



2026-2027

OAKFIELD PRIMARY SCHOOL

'Opportunity to Achieve'

@OakfieldCar | www.oakfieldprimary.com | Ferntree Drive, St Mellons, Cardiff, CF3 0AA | 02920 799396

Welcome | Croeso

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Newsletter 1 -

Autumn Term

Dear Parents and Carers,

I hope you have all had a wonderful summer and have enjoyed plenty of family time, fun and some well-deserved rest. It is lovely to welcome everyone back to Oakfield Primary School as we begin another exciting school year.

The start of a new school year is always a very special time. There is a real sense of excitement as the children return, meet their new teachers, settle into their new classrooms and begin their learning together. We have lots of exciting things planned already and are looking forward to making this year a happy, inspiring and memorable one for all of our children.

We are especially delighted to welcome our new children joining us in Nursery and Reception, as well as the new pupils joining us across the school from other schools. We hope you and your children quickly feel part of the Oakfield family and that they have a very happy start with us.

Mr Harris is now beginning his year-long secondment with the Local Authority, and I am absolutely delighted to be taking on the role of Acting Headteacher during his absence. I feel very privileged to have the opportunity to lead our wonderful school and am excited about the year ahead. I look forward to working closely with our children, staff, families and wider school community to continue to make Oakfield the very best it can be.

Our priority at the start of the year is to ensure that every child settles quickly, happily and safely into their new routines, classes and learning. Please continue to keep in touch with us and let a member of staff know if you have any questions or if there is anything we can do to support your child.

This year, our 'Curriculum News' will be shared with families as part of our 'Meet the Teacher' sessions. These sessions will provide an opportunity for you to meet your child's teacher, find out more about the curriculum and learning for the term ahead, and hear about how you can support your child's learning at home. Please read page 5 for further details about the 'Meet the Teacher' sessions.

Please do not hesitate to contact the school office or your child's class teacher if you require any further information or have a question about any aspect of school life.

You can also keep up to date with everything happening at Oakfield through our regular newsletters, Class Dojo and our school Instagram account.

Thank you, as always, for your continued support. Your partnership with us is incredibly important, and I and the Oakfield Team look forward to working with you throughout the year.

Warmest wishes,

Mrs. N Mears
Acting Headteacher



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Summer Holiday Updates

During the summer holidays, a considerable amount of work has taken place across the school site. This has included extensive work to replace the school roof, as well as the installation of a brand-new electrical distribution board.

We are extremely grateful to the Local Authority for funding these essential improvements and for their continued investment in the future of our school. These works will help to ensure that our school remains a safe, secure and welcoming environment for our pupils and staff.

There are still some external works to be completed, which are expected to continue for approximately a further three weeks. You may also notice scaffolding at the front of the school while these works are carried out.

We appreciate your patience and understanding while these important improvements are completed.

Family Engagement at Oakfield Primary School



Oakfield Primary School is delighted to announce that Mrs E. James will be taking on the role of Family Engagement Officer. Each morning, Mrs. James will be working alongside and supporting families across the school, building on and extending the work of Branching Out. Mrs James will then continue with her Nurture work in the Nest in the afternoon sessions.

As part of our continued commitment to strengthening relationships with families and supporting our wider school community, we are also looking forward to re-establishing our popular parent and toddler sessions, 'Mini Oaks', on Friday mornings.

We will be sharing further information, including dates and arrangements, in the coming weeks. Please keep an eye on ClassDojo and future school newsletters for updates.

We are very excited about these opportunities to strengthen our family engagement and look forward to welcoming families to our school community.

A new little Oakfield baby...

We are delighted to share the wonderful news that Miss Poley is now a very proud mum!

Her beautiful baby boy, Ned, was born on Sunday 9th August, weighing a healthy 8lb 9oz.

Mum and baby are both doing well, and little Ned is settling in beautifully at home with his very proud Mummy and Daddy.

We send our warmest congratulations and very best wishes to Miss Poley and her family as they begin this exciting new chapter together.



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Oakfield Values

Every 2 weeks, we share and promote one of our special Oakfield Values. We encourage parents/carers to talk about these values at home with children.



