Ysgol Gynradd Gymunedol Gymraeg Llantrisant







Gweithio gyda'n gilydd er mwyn y plant.

Working together for the sake of the children.





Llawlyfr yr Adran Feithrin

Nursery Department Handbook



Llyfryn gwybodaeth yw hwn a gobeithiwn y bydd o gymorth i chi a'ch plentyn.
This is a guide that we hope will help you and your child.

Ein cyfeiriad / *Our Address*
Ysgol Gynradd Gymunedol Gymraeg Llantrisant,
Ffordd Cefn yr Hendy,
Meisgyn,
Pontyclun.
CF72 8TL

Rhif ffôn / *Phone* 01443 237837
E-bost / *E-mail* admin@yggglantrisant.rctcbc.cymru

Amserau'r Dosbarth Meithrin / *Nursery Class times*
9.00am – 12:00 pm

www.yggglantrisant.cymru

Diwrnod cyntaf eich plentyn yn yr ysgol
Your child's first day in school

Bydd angen:
Your child will need:

- **gwisg ysgol (enw ar bopeth!)** / *school uniform (name on everything!)*
- **bag ysgol bach i gario'r pethau isod**! / *a small school bag to carry the things listed below!*
- **ffrwyth neu lysiau neu gaws mewn bocs gyda'i h/enw arno** / *fruit or vegetables or cheese in a box with his/her name on it*
- **arian cinio mewn amlen gyda'i h/enw, dosbarth a dyddiad arno (anfonwch yr arian ar ddydd Llun yn unig os gwelwch yn dda. Byddwn yn dychwelyd arian atoch ar ddyddiau eraill)** / *dinner money in an envelope with his/her name, class and date on it (please send monies to school on a Monday only. Monies will be returned to you on any other day.)*
- **diod o ddŵr mewn potel plastig gydag enw arni** / *water in a plastic bottle with your child's name on it*
- **dim gemwaith - diolch** / *no jewellery – thank you*

Gwybodaeth gyffredinol
General information



Er mwyn diogelwch, a wnewch chi adael eich car ar yr heol gan ddilyn rheolau parcio'r heol. Gofynnir i chi beidio â gyrru i mewn i, na pharcio ym mae'r bysiau os gwelwch yn dda. Agorir mynedfa'r disgyblion am 8.50a.m. Caiff rhieni plant Meithrin ddod â'u plant i ddrws y dosbarth (ar iard liwgar y plant Meithrin) i drosglwyddo'u plant i aelod o staff a fydd yno. Fe fydd aelod o staff ar ddyletswydd i sicrhau bod y plant sy'n dod i'r ysgol ar y bws yn cyrraedd y dosbarth yn ddiogel.
For safety reasons, would you please leave your car parked on the road observing the safety markings. Please do not drive into, or park in the bus bay. The pupil entrance will be opened at 8.50a.m. Nursery parents can bring their children to the classroom door (on the colourful Nursery yard) where a staff member will receive the children. Another staff member will be on duty to ensure that the children who travel on the school bus reach the classroom safely.

Os cyrhaeddwch yr ysgol ar ôl 9.00 y.b. (ar ôl i ni gau mynedfa'r disgyblion), dewch i brif fynedfa'r ysgol os gwelwch yn dda. Bydd disgwyl i chi lofnodi'ch plentyn i mewn.
If you arrive after 9.00 a.m. the pupil entrance will be locked for security reasons. Please come to the school's main entrance. You will need to sign your child in.

Gofynnwn yn garedig i bob rhiant lenwi ffurflen 'Trefniadau Diwedd y Dydd' yn wythnosol a'i hanfon at sylw'r athrawes / athro bob dydd Llun os gwelwch yn dda. Os ydy trefniadau mynd adref yn newid, rhaid i ni gael llythyr o eglurhad. Os bydd eich plentyn yn dost, neu os bydd yn hwyr, a bydd angen cinio arno/arni, a wnewch chi roi gwybod i ni erbyn 9.30am os gwelwch yn dda. Ni chaniateir plentyn i fynd adref gydag unrhywun dieithr nac unrhywun sydd o dan 16 oed.
All parents are kindly asked to complete an 'End of Day Arrangements' sheet and forward it to the class teacher each Monday morning please. If home-time arrangements change, please send us a note of explanation. If your child is ill, or if s/he is coming in late and requires a dinner, please ring us by 9.30am. We will not allow any child to go home with anyone whom we do not know or anyone under 16 years of age.

