

# Llawlyfr Derbyn Reception Handbook

Ysgol Gymraeg Gwynllyw



# Ysgol Gymraeg Gwynllyw

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 Gymraeg Gwynllyw,  
Heol y Ffoledd,  
Trefddyn,  
Pont-y-pwl,  
Torfaen  
NP4 8JD

01495 750405

[www.gwynllyw.cymru](http://www.gwynllyw.cymru)

[yggswyddfa@gwynllyw.cymru](mailto:yggswyddfa@gwynllyw.cymru)

Amserau'r Dosbarth Derbyn / *Reception class times*  
8:40am – 3:10pm



Ysgol  
Gymraeg  
Gwynllyw

Un tim, Un Teulu

One Team.  
One Family

Croeso / Welcome



# Croeso

Croeso i deulu a chymuned agos Ysgol Gymraeg Gwynllyw. Gobeithio eich bod wedi cael gwyliau haf bendigedig ac yn barod i barhau ar eich taith addysgol. Croeso i'r rhai sy'n ymuno â theulu Gwynllyw ac yn dechrau yn ein dosbarth derbyn. Rydym yn cynnig amgylchedd academiaidd hapus a chefnogol i bob dysgwr, lle bydd pob plentyn yn cael cyfle gwerthfawr i gymryd rhan mewn ystod o weithgareddau chwarae strwythuredig a phwrpasol.

Gobeithiwn y bydd y llawlyfr hwn o gymorth i chi a'ch teulu wrth i'ch plentyn symud i'n dosbarth derbyn yn Ysgol Gymraeg Gwynllyw. Cofiwch gysylltu os ydych yn dymuno cael y cyfle i siarad am unrhyw faterion perthnasol.

*Welcome to our school community at Ysgol Gymraeg Gwynllyw. We hope you have had a wonderful summer break and are ready to continue on your educational journey. Welcome to those joining the Gwynllyw family and starting in our reception class. We offer an enjoyable and supportive academic environment for all learners, where every child will have a valuable opportunity to take part in a range of structured and purposeful play activities.*

*We hope that this handbook will be of help to you and your family as your child moves into our reception class at Ysgol Gymraeg Gwynllyw. Remember to get in touch if you wish to have the opportunity to talk*



# Trefniadau ysgol

Mae dechrau'r Derbyn ac addysg llawn amser yn gam mawr i blant. Byddwn yn gwneud popeth o fewn ein gallu i sicrhau bod yr amser hwn yn un hapus a siriol i bawb. I gefnogi hyn, rydym yn croesawu teuluoedd yn nhymor yr haf cyn i'ch plentyn ddechrau yn y dosbarth derbyn yn ogystal rydym wedi trefnu cyfarfod croeso i bawb fynychu er mwyn cwrdd â staff, ymgyswrtu â dosbarth eich plentyn a chlywed am y cynlluniau cwricwlwm ar gyfer ein dosbarth derbyn y flwyddyn academaidd. Byddwn yn cadarnhau dyddiad y cyfarfod hwn ar ddechrau'r tymor.

Mae'r ysgol yn cychwyn yn brydlon am 8:40yb a gofynnwn yn garedig i chi gerdded eich plentyn at glwyd neu ddrysau'r ysgol, lle bydd aelod o staff yn aros i'ch croesawu. Bydd yr ysgol yn gorffen am 3:10pm a gallwch gasglu eich plentyn o iard bloc Gwladys. Byddwn yn trosglwyddo plant yn ddiogel i'w rhiant / gofalwr un ar y tro. COFIWCH adael i ni wybod os oes rhywun gwahanol yn casglu eich plentyn, boed hynny drwy e-bost, galwad ffôn neu lythyr. Nid ydym yn caniatáu i blentyn fynd adref gyda dieithryn neu unrhyw un o dan 16 oed. Gwnewch yn siŵr eich bod yn cyrraedd mewn da bryd i gasglu eich plentyn o'r ysgol. Os oes problem, ffoniwch swyddfa'r ysgol cyn gynted â phosibl.

Mae'n bur debygol y bydd rhai plant yn ddagreuol wrth i'w rhieni eu gadael am y tro cyntaf, felly gofynnwn ichi ffarwelio â'ch plant yn hapus. Mewn amser a gyda threfn rheolaidd, bydd eich plentyn yn dod i arfer ac yn dechrau'r ysgol yn hyderus a hapus.





