



**ADRODDIAD BLYNYDDOL BWRDD Y LLYWODRAETHWYR
AR GYFER Y FLWYDDYN ACADEMAIDD 2023-24**

**BOARD OF GOVERNORS' ANNUAL REPORT
FOR THE ACADEMIC YEAR 2023-24**

*Cofia ddysgu
byw...*

**Ysgol Gymraeg Melin Gruffydd
Heol Glan y Nant
Yr Eglwys Newydd
Caerdydd
CF14 1AP
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Cyflwyniad

Fel Cadeirydd Llywodraethwyr Ysgol Gymraeg Melin Gruffydd, mae'n bleser gen i gyflwyno Adroddiad Blynyddol y Bwrdd Llywodraethol ar gyfer y flwyddyn 2023-24.

Mae cynnwys yr adroddiad yn statudol. Prif bwrpas yr Adroddiad Blynyddol yw cyflwyno gwybodaeth allweddol angenrheidiol i rieni ynglŷn â'r ysgol.

Mae'r Bwrdd yn hynod falch o gael tîm arbennig o athrawon a staff ym Melin Gruffydd ac wrth ein bodd yn dathlu cyrhaeddiad pob disgybl ac o gefnogaeth ein rhieni ymroddgar. Rwy'n falch iawn i nodi bod Estyn wedi cadarnhau hyn i gyd yn ei arolwg yn nhymor yr haf. Roedd yr adroddiad ar yr ysgol yn un arbennig iawn ac yn arddangos gwaith ac ymroddiad pob aelod o gymuned Melin Gruffydd.

Dymunwn ddiolch i chi gyd am wneud Melin Gruffydd yn ysgol arbennig, sy'n drysor gwerthfawr i gymuned Yr Eglwys Newydd.

Rhodri Jones - Cadeirydd y Llywodraethwyr

Introduction

As Chair of Governors of Ysgol Gymraeg Melin Gruffydd, I am pleased to present the Annual Report of the Governing Board for the year 2023-24.

The content of the report is statutory. The main purpose of the Annual Report is to present necessary key information to parents about the school.

The Board is extremely proud to have a special team of teachers and staff at Melin Gruffydd and we are delighted to celebrate the achievement of each pupil and the support of our dedicated parents. I am very pleased to note that Estyn has confirmed all this in its inspection in the summer term. The report on the school was a very special one and showcased the work and dedication of every member of the Melin Gruffydd community.

We would like to thank you all for making Melin Gruffydd a great school, which is a precious treasure for the Whitchurch community.

Rhodri Jones - Chairman of the Governors

Y Bwrdd Llywodraethol / Board of Governors

	Tan/Until	
Mrs Elin Davies	Rhiant/Parent	27/03/26
Mr Gwyndaf Jones	Pennaeth/Headteacher	
Mrs Catrin Dumbrill	Dirprwy/Deputy	10/10/24
Mr Rhodri Lloyd	Cymuned/ Community	28/03/26
Mr Emyr James	Cymuned/Community	24/09/27
Mr Owain Williams	Cymuned/Community	27/11/26
Mr Jamie Green	AALI/LEA	27/11/26
Mr Rhodri Elis Jones (Cadeirydd)	AALI/LEA	28/11/27
Mr Dylan Owen	AALI/LEA	20/06/27
Mrs Stephanie Evans	Rhiant/Parent	04/10/24
Miss Angharad Griffiths	Rhiant/Parent	04/10/24
Mr Denis Pugh	Rhiant/Parent	04/10/24
Mrs Sioned Tobias	Rhiant/Parent	14/11/23
Mrs Rebecca Milward	Athro/Teacher	24/10/26
Mrs Glesni Cooper	Staff nad ydynt yn dysgu/Non teaching staff	27/11/27
Mrs Esyllt Williams	Clerc dibleidlais/non-voting Clerk	

Penodir Llywodraethwyr am gyfnod o 4 blynedd. Ar ddiwedd cyfnod ar ran y rhieni, anfonir llythyr at holl rieni'r disgyblion yn yr ysgol yn gofyn am enwebiadau ar gyfer y lle(oedd) gwag.

Governors are appointed for a period of 4 years. At the end of a Parent Governor's term of office all parents are sent a letter asking for nominations for the vacant position (s).

Nifer y seddi gwag presennol ar gyfer Rhiant Lywodraethwyr / <i>Number of current Parent Governor vacancies</i>	0
Dyddiad(au) o sedd(i) (g)wag ar gyfer Rhiant Lywodraethwr sydd i ddod / <i>Date(s) of the upcoming Parent Governor vacancy(ies)</i>	27/03/26

Hysbyseb o Gyfarfod Blynyddol Rhieni/Llywodraethwyr i ddod (yn ol Adran 94 o Ddeddf Trefniadaeth Safonau Ysgolion Cymru 2013): Ni dderbyniwyd deiseb yn gwneud cais am gyfarfod, felly ni chynhaliwyd Cyfarfod Blynyddol yn y flwyddyn 2023/24 oherwydd ni holwyd am gyfarfod.

Notification of upcoming AGPM (as stated under Section 94 of the School Standards Organisation Wales Act 2013): The governing body did not receive a petition requesting a meeting, and therefore did not hold an AGM in 2023/24.

Gellir cysylltu â Chadeirydd y Llywodraethwyr a /neu'r Clerc drwy ffonio'r ysgol.

The Chairperson of Governors and / or Clerk may be contacted by telephoning the school.

Y Gymraeg / The Welsh Language

Rydym yn ymfalchio yn y ffaith taw Ysgol benodedig Gymraeg yw Ysgol Gymraeg Melin Gruffydd. Ar wahân i'r Saesneg, sy'n cael ei chyflwyno yn yr adran Iau, mae pob pwnc yn cael ei addysgu drwy gyfrwng y Gymraeg. Ni addysgir Saesneg yn y Babanod. Anogir pob plentyn i ddefnyddio'r Gymraeg bob amser.

We are proud that Ysgol Gymraeg Melin Gruffydd is a designated Welsh medium primary school. All subjects are taught through the medium of Welsh apart from English, which is taught in Key Stage 2/ Junior department. English is not taught in the Infants. All children are encouraged to use the Welsh language at all times.

