



Ysgol Maes Hyfryd

**Prospectus
2022 - 2023**

**Prosbectws
2022-2023**

Ysgol Maes Hyfryd

Specialist High School
Ysgol Uwchradd Arbenigol



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A warm welcome is extended to you the parents, carers and pupils.

I hope that our prospectus gives you a clear outline of what Ysgol Maes Hyfryd is all about and that you enjoy reading through it.

I know that, for all parents, choosing the right school for their son/daughter is difficult and that this becomes more complicated if your child has additional learning needs.

Finding out as much as you can about the school is crucial in helping to make that decision and a good start is looking at the school prospectus. However, a visit to the school can give you a clearer understanding of the ethos, aims and curriculum on offer. I am more than happy for you to come along to school to visit us, either on your own or with your son/ daughter and you are welcome to come back again or phone up if you have questions or concerns.

It is important that school and home work together for the benefit of your child and that you feel comfortable with the decision you make.

Many visitors comment on the welcome they receive at Ysgol Maes Hyfryd, the friendly, polite pupils and the calm, productive atmosphere within the school.

We pride ourselves on being a happy, vibrant learning community where everyone is valued as an individual and treated with respect. We are committed to providing relevant high-quality educational experiences for all our pupils.

Yours sincerely
Mrs Helen Millard
Headteacher



The Governing Body are committed to, and actively support, the Headteacher and school staff, in achieving the school's aims and objectives whilst constantly seeking to improve standards across the curriculum.

Each Governor has a particular area of responsibility and are frequent visitors to the school. The Chair of Governors, Mrs Carolyn Worthington, can be contacted via the school

Aims of the school

- Valuing every pupil as an individual
- Creating an atmosphere of happiness and security where success is celebrated
- Maintaining high expectations to develop the potential of each pupil
- Retaining a supportive and approachable relationship for staff and parents to work together.
- Further developing the links with our neighbourhood mainstream schools
- Strengthening our links with the community
- Promoting and encouraging all staff to continue to develop professionally
- Developing sustainable training packages for staff and parents through supporting staff to become accredited trainers
- Working with an inter-agency team of professionals to the benefit of the pupil and his/her family

Governor	Type	Start Date	End Date
Mrs Helen Millard	Headteacher	June 2013	-----
Vacancy	Teacher		
Catrina Hopley	Staff	March 2019	March 2023
Janet Coathup	LA	February 2022	February 2026
Steven Tomlinson	LA	February 2022	February 2026
Mrs Carolyn Worthington	LA	Continuous	Continuous
Vacancy	Community	Continuous	Continuous
Sheila Powell	Community	November 2021	November 2025
Vacancy	Parent	November 2018	November 2022
John Castano	Parent	February 2019	February 2023
Heather Hughes	Parent	December 2021	December 2025

A message from the Chair of Governors

Ysgol Maes Hyfryd is an established well-respected school in our community. This is due to the hard work and dedication all the school staff, the guidance and encouragement of the governing body and most of all the support and encouragement of you the parents.

Mrs Carolyn Worthington
Chairperson

Mission Statement



Skills
Salliau



Wellbeing
Lles



Attitude
Agwedd



Knowledge
Gwybodaeth

Ysgol Maes Hyfryd opened in September 2009 following the re-organisation of 3 special schools in Flintshire. It brought together a committed staff team, who embraced the challenge and have driven the school forward for the benefit of all pupils.

YMH was unique in being the only curved school building in Flintshire. The curve represents the ethos of a caring, all embracing school. In addition, the layering of the three curves in our Logo symbolises: -



- the three spines of the school building,
- the bringing together of three special schools and
- the working together of the pupils, the parents and the professionals.

School Uniform

Years 7-11



The wearing of uniform in years 7 -11 is **compulsory**.

The uniform consists of:

- Dark grey/black skirt or trousers
- Marl grey polo shirt with school logo
- Dark purple sweat shirt/ cardigan with school logo
- Black shoes or trainers
- Dark outer coat

Years 12-14

The wearing of school uniform is **not compulsory**, however 6th form pupils will be asked to maintain a tidy and smart appearance at all times.

A 6th form grey sweat shirt & a purple polo shirt with the school logo is available, if desired, but it is not compulsory.

The wearing of the following will not be allowed:-

- Worn out jeans/ jazzy shorts
- Low cut / cropped tops
- Bright flashy colours
- Logo emblazoned tops.

YMH expects a high standard of personal appearance at all times from all pupils.

PE Uniform

PE clothing and footwear is essential for all pupils to be able to participate in physical activity

Boys

- Plain black shorts
- Plain black jogging pants
- White polo/t shirt with logo
- Trainers/ Football boots

Girls

- Plain black shorts/ skort(skirt with built in shorts)
- Plain black jogging pants
- White polo shirt/t shirt with logo
- Trainers/ football boots

P.E. is compulsory for all pupils unless they are excused for medical reasons. A letter to the class teacher is needed to excuse your child from taking part in PE.

Keeping fit and healthy is important for all our pupils and there is a full and varied calendar of events throughout the year including: - hoola hooping, boccia, basket ball, cheerleading, football, gymnastics etc to motivate the pupils.

Ysgol Maes Hyfryd uniform can be purchased from

Forrester Sports, Chester Street, Mold. 01352 756636.

Get Logo'd, Chester Road East, Shotton. 01244 816955



Ysgol Maes Hyfryd's admission policy is in accordance with Flintshire Local Education Authority guidelines. All pupils who attend YMH will have undergone a full statutory assessment which will result in a Statement of Educational Need in identifying Ysgol Maes Hyfryd as the named school. Families moving into the area are advised to contact the Head of Inclusion at County Hall, Mold on 01352 752121, to discuss an appropriate school place.

Parents wishing to visit the school should contact the local authority and it is their decision to place pupils at YMH.

