

**WYCLIF INDEPENDENT
CHRISTIAN SCHOOL**



The fear of the Lord is the beginning of wisdom
Proverbs 9:10

www.wyclifchristianschool.org

Welcome to Wyclif

Thank you so much for your interest in Wyclif Independent Christian School (WICS). We were established in the village of Machen nearly forty years ago, and we now educate over 150 children and young people. Throughout this time, Mr Andrew Tamplin has been our Headteacher.

We are pleased to send you this prospectus which seeks to give an overview of the School, its educational philosophy and founding principles.

History

Wyclif Independent Christian School came into existence because of the convictions of two Christian fathers who met in 1982. They were persuaded of their responsibility to educate their children 'in the training and instruction of the Lord' (Ephesians 6:4). Spurred into action following this meeting they hired two teachers and ordered a Christian curriculum from the USA and with permission to use Ebenezer Baptist Church in Machen, South Wales, they opened the new school on Tuesday 7 September 1982. At the beginning there were just seven pupils – six girls and one boy – aged between 6 and 13 years. In time, other families became involved so that in 1984 WICS was able to employ a full time infants' teacher who also taught music throughout the school and maths to GCSE. In 1989 WICS had grown to 36 pupils and it was a significant time when the first pupils were entered for GCSE examinations. The results, which were anxiously awaited, were most respectable!

Wyclif has always aimed to provide Christian education for any parents who desire it for their children. Consequently the fees have been kept as low as possible. This, in turn, has meant that WICS has always been under some financial strain. However, by the grace of God and thanks to the personal sacrifices of many involved in the School, it has continued to this present day preserved by God who is the giver of all good and needful things.

In the early 1990s the School benefited from the gifts of a new director who streamlined many of the School's policies and procedures and from the arrival of a teacher who had experience in Christian education in Australia and New Zealand. At that time WICS became a member of Christian Community Schools based in Australia and this has helped in curriculum development.

From the late 1990s interest in Christian education has grown rapidly and during this time WICS has grown steadily. The most pressing need in recent years has been for larger premises. In 2006, the junior school began using the premises at St. Johns Church Hall, Forge Road. In 2010, the school purchased its first building, the old Ambulance Hall. This enabled the infant school to move from Emmanuel Pentecostal Church to new premises. The school now operates on three sites in the village of Machen. Following demand from parents and students and after consultation with governors and staff, a sixth form class was opened in 2010. The school has approximately 150 pupils and approximately 27 staff some of whom are part-time.

God has always been faithful and we continue to seek Him in prayer to continue to bless and provide for the needs of the School in the future. WICS has been privileged to support

parents in the task of training children in the knowledge of the Lord, encouraging them to grow and develop using the gifts God has given them.

Educational Philosophy

WICS acknowledges God as sovereign in creation, in sustaining creation, in salvation and in all world affairs. This is to be the basis of the teaching of all subjects, avoiding any teaching that exalts man above God. All curriculum materials are to be selected and controlled in accordance with this statement.

We believe the supreme and ultimate standard and absolute rule of faith for life is the Bible, the entire revealed and inspired word of God. The Bible is the foundation for the School's curriculum and moral teaching. We endeavour to instil the love of learning in the minds of our pupils and to encourage them to approach all subjects meaningfully and intelligently. It is the School's aim to provide an excellent education based on Christian values and teaching. We believe in the development of the total person: body, mind and spirit, so the School's programme of activities combines physical, mental and spiritual processes to maximise the development of the total person.

The School's policy is to enable each pupil to develop his or her own potential to the full as far as possible. To this end each pupil is to be 'paced' in each subject to allow him or her to progress at his/her own rate, avoiding discouragement in the less able or boredom in the more academic. Within this framework each pupil is expected to work hard and to present his or her best work.

Children function contentedly and competently in a caring and disciplined environment. Parents, teachers and pupils all have responsibility in producing such an environment.

