



**PUPIL NAME**

.....  
**Birth Certificate**  *For office use only*

**Llangyfelach Primary  
School  
Admission Pack**

*Play, learn and grow together*





# Llangyfelach Primary School Admissions Pack

|                   |  |            |  |
|-------------------|--|------------|--|
| <b>Pupil Name</b> |  | <b>DOB</b> |  |
|-------------------|--|------------|--|

Please read the accompanying Admissions Information Booklet then complete and sign **all** of the forms within this pack and return to the school office

| Checklist – please tick to indicate that you have completed all sections |   |   |
|--|---|---|
| ✓  | Form  | Important notes   |
| ✓  | Data Collection                                       | <ul style="list-style-type: none"> <li>Please provide a copy of your child's birth certificate on admission</li> <li>If pupil name(s) are incorrect/missing, please provide a copy of birth certificate/passport. <b>Changes cannot be made without proof.</b></li> <li>Please sign at the bottom of page 2.</li> </ul> |
|  | National Identity, Ethnic Background & First Language | <ul style="list-style-type: none"> <li>Please complete all sections and indicate whether the information has been provided by parent/carer or pupil.</li> </ul>   |
|  | The Hwb Platform                                      | <ul style="list-style-type: none"> <li>Please complete all sections</li> </ul>  |
|  | ICT Acceptable Use Policy Agreement                   | <ul style="list-style-type: none"> <li>Please complete all sections</li> <li>It is important that a parent/carer <b>and</b> pupil sign the agreement.</li> </ul>  |
|  | Use of Digital / Video Images                         | <ul style="list-style-type: none"> <li>Please complete all sections</li> </ul> <p style="margin-left: 20px;"><b>NB – without consent NO images of your child will be taken for any purpose including within school</b></p>  |
|  | APPs and Programs used in school                      | <ul style="list-style-type: none"> <li>Please complete all sections</li> </ul>  |
|  | Collection from school                                | <ul style="list-style-type: none"> <li>Please provide names of those people you give permission to collect your child from school.</li> <li>Please sign to give permission for those named to collect your child.</li> </ul>  |
|  | Local Area Visits                                     | <ul style="list-style-type: none"> <li>Please sign to give permission to take part in visits in our locality</li> </ul>   |

Llangyfelach Primary School is the data controller for the personal information you provide on this form. Your information will be used to inform you of your child's progress and promotion of school-based activities and events. We may also send you information which relates your child's education from providers that have links to the school or which we believe will be of interest to you and your child. We will not share your data with any third parties without your explicit consent unless we are required or permitted to do so by law. You can withdraw your consent at any time and ask for your data to be erased from our records. Data protection law describes the legal basis for our processing your data as one based on consent. For further information about how Llangyfelach Primary School uses your personal data, including your rights as a data subject, please see our privacy notice and our data protection policy that can be found on our school website.

<https://www.llangyfelachprimaryschool.co.uk>

# Welcome to Llangyfelach Primary School

## Dear Parents and Carers,

I am pleased to welcome you to Llangyfelach Primary School and am confident that the years spent here will be happy and successful. This webpage has been designed to help you and your child settle quickly into the life of our school. We strive to provide the correct information so that you are secure in the knowledge that your child will be happy and safe with us in order to start their journey towards reaching their full potential.

Every effort is made to provide a stimulating skills-based curriculum, to prepare your child for future education and give them the enthusiasm to pursue learning for the rest of their lives. We are supported by our excellent, committed Governing Body and a highly skilled, enthusiastic and talented team of staff who work hard to ensure our pupils receive the best possible start in life.

Please visit the link below to view and meet our staff:

<https://www.llangyfelachprimaryschool.co.uk/meet-the-staff/>

We wish you and your child a happy introduction to the school. You are your child's first educators and we want to work in partnership with you to help develop your child's talents and skills. We welcome parental involvement at all levels and if you feel you could contribute to the life of the school in any way, we will be very pleased to accommodate you. We already have an excellent and extremely active PTFA who are instrumental to the development of the school and its priorities. However, there is always room for more helpers! You will be made very welcome at Llangyfelach Primary School.

