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A MESSAGE FROM THE HEADMASTER

A warm welcome back to a new school year to everyone. An especially warm welcome to the 79 pupils who have started in Year 7.

We will be sending you a bulletin every term to keep you informed about school activities.

If you have any queries please contact us.

Please inform us immediately of any changes to your contact details - home phone, mobile or email.

All the best for a busy and successful year.

CONTACTING SCHOOL

If you have any concerns about your son/daughter's school life then please contact us:

 **01758 730220**

 **pennaeth@botwnnog.gwynedd.sch.uk**

Or use the online contact form from our website

 **www.ysgolbotwnnog.org/eng/cysylltu.php**

We will try and respond to your concern within 24 hours.

Visiting School

For security reasons all visitors must report to the main office as they arrive in school.

CONTACTING HOME

We will send information to our pupils' homes quite frequently - information about important dates, activities, etc. Sometimes we also need to contact you in an emergency.

E-mail

Whilst we still send paper letters, it is sometimes more convenient and reliable to send an e-mail or, in the event of an emergency, a text message.

To do this as conveniently as possible we would like you to check that the office has your correct email address.

If you have an email but didn't receive this bulletin on email then please could you send a message to - pennaeth@botwnnog.gwynedd.sch.uk to inform us. Please include your child's name and class.

Text Messages

You should have received a text message from school informing you that this bulletin was on its way. If you didn't receive a text message then please call Mrs Nerys Williams or email pennaeth@botwnnog.gwynedd.sch.uk

YEAR 11 - 2018

RESULTS

Congratulations to this year's year 11 pupils on achieving excellent results. 100% of Year 11 pupils achieved 5 or more GCSEs with 86% achieving at least 5 A*-C grades and half the pupils achieved at least one A*/A Grade. It gives us great pleasure to report that year 11's results were amongst the best of all Gwynedd schools.

Congratulations and best wishes to the pupils for their future. Thanks to the teachers and parents for preparing the students so thoroughly and supporting them over the last two years.

The cards and gifts that came from pupils and parents thanking the school are very much appreciated.

PROM 2018

Year 11 were given a chance to relax after exams at the Prom held at Nant Gwrtheyrn. A very pleasant afternoon was enjoyed by all and the school awards were presented.



PROM 2018

Everybody looking very smart before leaving for Nant Gwrtheyrn

SCHOOL AWARDS 2018



LEWIS ROBERTS' MEMORIAL SHIELD
Excellence in Science, Mathematics,
Technology
Jack Scott

IDRIS WILLIAMS' MEMORIAL SHIELD
Citizen of the year
Mari Lois Evans

BEST SPORTSPERSON OF THE YEAR
Tomos Siôn Jones

WALES LIVERY GUILD SHIELD
Excellent student
Aimee Jones

WELSH LANGUAGE LEARNER OF THE YEAR
Daniel Starkey

GLYN JONES' MEMORIAL SHIELD
Promising rugby player
Now Williams

MOBILE PHONES – NEW RULE

The rule for the use of mobile phones (and other portable communication devices) has changed.

The use of mobile phones or portable communication devices of any kind during school hours (8:30 - 3:35) is not allowed.

This includes the journey to the P.E. lessons at the leisure center.

If you need to contact your son/daughter in an emergency you can contact the school office. Similarly, if your son/daughter really needs to call you, they can do so from the office.

If they bring a phone with them to school, they should be turned off when they arrive at school, and kept switched off and out of sight until they leave school grounds at the end of the day - if they wish they can leave their phone in the office during the day.

If pupils break this rule, we will take the phone off them and keep it safe until the end of the day.

If a pupil breaks the rule more than once, we will take the phone off them and keep it safe until you can discuss the situation and collect the phone from school.

We will consider allowing pupils to take a phone on trips outside of normal school hours for convenience - but to be used strictly according to the teachers' guidelines.

The school does not accept any responsibility for theft, loss or damage to mobile phones or other portable communication devices.

WE WELCOME ANY COMMENTS REGARDING THIS RULE.

STAFF

A warm welcome to new staff

To Mr Tomos Williams who is joining the Science Department.

Welcome back to Mr Gwyn Meirion Jones and Mr Geraint Williams, who will be teaching Mathematics and Business during Mrs Lowri Williams' maternity leave. Congratulations to Mrs Williams on the birth of a baby boy.

A warm welcome, also, to Miss Dawn Williams and Miss Manon Wyn Williams who are joining our team of classroom assistants.

We wish Miss Catrin Davies well as she starts a new post at Ysgol Tryfan.

Best wishes to Miss Sioned Thomas as she starts her post at Ysgol David Hughes. Thanks to both for their hard work.

