



# St. Illtyd's Catholic High School

Together in Christ, we make a difference



School Information  
**2024/25**



Headteacher: Mr D B Thomas  
School Address: Newport Road  
Rumney  
Cardiff  
CF3 1XQ

Telephone: 029 2077 8174

E-mail: info@stilltyds.org.uk  
Admission E-mail: admissions@stilltyds.org.uk  
School website: www.stilltyds.org.uk  
Twitter: @stilltydsCHS  
Facebook: St Illtyds Catholic  
High School

Office hours: 8:00am – 3:30pm  
(term time only)  
Answerphone in operation  
outside these hours



**"Together in Christ - we make a difference"**

## Welcome from the Headteacher

I am delighted to welcome you to our prospectus and thank you for considering St Illtyds as a school for your child to grow and prosper within.

A Catholic education is unique: with Christ at its centre, it aims to educate young people to develop and achieve all that they can.

At St Illtyds we are uncompromising in our pursuit of academic "excellence" and in developing the skills our young people need in the 21st Century. We also focus on the whole person, morally and spiritually, and in doing so our aim is to emphasise the importance of the gospel values of care, compassion, love and forgiveness.

Beyond the classroom the school is justifiably proud of the opportunities it provides on the sports field, in the areas of music and drama, and the chances for travel and to experience the great outdoors.

St Illtyds has a fantastic future ahead combining traditional standards and Catholic values with a forward looking professional staff determined to achieve all that they can for the pupils in their care. We would be delighted if your child were to join our community.

Within the following pages you will find plenty of useful information, which is supported by our website, but if in doubt please call us or visit the school.

**I look forward to meeting you.**  
Mr D B Thomas - Head teacher



## Our Vision

Our Mission is to be a Catholic School which promotes positive relationships founded on the Gospel values of respect, care, compassion and love. We firmly believe that each individual can discover, develop and achieve their full potential to take their place in our ever-changing world.

In order to do so we are: -

Committed to developing every learner's relationship with God

Committed to knowing every learner well

Committed to continuous learning for all

Committed to equity and excellence

Committed to a whole school approach to Wellbeing

Committed to a curriculum that enables all learners to be successful through knowledge, experience and skills

Our core purpose is "together in Christ, we make a difference". This philosophy is at the heart of everything we aspire to do for each member of our community.

## Relationships and Sex Education

Catholic Education is an education of the 'whole person'. Our mission is to support the development of all our pupils spiritually, morally, socially and ethically which is rooted in the teachings of Jesus and the Catholic Church. The education of children in human sexuality is an important, precious and privileged responsibility. Teaching healthy relationships is an essential part in the formation of the 'whole person'. The Catholic Church teaches us that this is very much a partnership with parents, in which parents are the 'first educators' of their children on these matters; ultimately, you confer on us the right to co-educate your children with you.

Our RSE curriculum is based on three key themes:

- Created and loved by God
- Created to love others
- Created to live in community

This is delivered via Religious Education, Science, Health & Wellbeing, the school nurse and bespoke PSE lessons using Ten Ten resources approved by the Archdiocese of Cardiff and the Catholic Education Service.

Ten Ten is an award-winning Catholic educational organisation that is well respected and very experienced in this field of work. It produces the resources, 'Life to the Full'. Our relationships and Sex Education policy can be found on our website under the "School Policies" tab and our school contact is Mr P Moriarty, Deputy Headteacher.

## Leadership Team

Mr D B Thomas	Headteacher
Mrs D Chard	Deputy Headteacher
Mr P Moriarty	Deputy Headteacher
Mr I Smith	Assistant Headteacher
Mrs M John	Assistant Headteacher
Mr A Fleet	Assistant Headteacher
Mr I Price	Assistant Headteacher

## Governors

The Governing Body of the school is chaired by Mr John Grimes. Foundation Governors are appointed by the Archdiocese of Cardiff to oversee the running of the school.