# School arrangements

*Starting Reception and full time education is a big step for children. We will do everything we can to ensure that this time is a happy and cheerful one for everyone. To support this, we welcome families in the summer term, prior to your child starting the reception class. We also arrange a welcome meeting for all to attend to meet with the staff, familiarise yourselves with your child's classroom and hear about the curriculum plans for our reception class. We will confirm the date for this meeting at the start of term.*

*School starts promptly at 8:40am and we kindly ask you to walk your child to the school gate or doors, where a member of staff will be waiting to welcome you. School will finish at 3:10pm and you can collect your child from the school yard. We will hand over children safely to their parent / guardian one at a time. REMEMBER to let us know if someone different is collecting your child, by email, phone call or letter. We do not allow a child to go home with a stranger or anyone under the age of 16. Please make sure you arrive in good time to collect your child from school. If there is a problem, call the school office as soon as possible.*

*It is quite likely that some children will be tearful as their parents leave them for the first time, so we ask that you say goodbye to your children happily. In time and with a regular routine, your child will get used to it and start school confidently and happily.*

# Sut fedrwch chi helpu eich plentyn cyn dechrau dosbarth derbyn?

- Dylai'ch plentyn allu defnyddio'r tŷ bach yn gwbl annibynnol, a golchi a sychu'i d/ddwylo er mwyn dechrau yn yr ysgol. 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
- Rhowch enw'ch plentyn ar bob dilledyn
- Dysgwch eich plentyn i wisgo a dadwisgo côt yn annibynnol a gwneud zip
- Anogwch eich plentyn i dacluso ac i barchu teganau ac offer eraill.





How can you help your child before starting the reception class?

- *Your child should be able to use the toilet independently and wash and dry their hands in order to start school. We will call you straight away to collect your child or change them if your child has soiled themselves.*
- *Exercise shoes and boots with velcro that are easier for your child and us!*
- *Teach your child how and when to wipe their nose*
- *Put your child's name on each item of clothing*
- *Teach your child to put on and take off their coat independently.*
- *Encourage your child to tidy up and to respect other toys and equipment.*

# Sut fedrwch chi helpu eich plentyn wrth iddynt fynychu Ysgol Gymraeg Gwynllyw?

- lawrlwytho a mewngofnodi i Seesaw gan ddefnyddio'r dau 'QR code' o'r athrawon dosbarth
- rhyngweithio ac ymgysylltu â dysgu a datblygiad eich plentyn trwy'r ap Seesaw
- trafod yr hwyl a'r sbri a geir yn yr ysgol â'ch plentyn
- helpu eich plentyn i adnabod ei enw
- darllen llyfrau a gwylio rhaglenni Cymraeg gyda'ch plentyn mor aml â phosibl (Cyw / Apiau Cymraeg)
- rhoi cyfle i'ch plentyn ddefnyddio offer creadigol gartref e.e. creonau, pensiliau, papur, glud, siswrn a phaent
- Cofiwch ddweud wrthynt pwy bydd yno i'w casglu ar ôl ysgol.



# How can you help your children while they attend Ysgol Gymraeg Gwynllyw?

- *Download and log into Seesaw using the two 'QR codes' from the class teachers*
- *Interact and engage with your child's learning and development through the Seesaw app*
- *Discuss the fun and excitement at school with your child*
- *Help your child recognise their name*
- *Read books and watch Welsh programs with your child as often as possible (Cyw / Welsh Apps)*
- *Give your child the opportunity to use creative tools at home e.g. crayons, pencils, paper, glue, scissors and paint*
- *Remember to them who will be there to collect after school.*



# Bydd angen:

- Gwisg ysgol (enw ar bopeth)
- Gwisg ymarfer corff mewn bag (enw ar bopeth)
- Bag ysgol bach i gario'r pethau isod;  
Ffrwyth neu lysiau neu gaws mewn bocsg  
gyda enw arno,  
Diod o ddŵr mewn potel plastig gydag enw Un  
neu ddau set o ddillad (esgidiau, pants,  
sanau/teits, crys, siwmpwr, sgert/ffrog,  
trousus/siorts) glân sbâr rhag ofn damweiniau
- Dim gemwaith, tegannau na thedis

