

Ysgol Syr Thomas Jones, Amlwch, Ynys Môn

Lliniaru Archeolegol: Arolygiad Ffotograffig
Archaeological Mitigation: Photographic Survey



Ysgol Syr Thomas Jones, Amlwch, Ynys Môn

Lliniaru Archeolegol: Arolygiad Ffotograffig Archaeological Mitigation: Photographic Survey

Yr Amgylchedd Hanesyddol yn Cofnodi Prif Gyfeirnod /
Historic Environment Record Event Primary Reference Number: 49292

Rhif Prosiect Heneb Archaeoleg Gwynedd / Heneb Gwynedd Archaeology Project No. HD25-013

Rhif Adroddiad / Report No. 1826

Wedi'i baratoi ar gyfer / Prepared for: Cyngor Sir Ynys Môn

Mehefin / June 2025

Ysgrifenydd gan / Written by: Jessie Baugardner

Delwedd clawr blaen / Front Cover image: View of toilets, scale 1x1m; view from NNE, (archive reference: E49292_013).






Ymddiriedolaeth Archaeoleg Cymru
The Trust for Welsh Archaeology

Cadeirydd / Chair: Dr Carol Bell PSG / CEO: Richard Nicholls

Heneb yw'r enw masnachu Ymddiriedolaeth Archaeolegol Cymru. Cwmni Cyfyngedig (1198990) ynghyd ag Elusen Gofrestredig (504616) yw'r Ymddiriedolaeth
Heneb is the trading name of The Trust for Welsh Archaeology. The Trust is both a Limited Company (1198990) and a Registered Charity (504616)

Ty Cornel, 6 Stryd Caerfyrddin, Llandeilo, Sir Gaerfyrddin, SA19 6AE
Corner House, 6 Carmarthen Street, Llandeilo, Carmarthenshire, SA19 6AE

Approvals Table				
	Role	Printed Name	Signature	Date
Originated by	Document Author	Jessie Baumgardner		26/06/2025
Reviewed by	Document Reviewer	Michael Lynes		26/06/2025
Approved by	Principal Archaeologist	John Roberts		26/06/2025

Revision History			
Rev No.	Summary of Changes	Ref Section	Purpose of Issue

CONTENTS

CRYNHODEB ANHECHNEGOL.....	4
NON-TECHNICAL SUMMARY	4
1 INTRODUCTION.....	5
1.1 Aims and Objectives.....	7
1.2 Acknowledgements	8
2 HISTORIC BACKGROUND.....	9
2.1 General Overview.....	9
3 METHOD STATEMENT	10
3.1 Introduction.....	10
3.2 Photographic Record.....	10
3.3 Written Record.....	11
3.4 Drawn Record.....	12
3.5 Dissemination & Archiving	13
4 RESULTS.....	14
4.1 Introduction.....	14
4.2 Photographic Survey	15
5 CONCLUSION	16
6 SOURCES CONSULTED.....	17
6.1 Websites.....	17
FIGURE 01	18
Client produced location and block plan of Ysgol Syr Thomas Jones, Anglesey County Council Architectural Services. Drawing Nos. ED241-AL(20)01. Scale: 1:2500/1250@A3.	18
FIGURE 02	19
Reproduction of client produced plan showing location of main girls' toilet, outlined in red. Anglesey County Council Architectural Services. Drawing Nos. ED241-AL(20)02. Scale: As shown@A3.	19
FIGURE 03	20
Reproduction of client produced existing floor plan annotated to show photo directions. Anglesey County Council Architectural Services. Drawing Nos. ED241-AL(20)03, Scale: 1:100@A3.....	20
APPENDIX I.....	21
Heneb – Approved Written Scheme of Investigation	21
APPENDIX II.....	22
Heneb - The Trust for Welsh Archaeology Photographic Metadata.....	22

APPENDIX III.....	23
Heneb - The Trust for Welsh Archaeology Selection Strategy v.2 Final	23

CRYNHODEB ANHECHNEGOL

Ym Mehefin 2025, comisiynwyd Heneb: Gwynedd Archaeology (Gwasanaethau Archaeolegol) gan Gyngor Sir Ynys Môn i gynnal gwaith lliniaru archeolegol ar ffurf Arolwg Ffotograffig cyn adnewyddu bloc toiledau merched yn Ysgol Syr Thomas Jones, Amlwch, Ynys Môn. Cynhaliwyd arolwg ffotograffig o'r ysgol Gradd II ar du mewn y brif ystafell ymolchi ferched a'r ystafell wisgo gyfagos cyn dechrau ar y gwaith adnewyddu.*