Members:

John Grimes	Foundation
Maureen Greening	Foundation
Margaret Hacker	Foundation
Peter Landers	Foundation
Martin Price	Foundation
Kathryn Rich	Foundation
Fr Alexander Gee	Foundation
Claire McLennan	LA
Lisa Gerson	LA
James Harris	Parent
Catherine Giles	Parent
Justin Evans	Parent
David Brown	Teaching Staff
Joanne Berryman	Teaching Staff
Charlene Manley	Staff
David Thomas	Headteacher
Anne Cullen	Clerk

## Contacting the School

The first point of contact for most queries will be your child's form tutor. Where an urgent issue needs to be discussed please call the school and speak to your child's Head of Year or Assistant Head of Year.

## Term Dates 2023/24

Autumn Term 1  
Monday 2 September 2024 – Friday 25 October 2024

Autumn Term 2  
Monday 4 November 2024 – Friday 20 December 2024

Spring Term 1  
Monday 6 January 2025 - Friday 21 February 2025

Spring Term 2  
Monday 3 March 2025 – Friday 11 April 2025

Summer Term 1  
Monday 28 April 2025 – Friday 23 May 2025

Summer Term 2  
Monday 2 June 2025 – Monday 21 July 2025

Inset days:

Monday 2 September 2024  
Tuesday 3 September 2024  
Friday 25 October 2024  
Friday 31 January 2025  
Monday 10 March 2025  
Monday 21 July 2025

May Day: Monday 5 May 2025

## Attendance & Punctuality

Full attendance at school is vital if pupils are to achieve their full potential. 95% attendance is the minimum target for all pupils. Even then this means that 10 days or 50 hours of learning are missed, never to be repeated. The school follows the attendance guidelines issued by the Local Authority in that fixed penalty notices will be issued to those parents whose child's attendance causes concern. The Headteacher will not sanction holidays in term time.

The Wellbeing Team analyse attendance on a daily basis. We also have two members of staff who assist with family engagement by supporting pupil wellbeing. This ensures parents/carers are kept aware of attendance concerns and this communication is an important part of school life. Educational research has shown that excellent attendance leads to success in examination results.



## Pastoral Structure

Mrs V Jordan      Head of Year 7  
Mrs R Kaye        Assistant Head of Year 7

Mrs L Hobbs      Head of Year 8  
Mrs W Shanahan   Assistant Head of Year 8

Miss E Love      Head of Year 9  
Mrs S Bartlett    Assistant Head of Year 9

Miss A Briscombe   Head of Year 10  
Mrs L Macintosh    Assistant Head of Year 10

Mrs R Fry         Head of Year 11  
Mrs R Chapman    Assistant Head of Year 11

## Timings of the School Day

Pupils are expected to arrive in school by 8:20 in order to make a prompt start to the school day.

08:30	Registration/Assembly
08:50	Lesson 1
09:50	Lesson 2
10:50	Break 1
11:20	Lesson 3
12:20	Lesson 4
13:20	Break 2
13:50	Lesson 5
14:50	End of day

## Tutorial Time

The school day includes 20 minutes tutorial time, which is also used for assemblies. Assemblies include whole-school themes which are delivered by members of the senior leadership team, class assemblies delivered by pupils and celebration assemblies delivered by the heads of year. There are also opportunities to celebrate Mass throughout the year.

Where no assembly is taking place, pupils remain in their tutor bases and will take part in a collective act of worship. They will also work on literacy and numeracy tasks.

## Admissions Policy

The Governing Body has responsibility for admissions to the school, and will take part in a collective act of worship. They will also work on literacy and numerous tasks. admit up to 176 pupils into Year 7 each September. This policy describes how places will be allocated in Year 7 in 2025, the application procedure and also outlines priority criteria which will be used in the event of the Governors receiving more applications than there are places available.

St. Illtyd's Catholic High School is a Voluntary Aided Catholic school which operates within the Archdiocese of Cardiff. The Governors aim to offer a Catholic education and require that any parents applying for places for their children will support the Catholic character and ethos of the school. Nevertheless, the school fully respects the beliefs of parents and children from all denominations and faith backgrounds. Pupils at St. Illtyd's are taught respect and tolerance for others and there is provision in the religious education programme for learning about different faiths.

