YSGOL CYBI

CRIST - CYMUNED - CARIAD



PARENT HANDBOOK

2026-27 English Language Version

www.ysgolcybi.cymru

Esgobaeth Bangor
The Diocese of Bangor

Esgobaeth Bangor / Addoli Duw / Tyfu'r Eglwys / Caru'r byd
The Diocese of Bangor / Worshipping God / Growing the Church / Loving the world

Dear Parent/Guardian,

We are delighted to welcome your child to our school.

As a Church school, we are part of a wider family of sixteen schools across the Diocese of Bangor, rooted in Christian values and committed to serving the whole community. We seek to be a place where every child is known, valued and encouraged to flourish.

We believe that parents and carers are our partners in education, and that children thrive when home and school work closely together. We greatly value your support and involvement in the life of the school.

The Diocese works alongside the Local Authorities and supports schools through its Education Team and Foundation Governors, helping to nurture the Christian ethos that underpins our school community.

We hope that your child will be happy here, enjoy learning, make lasting friendships, and discover opportunities to grow in confidence and character. We look forward to working with you and supporting your child as they learn and flourish among us.

With every good wish,

+ Manon Bangor



The Bishop of Bangor
The Right Reverend Dr Manon Ceridwen James

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YR EGLWYS YNG NGHYMRU THE CHURCH IN WALES

CROESO - WELCOME

Thank you for taking the time to find out about what we have to offer at Ysgol Cybi. We are a co-educational, Voluntary Controlled Church in Wales primary school for pupils aged 3-11.

Choosing a school for your child is an important decision, and I hope that the information contained in this handbook helps you to arrive at the right choice for your family.

At Ysgol Cybi, we aim to offer education of the highest quality in a caring environment. We are able to provide for up to 617 children, in about fifteen mainstream classes.

Opened in 2017, Ysgol Cybi's site combines a renovated Edwardian red-brick building which is home to our younger children, with a modern two-storey new-build for children from 5-11 years old.

Our school emblem aims to encapsulate what we stand for as a school. Holyhead mountain, the breakwater and the lighthouse emphasise the close links we aim to foster with our local community, whilst the cross emphasises the importance of the Christian values, morals and ethos we aim to promote and celebrate as a school.

Please read on. If you are still unsure, or would like to arrange to come and see for yourselves what we have to offer, you are welcome to contact the school reception.

Mrs Rhian Grieves

Headteacher

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ADMISSIONS

Most children join our school when they are toddlers. Children can join our Nursery class in the term after their third birthday, whilst children who are already four years old on September 1st enter our Reception classes. There is also a nursery provision on site for younger children. We'll look in more detail at each provision below, beginning with the youngest children.

FOR CHILDREN WHO ARE 2.5 YEARS OLD

The youngest children on our site access a service provided by our childcare and early years education partners, *Mudiad Meithrin*. They offer morning and afternoon sessions, as well as a lunchtime wraparound service. Whilst the *Mudiad Meithrin* work on the site they are not directly managed by Ysgol Cybi's Headteacher or Governing Body. For further information, please contact *Mudiad Meithrin* through the school's main switchboard, or by visiting the office located in the Ysgol Cybi building.

FOR CHILDREN WHO ARE 3 YEARS OLD

Our part-time Nursery classes are run by school staff, and run for two hours per day. Your child will be allocated to a group that will either meet between 9am-11am each morning, or 1pm-3pm each afternoon. It is also possible for children in this age group to attend sessions run by *Mudiad Meithrin*, by paying for a childcare service to 'top-up' the hours they attend. Children are able to join our Nursery classes in the term following their third birthday. All applications are handled by the Local Authority.

FOR CHILDREN WHO ARE 4 YEARS OLD

Children who are already four years old on September 1st are eligible for our Reception classes. This is our first full-time class. Deadline for applications is 1st of February each year and the process is administered by the local authority. It is necessary for all pupils to apply for places for our Reception class, regardless of whether they have previously had a place in our Nursery class or not.

JOINING FROM ANOTHER SCHOOL

Following on from our Nursery and Reception classes, children progress through the school in year groups numbered from 1-6. From time to time, children transfer schools, for example, if a family has moved home to a different area. In such cases, we encourage parents to contact the school Reception to arrange a tour of the school, but emphasise that the application process itself is managed by the local authority's Admissions Officer. Application forms to join a school in Anglesey, or to transfer between Anglesey schools can be found on the Anglesey County Council website or requested from the Admissions Officer (01248 752915). As Welsh is



the main language of instruction in our school, it is important to ensure that children who join us are able to communicate effectively. Non-Welsh speakers who join our Foundation Learning classrooms will usually pick up the language naturally during their first few months in the school. Older children who join our Years 3-6 classes are expected to attend a Welsh language immersion course in a special catchment unit based at our school. This experience is invaluable for the pupils in developing an essential skill and ensuring access to, and appreciation of, a rich cultural heritage as well as facilitating the pupils' learning journey driven by our Curriculum For Wales.

INCLUSION AND EQUALITY

We pride ourselves on being a welcoming and caring environment for all. The process for admitting children with Additional Learning Needs is the same as outlined above, although we may need to meet with parents and other agencies prior to the start-date in order to ensure that we have everything in place to cater fully for their needs. Some children of pre-school age are referred by health visitors to the authority's pre-school assessment unit, known as the ABC unit in Llangefni prior to starting their schooling.

OUR SCHOOL CURRICULUM

We aim to deliver a curriculum to stimulate and inspire our learners. Our provision incorporates an increasingly localised, child centred approach whilst satisfying the statutory requirements of 'Curriculum For Wales' (statutory Sept. 2022).

FOUNDATION LEARNING

The Foundation Learning is often misrepresented as 'learning through play'. In reality, our staff aim to provide a broad mix of activities for our younger children - some of them are formal and traditional such as learning to form letters and words whilst sitting at a table, and others encourage our learners to apply their learning and develop their creativity. Foundation Learning done well provides children with daily opportunities to challenge themselves and reinforce skills through a variety of practical activities. We aim to deliver enjoyable sessions, but that have a definite focus on developing specific skills from the Curriculum for Wales' 6 Areas of Learning and Experience or the associated Literacy, Numeracy or Digital Frameworks.

YEARS 3 - 6

This is the term used for the education of children between 7-11 years old. Again, we base our provision on the delivery of the Curriculum for Wales and its broad range of Areas of Learning and Experience (AOLEs). As part of the current statutory requirements we ensure opportunities for pupils to reinforce and apply their learning in Numeracy, Literacy and Digital Competence in thematic work and across the AOLEs.

PUPIL VOICE

Ensuring that pupils have a say in the direction of their learning is very important to us. We encourage children to contribute towards their classes' termly plan, including sharing ideas, tasks and asking some of those difficult questions that they would like answered. The pupils are also taught to review, reflect and suggest ways of improving all aspects of their learning. It is by giving pupils a strong voice and developing their confidence and ability to express it effectively, that they will grow to become independent learners able to make good decisions about their own futures.

ENRICHMENT

We are always on the lookout for new and exciting ways to enrich our school curriculum. We take advantage of local opportunities to further pupils' learning i.e. *Anglesey Adventures,* music lessons, *Swim Safe* sessions, *c*oding workshops and many other local Holyhead area visits. We also arrange a variety of performances, presentations and workshops on our school site, including visits by artists, authors and drama groups.

EXTRA-CURRICULAR

There are several extra-curricular opportunities available. Some of these include football, reading, athletics, singing, dance to name but a few. The 'Urdd Club' for Year 3-6 Urdd members has also proved to be very popular at our school. This national organisation encourages children to develop Welsh language skills through social interactions, events and competitions including the Eisteddfod. Pupils in years 3 - 6 are given the opportunity to go on overnight visits to Urdd centres such as Glan-llyn and Llangrannog.

LANGUAGE POLICY

We follow the local authority's Welsh immersion language policy, ensuring an early emphasis on acquiring Welsh language skills before introducing English towards the last term of Foundation Learning. We aim to create fully bilingual learners who respect their heritage and are able to access the local professional workforce should they wish to do so in the future. Welsh Government defines the school as a Welsh Medium primary.

