'r cyfle i'r rhai galluog iawn gael gwireddu eu llawn botensial a'u disgwyliadau uchel.

PLANT MEWN GOFAL

Mae'r ysgol yn dilyn canllawiau statudol Llywodraeth Cymru "Gwneud Gwahaniaeth - Canllaw i'r person dynodedig ar gyfer plant sy'n derbyn gofal mewn ysgolion". Mr Aled Williams, Dirprwy Bennaeth yw person dynodedig plant mewn gofal o fewn yr ysgol. Mae'r rôl yn un allweddol fel arweinydd a hyrwyddwr plant sy'n derbyn gofal er mwyn sicrhau bod pob dysgwr yn cyrraedd ei botensial yn llawn. Yn ogystal Mr Williams yw prif gyswllt rhwng yr ysgol, teulu ac asiantaethau allweddol sydd a chyfrifoldeb monitro'r Cynlluniau Addysg Personol.

GWEITHGAREDDAU ALLGYRSIOL

Yn Ysgol Botwnnog cynigir amrediad eang o glybiau, gweithgareddau a phrofiadau gwerthfawr i'r disgyblion megis: Chwaraeon - Gymnasteg, Athletau, Tennis, Pêl Fasged, Pêl-rwyd, Pêl-droed a Rygbi (i fechgyn a merched), Hoci, Criced, Nofio, Golff, Badminton, Gweithgareddau Chwaraeon 5 x 60; Corau a Bandiau Ysgol; Yr Urdd - cystadlaethau, Eisteddfod, Ymweld â Glan Llyn; Cystadlaethau - Siarad Cyhoeddus, Cystadlaethau Ysgrifennu, Cystadlaethau Coginio, Twrnament Gwyddbwyll a Drafftiau; Clybiau - Clwb Llyfrau, Clwb Celf, Clwb Darllen, Clwb Sillafu, Clwb Maths; Cyngor yr Ysgol; Gwobr Dug Caeredin; Ymweliadau a Theithiau - Ymweliadau i Theatrau, Teithiau i Ddigwyddiadau Chwaraeon, Teithiau Tramor, Teithiau Addysgiadol; Sioeau, Cyngherddau ac Eisteddfod Ysgol; Gweithdai yn yr Ysgol - Rhaglennu Lego, Menter, Gwyddoniaeth; Radio Ysgol a Llanw Llŷn.

Trwy ymuno mewn gweithgareddau fel y rhai uchod mae pobl ifanc yn cyfoethogi eu haddysg bersonol a chymdeithasol.

Y LLYFRGELL A'R YSTAFELL ADNODDAU

Moderneiddiwyd y Llyfrgell a'r Ystafell Adnoddau gerllaw a bellach mae stoc helaeth o lyfrau, cylchgronau a chyfrifiaduron ar gyfer y disgyblion. Mae'n ganolfan addysg brysur a phoblogaidd. Mae cyfraniad y Ganolfan yn sylweddol yn y broses o ddatblygu sgiliau darllen, ysgrifennu a chyfathrebu ar draws y cwricwlwm.



FURTHER INFORMATION

COMPLAINTS PROCEDURE

The Local Education Authority, in accordance with the requirements of the National Assembly has established a procedure to consider complaints concerning the way schools' Governing Bodies and the Education Authorities act in relation to the school's curriculum and other related matters. This procedure is outlined in a document in Welsh and English which is available on the school website. A copy can be provided free of charge as required to any parent seeking to make a complaint under these arrangements. It is emphasised, however, that many complaints can be dealt with quickly and effectively by informal consideration based on discussions with the Headmaster or other staff in the school. This is the first reasonable step, and even in exceptional circumstances, the Governing Body would expect that this step would have been completed before presenting the complaint formally.

An appointment can be made to discuss any complaint with the Headmaster by contacting the school secretary.

CHARGING FOR EDUCATIONAL ACTIVITIES

The Governing Body has adopted a policy of charging pupils for :

- board and lodging costs on educational visits;
- activities outside school hours;
- external examinations which the school has not prepared the pupil for during the school year;
- examinations when the pupil fails to complete the requirements or fails to attend the examination without a proper reason;
- intentional damage of school property or for losing school property;
- instrumental lessons.

