



Ysgol Gynradd  
**Fairoak**  
Primary School

# **Fairoak Primary School**

## Prospectus 2025-26



**Fairoak**



## Headteachers Welcome

On behalf of myself, the governors, staff and pupils it is with great pleasure and pride that I welcome you to Fairoak Primary School — a brand new beginning for our school community in the heart of Cathays.

Fairoak Primary represents the coming together of two vibrant and caring school communities, united by a shared commitment to providing the very best for every child. This is more than just a new name or a new location — it is a fresh opportunity to build on strong foundations, celebrate our diversity, and create an inclusive, nurturing environment where all children can thrive.

At Fairoak, our motto “Learning and Growing Together – Dysgu a Thyfu Gyda’n Gilydd” lies at the heart of everything we do. We are proud to be opening a new school rooted in the rich heritage of Wales, where the Welsh language, culture, and values are celebrated throughout school life. Alongside this, we embrace the vibrant diversity of our community, ensuring that every child feels seen, valued, and inspired.

This brochure has been produced to help provide you with an insight into our school. It is full of information that will help you familiarise yourself with many of our structures and routines. I trust you will find it useful. Choosing the right school for your child is truly important. We all want the very best education for our children, but we also want our children to be safe, happy and to feel secure.

Our vision is to create a vibrant and inclusive community where everyone feels a deep sense of identity and belonging. We are committed to fostering a supportive environment where well-being is at the heart of all that we do, ensuring that every child matters. Together, we will provide an authentic, stimulating, and exciting curriculum which inspires and empowers children to grow with confidence and become life-long learners.

As Headteacher, I feel privileged to lead this exciting new beginning and to work alongside a dedicated team of staff, supportive families, and enthusiastic pupils. Together, we are building a school that reflects the very best of our local and national identity — a place where all children can truly flourish.

Thank you for taking the time to learn more about Fairoak Primary School. I look forward to welcoming you to our school family.

Warm regards,

**Mrs Shipton-Jones**  
Headteacher

## An Introduction To Our School

Fairoak Primary School is situated in the multi-cultural, inner city area of Cathays in Cardiff. It is classified as a community primary school and is a local authority co-educational day school. The medium of instruction at the school is English. The school is a two form entry school, admitting pupils from the age of 3 up to the 11 years. Fairoak Primary school is at the heart of the community and the happiness and well-being of each child is central to the ethos of our school. Children are encouraged to co-operate with one another, respect diversity and treat each other as equals.

We are passionate about equipping our pupils with the skills they need to grow up in an ever changing world and to develop learning attitudes that will stay with them for life.

You are welcome to contact us if you require further information about our school or visit our website for further information: [www.Fairoakprm.co.uk](http://www.Fairoakprm.co.uk).

Our administration team can be contacted by telephone or email:

Telephone: 02920229944

Email: [Fairoakprimarysch@cardiff.gov.uk](mailto:Fairoakprimarysch@cardiff.gov.uk)



## Our Vision

**'Learning and Growing Together'**  
**'Dysgu a Thyfu Gyda'n Gilydd'**

At Fairoak Primary School, we are passionate about creating a vibrant and inclusive community where everyone feels a deep sense of identity and belonging. We are committed to fostering a supportive environment where well-being is at the heart of all that we do, ensuring that every child matters. Together, we will provide an authentic, stimulating and exciting curriculum which inspires and empowers children to grow with confidence and become life-long learners.

## Our Aims

At the heart of our vision is a commitment to fostering a sense of belonging and a shared responsibility for each other's success. We aim for us all, as learners to:

- Create a school where all learners flourish, progress and achieve their full potential
- Promote kindness and strong positive relationships, ensuring everyone feels safe and valued
- Embrace real-life experiences that inspire curiosity and a love of learning
- Celebrate diversity and engage with the world in meaningful and respectful ways
- Embed the core purposes using a holistic approach, focusing on personal growth and academic excellence
- Inspire creativity and critical thinking, encouraging learners to explore their passions and develop their unique voices
- Develop into compassionate, resilient, and confident individuals ready to make a positive impact on our community, Wales and the wider world