The Transition process for all pupils at any age is very important and is carefully structured at YMH. Each young person is provided with an enhanced transition wherever possible, comprehensively planned to accommodate each individual need.

Term Dates

2022 - 2023

September							October							November							December							
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	
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January							February							March							April							
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	
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15	16	17	18	19	20	21	12	13	14	15	16	17	18	12	13	14	15	16	17	18	9	10	11	12	13	14	15	
22	23	24	25	26	27	28	19	20	21	22	23	24	25	19	20	21	22	23	24	25	16	17	18	19	20	21	22	
29	30	31					26	27	28					26	27	28	29	30	31		23	24	25	26	27	28	29	
May							June							July							August							
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	
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14	15	16	17	18	19	20	11	12	13	14	15	16	17	9	10	11	12	13	14	15	13	14	15	16	17	18	19	
21	22	23	24	25	26	27	18	19	20	21	22	23	24	16	17	18	19	20	21	22	20	21	22	23	24	25	26	
28	29	30	31				25	26	27	28	29	30		23	24	25	26	27	28	29	27	28	29	30	31			
														30	31													

Inset day

The School Day

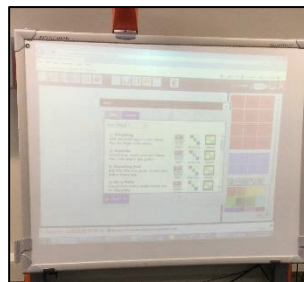


Time	Activity
9 am	Doors open for pupils
9.00 - 9.10 am	Registration and collective worship
9.10 - 10.00 am	Lesson 1
10.00 - 10.45 am	Lesson 2
10.50 - 11.10am	Break time
11.15 - 12.00 pm	Lesson 3
12.00 -1.00 pm	Lunchtime
1pm	Lesson 4
2 pm	Lesson 5
3 pm	Preparation for end of school day
3.10 pm	Journey home



Our School Environment

YMH shares the campus with Flint High School (FHS) and strong positive links have been established, which benefit all of the pupils. The building has 13 individual classroom spaces all of which have interactive whiteboards and a considerable amount of specialist ICT equipment.



Ysgol Maes Hyfryd also offers a number of specialist facilities, Independent Living Skills (ILS) room; light and dark sensory rooms; therapy room; medical rooms; parents' room; soft play area; male and female toilets for each key stage, an Outdoor gym & sensory activity area as well as access to a hydrotherapy pool which is at our primary feeder school Ysgol Pen Coch.

Light and dark Sensory Areas

Sensory rooms are places where both children and adults with special needs can explore and develop their sensory skills.

The rooms offer an interactive environment by making use of a wide range of sensory products such as soft play equipment as well as sounds, lighting, aromas and other tactile objects. These rooms can also be extended to outside areas which will help to further enhance the interactive aspect of them.



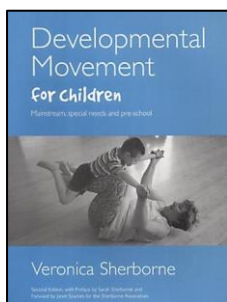
These rooms create a space that is completely separate from the distractions of the outside world. This not only helps those in the room to de-stress, but also encourages their minds to focus, allowing for real progress that will help influence pupils' day-to-day lives in a positive way. Entire rooms can be made to change colour, with moving images and attention-grabbing sounds. Some sensory equipment also allows them to achieve a sense of control over their environment by allowing them to influence the change and effects of some of the pieces of equipment they use.



Soft Play Area

Soft Play can be used to gain confidence and improve ability in co-ordination, balance, and agility. It also provides a useful release of energy for the hyperactive, providing them with the ability to receive teaching and instruction once that energy has been released.

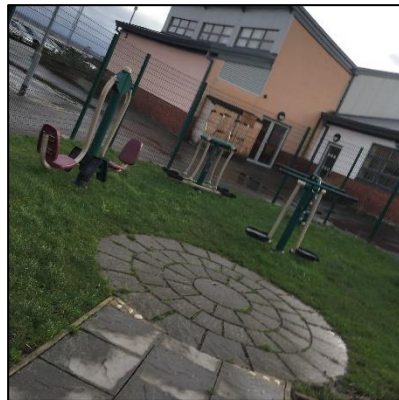
The Soft Play room helps to develop gross motor skills. Every surface is soft padded so, pupils can have fun using the apparatus safely. Pupils can practice Physiotherapy programmes as well as completing Sherborne Movement exercises within the area.



<http://www.sherbornemovementuk.org/veronica-sherborne.html>

Outdoor Gym

YMH's outdoor space is the Outdoor gym in our 6th form area. It has proved itself very popular both for structured PE lessons across school and leisure time for the 6th form pupils at lunch time



Outdoor Areas

Externally the school has its own designated outdoor spaces but pupils also access the trim trail; traversing wall; astro turf, playing fields and basketball courts within FHS outdoor areas.



Autistic Spectrum Disorder (ASC)

At YMH we cater for a growing cohort of pupils with Autism or who have been diagnosed with an Autistic Spectrum Disorder (ASC).

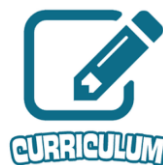
The school has developed Autism specific classes for pupils who require a specialist environment with staff being provided with specialist training. The specialist class provides a small group setting, a sympathetic environment and high staff ratios with increased levels of specialist multi agency support and highly individualised programmes.

The school implements Autism Specific Strategies such as **TEACCH** (Treatment and Education of Autism and Related Communication Handicapped Children) as well as the use of Alternative and Augmentative communication strategies such as PECS

(Picture Exchange Communication System) to support pupils' learning and development

Colourful semantics is a targeted approach to support children with their sentence building and to teach them about sentence structure. It was developed by Alison Bryan and is now widely used with children experiencing language difficulties.

