



Ref: 1-2009/10

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can be found at  
[www.stcyres.valeofglamorgan.sch.uk](http://www.stcyres.valeofglamorgan.sch.uk)

7 September 2009

Dear Parent/Guardian

I would like to extend a very warm welcome to parents of all children who are new to the school and welcome back parents of existing pupils.

**Letter Reference:** A reminder that all general letters to parents contain a reference number so that you can ensure that you have received all information. We have all experienced the 'black hole syndrome' of children's bags!!! This letter 1-2009/10 is therefore the first of the academic year 2009-10. If you find that you are missing any letters please telephone reception for a spare copy. **Please remember that you can receive all letters via e-mail free of charge by registering on [www.parentmail.co.uk](http://www.parentmail.co.uk)** . You will need to enter the school postcode CF64 2XP. All letters are posted on our school website [www.stcyres.valeofglamorgan.sch.uk](http://www.stcyres.valeofglamorgan.sch.uk).

**Contents of this mailing.** With this letter you should receive:

1. A reply slip to confirm that you have received the letter. We would be grateful if you would return this straight away. If you have not already done so we also require the reply slip from school reports issued at the end of last term (year 8, 9, 10 and 11 to be returned.)
2. Health, Security & Safety Notice (September 2009)
3. A full staff list
4. A guide on who to contact at St Cyres.
5. School fund letter

### Staff

As usual at this time of year we have a number of new appointments. As in previous years St Cyres continues to attract applicants of a very high calibre and the Governors have been able to ensure that the school is fully staffed with well-qualified specialist teachers. In addition to the external; appointments a number of existing staff have new responsibilities. These are described in the staff list.

Subject /Role	Name of New teacher
1. Head of Art	Mrs E Fisher
2. Science	Mr H Thomas
3. Science	Mrs J Rees
4. Science	Ms C Royal
5. Maths	Mr M Baker
6. Maths & Design Technology (Temporary)	Mr W Jones
7. Design & Technology	Miss C Dunford
8. Music	Mr R Hopkin
9. English	Miss H Ahmed
10. English	Miss A Watts
11. Business & ICT	Ms E Edwards
12. Geography	Miss K Tomley
13. Geography (Temporary)	Ms G Davies
14. Geography (Temporary)	Ms N Pedoe
15. Geography (Temporary)	Ms K Tomley

The following appointments have also been made.

1. Cover Supervisor	Mrs A McSorley
2. Cover Supervisor	Mr D Wiggins
3. Cover Supervisor	Mr R Davies

**Examination Results:** Once again I am very pleased to report another outstanding set of examination results at all levels.

**GCSE:** For the second year running students have broken school records and gained the school's best ever set of GCSE results. The pass rate was more than 99%. Most importantly for the second year running not one single student left the school without qualifications. This contrasts sharply with national statistics and places our students in a particularly strong position in a difficult employment market.

There were many other outstanding achievements but the following 49 students all achieved 5 or more A/A\* grades. Mark Falconer, Hannah Palfrey and Catherine Samuel achieved 12. Two students on this list are particularly noteworthy in that Pawel Polewski and Ivy Li arrived in this country with virtually no English 2 years ago. Their achievements are a tribute to the outstanding support they have from school staff.

Mark Falconer	Bethan Smith
Hannah Palfrey	Stephanie Britten
Catherine Samuel	Rebecca Whitehouse
Alice Davies	James Hodinott
Richard McClundy	Chelsea Redcliff
Lisa Price	Krishna Patel
Pawel Polewski	Jack Burgess
Nielson Beddoe	James Hume
Shannon White	Mark Palmer
Eleri Morgan	Terri Crooker
Elliott Thorne	Nia Morgan
Stephanie Windsor	Jason Leong
Ian Rohman	Hannah Allen
Luke Pemberton	Cerri-Anne Santos
Rebekkah Coombes	Sian Johnson
Stephen Whitely	Kelly Jervis
Redmond Todd Bennett	Rhys Evans
Neha Ladhani	Jessica Woodfield
Thomas Virgo	Charlotte Davies
James Wiltshire	Tracey Sun
Thomas Davies	Rebecca Hill
Sam Clements	Sophie Bracey
Rosie Brinkworth	Fatima Ibrahim
Phillip Cullen	Ivy Li
Shannon White	

**Sixth Form:** Following five years of improvement 102 St Cyres 6<sup>th</sup> Form students were awarded the Advanced Diploma of the Welsh Baccalaureate which is equivalent to an A Grade at A Level. This is the highest number ever to achieve this coveted qualification and retains our position as a 'flagship' school for this qualification.