A voluntary contribution is requested from parents when it is not possible to charge for an activity but no pupils will be excluded from taking part when their parents cannot contribute. It is possible that some activities will not be held without sufficient voluntary contributions. Further details are available at the school along with information about the provision for pupils who are unable to make a voluntary contribution.

THE PARENTS AND FRIENDS' ASSOCIATION

The Parents and Friends' Association is very active in supporting the school and every parent or guardian is a full member of the Association. All parents will be notified of meetings and a warm welcome is extended to all to attend. As well as arranging social events, the Association arranges activities to generate income for the School Fund. The Association was responsible for purchasing lockers for the pupils, curtains for the Hall, extra computer equipment, has contributed towards the mini bus, a harp and extra books and equipment for various departments.

Remember, we need your support! The School and your children will appreciate your willing assistance.

Chairman of the Association:..... **Mrs Glesni Owen**

Secretary:..... **Mrs Carys Hughes Evans**

Treasurer: **Mrs Nerys Williams**

PARENTS AND GOVERNORS

Parents are represented on the Governing Body of the School. Parents who have pupils registered at the school can call for up to three meetings with the Governing Body during a school year by means of a petition.

HOW TO GET MORE INFORMATION

Statements and policies made by the Governing Body and the Local Education Authority are available at the School together with further information about syllabuses and the curriculum.

Please contact the school office beforehand if you wish to arrange a visit.

You could also visit the school website which is updated regularly: www.ysgolbotwnnog.org

GWYBODAETH YCHWANEGOL

TREFN GWYNO

Mae'r Awdurdod Addysg Lleol, yn unol â gofynion y Cynulliad Cenedlaethol, wedi sefydlu trefn i ystyried cwynion am y modd y mae Cyrff Llywodraethu'r ysgolion a'r Awdurdod Addysg yn gweithredu mewn perthynas â chwricwlwm ysgol a materion eraill cysylltiedig. Mae'r drefn hon wedi ei hamlinellu mewn dogfen bwrsasol yn y Gymraeg a'r Saesneg sydd ar gael ar wefan yr ysgol. Gellir darparu copi'n rhad ac am ddim, yn ôl y gofyn, i unrhyw rieni sy'n dymuno gwneud cwyn dan y trefniadau hyn. Pwysleisir, fodd bynnag, y gellir ymdrin â llawer o gwynion yn gyflym ac yn effeithiol drwy ystyriaeth anffurfiol yn seiliedig ar drafodaethau gyda'r Prifathro neu staff eraill yr ysgol. Hwn yw'r cam rhesymol cyntaf, a hyd yn oed pan fo'r amgylchiadau'n rhai eithriadol, bydd y Corff Llywodraethu'n disgwyl bod y cam yma wedi ei gyflawni cyn cyflwyno'r gŵyn yn ffurfiol.

Dylid cysylltu ag ysgrifenyddes yr ysgol i wneud apwyntiad i drafod unrhyw gŵyn gyda'r Prifathro.

CODI TÂL AM WEITHGAREDDAU ADDYSGOL

Mae'r Corff Llywodraethol wedi mabwysiadu polisi o godi tâl ar ddisgyblion am:

- gostau llety a bwyd ar ymweliadau addysgol;
- weithgareddau y tu allan i oriau ysgol;
- arholiadau allanol pan nad yw'r ysgol wedi paratoi'r disgyblion ar eu cyfer yn ystod y flwyddyn honno;
- arholiadau pan fo disgybl yn methu â chyflawni'r gofynion neu fynychu'r arholiad heb reswm digonol;
- ddifrod i eiddo'r ysgol neu am golli eiddo'r ysgol;
- gwersi offerynnol.