Right of the Fortnight

We are proud to say that we are a Gold Rights Respecting School. Every fortnight, we will share and promote an article from the UNCRC.



42

Article 42 of the United Nations Convention on the Rights of the Child (UNCRC) states that all children, young people and adults should be educated about the Convention.

People should think about ways to make sure everyone knows about the Convention, and the Convention, and the rights of the child. They should make sure that everyone knows about the Convention, and the rights of the child. They should make sure that everyone knows about the Convention, and the rights of the child.

Click on the links below to find out more about the Convention:

- Welsh Government - Children's Rights: Information for Children
- Children's Rights - Commissioner for Wales Office
- Oakfield Primary School - Letter to Parents/Carers (RRS Article 42)



Breakfast Club

Breakfast Club takes place at 8.15am each day. All children from Year 1 to Year 6 classes are welcome to come along. If you wish your child to attend breakfast club, then they must take a breakfast.

Children in our Reception classes will then be able to join breakfast club from **Monday 28th September**. This gives our new children time to settle into their new environments first.

A healthy breakfast is a great start to the day, free of charge to all who attend, and at this time, there is no requirement to book a breakfast club place!

Please use the gate on Ferntree Drive at 8.15am. Children will need to sign into Breakfast club at main hall doors.

A QUICK REMINDER

HEALTHY SNACK, HAPPY CHILDREN!



A **healthy snack** is made available for all children during first break on a daily basis.

£1 PER WEEK

We kindly ask for a contribution towards this of **£1 per week**.

This can be paid via ParentPay

**WEEKLY**

**HALF TERMLY**

**TERMLY**

Thank you  for your continued support,

The Oakfield Team





NEW - CYNEFIN WEEKS



Cynefin Weeks

During the weeks beginning 7th and 14th September, pupils from Nursery to Year 6 will be taking part in a special focus on Belonging and Cynefin.

Throughout these two weeks, pupils will enjoy a range of activities, discussions and lessons designed to help them explore who they are, where they belong and the communities and places that are important to them.

What is Cynefin?

Cynefin is an important concept within the Curriculum for Wales. It helps learners to understand their sense of belonging — culturally, socially, historically and geographically.

Cynefin is about the places, people, experiences, traditions and communities that help us feel that we belong. It encourages children to think about their own experiences while also developing an understanding and appreciation of the experiences of others.

During our focus, pupils will have opportunities to:

- Develop a strong sense of identity and well-being.
- Explore the people and places that are important to them.
- Consider what belonging means and how we can help everyone feel included.
- Learn about the culture, history and communities of Wales.
- Discover and appreciate the diverse identities, cultures and experiences of people in Wales and around the wider world.
- Make connections between their local community, Wales and the wider world.

Our aim is for every child to have the opportunity to reflect on “Where do I belong?” and to recognise that everyone has their own unique story, experiences and connections.

We look forward to seeing our pupils exploring, sharing, celebrating and developing their understanding of Cynefin.



NEW - MEET THE TEACHER SESSIONS



Meet the Teacher

Meet the Teacher Sessions

This year, we are delighted to be introducing '**Meet the Teacher**' sessions for parents and carers of children in **Years 1–6**.

These after-school sessions will provide an opportunity for parents and carers to:

- Visit their child's new classroom
- Meet their child's class teacher
- Find out more about the year ahead
- Receive important information about **spelling, reading, maths and topic work**
- Learn how they can support their child's learning at home

Each session will begin at **3.15pm** and will last approximately **30 minutes**.

During the session, pupils will be taken to the hall and supervised by members of our support staff. This will allow parents and carers to give their full attention to the information being shared by the class teacher.

Meet the Teacher Schedule

Date	Year Group
Monday 7th September	Year 3
Wednesday 9th September	Year 1
Thursday 10th September	Year 4
Monday 14th September	Year 2
Wednesday 16th September	Year 5
Thursday 17th September	Year 6





2026-2027

ATTENDANCE @ Oakfield

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MISS SCHOOL, MISS OUT

Every
day
counts!

At Oakfield Primary, we know that every child deserves to feel valued, supported and included. That's why, from September, we'll be introducing our new inclusive attendance approach.



Our message is simple:
Miss School, Miss Out.



