



11th January 2026

Dear Families,

Happy New Year to you all.

I do hope that you had a lovely break over the Christmas period.

We have had an extremely busy first week back.

Thank you for your understanding with the school closure on Wednesday. I am happy to report that everything was sorted as quickly as possible by Welsh water. We were really pleased to be back in school on Thursday!

Parent Governor Vacancies

As you are aware, we currently have 2 Parent Governor vacancies and need your help to select who you would like to represent you.

This is a really important role in the school, so I am really excited that you have the opportunity to elect two new members.

Please could I ask that you vote using the form below:

<https://forms.gle/x4tUaePUwwfgLmwn7>

Family Questionnaire

Thank you to all of the families that have already completed the Family questionnaire. Just a quick reminder that it is still until Monday. We really value your feedback on our school and make changes based off your views as often as we can. Responses are anonymous and it should only take a few minutes of your time. Thank you.

<https://forms.gle/j91oZt21dtfs96fy9>

Reception School Place Applications

Just a reminder that if your child was born between 1st September 2020 and 31st August 2021, you will need to apply for their Primary School Place (Reception). The application process closes tomorrow. If you have any problems at all, please come into school for support. We only have 60 Reception spaces, so we would hate for anyone to be disappointed.

Key dates for January

13th January – 9 – 11am – Families Learning Together

1- 3pm – Family Gateway

15th January - Reception School Trip to The Meadows Farm

20th January - 9 – 11am – Families Learning Together

26th January – ND Support Coffee morning which will be held in the Family Room

27th January – Year 3 Trip to St Fagans

9 – 11am – Families Learning Together

3pm – Family Gateway

Do you need advice or support?

Please see details about Cardiff Parenting which is free and very supportive.

Family Gateway are at Windsor Clive every Tuesday at 1.30pm. Please ask Miss Gilbert if you would like to book an appointment.

**Safeguarding Statement**

Keeping your child safe is our main priority at Windsor Clive.

If your child tells a member of school staff that they have been hurt by another adult or is going to be hurt then that member of staff has a duty to report this to the school's Designated Safeguarding Persons who are Mrs Clee, Mrs Mings, Mrs Harris and Mr Boyce.

The Designated Safeguarding Person will sometimes need to share this information with Cardiff Children's Services for advice and support. You may be informed that this is happening unless advised otherwise by Children's Services.

Please understand that when we do this, we are following the Wales Safeguarding Procedures and are not making judgements about families.

The needs of the child come first.