GROWTH MINDSET

We teach resilience and foster positive attitudes towards challenges from an early age using strategies based on Dr Carol Dweck's research. She noticed that some children rebound while others seem devastated by even the smallest setbacks. After studying the behaviour of thousands of children, Dr. Dweck coined the terms fixed mindset and growth mindset to describe the underlying beliefs people have about learning and intelligence. When pupils believe they can get smarter, approach difficulties as challenges and understand that effort makes them stronger, we see increased rates of progress and higher achievement.

SCHOOL PROGRESS DATA

Whilst primary sector schools no longer use end of key stage comparative data, we do use a variety of means to track pupil progress data, including national numeracy and reading tests. This information is used effectively to inform our planning.

Attendance:

	2023-24	2024-25	2025-26
Year 1 > 6	91.1%	91.8%	91.8%
Authorised Absence	6.8%	6.4%	6.7%
Unauthorised Absence	2.1%	1.8%	1.5%

Whilst all schools have struggled to reach their pre-pandemic attendances, we have chosen to keep our challenging pre-pandemic target of 95%. The progress made over the last three years reflects the effective collaboration between school staff, pupils, parents and welfare officers, which we will strive to build on in the coming years.



CLASS STRUCTURE

There are approximately 400 children registered at Ysgol Cybi currently. However, the school has been developed with space for up to 617 children, and can be adapted into a 'two and a half form entry' school, accepting up to 76 pupils per year group.

NURSERY AND RECEPTION

Miss Elena Roberts is the lead teacher for the Nursery and Reception department. The number of classes depends on the numbers in the nursery from one year to the next. The nursery age group attend school on a part time basis and the sessions are split between afternoons and mornings. The children in the Reception classes are unlikely to remain together throughout their schooling. At the end of each school year, teaching staff reflect upon successes and challenges and often feel it necessary to make changes to class groups ready for the following year. This department is based in the original red-brick building, and accessed in the mornings and at pick-up time from South Stack Road.

YEAR 1&2

Mrs Debi Desmond-Jones is the lead teacher for the Year 1&2 department where there are currently, four mixed Year 1/2 classes. The classrooms of this department take up the ground floor of the new building.

YEAR 3&4

Miss Jodie Tanner and Mrs Elysia Kidd are currently sharing the role of the lead teacher for year 3 and 4. There are currently three mixed Year 3/4 classes.

YEAR 5&6

Mrs Claire Doutch is the lead teacher for year 5 and 6. Currently, there are three year 6 classes and two year 5 classes. This department is based upstairs in the new building.

ADDITIONAL LEARNING NEEDS (ALN)

We pride ourselves on being able to respond very effectively to pupils' additional learning needs (ALN). We work closely alongside a variety of agencies to deliver a bespoke provision for individual learners and/or groups. Our school includes additional classrooms and spaces to allow us the opportunity to work with individuals or small groups on areas such as basic skills and social, emotional or behavioural skills or sometimes, more specialised interventions. Our school provision also includes two 'Nurture Classes' one for Foundation Learning pupils and the second for pupils in Years 3 - 6; that broadly follow 'national nurture network' principles. These classes were initially set up to focus on the development of pupils' behavioural, emotional and social skills, but now also extend their provision to include aspects of language, communication and interaction.

If we consider that additional provision could benefit your child, you will be invited to meet with our ALN Coordinator Mrs Jessica Witrylak-Griffiths. Additional learning needs is a broad term, and many children with ALN can be supported in class, or may be taken out of classes for short periods to work on specific targets.

MEET THE TEAM

We have a team of experienced staff members who have specific roles and responsibilities. If you need to speak to a member of staff, our clerical staff will be able to assist in directing you to the person who is most likely to be able to help you. Here's a brief overview.

SENIOR MANAGERS

The Headteacher has overall responsibility for the leadership and day-to-day management of the school and is supported by the Deputy Headteacher and Additional Learning Needs Coordinator (ALNCo). Mrs Grieves leads on matters relating to pupil and staff welfare and wellbeing, finance and premises management. Mrs Edwards, our Deputy Headteacher, supports the implementation of the school's strategic vision and leads on teaching and learning. Mrs Witrylak-Griffiths, our ALNCo, oversees the school's additional learning needs provision. Together, they form the school's Senior Leadership Team.

LEAD TEACHERS

As one of the largest primary schools in the region, we recognise that one of our biggest challenges is to maintain that family-feel often associated with primary education. In order to ensure that children become familiar with key members of staff and that we get to know each child's needs and interests, we've divided our school into four departments. Each department has a lead teacher who helps to coordinate the work of the staff in their team.

TEACHERS

Most of our teachers are responsible for teaching specific age groups in their department as shown in the table overleaf. In addition, we have two Level 4 Learning Support Assistants who may teach your child for specific sessions on a weekly basis.

ADDITIONAL LEARNING NEEDS TEAM

Working with our ALN Coordinator we have a team of assistants with various different responsibilities. Some, for example, dedicate their time to catering for children's speech and language, medical or emotional needs. Others are based in classrooms making sure that children with ALN are able to access mainstream lessons with support.

FOUNDATION LEARNING ASSISTANTS

All our infant classes have at least one assistant



attached to the class in order to support the teacher in delivering Foundation Learning. They help the teacher and children with all aspects of work and life in their classroom and also spend time with the children when they are playing and socialising outdoors.

SUPPORT STAFF

In addition to the teaching staff, we employ a team of additional support staff to help our pupils and parents in a variety of ways. Two Clerical Officers work in our Reception assisting pupils, parents and members of staff with the day to day running of the school. If they are unable to be of assistance, they will certainly be able to refer you to someone else that will be able to help. Our cooks, employed by a catering contractor, prepare wonderful fresh meals daily, and our cleaners help ensure the school is a clean and welcoming environment fit for pupils to work and play.

Name	Role	Year Group	Class
Rhian Grieves	Headteacher	Overall responsibility for all aspects of school life	
Holly Edwards	Deputy Headteacher	Supports the implementation of the school's strategic vision and leads on teaching and learning	
Jessica Witrylak-Griffiths 0.8	ALN Coordinator	Leads on additional learning needs and assessment	
Claire Doutch	Year 5/6 Dept. Lead Teacher	6	24
Jodie Tanner 0.6 / Elysia Kidd 0.6	Year 3/4 Dept. Lead Teacher	3/4	13
Debi Desmond-Jones	Year 1/2 Dept. Lead Teacher	1/2	10
Elena Roberts	N/R Dept. Lead Teacher	R	5
Dani Jones	L4 LSA	N	3
Nia Jones	Teacher	R	6
Lynne Trowell	Teacher	1/2	8
Elaine Wildman	Teacher	1/2	11
Amanda Earnshaw	Teacher	1/2	12
Llio Griffith	Teacher	3/4	14
Temporary Supply Teacher	Teacher	3/4	16
Llio Thomas-Jones 0.8	Teacher	6	19
Nerys Williams	Teacher	5	20
Nia Morgan	Teacher	5	21
Ffion Matthews	Teacher	6	25
Anwen Phillips (L4 LSA)	Specialist Nurture Support Assistant	Nurture	9+23
Sarah Williams (L4 LSA)	PPA Cover		
Rhian Bruce	PPA Cover		
Foundation Learning Assistants	Kelly Morris, Amanda Owen, Lilly Williams, Laura Walters, Karen Davies, Carla Owen, Caitlin Key.		
ALN Team	Jan Hughes, Susan Connolly, Beverley Chadwick, Yvonne Owen, Lois Morris, Karen Owen, Erin Williams, Laura Malone, Gemma Williams, Sophie McGinness, Heather Pritchard, Sian Mowbray, Kerrylee Owen, Zoe Williams, Kirsty Owen, Eve Williams, Ffion Jordan, Elin Owen.		
Cheryl Dickens	Clerical Support Officer		
Carol Kelsall	Clerical Support Officer		
Colin Bell	Chair of Governors		



'train up a child
in the way he should go;
and when he is old,
he will not depart from it'
Proverbs, 22:6

CHURCH IN WALES

As a Church in Wales school, we always aim to promote Christian values and morals which we feel are an important part of the school's ethos. We have close links to St Cybi's church, and the children enjoy visiting and performing in services. Members of the local clergy visit the school often, and lead a weekly school service. The pupils attend a daily service either in the classroom or in the school hall as a whole department or school.