Presenoldeb / Attendance 2023-24

Presenoldeb/Attendance	95.33%
Absenoldebau Awdurdodedig/ Authorised Absences	4.27%
Absenoldebau Anawdurdodedig/ Unauthorised Absences	0.38%

*Ni fu rhaid cyflwyno'r ffigurau hyn i'r Sir yn ystod y flwyddyn o achos Covid.
These figures did not have to be provided to the Council this year due to Covid.*

Diarddel Plant / Pupil Exclusions

Ni waharddwyd yr un disgybl yn ystod y flwyddyn addysgol 2023-24

There were no pupil exclusion during the year 2023-24

Staff a Dosbarthiadau / Staff and Classes - 2023-24

Athro / Teacher	Blynyddoedd / Year Group	Nifer / No.
Mrs Ffion Davies/	6	30
Mr. Huw Richardson	6	31
Miss Dion Mote	5	29
Mr James Williams	5	29
Ms Morganne Bendle	4	22
Mr Alun Higham/Mrs Natasha Farrell	4	23
Mrs Catrin Llywelyn	3	30
Miss Chloe Jones	3	29
Mrs Catrin Champion	2	28
Mrs Amy Evans	2	29
Mrs G.Davies / Mrs M. Williams	1	30
Miss Bethan Evans	1	32
Miss Ellen Bowhay	Derbyn / Reception	31
Mrs Fran Howells	Derbyn / Reception	31
Mrs Lowri Lewis + Mrs Gwenno Kidley	Meithrin / Nursery (am)	32
	Meithrin / Nursery (pm)	32
	Cyfanswm/Total	468
Mrs Rogers + Mrs Cooper	CPA / PPA	
Staff Cynorthwyol / Support Staff		
Mrs Chantelle Ohimekpen/ Mr Finn Dixon		Blwyddyn 5&6/Yrs 5&6
Mrs Sharon Rich/Miss Tesni Parker		Blwyddyn 3&4 / Yrs 3&4
Mrs Buddug Williams / Miss Sam Neathey/Mrs Sara Holliday/Miss Beca Hughes/Miss Emily Ford/ Miss Lucy Martinson/ Miss Marli Hansell		Bl1&2/Yr 1&2

Miss Sara James/Miss Daneka Stephens / Miss Freyja Jones	Derbyn / Reception
Miss Elen Jones/Miss Erin Evans /Mrs Wendy Roberts	Meithrin / Nursery
Mrs Glesni Cooper / Mrs Lorraine Rogers	CPA/PPA
Mrs Noni Laugharne	Swyddog Cyswllt Teulu/ Family Liaison Officer
Mrs Esyllt Williams / Mrs Helena Jones	Swyddfa/School Secretary
Mr Simon Bullen	Gofalydd/Caretaker
Mrs Geraldine Hughes/Mrs Mehwish Naheem	Goruchwylwyr Amser Cinio
Mrs Yvonne Clark/Mrs Karen Murphy	Lunchtime Supervisors
Mrs Geraldine Hughes / Mrs Laura Rose/ Mrs Karen Murphy / Miss Jessica Thomas	Staff Glanhau / Cleaning Staff

Y Cwricwlwm, Dysgu ac Addysgu / The Curriculum, Teaching and Learning

Ein nod yw cynnig addysg a gofal o'r safon uchaf mewn awyrgylch hapus, caredig, gweithgar a diogel lle mae cyfle i bob plentyn, beth bynnag fo'i allu gyrraedd ei lawn botensial. Rhoddir pwyslais ar ddysgu medrau sylfaenol llythrennedd a rhifedd a gosodir pwysigrwydd ar eu gwneud yn berthnasol ac yn ystyrlon i'r plentyn. Mae'n bwysig gwneud y plentyn yn ymwybodol o'i amgylchfyd, ei gymuned, ei wlad a'i fyd. Darperir cwricwlwm sy'n sicrhau fod pob plentyn yn tyfu i fod yn ymwybodol o'r diwylliant Cymraeg a'r etifeddiaeth sydd ynghlwm â hyn. Y mae gan yr ysgol hefyd bolisi cydraddoldeb a hyrwyddir hawliau plant y Cenhedloedd Unedig. Er caiff cwricwlwm yr ysgol ei ddiffinio gan ofynion Llywodraeth Cymru, caiff ei lunio gan aelodau cymuned ein hysgol ac mae'n unigryw i Ysgol Gynradd Gymraeg Melin Gruffydd.

Rhoddir ystyriaeth gytbwys i ddatblygiad gwybodaeth, sgiliau, cysyniadau ac agweddau, ac mae pwyslais cryf ar brofiadau uniongyrchol. Diben ein cwricwlwm yw cynorthwyo ein disgyblion i fod yn:

- Ddysgwyr uchelgeisiol, galluog sy'n barod i ddysgu drwy gydol eu hoes;
- Cyfranwyr mentrus, creadigol sy'n barod i chwarae eu rhan yn llawn yn eu bywyd a'u gwaith;
- Dinasyddion egwyddorol, gwybodus yng Nghymru a'r byd;
- Unigolion iach, hyderus sy'n barod i fyw bywyd gan wireddu eu dyheadau fel aelodau gwerthfawr o gymdeithas;

- Ddysgwyr uchelgeisiol, galluog sy'n barod i ddysgu drwy gydol eu hoes;
- Cyfranwyr mentrus, creadigol sy'n barod i chwarae eu rhan yn llawn yn eu bywyd a'u gwaith;
- Dinasyddion egwyddorol, gwybodus yng Nghymru a'r byd;

Mae'r Cwricwlwm yn cynnwys 6 Maes Dysgu a Phrofiad, sef Ieithoedd, Llythrennedd a Chyfathrebu, Mathemateg a Rhifedd, Gwyddoniaeth a Thechnoleg, Iechyd a Lles, Y Dyniaethau a'r Celfyddydau Mynegiannol. Tan ategir pob Maes Dysgu a Phrofiad gan y Fframweithiau Llythrennedd, Rhifedd a Chymhwysedd Digidol, sydd yn orfodol. Mae Crefydd, Gwerthoedd a Moeseg (CGM) yn elfen orfodol o'r Cwricwlwm i Gymru ac yn rhan o Faes Dysgu a Phrofiad Y Dyniaethau. Tra'n rhan o Faes Dysgu a Phrofiad Y Dyniaethau, sy'n cwmpasu daearyddiaeth; hanes; crefydd, gwerthoedd a moeseg; astudiaethau cymdeithasol ac astudiaethau busnes, mae'r disgyblaethau hyn yn rhannu llawer o themâu, cysyniadau a sgiliau trosglwyddadwy cyffredin tra bod ganddynt eu corff eu hunain o wybodaeth a sgiliau.