A wnewch chi sicrhau eich bod yn cyrraedd mewn da bryd i gasglu'ch plentyn o'r ysgol. Os oes problem, ffoniwch cyn gynted â phosibl.
Please ensure that you are on time to collect your child. However, don't worry if there is a problem, just telephone us as soon as possible.

Cinio ysgol, byrbrydiau a llaeth
School meals, snacks and milk



Croeso i'r plant gael cinio ysgol neu ddod â brechdanau i'r ysgol gyda nhw. Dylid talu arian cinio ar ddydd Llun. Cewch dalu drwy wefan yr ysgol. Os oes angen cinio yn rhad ac am ddim, a wnewch chi ofyn i Glerc yr ysgol am ffurflen gais. Os bydd eich plentyn yn dost, cewch unrhyw arian cinio dros ben 'nôl neu fel credyd yn erbyn prydau yn y dyfodol. A wnewch chi addysgu'ch plentyn sut i ddefnyddio cyllell, fforc a llwy os gwelwch yn dda!
Mae llaeth yn yr ysgol yn rhad ac am ddim. Os nad ydy'ch plentyn yn yfed llaeth fe gewch chi anfon diod o ddŵr iddo/iddi. Ffrwythau neu lysiau yn unig ar gyfer amser chwarae os gwelwch yn dda. Ni chaniateir losin, siocled, cresion na chynnyrch â chnau ynddo yn yr ysgol. Rhowch enw'ch plentyn ar bob bocs o ffrwyth bob dydd os gwelwch yn dda.
Children are welcome to choose between a school lunch or to bring a packed lunch to school with them. You are able to pay for school lunches through he school website. If you require free school meals, please ask the school clerk for an application form. If your child is ill you will receive any outstanding monies back or as a credit towards future meals. Please teach your child how to use a knife, fork and spoon !



Every child is entitled to a free carton of milk each day. If your child does not drink milk, you may supply a drink of water in a plastic sports bottle. ***Fruit or vegetables only*** *for break please. No sweets, chocolate, crisps or nut products are allowed. Please put your child's name on his/her fruit box every day.*

Iechyd a salwch
Health and illness



Os gwelwch yn dda, wnewch chi gadw eich plentyn gartref os ydy yn dost. Ar gyngor Meddyg Iechyd y Gymuned, os ydy'ch plentyn wedi chwydu neu wedi dioddef o glefyd rhydd, nid yw i ddod i'r ysgol am 48 awr. Nid yw plentyn i ddod i'r ysgol os yw'n dioddef o wres uchel, gwddw tost, impetigo, clust dost neu frech os gwelwch yn dda. Pe bai'ch plentyn yn mynd yn dost yn ystod oriau'r ysgol, fe wnawn ein gorau i gysylltu â chi fel eich bod yn ei ch/gasglu. Byddwn yn eich ffonio'n syth i gasglu'ch plentyn pe bai wedi trochi, er mwyn i chi ei newid a'i (h)ymolchi.
Please do not send your child to school if s/he is unwell. ***On advice from the Community Health Doctor your child must stay home for a minimum of 48 hours after they have recovered from sickness and diarrhoea.*** *Children must not attend school if they are suffering from a high temperature, sore throat, impetigo, weeping ear or a rash, please. If your child becomes unwell at school we will do our best to contact you so that that s/he may be collected.* ***We will phone you immediately if your child has had a 'soiling' incident for you to collect him/her to wash and change him/her.***