We pride ourselves in our community focused approach, where the school is seen as a central learning hub for the Llangyfelach area. We hope that your association with the school is a productive and happy one.

If you are joining us in Nursery Class, this can be a big step for all members of the family! We aim to support you and your child in order to get the best possible start here at LPS. In readiness for your child's start at LPS Nursery, we have created a booklet that can be shared with your child on many occasions before their start date. It is a social story which will have photos of the classroom and talk your child through all the key information they need within a child-friendly way. It is an opportunity for you and your child to sit together and look at photos so that your child feels more comfortable with their first day at Nursery.

It would also be helpful if you could download, complete and bring with you the Nursery Assessment sheet in order for staff to get to know your child's likes and dislikes and to celebrate their skills on entry to Nursery. Please find further details via the following link, which also explains our policy for starting nursery, regarding toileting, times, snack, etc:

<https://www.llangyfelachprimaryschool.co.uk/welcome-to-nursery/>

We hope you and your family find this a helpful resource to support the transition between home and school for your child.

We look forward to seeing you soon,

Lee Burnell  
Headteacher

**Llangyfelach Primary School – Data Collection Sheet**

| PUPIL DETAILS         |  |               |               |
|-----------------------|--|---------------|---------------|
| Surname of Pupil      |  | Legal Surname |               |
| Forename of Pupil     |  | Middle name   |               |
| Preferred Forename    |  | Gender:       | Date of Birth |
| Home Address of Pupil |  |               |               |

**On completion of this application form the school is required to have sight of your child’s original birth certificate.**  
 Note if there is any change to your child’s name, if it is spelt incorrectly or missing a middle name, please attach a copy of your child’s birth certificate or passport so that we can verify the information, as without this we will be unable to make the change.

It is important that we hold correct parental address details and contact information in case of an emergency. Please list details of all persons who hold parental responsibility and anyone else that you wish us to contact in an emergency.

**Place them in the order you wish them to be contacted.**

Please ensure you add an e-mail address as all of our newsletters and information is sent out by e-mail.

| 1 Contact Information   |          | Address  | Contact Details |  |
|-------------------------|----------|----------|-----------------|--|
| Name (including title)  |          |          | Home Tel No.    |  |
|                         |          |          | Work Tel No.    |  |
| Relationship to Child   |          |          | Mobile No.      |  |
|                         |          |          | E-mail Address  |  |
| Parental Responsibility | YES / NO | Postcode |                 |  |
| 2 Contact Information   |          | Address  | Contact Details |  |
| Name (including title)  |          |          | Home Tel No.    |  |
|                         |          |          | Work Tel No.    |  |
| Relationship to Child   |          |          | Mobile No.      |  |
|                         |          |          | E-mail Address  |  |
| Parental Responsibility | YES / NO | Postcode |                 |  |
| 3 Contact Information   |          | Address  | Contact Details |  |
| Name (including title)  |          |          | Home Tel No.    |  |
|                         |          |          | Work Tel No.    |  |
| Relationship to Child   |          |          | Mobile No.      |  |
|                         |          |          | E-mail Address  |  |
| Parental Responsibility | YES / NO | Postcode |                 |  |
| 4 Contact Information   |          | Address  | Contact Details |  |
| Name (including title)  |          |          | Home Tel No.    |  |
|                         |          |          | Work Tel No.    |  |
| Relationship to Child   |          |          | Mobile No.      |  |
|                         |          |          | E-mail Address  |  |
| Parental Responsibility | YES / NO | Postcode |                 |  |

**MEDICAL INFORMATION**

Doctor's name

Telephone number:

Medical practice address

**Medical conditions the school should be aware of including allergies**Details of ConditionSigns & SymptomsNext Steps & Action Required**Dietary Requirements****Additional Learning Needs****Disability**

The school has a duty under the Disability Discrimination Act to collect any information on any disability your child or immediate family / carer may have. This is to ensure the school can seek to meet your individual needs. All information provided will be treated with the strictest confidence.