Our aim is to offer the highest quality care and education in a happy, kind, active and safe environment where there is an opportunity for all children, whatever their ability, to reach their full potential. Emphasis is placed on learning the basic skills of literacy and numeracy and we place an importance on making them relevant and meaningful to the child. It is important to make the child aware of his/her environment, their community, country and the world. An enriched curriculum is provided which ensures that all children grow up to be aware of Welsh culture and the heritage associated with this. The school also has an equality policy and promotes the UN children's rights.

Whilst the school's curriculum is designed by the demands of the Welsh Government, it has been created in collaboration with members of our school community and is bespoke to Ysgol Gynradd Gymraeg Melin Gruffydd.

Equal attention is given to the development of knowledge, skills, concepts and attitudes and considerable emphasis is placed on first-hand experiences. The purpose of our curriculum is to support our pupils to be:

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

The Curriculum consists of 6 Areas of Learning & Experience, which are Languages, Literacy & Communication, Mathematics & Numeracy, Science & Technology, Health & Wellbeing, Humanities and Expressive Arts. All Areas of Learning & Experience are underpinned by the mandatory Literacy, Numeracy and Digital Competence Frameworks. Religion, Values and Ethics (RVE) is also a mandatory element of the Curriculum for Wales and part of the Humanities Area of Learning & Experience. Whilst part of the Humanities Area of Learning & Experience, encompassing geography; history; religion, values and ethics; social studies and business studies, these disciplines share many common themes, concepts and transferable skills whilst having their own discrete body of knowledge and skills.

Anghenion Dysgu Ychwanegol / Additional Learning Needs

Diweddarir y polisi ADY yn unol â gofynion stadudol. Darperir Cynlluniau Addysg Unigol ar gyfer plant sydd ar y cofrestr ADY. Dyrennir arian yn ôl fformiwla blynyddol i gefnogi'r ddarpariaeth Anghenion Dysgu Ychwanegol. Defnyddir yr holl arian i gyflogi staff ac i sicrhau adnoddau addas. Apwyntir un Llywodraethwr i gydweithio'n agos â'r ysgol ar faterion ADY.

Cydlynnydd ADY – Mrs Moranne Bendle
Llywodraethwr a chyfrifoldeb ADY – Mrs Elin Davies

The school policy is reviewed according to statutory requirements. Individual Educational Programmes are provided for those pupils on the ALN register. Funding to support the provision for Additional Learning Needs is provided annually through a formula. All funding is used in employing staff and ensuring the provision of appropriate resources. A member of the governing body is appointed to work closely with the school on ALN matters.

*ALN Co-ordinator – Mrs Moranne Bendle
Governor with ALN responsibility – Mrs Elin Davies*

Gweithgareddau Chwaraeon / Sporting Activities

Cafwyd blwyddyn llwyddianus arall o chwaraeon i'r ysgol. Roedd yn braf gallu cystadlu unwaith mewn nifer helaeth o gystadlaethau ar draws Gaerdydd a Chymru.

Yfed a Bwyta'n Iach / Healthy Eating and Drinking

I atgyfnerthu'n nodau chwaraeon bywyd iach, mae'r ysgol yn hyrwyddo bwyta ac yfed iach ac anogir disgyblion i fwyta'n iach. Dosbarthwyd taflenni i ddisgyblion a'u rhieni, yn eu hannog i ddarparu blychau cinio iach. Paratoir bwydlenni ar lefel Awdurdod sy'n sicrhau'r lefel gywir o faeth. Anogir disgyblion i yfed dwr wrth weithio ac y maent yn ymwybodol o bwysigrwydd hydradiad y corff. Caiff codi ymwybyddiaeth i fyw'n iach le amlwg yng nghwricwlwm a bywyd yr ysgol. I hybu hyn darperir clwb coginio allgyrsiol ac yn ogystal rhoddir lle blaenllaw i gystadleuaeth Cogurdd. Mae'r ysgol wedi cyflawni Cam 5 o Ysgolion Iach ac yn gweithio tuag at y wobr genedlaethol.

To complement the school's sporting aims, the school promotes healthy eating and drinking, pupils are encouraged to eat healthily. Leaflets have been distributed to pupils and parents encouraging them to provide healthy lunch boxes. School menus are prepared to Authority level to ensure the correct nutrition level. Pupils are encouraged to drink whilst working and are aware of the importance of remaining hydrated. A healthy lifestyle is promoted throughout our school curriculum and our activities. To encourage this the school has provided an after school cookery club as well as promoting participation in the Cogurdd competition. The school has completed stage 5 of the Healthy Schools initiative and is now working towards the national award.

Tai Bach / Toilet Facilities

Mae gan yr ysgol ddigon o dai bach i'r disgyblion. Caiff cyflwr y tai bach ei adolygu'n rheolaidd. Mae gan yr ysgol dai bach sydd â mynediad i bobl anabl. Caiff toiledau'r ysgol eu glanhau yn ddyddiol gan lanhawyr yr ysgol. Mae'r glanhawyr yn sicrhau bod tai bach disgyblion mewn cyflwr derbynol ac yn addas i ddisgyblion ei defnyddio. Os oes problemau gyda'r tai bach mae disgyblion yn adrodd yn syth i aelodau staff a chysylltir gyda'r gofalwr a/neu adran cynnal a chadw adeiladau yr ALI. Mae staff yn sicrhau nad oes gordyrru yn y tai bach trwy gyfyngu ar nifer y disgyblion sydd yn cael defnyddio'r tai bach ar y tro.

The school has a sufficient number of toilets for the pupils. The condition of the toilets are monitored regularly. The school has toilets with disabled access. The school toilets are cleaned twice daily by the school's cleaners. The cleaners ensure that toilets are of an acceptable standard for pupils use. If there is a problem with the toilets pupils report to staff who then contact the site manager and/or LA's Buildings and Maintenance department immediately. Staff ensure that the toilets are not overcrowded by restricting the number of pupils who can use the toilets at any given time.