Asthma
Asthma

Os yw eich plentyn yn dioddef gydag asthma ac angen pwmp, yna gofynnwch i'ch meddyg am bwmp sbâr i'r ysgol. Mae'r staff wedi eu hyfforddi i ddelio â phwmp asthma ac i roi pwmp o bob math. Rhaid cwblhau ffurflen ganiatâd, ynghyd â chyfarwyddiadau sut i'w ddefnyddio. Cewch ddod o hyd i'r ffurflenni hyn ar wefan yr ysgol - www.yggglantrisant.cymru.
*If your child suffers from asthma and needs a pump of any kind, please ask your GP for **a spare pump for school.** All our staff have been trained to deal with an asthma attack and dispense the various pumps. You must also sign a consent form and give instructions on dosage and use which can be found on the school's website - www.yggglantrisant.cymru .*

Llau pen
Head lice

Byddwch yn wyliadwrus o lau pen, a rhowch wybod i ni yn syth os dewch ar eu traws. Peidiwch â theimlo cywilydd! Mae cribo â chrib fân bob nos yn effeithiol iawn.
Please keep a check on head lice and inform us at once if you find any. Don't feel embarrassed or ashamed! Regular combing every night is very effective.

Damweiniau yn yr ysgol (yn unol â pholisiau'r ysgol)
Accidents at school (in line with school policies)

Os bydd eich plentyn yn dioddef yn wael yn sgîl damwain, cysylltwn â chi cyn gynted ag sy'n bosibl ar ôl rhoi Cymorth Cyntaf. Mewn argyfwng, bydd aelod o staff yn cysylltu â 999 cyn cysylltu â chi. Os bydd eich plentyn yn taro pen, byddwn yn cysylltu â chi ar unwaith a gofyn i chi ddod i'r ysgol i'w g/chasglu.
If your child suffers a serious injury we shall contact you as soon as possible after giving First Aid. In case of emergency, a member of staff will dial 999 first and then contact you. If your child suffers any type of head injury we shall contact you immediately

Meddyginiaeth, alergeddau ac eli haul
Medication, allergies and sunscreen



Mewn cyfnodau o salwch, os bydd eich plentyn yn teimlo'n ddigon hwylus i ddod i'r ysgol, gellir gwneud trefniadau i chi neu aelod o'r teulu ddod i'r ysgol yn ystod y dydd er mwyn rhoi moddion iddo/iddi. Mae modd, hefyd, i aelodau o staff roi moddion i'r disgyblion ond dim ond ar ôl cynnal trafodaethau a gyda'r ffurflenni perthnasol yn cael eu cwblhau. Cewch ddod o hyd i'r ffurflenni hyn a'r Polisi Gofal Iechyd ar wefan yr ysgol - www.yggglantrisant.cymru. Os oes alergeddau gyda'ch plentyn, cofiwch roi gwybod i'r ysgol gan ddefnyddio'r ffurflen berthnasol. Ni all unrhyw blentyn dderbyn cinio ysgol heb i'r ysgol dderbyn llythyr swyddogol gan feddyg yn ein hysbysu o'r alergedd(au). Bydd yr Awdurdod Lleol yn derbyn y llythyr yma er mwyn i'r gegin lunio bwydlen arbennig. Ni fydd staff yn rhoi eli haul ar eich plentyn. Pan fydd tywydd braf, cofiwch roi eli haul a het ar eich plentyn cyn dod i'r ysgol. Gall y plant ddod ag eli haul i'r ysgol yn eu bagiau a chânt eu goruchwylio tra'n ei ddefnyddio.



During periods of mild illness, if your child feels well enough to attend school, arrangements can be made for parents or carers to come to school during the day to administer the required medication. It is also possible for staff members to administer certain medicines but only following discussions and completion of the relevant forms. These forms, along with the school's Healthcare Policy, can

be found on the school website - www.ygqgllantrisant.cymru. If your child has any allergies, please inform school by completing te relevant form. No pupil with any food allergies will be provided with a school lunch unless school has received official, medical confirmation by the means of a doctor's letter outlining the allergy/allergies. This letter will then be forwarded to the Local Authority so that the catering department may provide an individual menu. Staff are unable to apply suntan lotion to pupils. In fine, warm weather please apply suntan lotion to your child and provide them with a sunhat. All children are encouraged to bring sunscreen to school which they are able to apply themselves under supervision.