Nododd yr arolwg ffotograffig rai nodweddion a oedd yn debygol o fod yn wreiddiol o'r cyfnod ar ôl y rhyfel, megis meinciau'r ystafell wisgo, y bachyn dillad, y llawr teils ceramig a oedd yn ymestyn i mewn i'r bloc toiledau, a'r rheiddiaduron haearn bwrw.

NON-TECHNICAL SUMMARY

In June 2025, Heneb: Gwynedd Archaeology (Archaeological Services) was commissioned by Cyngor Sir Ynys Môn to undertake archaeological mitigation in the form of a Photographic Survey prior to renovation of a girl's toilet block at Ysgol Syr Thomas Jones, Amlwch, Ynys Môn. The Grade II school was subject to a photographic survey on the interior of the main girl's bathroom and accompanying cloakroom prior renovation work.*

The photographic survey noted some features that were likely original post war, such as the cloakroom benches, coat rack along with the ceramic tiled floor which ran into the toilet block and cast iron radiators.

1 INTRODUCTION

Heneb: Gwynedd Archaeology (Archaeological Services) was commissioned by *Cyngor Sir Ynys Môn* to undertake archaeological mitigation in the form of a Photographic Survey prior to development work at the Grade II* Listed (ID: 25852) Ysgol Syr Thomas Jones, Amlwch, Isle of Anglesey (LL68 9TH (NGR SH 43745 92092; [Figure 01](#)). The development work will be undertaken within the main girl's toilet block, positioned almost centrally within the school ([Figure 02](#)).

The development will be undertaken in accordance with the granted Listed planning consent ref. LBC/2025/6, with the archaeological conditions set as:

- A Photographic Record of the main girl's toilet block prior to any refurbishment work.

The Photographic Survey was undertaken during the 23rd of June 2025. The archaeological mitigation was undertaken in accordance with these requirements and will be commensurate to a Photographic Survey as defined in *Understanding Historic Buildings: A guide to good recording practice* (Historic England, 2016). A Photographic Survey provides a very full visual record, but without a written or drawn survey at a comparable level of detail.

The project was monitored by the Heneb Archaeological Planning Service and undertaken in accordance with an approved written scheme of investigation (cf. [Appendix I](#)). In line with Historic Environment Record (HER) requirements, the HER was contacted on the onset of the project to ensure that any data arising was being formatted in a manner suitable for accession to the HER and followed the guidance set out in Guidance for the Submission of Data to the Welsh Historic Environment Records (HERs) (The Welsh Archaeological Trusts, 2022). The HER Event Primary Reference Number is **49292**.

All work will be planned, managed and undertaken by Heneb Gwynedd Archaeology (Archaeological Services) in accordance with the following standards and guidance:

- Guidance for the Submission of Data to the Welsh Historic Environment Records (HERs) Version 4.1 (The Welsh Archaeological Trusts, 2024);
- Guidelines for digital archives (Royal Commission on Ancient and Historic Monuments of Wales, 2015).
- Gwynedd Archaeological Planning Service Requirements for General Photographic Surveys of Buildings, 2010

- Management of Archaeological Projects (MAP 2) (English Heritage, 1991);
- Management of Research Projects in the Historic Environment: The MoRPHE Project Managers' Guide (Historic England, 2015);
- Standard for archaeological monitoring & recording (Chartered Institute for Archaeologists, 2023a);
- Standard and Guidance for the Archaeological Investigation and Recording of Standing Buildings or Structures (Chartered Institute for Archaeologists, 2020a);
- Standard and guidance for the collection, documentation, conservation and research of archaeological materials (Chartered Institute for Archaeologists, 2020b);
- Understanding Historic Buildings: A Guide to Good Recording Practice (Historic England, 2016); and
- Universal Guidance for archaeological monitoring & recording (Chartered Institute for Archaeologists, 2023b);

Heneb: the Trust for Welsh Archaeology is a Registered Organisation with the Chartered Institute for Archaeologists (CIfA).