MEDICATION POLICY

If you want your son/daughter to take any medication in school you will need to **fill a consent form 3B**. Please remember that any medication is to be kept in the school office apart from an asthma pump (on occasions). The full policy and consent form can be downloaded from the school website (PARENTS - DOCUMENTS) or you can contact us to request a paper copy.

ADVERSE WEATHER AND SCHOOL CLOSURE

If a situation arises that we have to close school for reasons beyond our control—weather, no electricity or water, etc; we will try to send a text message to every home to inform you. We can text message every home within minutes—so long as we have a valid mobile phone number.

We will also make an announcement on Radio Cymru between 7:00 a.m. and 8:00 a.m. and on the Council website - www.gwynedd.gov.uk

If we have to close school during the day and have to send pupils home for health and safety reasons we will follow these procedures:-

- i. inform the home by email and/or e-mail,
 - ii. pupils should return home on the school bus (if that is how they come to school),
 - iii. pupils should then return to their home or the house of a relative or friend (according to your instructions).
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ATTENDANCE

Good attendance remains a priority. Your support helped us achieve 95% last year—our ambitious target is to improve upon this again this year. **Regular attendance is essential for pupils to take full advantage of all chances provided for them.**

Congratulations to the following pupils who achieved an outstanding 100% attendance in 2017/18. A £10 prize was presented to each of these.

- 7 Madrun** - Osian ab Ieuan*, Ioan Williams*
7 Meillionydd - Chris Williams*
8 Madrun - Josh Cullen*
8 Meillionydd - Mali Madrun
9 Madrun - Lisi Chidley*, Alyssa Rudge
9 Meillionydd - Elwood Mewes*
9 Mellteyrn - Elin Roberts
10 Mellteyrn – Tomos Hughes, Mali Richards
11 Madrun - Owain Roberts, Huw Jones-Evans*
11 Meillionydd - James Brookes*, Morgan Jones*, Tomos Siôn Jones
11 Mellteyrn - Elin Jones-Evans, Daniel Starkey

* - hasn't missed a day of school since starting at Ysgol Botwnnog

ABSENCE—INFORMING US

To ensure that everybody who should be in school is present, please contact the school on **EACH 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.

If your son/daughter arrives late—they should register in the school office.

COLLECTING YOUR CHILD DURING THE DAY

If you need to collect your son/daughter during the day then you need to let the office know. Pupils should ensure that they register out of school before leaving the site, and register back in upon their return to school during the day.

ILLNESS DURING THE SCHOOL DAY

If your son/daughter is ill during the day and needs to be collected then a member of the school staff will contact you. Pupils are not allowed to contact you directly to arrange their collection when they are ill.

APPLICATION FOR FAMILY HOLIDAY DURING THE TERM

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. No more than 5 days of holiday will be authorised in any school year.

If we are unable to authorise holidays beforehand then the absence will be recorded as unauthorised on the pupil's record.

WE WILL NOT AUTHORISE HOLIDAY ABSENCES DURING YEARS 10 AND 11 AS IT IS BOUND TO HAVE AN EFFECT ON YOUR SON/DAUGHTER'S PROGRESS, UNLESS THERE ARE VERY EXCEPTIONAL CIRCUMSTANCES,

YEAR 10 AND 11

The work accomplished during these two years could steer the course of the rest of your son/daughter's life. We are here to try, with your support, to ensure that every pupil is moving in the right direction.

EXTERNAL EXAMINATIONS

Year 10 and 11 pupils will be sitting **EXTERNAL** exams (which **WILL** count toward their final grade) at various times during the two years:

See Important Dates page for more details.

CONTROLLED ASSESSMENTS / NON-EXAMINATION ASSESSMENTS (Coursework)

Controlled Assessments and Non-Examination Assessments (previously called coursework) is important in most GCSE subjects. They count between 20% and 60% of the final mark in almost every subject.

These are held throughout years 10 and 11 in various subjects - from first lesson in Year 10 until May in Year 11.

Most of these have to be completed within a specific number of hours under the supervision of a teacher - so if your son/daughter is absent from lessons then they will have to catch up, at lunchtime or after school.

SKILLS CHALLENGE CERTIFICATE AND WELSH BACCALAUREATE

The BAC course is followed by everyone in years 10 and 11. In year 10 pupils have to complete 3 challenges which will be assessed and marked under control at school. In year 11 an individual research project will be completed by all, based on the pupil's future aspirations. On completion of the four pieces of work a grade will be awarded - this is the Skills Challenge Certificate, which is equivalent to a GCSE and has similar grades.

To gain the BAC qualification pupils must also pass 5 GCSE or equivalent qualifications including Maths and a Language.

HOMework

Homework is an important tool to improve the standard of your son/daughter's work. The Homework policy and timetable will be sent to you in due course. Keeping an eye over your son/daughter as they complete their homework is a good way to keep track of how they are doing in school. Homework is recorded on a form that is glued in each book.