## Staff

### Teaching Staff

**Nursery** - Mrs Phillips

**Reception** - Miss Alexander/Mrs Weston/  
Mrs Williams

**Ye 1** - Mrs Roberts

**Year 2** - Mrs Wilson/Miss Morgan

**Year 3** - Ms Lewis/Mrs Glass

**Year 4** - Mrs Parry/Mrs Hill/Mrs Mapstone

**Year 5** - Mr Watson/Miss Geysler

**Year 6** - Miss Parfitt/Miss Watson

### Teaching Assistants

Mrs Rathore

Miss Tuck

Miss Hurley

Mrs Yousef

Mrs Geach

Mrs Norman

Mrs Broadway

Mrs Afsar

Mrs Richards

Miss Brailey

### Leadership Team

**Headteacher** - Mrs Shipton-Jones

**Deputy Headteacher** - Mrs Wikeley

**Inclusion Leader** - Mrs Reynolds

**Curriculum, Teaching and Learning Leader**  
- Mrs Hill

**Chair of Governors** - Cllr Weaver

### Administration

Mrs Rogers

Mrs Deacon

### Estates Manager

Mr Wood

### Midday Supervisors

Mrs Morris

Mrs Hughes

Mrs Ahmed

Mr Burris

Mrs Hye

Mrs Noor



*Quote  
goes here*

## Admissions/Derbyniadau

The application process to obtain a place at our school is facilitated by Cardiff Local Authority. You can contact the School Admission Team on 02920872909 or register your child online at [www.cardiff.gov.uk](http://www.cardiff.gov.uk).

Families are eligible to apply for a Nursery place for their child, to start the September following their third birthday. We know these formative years lay good foundations for the rest of your child's education. Meetings are held for parents of new children attending the Nursery and Reception Classes.

In order our records are kept up to date, we ask parents/carers to complete a form which provides us with essential information. Any changes to this information should be reported immediately to the office.

**Charging and Remissions Policy**  
Our Charging and Remission Policy is reviewed on a three year cycle and can be found on the school website.

**Academic Organisation of the School**  
Pupils are grouped in mixed ability classes. Pupils' differing needs are catered for in many ways within the classes. A Teacher's preparation of particular work, differentiation of tasks set and particular organisational arrangements may vary as the need arises. Pupils may be put into ability groups and EAL support groups or access one to one support as needed.

## Term Dates and Session Times

### School Times

	Progression Step 1 & 2	Progression Step 3
<b>School Starts</b>	8.55 am	8.55 am
<b>Lunch</b>	<b>Reception &amp; Year 1</b> 11.45 am - 12.45 pm <b>Year 2</b> 12.00 pm - 1.00 pm	<b>Year 3 &amp; Year 4</b> 12.00 pm - 1.00 pm <b>Year 2</b> 12.30 pm - 1.30 pm
<b>School Ends</b>	3.15 pm	3.15 pm

## Nursery Times

<b>Morning</b>	<b>9.00 am - 11.30 am</b>
<b>Afternoon</b>	<b>12.30 pm - 3.00 pm</b>

## Term Dates for School Year 2025 - 26

Term	Term Starts	Half Term Starts	Half Term Ends	Term Ends
<b>Autumn</b>	Monday 1st September 2025	Monday 27th October 2025	Friday 31st October 2025	Friday 19th December 2025
<b>Spring</b>	Monday 5th January 2026	Monday 16th February 2026	Friday 20th February 2026	Friday 27th March 2026
<b>Summer</b>	Monday 13th April 2026	Monday 25th May 2026	Friday 29th May 2026	Monday 20th July 2026



## Breakfast Club

A free Welsh Government healthy breakfast club is in operation at the school and is open from 8.00am. However, in order to obtain breakfast, pupils must be at the club by 8.25am. Pupils are fully supervised by trained staff until 8.50am when they are transferred to the school yard to be looked after by staff on morning duty. Please register your child prior to attending the club. Forms are available at the school office.

## Playtime Snacks

We actively promote healthy eating and we respectfully ask all parents to support us by ensuring that crisps, sweets and chocolate are not brought to school as a snack. Please ensure that you provide your child with a healthy snack such as fruit, vegetables or plain rice cakes.