Gofynnir am **gyfraniad gwirfoddol** gan rieni pan na ellir codi tâl am weithgareddau ond sicrhair na waherddir disgyblion rhag cymryd rhan pan na all eu rhieni gyfrannu. Mae'n bosibl na fydd modd cynnal rhai gweithgareddau heb gefnogaeth wirfoddol deilwng. Ceir manylion pellach yn yr ysgol ynghyd â gwybodaeth am ddarpariaeth ar gyfer disgyblion nad ydynt yn gallu gwneud cyfraniad gwirfoddol.

CYMDEITHAS RIENI A CHYFEILLION YR YSGOL

Mae gan yr ysgol Gymdeithas Rieni a Chyfeillion gweithgar ac mae bob rhiant a gwarcheidwad yn aelod llawn o'r Gymdeithas. Byddwn yn hysbysu'r holl rieni pan fo cyfarfod ac mae croeso cynnes i unrhyw un fynychu. Yn ogystal â threfnu nosweithiau cymdeithasol, bydd y Gymdeithas yn trefnu gweithgareddau i godi arian i Gronfa'r Ysgol. Bu'r Gymdeithas yn gyfrifol am brynu loceri i'r plant, llenni i'r Neuadd, offer cyfrifiadurol ychwanegol, cyfraniad tuag at fws mini'r Ysgol, telyn i'r Ysgol, llyfrau ac offer ychwanegol ar gyfer adrannau'r Ysgol.

Cofiwch 'rydym yn dibynnu ar eich cefnogaeth chi! Bydd yr ysgol a'ch plant yn gwerthfawrogi eich cymorth parod.

Cadeirydd y Gymdeithas:..... **Mrs Glesni Owen**
Ysgrifennydd:..... **Mrs Carys Hughes Evans**
Trysorydd:..... **Mrs Nerys Williams**

RHIENI A LLYWODRAETHWYR

Mae gan y Rhieni gynrychiolaeth ar y Corff Llywodraethol. Gall rhieni disgyblion cofrestredig yn yr Ysgol ofyn am hyd at dri chyfarfod y flwyddyn gyda'r corff llywodraethu trwy gyfrwng deiseb.

SUT I GAEL RHAGOR O WYBODAETH

Mae datganiadau a pholisïau'r Llywodraethwyr a'r Awdurdod Addysg Lleol ar gael yn yr ysgol ynghyd â gwybodaeth bellach am gynlluniau gwaith chwricwlwm yr ysgol.

Gallwch gysylltu â swyddfa'r ysgol os ydych yn dymuno trefnu ymweliad.

Mae rhagor o wybodaeth ar gael ar wefan yr ysgol sy'n cael ei diweddarau yn rheolaidd: www.ysgolbotwnnog.org



SUMMARY OF SCHOOL'S STRATEGIC EQUALITY POLICY

'EVERY CHILD COUNTS, EVERY DAY COUNTS'

At Ysgol Botwnnog we have been reviewing two aspects of school life and developing and improving our policies.

1. ATTENDANCE

Regular attendance is considered very important and without it all our efforts to provide high quality education would be futile. If a pupil is not present at school he / she cannot learn or reach their true potential. Children who are not in school are missing education, social opportunities and experiences essential to develop life skills. Eventually, research has proven that this will lead to poorer results in the examinations. Our attendance policy states that we cannot authorize term time holidays for any pupil in Year 10 or 11, and only for 5 days, when in receipt of a written application letter in advance, in years 7, 8 and 9. Otherwise the absence will be recorded as unauthorised on your child's report. All pupils have a target of 96% attendance over their 5 years at school. If attendance during this period falls only to 90% this is equivalent to missing half a year's lessons over the 5 years! When your child is ill they should be kept at home, but only for the minimum time required to recover, otherwise they should be sent to school. Remember that the County Council have both a duty and responsibility to monitor your child's attendance and to act accordingly if it is deteriorating.

2. EQUALITY

The right of each pupil to the best education without prejudice is core to our belief and at Ysgol Botwnnog we oppose all kinds of prejudice and differentiation and recognise that everyone has differing needs and aspirations.