The talented class of 2009 has therefore continued the upward trend of outstanding achievement that St Cyres has enjoyed in recent years and was praised as an outstanding feature in the school's Estyn Inspection in 2007. At A level the 111 students gained no fewer than 143 A grades with an overall pass rate of 98% and 80% of results at grades A-C. The year 12 AS Level results were also excellent giving strong grounds for confidence that this impressive track record of success will continue.

There were many outstanding individual achievements; amongst the highest achievers were the following students:

4 A grades Jenna Adams Lowri Edwards Coral Price	3 A grades Matthew Fowler Bala Halai Jenna Illingworth Jennifer Lewis Lubaid Saleh Danilo Scarico
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A particular success story is 21 year old Cerys Gemma who was seriously injured in a car accident in 2005 when she was in year 13. After a long period undergoing treatment she returned to school in a wheelchair and gained a grade 'B' in Business Studies, a grade 'C' in Travel and tourism and the Welsh Baccalaureate Advanced Diploma. This fantastic achievement in the face of adversity is a reflection of her perseverance and an example to us all. Cerys is planning to start a career in youth work in Birmingham and begin a related degree course in 2010.

The Welsh Baccalaureate programme will be rolled out to all year 10 students who will have the opportunity to complete a foundation or intermediate level diploma. This course will be launched at a special conference for the whole year group on September 11<sup>th</sup> on the school's Dinas Powys site.

A full analysis of examination results will be published in the Annual Report to parents and the school prospectus.

### Other Information

**Free School Meals:** You may have read recent publicity that numerous families who are eligible for free school meals are not aware of this benefit and therefore do not apply. Basically if you are in receipt of other benefits you may well be eligible. If you would like further details please telephone our office on 02920 713826 for a confidential discussion.

**Swine Flu:** I am attaching another copy of the letter circulated by the Vale of Glamorgan Council about swine flu. Although numbers affected are likely to rise in the Autumn and Winter the latest advice to schools remains to do all we can to stay open and to advise parents to keep children at home if they display flu like symptoms. Should a situation arise where the school is unable to stay open we will implement the same procedure as we use for severe weather and inform you via ParentMail, our website and local radio stations.

**Good Discipline:** The quality of behaviour and relationships in the classroom are a key to our success as a school and these were praised during our recent school inspection. Our school discipline policy is designed to ensure that anyone disrupting the learning of other pupils is removed from classrooms without delay and their parents invited into school to help us to solve the problem. This has been explained to all year groups and I would urge you to give us your full support over this important matter.

**School Uniform:** We appreciate your continuing support in ensuring that all members of the school wear the correct uniform. I would like to emphasise that trainers are not allowed. Any pupil wearing them to school will be loaned replacement black plimsolls to wear whilst in school without proper school shoes. We would also ask for your support over our rules about hairstyles and jewellery.

**Equipment:** It is equally important that all pupils come to school with the correct equipment for their lessons including PE kit, pens and books. Basic equipment is sold in the Learning Resources Centre at cost price. All pupils should have a suitable, waterproof bag which is large enough to hold school books, equipment and an A4 folder. It should be packed with the next day's equipment in the evening. Pupil planners are issued to all students. Please sign them each week and help us to ensure that all pupils use it effectively. Planners should be kept neat and tidy. Any lost planners must be paid for. **Where pupils**

**arrive in school without the correct equipment we will contact you so that this can be rectified before they are allowed into lessons.**

**Attendance:** Please remember to report all absences to the attendance office on 02920 713578 (24 hour voicemail) or by email to **barbarakennedy@stcyres.valeofglamorgan.sch.uk** . We follow up all unexplained absences. Please remember that we cannot authorise holidays during term-time.

**Punctuality:** This is one of the first things employers ask us about in references. Please ensure that you child has a good record. All pupils must be on site by 8.25 a.m. in order to be in classrooms by 8.30 a.m. when registers are taken. Persistent latecomers will be given detentions.

**Parent Governor:** The term of appointment of two of our Parent Governors will expire in October which means there will be two vacancies for interested parents on the Full Governing Body. A separate letter will be sent out shortly providing you with full information about this excellent opportunity to play an active part in the life of the school. Please do not hesitate to telephone me via my P.A. Mrs J Evans on 029 20 713557 if you would like further information.

**Finally:** We look forward to working with you to ensure that your child enjoys a happy and successful education at St Cyres. Please do not wait for small problems to grow into bigger ones - we would prefer to hear from you straight away so that we can assist. May I also remind you as usual that we always welcome your comments and suggestions either in writing to me directly or by telephone to my PA or e-mail.