The school's Curricular provision is in line with the Humanities Area Of Learning and Experience which encompasses religion, values and ethics (RVE). Whilst parents cannot withdraw their children from RVE they reserve the right to withdraw their child from collective worship by informing the headteacher in writing. We aim to create an inclusive ethos that can be appreciated by children of all or no religions. The Church is an important part of our school, and we hope that by reflecting on their own spirituality, our children will grow into well-rounded, balanced and respectful young

DAILY ROUTINES

In order to maintain the smooth running of a school it is important to put routines in place that children, staff and parents understand.

ARRIVING IN THE MORNING

Most children enter the school via gates onto the Year 3 - 6 playground. This is accessed via a pedestrian walkway. These gates open at 8.50am with children expected to be in class and in time for the registers to be taken at 9.00am. Children in the Nursery and Reception classes access the site through three gates on South Stack Road. Again, these are unlocked at 8.50am and registers are taken at 9.00am. Those who have pre-booked a session at our Care Club arrive between 8.00am and 8.15am and report to the Community Entrance located near the school hall. These same doors are unlocked again between 8.25am and 8.35am for our free breakfast club.

LEAVING AT THE END OF THE DAY

Most children leave the school premises at the end of the school day via the Year 3 - 6 playground. Year 1/2 children are escorted onto the playground at 3pm and are discharged into their parents' care. A similar routine is followed five minutes later for pupils in Years 3 - 6, although they may walk home unaccompanied if the children have 'walking passes', which the parents can apply for through the school Reception. Nursery and Reception pupils leave the premises via the paths that lead to South Stack Road. These gates open at 11am for Nursery pupils who attend the morning session and at 3pm for all others.

PARENT PARKING

The car-park in front of the school has numbered allocated spaces for teachers only. Parents and visitors are advised to use the overflow car park situated across the road from the main entrance and accessed via Millbank. We appeal to drivers to avoid parking close to zebra crossings or other restricted areas. Parents of older children may want to apply for 'walking passes' and could arrange to meet their child at a pre-determined point to avoid the most congested areas.

BREAK TIMES

All children have one allocated daily playtime in the morning as well as a lunch break, during which they also have an opportunity to go out to play. Arrangements for afternoon breaks are the class teacher's responsibility and are often dependent on what's planned for that particular day. In all, our timetable allows for Foundation Learning pupils to be educated for 21.5 hours per week, rising to 23.5 hours for pupils in Years 3 - 6. This takes into account government



guidelines.

HEALTHY LIFESTYLES

During the morning break, pupils are able to buy fruit from the shops we run in school, or can bring in their own fruit as a snack. A piece of fruit costs 40p per day. Unhealthy treats such as biscuits and crisps are not allowed at playtime. Nutritious free school dinners are available at lunchtime. Alternatively, you can provide a packed lunch for your child - again we encourage healthy options in a lunchbox, rather than treats. Similarly, we strongly encourage healthy journeys to school and have safe storage areas for bicycles/scooters on our Year 3 - 6 playground.

UNIFORM

We feel that wearing a uniform helps children to feel part of our school community. Uniform featuring the school badge is available from local stores, although it is not compulsory to wear the logo and parents are free to choose other suppliers such as local Supermarkets and on-line retailers.

NAME TAGS

Please ensure that your child's belongings are labelled. Many parents use name tags that can be bought and stitched onto clothing, but at the very least please use a marker pen to help identify your child's belongings.

MAIN SCHOOL UNIFORM

We chose the colour 'jade' as the school's main colour having got the inspiration from the building itself. Children are asked to wear jade jumpers or cardigans, with a white polo shirt underneath. Black or grey trousers (not tracksuit bottoms) or a black or grey skirt complete the uniform. Skirts should be of a respectable length. Summer dresses are often popular in warm weather - we'd suggest that the light blue gingham pattern goes well with the jade colour. Please ensure that your child wears sensible black shoes, avoiding heels. It is sensible to send them with a coat on all but the hottest days in case the weather changes - we will often send the children out to play for some fresh air, even if it is spitting with rain, but without a coat your child could miss out. Ysgol Cybi reading wallets are also available from local stores. We highly recommend that each child carries one of these - they help to keep reading books, homework and any letters in good condition.

PE KIT

We've introduced a PE kit for very practical reasons. Wearing cheap, plain clothes means better value for money for parents, and it also eliminates any competition between the children as to who has the smartest new football shirt or most fashionable kit. For PE, children should wear a white, t-shirt with plain black shorts. It's possible to buy these with logos if desired. Our younger children are encouraged to leave their PE bags in school to be taken home for washing during school holidays. Lessons in the hall are undertaken bare-foot, both to protect the floor and to help with lesson objectives. Anyone with a verruca can wear a specialist sock of the type worn when swimming.

JEWELLERY AND ACCESSORIES

We kindly ask that pupils do not wear jewellery at school. These items can be valuable and can also cause health and safety risks (for example, oversized watches or large hooped earrings). If earrings have to be worn we ask that they are 'studs' only. If a child wears these items to school they will be kept safely to one side until the end of the school day and returned with advice not to bring them to school again.

WHAT TO BRING

Children will routinely come to school with a coat, reading wallet, PE Kit (relevant days only), water bottle and some bring a packed lunch. They do not need to bring their own pencil case or stationery (we provide all equipment needed in school), or any toys or games. We provide footballs for playtime - children are asked not to bring their own.



WELFARE

BEHAVIOUR

The school has several strategies for promoting good behaviour and to encourage children to reconsider their actions when wrong choices have been made. In short, as a school staff we aim to be consistently promoting positive behaviour reinforced by lessons and assemblies advocating the importance of Christian values. School staff will often use specific reward systems to celebrate successes i.e. class dojo points. The school behaviour policy outlines steps taken as reprimands or to further support children that have difficulty adhering to reasonable standards and expectations. Our ultimate aim, by working closely with parents and occasionally, specialist agencies, is to prioritise safety and welfare whilst ensuring the inclusion of all pupils in mainstream education working towards their potential.

ATTENDANCE AND ABSENCE

School attendance is a statutory legal requirement for pupils of school age, meaning that all children should be in school every day. Our school attendance target is currently set at 95%, equating to no more than 8 days of absence per child. That said, we recognise that illnesses and accidents do occur, and in such cases taking time off can be unavoidable. It is essential that parents inform the school on the first morning of absence if a child is not going to be in. This can be done by contacting the school using the free School Gateway App. The Department of Health information (appendix) shares the expected period of absence for various ailments. Parents should not normally take children on holiday during term time. Any request must be submitted in advance and will be considered individually. There is no automatic entitlement to authorised leave. Too many unauthorised absences can lead to the issuing of a fixed-penalty notice by the local authority.

SITE SAFETY

The perimeter of our site is secured during the daytime by large fencing and gates that lock electronically. Any visitors must report to the reception located at the main entrance. All our staff have current DBS checks, and we conduct regular risk assessments of the school grounds.

SAFEGUARDING

Our most important duty in school is to ensure the safety of each child. The school's child protection officer is Mrs Rhian Grieves (Headteacher), deputised by Mrs Holly Edwards (Deputy Headteacher) alongside other members of the Leadership Team - Mrs Jessica Witrylak-Griffiths and Mrs Claire Doutch. We follow the Wales Safeguarding Procedures, and liaise closely with external agencies where necessary. If we suspect neglect or abuse a Child Protection referral is completed immediately and without consultation. If we feel a family may need support to help meet their child's needs we will invite them in to school to discuss the options on offer. Signs of concern range from the obvious, such as bruising and physical marks, to the more subtle such as change of mood; persistent absence/lateness; regular bouts of head lice; unsuitable packed lunches; reference to adult media (inappropriate films/games); disengagement in learning and inappropriate behaviour.

RELATIONSHIPS AND SEXUALITY EDUCATION (RSE)

As part of our Relationships and Sexuality Education programme, we teach children about sex and healthy relationships. This includes learning the names of the body parts in the Foundation Learning and learning about puberty, changes in our bodies and reproduction in Years 3-6.

ACCIDENTS AND MEDICINE AT SCHOOL

Although appropriate measures are in place to keep children and adults safe, accidents can occasionally happen. If your child receives first aid during the school day, they will be given an advisory slip to take home. Parents or carers will also receive a telephone call following any head injury.