Sut y gallaf helpu'm plentyn?
How can I help my child?

- **Dylai'ch plentyn allu defnyddio'r tŷ bach yn gwbl annibynnol, a golchi a sychu'i d/ddwylo er mwyn dechrau yn yr ysgol. Peidiwch â rhoi gwregys am eich plentyn (mae yn haws iddynt). Byddwn yn eich ffonio'n syth i gasglu'ch plentyn pe bai'ch plentyn wedi trochi, er mwyn i chi ei newid a'i ymolchi.**
- **Esgidiau ac esgidiau ymarfer corff gyda 'velcro' sy'n haws i'ch plentyn a ni!**
- **Addysgwch eich plentyn sut a phryd i sychu ei th/drwyn**
- **Addysgwych eich plentyn i adnabod a gwisgo ei ch/gôt**
- **Rhowch enw'ch plentyn ar bob dilledyn**
- **Anfonwch eich plentyn i'r ysgol mewn gwisg Addysg Gorfforol ar ddyddiau addysg gorfforol (cewch eich hysbysu ar ddechrau'r flwyddyn)**
- **Rhowch gyfleoedd i'ch plentyn ddefnyddio digon o offer creadigol e.e. creonau, pensiliau, papur, glud, siswrn a phaent.**
- **A wnewch chi annog eich plentyn i liwio lluniau syml e.e. blociau, siapiau neu bobl**
- **Gwyliwch raglenni addas gyda'ch plentyn e.e. Cyw ar S4C.**
- **Helpwch eich plentyn i adnabod ei h/enw. Defnyddiwch briflythrennau i gychwyn yr enw'n unig e.e. Tomos, Mia.**
- **Trafodwch yr ysgol â'ch plentyn gan sôn am yr hwyl sydd i'w gael ynddi. Dywedwch wrtho/i beth y byddwch chi yn ei wneud tra ei f/bod yn yr ysgol. Cofiwch ddweud wrtho/i y byddwch yno i'w ch/gasglu ar ôl ysgol.**

- *Your child should be fully toilet trained and able to go to the toilet and then wash his/her hands independently in order to start school. No belts please (easier for your child). We will phone you immediately if your child has had a 'soiling' incident for you to collect him/her to wash and change him/her.*
- *Shoes and trainers with 'velcro' are easier for your child and us!*
- *Teach your child how and when to wipe his/her nose*
- *Teach your child to recognise and put on his/her coat*
- *Put your child's name on every item of clothing*
- *Send your child to school in PE kit on PE days (you will be informed at the beginning of the year)*



- *Give your child the opportunity to use a variety of creative, writing and drawing materials such as crayons, pencils, paint, glue and scissors.*
- *Encourage him/her to colour in simple outlines e.g. flowers, shapes or people.*
- *Watch pre- school programmes with him/her, e.g. Cyw on S4C.*
- *Help your child to recognise his/her own name. Use capital letters only at the beginning of their name e.g. Tomos, Mia.*
- *Talk to your child positively about how much s/he is going to enjoy school. Tell him/her what you will be doing whilst s/he is in school and that you will collect him/her after school.*

Themau a thasgiau cartref ac Ymweliadau Addysgol
Themes and home tasks and Educational Visits



Mae gennym ni themau tymhorol ac mae ein gwaith bob tymor yn gysylltiedig â hyn. Gofynnir i'r rhieni helpu'u plant gyda'r tasgiau cartref – does dim gwobr am waith y rhieni! Byddwch yn derbyn trosolwg o waith y tymor ar ddechrau pob tymor. Trefnir o leiaf un ymweliad bob tymor. Yn unol â pholisiau'r ysgol, gofynnir i oedolyn fynd ar ymweliadau addysgol gyda phlant oedran Meithrin.
We have themes each term and our work each term is related to this. Parents are asked to help their children with home tasks – there aren't any prizes for parents' work! You will receive an overview of the term's work at the beginning of each term. In line with school policies, a responsible adult is asked to accompany children on Nursery class educational visits.