At Ysgol Botwnnog we respect individuals whatever their:-

- Ethnic background
- Sex
- Age
- Marital Status
- Sexual Orientation
- Disability
- Religion (or atheism)
- Language
- Nationality
- Dependants

Our aims are to:-

- Create an ethos of safety and appreciation
- Create a feeling of self-respect
- Set high expectations of students and parents
- Give due consideration to learning needs
- Recognize clear strategies in response to incidents of differentiation
- Challenge stereotypes and prejudiced behaviour
- Promote positive images
- Reduce bullying year on year

This is true of the Governing Body, Senior Management Team, all staff, visitors and contractors working at the school.

A full copy of our policies on Attendance and Equality are available on the website, www.botwnnog.org or contact the Deputy Headmaster, Mr Aled Williams, for further information.

CRYNODEB O BOLISI CYDRADDOLDEB STRATEGOL YR YSGOL

Mae Ysgol Botwnnog yn edrych yn ofalus ar ddwy agwedd o fywyd yr ysgol a sut y gallwn ei ddatblygu a'i wella ymhellach.

1. PRESENOLDEB

Heb bresenoldeb da ofer yw ein holl ymdrechion i baratoi addysg o safon uchel i'ch plentyn. Os nad yw disgybl yn bresennol yn yr ysgol ni all gyrraedd ei lawn botensial. Mae ymchwil yn dangos fod plant nad ydynt yn yr ysgol yn colli addysg, cyfleoedd cymdeithasol a phrofiadau hanfodol i ddatblygu eu sgiliau. Mae hyn yn arwain yn y pen draw at berfformiad is yn yr arholiadau. Mae'r polisi presenoldeb yn nodi na allwn awdurdodi unrhyw wyliau yn ystod y tymor ysgol ym mlynnyddoedd 10 ac 11 a dim ond am 5 diwrnod, os derbynnir cais ysgrifenedig ymlaen llaw, ym mlynnyddoedd 7, 8 a 9. Fel arall mae'n cael ei gofnodi fel absenoldeb heb awdurdod ar gofnod eich plentyn. Mae i bawb darged o 96% presenoldeb dros y 5 mlynedd maent yn Ysgol Botwnnog. Mae presenoldeb o 90% yn y cyfnod yma gyfystyr â cholli hanner blwyddyn o wersi dros 5 mlynedd! Pan fydd eich plentyn yn sâl cadwch ef/hi adref am y lleiafswm o amser sy'n rhaid, fel arall gyrrwch ef/hi i'r ysgol. Cofiwch fod y Cyngor Sir yn monitro presenoldeb eich plentyn ac efo'r cyfrifoldeb a'r hawl i weithredu os yw'n dirywio.

2. CYDRADDOLDEB

Mae hawliau pob plentyn i addysg heb ragfarn o unrhyw fath yn sylfaenol i Ysgol Botwnnog. Mae Ysgol Botwnnog yn gwrthwynebu pob math o ragfarn a gwahaniaethu ac yn cydnabod fod gan bawb anghenion a thueddiadau gwahanol.

Yn Ysgol Botwnnog byddwn yn parchu unigolion beth bynnag fo eu:

- Tarddiad ethnig
- Rhyw
- Oedran
- Statws priodasol
- Tueddiadau rhywiol
- Anabledd
- Crefydd (neu anffyddiaeth)
- Iaith
- Cenedl
- Dibynnyddion

Ein nod yw:-

- Creu ethos o ddiogelwch a gwerthfawrogiad
- Creu ymdeimlad o hunan barch
- Gosod disgwyliadau uchel ar ddisgyblion a'u rhieni
- Rhoi ystyriaeth addas i anghenion dysgu
- Adnabod gweithdrefnau eglur ar gyfer ymateb i ddigwyddiad gwahaniaethol
- Herio ymddygiad rhagfarnllyd a stereoteipiau
- Hyrwyddo delweddau positif
- Lleihau digwyddiadau bwlio flwyddyn ar flwyddyn

Mae hyn yn wir am y Corff Llywodraethol, Uwch Dîm Rheoli, Staff, Ymwelwyr a Chontractwyr yn gweithio yn yr ysgol.