Statement of Faith

We believe in the fundamental truths of Christianity as revealed in the Bible including the following:

- (a) The unity of the Father, the Son and the Holy Spirit in the Godhead.
- (b) The sovereignty of God in creation, revelation, redemption and final judgement.
- (c) The divine inspiration and infallibility of Holy Scripture as originally given, and its supreme authority in all matters of faith and conduct.
- (d) The universal sinfulness and guilt of human nature since the fall, rendering man subject to God's wrath and condemnation.
- (e) The full deity of the Lord Jesus Christ, the incarnate Son of God; his virgin birth and his real and sinless humanity; his death on the cross, his bodily resurrection and his present reign in heaven and earth.
- (f) Redemption from the guilt, penalty and power of sin only through the sacrificial death once for all time of our representative and substitute, Jesus Christ, the only mediator between God and man.
- (g) Justification as God's act of undeserved mercy, in which the sinner is pardoned all his sins and accepted as righteous in God's sight, only because of the righteousness of Christ imputed to him – this justification being received by faith alone.
- (h) The need for the Holy Spirit to make the work of Christ effective to the individual sinner, granting him repentance toward God and faith in Jesus Christ.
- (i) The indwelling of the Holy Spirit in all those thus regenerated, producing in them an increasing likeness to Christ in character and behaviour, and empowering them for their witness in the world.
- (j) The one holy universal Church, which is the body of Christ, and to which all true believers belong.
- (k) The future personal return of the Lord Jesus Christ, who will judge all men, executing God's just condemnation on the impenitent and receiving the redeemed to eternal glory.

Curriculum and Activities

WICS aims to educate children according to the principles God has established in His Word. School activities are organised typically Monday to Friday. Though we have modest facilities we are able to offer pupils a broad and balanced curriculum, from reception to Year 13. Students are able to complete GCSE and A Level studies in the school.

Many of the School's teaching resources are from the *A Beka Book* curriculum, a Christian curriculum from the USA. The *A Beka Book* curriculum materials are based upon the firm foundation of Scriptural truth and are written from a Christian viewpoint, rather than simply paraphrasing contemporary education textbooks. Teachers are encouraged to use the gifts God has given them to develop teaching styles appropriate to each subject. Pupils are encouraged to discover their God-given gifts and abilities and use them for His glory. For many years, the School has put on a summer theatrical production. This has given all children the opportunity to work together on a large project and to improve their musical and performing skills. Recent productions have included adaptations of *The Sound of Music*, *Annie* and *Chitty Chitty Bang Bang*. This gives all students the opportunity to work together on a large project and is hugely popular with performers and audience alike.

The School arranges regular outings and exchanges. Educational visits and school trips are a regular and popular part of school life. Older students groups have made visits to Spain for language study. The school usually holds an annual swimming gala and summer sports day.

School activities are organised typically Monday to Friday. WICS will not arrange school activities on Sundays, nor will agree to allow pupils to represent it in out of school activities on Sundays.

The School has a Medical Officer who is available for advice as appropriate. The School as a whole and smaller groups meet regularly for assemblies that include praise, teaching and prayer.

Facilities and Resources

The School has a good range of practical equipment available including a network of computers, sports equipment, a variety of art resources, a dedicated science room, and a range of musical instruments including piano and keyboards. Students are able to have lessons with a private music teacher who visits the school each week.

Weekly PE is held at Machen recreation ground or Caerphilly leisure centre. During the summer term, the school makes use of the excellent facilities at Machen recreation ground for cross country running, weekly games sessions and sports day. A Machen mountain walk is a popular summer excursion.

Organization of the School

The school day runs from 8:30 am to 3:00pm, with breaks during the morning and at lunchtime. School begins each day with worship and class devotional assembly. Whole school assemblies are held once per week, and outside speakers, including missionaries, regularly contribute to these.

The School is organised into a Primary School, Middle School and Senior School on three sites within Machen village:

The Primary School caters for children from reception to year 4. in the Old Ambulance Hall in The Crescent.

The Middle School, comprising years 5-8, is accommodated in St John's Hall, Forge Road.

The Senior School, comprising years 9-13, is accommodated in Ebenezer Chapel, Wyndham Street.

A Senior teacher is appointed to co-ordinate student activities in each building and they report to the Headteacher, who is supported by a Deputy.