SCERTS Curriculum- SCERTS stands for Social-Communication, Emotional Regulation, and Transactional Support. It is a model for engaging autistic children which, when properly applied, "provides specific guidelines for helping a child become a competent and confident social communicator while preventing problem behaviour that interfere with learning and the development of relationships."



The purpose of every school's curriculum will be to support our children and young people to be:

- ambitious, capable learners, ready to learn throughout their lives
- enterprising, creative contributors, ready to play a full part in life and work
- ethical, informed citizens of Wales and the world
- healthy, confident individuals, ready to lead fulfilling lives as valued members of society

All pupils have access to a broad, balanced and relevant curriculum, based on the National Curriculum, which is differentiated and modified for pupils with severe and complex speech, language and communication needs. Strong processes for assessment, planning, teaching and reviewing ensure that each pupil makes the maximum progress in learning.

Teams of teaching, therapy and support staff work in seamless collaboration, offering high impact, multi-disciplinary programmes via the National Curriculum. They are supported by other consultant professionals' advice and input wherever appropriate

Our vision

Maes Hyfryd strive to provide children with magical experiences which help support their learning and development. As a school we do not make children adapt to how we teach, but rather us adapt to the way they need to be taught.

Engaging children in memorable experiences and cultural celebrations provide children with an education they will never forget in an exciting and practical way.

We aim to remove the barriers to learning and adapt these experiences, so they are as inclusive and accessible as possible for all children, no matter what.

We want children to celebrate the vast cultures and religions around us, and involve and engage parents and the community as much as possible.

Establishing community links and sharing these experiences with our families, partner schools and local community allows us to bring everybody together.

We continue to work hard on developing children to have their own voice and enable them to make future decisions.

We work hard on supporting children's independence and life skills, assisting them to become happy, confident and healthy learners. We aim to develop life skills to enable them to be as independent as possible in the future.

We encourage pupils to make their own choices, support their emotional regulation as well as helping them develop their confidence and self-assurance. We celebrate the children's small steps of achievement and progress, and work alongside the children personalising approaches which best support the individuals learning journey.

Focus for Learning

- Connecting and responding to key people and familiar activities – e.g. Attention Autism, SCERTS, Intensive Interaction, building relationships.
- Interacting with the environment and world around them – routine, objects of reference, transitions, classroom environment, educational visits, recognizing their impact on the environment e.g. cause and effect.
- Readiness for learning – emotional regulation, sensory regulation, routines, relationships (adults and peers).
- Experiential learning
- Build in learning experiences between the phases to learn together

Sensory Department

There has been a notable change in admissions at Ysgol Maes Hyfryd, with more new pupils than in previous requiring a more sensory approach to the curriculum. To meet this changing need a sensory department was created in September 2015.

The classes are set up in such a way as to meet the very individual needs of the pupils. At present the Sensory Department cater for Autistic Spectrum Disorder (ASD) and associated communication difficulties. We also have a class for pupils with Profound and Multiple Learning Difficulties. (PMLD).

The teaching in the department is very individual and the staffing to pupil ratio is very high (for the most part 1:1). Most pupils in the department have a key worker. The key workers role is to become an 'expert' on the individual and understand and plan to cater for their specific level of need. These staff will be key in disseminating information to other staff and in doing so make a consistent approach towards the education of the individual. Staff in the department are committed to supporting pupils in all aspects of their lives and work very hard to attend to all aspects of personal care, medication and behavioural support where necessary. Staff endeavour to increase skills in all of the above areas as well as in subject areas.

The department is focused upon the use of therapies to enhance learning and recognises the importance of this approach to meet the individual needs of the pupils. The therapy timetable is constructed with the individual at the centre of the planning.

Therapies include; Hydrotherapy, physiotherapy, music therapy, sensory dance massage, vibroacoustic therapy, scented massage, music and movement, Tac Pac,

trampolining and rebound therapy, hand eye coordination sessions, water confidence sessions and swimming.

Key Stage 3 Department

Class sizes vary from eight to ten pupils, across year groups. There are four classes in the department **Brenig, Alwen, Elsi and Tegid**. Classes are organised primarily based on pupils' year group, but this is constantly changing based on the needs of our pupils from our feeder school which is Ysgol Pen Coch Special School.



Each class has a core team of teacher and at least one learning support assistant. Pupils generally stay within their class group for teaching. Mixed groups of learners may be organised for specific timetabled sessions according to ability and need.

Young people take a growing responsibility for their own learning. They have access to a wide range of curriculum subjects that are delivered through a thematic

approach. Learning is relevant and meaningful and we continue to emphasise the acquisition of skills and attitudes that will ensure our pupils lead safe, healthy and fulfilling lives.

Individual Education Plans (IEPs) are drawn up, and involve the teacher, therapists, support staff, family and pupils setting measurable, achievable yet challenging targets in areas of individualised need.

A range of teaching strategies are employed—whole class teaching, individually directed teaching and activities which promote independent learning. The curriculum at Key stage 3 consists of:

English / Literacy

Maths / Numeracy

Science/ Technology

Health and Wellbeing

Humanities (History, Geography)

Expressive Arts (Music, Modern Foreign Languages, Art, Religious Education, Food Technology)

Curriculum Cymreig

Digital Competency Framework



The curriculum cannot, by itself, provide the breadth and balance and is, therefore enhanced by a range of addition activities and experiences which include;

Cheerleading

Choir

Residential experiences

Educational visits

Aesthetic and cultural experiences

Links with other schools and organisations for sports, creative, social and educational reasons.