Pupil disability

Parent / Carer Disability

**GUIDANCE ON THE USE OF EMERGENCY SALBUTAMOL INHALERS (FOR ASTHMA) IN SCHOOLS IN WALES**

We have been notified by the Welsh Government that schools can buy salbutamol inhalers without a prescription for use in an emergency. We have therefore decided to hold an inhaler in school for use in emergencies. This inhaler can only be used if your child's prescribed inhaler is not available or is broken or empty. **Therefore, if you child suffers with asthma and has a prescribed inhaler, please contact the school office on: 01792 771497 and a parental consent form will be sent to you.**

SIGNATURE

DATE

RELATIONSHIP TO PUPIL

## NATIONAL IDENTITY & ETHNIC BACKGROUND RECORD FORM

### Explanatory note

Our national identity relates to which of the national identity groups below we most identify with. Our ethnic background may differ from our national identity. Ethnic background is based on many things, including, skin colour, language, culture, ancestry or family history. Although our ethnic background remains the same, our nationality may change over time. Neither national identity nor ethnic background are necessarily equivalent to nationality or country of birth

|             |  |               |  |
|-------------|--|---------------|--|
| <b>Name</b> |  | <b>School</b> |  |
|-------------|--|---------------|--|

### National Identity

**Please tick ONE box only and indicate who provided the information below (pupil or parent)**

Welsh  English  Scottish  Irish  British  Other

If other, please specify

I do not wish a national identity to be recorded  Information provided by: Parent  Pupil

### Ethnic Background

**Please tick ONE box only and indicate who provided the information below (pupil or parent)**

I do not wish an ethnic background to be recorded  Information provided by: Parent  Pupil

| A. WHITE                    |                                  |                                    |                             |  |
|-----------------------------|----------------------------------|------------------------------------|-----------------------------|--|
| White- British              | Roma                             | German                             | Romanian                    |  |
| Traveller                   | EU Roma                          | Greek/Greek Cypriot                | Russian                     |  |
| Traveller of Irish Heritage | Roma from Other Countries        | Hungarian                          | Scandinavian                |  |
| 'New' Traveller             | Other Roma                       | Italian                            | Serbian                     |  |
| Occupational Traveller      | Any other White Background       | Kosovan                            | Slovakian                   |  |
| Other Traveller             | Albanian                         | Latvian                            | Slovenian                   |  |
| Show Person                 | Bosnian-Herzegovinian            | Lithuanian                         | Spanish                     |  |
| Gypsy                       | Bulgarian                        | Maltese                            | Turkish/Turkish Cypriot     |  |
| British Gypsy               | Croatian                         | Montenegrin                        | Ukrainian                   |  |
| Gypsy from Other Countries  | Czech                            | Polish                             | White European Other        |  |
| Other Gypsy                 | French                           | Portuguese                         | Other White                 |  |
|                             |                                  |                                    |                             |  |
| MIXED                       |                                  |                                    |                             |  |
| White and Black Caribbean   | White and Chinese                | Asian and any Other Ethnic Group   | Other Mixed Background      |  |
| White and Black African     | White and Any Other Ethnic Group | Black and Chinese                  |                             |  |
| White and Asian             | Asian and Black                  | Black and any Other Ethnic Group   |                             |  |
| Any other Mixed Background  | Asian and Chinese                | Chinese and any Other Ethnic Group |                             |  |
|                             |                                  |                                    |                             |  |
| ASIAN OR ASIAN BRITISH      |                                  |                                    |                             |  |
| Indian                      | Other Pakistani                  | African Asian                      | Sinhalese                   |  |
| Pakistani                   | Bangladeshi                      | Kashmiri                           | Sri Lankan Tamil            |  |
| Mirpuri Pakistani           | Any Other Asian Background       | Nepali                             | Other Asian                 |  |
|                             |                                  |                                    |                             |  |
| BLACK OR BLACK BRITISH      |                                  |                                    |                             |  |
| Caribbean                   | Nigerian                         | Other Black African                | Other Black                 |  |
| African                     | Sierra Leonian                   | Any other Black Background         |                             |  |
| Eritrean                    | Somali                           | Black European                     |                             |  |
| Ghanaian                    | Sudanese                         | Black North American               |                             |  |
|                             |                                  |                                    |                             |  |
| CHINESE OR CHINESE BRITISH  |                                  |                                    |                             |  |
| Chinese or Chinese British  | Malaysian Chinese                | Taiwanese                          |                             |  |
| Hong Kong Chinese           | Singaporean Chinese              | Other Chinese                      |                             |  |
|                             |                                  |                                    |                             |  |
| ANY OTHER ETHNIC BACKGROUND |                                  |                                    |                             |  |
| Arab                        | Saudi Arabian                    | Japanese                           | Thai                        |  |
| Egyptian                    | Syrian                           | Korean                             | Vietnamese                  |  |
| Iraqi                       | Yemeni                           | Kurdish                            | Other Ethnic Group          |  |
| Libyan                      | Afghan                           | Latin/South/Central American       | Any Other Ethnic Background |  |
| Lebanese                    | Filipino                         | Malay                              |                             |  |
| Moroccan                    | Irani                            | Polynesian                         |                             |  |