## Lunchtimes

Our school kitchen provides a choice of hot free school meals which are prepared on site. Bookings for school meals are made through the Parent Pay app. New parents will receive instructions on how to set up an account with Parent Pay. Please visit the following site for the school menu: [PRIMARY SCHOOL MENU SUMMER](#)

## Packed Lunches

Provision is also made for those pupils who wish to bring a packed lunch. The school operates a healthy eating policy and we ask parents to adhere to this when providing a packed lunch for their children. We encourage children to bring fresh fruit, a sandwich, yoghurt and a drink. Sweets, chocolate, cakes and biscuits are not allowed. For safety reasons we ask for no glass bottles. No canned drinks or fizzy drinks should be brought to school. Water, juice or low sugar squash are acceptable.

A team of experienced Midday Supervisors look after the children during the lunch break. They work within the agreed policies of the school for care of the children, with regards to safeguarding and behaviour management.



Quote  
goes here



Ysgol Gynradd  
**Faiiroodk**  
Primary School

## Child Protection

Please note that it is the school's legal responsibility to refer any child protection concerns, including regarding care arrangements to the Educational Welfare Service or the Social Services Intake and Assessment Team. The named person for responsibility for Child Protection is the Head teacher Mrs Shipton-Jones.

## School Uniform

The uniform consists of a red polo shirt and navy sweatshirt, fleece jacket or cardigan. Pupils may wear dark grey trousers or skirts. The school is inclusive and celebrates pupils' different cultural identities. Uniforms can be purchased at local supermarkets or YC Sports on Crwys Road. A limited number of items are kept in school for new arrivals and in case of loss or damage. Please enquire at the School Office. Pupils must also wear safe and suitable shoes.

## School Layout and Site Safety School Entrance

The school's entrance for pupils and parents is on the corner of Whitchurch Road and Pentyrch Street. The school gates are opened at 8.50am and locked again at 9am when access is via the electronic entry system by the school office. Gates are unlocked at the end of the school day, for parents to gain access. For the safety of visitors, staff and pupils ALL VISITORS TO THE SCHOOL MUST REPORT TO THE SCHOOL OFFICE. Visitors will be asked to sign an electronic log and a pass will be issued.

### CCTV

There are a number of CCTV cameras in operation around the outside perimeter of the school directed at the entrances to ensure additional site security. The cameras operate 24 hours per day.

Our Health and Safety, and other associated policies can be located on the school website.

## Attendance

We expect our children to be in school every day, unless there are extenuating circumstances. Please ensure you contact the school if your child is unwell and unable to attend.



## Curriculum Statement; Teaching Methods And Organisation

Our curriculum is a joined-up way of thinking to realise our vision to ensure our learners are ambitious, enterprising, ethical and healthy citizens. Our curriculum is broad and balanced and suitable for learners of different ages, abilities and aptitudes. It provides for appropriate progression for learners and includes a range of provision to ensure this. We use a concept-based curriculum as they help to:

- explore the essence of a subject
- add coherence to the curriculum
- deepen disciplinary understanding
- build the capacity to engage with complex ideas
- build understandings across, between and beyond subjects
- integrate and transfer learning to new contexts.

## What concepts do we focus on?



## How do we teach?

Teachers are the facilitators of learning. Considering the needs, views and stages of learners they will design fun, challenging and progressive experiences. Learners will have opportunities to influence their learning by collaborating with teachers and pupils during the start of each topic on their immersion days and also by sharing ideas to enhance their learning environment linked to topic and skills. Teaching staff as the experts will coach the learning in an appropriate direction considering the views and ideas of learners. Learners will influence the design of their learning environment. They will have opportunities to work in ways that enhance their learning and also contribute to driving school improvement through pupil voice. Learners will participate in community projects, go on school trips, welcome visitors to the school and raise money for charities to enhance their learning experiences.

At Fairoak Primary School we are consistently working towards delivering a curriculum which focuses on the four key purposes. They are that all young people will be:

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

Discrete lessons, thematic projects, extra-curricular activities, visits, visitors, outdoor learning and collective worship are all employed in order to deliver a broad and balanced curriculum which provides learning experiences that engage and motivate children to develop their knowledge, skills and understanding.