14-19 Department Year 10 & 11

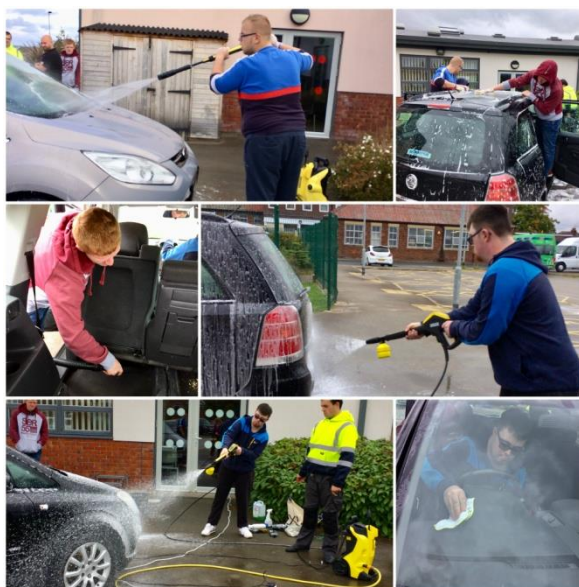
Pupils at KS4 (Years 10 & 11) follow an individual learning pathway which will include the statutory subjects of Maths, English, Science, Welsh, R.E, P.E. and ICT together with options chosen from the domains of the 14-19 Learning Pathways.

An example of the Option choice is:-

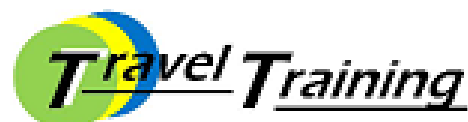
Domain	Subject
Maths, science and technology	Environmental studies Design Technology Food Technology
Business and management	Business enterprise
Creative	Performing Arts Drama Art
Wales, Europe & the wider world	European studies

Hub Provision Post 16 is based off the school site at Shotton

SLD pupils who continue their education at YMH into the sixth form (Years 12-14) continue to follow basic skills lessons to develop literacy and numeracy skills, with the emphasis on using these skills in practical real-life situations. Pupils have learning opportunities at the local colleges and work experience placements where they will do voluntary work in the local community building up personal, communication and work skills in a work - supported environment.



A STEP TOWARDS INDEPENDENCE!



What is Transport training?

Transport training is designed to help people to get more from life by giving them the confidence to travel on public transport with full support or independently.

Being able to access public transport helps pupils to make their own choices about how they live and what they want to achieve.

Transport training can help overcome barriers to:

- Employment
- Social Inclusion
- Access to Leisure Facilities
- Independent journeys to school /college

How do we help?

The trainer will accompany pupils on their journeys, providing encouragement and guidance until she feels confident that trainees have developed the appropriate skills. The transport trainer will be there to help develop skills such as:

- Coping with traffic on major roads, with and without pedestrian crossings
 - a. Confidence in using buses
 - b. How to plan a journey

c. Familiarisation of travel routes and timetables.



d. Identification of landmarks

e. Personal safety

f. Money skills

g. Life Skills

Who can we help?

We aim to work with a wide range of pupils with additional needs to enable them to use public transport independently or with full support to gain confidence and help with life skills. All journeys can start from the pupils' home to make the journey become a real-life situation. We will support the individual in being able to leave their house, walk to the nearest bus stop and catch the relevant bus to a destination that is beneficial for that pupil. These destinations will include work-experience placements, college placements and leisure places of interest. All Cambria Colleges, Broughton Shopping Park, the cinema or Leisure Centres.

Literacy and Numeracy Framework (LNF)

The Literacy and Numeracy Framework is a Welsh Government's initiative to raise the levels of literacy and numeracy for all pupils up to the age of 14. All pupils in key stage 3 will receive daily Literacy and Numeracy sessions timetabled for the morning. In the afternoon, they will be taught the foundation subjects, through which their teachers will build on literacy and numeracy skills. All tasks across the curriculum will have a literacy and numeracy element to them.

Teachers will plan lessons that develop the literacy and numeracy skills outlined in their pupils' Individual Education Plans. In literacy they will cover oracy, reading, writing, comprehension and spelling. In numeracy, these will cover number, shape and space, measures, handling data and problem solving.



Digital competence is one of 3 cross-curricular responsibilities, alongside literacy and numeracy. It focuses on developing digital skills which can be applied to a wide range of subjects and scenarios.

Citizenship – which includes:

- Identity, image and reputation
- Health and well-being
- Digital rights, licensing and ownership
- Online behaviour and Cyberbullying.

Interacting and collaborating – which includes:

- Communication
- Collaboration
- Storing and sharing

Producing – which includes:

- Planning, sourcing and searching
- Creating
- Evaluating and improving.

Data and computational thinking – which includes:

- Problem solving and modelling
- Data and information literacy

Pupils at Key Stage 4 are working towards accreditation, where appropriate

Fresh Start Reading Scheme

Read Write Inc. Fresh Start is a phonics intervention that assists older pupils with reading, writing, comprehension and spelling skills, aged 11 and above, who are finding literacy difficult and are presently working below expected standards. The scheme, which is used at YMH as an intervention strategy, aims to:

- Improve pupils reading and writing, increasing understanding & fluency
- Use rigorous assessment so every child is taught at the right level
- Engage older pupils with age-appropriate comic strips, quizzes, humour and edgy non-fiction texts
- Ensure all pupils maximize their potential
- Be an effective use of the Pupil Deprivation Grant funding

Project X Reading Scheme

Project X Origins is a guided reading programme, recognised as an effective approach to teaching reading and writing, that has recently been voted as winner of the ERA Educational Book Award too! The scheme which has been adopted throughout school provides:

- A 3D illustrated character adventure that interests and motivates pupils
- And addresses key issues across the whole school, including phonics, comprehension, developing talk, raising boys' achievement, early intervention and writing
- Engaging software for use with the whole class and groups
- Correlation to all UK curricula with in-built assessment using the Oxford Ros Wilson Reading Criterion Scale
- Comprehensive Guided Reading Notes for every book covering phonics skills, comprehension, vocabulary, fluency, spelling, grammar, punctuation and writing for use by professionals and parents
- An intervention aspect of the scheme named Project X code, which can be used for pupils needing consolidation at any particular level

Year 6 Transition

The transition between primary school and high school is a very important time in a young person's life and can cause anxiety for both pupil and parents.