Mae copi llawn o'r Polisiâu Presenoldeb a Chydraddoldeb ar wefan yr ysgol www.botwnnog.org neu cysylltwch â'r Dirprwy, Mr Aled Williams os am wybodaeth bellach.



DYDDIADAU TYMHORAU A GWYLIAU YSGOL (2021/22)

HYDREF 2021

Dechrau:..... 1 Medi*
 Hanner Tymor:..... 25 - 29 Hydref
 Gorffen:..... 22 Rhagfyr

GWANWYN 2022

Dechrau: 6 Ionawr
 Hanner Tymor: 21 - 25 Chwefror
 Gorffen: 8 Ebrill

HAF 2022

Dechrau: 25 Ebrill
 Calan Mai (Gŵyl banc): 2 Mai
 Hanner Tymor: 30 Mai - 3 Mehefin
 Gorffen: 20 Gorffennaf

* Diwrnodau Hyfforddiant -

Bydd yr ysgol yn ail-agor **Ddydd Mercher, 1 Medi, 2021** i athrawon, a **Dydd Gwener, 3 Medi** i ddisgyblion (i'w gadarnhau).

Bydd yr ysgol ar gau am 4 diwrnod arall yn ystod y flwyddyn (i'w cadarnhau).

TERM DATES / HOLIDAYS (2021/2022)

AUTUMN TERM 2021

Starts:..... 1 September*
 Half Term: 25 - 29 October
 Ends:..... 22 December

SPRING TERM 2022

Starts: 6 January
 Half Term: 21 - 25 February
 Ends: 8 Ebrill

SUMMER TERM 2022

Starts: 25 April
 May Day: 2 May
 Half Term: 30 May - 3 June
 Ends: 20 July

* Training Days -

School will re-open for teachers on **Wednesday, 1 September, 2021** and for pupils on **Friday, 3 September** (to be confirmed).

The school will be closed to pupils on 4 other days (to be confirmed).

ATODIAD 1 – PWY 'DI PWY (2020-21) APPENDIX 1 – WHO'S WHO (2020-21)

ATHRAWON / TEACHERS

Prifathro	Mr Dylan Minnice	<i>Headmaster</i>
Dirprwy Brifathro	Mr Aled Williams	<i>Deputy Headmaster</i>
Dylunio a Thechnoleg / TGCH / Bagloriaeth Cymru	Mr Dion Bee	<i>Design & Technology / ICT/ Welsh Bacallaureate</i>
Ffrangeg / Cymraeg	Mrs Menna Bowen	<i>French / Welsh</i>
Gwyddoniaeth	Miss Fiona Bridle	<i>Science</i>
Pennaeth Gyfadran Technoleg a Mynegiannol / Cerdd / ADY	Mr Eurig Davies	<i>Head of Technology and Expressive Arts Faculty / Music / SEN</i>
Gwyddoniaeth / Mathemateg	Dr Katie Davies	<i>Science / Mathematics</i>
Pennaeth y Gymraeg	Miss Awen Griffith	<i>Head of Welsh</i>
Saesneg / Hanes	Mrs Caryl Aubrey Griffiths	<i>English / History</i>
Addysg Gorfforol / Iaith / Bagloriaeth Cymru	Mr Gareth Hodgson	<i>Physical Education / Language / Welsh Bacallaureate</i>
Hanes	Mrs Gwenllian Hughes-Jones	<i>History</i>
Celf / Bagloriaeth Cymru	Mrs Elin Huws Evans	<i>Art / Welsh Bacallaureate</i>
Cymraeg / Saesneg	Miss Mared Huws	<i>Welsh / English</i>
Cymraeg	Mrs Ceri Meredydd	<i>Welsh</i>
TGCH / Technoleg	Mr Deio Parri Jones	<i>ICT / Technology</i>
Iaith / Llwyddo / Cymru, Ewrop a'r Byd	Mrs Eurwen Jones	<i>Language / Sweet / Wales, Europe & the World</i>
Cymraeg / ADY	Miss Ffion Jones	<i>Welsh / SEN</i>
Daearyddiaeth / TGCH / Pennaeth Dyniaethau	Mr Irfon Morris Jones	<i>Geography / ICT/ Head of Humanities</i>
Pennaeth Addysg Gorfforol / Lles y Merched	Mrs Alaw Jones Japheth	<i>Head of Physical Education / Girls' Welfare</i>
Dylunio a Thechnoleg – Tecstilau a Bwyd	Mrs Eirian Jones Muse	<i>Design & Technology – Textiles & Food</i>
Pennaeth Saesneg / Drama	Mrs Melissa Minnice	<i>Head of English / Drama</i>
Pennaeth Mathemateg	Miss Bethan Priestley	<i>Head of Mathematics</i>
Astudiaethau Crefyddol / AbaCh	Miss Emma Roberts	<i>Religious Studies / PSE</i>
Mathemateg / Gwyddoniaeth	Mr Elgan Rowlands	<i>Mathematics / Science</i>
Gwyddoniaeth	Miss Leanne Stedham	<i>Science</i>
Ffrangeg / Cyd-gysylltydd Ieithoedd Tramor Modern	Miss Eleri Williams	<i>French / Modern Foreign Language Coordinator</i>
Pennaeth y Gyfadran Gwyddoniaeth	Miss Eleri Pierce Williams	<i>Head of Science Faculty</i>
Mathemateg / Busnes	Mrs Lowri Williams	<i>Mathematics / Business</i>
Saesneg	Mr Owen Llywelyn Williams	<i>English</i>