## The structure of the curriculum

The curriculum at Fairoak Primary School is structured and delivered in such a way as to engage and motivate all children in their learning from Nursery to Year 6 (3 – 11yrs). There are six Areas of Learning and Experiences (AOLE's) which include 'What Matter Statements' and these are:

- Languages, literacy and communication
- Mathematics and numeracy
- Health and well-being
- Science and technology.
- Expressive arts
- Humanities

English and Maths are delivered discreetly whereas nearly all other learning is achieved through thematic/topic-based work. The three overarching competencies, Literacy, Numeracy and Digital, are embedded throughout the curriculum. Themes are chosen according to stages of development and interests of the children.

At Fairoak Primary the children have a voice with regards to what they would like to learn. This voice has a significant influence on curriculum content.



## Arrangements for making complaints about the curriculum

To ensure the continued smooth running of the school, we want to be open and listen to any concerns or complaints you may have, and deal with them accordingly. Although, in our experience this will be a rare occurrence, it is, nevertheless, important that these are dealt with correctly. A full copy of the school's complaints policy is available on the school website.

## Relationships Sexuality Education - RSE

RSE is a mandatory element of the curriculum in Wales; and every child has the right to access the full curriculum.

RSE has a positive and empowering role in our children's education and plays a vital role in supporting them to become healthy, confident individuals – ready for the next chapter in their lives. RSE is about keeping our children and young people, healthy and safe; supporting them to develop knowledge, skills and behaviours that will assist in protecting them throughout their lives. What will be taught. All lessons delivered will be developmentally appropriate for all learners. The aim of the lessons and activities is to gradually build learners' knowledge, skills and values, as they develop; emphasising the social and emotional aspects of relationships. Education around relationships in early development is required, which will allow our pupils to focus on building positive relationships and their

own self-esteem. This will then encourage our learners to value themselves, recognise and communicate their feelings, and form friendships.

At Fairoak, we have adopted a comprehensive programme called, 'Jigsaw,' which will help staff deliver the RSE element of the curriculum in a safe, sensitive and secure environment. All lessons follow the Welsh Government RSE Code.

## RVE and collective worship at the school

At Fairoak we teach RVE through the five key concepts which provides a holistic approach that prepares learners for life in a rapidly changing world. We ensure that Religion, Values and Ethics (RVE) contributes to the development of ethical, informed citizens who understand the connections between beliefs, values, and society. This approach reinforces the Curriculum for Wales' Four Purposes, ensuring that pupils become ambitious, capable learners and ethically aware individuals ready to engage with local and global challenges.

## Welsh

Welsh is taught as a second language as part of the LLC AoLE. The school follows a Welsh Continuum which is a whole-school approach to teaching Welsh through a series of progressive and developmental language patterns. These language patterns form the basis of the scheme of work that we teach at Fairoak. There is a progression of linguistic skills from Foundation Phase to Year 6. Welsh is incorporated into other curriculum areas where possible. Welsh culture and heritage is a fundamental part of the new curriculum in Wales and is taught through a range of mediums – poems, legends, song and film. We participate in all Wales competitions, take part in Urdd events and link with a neighbouring Welsh first language school to develop our Welsh identity. Pupils in Year 4 to 6 also have the opportunity to learn an international language – at Fairoak Primary School this is French.



## Pupil Voice

We take a whole school approach to pupil voice, aligned with Article 12 of the UN Convention on the Rights of the Child (UNCRC). This means listening to the voices of our children. By involving them in decision making they make valued contributions and have a sense of ownership in the school. We provide many opportunities for children to share their views through Senedd Fairoak, Eco Warriors, Criw Cymraeg, Digital Leaders and Rights Respecting group.

## Home-school agreement

At Fairoak Primary School it is important that parents/carers, pupils and staff, respecting each other's contributions, work together to achieve the highest possible levels of success for all pupils.

Why do we need a Home School Agreement?

- It acts as a reminder of commitments.
- It underpins the school's ethos and stated beliefs.
- It acts as a clear starting point for new pupils, their parents and the school staff.
- It provides a starting point for exploring difficulties.