Diolch

# Your child will need:

- *School uniform (name on everything)*
- *P.E. kit in a bag (name on everything)*
- *A small school bag with name clearly marked to carry the things listed below;*  
*a healthy snack (fruit or vegetables or cheese),*  
*a refillable water in a plastic bottle with name on it,*  
*One or two sets of clothing incase of any accidents (shoes, underwear, socks/tights, top, jumper, skirt/dress, trouser/shorts)*
- *No jewellery, toys or teddies*

*Diolch*



CRYS CHWYS GLAS TYWYLL  
(BATHODYN YSGOL DEWISOL)  
NAVY SWEATSHIRT (SCHOOL  
BADGE OPTIONAL)



CRYS POLO GWYRDD  
(BATHODYN YSGOL DEWISOL)  
GREEN POLO SHIRT (SCHOOL  
BADGE OPTIONAL)



CARDIGAN GLAS TYWYLL (BATHODYN  
YSGOL DEWISOL)  
NAVY CARDIAGN (SCHOOL BADGE  
OPTIONAL)



FFROG GINGHAM GLAS TYWYLL  
NAVY GINGHAM DRESS



TROWSUS, SGERT, SIORTS TEILWREDIG NEU FFROG  
BINER DULWYD.

CHARCOAL GREY TROUSERS, SKIRT, TAILORED  
SHORTS OR PINAFORE DRESS.

## Gwisg ysgol

## School uniform



CIT ADDYSG GORFFOROL

PE KIT



TRACWISG NEU SIORTS GLAS TYWYLL. CRYST GWYRDD (BATHODYN YSGOL DEWISIOL

NAVY JOGGERS OR SHORTS. GREEN T SHIRT (SCHOOL BADGE OPTIONAL)

# Cinio ysgol

## School dinners

Mae gennym dîm coginio bendigedig yn Ysgol Gymraeg Gwynllyw ac rydym yn awyddus i bob plentyn elwa o bryd o fwyd poeth dyddiol a ddarperir gan yr ysgol. Bydd pob plentyn yn ysgolion cynradd yn Nhorfaen yn cael Prydau Ysgol Am Ddim Cyffredinol. Os ydych chi eisoes wedi cofrestru ar gyfer Cinio Ysgol Am Ddim Cyffredinol ar gyfer eich plentyn, nid oes angen i chi ailymgeisio. Os nad ydych chi wedi cofrestru eisoes, cysylltwch â'ch ysgol yn uniongyrchol. Defnyddiwch y dolenni a ddarperir a chysylltwch â Thorfaen am ragor o wybodaeth.

*We have a wonderful catering team at Ysgol Gymraeg Gwynllyw and are keen for all children to benefit from a daily hot meal provided by the school. All children in primary schools in Torfaen will receive Universal Free School Meals. If you have already registered for Universal Free School Meals for your child then you do not need to reapply. If you have not already signed up, please contact your school directly. Please use the links provided and contact Torfaen for further information.*

Bwydlen / School menu

<https://www.torfaen.gov.uk/en/EducationLearning/SchoolsColleges/Schoolcatering/School-Menus.aspx>

Prydiau ysgol am ddim i bawb / Universal Free School Meals

<https://www.torfaen.gov.uk/en/EducationLearning/SchoolsColleges/FinancialSupport/Universal-Free-School-Meals/Universal-Free-School-Meals.aspx>

Cais prydiau ysgol am ddim a grantiau adnoddau / Apply for Free School Meals and the School Essentials Grant

<https://www.torfaen.gov.uk/en/Forms/Request/Free-school-meals/FreeSchoolMeals.asp>