Staff Cymorth Dysgu / Learning Support Staff

Mrs Martha Ellis Hughes	Mrs Manon Wyn Griffith	Mrs Delyth Hughes
Miss Elen Hughes	Mrs Rhian Jones	Miss Sian Eirian Jones
Mr Dafydd Owen	Mrs Glenys Thomas	Miss Dawn Williams

Anogwyr Dysgu / Learning Coaches

Mrs Carol Pilling	Mrs Susan Jones
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Staff Ateglol / Support Staff

Technegydd Labordy a Thechnoleg	Mrs Helen Mary Evans	<i>Laboratory & Technology Technician</i>
Gofalwr	Mr Arfon Jones	<i>Caretaker</i>
Technegydd Llyfrgell a Chyfrifiaduron	Mrs Grace Roberts	<i>Library & Computer Technician</i>
Swyddog Gweinyddol yr Ysgol	Mrs Manon Llywelyn Williams	<i>School's Administration Officer</i>
Ysgrifenyddes yr Ysgol	Mrs Nerys Wyn Williams	<i>School Secretary</i>

Staff y Gegin / Kitchen Staff

Prif Gogyddes	Miss Delyth Jones	<i>Head Cook</i>
Dirprwy	Mrs Siân Roberts	<i>Deputy</i>
Ms Catherine Hall	Mrs Glenys Hardy	Miss Wendy Hughes
Mrs Lona Roberts	Mrs Meira Roberts	Miss Nia Roberts

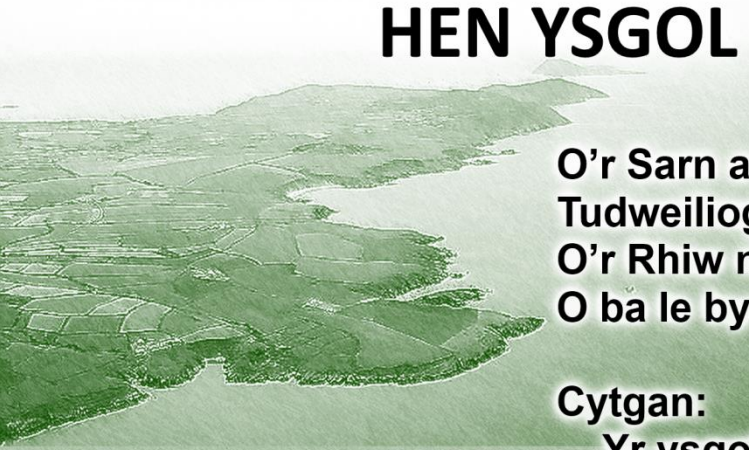
Staff Glanhau / Cleaning Staff

Prif Glanhawraig	Mrs Linda Hughes	<i>Head Cleaner</i>
Mrs Mari Davies	Miss Wendy Hughes	Mrs Gwyneth Manion
Mrs Meira Roberts	Miss Nia Roberts	