St. Illtyd's Catholic High School was established to serve the Catholic community in the East of Cardiff. The school offers secondary educational continuity to children drawn from its Catholic partner primary schools who wish to transfer at 11+. These children normally reside in the Catholic parish boundaries of the geographical area situated east of the river Taff and within the south of the city (see below):

### Designated Parish

Blessed Sacrament  
St. Alban's  
St. Cadoc's  
St. Cuthbert's  
St. David's Cathedral  
St. John Lloyd  
St. Peter's

### Designated Catholic Primary

St. Alban's  
St. Cadoc's  
St. Cuthbert's  
St. John Lloyd  
St. Peter's

## Admissions Categories

176 pupils will be admitted to Year 7 in September 2025. Where there are more than 176 applications, then 176 places will be allocated to the children of parents whose initial applications were received by the closing date. Applications will be considered in the following order of priority:

CATEGORY NUMBER	DESCRIPTION	EVIDENCE REQUIRED
1	Looked After Children (presently or previously)	Notification from Local Authority
2	Baptised Catholic children who attend a designated Catholic Primary School	A copy of the Baptismal Certificate or notification from the Church where baptised
3	Baptised Catholic children who are not enrolled at a designated Catholic Primary School and reside in the catchment area	A copy of the Baptismal Certificate or notification from the Church where baptised
4	Baptised Catholic brothers or sisters of pupils already in the school at the time of determination and who will be pupils at the time the applicant commences at the school	A copy of the Baptismal Certificate or notification from the Church where baptised
5	Other baptised Catholic children	A copy of the Baptismal Certificate or notification from the Church where baptised
6	Children of other denominations, who have a sibling on roll as of 1st September 2025	Name and form group of sibling
7	Non-Catholic children who attend a designated Catholic Primary School	Confirmation from primary school
8	Children of other Christian denominations whose parents attend a church	Evidence in writing of practice of worship from a Priest, Minister or recognised Pastor
9	Children from a non-faith background whose parents wish them to be educated in a Roman Catholic School	Letter written by parent/carer stating reason for application

The governors may admit any child without regard to the above criteria (but not so as to give priority over any applicant in category 1) whose application shows exceptional medical reasons. Evidence in statement form supported with any documents such as a medical report or letter in support from a doctor or other health or social services professional must be supplied with the application. The application shall explain why St. Illtyd's is most suitable and describe the difficulties if required to attend a different school.

\* In all categories a copy of the birth certificate must be provided.\*

## Notes

In the event that there are more applicants than places available within a category, the direct distance of the child's home to the school will be the determining factor. Distance will be measured by GPS information available at the time from the front door of the child's home address (including flats) to the main entrance of the school.

In the case of children who are asylum seekers or refugees (where there may be no paper evidence of baptism or commitment to another denomination or faith) evidence may be sought from a relevant agency or otherwise.

For the purpose of this policy a "sibling" refers to brother or sister, half brother or sister, adopted brother or sister, step-brother or sister, or the child of the parent/carers partner, and in every case, the child should be living in the same family unit at the same address.

## Admissions Procedure

All applications for places must be made by completing the school's online application process. The Governing Body is the admissions authority and therefore responsible for the allocation of all places at St. Illtyd's Catholic High School.

**The Local Authority form online must also be completed**, as you need to show preference to other secondary schools.

For entry to Year 7 in 2025 the online form must be submitted at [www.stilltyds.org/uk/admissions](http://www.stilltyds.org/uk/admissions) by no later than **3pm on 18th November 2024**.

Priority is given to applicants who apply by the published deadline. If there are more applicants than places then applications will be considered in accordance with the priorities in this policy and then placed onto a waiting list until September 30th 2025.

We want parents to make an informed choice about secondary school and we encourage families to visit our school in order to find out more about our learning at St. Illtyd's Catholic High School. However, your visit will not form part of the process of deciding which children will be offered a place.

The Governors will accept applications for entry to Year 7 in September 2024 on behalf of children born between September 1st 2013 and August 31st 2014.

Mid-year applications for any year group will be considered under the same policy and over subscription criteria.