# Byrbrydiau a Ilaeth

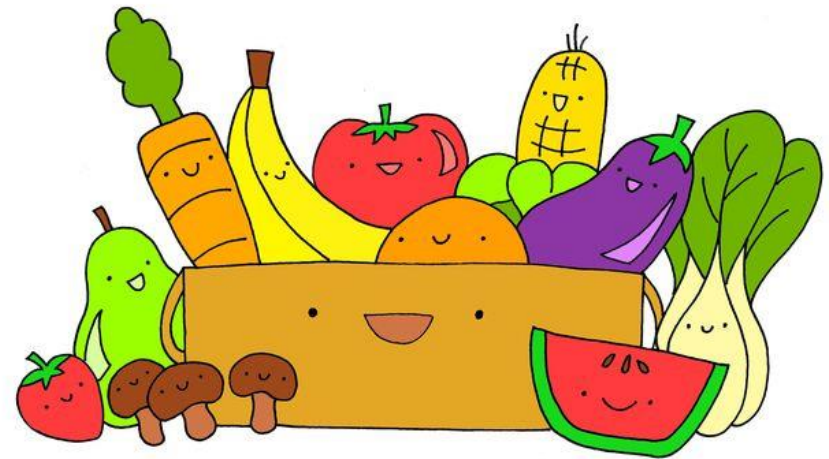
## *Snacks and milk*

Mae Ilaeth ysgol am ddim a bydd eich plentyn yn cael cynnig potel bob dydd. Yn ogystal, anfonwch botel y gellir ei hail-lenwi sy'n cynnwys dŵr. Dŵr yn unig os gwelwch yn dda.

Mae croeso i'ch plentyn dod a dau ddarn o ffrwythau neu lysiau neu gaws yn unig ar gyfer amser chwarae bore a phrynhawn os gwelwch yn dda. Ni chaniateir losin, siocled na chreision. Rhowch enw'ch plentyn ar bob bocs o ffrwyth pob dydd os gwelwch yn dda.

*School milk is free and your child will be offered a bottle every day. In addition, please send in a refillable bottle containing water. Water only please.*

*Your child is welcome to bring two pieces of fruit or vegetables or cheese only for playtime in the morning and afternoon please. No sweets, chocolate or crisps are allowed. Please put your child's name on every box of fruit every day.*



# Dillad sbâr

## Spare clothes

Mae damweiniau'n digwydd. Peidiwch â phoeni! Byddwn yn delio â'r rhain mewn modd sensitif. Gofynnwn i'r plant ddod ag unrhyw ddillad sbâr efo nhw mewn bag i'r ysgol bob diwrnod. (Peidiwch ag anghofio sanau ac esgidiau sbâr). Cofiwch ysgrifennu enw eich plentyn ar bob dilledyn sbâr. Bydd dillad eich plentyn yn cael eu rhoi mewn bag plastig i fynd adref. Os gwelwch yn dda, gofynnwn i chi gynnwys bag i ni roi'r dillad a ddefnyddiodd eich plentyn.

*Accidents happen. Do not worry! We will deal with these in a sensitive manner. We ask the children to bring one or two sets of spare clothes with them in a bag to school every day. (Please include spare socks and shoes). Remember to write your child's name on all spare clothes. Please include a bag for us to put the clothes your child used.*

## I'm sorry I got messy today but..



**Early  
Childhood  
and Family  
Service**



# Salwch ac Absenoldebau

Er ein bod yn annog presenoldeb da, awgrymw'n nad ydych yn gyrru eich plentyn i'r ysgol os nad yw'n teimlo'n hwylus. Erfyniwn arnoch i beidio ag anfon eich plentyn i'r ysgol os ydynt yn dangos symptomau o; frech heintus, wres uchel, chwydu neu ddolur rhydd (rhaid i blant fod yn iach am 48 awr cyn dychwelyd i'r ysgol). A fyddech gystal â ffonio neu e-bostio'r ysgol cyn 9.30am os bydd eich plentyn yn absennol.

## Salwch yn yr Ysgol

Os bydd eich plentyn yn cael ei daro'n sâl tra yn yr ysgol, gwnawn ein gorau glas i gysylltu â chi. Sicrhewch fod eich manylion cyswllt ac unrhyw rai eraill a rennir yn gywir ac yn gyfredol.

## Damwain yn yr Ysgol

Os bydd eich plentyn yn dioddef yn wael o ganlyniad i ddamwain, byddwn yn trin yr anaf ac yn cysylltu â chi cyn gynted â phosibl. Mewn argyfwng, bydd aelod o staff yn ffonio 999 cyn cysylltu â chi.

## Meddyginiaeth

A fyddech gystal â pheidio anfon moddion i'r ysgol gyda'ch plentyn - ni all staff yr ysgol rhoi meddyginiaethau ar gyfer salwch byrdymor. Os oes rhaid i blentyn gymryd moddion dan bresgripsiwn yn ystod y diwrnod ysgol, mae'n ofynnol i chi lenwi'r ffurflen gais meddyginiaethau. Mae'r rhain ar gael o'r ysgol neu wefan yr ysgol.