Every day in school matters. Good attendance helps children build friendships, develop confidence, make progress in their learning and enjoy the many opportunities school life offers.

We also understand that every family faces challenges at times. Our new approach focuses on **working together** with families, offering support where needed and **celebrating positive attendance**, rather than simply focusing on absence.



BUILDING STRONG HOME-SCHOOL PARTNERSHIPS

We believe that working together is key to supporting every child to succeed.



EARLY SUPPORT FOR FAMILIES

We're here to help when attendance concerns arise, with understanding, compassion and practical support.



CELEBRATING GOOD ATTENDANCE AND IMPROVEMENTS

We'll recognise and celebrate the efforts and achievements of our children and families.



ENSURING EVERY CHILD FEELS THEY BELONG AND IS READY TO THRIVE

An inclusive school is a happy school – where every child matters.



By working together, we can help every child get the very best from their education.



EVERY DAY COUNTS. EVERY MINUTE MATTERS. EVERY CHILD BELONGS.



**OAKFIELD
PRIMARY SCHOOL**



See you in
school!



2026-2027

OUR MISSION & VISION

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Oakfield Primary School

★ Gold RRS ★

MISSION STATEMENT

- ♥ To create a welcome, caring environment in which all pupils are happy, self confident and well motivated;
- ♥ To encourage our children to take pride in themselves, their school and their environment;
- ♥ To help our children develop lively and enquiring minds' assuring them at all times equality of opportunity so that they may achieve their full potential;
- ♥ To encourage positive attitudes and good working relationships between all members of the school community;
- ♥ To provide access to a curriculum, relevant to the particular needs of children of all abilities and backgrounds, within a stimulating, enriching environment and
- ♥ To maintain and develop our partnership with parents and the local community.

VISION STATEMENT

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SCHOOL MEALS

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All children in primary schools are offered a universal free school meal. Parents/carers may still choose to provide a packed lunch for dinner.

Parents and carers can access the current Primary School menu by logging in to their ParentPay account. Simply visit www.parentpay.com and activate your account via the Account Login area on the homepage of the site. If you have not already received a unique activation username, then please contact the school office. Details of your username and password should be kept safe and secure. More information on school meals can be found by visiting: School Catering Services on cardiff.gov.uk



**ADDYSG CYMRU
EDUCATION WALES**
cenhadaeth ein cenedl | our national mission



Llywodraeth Cymru
Welsh Government

Check your child's eligibility to get up to **£200 for School Essentials** and **extra funding for your school.**

Pupils whose parents are in receipt of Income Support may be entitled to the School Essentials Grant. For more information, visit:

<https://www.gov.wales/school-essentials-grant-help-school-costs>.

Children who do not want school dinners may bring a packed lunch to eat. Please make sure you do not give your child an unreasonable amount to eat. In line with the Schools Healthy Eating policy, we do not allow children to bring fizzy drinks or sweets to school.





SCHOOL SESSION TIMES

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We open the doors from 8,45am
daily from Reception to Year 6



Nursery

Morning Nursery

9:00 am - 11:30 am

Preparation Time

11:30 am - 12:45 pm

Little People (Wrap Around Care)

09:00 am - 12:45 pm

Afternoon Nursery

12:45 pm - 3:15 pm

Reception

Morning Session

08:55 am - 12:00 pm

Lunch Preparation Time

12:00 pm - 1:15 pm

Afternoon Session

1:15 pm - 3:15 pm

Years 1,2,3

Session 1 and 2

08:55 am - 12:00 pm

Lunch Preparation Time

12:00 pm - 1:15 pm

Session 3 & 4

1:15 pm - 3:15 pm

Years 4,5,6

Session 1 and 2

08:55 am - 12:15 pm

Lunch Preparation Time

12:15 pm - 1:00 pm

Session 3 & 4

1:15 pm - 3:15 pm

Breakfast Club - 08:15 am - 08:45 am

Wellbeing Break times are taken according to class/phase timetables.