Trosglwyddo i'r Ysgol Uwchradd

Mae plant Ysgol Melin Gruffydd yn trosglwyddo i Ysgol Gyfun Glantaf ar ddiwedd blwyddyn 6. Fodd bynnag, y rhieni sy'n dewis i ba ysgol y bydd eu plant yn mynd.

Yn ystod Blwyddyn 6, mae'r Awdurdod Addysg Leol yn anfon llyfryn manwl sy'n cynnwys yr holl wybodaeth berthnasol ynghylch trefn ceisiadau a derbyniadau ysgolion uwchradd.

Mae Ysgol Gyfun Glantaf yn darparu ffurflenni derbyn a gwybodaeth i ddisgyblion Blwyddyn 6 ac mae noson agored bob blwyddyn hefyd, a hynny'n rhoi cyfle i rieni disgyblion Blwyddyn 6 gwrrdd â phennaeth a staff Ysgol Gyfun Glantaf.

Ar ddiwedd tymor yr Haf 2023, aeth 60 o'n disgyblion i Ysgol Gyfun Glantaf ac 1 i Whitchurch High.

Children from Ysgol Gymraeg Melin Gruffydd transfer to Ysgol Gyfun Glantaf at the end of year 6. However, it is the parents who choose which secondary school their children will attend.

In year 6 the Local Education Authority sends parents a detailed brochure giving all the relevant information regarding the procedure for secondary school applications and admissions.

Ysgol Gyfun Glantaf provides year 6 pupils with admission forms and information and there is also one evening held each year, giving an opportunity for the parents of year 6 to meet with the head and staff of Glantaf.

At the end of the summer term 2023, 60 of our pupils transferred to Ysgol Glantaf and 1 to Whitchurch High

Y Gymuned / Local Community

Dymuna'r Corff Llywodraethol ddiolch yn fawr i'r gwirfoddolwyr o'n cymuned leol, sy'n cynnig eu hamser yn rheolaidd er mwyn helpu ein disgyblion gyda'u sgiliau darllen, mewn sesiynau wedi'u trefnu gyda'r athrawon. Mae hyn yn gyfraniad amhrisiadwy i ddatblygiad gallu llythrennedd ein plant. Hefyd, dymuna'r Llywodraethwyr ddiolch i'r rhai sy'n gwirfoddoli o'u hamser i fynd ar ymweliadau, sy'n help mawr i'r staff. Mae'r ysgol wedi chwarae rhan y gymuned trwy berfformio, trwy ymweld â mannau arbennig ar gyfer dibenion addysgol, trwy wahodd aelodau o'r gymuned i gyfoethogi'r cwricwlwm a thrwy gefnogi elusennau.

The Governors wish to thank the many individuals from our community who regularly volunteer their time to assist our pupils with their reading, in organised sessions arranged by the teachers. This is an invaluable contribution to the development of literacy skills, for which we are very grateful. We would also like to thank those who volunteer to assist the staff on school trips. This support is very much appreciated. The school has played a part in the community by performing, by visiting places for educational purposes, by inviting members of the community to enrich the curriculum and by supporting charities.

Llawlyfr yr Ysgol / School Prospectus

Adolygwyd y prospectws a gwnaed mân newidiadau i adlewyrchu dyddiadau ac ystadegau cyfredol yn ogystal ag arolwg o Amcanion a Nodau'r ysgol ar gyfer y flwyddyn ysgol 2023/24, yn unol â'r canllawiau a dderbyniwyd gan Llywodraeth Cymru. Yn unol â rheolau Statudol, mae copi o'r prospectws ar gael ar wefan yr ysgol: www.ygmg.cymru

The School's prospectus for the academic year 2023/24 was reviewed and amended according to the Welsh Assembly guidelines. To comply with statutory regulations a copy of the school prospectus has been issued on the school website: www.ygmg.wales.

Polisiau a Dogfennau / Policies and Documents

Yn ystod y flwyddyn ddiwethaf adolygwyd y canlynol:-

Polisi Derbyn, Polisi Cyflogau, Polisi Codi & Dileu Tal, Polisi Rheoli Perfformiad, Polisi Amddiffyn Plant, Polisi Cwynion, Polisi Lles Staff, Polisi I&D, Polisi Diogelu Data, Rheoli Staff mewn Ysgolion, Gweithdrefn Disgyblu Staff, Trosolwg gweithdrefnau diogelu yr ysgol, Rheoliadau Ariannol a Rhestr Awdurdodau, Cod Ymddygiad y Corff Llywodraethu, Polisi Clwb Brecwast am Ddim. Polisi Cwricwlwm, Polisi Anghenion Dysgu Ychwanegol - ADY /Cod ALNET, Polisi Gwisg Ysgol, Cynllun Mynediad a Chydraddoldeb, Cynllun Gwella'r Ysgol, Polisi Cloi Lawr yr Ysgol, Polisi Camddefnyddio Sylweddau, Polisi Tai Bach, Polisi Meddyginiaeth, Polisi Ymweliadau Oddi Ar y Safle, Strategaeth Gwrth Dwyll a Llygredd, Gweithdrefnau Caffael a Thendro, Polisi a Gweithdrefn Cyfweiliadau Gadael yr Ysgol

Last year, the school reviewed the following:-

Admissions Policy, Pay Policy, Charging and Remissions Policy, Performance Management Policy, Child Protection Policy, Complaints Policy, Staff Wellbeing Policy, H&S Policy, Data Protection Policy, School Staff Discipline Policy, Overview of school's safeguarding procedures, Financial Regulations and Authority List, Governing Body Code of Conduct, Free Breakfast Club Policy, Curriculum Policy, ALN Policy/LNET Code, School Uniform Policy, Access and Equality Plan, School Improvement Plan, School Lockdown Policy, Substance Misuse Policy, Toilet Policy, Medicine Policy, School Visits Policy, Counter Fraud and Corruption Policy, Tendering and Procurement Policy, School Exit Interviews Policy

Cyllid / Budget

Costau / Expenses

Doedd dim un aelod o'r Corff Llywodraethol wedi hawlio costau yn y flwyddyn ariannol 2023/24.

No-member of the Governing Body claimed expenses during the financial year 2023/24.