1.1 Aims and Objectives

The key aims and objectives were to:

- Complete photographic survey of the interior of the main girl's toilet block and adjoining cloakroom at Ysgol Syr Thomas Jones, Amlwch; and
- A basic record of the building including a plan with photo directions and locations noted.

1.2 Acknowledgements

Heneb Field Services would like to thank the following for their contribution and support:

- Heneb Field Services project team: Jessie Baumgardner;
- Client: *Cyngor Sir Ynys Môn*; and
- Conservation Officer: Keith Williams.

2 HISTORIC BACKGROUND

2.1 General Overview

Ysgol Syr Thomas Jones was conceived as part of Anglesey's early push toward comprehensive secondary education, which began in 1936. Designed by county architect N. Squire Johnson with Kenneth M. Raw as the job architect, construction began in 1948. The foundation stone was laid by Education Secretary D.R. Hardyman, and the school officially opened in 1950, with building work completed by 1952–53 (Haslam, Orbach and Voelcker, 2009: 94).

The school was named after Syr Thomas Jones (1870–1945), a local doctor and chair of the county council who championed secondary education in Amlwch. The school is significant as it holds the distinction of being the first purpose-built comprehensive school in Wales and likely the UK, representing a major post-WWII educational reform shift (Source: www.britishlistedbuildings.co.uk).

Originally designed for approximately 700 students, the school's capacity grew, reaching around 1,265 pupils by 1977. The building featured notable amenities including separate gyms, hall, canteen, theatre, and a distinctive stone clock-tower reminiscent of local industrial heritage. On 31 October 2001, Cadw designated Ysgol Syr Thomas Jones as a Grade II* listed building, a recognition granted to only "particularly important buildings of more than special interest" (Source: www.britishlistedbuildings.co.uk).

3 METHOD STATEMENT

3.1 Introduction

The photographic survey was undertaken on the 24th of June 2025 with reference to the *Understanding Historic Buildings: A Guide to Good Recording Practice* (Historic England, 2016) and *Requirements for General Photographic Surveys of Buildings* (Gwynedd Archaeological Planning Service, 2010). The photographic survey comprised a full visual record, as well as written descriptions of the interior of the main girl's toilet block and associated cloakroom.

3.2 Photographic Record

The Photographic Record included the following:

- A general view of the girl's main toilet block in context;
- The overall appearance of the principal rooms and circulation areas of the girl's main toilet block. Based on the *Anglesey County Council Architectural Services. Drawing Nos. ED241-AL(20)02 and ED241-AL(20)03* ([Figures 03](#)) the area is limited to a ground floor;
- Images of relevant external and internal structural/decorative detail that were relevant to the building's design, development and use (with scale where appropriate).
- A photographic register detailing the photo number, the location and direction of each view.
- Photograph locations and directions of view marked on plans, which in this instance were based on the *Anglesey County Council Architectural Services. Drawing Nos. ED241-AL(20)02 and ED241-AL(20)03* ([Figures 03](#)).
- Photographs using an archive quality digital SLR set to maximum resolution.
- Photographs, where appropriate, using a clearly visible, graduated metric scale.

Photographic images were taken using a digital SLR (Nikon D3100) camera set to maximum resolution (4608 x 3072 resolution; 14.1 effective megapixels) in RAW format. A photographic record was maintained on site using Heneb pro-formas and digitised in Microsoft Excel and Access as part of the fieldwork archive and dissemination process; a total of 21 images were

taken (archive ref: E49292_001 to E49292_021 [Appendix II](#)). All photographic images were converted to TIFF for final archiving using *Nikon NX Studio*.

3.3 Written Record

The Written Record comprised:

- The precise location of the building as an address and in the form of a National Grid reference.
- A note of any statutory designation (that is, listing, scheduling, Register of Historic Parks and Gardens, conservation area), where applicable.
- The date when the record was made, the name(s) of the recorder(s) and the location of the archive material.
- A summary statement describing the building's type and purpose, historically and at present, materials and any dating, so far as was apparent from a superficial inspection.

A basic written record was completed using Heneb pro-formas.

3.4 Drawn Record

The Drawn Record comprised:

- Annotated plans showing the location and direction of view of each photograph. In this instance, *Anglesey County Council Architectural Services. Drawing Nos. ED241-AL(20)02 and ED241-AL(20)03* ([Figures 03](#)) were used for reference.