Asesu'ch plentyn
Assessing your child

Rydym yn asesu'ch plentyn yn y dosbarth er mwyn i ni baratoi addysg a fydd yn berthnasol i'ch plentyn chi. Mae chwe Maes Datblygiadol yn y proffil, sef:

- **Personol, Cymdeithasol ac Emosiynol**
- **Siarad a Gwrando**
- **Darllen ac Ysgrifennu**
- **Didoli, Trefnu a Rhifo**
- **Gwybodaeth a Dealltwriaeth o'r Byd**
- **Corfforol**

Fe gewch chi wybod sut y llwyddodd eich plentyn a'r camau nesaf yn ystod Noson Agored tymor yr Hydref. Mae'r asesiadau yn rhan annatod o weithgareddau yn y dosbarth ac felly ni fydd eich plentyn yn ymwybodol ohonynt.

We assess your child in the class in order to prepare an education that is appropriate for your child. There are six Developmental Areas in the profile, namely:

- *Personal, Social and Emotional*
- *Speaking and Listening*
- *Reading and Writing*
- *Sort, Order and Number*
- *Knowledge and Understanding of the World*
- *Physical*

You will be informed about your child's progress and the next steps forward for him/her during the Autumn term Open Evening. As the assessments form an integral part of the classroom activities, your child will not be aware of them.

Yr wythnosau cyntaf
The first few weeks

Fel arfer, mae hi'n cymryd tua tair wythnos i'ch plentyn setlo yn yr ysgol. Efallai y bydd rhaid i chi ei ch/gasglu'n gynnar weithiau. Er mwyn helpu'ch plentyn, a wnewch chi adael yn syth bob bore ar ôl i chi ddweud 'hwyl fawr' wrtho/i. Rydym yn deall bod dechrau ysgol yn amser anodd i lawer o deuluoedd. Os ydy'ch plentyn yn anhapus, neu os oes problemau teuluol ganddoch sydd yn achosi anawsterau, a wnewch chi roi gywbod i ni. Rydym yma i'ch helpu. Cedwir popeth yn gyfrinachol.
Usually, it takes around three weeks for your child to settle in school. Maybe you will have to collect him/her early sometimes. In order to help your child, would you please leave as soon as you have said 'goodbye' to him/her. We understand that starting school is a difficult time for many families. If your child is unhappy, or if you have any family problems causing difficulties or upset, please let us know. We are here to help. Everything you say is always in confidence.

Cofiwch
Remember



CHI yw'r person pwysicaf yng ngolwg eich plentyn. Y peth pwysicaf y gallwch wneud yw siarad â'ch plentyn. Chi yw'r un sy'n dylanwadu ar eich plentyn, ar sut mae'n teimlo, ac ar ei ffordd o feddwl am bethau. Ceisiwch eich gorau glas i gael amser arbennig bob dydd gyda'ch plentyn. Gweithiwn gyda'n gilydd i sicrhau y gorau i'ch plentyn.

***YOU** are the most important person in your child's life. The most important thing you can do is talk to your child. You are the one who influences the way that s/he will feel, think and act. Try your best to make some 'special' time to spend with your child every day. We shall work together to ensure the best start for your child.*

Ysgol Gynradd Gymunedol Gymraeg Llantrisant

TREFNIADAU DIWEDD Y DIWRNOD YSGOL
END OF SCHOOL DAY ARRANGEMENTS

Enw'r Disgybl / *Pupil's Name*	
Dosbarth / *Class*	
Wythnos yn Dechrau / *Week Commencing*	

	DYDD LLUN MONDAY	**DYDD MAWRTH** TUESDAY	**DYDD MERCHER** WEDNESDAY	**DYDD IAU** THURSDAY	**DYDD GWENER** FRIDAY
TREFNIADAU ARRANGEMENTS					

Arwyddwyd / Signed	
Dyddiad / Date	

Llungopïwch y daflen hon a'i danfon i'r ysgol BOB dydd Llun er mwyn rhoi gwybod i'r athrawon am drefniadau diwedd y dydd os gwelwch yn dda.
Please photocopy this form and return it to school EVERY Monday morning in order to inform staff staff of the end of day arrangements.