## School visits

School Visits and Visitors Educational visits enhance learning and add another dimension to a child's learning. Various school visits are, therefore, planned as part of the curriculum we offer. They may include visits to museums, historical sites, places of worship or geographical locations studied. Parents' permission for such visits is sought and risk assessments are carried out by our experienced staff in advance of any visit.

## E-Safety

As part of pupils' curriculum enhancement and the development of ICT skills, Cardiff Primary schools provide supervised access to the Internet including e-mail. We take positive steps to deal with the risk of access to undesirable materials in school. Our Internet access provider operates a filtering system that restricts access and we enclose references to information on safe Internet access that may be of use at home where restrictions may not apply.

## Hwb

The Hwb platform provides all maintained schools in Wales with access to a wide range of centrally funded, bilingual digital tools and resources to support the digital transformation of classroom practices. The Hwb platform is managed and operated by the Welsh Government. All pupils in maintained schools in Wales must be provided with a secure log-in to the Hwb platform. This is because mandatory reading and numeracy tests, currently on paper, will be moving online and must be completed by each pupil via the platform. In order to provide your child with a secure log-in, the school will be sending basic information to the Welsh Government. The log-in will allow your child to take the mandatory online assessments, known as 'personalised assessments'.

For more information about the Hwb platform and how information about your child is used, please see <https://hwb.gov.wales/privacy>. For more information about the online personalised assessments, please see:

<http://learning.gov.wales/resources/collections/national-reading-and-numeracy>

Ysgol Gynradd  
**Fairoak**  
Primary School

Ysgol Gynradd  
**Fairoak**  
Primary School

## Extra-curricular activities

There are a variety of clubs available throughout the year which can include: sporting activities, gardening club, yoga club, recorder club, digital leaders club, choir, eco-warrior club, rights respecting club and cymraeg campus.

## Assessment, Reporting and Recording

Formative assessment is a way that teachers check how your child is learning during lessons—not just at the end. It helps teachers understand what your child knows, what they're finding tricky, and what support they need to move forward. Formative assessment helps teachers:

- Understand your child's starting point and how they are progressing
- Give feedback that helps your child improve and feel confident
- Adapt lessons to meet your child's individual needs
- Encourage your child to reflect on their own and others' learning and set goals

## Literacy and Numeracy Personalised Assessments

All pupils across Wales from years 2-6 complete literacy and numeracy assessments each year. The results of these are reported to parents.

## Parental Consultations and School Reports

End of year reports are provided which detail each child's progress and identify targets for improvement. Parents have the opportunity to discuss their child's progress on an individual level with the class teacher during parental consultation meetings. However, teachers are happy to discuss concerns at any time during the school year providing that a prior appointment is made via the school office or by messaging your child's class teacher via Class Dojo.



Ysgol Gynradd  
**Fdiiroodak**  
Primary School



Ysgol Gynradd  
**Faiiroak**  
Primary School

## **Racial Equality and Equal Opportunities - Summary Statement**

The school is committed to working towards race equality, promoting positive approaches to difference and fostering respect for people of all cultural backgrounds. The school values and encourages involvement of all people from all sections of the local community. The school is opposed to all forms of racial prejudice and discrimination. Language or behaviour that is racist or potentially damaging to any ethnic or racial group will not be tolerated and will be challenged. The school recognises that British and Welsh society is made up of people from many different racial, cultural, religious and linguistic backgrounds. It is important that all pupils are fully prepared to live in such a diverse society. A full copy of the School's Equality Policy and Action Plan and Racial Equality Policy can be obtained from the website or School Office.

### **Inclusion**

At Fairoak Primary School, inclusion is at the heart of everything we do. We celebrate the rich diversity of our school community and are committed to ensuring that every child feels valued, respected, and supported to thrive. As a School of Sanctuary, we provide a welcoming and safe environment for pupils seeking sanctuary and for those with English as an Additional Language (EAL), offering tailored support to develop their language skills and confidence. We embrace and honour the cultural, ethnic and linguistic backgrounds of all our learners, promoting mutual respect and understanding.

