



Newsletter: September 2025

Dear Howardian Families,

Welcome to the start of the new academic year. It has been lovely to greet our pupils after the summer and to welcome our new children and families to Howardian.

I am sure that our whole school community will contribute to another successful year at our school. As always, the staff are planning exciting and stimulating learning opportunities for our pupils which will be delivered in a purposeful and meaningful way, relevant to the needs of our school and our children.

This September marks the 10th birthday of our fantastic school community. The school first officially opened its doors on September 7th, 2015, to Nursery and Reception pupils. It is incredible to think of how much the school has achieved since then. We have just sent our 4th cohort of Year 6 pupils to their respective secondary schools. I will be in touch very soon to inform you of our celebrations for this 10th anniversary milestone which will take place on **Friday September 26th.**

Please take some time to read the information in the September Newsletter below. This may be particularly useful for new families.

I look forward to working with you to ensure that your children have the best possible experience in their primary years. Please do not hesitate to get in touch if you have any queries or concerns.

Kind Regards,

Mrs Sian Burt (Headteacher)



Staff Structure Autumn Term 2025

Please see below the staffing structure for this term. We welcome Miss Jones as our temporary Reception teacher. Miss Jones will be with us for the autumn term. We intend to advertise this position during this term so that a permanent teacher will start with us in January.

Please note that Mr Brind has taken over the role of Additional Learning Needs Co-ordinator (ALNCO).

You will notice that we have changed the way we name our classes. We will now have a 'porffor' (purple) and 'melyn' (yellow) class in each year group. As you know, these are the school colours.

At times, the needs of the children and classes are subject to change and we may need to re-allocate staff accordingly.

CLASS/ROLE	STAFF LEAD	TEACHING ASSISTANTS
Nursery a.m. - Meithrin Melyn (MM) p.m - Meithrin Porffor (MP)	Mrs R Bruncker	Mrs E Edwards Mrs U Kauser
Derbyn Melyn (DM) Derbyn Porffor (DP)	Mrs J Turner Miss S Jones	Mrs C Jones Mrs L Bennett Miss H Thomas Mrs G Noaks
1Melyn (1M) 1Porffor (1P)	Mrs N Wyatt / Mrs L Hardwick (returning from Maternity leave in November) Mrs S Reeves	Mrs K Lennox Miss B Huish Mrs S Kim (mornings)
2Melyn (2M) 2Porffor (2P)	Mrs T Steele (Senior Leadership Team) Miss H Bradley	Mrs S Saridaki Mrs T Kiff
3Melyn (3M) 3Porffor (3P)	Mrs K Jones (Senior Leadership Team) Mrs Z Leonard/Miss E Davies	Miss L Britton HLTA (0.6) Miss N Waters (0.4)
4Melyn (4M) 4Porffor (4P)	Miss P Sinclair Mr D Wheeler (Senior leadership Team)	Mrs Aflatoonian Mr J Jones (mornings) Mrs S Kim (afternoons) Miss L Fowler
5 Melyn (5M) 5 Porffor (5P)	Mrs G Murphy Miss G Taylor	
6 Melyn (6M) 6 Porffor (6P)	Mrs R Martin Miss S Griffiths (Acting Assistant Headteacher)	

THRIVE / Family Liaison HLTA	Miss L Britton
KS2 Interventions HLTA	Ms N Waters
PPA	Mrs C Mathias
Forest Schools	Mrs C Jones
Deputy Head teacher/ ALNCo	Mr D Brind
Head teacher	Mrs S Burt
Site Manager	Mr J Ellaway
Senior Administrator Tuesday- Friday	Mrs L Curran
Administrator Monday - Thursday	Mrs A Liddington
Mid-day supervisors	Mrs M Ruiz-Gutierrez Mrs R Choudhry Mrs S Hewings

Meet the Teacher

Straight after school on **Wednesday September 17th**, the class teachers will host our annual 'meet the teacher' event. This is an opportunity to meet the teacher and see your child's classroom. A presentation will be sent out to you beforehand so that you may access information such as PE days, how certain subjects and skills are taught, what you can do to support your child at home....). You may then ask the teacher any questions you may have related to this information. The teachers will be glad to answer any questions related to the day-to-day running of the class and school life in general. However, this is not a time to speak about significant concerns; we ask you to contact the class teacher to arrange a mutually convenient time for this purpose.