If a pupil fails to complete homework then they will be punished:

- The subject teacher will give them a warning at first instance;
- If the work is still not completed after the warning then the pupils can be kept in at break / lunch;
- The teacher can refer a pupil who continues not to complete work to the attention of head of department and will lead to the pupil being monitored or kept in for longer;
- If this does not solve the problem, the pupil is referred to the Deputy or Headmaster who will liaise with parents/guardians of the pupils to discuss the way forward. This may include the pupils staying in the Homework Club after school or not being allowed to go on trips or visits.

The same actions are followed if a pupil misbehaves in any other way in lessons or around the school.

WORK/COACHING ROOM AND HOMEWORK CLUB

Pupils can take the opportunity to work at break / lunch in the Library or the Resource Room. They can also go to room 7 where they can get support from a staff member if they are struggling with their work. A homework club is held every Monday and Wednesday afternoon from 3:30 a.m. to 5:00 p.m. A member of staff will be in attendance to assist pupils with their work.

The school minibus is available to take pupils home if you are unable to collect your son / daughter. All they need to do is reserve a place with Mrs Grace Roberts.

EXAMINATIONS / ASSESSMENTS

OFFICIAL EXTERNAL EXAMINATIONS AND ASSESSMENTS— **COUNT TOWARDS THE FINAL GRADES**

Welsh—Oral (Yr. 11 set 1/2).....	November 5
Welsh—Oral (Yr. 11 set 2)	November 20
English Language - oracy	December 3 -12
Welsh—Oral (Yr. 11 set 1)	January 14
Art (Yr. 11).....	March 21-22
Drama (Yr. 10).....	March 25-30
Welsh Literature - Oral (Yr. 11).....	April 8-9
English Oral (Yr. 10)	June 17-24
Welsh Literature - Oral (Yr. 10).....	July 2-3

GCSE SUMMER EXAMINATIONS (Yr. 10/11)..... May 7 - June 18

CONTROLLED ASSESSMENTS WHICH COUNT TOWARDS THE FINAL GCSE GRADE WILL BE TAKING PLACE THROUGHOUT YEARS 10 AND 11

YEARS 7,8,9

NATIONAL READING AND NUMERACY TESTS	April 29 - May 14
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INTERNAL EXAMINATIONS

Year 11 (GCSE mocks).....	February 7-13
Year 10 exams.....	April 8 –12
Years 7, 8, 9	June 24 – Gorffennaf 5

Further information about Year 10 and 11 exams to come - Some changes could happen during the year.

Each pupil will receive a personal timetable indicating their exams prior to each examination period.

GCSE RESULTS' DAY - AUGUST 22, 2019

SOME OTHER IMPORTANT DATES

AUTUMN TERM 2018 (pupils) - September 5 - December 21

Half term holidays	October 27 - November 4
Christmas holidays.....	December 22, 2018 - January 6, 2019

SPRING TERM 2019 January 7 – April 12

Half term holidays	February 23 - March 3
Easter holidays	April 13—April 28

SUMMER TERM 2019 (pupils) - April 29 - July 20

May Day	Monday, May 6
Half term holidays	May 25 - June 2
Summer holidays begin for pupils.....	July 20

STAFF TRAINING DAYS (No school for pupils)

- Monday, September 3, 2018
- Tuesday, September 4, 2018
- Friday, October 5, 2018
- Monday, July 22, 2019 (extends summer holiday for pupils)
- One more day to be confirmed during the year

PARENT/TEACHER MEETINGS

TO DISCUSS PUPILS' WORK ON TUESDAY AFTERNOONS - 4.00 p.m. to 6.00 p.m.

Year 7	December 11
Year 8	January 22
Year 9 (to include year 10 subject choices (4:00 p.m. 0—7:00 p.m.)	Mai 14
Year 10	April 30
Year 11	October 23
Year 11 (second meeting).....	February 19

MARKET PUPILS WORKING

This year, we are trialling a new marking policy that focuses more on the pupils learning from their mistakes.

When marking work teachers will highlight work that needs to be corrected in some way using a yellow box (Work Improvement Box)

Any work that is included in a yellow box will need to be improved.

This could include:

- redrafting,
- correcting errors,
- expanding,
- improving presentation.

We will also use marking symbols that indicate the errors in the work.

This procedure is explained to the pupils in the lessons.

Opposite is a copy of the symbols that we will use.

If you would like to discuss further, feel free to contact.