Pupils transfer to YMH from a number of schools but the main feeder school for YMH is Ysgol Pen Coch, Flint.

Wherever possible the aim is to make the transition as smooth as possible by:

- arranging visits and shared projects from year 5
- sharing information about the pupils' interests, skills and abilities
- discussing preferred learning styles and classroom organisation
- having social opportunities throughout the year for year 5 & 6 pupils to experience activities at YMH
- having dedicated transition days in the spring and summer terms

Parents are encouraged to visit informally and formally for social occasions and open days/ evenings, throughout the year.



Medical Administration of Medicine

Ysgol Maes Hyfryd has a comprehensive "Administration of Medicine" policy and it is very important that school is informed of any medical condition your child has which may affect their time in school.

All medication given during school time must be agreed with the school nurse and a care plan drawn up. Medication must be sent into school in the original packaging detailing the pupil's name and dosage. Changes to the health needs or medication requirements for your son /daughter must be discussed with the school nurse immediately.



Our school nurse is Mrs Julia Griffiths and she can be contacted on 01352 792923

School medicals are held at school on Tuesday mornings.
An appointment will be sent to you, the parent, with at least 2 weeks' notice.

If you are unable to attend, permission can be given for the medical to go ahead without you following a telephone interview or the date can be re arranged to suit you.

All pupils will have a school entry medical in the year they transfer to YMH and a school leaver medical in final year. Medicals will be arranged on a need led basis in between

Cheerleading

YMH Serens are an award-winning cheerleading squad comprising of pupils from all classes in school. They meet every week and supported by YMH'S cheerleading trainers.

The Cheerleading squad offers opportunities to keep fit and active, developing team work, improving self-esteem and provide individuals with personal confidence.



Sporting Opportunities

Sport has an important role to play at YMH as it offers a wealth of opportunities to keep fit and active, as well as improving self-esteem, confidence and developing a leisure interest and skill for pupils out of school.

Pupils across all key stages have weekly timetabled P.E. lessons.

Every term YMH pupils have the opportunity to learn a new sport, taught by professional sports people. Previously Key stage 4 pupils have had the opportunity to take part in netball coaching. Whereas professional Rugby coaches worked with key stage 3 and 4 pupils. Promoting Sport within the school is of paramount importance and is encouraged at all times.



YMH is also a member of the North Wales Sports Association who organise events monthly for participating Special Schools across North Wales. The highlight of the year is a selected team from each establishment representing North Wales in the Annual Welsh Special Games

Dress code

For health and safety reasons only, the following will apply -

- A wrist watch may be worn
- One pair of small plain stud earrings may be worn
- Nail varnish or make-up is not encouraged
- No extreme hairstyles are allowed
- No extreme fashions are allowed

Parents are asked to support the wearing of uniform and the dress code at YMH

Personal Belongings

**Pupils will be responsible for their own personal belongings.
The school is not responsible for personal property**

It is upsetting and distressing to pupils, parents and staff when valuables are lost or broken. Therefore, pupils should not bring the following into school:-

- Money, other than lunch money
- Jewellery items
- Cameras
- Ipods
- MP3 players
- Mobile phones (except by agreement with staff)
- Items which are 'special' to the pupil.

Please make sure that all school clothing and equipment are clearly labelled with the pupil's name

Communication

All classes will communicate with parents via their child's class Dojo. Class Dojo informs parents of the daily activities that take place in the day time and messages can be sent using a personal messaging service.

Twitter

Keep up to date with all the latest news by following us on Twitter. All classes post photos of daily activities to share with parents. Our Twitter account is private and you will have to request to join us and ensure that you have informed the class teacher of the name you are using on Twitter so we know who you are.



Ysgol Maes Hyfryd is committed to Pupil Voice and Democracy and as such, the School Council forms an important role in the development of our school.

The school council has representatives from throughout the school. The elections run annually each September and all pupils are encouraged to vote at the Ysgol Maes Hyfryd Polling Station.

The council elects a chair and secretary and meet on a regular basis.

Attendance

Good attendance and punctuality are essential for pupils to reach their full potential. Illness is the only authorised reason for absence from school unless the Headteacher has given special permission. Absence without permission is unauthorised and reported to the Welsh Assembly Government.

Parents and carers are asked to inform school of the reason for an absence by telephoning the school or by writing to the class teacher. YMH operate a first day phone call system (i.e.) if your son/daughter is absent and no phone call or note has been received then school will phone you, to seek the reason for the absence.

It is important that pupils attend school daily and we ask for your support as a parent to ensure this happens. Maximum attendance enables the pupils to take full advantage of the learning experiences available.

Holiday leave during term time

Parents and carers are requested **not** to plan holidays during term time as it disrupts the pupils' progress. In special circumstances, the Headteacher make an exception and give permission. A request form for holiday leave is available from the school office and should be returned directly to the Headteacher.

Leave of absence during the school day

- All pupils remain on site unless they are collected by a parent for a medical appointment.
- Parental permission must be granted for all pupils attending link schools or work experience placements.

Supporting pupils and their families

Pupils and their families have access to a wide range of support via Ysgol Maes Hyfryd including:

- Parent support service
 - School Nurse
 - Physiotherapy service
 - Speech and language therapy service
 - Dietician
 - Behavioural support team
 - Children's Services
 - Educational psychology service
 - School counselling service
 - Pets as Therapy
- Careers service
 - Music peripatetic service
 - Youth services

Family Engagement Worker

The role of Family engagement worker is to liaise and improve the link between home and school, and to encourage Parents, Carers and Families to become an active part within the school community. They will always remain non-judgmental, impartial, professional and confidential whilst ensuring that accurate and appropriate information is given.

The team works closely with the School Nurse, Educational Social Workers, Teachers and Support staff to improve attendance and to ensure that Pupils' emotional, educational, social, health and welfare needs are met.