## Frequently Asked Questions

### What do I need to do next?

1. Read the admissions policy included in this information booklet
2. Complete the online application form by going to [www.stillyds.org.uk/admissions](http://www.stillyds.org.uk/admissions)
3. In categories 2-5 you must attach photographic evidence of a baptismal certificate
4. In category 8 you must attach written evidence of attendance at a place of worship
5. In all categories you must attach photographic evidence of your address and a birth certificate
6. Ensure you apply before the deadline of Monday 18th November 2024
7. You should also apply on the Council website to other secondary schools
8. Please note we are not an option available on the council admissions website

### When will I hear whether I have a place?

You will be informed by email. These will be sent out on 3rd March 2025.

### What happens if I don't get a place at St Illtyd's?

You can appeal the decision of the admissions committee. Details of this will be in your letter in March.

### What happens next if I do get offered a place?

From March until May - teachers will visit your child's school to gather information about his/her learning and social skills.

In July, we hold an Induction Day for all our new Year 7 pupils in order to provide families an opportunity to meet staff and talk to Year 7 tutors.

## Dress code for all pupils

- Years 7, 8 & 9 - Green School Blazer
- Years 10 & 11 - Black School Blazer
- White collared shirt
- School tie
- School jumper (optional)
- Black trousers (not skinny fit, denim or canvas)
- Black skirt (worn with the hem of the skirt nearer the knee than not) or conventional black tailored trousers (no leggings / jeggings or denim / canvas / cargo material)
- Black socks or tights
- Black footwear without any logos or colour
- A plain coat, preferably warm and weatherproof, without any logos
- Headscarves need to be plain black, grey or white

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There is also a summer uniform for the summer term only. In essence it is the same as above but instead of trousers pupils may wear a black skirt, which needs to be worn nearer to the knee than not OR tailored black shorts, skorts or culottes without any logos. Details are on the website.

### The following items are NOT allowed in the school:

- Jewellery – apart from a standard watch and one stud in either/both ear lobes
- Hooded tops
- Denim jackets
- Sweatshirts
- Excessive make-up
- Baseball caps
- Coloured footwear
- Extremely long and overly manicured nails
- Plastic wristbands

### General Presentation:

Pupils' hair should be neat and tidy. Non-natural dyed coloured hair is not allowed as is less traditional hairstyles, such as shaved patterns, tramlines or mohicans.

Headscarves for non-religious reasons are not allowed and any adornments within a pupils' hair (such as bobbles, clips and/or bows) need to be for the purpose of securing the hair.

Piercings – one stud in either / both ear lobes and one nose stud (boys and girls).

Mobile phones/electrical devices are not to be used in school at any time during the school day. They should be switched off inside the pupil's bag.

## PE Kit

In order to participate fully in the subject, the following kit is compulsory and should be purchased through the school's uniform supplier:

- All pupils
- PE T-shirt
  - Shorts
  - Rugby Jersey
  - Rugby Socks
  - Optional Hoodie
  - Leggings

Pupils who are not able to participate in physical education must bring a note, clearly explaining the reason why. Pupils who are excused from PE must bring their kit to the lesson as they may be required to umpire or assist in a coaching role. A doctor's note will be required for a long term medical problem.

All items of jewellery must be removed prior to taking part in PE and all valuables should be handed to the PE staff at the start of the lesson.

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The Governing Body Admissions Panel will meet to determine admissions through the application of the oversubscription criteria. Applicants will be informed of the outcome of the admissions panel meeting on 3rd March 2025.

All admissions enquiries please email: [admissions@stillyds.org.uk](mailto:admissions@stillyds.org.uk)

## Right of Appeal

Parents who are not offered a place for their child have the statutory right to an appeal hearing before an independent panel. Parents wishing to appeal should do so by letter. The letter should be sent to the Clerk to the Governors @ St. Illtyd's Catholic High School, Newport Road, Rumney, Cardiff CF3 1XQ within 14 days of notification of the decision not to admit. The appeals panel will then meet to consider the appeal and any supplementary information provided within 30 days of the receipt of the appeal.

Parents who are not offered a place have the statutory right to appeal against the decision of Governing Bodies in the matter of school admissions. The appeal's panel is entirely independent of the Governors and of the Local Authority.