Rhoddion gan y PTA/PTA *Donations* 2023/24 = £18,829.00

Cynllun Gwella'r Ysgol / School Improvement Plan

Cynllun Gwella Ysgol - 2023/24- School Improvement Plan

Targed 1- Lles

- Datblygu, gweithredu, gwerthuso a mireinio'r cynllun Cwricwlwm i Gymru.

Cynlluniau yn dangos dilyniant a pharhad ar draws y camau cynnydd ar gyfer y flwyddyn gyfan. O ganlyniad, mae'r ysgol yn osgoi unrhyw ailadrodd yn y profiadau mae'r athrawon yn cynnig i'r disgyblion. Drwy fapio'n Cwricwlwm mae'r ysgol wedi **datblygu cwricwla eang, cytbwys, perthnasol a diddorol**. Mae'r cwricwlwm yn rhoi **gwerthfawrogiad i'r dysgwyr o'u cymuned leol, eu diwylliant a'u cynefin**. Mae'r cwricwlwm wedi ei ddatblygu gan **adeiladu**

mewn ffordd systematig ar gynnydd yng ngwybodaeth a sgiliau dysgwyr.

- Cydweithio ag ysgolion eraill Caerdydd a chydag arbenigwyr y consortiwm. O ganlyniad, mae'r ysgol **yn gadarn bod ein Cwricwlwm wedi adeiladu ar gynnydd** yng ngwybodaeth a sgiliau dysgwyr gan ddefnyddio arbenigedd y Consortiwm i liwio'n cynlluniau.
- Rhanddeiliaid yn deall gofynion Cwricwlwm i Gymru yn well drwy gyfarfodydd a gwybodaeth ar wefan yr ysgol. O ganlyniad, mae gan rieni **ddealltwriaeth gadarn** o'r hyn mae'r disgyblion am ei ddysgu yn ystod y tymor.
- Cryfhau mewnbwn y llywodraethwyr yn ein prosesau hunan arfarnu er mwyn gwella dealltwriaeth o Cwricwlwm i Gymru

Develop, implement, evaluate and refine the Curriculum for Wales plan.

- Plans show continuity and continuity across the stages of progress for the full year. As a result, the school avoids any repetition in the experiences the teachers offer the pupils. Through our Curriculum mapping the school has developed broad, balanced, relevant and interesting curricula. The curriculum gives learners an appreciation of their local community, culture and habitat. The curriculum has been developed building in a systematic way an increase in learners' knowledge and skills.
- Collaborate with other Cardiff schools and with consortium experts. As a result, the school is firm that our Curriculum has built on an increase in learners' knowledge and skills using the Consortium's expertise to colour our plans.

Stakeholders better understand the requirements of Curriculum for Wales through meetings and information on the school's website. As a result, parents have a solid understanding of what pupils want to learn during term time.

- Strengthening the governors' input in our self-appraisal processes to improve understanding of Curriculum for Wales

Target 2- Datblygu darpariaeth a gwella safonau mathemateg a rhifedd ar draws yr Ysgol.

- Datblygu addysgeg mathemateg a rhifedd er mwyn sicrhau bod profiadau dysgu yn ysyrlon a phwrpasol. O ganlyniad, ar draws yr ysgol, mae'r rhan fwyaf o ddisgyblion yn gwneud cynnydd da wrth ddatblygu eu medrau mathemateg. Mae disgyblion Blwyddyn 2 yn adnabod rhifau hyd at 100 ac yn datblygu dealltwriaeth o fesur a dehongli graddfeydd mesur yn dda.
- Cynyddu'r cyfleuoedd i ddisgyblion gymhwyso eu medrau rhifedd ar draws y cwricwlwm. O ganlyniad, mae disgyblion yn datblygu eu medrau mathemategol yn fwy ymestynol, er enghraifft drwy ddylunio cerbydau ar gyfer pobl ag anabledau corfforol. Mae llawer o'r disgyblion hynaf yn manteisio'n fwriadus ar gyfleuoedd i gymhwyso eu medrau rhifedd ar draws y cwricwlwm, er enghraifft wrth ddefnyddio cyfesurynnau i leoli ardaloedd arwyddocaol o Gaerdydd yn ystod yr Ail Ryfel Byd.

Cynyddu'r ddarpariaeth ar gyfer gwrpiau targed. O ganlyniad, mae sgiliau defnyddio a chymhwyso mathemateg nifer o ddisgyblion y grwpiau targed yn dangos cynydd da o ran safonau a cyflawniad

Target 2- Develop provision and improve maths and numeracy standards across the School.

- Develop mathematics and numeracy pedagogy to ensure that learning experiences are engaging and purposeful. As a result, across the school, most pupils are making good progress in developing their maths skills. Year 2 pupils recognise numbers up to 100 and develop an understanding of measuring and interpreting measuring scales well.
- Increase communication for pupils to apply their math skills across the curriculum. As a result, pupils develop their mathematical skills more extendedly, for example by designing vehicles for people with physical disabilities. Many of the oldest pupils are deliberately taking advantage of opportunities to apply their numeracy skills across the curriculum, for example when using coordinates to locate significant areas of Cardiff during the Second World War.

Increase coverage for target groups. As a result, the maths use and application skills of many target group pupils show good progress in standards and achievement

Targed 3- Datblygu Ymagweddau effeithiol wrth asesu sy'n gwella addysgu a dysgu.

- Maent yn cydweithio'n effeithiol â'i gilydd mewn grwpiau, mewn parau neu drwy gynorthwyo ei gilydd, pan fo angen. Yn gyffredinol, mae'r rhan fwyaf o ddisgyblion yn ymateb yn dda i adborth llafar staff. Fodd bynnag, nid yw disgyblion bob tro yn deall nac yn ymateb yn ddigon rhagweithiol i adborth ysgrifenedig athrawon. O ganlyniad, nid ydynt yn deall beth a sut i wella eu gwaith er mwyn gwneud cynnydd cyson yn eu dysgu.
- Mae athrawon yn rhoi adborth rheolaidd i ddisgyblion am eu dysgu. Mewn dosbarthiadau lle mae hyn yn effeithiol, mae disgyblion yn gwella'u gwaith, ac o ganlyniad yn deall beth sydd angen iddynt ei wneud y tro nesaf i wneud eu gwaith yn well. Er hyn, nid yw athrawon bob amser yn darparu digon o gyfleoedd i ddisgyblion ymateb i'r adborth hwn nac yn sicrhau ei fod yn ddigon penodol i helpu disgyblion i wella agweddau pwysig o'u gwaith.