Primary School

In the Primary School there is strong emphasis on building good literacy and numeracy skills, alongside other subjects. Pupils study science, history, geography, personal health, Spanish, Bible, art and PE. The *A Beka Book* materials form the basis of the curriculum.

Middle School

In the Middle School high standards of language and mathematical skills continue to be developed and students have the opportunity to visit the Senior School to use the science laboratory and computer suite to further enhance their skills. The *A Beka Book* materials form the basis of the curriculum.

Senior School

In Senior School students have the opportunity to select subjects for further study and GCSE's are offered in English language, English literature, Maths, Physics, Chemistry, Biology, IT, RS, Art, Geography, History and Spanish. In all subjects, teachers ensure that the subjects are taught from a Christian perspective.

6th Form

The Sixth form is the most senior part of our school and students are given more freedom but are expected to take greater responsibility. They need to set a good example to the rest of the school. They will be an integral part of the life of the school and will be expected to help out with younger students. This could be listening to younger students reading, organising a tuck shop or helping out in some other way. Specific queries relating to the sixth form should be directed to Gill Watson (Sixth Form Co-ordinator) at info@wyclifchristianschool.org

All students are expected to follow a Bible study course in years 12 and 13.

In recent years the subjects offered at AS/A2 level have included:

Mathematics, English Literature, Art and Design, History, Spanish, Physics, Biology

Computing, Chemistry, EPQ (Extended Project Qualification which is equivalent to an AS but is at A2 level). Subject options need to be discussed at interview or visit in order to ensure availability.

All sixth formers must attend a sixth form assembly which will be held once a week. When students have lessons in the morning they should arrive at school by 8.30 in time for assembly. For afternoon lessons students should arrive by 1.15. Students will need to sign in and out of the school.

Funding

Most of the School's funds come from fees paid by parents. Fees are due annually in advance in September; or by regular monthly standing order from September to August inclusive and that includes students in their final year. The regular payment of fees is an essential part of the contract between parents and the School as this is the only way the School can purchase resources and pay teachers' salaries throughout the year, and is all the more important bearing in mind the financial sacrifices made by teachers at WICS.

In addition, some of the School's income comes from voluntary donations from churches, relatives and other interested parties. These welcome donations may be gift aided, which increases the value of the donation to the School. To make a regular or even occasional donation please contact the School treasurer via the School office.

From time to time parents have held fundraising events especially the annual Christmas Fayre. The children complete a sponsored run each May. These have helped the school to purchase specific items and develop the school play facilities.

The School also seeks funds from charities and trusts, and has a building fund to pay off the loan that was necessary to purchase the Lower School building in 2010.

The school typically donates 10% of its fund raising activities, to specific Christian charities. In particular, these have included the Kigali Christian School in Rwanda and the Paul Mususi Orphanage in Uganda.

Admissions

Families interested in sending children to WICS may visit the School informally by arrangement with the School secretary at the School office. Parents of prospective pupils should complete an application form. The school will then arrange a formal interview with the Headteacher to discuss the application. The decision regarding admission will be notified to parents in writing.

Parents who send their child to WICS must sign a contract with the school. Pupils can join the School full time in the academic year in which they reach aged 5. Normally admission is in September and January. Admission to Year 8 and above is subject to the approval of the School governors. Specific assessment tools may be used to test literacy and numeracy skills of new admissions to the school.

Where possible, the School seeks to support Christian home-schoolers by allowing some children to attend certain lessons or sporting events as their needs require. For more information please contact the school.

Parental Involvement and Home Study

WICS aims to help parents educate their children and fulfil their Biblical responsibility to 'bring them up in the training and instruction of the Lord' (Ephesians 6:4). Parents should support the content and method of teaching in the School and parents' help is invaluable in a range of practical areas of school life such as:

- classroom assistance
- assistance with school trips
- helping with games activities
- helping with transport
- attending parent consultations;
- cleaning and upkeep maintenance; and
- sponsorship (to support a child in the School).