If your child needs medication during the school day, a parent or carer must complete and sign the school's medication consent form. Medication must be provided in its original packaging, clearly labelled with the child's name and dosage instructions, and handed directly to the school office. Authorised staff may then administer the medication in accordance with the written instructions provided. Where a child has ongoing or more complex healthcare needs, an individual healthcare plan may also be required.

LOOKED AFTER CHILDREN

Mrs Rhian Grieves (Headteacher) is our designated responsible person for looked after children. Each child's needs are reviewed formally on a regular basis including working alongside any appropriate supporting agencies.

TOILETTING

Children are usually toilet-trained before starting our Nursery class. However, if a child is not yet fully toilet-trained, parents and carers should contact the school so that we can work together to agree an appropriate toileting plan.

DRINKING WATER

Water fountains can be accessed when required during the school day, however pupils are reminded to bring full water bottles to school. Squash is not allowed during lesson or play times, although parents may choose to send it as part of a packed lunch. Fizzy drinks, cans and glass bottles are not permitted.

COMMUNICATING WITH SCHOOL

There are several ways that we share messages with parents, and similarly many options for you to get in touch with us. We believe that good communication leads to good cooperation.

The most obvious way to get in touch is by speaking to a member of staff, and you may be able to catch a quick word at the door or out on the yard at the end of the school day. For a more private chat, since the teachers' main focus is on the children during school hours, it will be necessary to make an appointment by contacting the school office. You can get short messages through to us via text by using the School Gateway App, school e-mail, directly to the class teacher through *Class Dojo* or even by picking up the phone. From our perspective, we share news and information via our school Facebook and by email regularly. We also use School Gateway to send out text messages when required, and there is still the need for the occasional letter delivered via pupil-post. We pride ourselves on our use of social media, but with that is an element of trust. Please show respect to the school and our staff at all times, including online - if you have any worries or concerns please arrange to come in to see us.



COMPLAINTS

If you have a problem concerning your child's education, please make an appointment to see your child's class teacher by contacting the school office. Most problems can be dealt with informally by the teacher concerned. If you feel that your problem has not been resolved, please log your concern at the school reception. Our support staff will take some brief details in order to work out which member of the management team can best assist. This will depend on the nature of your concern, and could be one of the lead teachers , ALN Co-ordinator, Deputy Headteacher or the Headteacher. In the unlikely event that you remain dissatisfied, you can present a formal written complaint to the headteacher, who must respond within 10 school days. If all these avenues have been exhausted and you are still not happy, you can write to the Chair of the Governing Body, via the school, who will investigate whether the headteacher has dealt with the matter fairly and correctly.

A: Informal Process	• Informal conversation with class teacher. • Complete a 'concern slip' at the main reception in order to arrange a meeting with a lead teacher or manager.
B: Formal Process	• Formal complaint to the Headteacher in writing. You can use the template provided if you like. Make sure it is clear what you are complaining about and what you expect to happen to resolve your concern.
C: Formal Process	• Present a formal complaint to the Chair of the Governing Body in writing. • Attend meeting of the Governing Body's Complaints Panel.

GOVERNING BODY MEETING FOR PARENTS

Parents are allowed to request up to three meetings in any given year. This is an opportunity for parents to ask questions about the Annual Report or any other matters relating to the school and about how they have undertaken their duties with regard to running the school. Meetings can be requested at any time during the school year if at least 30 or 10% of parents agree to the request. Further details are available in the Governors Annual Report or by contacting the Headteacher or Chair of the Governing Body through the school's Reception.



MONEY IN SCHOOL

Most aspects of a child's school life at Ysgol Cybi are free of charge. However there are some services or activities that require a payment, and others for which a contribution is appreciated.

ONLINE PAYMENTS

By far the easiest way to make payments to Ysgol Cybi is via the School Gateway App. The trickiest part is registering in the first place - our admin staff can help if required. Once you're up and running, it is easy to pay for school trips and such activities with a few taps of the finger.

CASH PAYMENTS

We are now mostly a cashless school. However, if you are struggling with the on-line payment system please contact our admin staff who will be happy to assist and support.

FRUIT MONEY

We run a fruit shop that makes a small profit that the teachers can spend on resources for their class. A piece of fruit costs 40p per day (cash in an envelope with child's name and class printed please).

CHARGING POLICY

Since September 2021, all school policies have been published on our website as they are adopted by the Governing Body; and our full charging policy is therefore available for you to view online. There are occasions when we will kindly ask parents for voluntary contributions towards visits, events or activities. Whilst our fundraising efforts certainly help, there are some activities during a school year that would simply not be possible without additional parental contributions.

FUNDRAISING

As part of our duty to educate children about being responsible, caring citizens, individual year groups and the school council organises fundraising activities each year, supporting charities and the school itself. In a typical year we will arrange activities in support of - Children In Need, Comic Relief, Remembrance Day, School Council's Charity. We will often arrange additional events to raise money for the school such as - Christmas Show and Disco, Sponsored Events, Summer Fair, School Lottery.

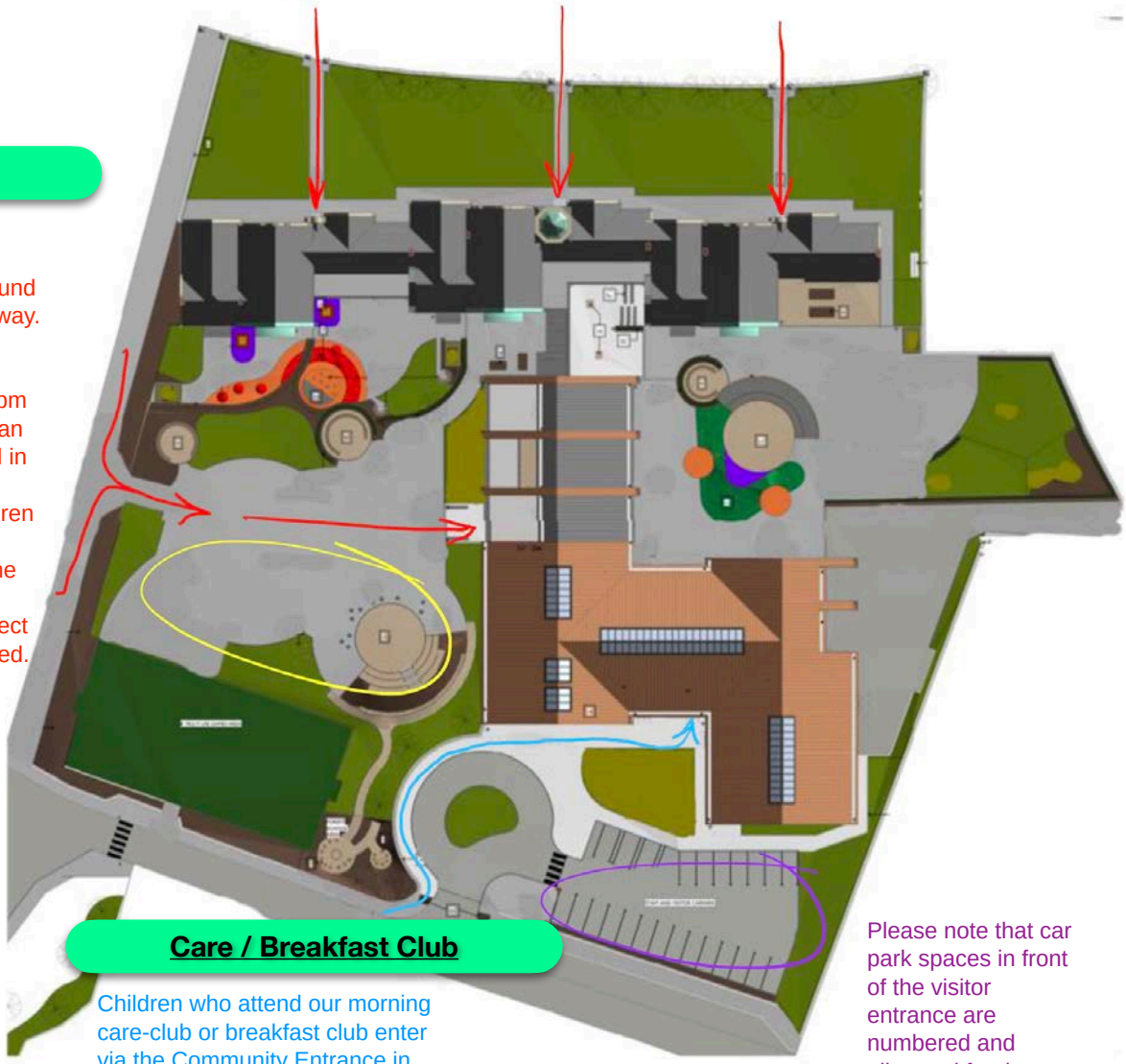
PLANNING YOUR FIRST DAY

This map of the site shows the routes to and from school.

