



Ysgol Gynradd Aberbargoed Primary School

"Everyone Matters" – " Mae Pawb Yn Bwysig"



*Ysgol Gynradd
Aberbargoed
Primary School*



"Everyone Matters" – " Mae Pawb Yn Bwysig"

Policy Title:	School Policies and Documents		
Adoption Date:		Review Date:	
Signed:	<i>A.G. Collins</i>	Signed:	<i>David Lewis</i>
	Chair Of Governors		Headteacher

School Policies & Documents

Aberbargoed Primary School has a range of policies and documents which cover the areas of Statutory requirements, Curriculum, Finance, Wellbeing, Health and safety etc. Some of these have been formulated by school staff while others are produced by the LA and/or EAS and adopted by the Governing Body. These are stored on the Offices Drive (O DRIVE), the Curriculum Drive (T- Drive) and on the School website, Hwb site and Google Drive where appropriate.

Paper copies of these policies are available on request and stored in the School Office.

Policy Name	Date Adopted	Review Date
Statutory Requirements		
Instrument of Government	October 2009	
Aberbargoed Primary Prospectus	Sept 2018	July 2019
Accessibility Plan	Nov 2018	AUT 2021
Admissions Policy	Sept 2018	Sept 2020
Aims and Objectives	Feb 2019	Sept 2022
Anti-Bullying	Feb 2019	Spring 2022
Appraisal	Feb 2019	Feb 2022
Behaviour & Discipline	Feb 2019	Summer 2022
Capability Procedure	Oct 2016	Oct 2020
CCBC Corporate Safeguarding	May 2016	TBC CCBC
Charging and Remissions	Sept 2018	Sept 2021
Code of Conduct	April 2006	TBC CCBC
Complaints Policy	May 2018	May 2021
Curriculum Policy	Feb 2019	Sep 2022
Data Protection	May 2018	May 2021
Disciplinary and Dismissals	Sept 2015	Sept 2020
Equal Opportunities Policy – including Disability/Gender/Racial Equality & Strategic Equality Plan CCBC	Nov 2018	Nov2021
Equality Policy and Plan	Nov 2018	Nov 2021
Freedom Of Information – Access to Unpublished Information	July 2018	SUM 2020
Governors Allowances	Feb 2018	Feb 2021
Health and Safety School Statement	Dec 2018	Dec 2021
Home School Agreement	Sept 2018	Sept 2019
Pay Policy for Teachers	Sept 2014	Annually with STPCD
Performance Management For Teachers	Oct 2018	Oct 2019
Privacy Notice - FULL	Sept 2018	Sept 2021
Privacy Notice - SUMMARY	Sept 2018	Sept 2021
Retention and Transfer of School Records	Nov 2018	AUT 2021
Safeguarding Policy	Oct 2018	AUT 2021
School Development Plan	SUM 2018	Annually
Sex & Relationships Policy	Jan 2019	SPR 2022
Target Setting	Feb 2019	SPR 2022
The School Day – Session Times	Sept 2018	Sept 2022

Policy Name	Date Adopted	Review Date
Curriculum Policies		
Aims and Objectives	Feb 2019	SUM 2022
Art and Design	Feb 2019	SUM 2022
Assessment	Feb 2019	SUM 2022
Classroom Organisation and Management		
Collective Worship	Feb 2019	SUM 2022
Curriculum Cymreig & Multi Cultural Education	Feb 2019	SUM 2022
Curriculum Policy	Feb 2019	AUT 2022
Design and Technology	Feb 2019	SUM 2022
Education for Sustainable Development & Global Citizenship	Feb 2019	SUM 2022
English	Feb 2019	SUM 2022
Foundation Phase Handbook	Feb 2019	SUM 2022
Foundation Phase Policy	Feb 2019	SUM 2022
Foundation Phase Starting School FAQs	Feb 2019	SUM 2022
Geography	Feb 2019	SUM 2022
History	Feb 2019	SUM 2022
Homework Policy		
House Merit System		
ICT	Feb 2019	SUM 2022
Information Technology Security	Nov 2018	AUT 2021
Internet Acceptable User Policy	Feb 2019	SUM 2022
Learning and Teaching	Feb 2019	SUM 2022
Listening To Learners	Feb 2019	AUT 2022
Mathematics	Feb 2019	SUM 2022
Modern Foreign Languages	Feb 2019	SUM 2022
More Able and Talented	Feb 2019	AUT 2022
Music	Feb 2019	SUM 2022
PSE	Feb 2019	SUM 2022
Presentation of Children's Work and Display		
RE	Feb 2019	SUM 2022
School Council	Feb 2019	AUT 2022
Science	Feb 2019	SUM 2022
SEN ALN INCLUSION	Feb 2019	AUT 2020
Sex and Relationships Education SRE	Feb 2019	SUM 2022
Skills Across The Curriculum – including LNF DCF	Feb 2019	SUM 2022
Substance Misuse	June 2018	SUM 2021
Target Setting	Feb 2019	SUM 2021
Transition	June 2018	SUM 2021
Use of Exercise Books	Feb 2019	SUM 2022
Welsh	Feb 2019	SUM 2022
Whole School Food and Fitness	Feb 2019	SUM 2022