Mae'r ysgol yn olrhain cynnydd disgyblion yn effeithiol gan wneud defnydd pwrpasol o asesiadau amrywiol. Trwy hyn, mae athrawon yn sicrhau bod disgyblion yn cael y cymorth sydd ei angen arnynt i lwyddo. O ganlyniad, mae'r rhan fwyaf o ddisgyblion yn gwneud cynnydd cadarn ymhob agwedd o'u dysgu. Mae'r ysgol yn rhannu gwybodaeth am gynnydd disgyblion i rieni yn amserol ac yn cynnwys targedau gwelliant lle bo'n berthnasol.

Target 3- Develop effective approaches to assessment that improve teaching and learning.

- They collaborate effectively with each other in groups, in pairs or by assisting each other, when necessary. In general, most pupils respond well to staff verbal feedback. However, pupils do not always understand or respond proactively enough to teachers' written feedback. As a result, they do not understand what and how to improve their work in order to make steady progress in their learning.
- Teachers regularly give pupils feedback about their learning. In classes where this is effective, pupils improve their work, and consequently understand what they need to do next time to do their work better. However, teachers do not always provide enough opportunities for pupils to respond to this feedback or ensure that it is specific enough to help pupils improve important aspects of their work. The school effectively tracks pupils' progress making purposeful use of various assessments. Through this, teachers ensure that pupils get the support they need to succeed. As a result, most pupils are making solid progress in all aspects of their learning. The school shares information about pupil progress to parents in a timely manner and includes improvement targets where applicable.

Targed 4- Sut allwn ni gyfoethogi cwricwlwm yr ysgol trwy fapio ymhellach yr agweddau trawsgwricwlaidd mandadol

- FD wedi parhau i rannu gwybodaeth gyda'r rhieni drwy'r Cylchlythyr Lles ar faterion a amlinellwyd fel 'gwendid' yn yr adroddiad 'Dull Ysgol Gyfan o ymdrin a lles emosiynol a meddyliol'. O ganlyniad mae gan y rhieni fynediad at y wybodaeth diweddaraf ynglyn a'r hyn y mae'r ysgol yn ei gynnig i gefnogi ein disgyblion.
 - FD wedi bod yn mynychu cyfres o seminarau 'Cyfres Arweinyddiaeth Well DARPL'. Bydd hyn yn parhau blwyddyn academaidd nesaf. Bydd FD yn adrodd yn nol i'r staff mewn cyfarfod staff ar ddiwedd y cwrs.O ganlyniad
 - FD wedi sefydlu Cyngor newydd i'r ysgol- Cyngor ACT (Amrywiaeth, cynhwysiant a thecwch). Mae gwahoddiad i bob disgybl i fod yn ran o'r cyngor. Tasg cyntaf y Cyngor oedd gwneud arolwg o ddarpariaeth amrywiaeth sydd i gael yn y dosbarthiadau. Mae hyn wedi sicrhau bod proffil amrywiaeth yr ysgol wedi ehangu gan gynnwys disgyblion o flynyddoedd 3-6.
 - FD, MB a LL wedi rhannu arfer dda drwy dangos portffolios lechyd a Lles Estyn gyda'r clwstwr mewn cyfarfod hwyrnos a oedd yn cynnwys cwricwlwm lechyd a Lles MG, Cynllun ACRh MG, Cylch-lythyr lechyd a Lles, a Dechrau da i'r diwrnod. Gofynwyd i FD drefnu diwrnod gweithio yn Melin Gruffydd i arweinwyr y clwstwr er mwyn eu cynorthwyo i ysgrifennu Cwricwlwm lechyd a Lles eu hysgolion. Hyn i'w drefnu ar gyfer mis Medi.
- Estyn 2024: Mae lles ac agweddau cadarnhaol disgyblion at eu dysgu yn gryfder nodedig yn yr ysgol. Mae bron bob disgybl yn teimlo'n hapus a diogel o fewn yr ysgol. Maent yn dangos balchder amlwg at eu hysgol ac yn gwerthfawrogi'r profiadau amrywiol sy'n cael eu darparu ar e cyfer. Maent yn ymddwyn yn rhagorol ac yn dangos cwrteisi, gofal a pharch amlwg at ei gilydd, staff ac ymwelwyr. Maent yn ofalgar o'u cyfoedion, yn sensitif i anghenion eraill ac yn gwybod at bwy i droi os oes ganddynt broblem.

Target 4- How can we enrich the school curriculum by further mapping the mandated cross-curricular aspects

- FD has continued to share information with parents through the Wellbeing Newsletter on issues outlined as 'weakness' in the 'Whole School approach to emotional and mental wellbeing' report. As a result parents have access to the latest information about what the school offers to support our pupils.
- FD has been attending a series of 'PROVIDENCE Enhanced Leadership Series' seminars. This will continue next academic year. FD will report posthumously to staff at a staff meeting at the end of the course. As a result
- FD has established a new school Council- ACT Council (Diversity, inclusion and equity). All pupils are invited to be part of the council. The Council's first task was to survey diversity provision available in the classes. This has ensured that the school's diversity profile has expanded including pupils from years 3-6.

FD, MB and LL shared good practice by demonstrating Extension Health and Wellbeing portfolios with the cluster at a late night meeting which included the MG Health and Wellbeing curriculum, MG RSE Scheme, Health and Wellbeing Newsletters, and A good start to the day. FD was asked to organise a working day at Melin Gruffydd for cluster leaders to help them write their schools' Health and Wellbeing Curriculum. This is scheduled for September.

Estyn 2024: Pupils' wellbeing and positive attitudes to their learning are a notable strength in the school. Almost all pupils feel happy and safe within the school. They show obvious pride for their school and appreciate the varied experiences that are provided for. They behave admirably and show obvious courtesy, care and respect for each other, staff and visitors. They are caring of their peers, sensitive to the needs of others and know who to turn to if they have a problem.