They also provide opportunities for families to access: guidance during the Transition process, help with Welfare rights, assistance with form filling, information about training and support groups, drop-in sessions at accessible locations within the community, emotional support and the offer to accompany Parents/Carers to

meetings. Appointments can be made for home or school visits, as well as time to talk over the telephone. 9.00 am – 3.00 pm Monday to Friday during term time.

Sensory support services

The teacher for the hearing impaired and the teacher for the visually impaired work with named pupils at YMH, to support and develop their skills.

In addition, the service runs awareness raising courses for the staff and pupils.

School Counselling Service

The school counsellor runs weekly support sessions at YMH for pupils. The pupils can refer themselves or the parents can request support. Awareness of the service and how it can be of benefit to the pupils is undertaken through Key Stage Assemblies

Careers Service

Our careers advisor supports the pupils in their decision-making processes through formal interviews and through a weekly drop in session when pupils can pop in for a chat if they are unsure about anything. They attend Annual Reviews and support the application process to college courses

Children's Services

YMH works closely with a range of representatives from Children's Services including social workers, learning disability nurses and occupational therapists. It is important that a collaborative approach is developed for the benefit of the pupil.

Therapies at YMH

Hydrotherapy

YMH has access to the Hydro therapy pool based at Ysgol Pen Coch, our primary feeder school. Named pupils access the pool 2 or 3 times a week, depending on their initial assessment, where they follow programmes set by the physiotherapist.



Speech therapy

YMH is supported by Wrexham Health Authority speech and language service (SALT) to provide Speech and language therapy. In addition to therapists working with individual pupils they work in partnership with YMH's communication co-ordinator, Mrs C. Griffiths, to develop staff skills and monitor the opportunities and resources provided for pupils. In addition, each class has a SALT keyworker promoting and enhancing speech and language within the classroom.

Makaton

Makaton is a tool for improving communication and wellbeing and is promoted throughout school at all levels.

Physiotherapy

YMH is supported by the Health Authority Physiotherapy service and sessions are held twice weekly for named pupils. In addition, the physio's work in partnership with YMH staff to follow daily programmes.

The orthopaedic consultant holds his clinic at school twice a year.

Occupational Therapy

The OT's assess pupil's needs and advise staff and parents about suitable adaptations to help the pupils gain independence.

Behaviour and Attitude

Ysgol Maes Hyfryd has high expectations of all our pupils.

We will expect staff to: -

- Provide positive role models,
- Give frequent spoken and written praise
- Celebrate and recognise success and achievements on a personal level and a curriculum level
- Award merits and certificates

We will expect pupils to: -

- Be polite and responsible
- Listen to staff and others
- Take care of their personal belongings
- Be punctual
- Take pride in themselves

We will expect parents to:-

- Be supportive of the school's expectations
- Take an interest in their child's work and help with their homework
- Attend Parent's Evenings
- Make sure the school is informed of anything which may affect their son/daughter's progress

The Home School Partnership Agreement outlines the responsibilities in more detail and the pupil, parent and school must sign up to the agreed expectations.



It is very important that home and school work together.

Lunchtime arrangements

Our school meals are prepared at Flint High School kitchen and served to the pupils from the servery in our school hall. Where appropriate pupils in the 14- 19 department, walk across to FHS each lunch time where they access the cafeteria.

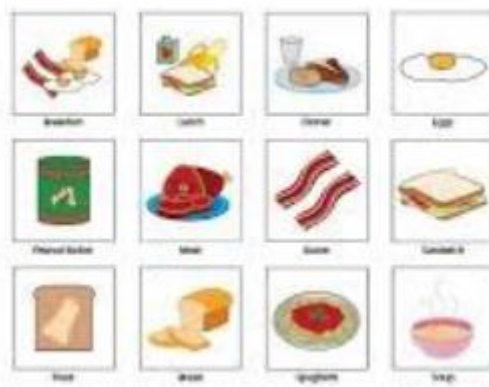
All pupils have a choice and can choose their meal from

- a traditional hot meal with meat and/or vegetarian choice
- a salad or pasta
- a selection of sandwiches / rolls
- jacket potatoes
- hot dessert and/or fresh fruit.



Pupils are encouraged to bring cash in at the beginning of a week for our “cashless system”. Pupils are supported to enter the monies into the system using their own unique fingerprint sign in system. When pupils choose their lunch, the payment is then “taken away” from their account by again using their fingerprint. (Obviously any pupil eligible for Free school meals will have amounts credited to the system)

The four-week menu is made available for parents at the start of each term so that parents can inform staff of any particular dietary restrictions if the child is unable to communicate that information themselves. Ysgol Maes Hyfryd Staff support the pupils in developing their social skills and also monitor the variety of food they choose to encourage a healthy balanced diet. Pupils who prefer to bring a packed lunch will also eat in the school hall and may also buy drinks, fruit etc. from the servery.



Pupils have the opportunity to choose their dinner using a pictorial menu

Ysgol Maes Hyfryd supports healthy lifestyles and pupils are requested not to bring crisps, fizzy drinks and chocolate bars to school for snack or lunch. Parents are asked to support this policy.

Outdoor Education and forest schools

Ysgol Maes Hyfryd is constantly focusing on developing new and creative ideas to develop and engage learners to access new skills. As part of this philosophy the school has created a forest school initiative. Forest school will take place mostly at the Eco centre where the pupils will encompass a range of outdoor activities from within the following categories:

- Field study activities
- Sensory games
- Bushcraft
- Woodland arts and crafts
- Team building
- Wildlife conservation
- Imaginative activities
- Physical play
- Construction
- Natural exploration



'Forest School is an inspirational process that offers children regular opportunities to achieve, and to develop confidence and self-esteem through hands-on learning experiences.

Tool use can be incorporated into the Forest School programme. Where appropriate, groups will be taught to use a variety of tools under close adult supervision.