3.5 Dissemination & Archiving

The physical archive is stored in a designated project folder and the location confirmed in the Data Management Plan; the digital dataset is stored on a dedicated Heneb - The Trust for Welsh Archaeology server, with the location confirmed in the Data Management Plan via a specific hyperlink. The working project archive in this instance comprises digital data including photographic data, documentation and written data, as well as paper records, including project pro-formas. The Data Management Plan is stored on a project specific form in the Heneb - The Trust for Welsh Archaeology project database (format: *Microsoft Access*) and a Selection Strategy has been completed and appended (cf. [Appendix III](#)). The following dissemination and archiving of the report and digital dataset were applied:

- A digital report has been provided to *Cyngor Sir Ynys Môn* and Anglesey Council Conservation Officer (draft report then final report);
- A digital report has been provided to the Historic Environment Record; this was submitted within six months of project completion, along with a digital dataset comprising an Event PRN summary. The report and dataset were submitted in accordance with the required standards set out in *Guidance for the Submission of Data to the Welsh Historic Environment Records (HERs)* (Version 4.1); and
- A digital report and digital archive dataset have been provided to the Royal Commission on Ancient and Historical Monuments, Wales (final report only), in accordance with the *RCAHMW Guidelines for Digital Archives Version 1*. The dataset was prepared in the format required by RCAHMW and included:
 - Photographic metadata (*Microsoft Access*);
 - Photographic archive (*TIFF* format);
 - Project Information form (*Excel*);
 - File Information form (*Excel*) – *Microsoft Word* report text final;
 - File Information form (*Excel*) – Photographic metadata (general);
 - File Information form (*Excel*) – *Adobe PDF* report final; and
 - File Information form (*Excel*) - Photographic metadata (detail).

4 RESULTS


4.1 Introduction

A photographic survey was undertaken by Heneb: Gwynedd Archaeology (Field Services) on the 24th of June 2025 and showed all visible aspects of the main girl's toilet block. This included a large cloak room taking up the eastern half of the toilet block, and an entryway into the toilet block.

The cloakroom consisted of a creamy yellow ceramic tiled floor running the whole length, half green, half emulsion painted walls and a central glass block skylight. Positioned centrally was the steel frame coat hanger and bench with an additional oak bench placed adjacently each side attached against the wall. An original large cast iron radiator is placed within the north east corner of the room next to a pair of drinking fountains. Furthermore, there were three windows looking into cloakroom from the school corridor on the side


The toilets consisted of 10 cubicles and a row of eight sinks. A large skylight is present running the length of the room similar to the cloakroom. An addition of five opaque exterior windows is present behind the toilet cubicles. There was also an external window in the western wall of the entranceway.

4.2 Photographic Survey


Location	Cloakroom	Photo ID No:	E49292_001
Description	View of cloakroom in girl's toilets; scale 1x1m; view from NNE		
Image			


Location	Cloakroom	Photo ID No:	E49292_002
Description	View of cloakroom in girl's toilets showing skylight; scale 1x1m; view from NNE		
Image			

Location	Cloakroom	Photo ID No:	E49292_003
Description	View of cloakroom in girl's toilets showing skylight; scale 1x1m; view from NNE		
Image			


Location	Cloakroom	Photo ID No:	E49292_004
Description	View towards entrance of cloakroom; scale 1x1m; view from SSW		
Image			

Location	Cloakroom	Photo ID No:	E49292_005
Description	View towards entrance of cloakroom; scale 1x1m; view from SSW		
Image			

Location	Cloakroom	Photo ID No:	E49292_006
Description	Oblique view of cloakroom; scale 1x1m; view from ENE		
Image	 An oblique view of a cloakroom. The room features a long metal coat rack with several dark jackets hanging on it. Below the rack is a wooden bench. To the right, there is a green wall with a window and a red and white striped pole. The floor is tiled, and the ceiling has fluorescent lights. The view is from the ENE.		