## Breaks

All pupils are encouraged to leave the building at break times to get some fresh air, whatever the time of year. Food and drink is available to purchase from the canteen and all pupils should remain on the school site at all times.

On days when the weather is poor, pupils will be allowed indoors. Most pupils will remain in the canteen or main hall, but there will be other designated areas for year groups to be in. No food or drink should be consumed outside of these areas.

The school field is used by pupils at break and lunch times in good weather. This is also a major PE teaching area and any litter must be placed in the bins and not left on the field. Pupils should also ensure any games they play are safe and free from injury.

Every day a full team of staff are on duty both inside and outside the school building to supervise pupils.

## Religious Education

As you would expect, Religious Education is a compulsory subject throughout the school and all pupils will sit a GCSE. The subject is taught according to the doctrines and beliefs of the Roman Catholic Church. The subject is an important way in which the spiritual, moral and social development of our pupils is encouraged. All pupils who join the school are expected to make a positive contribution to RE lessons and to the prayer life of the school.



## Worship in School

We aim to offer our pupils a range of opportunities for worship as well as frequent masses. We have regular assemblies and class prayer. Mass is celebrated weekly and at important times in the school year. We also provide services of reconciliation. We have occasions when drama and music are used to enhance worship. There are times when groups of pupils are taken off-site for reflection or go on retreat. These are important ways we try to develop the spiritual and moral dimension in our pupils.

## Curriculum

**We believe that at St. Illtyd's Catholic High School the curriculum should do the following:**

- Develop each pupil's potential as a human being to the full, nurturing in all persons positive attitudes to learning which will enable them to be open to, and adapt to new ideas and methods. This will allow them to be ready to learn throughout their lives.
- It must develop the pupils skills in Literacy, Numeracy and Digital competency to allow them to achieve all that they can.
- The curriculum must allow critical thinking and problem solving. Pupils should be encouraged to be creative and innovative, bringing planning, organisation and personal effectiveness skills to the fore. Allowing them to be ready to play a full part in life and work.
- Enable the growth of each child's personality, and the process of self-discovery and self-development; it should actively help students to become self-reliant, self-respecting and responsible adults. Equipping them to be ready to lead fulfilling lives as valued members of society.
- Enable pupils to play a full part in the life of the community to which they belong, and to express as fully as possible the social side of their nature as human beings, the curriculum must develop the capacity to work both collaboratively and independently.
- In addition, the curriculum must develop a personal moral code sensitive to the needs of others, it must promote equality of opportunity and respect for all men and women irrespective of creed, race or sex. A Catholic curriculum cherishes

a pupils particular culture and roots of identity while reaching for an open horizon and global consciousness. In doing so we hope to ensure that pupils are ready to be citizens of Wales and the World.

• Recognise the unique personality of each pupil and to take adequate account of individuals' needs, the curriculum must at first be as broadly based as possible and cover all the areas and elements of learning. As the pupil progresses through each Key Stage, the curriculum should become more clearly tailored to the needs of the pupil.

## Key Stage 3 (Years 7 – 9)

Pupils follow a broad and balanced curriculum which includes English, Mathematics, Science, Religious Education, Art, Design Technology, Drama, Geography, History, ICT, Music, Physical Education, Spanish, Welsh and PSE.

Pupils will be set by ability for core subjects. Setting is driven by levels and standardised scores in literacy, numeracy and languages. Pupils that require additional support with their learning are assisted by members of the Inclusion department.

## Key Stage 4 (Years 10 & 11)

All pupils in Key Stage 4 study a core curriculum of English, Mathematics, Science, Religious Education, Physical Education, Welsh 2nd Language and additional vocational qualifications.

At Key Stage 4 there is more flexibility for individual pupil choice in their formal curriculum. Option choices are broad so that we meet the needs of all our pupils.

**Pupils are able to choose two additional subjects to take as options. These can include:**

Art & Design, ASDAN, Business Studies, Health & Social Care and Childcare, Drama, DT Product Design, Textiles, Photography, Food & Nutrition, Geography, History, Information Technology, Music, Physical Education, Spanish, Princes Trust, Media Studies and the Skills Challenge Certificate

A range of additional courses are also available through utilising additional providers.