All activities are risk assessed and can be tailored to meet teachers' requirements



Residentials

Opportunities for a variety of educational and leisure visits throughout the year are provided and parents are notified about any out-of-school activity involving their child. All off-site visits are planned and carried out according to the LA procedures for educational visits. As a school we pay particular attention to ensuring equality of opportunity for all pupils.

Residential experiences organised by school staff are based within key stages. Participant numbers can be limited for a variety of reasons. Residential experiences can vary widely in type and each one is offered to those pupils for whom it would be most beneficial. We aim to ensure that every pupil has the opportunity to experience at least one residential in their time at Maes Hyfryd.

Previous examples of residential trips-

Loggerheads- low ropes, circus skills and problem solving

Glan Llyn- canoeing, boat ride, walking, swimming, bowling, climbing and high ropes

Nant BH- climbing, mountain walking, abseiling, gorge walking and coasteering

Inclusion

Our Aims for Inclusion

- To provide opportunities for mainstream pupils to work alongside pupils from Ysgol Maes Hyfryd.
- To develop positive community attitudes towards young people with special educational needs.

Our mainstream partners are extremely welcoming and supportive of our youngsters.

Homework

Pupils are provided with homework activities weekly. This usually consists of a literacy task, a numeracy task and another subject area on a rota. This work is used to "inform" parents as to the level of work their child is working at, but also to consolidate skills already acquired whilst working in school. If parents have a concern about the homework being set, they can discuss options with the individual class teachers.

Assessment

Pupils complete a formal assessment twice per year in January & June. From these assessment results, targets are agreed with pupils and parents to form their Individual Education Plan (IEP), which is also reviewed and reported on twice during the school year.

The school has developed a robust and comprehensive bank of assessments to meet the individual's needs and make the assessment meaningful to all pupils. Assessment tools used throughout school range from the highly individualised small step approach in "Routes for learning" to Access tests for young adults.

Evidence for Learning

Evidence for Learning supports ANY assessment framework and ANY assessment model – including evidencing and tracking progress against individual learning intentions and targets related to Individual Education Plans. What's more, teachers can easily amend and add to these goals over time in order to respond to a learner's ongoing needs and development.

All evidence gathered is automatically organised by the app and readily available on-demand to anyone in the school.

EfL is transforming how parents/carers, and the learner themselves are engaged and involved in the entire learning process and journey – a multi-agency approach. Not only can photos, videos and notes be easily and securely shared by the school, but parents/carers can capture and submit their own photos, videos and notes to reflect the learner's development and experiences at home and outside in the community. Invaluable collaboration and powerful at showing where learning and knowledge are beginning to be generalised.

Reporting

Pupils receive feedback from staff on a regular basis and in addition parents have a formal report at the end of each term and a review of pupils' individual education plans. Pupils will also have an Annual Review of the Statement where all agencies have the opportunity to come together to discuss the personal needs of pupils. Parents are invited to the Annual Review meeting together with the pupil and the other professionals who may support the pupil. The pupil is encouraged to take a full and active lead in their meeting emphasising the progress they have made and confirming that the original targets of the statement are still relevant.

A parent's evening to discuss the pupil's end of year report is less formal and encourages parents to look through the pupils work and discuss the progress made throughout the year, having already read the full Curriculum report.

All year 9 pupils have a statutory Transition Review which is the beginning of the planning process for leaving school, which can be at any time deemed appropriate between the ages of 16-19.

Ysgol Maes Hyfryd 6th Form

As pupils move into Post 16 education the curriculum changes to reflect the change in emphasis in preparing the young people for life beyond school.

Daily basic skills lessons continue to develop literacy and numeracy skills with an emphasis on using these skills in practical real-life situations. Pupil achievement is accredited through Asdan Personal Progress and PSD qualifications. PSE and careers planning are an integral part of the curriculum and pupils have opportunities to make choices and decisions about their future and develop work skills through courses and links with local colleges and work experience placements.

North Wales Training

North Wales Training are highly regarded training providers in Deeside. They provide training courses to develop employability skills. NWT has worked closely with YMH to provide a programme of learning experiences for our pupils at key stage 4 & 5 to develop work-based skills including the key skills of 'Working with Others' and 'Working towards Targets'. Courses have included the work-related skills of 'Making a Product', 'Hospitality and Retail' and 'Employability Skills'. All courses are accredited with qualifications

Accreditation

It is important that the hard work the pupils complete is recognised and accredited at all levels.

The accreditation pathways at Ysgol Maes Hyfryd continue to be developed but to date the following opportunities are available:-

- Entry levels in English, maths, science and ICT.
- Entry Level 1 qualifications in English (Communication) & Maths (Numeracy)
- Asdan – Work Right, Personal Social Development and Personal Progress.

The School Prom

The prom is an exciting and well anticipated event in pupil life at Maes Hyfryd. Pupils in their final year are the guests of honour. It is a very special event and marks a fitting end to their school days.



Mini Enterprise

Pupils in sixth form have the option to join a young enterprise team. The team takes part in competition at a local, regional and national level. Teams that have competed from Maes Hyfryd have an excellent record and have won awards at local regional and national level.

Most importantly though are the skills developed. Pupils develop skills in communication, team work, developing a business idea and also the practical skills that come with making a product to sell.

Foodbank

Maes Hyfryd supports the Flintshire Food Bank. Pupils complete work experience and volunteer work at the much-needed resource within our local community. For the pupils it gives them an insight into the needs of others and also allows them to develop a number of skills relevant to life post school.



Fundraising

Maes Hyfryd takes fund raising seriously, in the most fun ways possible!! We have a chosen charity to fund raise for each term. So far this school year, we have supported Save the Children, by wearing our Christmas jumpers and this term we are supporting Diabetes UK, having worn pink or blue on our assembly day. By supporting charities, we highlight the difficulties people face in their daily lives and by actively supporting, we give pupils the opportunity to develop as caring individuals and all-round good citizens

Charging and Remissions

The school follows Flintshire Local Authority's charging policy document in relation to remissions, optional extras and activities organised by a third party. Charges made will be in accordance with those permissible under the Education Act 1996 and associated Statutory Instruments.