## Asthma

Gall blant sy'n dioddef o asthma ddefnyddio eu pwmp yn yr ysgol pan fo'r angen yn codi, dim ond i chi lenwi'r ffurflen briodol. Gofynnwch i'ch meddyg am bwmp ychwanegol ar gyfer yr ysgol a rhowch enw eich plentyn arno'n glir. Bydd yn cael ei gadw'n ddiogel gan yr athro dosbarth.



# *Sickness and Absences*

*Whilst we encourage good attendance, please do not send your child to school if they are unwell. Please do not send your child to school if they show symptoms of; a contagious rash, high fever, vomiting or diarrhoea (children must be well for 48 hours before returning to school). Please call or email the school office before 9.30am if your child will be absent.*

## *Sickness at School*

*If your child falls ill while at school, we will do our best to contact you. Please ensure your contact details and any others shared are always correct and up to date.*

## *Accident at School*

*If your child has a bad accident whilst at school, we will treat the injury and contact you as soon as possible. In an emergency, a member of staff will call 999 before contacting you.*

## *Medicine*

*Please do not send medicines to school with your child - school staff cannot give medicines for short-term illnesses. If a child has to take prescription medication during the school day, you are required to complete the medication request form. These are available from the school or the school website.*

## *Asthma*

*Children who suffer from asthma can use their pump at school when the need arises, you just need to fill in the appropriate form. Ask your doctor for an extra pump for school and put your child's name on it clearly. It will be kept safe by the class teacher.*

# Clwb brechwast / Breakfast club

Mae'r sir yn cynnig clwb brechwast i'n dysgwyr oed cynradd yng Ngwynllyw. Yno, bydd brechwast am ddim i'ch plentyn; tost, grawnfwyd a ffrwyth. Bydd aelod o dim addysgu Gwynllyw wrth y drws i dywys eich plentyn i mewn rhwng 8:20 a 8:30 yn y bore. Mae hyn yn rhoi digon o gyfle i bawb fwyta a mwynhau eu brechwast cyn i'r ysgol ddechrau am 8:40am. Os byddwch yn cyrraedd ar ôl 8:30 y.b. gofynnwn i chi aros i'r giatiau agor am 8:40am. I gofrestru ar gyfer y clwb brechwast, llenwch y ffurflen a thynnu sylw at unrhyw alergeddau sydd gan eich plentyn.

*We offer a council supported breakfast club for our Gwynllyw primary age learners. Here a free breakfast is offered to your child; toast, cereal and fruit. A member of the Gwynllyw teaching team will be on the door to welcome your child into the breakfast club between 8:20 and 8:30 in the morning. This gives everyone plenty of opportunity to eat and enjoy their breakfast before school starts at 8:40am. If you do arrive after 8:30 a.m. we ask you to wait for the gates to open at 8:40am. Prior to starting breakfast club, please complete the registration form and highlight any allergies your child may have.*

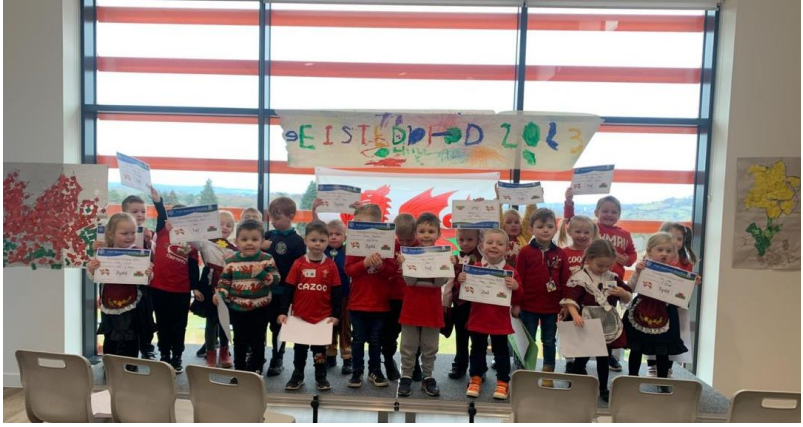
## Cofiwch

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 plenty; 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 they 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.*

## Remember





Diolch  
Ysgol Gymraeg Gwynllyw