## Home School Links

The progress made by pupils is likely to be improved if there is regular communication between school and home. Research shows that one of the most important factors in the success of a child is when the parent and school work together. We are committed to working with you to support the pupils in our care. We will keep you well informed and ask that you also keep in contact with us.

Interim reports are issued three times a year, and every parent receives a fully detailed report once a year. There is a reporting day to meet the teachers and also parents evenings in Key Stage 4. Certificates, letters of commendation and general newsletters are also regularly sent home. "The New Illtydian" is our termly school newspaper, which gives considerable information of our achievements and keeps families and members of the local community informed of events at the school.

It is very important that the communications between home and school are kept open. Never hesitate to contact school if you think there is a problem. We aim to contact you regularly as outlined above, but may also need to contact you at other times if necessary. The sooner we discuss an issue, the sooner it can be resolved.



## Homework

Homework is set for all pupils in almost every subject. It may involve written work, reading, revision or research. It may take the form of a project to be completed over a few weeks.

## Additional Learning Needs

Mr A Fleet is our Assistant Headteacher for Inclusion and Wellbeing. He oversees the school's provision for those children who need some extra support with their learning in some way. He and the team work with pupils across all year groups. The inclusion department employs a team of teaching assistants who are deployed to support pupils across the curriculum.

Following our mission statement, we recognise the need to develop the potential of all pupils. So, the school has a clear policy for pupils with additional learning needs; and Mr Fleet works to ensure that it is effective. To assist in this work, we also employ an Inclusion manager, an ALNCo and teaching assistants. We also call on the advice of various specialists when required.

The full policy covering additional learning needs is available on the school website.



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## Extra Curricular Activities & School Visits

A wide range of extra curricular activities is on offer in school. They will appeal to pupils with particular interests. Details are given to pupils at the start of the school year, and as events are arranged during the year.

Particular features of our after-school activities, are the opportunities in music and drama. We have choirs, ensembles and an excellent orchestra. We have a history of first-rate stage productions. Opportunities exist for any interested pupil to take part.

In sport, the school has teams in all the major games: netball, rugby, football, athletics, baseball and many more. Where there are local leagues, the school takes a full part in them; otherwise, friendly matches are played against other local schools. Within school, there are friendly tournaments in the course of the year. Among these, sports day in July is the high point of internal competitions.

We are proud of the success of our teams and we encourage any girl or boy with a sporting interest to develop their talents. Regular practise sessions are organised after school and all pupils are welcome to training sessions from which squads and teams are selected.

There are many opportunities for pupils to participate in fieldwork and visits to a wide variety of places. In recent years pupils have had the opportunity to visit New York and Washington DC, Paris, Storey Arms, PGL Adventures and skiing in Austria. In addition there are visits to local venues including theatres, historical sites, retreats, exhibitions and other shows.

## Our Expectations of Each Other

Our school ethos is based on all pupils being:

### Polite, Proud and Prepared.

#### Polite

- Speak politely to everyone and listen carefully
- Embrace different cultures, teaching styles and beliefs
- Follow instructions straight away
- Do your work and let others do theirs
- Raise your hand for attention
- Take extra care on the stairs
- Help anyone who is in trouble

#### Proud

- Take care of school and personal property.
- Celebrate the achievements of yourself and others.
- Wear full school uniform and remove your outside coat.
- Act in a sensible and safe manner.
- Put all your litter in the bins provided.
- Report any incidents to a member of staff

#### Prepared

- Arrive on time, come in quietly and stand behind your chair
- Come to class with the correct equipment.
- Stay on task in class
- Know what your next steps are in your learning



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## Other information

There are many documents available in school that lay down our policies and procedures. These are all available on request from the office or on the school website. If you would like to have a copy of any policy, Governing Body documents or schemes of work please contact the school office. A charge may be made for photocopying.

## Disclaimer

Note on the applicability of the information in this prospectus.

The particulars contained in this prospectus are correct in relation to the school year 2024/2025 as at September 2024. It must not, however, be assumed that there will be no change before the start of, or during the said school year, or in relation to subsequent years.

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