The school has a duty of care to safeguard the wellbeing of all its pupils. All staff, volunteers and Governors are subject to Disclosure and Barring (DBS) checks, interviews, references and training in child protection.

Homework is set as appropriate and families need to support their children by becoming involved with these activities. Homework is given to:

- aid the development of sound study skills and habits;
- complete set work;
- revise consolidate classwork; and
- extend understanding the capabilities of pupils.

Parents should check that their children have completed set tasks. Older pupils each have a homework book, which should be checked daily by parents. This provides an opportunity to keep in touch and identify difficulties quickly. At secondary level, pupils are expected to revise classwork when no homework is set. Pupils are encouraged to develop responsibility and organisational skills to complete all set tasks on time.

A Parents' evening is held once a year, and gives parents a chance to discuss their children's progress. In addition, parents should communicate directly with the classroom or subject teachers with any concern about workloads or expectations. The School also welcomes any other communication from parents in person or by telephone or letter.

Discipline

"Discipline" shares the same Latin origin as "disciple" and pertains to the order needed for effective teaching and learning. The school aims to provide opportunities for the development of respect, responsibility and resourcefulness in an atmosphere of love and good order. Students are expected to show respect for all others in school and to develop an appropriate level of self-discipline.

Our approach to discipline is based on God's Word and is consistent with what we believe the Bible teaches about the upbringing of children in a Christian family.

We aim to provide opportunities for the development of respect, relationships, responsibility and resourcefulness in an atmosphere of love and control. Students are expected to show respect for all others in school and to develop an appropriate level of self-discipline.

Discipline is, unfortunately, often considered in a negative context, but actually has a much broader meaning and can be defined as 'character development through instruction, challenge and correction'.

Children are under many different authorities including that of God, their parents, the church, their teachers and the government. The Bible tells us that God delegates all authority and so we all remain accountable to God. Ephesians 6:4 reads: 'Fathers, do not exasperate your children; instead, bring them up in the training and instruction of the Lord.'

The word 'nurture' is associated with the total upbringing of the whole child. In various translations, it is interchanged with a wide range of thoughts, including 'education, upbringing, training, punishment, discipline, instruction, correction or chastening'. Similarly, 'admonition' can be taken to mean: 'putting in mind right values, kindly reproving, seriously advise, admonish, counsel, instruct, warn, encourage, keep right, train or steer'.

This Biblical view of nurture and admonition underpins the approach to discipline at WICS. The School seeks to support parents who desire their children to develop a personal relationship with God. Teachers have various ways of rewarding good behaviour and efforts in class, including a house points system. House points may be accumulated and exchanged for items in the 'shop' or exchanged for other advantages such as a non-uniform day. House points also contribute to house totals and these carry other rewards. These systems are designed to encourage and promote self-discipline in pupils.

Teachers are of course also obliged to take appropriate measures to deal with unacceptable behaviour, taking into account the age of the pupil and the severity of the incident. A warning or reprimand may be given, house points may be deducted, a report book kept, pupils may be given 'detention' and in the most serious cases a suspension may be imposed, each coupled with restitution of any damage and an apology as appropriate. While in most cases, a class teacher is best able to take appropriate action, there are occasions when parents are notified in person, by telephone or by writing. This is done to ensure close co-operation and understanding between home and school.

Sometimes the intervention of the Headteacher is necessary to resolve a matter. Where appropriate, corrective action may be followed up at a later time with discussion or prayer with the student.

Complaints

The school has a complaints policy which is available upon request from the School Office. If the school staff is not able to deal satisfactorily with a complaint, parents may write to:

Mr Karl O'Dare,
Chair of Governors.
15 Llanarth Street,
Machen
CF83 8SJ

School Uniform (K5- Year 11)

At WICS we aim to have a high standard of dress and appearance for both pupils and staff. Pupils and staff should always try to dress smartly and modestly, and behave in a way that will bring credit to God, themselves, their school and their family. The following is a list of appropriate school uniform.