Entry to the Nursery and Reception Department for our children under 5 years old, along with the pre-school provider and wraparound care is through three gates on South Stack Road. Electronically controlled locks are used to ensure that the gates are only open between 8.50am and 9.00am, and at pick-up times.

Nursery & Reception

Dosbarth 1&2 Dosbarth 3&4 Dosbarth 5&6



Years 1 - 6

Most children arrive at school via a gate that opens onto the playground from a pedestrian walkway. This gate is unlocked between 8.50am and 9.00am, and from 2.50pm for pickups. Parents can wait in the area marked in yellow at the end of the school day. Older children who have parental permission to walk home will be issued with a walking pass if the correct form has been completed.

Care / Breakfast Club

Children who attend our morning care-club or breakfast club enter via the Community Entrance in the corner indicated by the arrow.

The door is open for care club between 8.00am and 8.15am.

The door is open for breakfast club between 8.25am and 8.35am.

Please note that car park spaces in front of the visitor entrance are numbered and allocated for the use of teachers only.

Key Dates 2026-27

2026-27 TERM DATES	Start	End
Autumn Term	01/09/2026	18/12/2026
Spring Term	04/01/2027	19/03/2027
Summer Term	05/04/2027	20/07/2027
2026-27 HOLIDAYS		
Half Term	26 October-30 October	
Christmas Holidays	21 December -01 January	
Half Term	08-12 February	
Easter Holidays	22 March-02 April	
May Day	3 May	
Half Term	31 May - 04 June	
Summer Holidays	21 July - 31 August	

Some of these dates may well change. Ysgol Cybi will keep you updated with any changes that are relevant to your child(ren).

Additional information available in separate supplements:

* SIMS Data Collection Form (for new pupils)
* Free School Meals form (if entitled)
* School term and holiday dates

YSGOL CYBI

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GIG CYMRU NHS WALES | Iechyd Cyhoeddus Cymru Public Health Wales

Public Health Wales
Health Protection Team

Exclusion Period for Common Infections (May 2023)
Including A-Z of Common Infections and Next Steps

The table below is a guide on whether an individual with an infection should attend a setting e.g., a school or workplace. This is based on the level/period of infectiousness and not on whether the individual is well enough to attend. If uncertain, individuals should stay at home and seek advice from NHS Direct Wales 0845 46 47 (NHS 111 where available), their Pharmacy or General Practitioner (GP). If a setting requires advice on infections and length of time an individual should be kept away from the setting (exclusion period) then they are asked to:

1. Refer to the information table below.
2. Seek advice, if required, from relevant health professionals such as GP, Pharmacy, Health Visitor, School Nurse, Midwife, etc.
3. In the case of staff illness/exposure contact their own Occupational Health Team.
4. Contact the **Health Protection All Wales Acute Response (AWARe) Team on 0300 003 0032 or via e-mail aware@wales.nhs.uk if directed to do so below.**
5. Closing a setting due to infection control is very rare, you do not need to close your setting unless advised to after speaking to the Health Protection Team.

When there are local/national outbreaks of illness, settings will usually be informed and advised of any actions they are required to take by the Health Protection/All Wales Acute Response Team. Settings are asked to keep a register of unwell individuals and also have a register of individuals who may be considered vulnerable to infection. If there are two or more cases of an infection; or more than the usual number of a common infection, then the setting should seek advice from the Health Protection (AWARe) Team.

Illness and Infections	Length of time an Individual is to be kept away from setting (Exclusion Period)	Do Childhood Settings Including Nurseries/ Schools Need to Notify Public Health Wales? (AWARe)	Advice and Next Actions	Comments
Unexplained rashes should be considered infectious until health advice is obtained from a clinician. NHS 111 Wales - Health A-Z : Skin rashes in babies and children				
Athlete's Foot	**None**	**No**	• Do not allow people who have the infection to share socks, shoes, towels, or bathmats with others. • Parents/guardians should seek advice from their local pharmacists. NHS 111 Wales - Health A-Z : Athlete's foot	Athletes' Foot is not a serious condition, but treatment is recommended.
Chickenpox	**YES,** 5 days from onset of rash **AND** until all vesides (blisters) have crusted over, (dried up).	**Yes, BUT ONLY** if Chickenpox and/or influenza are circulating at same time and same setting, (e.g., Classroom, Nursery) as Scarlet Fever.	• Good hand hygiene. • Increased touch point cleaning. • Enhanced environmental cleaning. This includes toys, non-washable items, for example soft toys should be wiped or washed with a detergent using warm water and dried thoroughly. • Discourage play with items/toys that are unable to be cleaned effectively. • Play with sand or water should be temporary stopped. • Encourage good "Cough etiquette" – Catch it, Bin it Kill it message. NHS 111 Wales - Health A-Z : Chickenpox	Infectious for 24 hours before onset of rash. *SEE: Vulnerable Individuals and Pregnancy (below).* PHW will initially advise on management of the incident **ONLY IF** Chickenpox and/or Influenza are circulating at same time and same setting, (e.g., within the same classroom, and withing the same Nursery) as scarlet Fever.
Cold Sores (Herpes Simplex)	**None**	**No**	• Contact local pharmacist if not improving. • Avoid kissing and contact with the sores. • Avoid the use of cups/utensils which may be shared in setting. NHS 111 Wales - Health A-Z : Cold sore	Cold Sores are generally mild and self-limiting.
German Measles (Rubella) *	**YES,** exclusion for five days from onset of rash. (1st day of rash is classed as day 0)	**Yes,** if child attended the setting 7 days before and within the 7 days after the rash appeared. Notification normally received from GP or Clinician to AWARe, (Public Health Team).	• Good hand hygiene. • Increased touch point cleaning. • Enhanced environmental cleaning. This includes toys, non-washable items, for example soft toys must be wiped or washed with a detergent using warm water and dried thoroughly. • Discourage play with items/toys that are unable to be cleaned effectively. • Play with sand or water should be temporary stopped. • Encourage good "Cough etiquette" – Catch it, Bin it Kill it message. NHS 111 Wales - Health A-Z : Rubella (German measles)	Preventable by vaccination and covered by the routine immunisation schedule (MMR x 2 doses). *SEE: Vulnerable Individuals and Pregnancy (below)* Pregnant staff should seek prompt advice from their GP or Midwife. Encourage all staff to find out their MMR status- if unsure, advise them to contact their GP to discuss.
Hand, Foot and Mouth (Coxsackie Viral Infection)	**None**	**No**	• The virus can remain in the faeces for a few weeks after the initial infection. • Encourage individuals to implement good hand hygiene practices, particularly in those staff who carry out nappy changing or assist with toileting in individuals with symptoms. NHS 111 Wales - Health A-Z : Hand, foot and mouth disease	Not to be confused with Foot and Mouth disease in animals. Not a known risk in pregnancy but any pregnant staff should discuss with their Midwife or GP. *SEE: Vulnerable Individuals and Pregnancy (below).*
Impetigo	**YES,** exclusion until affected areas are crusted and healed, or 48 hours after commencing antibiotic treatment.	**No**	• Encourage individuals to maintain good hand hygiene. • Discourage children, young people and staff touching or scratching the sores, or letting others touch them. • Do not allow towels, flannels, toothbrushes and eating and drinking utensils to be shared by others. • Ensure that equipment, including toys and play equipment are thoroughly cleaned daily. • Non-washable items, for example soft toys should be wiped or washed with a detergent using warm water and dried thoroughly. • Discourage play with items/toys that are unable to be cleaned effectively. NHS 111 Wales - Health A-Z : Impetigo	Antibiotic treatment speeds up healing and reduces the infectious period.