Dyddiadau a gwyliau'r ysgol - 2024-25 - Dates and school holidays

Tymor/Term	Tymor yn dechrau Term begins	Hanner tymor yn dechrau Half term begins	Hanner tymor yn gorffen Half term ends	Tymor yn gorffen Term ends
Hydref 2024 Autumn	Dydd Llun Medi 2 Sept Monda	Dydd Llun Hydref 28 Oct Monday	Dydd Gwener Tachwedd 1 Nov Friday	Dydd Gwener Rhagfyr 20 Dec Friday
Gwanwyn 2025 Spring	Dydd Llun Ionawr 6 Jan Monday	Dydd Llun Chwefror 24 Feb Monday	Dydd Gwener Chwefror 28 Feb Friday	Dydd Gwener Mawrth 11 April Friday
Haf 2025 Summer	Dydd Llun Ebrill 28 April Monday	Dydd Llun Mai 26 May Monday	Dydd Gwener Mai 30 May Friday	Dydd Llun Gorff 21 July Monday

Cymdeithas Rhieni ac Athrawon (CRhA) / Parent Teacher Association (PTA)

Dymuna'r Corff Llywodraethol ddiolch i aelodau a swyddogion y gymdeithas am eu llafur caled ac i'r rhieni am eu cefnogaeth a'u haelioni.

Dymuna'r Corff Llywodraethol hefyd annog pob rhiant i gefnogi'r gwaith gwych a gwerthfawr a wneir gan y Gymdeithas Rheini Athrawon.

Twitter @CRhAMelinGruff

The Governing Body wishes to express its gratitude to the members of the P.T.A. for their hard work and to the parents for their continued support and generosity.

We would also encourage all parents to support the excellent and essential work of the PTA.

Twitter @CRhAMelinGruff

Cydweithio gyda rhieni / Parental links

Mae barn rhieni yn bwysig i lwyddiant a dyfodol Ysgol Melin Gruffydd! Bydd holiaduron yn cael eu rhoi ar wefan yr ysgol/ap yr ysgol ar gyfer eich sylwadau.

Nosweithiau Agored

Mae'r ysgol yn darparu dwy noson agored i rieni ymweld â'r ysgol er mwyn trafod gwaith a datblygiad eu plant. Cynhelir un noson yn ystod Tymor yr Hydref a'r llall yn nhymor y Gwanwyn.

Adroddiadau Datblygiad y Disgybl

Mae'r disgyblion yn derbyn adroddiad ysgrifenedig manwl yn flynyddol. Hefyd, mae CADY'r ysgol, Mrs Morganne Bendle, wedi cyfarfod â rhieni yn gyson i drafod anghenion eu plant. Un datblygiad pwysig o fewn yr ysgol yw rôl y Swyddog Teulu – Mrs Noni Laugharne. Os oes angen dod i'r ysgol i drefnu cyfarfod gyda'r athro/athrawes/pennaeth, mae modd cysylltu â'r ysgol i wneud trefniant cyfleus. Yn dymhorol anfonir llythyr i'r rhieni yn cyfeirio at waith y tymor sydd i ddod.

Disgyblion Newydd

Yn ystod Tymor yr Hydref cynhelir cyfarfod - "Noson Groeso" - ar gyfer y rhieni. Yn ystod y noson, ceir cyfle i dderbyn gwybodaeth am waith y dosbarth yn ogystal â chyfle i holi'r athrawon perthnasol. Mae'r ysgol wedi darparu cytundebau Ysgol/ Cartref, llawlyfrau, holiadur anabledd, ffurflen caniatâd lluniau ar y we i'r disgyblion newydd. Bu'r ysgol yn paratoi a dosbarthu Cytundebau Cartref Ysgol, llawlyfrau, slipiau caniatâd ar gyfer cynnwys lluniau ar y rhyngwrdd ar gyfer y plant Meithrin a Derbyn newydd.

Cyfarthrebu gyda Rhieni

Mae'r ysgol yn cyfarthrebu gyda'r rhieni mewn amryw o ffyrdd digidol– negeseuon ar ap yr ysgol Group Ed, e-bost, Instagram, Twitter, Facebook ac ar wefan yr ysgol– www.ygmg.com

Taliadau Arlein

Un datblygiad pwysig sydd yn fwy poblogaidd eleni eto yw'r system i'r rhieni fedru talu ar-lein am weithgareddau ac ymweliadau – www.parentpay.com

The views of parents is important to the success and the future of Ysgol Melin Gruffydd! On occasions, parental questionnaires are shared on the school website/school app for your comments.

Open Evenings

Two open evenings are arranged every school year enabling the class teachers and parent/ guardians to discuss the pupils' work and progress. One evening is held during the Autumn Term and the other during the Spring term.

Pupil Progress Reports

Pupils receive detailed written reports once a year. Also, the school's SENCO, Mrs Morganne Bendle, met with parents throughout the year to discuss pupils' needs and progress. One positive development is the role of our Family Engagement officer – Mrs Noni Laugharne. If parents wish to discuss anything with the teachers/head teacher, it is possible to contact the school to arrange a convenient appointment. At the beginning of every term, a letter is sent to all parents summarising the work and topics that are to be covered.

New Pupils

During the Autumn Term, the school invited parents to school – “Welcome to the New Class” evenings. During these evenings, parents met the new teachers, received information regarding the curriculum and had the opportunity to ask relevant questions.

The school prepared and distributed Home School Agreements, handbooks, permission slips for including photos on the internet for the new Nursery and Reception children.

Communicating with Parents

The school communicates digitally with parents via the school app (MySchoolApp), email, Instagram, Twitter, Facebook and the school website – www.ygmg.cymru

Online Payments System

An important development that is now more popular is the school's online payment system for school events and visits – parentpay.com

**Dymuna'r bwrdd llywodraethol ddiolch i'r rhieni a chyfeillion Melin Gruffydd
am eu cefnogaeth arbennig!**

**The governing body would like to thank the parents and friends of Melin
Gruffydd for their continued excellent support!**

PENNAETH/HEADTEACHER: Mr Gwyndaf Jones

CYFEIRIAD/ADDRESS: Heol Glan y Nant
Yr Eglwys Newydd/Whitchurch
Caerdydd/Cardiff
CF14 1AP

FFON/TEL: 02920691247

E-BOST/E-MAIL: YsgolMelinGruffydd@caerdydd.gov.uk

GWEFAN/WEBSITE: www.ygmg.cymru

TRYDAR/TWITTER: @MelinGruffydd

Atodiad 1

Ysgol Gymraeg Melin Gruffydd

Annwyl Riant

Eich hawl i ofyn am gyfarfod â chorff llywodraethu'r ysgol

Rwyf yn ysgrifennu atoch ar ran y corff llywodraethu i roi gwybod i chi am newidiadau i'r rheoliadau a threfniadau newydd o ran cael cyfarfod â chorff llywodraethu'r ysgol.