Winter/Spring Term

Boys <ul style="list-style-type: none">• Black or grey trousers• White shirt• Burgundy V-necked jumper or black blazer• School Tie (available from school office)• Black or grey socks• Black shoes	Girls <ul style="list-style-type: none">• Burgundy skirt (knee-length)• White shirt• Burgundy V-necked jumper or black blazer• School Tie or burgundy neck ribbon for under 11's (available from school office)• Black or burgundy tights/socks• Black shoes or boots
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Any T-shirt worn under school uniform must not be visible.

Alternative Summer Term Uniform

Boys <ul style="list-style-type: none">• Grey Shorts (Juniors and Infants)• White polo shirt	Girls <ul style="list-style-type: none">• Pale pink checked dress (Juniors/Infants)• White Polo shirt• White ankle socks• Black sandals
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Sports Kit (boys and girls)

<ul style="list-style-type: none">• Navy shorts or track suit• White polo type shirt• White socks• Trainers without black soles
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School Uniform (Sixth form only)

<ul style="list-style-type: none">• Black trousers or black school skirt.• White polo shirt or white school shirt with school sixth form tie• Black shoes.• Black blazer, jumper or cardigan

All clothing must be clearly labelled for easy identification. Sensible coats and bags are advised. Junior/Infant school book bags in the School's colours with logo are available from the School.

Hair should be clean, neat and if necessary tied back so it does not fall across the face when leaning forward. Any hair ties etc should be burgundy or black. Hairstyles should be conservative. Watches may be worn but no other jewellery should be visible. Girls may wear plain ear studs but earrings are not acceptable for boys. Make up and coloured nail varnish are not to be worn. Mobile telephones must be handed in at the beginning of each school day and will be returned at the end of the school day.

School Governors and Teaching Staff

Surname	Job Title	Qualifications	Subjects Taught
Amanda Bosanquet	Governor		
Sarah Corney	Governor	BA (Hons) (Uni Wales, Cardiff) 1989, RGN1 (UHW) nurse	
Adam Fairman	Governor	BA Chemical Engineering, MA (Cantab), MSc Electrical Energy Systems, Senior Energy Analyst at Welsh Water	
David Morley	Governor	BA (Hons), Dip.Arch, R.I.B.A	
Karl O'Dare	Chair of Governors		
Alan Southgate	Governor	Civil Servant, Welsh Office Ret'd	
Andrew Tamplin	Headteacher	BA (Hons) Biblical Studies & Semitic Lang; (Univ. of Wales, Cardiff) 1980 PGCE (Univ. of Wales, Aberystwyth) 1982	Spanish, Religious Studies
Paul Corney	HeadTeacher (Deputy) School Treasurer	D.Phil; (Univ. of Wales, Swansea) 1993 B.Eng (Hons) (Univ. of Wales, Swansea) 1989. BD (Hons) (Univ. of London) 2003	Mathematics, Physics, ICT, Religious Studies
Sarah Bufton	Secretary	AAT Level 4 Part Qualified Accountant	School Secretary, Financial Secretary
Reg Southall	Secretary	BSc (Hons) Geology (University of London) 1984, MCIPS	School Secretary, Examinations Officer
Ruth Dainty	Laboratory Assistant	BSc (Hons) Biological Sciences (Exeter University) 1991	Laboratory Assistant
Michael Bastyan	Teacher	BSc (Hons) Biochemistry (Cardiff University)	Lower Senior School Class Teacher
Jonathan Bilton	Senior Teacher (Senior School)	BA (Hons) Modern History (Univ. of Oxon) 2008	Senior Teacher (Senior School), History, Bible, EPQ, English
Rachel Bilton	Teacher	MA Int relations, (Univ. of Cardiff) 2008 BA (Hons) Archaeology & Philosophy (Univ. of Cardiff) 2008	Lower Senior School Class Teacher
Megan Brooks	Teacher	BA Teaching, (Univ. of Australia) 1999	English, Swimming
Emma Clark	Teacher	BA (Hons) Music (Univ. of Southampton) 2009, PGCE (Univ. of Southampton) 2010	Lower Primary School Class Teacher