Policy Name	Date Adopted	Review Date
HR Policies		
Application for Flexible Working Form		
Appraisal	Feb 2019	Feb 2022
Bereavement	Nov 2018	TBC by CCBC
CCBC Induction Policy Notes of Guidance	Oct 2005	TBC by CCBC
CCBC Induction Checklist	Oct 2005	TBC by CCBC
CCBC Induction Policy	Oct 2005	TBC by CCBC
CCBC Paternity Leave Scheme Notes	June 2016	TBC by CCBC
Dignity at Work	Oct 2006	TBC by CCBC
Flexible Working Policy and Procedure	Oct 2017	TBC by CCBC
Grievance Procedure	April 2010	TBC by CCBC
Induction Checklist for Supply and Placement		
Induction Checklist for Governors HT DHT		
Induction Checklist for Inspectors		
Induction Checklist		
Induction Policy CCBC	Oct 2005	TBC by CCBC
Information For Supply Teachers& Teaching Assistants	February 2019	SPR 2022
Leave of Absence	Dec 2015	TBC by CCBC
Lone Working	Nov 2015	TBC by CCBC
Managing Sickness Absence Procedure	Jan 2019	TBC by CCBC
Maternity Policy Support Staff	Oct 2018	TBC by CCBC
Maternity Policy Teachers	Oct 2018	TBC by CCBC
No Smoking	Nov 2017	TBC by CCBC
Parental Leave	July 2017	TBC by CCBC
Policy on the use of Latex CCBC	July 2017	TBC by CCBC
Professional Development: Training and Staff Development	July 2018	SUM 2021
Rarely Cover policy	Jan 2005	TBC by CCBC
Safeguarding Leaflet for Staff	Feb 2019	Feb 2022
Staff Absence	Feb 2012	TBC by CCBC
Stress	June 1997 Feb 2019	TBC by CCBC
Substance Misuse - Staff	Oct 2018	TBC by CCBC
Violence at Work	Dec 2011	TBC by CCBC
Whistleblowing	Sept 2018	TBC by CCBC
Work Life Balance	Feb 2019	Feb 2021
Working From Home	Dec 2005	TBC by CCBC

Policy Name	Date Adopted	Review Date
Wellbeing, Health & Safety, Premises		
Accident and Incident Reporting	Nov 2018	Nov 2021
Administration of Medicines	Feb 2019	SPR 2022
Arson Prevention Policy	Feb 2019	SPR 2022
Attendance Policy	Sept 2015	SPR 2022
CCTV Policy	April 2018	SPR 2022
Corporate Asbestos Management Plan	Jan 2015	TBC by CCBC
Display Screen Equipment DSE	DEC 2005	TBC by CCBC
Educational Visits Policy	Feb 2019	SPR 2022
Emotional Health and Wellbeing	Feb 2019	SPR 2022
Energy Conservation	Feb 2019	SPR 2022
Fire and Emergency Evacuation Procedures	Feb 2019	SPR 2022
First Aid at Work - CORPORATE	Jan 2019	SPR 2022
Health and Safety CCBC	Feb 2019	SPR 2022
Health and Safety for the Selection, Monitoring & Management of Contractors	Nov 2018	SPR 2022
Health and Safety Risk Assessment	Nov 2015	SPR 2022
Hygiene Policy	Feb 2019	SPR 2022
Inclement Weather	Jan 2018	SPR 2021
Inclement Weather – Working Arrangements	Jan 2018	SPR 2021
Lockdown Policy & Procedure	March 2019	AUT 2022
Pastoral Care	Jan 2019	SPR 2022
Traffic Management Review	Feb 2019	SPR 2022
Miscellaneous Policies		
Aberbargoed Primary School Travel Plan		
Communication	Feb 2019	Jan 2022
Community Links		
Confidentiality	Feb 2019	Jan 2022
Friends of Aberbargoed	Jan 2019	Jan 2022
Helpers and Volunteers in School	Jan 2019	Jan 2022
Induction Policy SCHOOL	Jan 2018	SPR 2021
Marking Registers	Jan 2019	Jan 2022
Parents Policy	Feb 2019	AUT 2022
Playground Duty	Jan 2019	Jan 2022
School Uniform, PE, Clothing, Jewellery	Jan 2019	Jan 2022
Miscellaneous Policies		
Financial Regulations CCBC		TBC by CCBC
Lettings	Jan 2018	Jan 2021
Petty Cash Accounts and Procedures	Jan 2009	TBC by CCBC
Scheme for Financing Schools	Jan 2011	TBC by CCBC
School Private Fund Regulations	Jan 2000	TBC by CCBC
Schools Financial Administration Good Practice Guide		TBC by CCBC