Voluntary contributions may be requested by the Governing Body to cover the costs of any visit/ activity to enhance the school curriculum. In practical subjects or project work a charge for materials or ingredients may be requested. A full copy of the Charging and Remissions Policy is available from the school office.

Complaints Procedures

Occasionally there may be a misunderstanding or an issue that you are unhappy about. It is important that any issues are shared with school as early as possible and are dealt with quickly and positively.

Any concerns expressed by parents and others will be considered and as far as possible, dealt with through informal discussion with teachers and the headteacher. In the event of the complaint remaining unresolved a formal complaint can be made to the Governing Body. If deliberations fail to provide a satisfactory outcome, the issue will then be referred to the Local Education Authority.

A full copy of the School's Complaints Policy is available from the school office.

Equal Opportunities

Ysgol Maes Hyfryd seeks to create an ethos which values every person as an individual and staff are committed to developing a culture of respect and dignity while challenging discrimination of gender, ethnic origin, social class, religion or disability. YMH aims to

- Create a positive inclusive ethos, based on respect for diversity and difference
- To enhance self esteem
- To support staff and pupils to challenge discriminint

Sex and Relationships Education

Sex education at Ysgol Maes Hyfryd is approached in a sensitive and appropriate manner which is differentiated and modified to meet individual need and level of understanding. The emphasis is on

- basic awareness of human development, sex and sexual health
- moral responsibility,
- personal relationships and family life.

Vulnerable pupils are referred to the Learning Disability Nurse team for 1:1 or small group sessions around Keep Safe work, understanding their emotions and feelings. Referrals are discussed with parents and consent is required.

Parent and carers are entitled to withdraw their child from Sex Education as a whole, or any part of it. A request should be made in writing to the Headteacher.

Careers Education and Guidance

- Careers guidance in key stage 3 is introduced through a focused topic approach.
- In year 9 pupils have individual support to consider their personal plan in the lead up to their statutory Transition Review.
- In Year 10 and Year 11 all pupils have individual interviews with a representative for Careers Wales to develop their personal plan. Careers advisors attend annual review meetings and progress evenings and are available to meet with pupils and parents.
- In 6th form, pupils continue to be supported regularly by the career's advisor and the learning coach to build up relevant experiences on which to make realistic, informed choices about their future.

Religious Education

Religious studies curriculum provides pupils with a knowledge and understanding of religious beliefs and practices and offers an opportunity to explore and respond to other religious viewpoints.

All pupils have regular assemblies and a daily act of collective worship based on a moral or religious theme.

Parents and carers are entitled to withdraw their child from Religious Studies as a whole, or any part of it. A request should be made in writing to the Headteacher.

Welsh bilingualism and Curriculum Cymreig

Pupils at Ysgol Maes Hyfryd are encouraged to celebrate the culture of Wales across all elements of school life.

The Welsh dimension is integrated throughout the curriculum and the annual Eisteddfod provides a key focus.

Where appropriate, pupils meet and greet friends and visitors through a developing use of incidental Welsh.



Health and Safety

Pupils, staff and governors cooperate to ensure the health and safety of all users on the school site. A range of policies have been drawn up to foster good practice. Pupils are expected to follow the basic rules to maintain a positive teaching and learning environment for all. Parents and carers are asked to support the school in developing mutual respect for people and property. The Governor health and safety subcommittee meet regularly to monitor the school building and procedures. There is a health and safety staff representative and pupils report any concerns they may have directly to staff or through the school council.

Security

The main access doors into YMH are kept locked at all times and are activated by fobs carried by staff. There is a perimeter fence and the gates to the rear of the building are locked.

All visitors to the school site must sign in at reception via the electronic system and are accompanied into school. Parents who are collecting their children are asked to wait in reception. If they wish to speak to the class teacher an appointment should be made and the Parents Room will be made available. YMH is monitored continually via the range of CCTV cameras around the school.

Safeguarding

Ysgol Maes Hyfryd has a statutory duty as well as a pastoral responsibility towards our pupils' fundamental right to be protected from harm. Children cannot learn effectively unless they feel safe and secure.

All staff must have an up to date Enhanced CRB clearance and have received recognised Child Protection Training.



Volunteering - Work Experience

Every member of sixth form is encouraged to volunteer. There are plenty of opportunities to get involved with community projects e.g.) SIDEWALK project, BUZZ cafe, Flintshire Foodbank.

Mrs Metcalf is our Work Experience Co-ordinator. Her role is to ensure that all pupils have the opportunity to experience an appropriate work placement. These work placements can be on a group or individual basis, supported or independent, depending on the individual pupil.

We maintain close links with our local colleges.

Each class in Sixth Form spends 1 day at week at the local college in a classroom base.

Pupils have the opportunity to experience and become familiar with the college environment and experience college taster sessions in preparation for leaving school.

We value the inclusion of projects and courses run by other providers and specialist staff.

We are fortunate to have good links with North Wales Training providers who have provided many accredited and non-accredited courses for our pupils including Teamwork skills, Life Skills and Work Skills. North Wales Training offer a flexibility of programmes to meet the needs of our pupils, including a tailored Forest School programme aimed to develop self-esteem and confidence.

Accreditation

We pride ourselves that pupil progress and achievement is recognised and celebrated in our pupils.

We offer Entry Level and Level 1 qualifications in Personal, Social Development and Employability.

Pupils have the opportunity to work towards different awards through various projects and courses.

Ysgol Maes Hyfryd has a website where you can find lots of additional information including weekly blogs and news from classes. Parents have their own logon. The website is accessible to all, just click on 'select language' and you can choose the language you are most comfortable with.

You can logon at:

<http://www.maeshyfyd.co.uk/>



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