Measles*	**YES,** four days from onset of rash. (1st day of rash is classed as day 0).	**YES,** if child attended the setting 4 days before and the 4 days after the rash appeared. Notification normally received from GP or Clinician to AWARe, (Public Health Wales).	• Good hand hygiene. • Increased touch point cleaning. • Enhanced environmental cleaning. This includes toys, non-washable items, for example soft toys should be wiped or washed with a detergent using warm water and dried thoroughly. • Discourage play with items/toys that are unable to be cleaned effectively. • Play with sand or water should be temporary stopped. • Encourage good "Cough etiquette" – Catch it, Bin it Kill it message. • If able discuss with parents'/guardians' vaccination if individual is unvaconated. NHS 111 Wales - Health A-Z: Measles	Preventable by vaccination and covered by the routine immunisation schedule (MMR x 2 doses is the recommended. Schedule in the UK). *SEE: Vulnerable Individuals and Pregnancy (below).* Pregnant individuals should contact their Midwife or GP as soon as possible to assess their immunity. Encourage all staff to find out their MMR status if unsure advise them to contact their GP to discuss.
Molluscum Contagiosum	**None**	**No**	• Should seek advice of Pharmacist or GP. • Normal hand hygiene and personal hygiene should be maintained. NHS 111 Wales - Health A-Z: Molluscum contagiosum	A self-limiting condition that may continue for up to 18 months.
Ringworm	**YES,** until treatment has been commenced.	**No**	• Good hand hygiene. • Continue with high level of individual hygiene. • If on individuals' feet, ensure feet are covered. • Ensure environmental cleaning is carried out daily. • Refer to GP NHS 111 Wales - Health A-Z: Ringworm	Keep area affected covered. Treatment is recommended
Scabies	**YES,** affected individual can return 24 after first treatment.	Only notify HPT if more than two cases in the setting, (same classroom and similar time frame).	• Affected cases should seek advice and treatment from either GP or local pharmacist. • Household contacts of the case do not need to be excluded but will need to be treated at the same time as the affected individual. • Do not share towels or flannels during the treatment phase. • Ensure good hand hygiene maintained. • Consider a deep clean of soft furnishings/soft toys and dressing up equipment if multiple cases in same setting. (Deep clean should be timed after 1st treatment- also include laundry. Bed linen / blankets / towels etc – wash 60 degrees). NHS 111 Wales - Health A-Z: Scabies	Household and close contacts require concurrent treatment
Scarlet Fever*	**YES,** individuals can return after full 24 hours of appropriate antibiotics, if not treated with antibiotics the individual should not return until symptoms have resolved.	**YES, only if** there are 2 or more confirmed cases in a classroom setting, within 10 days of each other. Please consult with the Health Protection Team if Flu and/or Chickenpox is circulating at same time as Scarlet Fever in the setting, or if an individual has attended or been hospitalised.	• Each single case of Scarlet Fever should be notified to PHW via the GP or Clinician assessing the individual. • Encourage good hand hygiene. • Increased touch point cleaning. • Enhanced environmental cleaning. This includes toys, non-washable items, for example soft toys should be wiped or washed with a detergent using warm water and dried thoroughly. • Discourage play with items/toys that are unable to be cleaned effectively. • Play with sand or water maybe temporary stopped. • Encourage good "Cough etiquette" – Catch it, Bin it Kill it message. • Discourage play with items/toys that are unable to be cleaned effectively. NHS 111 Wales - Health A-Z: Scarlet fever	Antibiotic treatment recommended for the affected individual. Please consult with Health Protection Team if Flu and/or Chickenpox circulating at same time and the same setting as Scarlet Fever or if you are aware a child has attended or been hospitalised due to Scarlet Fever.
Streptococcal A (also known as Strep Throat) See also Tonsillitis	**YES,** individual can return after full 24 hours of appropriate antibiotics.	**No,** not unless there are several cases, any hospitalised individuals or cocirculating Chickenpox and or Influenza, (Flu)	• Good hand hygiene. • Increased touch point cleaning. • Enhanced environmental cleaning. This includes toys, non-washable items, for example soft toys should be wiped or washed with a detergent using warm water and dried thoroughly. • Discourage play with items/toys that are unable to be cleaned effectively. • Play with sand or water Should be temporary stopped. • Encourage good "Cough etiquette" – Catch it, Bin it Kill it message. NHS 111 Wales - Health A-Z: Streptococcus A (Strep A)	Some Pharmacists will offer point of care throat swabbing to test for Streptococcus Group A.
Slapped Cheek/Fifth Disease/ Parvovirus B19	**None**	**No**	• Any pregnant, (especially under 20 weeks gestation), or any immunocompromised individuals need to seek clinical advice either from their GP, Midwife, or their Consultant Specialist. NHS 111 Wales - Health A-Z: Slapped cheek syndrome	*SEE: Vulnerable Individuals and Pregnancy (below)* Once rash has appeared the individual is no longer infectious, (cannot pass the virus on to other). Pregnant individuals should contact their Midwife or GP as soon as possible.
Shingles, (this infection is caused by the same virus as Chickenpox, this virus can remain in the body and sometimes is reactivated, and this is known as Shingles).	Individual only to be kept away from setting if rash is weeping and cannot be covered.	**No** but need to notify PHW if cocirculating Scarlet Fever, Flu or Chickenpox.	• If the child is attending School/Nurseries ensure all dressings are clean, dry and intact. • If not contact parents/guardians to discuss collecting the child. NHS 111 Wales - Health A-Z: Shingles	Can cause chickenpox in those who are not immune i.e., have not had chickenpox. It is spread by contact with the vascular fluid from blisters). Pregnant individuals should contact their Midwife or GP as