How to Raise a Concern

We ask that you raise any concerns you may have as soon as possible, as if things are allowed to build up and escalate, they become less easy to resolve.

In the first instance, please contact the class teacher in order to discuss your concerns. In the rare instance that things cannot be resolved, please contact the school to discuss this with the Acting Assistant Headteacher, Miss S Griffiths, or the Deputy Headteacher, Mr D Brind. If you are still not satisfied, then please contact me. Our Complaints Policy is available to view on our website. (key information - policies)

<https://primarysite-prod-sorted.s3.amazonaws.com/howardian-primary-school/UplodedDocument/73793b92-8436-4d53-b991-82454324a9a4/complaints-policy.pdf>

Uniform

We support and encourage the wearing of our school uniform and we kindly request that you do so as well. The Welsh Government identifies that school uniform:

- provides a sense of identity, community and cohesion within the school
- supports positive behaviour and school discipline
- ensures that pupils dress appropriately for learning activity
- removes peer pressure to dress in particular fashions
- enables pupils of all backgrounds to share in a common identity
- helps reduce inequalities between pupils and helps reduce some triggers for bullying
- supports and promotes the ethos of the school



Our branded uniform is available to buy from YC sports on Crwys Road, but we are very happy for families to buy non-branded school uniform from other outlets (e.g. large supermarkets). We also have a large supply of pre-worn uniform in our upcycling shed in the Loading Bay at the front of the school. Please help yourselves to this.

We kindly ask that pupils do not wear football kits to school or bring them in for PE lessons as this can lead to disagreements which have a negative impact on learning. We also ask that pupils wear sensible and safe footwear (e.g. not crocs or flip-flops). If your child needs to wear such footwear, please inform us.

For PE lessons, children from Reception to Year 2 come to school dressed in their PE kits on a PE day, but Years 3–6 bring in their PE kit in a labelled bag, to be kept in school for a half term at a time – after which they will be sent home to be washed.

Please put your child's name in every piece of school uniform and PE kit so that lost items can be returned to their rightful owners.

Healthy Schools

Thanks to the hard work of Miss Britton and Miss Thomas, and the support of staff, parents and carers, we are pleased to have achieved our Healthy School Phase 4 award. KS2 children (Years 3-6) may bring a healthy snack (fruit or vegetables) to school for morning break. FP pupils (Reception - Year 2) are provided with fruit snack. There is a small half-termly charge for this. If you wish to opt out, please let the admin staff /class teachers know. No crisps or chocolate please!



Please do not send any nut products or products containing nuts to school. We have children and staff who have severe nut allergies. Please check products to ensure that they do not contain nuts before sending them to school.

If there are any special dietary requirements that mean your child does need to have an alternative snack, please inform the class teacher.

If your child brings in a packed lunch, we ask that this is healthy and balanced. Ideas for healthy lunch boxes can be found on our website: <https://primarysite-prod-sorted.s3.amazonaws.com/howardian-primary-school/UploadedDocument/28a90baf-3e5f-412d-bf96-411c4a9360eb/public-health-packed-lunch-wales-a4-sept19-english.pdf>

Extra-Curricular Clubs

At Howardian, we run a wide range of extra-curricular clubs after school for our KS2 pupils - years 3-6; for example, Football, Rugby, Dance, Choir and Netball. The timetables for these will be communicated with you next week when clubs will go 'live' on ParentPay. (Orchestra will start after half term). These clubs are run by our dedicated staff and we really appreciate their time in providing these opportunities for our children. They cost £1 for the term (payable via ParentPay).