## FIRST LANGUAGE RECORD FORMS

### Explanatory note

#### **First Language of pupils**

First Language information is collected so that schools, Local Authorities and the Welsh Government have a better understanding of all of the languages that are spoken in communities in Wales. This information helps plan support for pupils who need it in order that they have every opportunity to do as well as they can at school.

#### **What does First Language mean?**

First language is the language your child first learned as a small child and to which s/he may continue to use or be exposed to at home or in the community. If your child has learned and used another language in their early years as well as English and/or Welsh, the other language would be described as the first language even if they use English and/or Welsh more often.

### First Language

**Please tick ONE box only and indicate who provided the information below (pupil or parent)**

|                               |  |                        |  |                            |  |
|-------------------------------|--|------------------------|--|----------------------------|--|
| English and/or Welsh Cymraeg  |  | Greek (Cyprus)         |  | Persian/Farsi (Tajiki)     |  |
| Albanian/Shqip                |  | Greek (Any Other)      |  | Persian/Farsi (Any Other)  |  |
| Amharic                       |  | Hungarian              |  | Romany/English Romanes     |  |
| Arabic                        |  | Hindi                  |  | Romani (International)     |  |
| Arabic (Algeria)              |  | Italian                |  | Romanian                   |  |
| Arabic (Iraq)                 |  | Ilokano                |  | Romanian (Moldova)         |  |
| Arabic (Morocco)              |  | Indonesian             |  | Romanian (Romania)         |  |
| Arabic (Sudan)                |  | Japanese               |  | Russian                    |  |
| Arabic (Yemen)                |  | Korean                 |  | Serbian                    |  |
| Arabic (Any Other)            |  | Kurdish (Kurmanji)     |  | Shona                      |  |
| Bemba                         |  | Kurdish (Sorani)       |  | Sinhala                    |  |
| Bengali                       |  | Kurdish (Any Other)    |  | Spanish                    |  |
| Bengali (Chittagong/Noakhali) |  | Lingala                |  | Tamil                      |  |
| Bengali (Sylheti)             |  | Lithuanian             |  | Telugu                     |  |
| Bengali (Any other)           |  | Latvian                |  | Tagalog/Filipino           |  |
| Bulgarian                     |  | Malayalam              |  | Filipino                   |  |
| Chinese                       |  | Nepali                 |  | Tagalog                    |  |
| Chinese (Cantonese)           |  | Pashto/Pakhto          |  | Tigrinya                   |  |
| Chinese (Hokkien/Fujianese)   |  | Panjabi                |  | Thai                       |  |
| Chinese (Hakka)               |  | Panjabi (Gurmukhi)     |  | Turkish                    |  |
| Chinese (Mandarin/Putonghua)  |  | Panjabi (Mirpuri)      |  | Urdu                       |  |
| Chinese (Any Other)           |  | Panjabi (Pothwari)     |  | Vietnamese                 |  |
| Czech                         |  | Panjabi (Any Other)    |  | Visayan/Bisaya             |  |
| Dutch/Flemish                 |  | Polish                 |  | Visayan/Bisaya (Any Other) |  |
| Finnish                       |  | Portuguese             |  | Hiligaynon                 |  |
| French                        |  | Portuguese (Brazil)    |  | Cebuano/Sugbuanon          |  |
| Gaelic/Irish                  |  | Portuguese (Any Other) |  | Waray/Binisaya             |  |
| German                        |  | Persian/Farsi          |  | Wolof                      |  |
| Greek                         |  | Persian/Farsi (Dari)   |  | Yoruba                     |  |
| Other language, please state: |  |                        |  |                            |  |