Surname	Job Title	Qualifications	Subjects Taught
Joanne Connolly	Teacher	BA (Hons) Spanish (Exeter University) 2004, PGCE with QTS (Sheffield Hallam University) 2007	Senior Teacher (Primary School), Spanish
Heddwen Cross	Teacher	BA Law with Education (Univ of Aberystwyth) 1997. PGCE UWIC Cardiff 1998	Lower Primary School Class Teacher
Tracy Dallimore	Teacher	BA Psychology & Elementary Ed (Marist Coll, NY) 2000	Lower Senior School Class Teacher
Phillip Dean	Teacher	BSc Maths & theoretical Physics (Univ. of St Andrews) 1989 PGCE (Univ. of Wales, Aberystwyth) 1990	Computing
Daniel Dean	Teacher	BSc (Hons) Maths (Open University) 2023	Mathematics
Gideon Dean	Teacher	BSc (Hons) Maths (Open University) 2021	Physics
Karine Dubois-Jones	Teacher	Diploma in Counselling Adolescents (WPF London), PGCE (Institute of Education London), French and Spanish 1997, MA English Literature, Linguistics & Translation (University of Clermont-Ferrand) 1997	Spanish, English, History
Sally Gobbett	Teacher	MA Natural Sciences (Cambridge) 2002 MSc Language Pathology (Univ. of Newcastle) 2004	Lower Primary School Class Teacher
Claire Harris	Teacher	BSc (Hons) (Univ. of Wales, Cardiff) 1985	Chemistry, Art
James Harris	Teacher	BTh (Hons) (Univ. of Wales, Cardiff) 1995 Diploma in Theology 1985	Art
Maria Hiles	Teacher	PGCE (Cardiff Metropolitan University) 2019 Early Childhood Studies	Upper Primary School Class Teacher
Lizzie Hunt	Teacher	MBioChem (Hons) Biochemistry (University of Bath) 2003, PGCE (UWIC, Cardiff) 2004	Chemistry, Biology
Rosemarie Lloyd	Teacher	B.Ed Maths (Univ. of Wales, Carmarthen) 1979	Mathematics, Biology
Amanda Mahoney	Teacher	BA (QTS) Hons, Education & Social Biology (Univ. of Surrey) 1993, ASA Swimming Teacher Qualification (Univ. of Surrey) 1991, Postgrad Dip Careers Guidance (Univ. of Wales, Glam) 1995	Upper Primary School Class Teacher, Swimming, PE
Rebecca Morris	Teacher	BA (Hons) Fine Art Printing (Manchester Metropolitan University) 2005	Lower Primary School Class Teacher

Surname	Job Title	Qualifications	Subjects Taught
Llywela Munro	Teacher	B.Ed (Hons) (Univ. of Wales, Carmarthen) 1987	Lower Primary School Class Teacher
Anne Orphan	Teacher	B.Ed (Univ. of Wales, Newport, Caerleon) 1987	Lower Primary School Class Teacher
Beccy Pont	Teacher	CACHE Level 3 extended Diploma for children's care, learning & Development.	Upper Primary School Class Teacher
Lorraine Pont	Teacher	BAQTS (Hons) Art & Biology (Univ. of Warwick) 1993	Primary School - All subjects, Art
Steve Potter	Teacher	BA Ed Secondary Education (UWIC) 2004	Upper Primary School Class Teacher
Gail Summerfield	Teacher	BAQTS (Univ. of Wales, Newport) 2005	Lower Senior School Class Teacher
Catherine Tamplin	Teacher	BA (Hons) Music/Art; Dip in Spec. Ed. (Univ. of Wales, Chester) 1990	Lower Primary School Class Teacher
Kyle Trebble	Supply Teacher	Higher Diploma (Music performance)	Art
Gill Watson	Teacher (6th Form Co-ordinator)	BA (Hons) Humanities (Univ. of Wales, Glam) 1986 PGCE (Univ. of Wales, Cardiff) 2004	Geography
Jenny Greasley	Learning Support Assistant		Pupil support
Karen O'Dare	Learning Support Assistant		Pupil support
Kimberly Southall	Learning Support Assistant		Pupil support
Luciana Tamplin	Learning Support Assistant	Btec Health & Social Care Level 3	Pupil support