In addition, there are some clubs which require additional costs as they are run by external providers. Some of the links for these have already gone out. These include Art, Minecraft, Spanish, French and Mad Science. (Some of these are open to younger children as well as our KS2 pupils).



Sustainable Transport

At Howardian, we are passionate about our pupils walking, cycling or scooting to school wherever possible and our Active Journeys pupil group works hard to promote this. Active travel promotes wellbeing and it also eases the congestion around the school, which is potentially dangerous and detrimental for our children, other road-users and the environment. Earlier this year, single yellow lines were painted onto Hammond Way. Parking is prohibited on these lines during certain times of the day, including drop off

and pick up. If you are not able to walk/cycle/scoot to school, we ask that, if possible, you park on the streets that are a short walk away from the estate. We also kindly ask that parents and carers show respect to local residents in terms of parking on the neighbouring streets and to not block their driveways. Please refer to our Sustainable Transport policy.

<https://primarysite-prod-sorted.s3.amazonaws.com/howardian-primary-school/UploadedDocument/4e31ce210d3e46cba11072b3c3a8e0a3/sustainable-transport-policy.pdf>

Medicine in school

We are sometimes asked to give children medicine in school. We do this for prescribed medicine only, where a child is required to have 4 doses per day. (Fewer doses can be accommodated at home.) If you require your child to have medicine in school then you need to fill in a medicine request form and hand it in at the office. All medicines need to be clearly labelled with the child’s name and instructions for administration.

Attendance

At Howardian, we are committed to promoting positive attitudes to learning and school in general. Good attendance supports this ethos. Pupils who have low attendance at school are at risk of a negative impact on their social, emotional and academic development and progress.

Remember: Miss school: Miss out!!

100% - 98%	Excellent Attendance
97.9% - 96%	Expected Attendance
95.9% - 90%	Risk of under achievement
89.9% - 85%	Serious Risk of under achievement
Below 85%	Extreme Risk of under achievement

In order for our pupils to make the most of every learning opportunity, they need to attend as regularly as possible (aside from illness or appointments that cannot be taken outside of school hours) and arrive at school on time. School starts at 9am and learning starts at 9am, mostly with the class's daily Guided Group Reading sessions.

Please support your child's development by getting them to school on time, booking holidays during the school holidays, taking appointments outside of school hours as much as possible, and informing us on your child's first day of absence, giving the reason for that absence. We do understand that life happens and we are sympathetic to any family or personal circumstances that might affect your child's attendance. We are really happy to engage with you in such situations. This year, we have a new School Attendance Officer and she will be working closely on a fortnightly basis with our Deputy, Mr Brind, to support any families who need support with attendance.

SHOW
RACISM
THE
RED
CARD

Racial Equality: Zero tolerance to Racism

At Howardian Primary School we celebrate our rich cultural diversity and take a zero tolerance approach to racism. We've signed up to the 'Zero Racism Wales' pledge– see our pledge on the school website.

Is your child entitled to Free School Meals (eFSM)?

Whilst all primary-school aged pupils are universally entitled to free school meals (uFSM), there are a number of benefits for pupils who apply to receive eFSM status. eFSM pupils receive a discount on their educational and residential trips, group music lessons (provided by the Cardiff and Vale music service) are subsidised by the school, a free playtime snack is provided to foundation phase children. Pupils who receive eFSM will also be entitled to a uniform grant and other offers from Welsh Government and the council. The school also obtains extra funding for every pupil who is registered as eFSM. This is used to employ staff to run interventions and provide various types of support for the pupils.

Primary (and secondary) school pupils will get free school meals if their family receives:

- Income Support

- Income Related Employment Support Allowance
- Income Based JobsSeeker's Allowance
- Guarantee Element of State Pension Credit
- Child Tax Credit with an income less than £16,190 or
- Universal Credit if the net household earnings is less than £7400.