I do not wish a language to be recorded

Information provided by:

Parent

Pupil

|  |                             |   |   |
|--|-----------------------------|---|---|
| Can your child speak Welsh?                                    | No <input type="checkbox"/> | Yes, speaks Welsh fluently <input type="checkbox"/> | Yes, speaks Welsh but not fluently <input type="checkbox"/> |
| Does your child speak Welsh in the home? (Tick all that apply) |                             |   |   |
| Yes, speaks Welsh with one parent or guardian only             | <input type="checkbox"/>    | Yes, speaks Welsh with both parents or guardians    | <input type="checkbox"/>                                    |
| Speaks Welsh with siblings                                     | <input type="checkbox"/>    | No  | <input type="checkbox"/>                                    |

If your child **has been educated in another country** or if a language other than English/Welsh is spoken at home please complete the **Additional Questions document**.

**Please list all other siblings who are currently attending Llangyfelach Primary School**

|      |  |      |  |
|------|--|------|--|
| Name |  | Year |  |
| Name |  | Year |  |
| Name |  | Year |  |

**Education History:**

*If appropriate, please give details of previous schools attended:*

|                       |              |                   |  |
|-----------------------|--------------|-------------------|--|
| <b>Name of School</b> |              | <b>Town /City</b> |  |
| <b>Dates Attended</b> | <b>From:</b> | <b>To:</b>        |  |
| <b>Name of School</b> |              | <b>Town /City</b> |  |
| <b>Dates Attended</b> | <b>From:</b> | <b>To:</b>        |  |

**Collection from School**

Please could you complete the table below indicating who has permission to collect your child from school and their relationship to your child (friend/sister/childminder/grandparent etc)

| NAME                                 |  | RELATIONSHIP TO PUPIL |  |
|--------------------------------------|--|-----------------------|--|
|                                      |  |                       |  |
|                                      |  |                       |  |
|                                      |  |                       |  |
|                                      |  |                       |  |
|                                      |  |                       |  |
| <b>SIGNATURE</b> (Parent / Guardian) |  | <b>DATE</b>           |  |
| <b>RELATIONSHIP TO PUPIL</b>         |  |                       |  |

## APPS & PROGRAMS USED IN SCHOOL

### Pupil Details

|            |  |
|------------|--|
| Pupil Name |  |
|------------|--|

At Llangyfelach Primary we use many software platforms, online systems and applications. In order for our community to use these we need your permission. These services are always used for your child's education or safety.

As the list of websites, platforms and applications are not exhaustive and change frequently, we display them on our website so that they are always up to date. Please click on the following link to see this list:

<https://www.llangyfelachprimaryschool.co.uk/gdpr-lps/>

Please sign if you agree to your/your child's information being shared with these app/programs. When you sign up to them the companies will also ask for your agreement.

### Parent/Guardian agreement

|                  |  |      |  |
|------------------|--|------|--|
| Parent Signature |  | Date |  |
|------------------|--|------|--|

### Use of Digital / Video Images

The use of digital / video images plays an important part in learning activities. Pupils and members of staff may use digital cameras to record evidence of activities in lessons and out of school. These images may then be used in presentations in subsequent lessons.

Images may also be used to celebrate success through their publication in newsletters, on the school website, social media (e.g. Twitter) and occasionally in the public media.

The school will comply with the Data Protection Act and request parents / carers permission before taking images of members of the school. We will also ensure that when images are published that the young people cannot be identified by the use of their names.

Parents are requested to sign the permission form below **to allow the school** to take and use images of their children.