Mae Deddf Safonau a Threfniadaeth Ysgolion (Cymru) 2013 (y Ddeddf) yn dileu'r gofyniad i gyrrff llywodraethu ysgolion gynnal cyfarfod blynyddol â rhieni, a chyflwynwyd trefniadau newydd yn lle hynny er mwyn galluogi rhieni i ofyn am hyd at 3 chyfarfod â chorff

Ilywodraethu'r ysgol yn ystod unrhyw flwyddyn ysgol ynghylch materion sy'n peri pryder iddynt.

Dan y Ddeddf bydd angen bodloni pedwar amod os yw rhieni yn dymuno arfer eu hawliau i gynnal cyfarfod.

1. Bydd angen i Rieni lunio deiseb o blaid cynnal cyfarfod.

Bydd angen i rieni o leiaf 30 o ddisgyblion a gofrestrwyd yn yr ysgol lofnodi'r ddeiseb. Os deiseb ar bapur ydyw, rhaid rhoi llofnod ysgrifenedig yn ogystal â nodi enw a dosbarth pob plentyn sy'n ddisgybl cofrestredig yn yr ysgol. Os deiseb electronig ydyw, y 'llofnod' sydd ei angen yw enw'r rhiant wedi'i deipio yn ogystal ag enw a dosbarth pob plentyn sy'n ddisgybl cofrestredig yn yr ysgol a chyfeiriad e-bost pob rhiant sy'n 'llofnodi' y ddeiseb electronig.

2. Rhaid galw'r cyfarfod i drafod materion sy'n effeithio ar yr ysgol

Ni ellir galw'r cyfarfod i drafod materion megis cynnydd disgyblion unigol, nac i wneud cwyn yn erbyn aelod o staff neu gorff llywodraethu'r ysgol.

Dylai'r ddeiseb gynnwys manylion cryno'r mater/materion i'w trafod, a'r rhesymau dros alw'r cyfarfod. Dylid nodi'r wybodaeth hon yn glir ar frig y ddeiseb, gyda llofnodion y rhieni yn ymddangos islaw hynny.

3. Gellir cynnal hyd at dri chyfarfod yn ystod y flwyddyn ysgol

Mae'r gyfraith yn galluogi rhieni i arfer eu hawliau i ofyn am hyd at dri chyfarfod â chorff llywodraethu ysgol yn ystod y flwyddyn ysgol.

4. Rhaid bod o leiaf 25 diwrnod ysgol yn weddill yn y flwyddyn ysgol

Un o amodau'r gyfraith yw bod rhaid bod o leiaf 25 diwrnod ysgol yn weddill yn y flwyddyn ysgol pan gyflwynir y ddeiseb i'r ysgol er mwyn gallu cynnal y cyfarfod.

Ystyr "diwrnod ysgol" yw diwrnod pan fo'r ysgol ar agor i ddisgyblion: Nid yw hyn yn cynnwys penwythnosau, gwyliau cyhoeddus, gwyliau ysgol na diwrnodau HMS.

Y cyfeiriad ar gyfer cyflwyno deiseb yn gofyn am gyfarfod â chorff llywodraethu'r ysgol yw: Cadeirydd y Llywodraethwyr, d/o Ysgol Gymraeg Melin Gruffydd, Heol Glan y Nant Road, Yr Eglwys Newydd, Caerdydd, CF14 1AP.

Mae rhagor o wybodaeth ar sut y gall rhieni fynd ati i ofyn am gyfarfod â'r corff llywodraethu ar gael ar wefan Llywodraeth Cymru yn:

<http://wales.gov.uk/topics/educationandskills/publications/guidance/parents-meetings-statutory-guidance/?lang=cy>

Yn gywir,

Appendix 1

Ysgol Gymraeg Melin Gruffydd

Dear Parents

Your right to request a meeting with the school's governing body

I am writing to you on behalf of the governing body to advise you of changes in regulations and new arrangements to meet with the school governing body.

The Schools Standards and Organisation (Wales) Act 2013 (The Act) removed the requirement for school governing bodies to hold an annual meeting with parents instead new arrangements have been introduced to enable parents to request up to 3 meetings in any school year with a governing body, on matters which are of concern to them.

If parents wish to use their rights under the Act to hold a meeting, 4 conditions will need to be satisfied:

1. Parents will need to raise a petition in support of holding a meeting.

The parents of at least 30 registered pupils will need to sign the petition. If it is a paper petition, then a written signature must be given as well as the name and class of each child who is a registered pupil at the school. If the petition is in electronic format, the 'signature' required is the typed name of the parent plus the name and class of each child who is a registered pupil at the school and the email address of each parent who 'signs' the electronic petition.

2. The meeting must be called to discuss matters which affect the school

The meeting cannot be called to discuss such matters as the progress of individual pupils, or to make a complaint against a member of the school's staff or governing body.

The petition should contain brief details of the matter(s) to be discussed, and the reasons for calling the meeting. This information should be clearly displayed at the top of the petition, with parents' signatures appearing below.

3. A maximum of 3 meetings can be held during the school year

The law allows parents to use their rights to request up to 3 meetings with a school governing body during the school year.

4. There must be at least 25 school days left in the school year

The law makes it a condition that at least 25 school days are left in the school year when the petition is received so that the meeting can be held.

A "school day" means a day when the school is open to pupils: it does not include weekends, public holidays, school holidays or INSET days.

The address for service of a petition requesting a meeting with this school's governing body is:

Chair of Governors c/o Ysgol Gymraeg Melin Gruffydd, Glan y Nant Road, Whitchurch, Cardiff CF14 1AP.

Further advice on how parents may go about requesting a meeting with a governing body is available on the Welsh Government's website at:

<http://wales.gov.uk/topics/educationandskills/publications/guidance/parents-meetings-statutory-guidance/?lang=en>

Yours sincerely,

Chair of governors