MEET THE OAKFIELD FAMILY

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Senior Leadership Team

Area	Staff
Acting Headteacher	Mrs. N Mears
Acting Deputy Headteacher (ALNCo)	Mrs. S Hoskins
Teaching and Learning Responsibility	Mrs. O Prewett-Evans (PS1) Miss A Rafferty (PS2) Mr. P Davies (PS3) Miss S Buckland (PS3)



Operational Teams

Area	Staff	
Administration Team	Mrs. M Garland/Mrs. K Collins	
Finance/Office Manager	Mrs K A Williams	
Caretaker	Mr. A Tucker	
Catering Team	S Phoenix K Lester J Nunn	T Coles S James J Edgeworth S Cotter M King M Griffiths E Morgan
Little People (Wrap Around Care)	D Thomas C Harris D Migliorati N Partridge	



MEET THE OAKFIELD TEAM

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Staffing Structure 2026-2027



	Class Teachers	Teaching Assistants	Learning Support Assistants
Nursery	Miss A Stephens	Mrs. S Burnett Mrs. J Sandy Mr. R West	Mrs. D Haynes Miss E Pugsley
Reception	Mrs. O Prewett-Evans Mrs. M Wheeler/ Mrs. E Fish	Mrs. J Jones (Lead TA) Mrs. D Griffiths Mrs. C Abutan	Mr. K Baldwin Mrs. M Mirwa Mrs. C Howells
Year 1	Mrs. A Dasan Miss E Parle	Miss G Andrews Miss R Carr	Mrs. B Kola
Year 2	Miss S James Miss S Dalton	Mrs. J Partridge Mrs. K Joyner/ Mrs. R O'Hanlon	Mr. H Walsh
Year 3	Mrs. N Morgan Mrs. H Thomas/Mrs. S Scowen- Toughy	Mrs. S Price Mrs. M Stacey	Mrs. K. Kwok Mrs. T Lewis Miss M Simmonds
Year 4	Mr. P Davies Mrs. K Parsons	Miss C Wilby	Mr. K Kelly
Year 5	Miss S Buckland Miss Y Hooper	Mr. E Bevan	Miss S Gadd Mr. S Johnson
Year 6	Miss A Patrascu Mrs. H Gale	Mr. N Evans	Miss O Ramsey
PPA Support	S Scowen E Fish C Stewart		



UNITE IN UNIFORM

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Our Oakfield uniform gives us a real sense of identity and pride in the community. It is very important to us. Please remember that all children will be required to wear uniform every day, including school trips, unless you are otherwise notified.

Buying Uniform

Our supplier makes it easier for parents/carers, so you can now place an order by:

- Using an order form available from school
- Purchasing directly from the shop
86-90 Crwys Road Cathays, Cardiff CF24 4NP
- Ordering online **YC Sports Website-Oakfield**
- Telephone **02920 237968**



Please note that other supermarket or clothes shops also sell uniform in our colours. We don't mind where uniform is purchased, but **we do ask that you label each item of clothing with your child's name.**

Oakfield Uniform Shop

Every September, the school will be offering uniform to any families who wish to 'top up' what they already have. There is **no charge** for items. Please feel free to come to the school hall between 9.30am and 11.00am where staff will be help you select and choose any items you would like. If any families have unused uniform in good condition, please onsider donating it back to school for us to re-use - just place it a bag and give it to your child's class teacher. This will then help us to repeat the uniform giveaway later in the school term!



Please remember that all children in **Years 5 & 6** (upper school) will be able to purchase a black polo shirt & red hooded top.



SOCIAL MEDIA

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Let's help our children prepare for the future and help them to be responsible if using any form of social networking sites, including text messaging and gaming. The minimum recommended age to open an account on Facebook, Twitter, Instagram, TikTok and Snapchat is 13. Primary aged pupils should not be using these social media apps.

We fully recognise the value that YouTube has in today's education, but the YouTube policy recommends account holders need to be 18 years of age. If your child is able to use group chat forums on Playstation or Xbox games, then please monitor their use closely as they use age appropriate games.

We want all of our children to be safe and we ensure that we have regular lessons that cover many aspects of online safety. We all have a part to play in keeping children safe online. Find out how with the NSPCC online safety guides:

[Keeping Children](#)

[Safe Online](#) | [Guides](#) | [NSPCC](#)



Social Media



Gaming



Keeping Children Safe Online



REMINDERS AND ROUTINES

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NO DOGS ON SITE

No dogs are allowed to be brought onto the school site in the interests of all pupil, parent & staff safety.