**For safeguarding purposes, please note that a digital image may be taken of your child for use within the School SIMS registration and reporting software. This image will be secure and only accessible by Llangyfelach Primary School staff upon entering a username and password.**

**Parent / Carer Permission (Please see detail in the Information Booklet for conditions of use)**

|   |                   |                  |
|---|-------------------|------------------|
| <p><b>I agree to allow the school to take and use digital images of my son/daughter as outlined below:</b><br/>Please circle <b>Yes</b> or <b>No</b> below:</p>   |                   |                  |
| <p><b>I agree</b> to the school taking and using digital / video images of my child to support learning activities or celebrate achievement <b>within</b> school e.g. workbooks, displays and presentations that may only be shown <b>within</b> the school.</p>  | <p><b>Yes</b></p> | <p><b>No</b></p> |
| <p><b>I agree</b> to the school taking and using digital / video images of my child to support learning activities, to celebrate achievement or in publicity that reasonably celebrates success and promotes the work of the school e.g. via school website, Twitter, Facebook, Newsletters and school prospectus. <i>Please note all of these media are linked through the school website.</i></p> | <p><b>Yes</b></p> | <p><b>No</b></p> |
| <p><b>I agree</b> to the school taking and using digital / video images of my child to support learning activities or celebrate achievement or in publicity that reasonably celebrates success and promotes the work of the school via occasional external users e.g. newspapers (Evening Post)</p>   | <p><b>Yes</b></p> | <p><b>No</b></p> |
| <p><b>I agree</b> to an external School Photographer to take official photographs of my child</p>   | <p><b>Yes</b></p> | <p><b>No</b></p> |

\*Please note that written notice is required should you wish to amend your agreement at any time during your child's time at LPS.

**Parent Agreement:**

**I agree** that if I take digital or video images at, or of, school events which include images of children, other than my own, **I will** abide by these guidelines in my use of these images.

**I agree not** to publish any images of children other than my own on any social media site without the express permission of the child's parent.

|                          |  |
|--------------------------|--|
| <b>Pupil Name</b>        |  |
| <b>Parent/Carer Name</b> |  |
| <b>Signed</b>            |  |
| <b>Date</b>              |  |

# LPS Community Agreement

## Mission Statement

To provide a caring, secure and stimulating environment where all pupils are inspired to become lifelong learners within the 21st Century.

## Our Aims

In order to realise our vision and mission, at LPS we aim to develop and encourage self-motivation, independence and reflective thinking, in order to make positive contributions within the communities in which we live. We provide an environment where partnership and teamwork lead to high quality achievement for all which is celebrated by children, parents, staff, governors and the community.

## LPS Community Shared Aspirations

We invited all members of our community to identify a word that is characteristic of our vision for LPS and qualities that we aim to develop for all.

### Every member of the LPS community are inspired to be...

|                 |               |                     |                   |
|-----------------|---------------|---------------------|-------------------|
| proud           | respectful    | healthy             | confident         |
| problem solvers | collaborative | ambitious           | inclusive         |
| role models     | considerate   | independent         | sympathetic       |
| resilient       | inquisitive   | empathetic          | positive thinkers |
| honest          | eco-friendly  | digitally confident | enterprising      |
| enthusiastic    | reflective    | active              | creative          |
| caring          | resourceful   | a team player       | Cymru am Byth     |

### Our vision, mission and aims will only be achieved if:

- there is a shared commitment by pupils, parents and the school to be collaborative, considerate and caring.
- we collectively work towards our 28 agreed aspirations, ensuring a quality experience for all.

## Staff and Governors @ LPS will...

- Provide a safe, organised and caring environment where learning can take place.
- Provide a place where each pupil is valued as an individual.
- Maintain a happy and enjoyable school environment.
- Provide access to a rich, broad and balanced curriculum for all learners.
- Provide a range of opportunities and challenges that inspire all learners to realise our **28 LPS Aspirations**.
- Ensure that learners are focused on the **LPS Code**, using this to reflect daily on our Good 2B Green approach.
- Provide regular opportunities for parents to discuss their child's progress, conduct and achievements.
- Provide opportunities for pupils and parents to express views on school issues.
- Listen to any concerns from any member of our community with respect and act upon them accordingly.
- Always comply with our Acceptable Use of IT and Online Agreements.