YSGOL BOTWNNOG

Symbolau Marcio ac Adborth

Marking & Feedback Symbols

	Bocs Gwella Gwaith Gwaith sydd angen ei wella, cywiro neu ail-ddrafftio i ymateb i farcio ac adborth athrawon.	Work Improvement Box <i>Work that needs improving, correcting or re-drafting in response to teacher's marking and feedback.</i>
✓	Gwaith cywir Cwrdd â'r meini prawf llwyddiant	Correct work <i>Meets the success criteria</i>
✓✓	Ardderchog Gwaith neu bwynt arbennig o dda	Excellent <i>Extremely good work or point</i>
x	Gwaith yn anghywir Gwall neu gamgymeriad yn y gwaith	Incorrect work <i>Work contains an error or mistake</i>
~	Aneglur Gwaith ddim yn gwneud synnwyr	Unclear <i>Work doesn't make sense</i>
h	Rhywbeth coll Gair neu ymadrodd ar goll	Something missing <i>Missing word or phrase</i>
S	Sillafu Gair wedi ei gam-sillafu	Spelling <i>Word spelled incorrectly</i>
↑↓	Prif-lythyren Camgymeriad gyda phrif-lythyren	Capital letter <i>Error with capital letter</i>
,.!?	Atalnodi Atalnod anghywir neu ar goll	Punctuation <i>Missing or incorrect punctuation</i>
//	Paragraff newydd Mae angen dechrau paragraff newydd	New paragraph <i>You need to start a new paragraph</i>
T	Treiglo Camgymeriad treiglo	Mutation <i>Mutation error (in Welsh)</i>
U	Unedau Unedau coll neu anghywir	Units <i>Incorrect or missing units</i>
L	Labelu Labelu ar goll neu anghyflawn	Labelling <i>Labelling is missing or incomplete</i>
x3	Cywiro Nifer o weithiau sydd angen ei gywiro	Correct <i>Number of times to be corrected</i>

APPEAL—SCHOOL BOOKS

Please can you take a look to see if you have any books that belong to school. Some pupils forget to return textbooks or library books. I would appreciate if you could return any such books to school please. Thank you for your help with this.

FOLLOW THE WELSH DEPARTMENT—@CYMRAEGBOTWNNOG



The Welsh Department has a Twitter account. Follow us to get information about our activities and learn more about the day to day work of the Department. We will share any departmental successes on this account.

TAKING PHOTOGRAPHS OF PUPILS

Occasionally the school/Council/Press want to take pictures of school activities. Some of the pictures are sent to the newspaper, Llanw Llŷn or are used in publications or on the school or the Council website or for the purpose of assessing oral and practical exams.

If you do not wish your child to be included in photos please contact the school.

SUPPORT FOR YOUR SON / DAUGHTER

At Ysgol Botwnnog we strive to provide the best care to every pupil and if your son/daughter is having a difficult time or have difficulties with work or welfare problems then we have a number of experts who can help them:

Mr Geraint Hughes	Deputy Headmaster / Welfare Officer
Mrs Alaw Jones Japheth	Girls' Welfare
Mrs Ann James.....	Learning Coach / Mentor
Mrs Carol Pilling.....	Learning Coach / Mentor
Mrs Wendi Jones	Counsellor
Mrs Carys Hughes	Authority's Education Welfare Officer
Ms Bethan Jones	School Nurse

If you would like us to refer your son/daughter to one of the above then please contact Mr Geraint Hughes.

CHILD SAFEGUARDING

One of our main objectives is to keep our pupils safe. If you have any concerns regarding a child's safety or welfare you could contact the School's Designated Child Safeguarding Officer - Mr Geraint Hughes or contact the Authority's Child Safeguarding Officer in Caernarfon by phoning 01286 679552

BULLYING

When bullying occurs staff will strive to prevent further bullying. The school has an Anti Bullying Policy with strategies to deal with victims and bullies. We want our pupils to be happy and safe in school. We will not tolerate bullying. Pupils are aware that they can talk to Year 11 Buddies or members of staff to report on bullying.

As parents / guardians you can contact me or the deputy to discuss bullying or report on any incidences of bullying (bullying in school, on the bus, or through mobile or social networking such as Facebook, Twitter.)

Bullying is not accepted in Ysgol Botwnnog and dealing with bullying is a priority for staff. Posters by pupils on school walls remind pupils that bullying is wrong and not acceptable. Pupils and staff are responsible for maintaining a safe environment in the school.

You may also like to visit www.bullying.co.uk or many other similar websites for further advice—links to these and other sites can be found in the Parents section of the school website <http://www.ysgolbotwnnog.org/eng/gwefannau-defnyddiol.html>

SCHOOL UNIFORM

Thank you for your co-operation with the school uniform.

This year, the school council will discuss amending school uniform rules for periods of hot weather.

I would like to hear your views on allowing pupils to wear shorts when the weather is hot.

Can I also remind you of the rule for school shoes. Any shoes or trainers must be entirely black only. Writing, logos, laces and soles that aren't black (NOT GREY!) are not allowed.