Goruchwylwyr Amser Cinio / Dinner Time Supervisors

Mr Arfon Jones	Mrs Heulwen Jones
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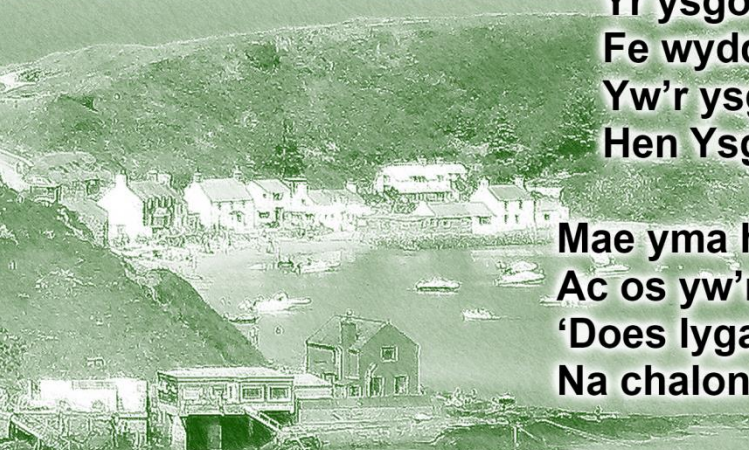
HEN YSGOL HOGIA LLÛN



O'r Sarn ac Aberdaron
Tudweiliog, Abersoch,
O'r Rhiw neu o Lanengan
O ba le bynnag boch.

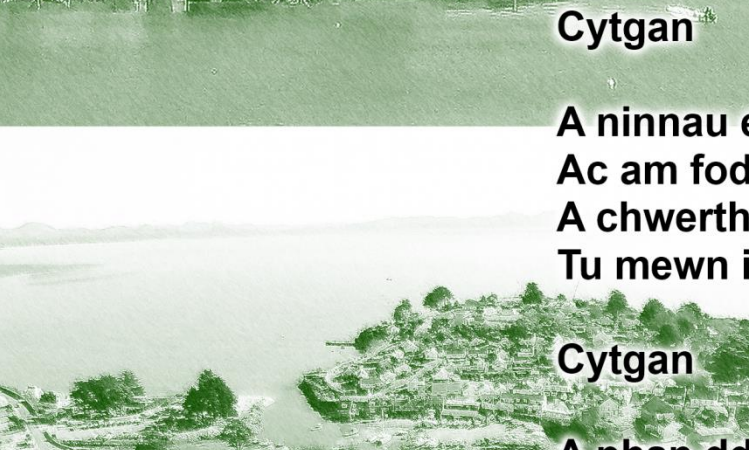
Cytgan:

Yr ysgol orau welwyd
Fe wyddom ni bob un,
Yw'r ysgol ym Motwnnog
Hen Ysgol Hogia Llûn.



Mae yma hwyl a miri,
Ac os yw'r gwaith yn drwm,
'Does lygaid trist am hynny
Na chalon fach fel plwm.

Cytgan




A ninnau eto'n ifanc
Ac am fod hwyl a sbri
A chwerthin oesau basiodd
Tu mewn i'w muriau hi.

Cytgan



A phan ddaw mis Mehefin
A'i arholidau câs,
Bydd porffor ar Fynytho
A dŵr y môr yn las.

Cytgan



A phan fydd rhaid ymadael,
A phawb i'w le ei hun:
Bydd hiraeth mewn calonnau
Am hen gyfoedion Llûn.

Cytgan

Gruffydd Parry