## As a Parent @ LPS I will...

- Ensure regular and punctual attendance.
- Notify school on the first day of absence.
- Encourage resilience when working towards our shared **28 LPS Aspirations**
- Support and engage in homework and ensure it is completed on time.
- Ensure that I provide daily opportunities for my child to read.
- Support the **LPS Code** and LPS Behaviour Policy (Good 2B Green), ensuring a consistent and positive approach.
- Participate in discussions with the school, regarding progress and attainment.
- Ensure correct school uniform is worn, providing a sense of pride and belonging.
- Be a role model for online safety, showing respect for the LPS Online Agreement.
- Communicate politely, appropriately and through correct channels with all members of the LPS Community.

## As a pupil @LPS I will...

- **Follow the LPS Code:**
  - Play fairly and cooperate.
  - Build positive relationships with all.
  - Show determination to achieve your best.
  - Reflect on your learning to progress.
  - Respect others and value their achievements.
  - Celebrate similarities and differences across the school.
  - Look after your school and your friends.
  - Help each other to make LPS great!
- Reflect on your commitment to the **LPS Code** and discuss during our daily Good 2B Green sessions.
- Always ask questions for further understanding, help or support.
- Participate and engage in all learning experiences.
- Work towards our **28 LPS Aspirations**, making a positive contribution to our community and wider.
- Talk calmly to others using positive language.
- Always act in ways, which bring credit to the school.
- Always place litter in bins provided - recycling where possible.
- Respect the LPS Online Agreement.

## Learner & Parent/Carer Acceptable Use and Online Safety Agreement

### Be Responsible – Stay Safe on the Internet!

These rules for sensible internet use will ensure your safety, security and wellbeing while working and playing online. This is to be agreed by a parent/carers on this form for pupils in Nursery to Year 1.

**From Year 2 to Year 6, these agreements will be completed annually online.**

- I will only use the internet when there is a teacher or other adult present to supervise, or when I have permission.
- I will never give out my address, phone number or arrange to meet someone.
- I will not attempt to use any other person's username and/or password.
- I understand that I should not write down or store a password where it is possible that someone may steal it.
- All e-mails and other communications should be polite, appropriate and sensible - during school and at home.
- If you receive offensive messages, or feel uncomfortable with anything online, you must report it to a member of staff immediately.
- I am aware that the school may check my computer files and monitor the internet sites I visit.
- I will ensure that web sources I use are reliable and information I use is accurate.
- I will not install, alter or cause any damage to school hardware, software or device. Installation and servicing of hardware and software is for the LPS ICT Team only.
- I will respect copyright and intellectual property rights.
- I have read, and I understand, these agreements. I will use the computer systems and internet in a responsible way, obeying these rules at all times. I am aware that if I break these rules, I may not be allowed to use any digital devices until further notice.

### Parental Permission:

- As the parent/carers I give permission for my son / daughter to have access to the internet and to ICT systems at school.
- I know that my child will be discussing and signing an Acceptable Use & Online Safety Agreement and has received, or will receive, e-safety education to help them understand the importance of safe use of ICT – both in and out of school.
- I understand that the school will take every reasonable precaution, including monitoring and filtering systems, to ensure that young people will be safe when they use the internet and ICT systems. I also understand that the school cannot ultimately be held responsible for the nature and content of materials accessed on the internet and using mobile technologies.
- I understand that my son's / daughter's activity on the ICT systems will be monitored and that the school will contact me if they have concerns about any possible breaches of the Acceptable Use Policy.

**We agree to support all points contained within our Home School Agreement.**

|                     |  |             |  |
|---------------------|--|-------------|--|
| <b>Parent/Carer</b> |  | <b>Date</b> |  |
| <b>Pupil</b>        |  | <b>Date</b> |  |

## LOCAL AREA VISITS

At Llangyfelach Primary we provide opportunities for our children to gain exposure to a range of learning experiences both in and outside the classroom. Class trips to venues in the local area make up a considerable part of outside the classroom learning. This form is to give consent for your child to attend trips to venues in the local area. Some of these venues will include:

- Llangyfelach village
- Llangyfelach Church

Parents/Guardians will be informed about trips to these venues. Should any visits involve transport a separate permission will be sought.

|                               |  |
|-------------------------------|--|
| <b>I give permission for:</b> |  |
|-------------------------------|--|

to attend trips to the local area.