NO SMOKING

The school is designated a no-smoking area. This also includes any areas near the school gates. These rules also apply to any electronic forms of cigarette.



PUPILS - NO MOBILE PHONES

Please do not send mobile phones with your child to school. If any children need to make phone calls during the day they will be able to use the school telephones in the main office. School will not be able to accept any responsibility for any items that are lost or damaged.





HELPING HANDS

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OAKFIELD PTA

Oakfield has always had an incredibly hard working Parent & Teacher Association (PTA) who assist the school in many different ways.

The PTA play a huge role in the success of the school. It is not exclusive to a few parents or carers because if you have a child at the school you are more than welcome to help.

If you are interested in helping with anything, no matter how large or small, please contact a member of staff for more details, or look at our notice board in the main building.

The PTA help run our wonderful school fayres (Christmas and summer) along with a range of other events, including charity fundraisers. We will let you know the date of meetings of the year when confirmed.

Thank you!





TERM DATES & INSET DAYS

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TERM DATES

for the School Year 2026-2027

KEY DATES FOR PARENTS • PRINT OFF FOR YOUR FRIDGE!

AUTUMN TERM 2026

STARTS	Tuesday 1st September 2026
HALF TERM	Monday 26th - Friday 30th October 2026
ENDS	Friday 18th December 2026

SPRING TERM 2027

STARTS	Monday 4th January 2027
HALF TERM	Monday 8th - Friday 12th February 2027
ENDS	Friday 19th March 2027

SUMMER TERM 2027

STARTS	Monday 5th April 2027
HALF TERM	Monday 31st May - Friday 4th June 2027
ENDS	Tuesday 20th July 2027

SCHOOL INSET DAYS

- | | |
|--------------------------------|---------------------------|
| ● Tuesday 1st September 2026 | ● Monday 4th January 2027 |
| ● Wednesday 2nd September 2026 | ● Friday 19th March 2027 |
| ● Friday 2nd October 2026 | ● Monday 7th June 2027 |



IMPORTANT DATES

for the Autumn Term

CALENDAR OF DATES FOR PARENTS • PRINT OFF FOR YOUR FRIDGE!

THURSDAY 3RD SEPTEMBER	First day back for pupils
MONDAY 7TH SEPTEMBER	Cynefin Week 1
MONDAY 7TH SEPTEMBER	Year 3 Meet the Teacher session
WEDNESDAY 9TH SEPTEMBER	Year 1 Meet the Teacher session
THURSDAY 10TH SEPTEMBER	Year 4 Meet the Teacher session
MONDAY 14TH SEPTEMBER	Cynefin Week 2
MONDAY 14TH SEPTEMBER	Year 2 Meet the Teacher session
WEDNESDAY 16TH SEPTEMBER	Year 5 Meet the Teacher session
THURSDAY 27TH SEPTEMBER	Year 6 Meet the Teacher session
MONDAY 28TH SEPTEMBER	Reception children start breakfast club
FRIDAY 2ND OCTOBER	INSET DAY
FRIDAY 23RD OCTOBER	Last day of the half term
MONDAY 2ND NOVEMBER	First day of Autumn Half Term 2
THURSDAY 12TH NOVEMBER	Flu immunisations
FRIDAY 13TH NOVEMBER	Children in Need
FRIDAY 20TH NOVEMBER	World Children's Day
FRIDAY 27TH NOVEMBER	Oakfield Christmas Fayre
MONDAY 7TH DECEMBER	AM Nursery Concerts • PM Nursery Concerts
TUESDAY 8TH DECEMBER	AM Reception concert • PM Year 1 concert
WEDNESDAY 9TH DECEMBER	AM Year 2 concert • PM Year 3 concert
THURSDAY 10TH DECEMBER	AM Year 4 concert • PM Year 5 concert
FRIDAY 11TH DECEMBER	AM Year 6 concert

Keep this handy • Working together • Growing together • Succeeding together

IMPORTANT DATES FOR PARENTS