We are fully committed to promoting racial equality and actively challenge discrimination, prejudice and stereotypes. Every child is treated with respect and we work hard to ensure that all pupils have equal access to high-quality education, support and opportunities to succeed. Through an inclusive curriculum and a strong focus on equity, we aim to foster a sense of belonging and celebrate the individuality of every member of our school. We work closely with families and outside agencies to remove barriers to learning and to create a nurturing, inclusive environment where everyone belongs.



## **Additional Learning Needs (ALN) at Fairoak Primary School**

At Fairoak Primary, we are committed to creating an inclusive learning environment where all pupils can thrive. We follow the Additional Learning Needs and Education Tribunal (Wales) Act 2018 and the ALN Code for Wales 2021.

We aim to:

- Identify pupils with ALN early and provide the right support.
- Ensure every child has access to a broad and balanced curriculum.
- Involve children and families in all decisions about support.
- Provide tailored Individual Development Plans (IDPs) for children with additional Learning needs.
- Work with professionals such as Specialist Teachers, Educational Psychologists and Speech Therapists to offer high-quality provision.

Our ALN Co-ordinator (ALNCo), Mrs J Reynolds, leads the support across the school. We ensure smooth transitions for pupils with ALN both within school and when moving to secondary school.

If you think your child may have ALN, we welcome open discussions and will assess their needs in partnership with you.

### **Early Intervention Class (EIC)**

School has an Early Intervention Class (EIC) for pupils with speech and language needs. The EIC offers short term provision for pupils in progression step 2 across Cardiff. Provision of places is organised by Cardiff Local Authority with decisions being made by a Speech and Language Provision Panel.



## Medicines and Healthcare Needs

We are committed to supporting the health and well-being of all pupils at Fairoak Primary School. We work closely with parents, carers and healthcare professionals to ensure that children with medical conditions or ongoing healthcare needs are well cared for and able to access all aspects of school life. Where necessary, Individual Healthcare Plans are developed to support children with specific needs.

## Rights Respecting School

At Fairoak Primary School, we are proud to be a Rights Respecting School, where the values of respect, dignity, and equality are embedded in our daily practice. Guided by the United Nations Convention on the Rights of the Child (UNCRC), we empower our pupils to understand their rights and the rights of others, helping them to become confident, compassionate and responsible global citizens. Through our curriculum, school ethos and pupil voice opportunities, we foster a strong sense of fairness, inclusion and mutual respect across our whole school community.

## Sport and Healthy Schools

Physical and emotional well-being are an important part of life at Fairoak Primary School. Pupils enjoy regular, high-quality physical education, active playtimes, and a range of inclusive sports and fitness opportunities both during and after school, helping children to develop confidence, teamwork and a lifelong love of physical activity. A healthy snack policy is in place, with pupils encouraged to eat fruit or vegetables at break time and stay hydrated to support concentration and energy levels.

Our curriculum includes practical cooking skills, food education and an understanding of how diet and exercise affect the body. As part of the Cardiff Healthy Schools Scheme and the Welsh Healthy Schools Network, we are proud to embed health and well-being into every aspect of school life—supporting all children to feel good and stay healthy.

## Behaviour

We believe that positive relationships are at the heart of a successful learning environment. We foster a culture of empathy, consistency, and high expectations, where every child feels safe, valued, and understood. Behaviour is seen as a form of communication, and we respond with connection, compassion, and clear boundaries. Through restorative practices and a focus on emotional wellbeing, we support children in developing self-awareness, respect for others, and a strong sense of belonging. Our calm, relational approach helps every child to flourish, both personally and academically.

Quote goes here





# Faiiroak

***'Learning and  
Growing Together'  
'Dysgu a Thyfu  
Gyda'n Gilydd'***

**Address:** 1 Whitchurch Rd, Cardiff CF14 3JL

**Telephone:** 02920229944

**Email:** [Fairoakprimarysch@cardiff.gov.uk](mailto:Fairoakprimarysch@cardiff.gov.uk)

**Website:** [www.Fairoakprm.co.uk](http://www.Fairoakprm.co.uk)

colorfoto