I agree that this form serves as a general consent form for the different activities at these venues.

|                   |  |             |  |
|-------------------|--|-------------|--|
| <b>Signature:</b> |  | <b>Date</b> |  |
|-------------------|--|-------------|--|

## Movie Consent

Periodically throughout the school year we screen movies in the classrooms as treats and rewards. The school has a subscription to Disney+ and there are many lovely films available to the children. Within Early Years and Foundation Phase classes, we screen movies classified as U - Suitable for all.

However, as the children move through the school, we screen PG classified movies such as "Paddington", "Lightyear", "Beauty and the Beast" etc. In order to be able to screen PG rated movies to our older children (Years 2 - 6) we require permission from 100% of our families in those classes.

Please note that if you do not wish your child to watch a PG movie they **WILL NOT** be excluded. A suitable U classified film will be screened to the class instead.

Please sign below to provide permission for your child to watch PG rated movies throughout their time at Llangyfelach Primary School.

| Parent/Guardian Permission |  |             |  |
|----------------------------|--|-------------|--|
| <b>Parent Signature</b>    |  | <b>Date</b> |  |

## ALN Screening

During your child's time at LPS, we may conduct screening using [WellComm](#), [Speech and Language Link](#) and other relevant platforms. The results of these assessments will be communicated to the ALNCO (Additional Learning Needs Co-ordinator), ensuring that appropriate interventions are implemented for those needing support.

| Parent/Guardian Permission |  |             |  |
|----------------------------|--|-------------|--|
| <b>Parent Signature</b>    |  | <b>Date</b> |  |



Which **language/s** do the parents/guardians use (including English, if applicable)?

| Parent / Guardian 1    | Relationship to pupil |              |      |       |
|------------------------|-----------------------|--------------|------|-------|
| <i>List language/s</i> |                       | Speak/Listen | Read | Write |
|                        |                       |              |      |       |
|                        |                       |              |      |       |
|                        |                       |              |      |       |
| Parent / Guardian 2    | Relationship to pupil |              |      |       |
| <i>List language/s</i> |                       | Speak/Listen | Read | Write |
|                        |                       |              |      |       |
|                        |                       |              |      |       |
|                        |                       |              |      |       |

|  | Parent / Guardian 1   | Parent / Guardian 2 |                         |
|--|-----------------------|---------------------|-------------------------|
| What is the <b>preferred language</b> of communication with the school?            |                       |                     |                         |
| Is an <b>interpreter</b> needed for parents' meetings?                             |                       |                     |                         |
| Do you have a <b>family member/friend</b> who is able to <b>interpret</b> for you? | <b>Yes</b>            |                     | <b>Contact Details:</b> |
|  | <b>No</b>             |                     |                         |
|  | <b>Not applicable</b> |                     |                         |

**Section 4: Other**

|   |                 |  |   |
|---|-----------------|--|---|
| Can <b>anyone help</b> your child at home with <b>school work</b> ?                   | <b>Yes</b>      |  | <b>Who?</b>   |
|   | <b>No</b>       |  |   |
| Does your child have any <b>dress restrictions</b> ?                                  | <b>Yes</b>      |  | <b>Details:</b>   |
|   | <b>No</b>       |  |   |
| Does your child <b>attend any community language</b> classes?                         | <b>Yes</b>      |  | <b>Details:</b>   |
|   | <b>No</b>       |  |   |
| Is your <b>child able to use ICT</b> (PC/laptop/tablet/internet)?                     | <b>Yes</b>      |  | <b>Details:</b>   |
|   | <b>No</b>       |  |   |
| Does your <b>child have access</b> to a PC/laptop/tablet?                             | <b>Yes</b>      |  | <b>Details:</b>   |
|   | <b>No</b>       |  |   |
| Does your child have access to the <b>internet</b> in the home?                       | <b>Yes</b>      |  | <b>Details (e.g. via a Wi-Fi router or via a phone only):</b> |
|   | <b>No</b>       |  |   |
| Does your child have any <b>special skills or interests or favourite activities</b> ? | <b>Details:</b> |  |   |

**Please add any additional information that you think may be relevant:**