I look forward to meeting you at the parents meetings, concerts and school productions and other events detailed in our calendar or at the first meeting of the Friends of St Cyres at 6.30 p.m. on Tuesday 8 September in the Learning Resources Centre in Penarth.

Yours sincerely

Mr B P Lightman  
Headteacher

REPLY SLIP

Name of Pupil ..... Form .....

I acknowledge receipt of the above letter Reference 1-2009/10

Signed ..... Date .....

**Health, security and safety notice (September 2009):**

The following important information relates to the welfare of your child. We ask for your full support:

- a) **Duty of care:** We take our responsibility for duty of care very seriously. It is the responsibility of all members of the school community to be vigilant about health and safety at all times. All pupils are expected to act in a responsible manner in a way which does not pose any form of threat to the welfare of others. Although we always ensure that there is adequate staff supervision pupils of secondary school age should be able to act in a responsible way even without close supervision. **Where we believe that a pupil's behaviour poses a threat to the welfare of others an exclusion will be applied.**
- b) **Illness and injury:** If your child is taken ill or injured on the school site our first-aider will call an ambulance if necessary and telephone you. Please ensure that we have a current emergency contact number. We have no facilities to take care of sick children who must be collected without delay - **nor do we have qualified medical staff.**
- c) **Leaving the site:** Any pupil below the Sixth Form leaving the school site during the school day with a valid note from home must sign out at reception so that we have accurate records in case of emergency. Because of our short dinner breaks it is most unusual for pupils other than a small number who live adjacent to the school to go home for dinner. In such cases dinner passes are issued on receipt of a written request from parents. Dinner passes will be taken away from pupils who abuse this system. Pupils are not allowed to go to local shops.
- d) **School rules and uniform requirements** apply on the way to and from school as well as during the day. Anyone wearing the St Cyres uniform is an ambassador to the school and is expected to behave in a way which sets a good example to the community and pays due attention to road safety.
- e) **Healthy diet:** During the last year we have introduced a new healthy eating policy and improved the healthy options on offer in the school canteens. Please would you support us over this matter and help us to make your child aware of what constitutes a healthy diet.
- f) **Access to the school:** The Redlands Close 'top gate' entrance will only be open until 8.25am and immediately after the end of school. All visitors and pupils arriving or leaving the site during the school day and lunch breaks should use the main St Cyres Close entrance and report to reception. Under no circumstances should any pupils attempt to climb the perimeter fencing which is designed to deter intruders and has been treated with anti-vandal paint. Please could you also ensure that no child comes on to the school site outside school hours other than to an official school activity.
- g) **Car Parking:** Parents are requested not to bring cars on to the school premises at Penarth or Dinas Powys except in an emergency as this can cause danger to pupils and delay staff travelling between our sites. If you drive your child to school please drop them off in Redlands Rd or outside the entrance of the Dinas Powys site. Please emphasise the importance of road safety to your children who should always use zebra crossings when crossing the busy roads near St Cyres.
- h) **The fire alarm systems** exist for our safety. Evacuation procedures will be rehearsed early this term. Any abuse of this system will be treated as a very serious breach of the school's discipline code.
- i) **Valuables:** Please do not allow your child to bring valuables into school as we cannot take any responsibility for them. This includes mobile phones and MP3 players, which will be confiscated if seen in school. We have payphones for the use of pupils and will always allow them to call home from our office in case of emergency. The examination boards have a number of extremely strict regulations which mean that any candidate in possession of a mobile phone in an examination is disqualified. Where it is necessary for a pupil to bring cash for payment of a visit etc. this should be paid in to the finance office or member of staff responsible at the beginning of the school day.

**We thank you for your support which is important to us! If you become aware of any health and safety issues please report them to us without delay so that we can take appropriate action.**

Dear Parent

Swine flu

As you may already be aware, GPs are now able to diagnose swine flu on symptoms alone. Parents have told us about several children in the school who have been told by their GP or GP Out of Hours Service that they could have swine influenza. These children are not in school and are recovering at home.

We have checked with the National Public Health Service for Wales and nothing further needs to be done at this time. Children who have any respiratory illness should not come to school until they have recovered. If you are concerned about your child you should contact your GP for advice. NHS Direct (0845 46 47) can also provide helpful information.

To prevent any illness spreading it is always good practice to follow respiratory and hand hygiene such as:

- Covering your nose and mouth when coughing or sneezing, using a tissue when possible.
- Disposing of dirty tissues promptly and carefully.
- Maintaining good basic hygiene, for example washing hands frequently with soap and water to reduce the spread of the virus from your hands to face or to other people.
- Cleaning hard surfaces (e.g. door handles) frequently using a normal cleaning product.

We will keep you informed if the situation changes.