				soon as possible. *SEE: Vulnerable Individuals and Pregnancy (below)*
Warts and Verrucae	**None**	**No**	• Verrucae should be covered in swimming pools, gymnasiums and changing rooms. • NHS 111 Wales - Health A-Z: Warts and verrucae	Treatment can be sourced at the local Pharmacist or GP Practice.
			Diarrhoea and vomiting illness	
Clostridioides Difficile (formerly known as Clostridium Difficile/C.diff)	**YES,** to stay away from setting 48 hours from last episode of diarrhoea.	Any concerns contact Health Protection Team who will assess the incident.	• Good hand hygiene. • Increased touch point cleaning. • Enhanced environmental cleaning especially toilets and nappy changing areas. • Toys should be wiped down and non-washable items, for example soft toys should be wiped or washed with a detergent using warm water and dried thoroughly. • Discourage play with items/toys that are unable to be cleaned effectively. • Play with sand or water should be temporary stopped. • It is recommended that a bleach-based product is used in accordance with manufacturers guidelines. NHS 111 Wales - Health A-Z: Clostridium difficile	If there are two or more cases in a setting, please seek advice from the Health Protection Team.
Cryptosporidiosis	**YES,** to stay away from setting 48 hours from last episode of diarrhoea.	Notification normally received from GP or Clinician to PHW but will be followed up by the Local Environmental Team.	• Good hand hygiene. • Increased touch point cleaning • Affected individuals should not swim for two weeks after the last episode of diarrhoea. • If attending petting farms and or feeding animals, ensure individuals perform appropriate hand hygiene immediately after contact with animals or surfaces. • Enhanced environmental cleaning especially toilets and nappy changing areas and high touch contact areas. This includes toys, non-washable items, for example soft toys should be wiped or washed with a detergent using warm water and dried thoroughly.	Use gloves and apron when handling blood or bodily fluids such as vomit or diarrhoea. Ensure correct storage of soiled clothing (separate from clean coats clothing etc) Ensure correct
			• Discourage play with items/toys that are unable to be cleaned effectively. • Play with sand or water should be temporary stopped. NHS 111 Wales - Health A-Z: Diarrhoea and vomiting	disposal of soiled nappies.
Diarrhoea and/or vomiting	**YES,** 48 hours from last episode of diarrhoea or vomiting.	**Yes, only If** there are two or more cases in a similar setting, please inform the Health Protection Team/Environmental Health Officer	• Good hand hygiene. • Increased touch point cleaning. • Enhanced environmental cleaning, paying particular attention to toilet and kitchen areas. • Toys should be wiped down and non-washable items, for example soft toys should be wiped or washed with a detergent using warm water and dried thoroughly. • Discourage play with items/toys that are unable to be cleaned effectively. • Play with sand or water should be temporary stopped. NHS 111 Wales - Health A-Z: Diarrhoea and vomiting NHS 111 Wales - Health A-Z: Norovirus	Use gloves and apron when handling blood or bodily fluids such as vomit or diarrhoea. Ensure correct disposable of soiled nappies. If a particular cause of the diarrhoea and vomiting is identified, there may be additional exclusion advice, for example E coli STEC and Hep A which will be followed up by the Local Health Environment Department
***E. coli* O157 STEC* Typhoid [and Paratyphoid] (Enteric Fever) * Shigella* (Dysentery)**	**YES,** keep away from the setting for 48 hours from the last episode of diarrhoea as a **minimum**. Some individuals may need to be kept away from the setting until	**YES,** but Notification normally received from GP or Clinician. Will be followed up by the Local Environmental Health Team.	• Good hand hygiene. • Increased touch point cleaning. • Enhanced environmental cleaning, paying particular attention to toilet and kitchen areas. • Toys should be wiped down and non-washable items, for example soft toys should be wiped or washed with a detergent using warm water and dried thoroughly. • Discourage play with items/toys that are unable to be cleaned effectively.	Individuals aged 5 years or younger, those who have difficulty in maintaining good personal hygiene, food handlers and care staff need to be kept away from
	they are no longer excreting the bacteria in their faeces. Microbiological clearance may be required. Always consult with your local Environmental Health Officer/Health Protection Team.		• Play with sand or water should be temporary stopped. • Use gloves and apron when handling blood or bodily fluids such as vomit or diarrhoea. • Ensure correct disposable of soiled nappies. NHS 111 Wales - Health A-Z: Dysentery NHS 111 Wales - Health A-Z: Typhoid fever NHS 111 Wales - Health A-Z: Food poisoning	the setting until there is proof that they are not carrying the bacteria (microbiological clearance). Your local Environmental Health Officer and Health Protection Team will give advice in all cases. Microbiological clearance may also be required for those in close contact with a case of disease. The Environmental Health Officer/Health Protection Team can provide advice if required.
Acute Respiratory Illness e.g., COVID-19 (Coronavirus-19) * (Please also see influenza)	Please follow current Welsh Government Guidance on Self-Isolation: Guidance for people with symptoms of a respiratory infection, including COVID-19 | GOV.WALES **or** What are the latest rules around COVID-19 in schools, colleges, nurseries and other education settings? - The Education Hub (blog.gov.uk)	**No**, but see comments.	• Individuals should not attend if they have a high temperature and are unwell. • Individuals who have respiratory symptoms should not attend the setting until well or at least 48 hours fever clear. However, Individuals who have tested positive for **COVID** should follow the local guidance. • Good hand hygiene. • Increased touch point cleaning. • Enhanced environmental cleaning. • Encourage good "Cough etiquette" – Catch it, Bin it Kill it message. 111.wales.nhs.uk/selfassessments/symptomcheckers/covid19.aspx	Individuals with mild symptoms such as runny nose, and headache who are otherwise well can continue to attend their setting. Contact PHW if there are higher than previously experienced and/or rapidly increasing

Flu (Influenza)	**YES,** 5 days after onset of symptoms. Can return when no longer symptomatic. Cases who are unwell and have a high temperature should stay at home and avoid contact with others, where they can. They can return to childcare, education environments when they no longer have a high temperature for 48 hours, and they are well enough to attend.	**YES, only if** Flu and/or Chickenpox circulating at same time as Scarlet Fever in setting.	• Good hand hygiene. • Increased touch point cleaning. • Enhanced environmental cleaning. • Toys should be wiped down and non-washable items, for example soft toys should be wiped or washed with a detergent using warm water and dried thoroughly. • Discourage play with items/toys that are unable to be cleaned effectively. • Play with sand or water maybe temporary stopped. • Encourage good "Cough etiquette" – Catch it, Bin it Kill it message. NHS 111 Wales - Health A-Z : Flu NHS 111 Wales - Health A-Z : Flu vaccine, seasonal	*SEE: Vulnerable Individuals and Pregnancy (below).* Encourage those who are eligible for the Flu vaccine to have.
Tuberculosis*	Always consult the Health Protection Team. Exclusion is only recommended for infective, (active), Tuberculosis.	**YES,** but notification normally received from GP or Clinician.	Support individuals with infectious TB to return to their setting or normal activities in line with clinical advice. This is normally after 2 weeks of effective antibiotic treatment prescribed by specialist TB services, and if they are well enough. • https://www.nhs.uk/conditions/tuberculosis-tb/ • https://www.gov.uk/government/publications/tuberculosis-tb-and-children NHS 111 Wales - Health A-Z : Tuberculosis (TB)	Requires prolonged close contact for spread Only pulmonary (lung) TB is infectious to others, needs close, prolonged contact to spread. Siblings of confirmed infectious TB do not need to be excluded from settings, unless advised by TB specialist.
Whooping Cough (pertussis)*	**YES,** 48 hours from commencing antibiotic treatment,	**YES,** but notification normally received	• Good hand hygiene. • Increased touch point cleaning. • Enhanced environmental cleaning.	Preventable by vaccination and covered by the UK
	or 21 days from onset of illness if no antibiotic treatment.	from GP or Clinician.	• Toys should be wiped down and non-washable items, for example soft toys should be wiped or washed with a detergent using warm water and dried thoroughly. • Discourage play with items/toys that are unable to be cleaned effectively. • Play with sand or water should be temporary stopped. • Encourage good "Cough etiquette" – Catch it, Bin it Kill it message. • If able, discuss with parents'/guardians' vaccination if individual is unvaccinated. NHS 111 Wales - Health A-Z : Whooping cough	routine immunisation schedule. After treatment, non-infectious coughing may continue for many weeks. Advise individuals, parents or carer to seek advice from their General Practitioner if they fall into high-risk categories, such as immunosuppressed, pregnant individuals, or unvaccinated persons.
Conjunctivitis	**No**	**No**	• Advise individuals, parents, or carers to seek advice from their local Pharmacist. • Encourage the individual not to rub their eyes and to wash their hands frequently. • Advise the affected individual to avoid sharing towels, flannels and pillows. NHS 111 Wales - Health A-Z : Conjunctivitis	Advise individuals, parents, or carers to seek advice from their local Pharmacist or GP.
Diphtheria*	**YES,** must not attend setting. Always consult the Health Protection Team.	**YES,** but notification normally received from GP or Clinician.	The Health Protection Team will consider the risk of any contact the individual has had with others if necessary. NHS 111 Wales - Health A-Z : Diphtheria	Preventable by vaccination and covered by the UK Routine Immunisation Schedule. Family contacts must be
				kept away from setting until cleared to return by the Health Protection Team.
Eye and Ear Infections	**None**	**No**	• Advise individuals, parents, or carers to seek advice from their local Pharmacist. • Encourage the individual not to rub their eyes or ears and to wash their hands frequently. • Advise the affected individual to avoid sharing towels, flannels, and pillows. NHS 111 Wales - Health A-Z : Eye injuries NHS 111 Wales - Health A-Z : Ear infection	As both viruses and bacteria can cause eye and ear infections, not all will require antibiotic treatment.
Glandular Fever	**None**	**No**	• Encourage individuals to implement good hand hygiene and respiratory hygiene practices. • The virus is found in the saliva of infected people and can be spread by direct contact with saliva such as kissing, being exposed to coughs and sneezes, and sharing of eating and drinking utensils. • It can also be spread by indirect contact via contaminated objects if hands are not washed adequately. NHS 111 Wales - Health A-Z : Glandular fever	Infectious for up to 7 weeks before symptoms start. Glandular fever can cause spleen swelling so avoid sports or activities that might increase risk of falling and damaging spleen.
Head Lice	**None**	**No**	• Encourage parents or carers to give regular head checks and provide good hair care to help identify and treat head lice early. NHS 111 Wales - Health A-Z : Head lice and nits	Treatment is recommended only in cases where live lice have been seen. Please visit your local Pharmacist for advice and treatment.