*Families who get Working Tax Credit do not qualify.

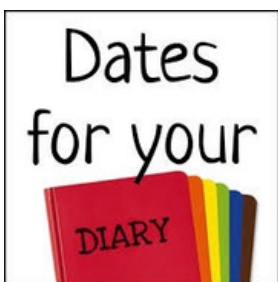
Once you submit an application, you will be notified in writing of the outcome. If you are eligible for free school meals, we will be notified so that we can update our records. Please click the link below to apply for eFSM.

<https://www.cardiffcouncilforms.co.uk/article/1684/>

Mrs Curran (Senior Admin Assistant) is able to provide support with your application if needed.

PTA

We are incredibly fortunate to have a very hard-working and dedicated PTA. In the current climate, we are increasingly reliant on the PTA to support us with many enriching activities and resources that the school budget just cannot sustain. However, our core PTA group have children who have either left Howardian to go to High School, or who are very close to doing so. Please support their work by attending any meetings or events that you are able to. It is also a great opportunity to mix socially with other parents and carers. The first meeting is the Annual General Meeting (AGM) which will be held in school on **Tuesday September 30th at 7pm**. Hope to see you there!



Dates for your Diary

We strive to include all key dates on the school calendar. Schools are very busy places and dates may be subject to change, or events might

be communicated at relatively short notice, but we will endeavour to communicate such changes as soon as we can.

If you have not yet subscribed to the school calendar, please do so at your earliest convenience so that you do not miss key events.

Key events for this half term are:

3rd-5th September: Year 5 residential to Llangrannog

8th - 12th September: Year 6 residential to Storey Arms.

A huge 'thank you' to the school staff who give up their own time to support these residential. The children create fantastic life-time memories and build their confidence, resilience and perseverance, as well as forming new friendships and, most importantly, having lots of fun! Without the support of our staff to organise and attend these trips, these experiences could not take place.

Wednesday 17th September: Meet the Teacher 3:30pm

Friday 19th September: 'Jeans for Genes' charity event. Children may wear jeans to support this very worthwhile charity. Contributions to be made via Parent Pay.

Friday 26th September: whole school celebration of Howardian's first 10 years; details to follow

Tuesday 30th September: PTA Annual General meeting @7pm in school

Thursday 2nd October: Tempest Photography (individual photos)

Thursday 9th October: 5 Melyn class assembly

Friday 10th October: 5 Porffor class assembly

Tuesday 14th & Friday 15th October: Parents/Carers Evenings

Friday 17th October: Wear red to support Show racism the Red Card

Thursday 23rd October: 4P class assembly

Friday 24th October: 4M class assembly

Monday 27th October - Friday 31st October: Half term

INSET days 2025-2026 - Staff training: school closed to pupils

Autumn term: Monday 1st September Friday 3rd October

Spring Term: Monday 5th January Monday 23rd February

Summer Term: Thursday 7th May Monday 20th July

School Trips

In order to enhance and enrich every child's learning experiences and bring their learning to life, we have a very strong culture of taking the children on school trips. With the increasing pressure on our school budget, we ask for voluntary contributions in order for these to go ahead. We are also aware of the financial pressures on some of our families. For those families in receipt of Free School Meals, we usually offer to pay half of the contribution. I am also very sympathetic and approachable if any families wish to discuss challenging financial circumstances. However, unfortunately, if there are not sufficient contributions to cover the bulk of these trips, then these trips may have to be cancelled. We will aim to let you know of upcoming trips as soon as we can so that regular installments can be made rather than having to pay in one payment.

Cardiff Bay Harbour Authority Poster Competition

Congratulations to six of our Year 5 and 6 pupils from last year (Aneira, Milli, Olivia, Sofia, Sophie and Tommy) whose winning entries were displayed on the Barrage over the summer to celebrate 25 years of the Cardiff Bay Harbour Authority.