Hepatitis A*	**YES,** individual should be kept away from the setting until seven days after onset of jaundice (or seven days after symptom onset if no jaundice). 1st day of jaundice is classed as day 0	**YES,** but notification normally received from GP or Clinician.	• Good hand hygiene. • Increased touch point cleaning. • Enhanced environmental cleaning particularly toilet areas. • Gloves and apron should be worn when changing soiled nappies. • Soiled nappies should be stored away from clean cloths and areas until disposed of correctly. • Toys should be wiped down and non-washable items, for example soft toys should be wiped or washed with a detergent using warm water and dried thoroughly. • Play with sand or water should be temporary stopped. NHS 111 Wales - Health A-Z: Hepatitis A	If there are two or more cases in a setting the Health Protection Team will advise on the control measure which maybe could include vaccinations. Educate young people on safe sex to protect them from hepatitis infection (and other sexually transmitted infections) through sexual contact. A lesson plan is available to support.
Hepatitis B*, C*, HIV	**None**	Notification normally received from GP or Clinician.	Where there has been blood spillage, nosebleed, bleeding cut or any blood contamination, please follow the below guidelines • Ensure correct personal protective equipment is worn. • Good hand hygiene. • Correct disposal of blood-stained items used. • Ensure blood-stained clothing is stored separately and parents' guardians are advised to wash separately at high temperature as soon as possible. • There should be no sharing of toothbrushes or shavers/razors. • Clean the area with the appropriate cleaner/disinfectant NHS 111 Wales - Health A-Z: Hepatitis B	Hepatitis B and C and HIV are blood borne viruses that are not infectious through normal social contact.

			NHS 111 Wales - Health A-Z: Hepatitis C NHS 111 Wales - Health A-Z: HIV and AIDS	
Meningococcal Meningitis/Septicaemia*	**YES,** until they have received the appropriate antibiotic treatment. Always consult the Health Protection Team.	**YES,** but notification normally received from GP or Clinician.	• Exclude the infected individual until they have been treated with antibiotics and are well enough to resume normal activities. • Do not exclude household and close contacts unless they have symptoms suggestive of meningococcal infection. • Discuss vaccination with parents'/guardians if individual is unvaccinated. NHS 111 Wales - Health A-Z: Meningitis	Several types of meningococcal disease are preventable by vaccination. PHW will contact individual settings if further actions are required.
Haemophilus Influenzae Type B (Hib) Meningitis/ Septicaemia*	**YES,** until they have received the appropriate antibiotic treatment. Always consult the Health Protection Team.	**YES,** but notification normally received from GP or Clinician.	• There is no effective medication for the treatment of viral meningitis, but symptoms are usually much milder. NHS 111 Wales - Health A-Z: Hib (Haemophilus influenzae type b)	Haemophilus Influenzae Type B (Hib) is preventable by vaccination and is part of the UK Routine Childhood Immunization Schedule. There is no reason to keep siblings or other close contacts of the affected individual from attending settings. If two or more cases within 4 weeks, contact the Health Protection Team.
Meningitis viral*	**No**	**YES,** but notification normally received from GP or Clinician.	• No enhanced cleaning required only continue with routine clean schedules. • Good hand hygiene NHS 111 Wales - Health A-Z: Meningitis	Milder illness. There is no need for the Health Protection Team to identify people the individual has been in contact with. There is no reason to exclude siblings and other close contacts of the affected individual from settings.
Methicillin Resistant Staphylococcus Aureus (MRSA)	**None**	Notification normally received from GP or Clinician.	• Good hand hygiene. • Increased touch point cleaning. • Enhanced environmental cleaning. • Wounds should be covered. NHS 111 Wales - Health A-Z: MRSA	Good hygiene, in particular hand washing and environmental cleaning, are important to minimise spread.
Mumps*	**YES**, five days after onset of jaw/neck swelling.	**YES,** but notification normally received from GP or Clinician.	• Good hand hygiene. • Increased touch point cleaning. • Enhanced environmental cleaning. • Encourage good "Cough etiquette" – Catch it, Bin it Kill it message. • Discuss vaccination with parents'/guardians if individual is unvaccinated. NHS 111 Wales - Health A-Z: Mumps	Preventable by vaccination and covered by the Routine Immunisation Schedule (MMR x 2 doses). All children and staff should be encouraged to be vaccinated See Vulnerable Staff.
Threadworms	**None**	**No**	• Pharmacies can advise on treatment. • Re-infection is common and infectious eggs are also spread to others directly on fingers or indirectly on bedding, clothing and environmental dust. • Regular hand washing, laundry and regular cleaning can help reduce the risk of infection and re-infection.	Treatment is recommended for the child and household contacts – should contact

Meningitis viral*	**No**	**YES,** but notification normally received from GP or Clinician.	• No enhanced cleaning required only continue with routine clean schedules. • Good hand hygiene NHS 111 Wales - Health A-Z : Meningitis	Milder illness. There is no need for the Health Protection Team to identify people the individual has been in contact with. There is no reason to exclude siblings and other close contacts of the affected individual from settings.
Methicillin Resistant Staphylococcus Aureus (MRSA)	**None**	Notification normally received from GP or Clinician.	• Good hand hygiene. • Increased touch point cleaning. • Enhanced environmental cleaning. • Wounds should be covered. NHS 111 Wales - Health A-Z : MRSA	Good hygiene, in particular hand washing and environmental cleaning, are important to minimise spread.
Mumps*	**YES**, five days after onset of jaw/neck swelling.	**YES,** but notification normally received from GP or Clinician.	• Good hand hygiene. • Increased touch point cleaning. • Enhanced environmental cleaning. • Encourage good "Cough etiquette" – Catch it, Bin it Kill it message. • Discuss vaccination with parents'/guardians if individual is unvaccinated. NHS 111 Wales - Health A-Z : Mumps	Preventable by vaccination and covered by the Routine Immunisation Schedule (MMR x 2 doses). All children and staff should be encouraged to be vaccinated See Vulnerable Staff.
Threadworms	**None**	**No**	• Pharmacies can advise on treatment. • Re-infection is common and infectious eggs are also spread to others directly on fingers or indirectly on bedding, clothing and environmental dust. • Regular hand washing, laundry and regular cleaning can help reduce the risk of infection and re-infection.	Treatment is recommended for the child and household contacts – should contact
			• Transmission is uncommon in education or childcare settings. • Fingernails should be kept short. NHS 111 Wales - Health A-Z : Threadworms	their pharmacist or GP
Tonsillitis	**None usually**. If tonsillitis caused by *Group A Streptococcus* (sometimes referred to as '*Strep throat*'), individual can return 24 hours after commencing appropriate antibiotic treatment.	**No**	• For prolonged sore throats please contact your local Pharmacy who may have a point of care test to identify Group A strep infection, which then can be treated. NHS 111 Wales - Health A-Z : Tonsillitis	There are many causes for Tonsillitis, but most are due to viruses and therefore do not require antibiotics. Antibiotic treatment recommended for the affected individual if Tonsillitis caused by *Group A Streptococcus* ('Strep A').

**Denotes a notifiable disease/organism. It is a statutory requirement that doctors report a notifiable disease to the Proper Officer of the Local Authority (usually a Consultant in Communicable Disease Control/Health Protection).*

Vulnerable Individuals
Some medical conditions make people vulnerable to infections that would rarely be serious in most people. These include those being treated for leukaemia or other cancers, on high doses of steroids and with other conditions that seriously reduce immunity.

Pregnancy
If a woman develops a rash during pregnancy or is in direct contact with someone with a rash or an infection, they should ask their GP/Midwife if they need any relevant investigations e.g., blood test. The greatest risk during pregnancy from infections comes from their own child/children, rather than the workplace.
NHS 111 Wales - Pregnancy Guide

Immunisation
All individuals are encouraged to ensure they have received all the vaccines that are offered in the UK schedule. If anyone is uncertain which vaccines, they have received they should contact their GP surgery. For further information about the immunisation schedule please visit the vaccination section in NHS 111 Wales - Vaccinations

Other information can be found on https://111.wales.nhs.uk

Further IPC guidance can be found on Guidance - Public Health Wales (nhs.wales)

Catch it Bin it Kill it campaign catch it bin it poster - Bing images Catch it, Bin it, Kill it Poster - Infection Prevention Control Catch it, Bin it, Kill it - Respiratory and hand hygiene campaign (2011) - GOV.UK (www.gov.uk)