Location	Cloakroom	Photo ID No:	E49292_007
Description	View of skylight in cloakroom; scale not used; view from NNE		
Image			


Location	Cloakroom	Photo ID No:	E49292_008
Description	View of wall next to toilet entrance; scale 1x1m; view from SSW		
Image			

Location	Cloakroom	Photo ID No:	E49292_009
Description	Close-up of drinking fountains with original soakaway; scale 1x1m; view from SSW		
Image			

Location	Entrance	Photo ID No:	E49292_010
Description	Oblique view of entrance to toilets; scale 1x1m; view from W		
Image	 An oblique view of the entrance to a public toilet facility. The foreground shows a light-colored tiled floor. On the left, there is a green-painted wall with a silver hand hygiene dispenser and a black trash bin. A large, curved, light green partition wall dominates the center-right of the frame. In the background, a doorway leads to a room with a bulletin board covered in papers. A red fire alarm pull station is visible on the wall above the doorway. A window is visible on the right wall in the background.		

Location	Entrance	Photo ID No:	E49292_011
Description	View of entrance to toilets; scale 1x1m; view from NW		
Image			


Location	Entrance	Photo ID No:	E49292_012
Description	View of entrance to toilets; scale 1x1m; view from SE		
Image			


Location	Toilets	Photo ID No:	E49292_013
Description	View of toilets, scale 1x1m; view from NNE		
Image			

Location	Toilets	Photo ID No:	E49292_014
Description	Oblique view of toilets, scale 1x1m; view from N		
Image	 An oblique view of a long row of wooden toilet stalls in a public facility. The stalls are made of light-colored wood and have black metal latches. The floor is tiled with light-colored square tiles. On the right side, there is a row of white sinks mounted on a green base. The walls are white, and there is a large skylight in the ceiling. The view is from the north end of the row.		

Location	Toilets	Photo ID No:	E49292_015
Description	View of skylight in toilet; scale not used; view from N		
Image			


Location	Toilets	Photo ID No:	E49292_016
Description	View of toilet cubicle; scale 1x1m; view from WNW		
Image			

Location	Toilets	Photo ID No:	E49292_017
Description	View towards entrance of girl's toilet; scale 1x1m; view from SSW		
Image			

Location	Toilets	Photo ID No:	E49292_018
Description	Oblique view of sinks; scale 1x1m; view from SE		
Image	 An oblique view of a row of white ceramic sinks in a public toilet facility. The sinks are mounted on a light green wall with a white tiled backsplash. A red-handled mop leans against the wall on the left. The floor is made of light-colored square tiles. In the background, there are several small, rectangular mirrors mounted on the wall, and a doorway leading to another area. The lighting is bright, and the overall atmosphere is clean and functional.		

Location	Toilets	Photo ID No:	E49292_019
Description	View of toilet cubicle; scale not used; view from WNW		
Image			

Location	Entrance	Photo ID No:	E49292_020
Description	View of entrance into toilets from outside; scale 1x1m; view from NNE		
Image			

Location	Entrance	Photo ID No:	E49292_021
Description	Oblique view of entrance into toilets; scale 1x1m; view from E		
Image	 An oblique view of the entrance into a toilet facility. The scene is captured from a low angle, looking into a room with light-colored tiled floors. On the left, a large, dark green door is partially open, revealing a glimpse of a blue wall in the background. The walls are painted a light cream color, with a horizontal band of green paint running along the lower half. A black metal radiator is mounted on the right wall. To the right of the radiator, there are two stainless steel hand basins with faucets. A black plastic bag is visible in the foreground on the right. The ceiling is white and appears to have some minor damage or peeling paint. A small, square, white object, possibly a light fixture or a small cabinet, is mounted on the wall above the radiator.		

5 CONCLUSION

Heneb: Gwynedd Archaeology (Archaeological Services) was commissioned by *Cyngor Sir Ynys Môn* to undertake photographic survey of the interior of the main girl's toilet block with accompanying cloakroom prior to refurbishment.

It was noted during the survey that the cloakroom likely retains most of its original features which include, oak benches and central steel framed coat hangers, cast iron radiator. The double water drinking fountains have likely been upgraded, however, the green soakaway beneath seems original. The toilets have likely been modernised in the way of sink and toilet replacement at some point. However, the layout and the floor tiles are unchanged.

In conclusion, the toilet block with accompanying bathroom holds true to its historic character with slight small changes in the way of upgrading.

6 SOURCES CONSULTED

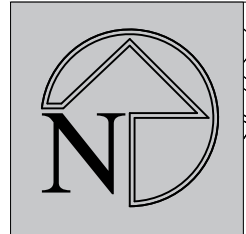
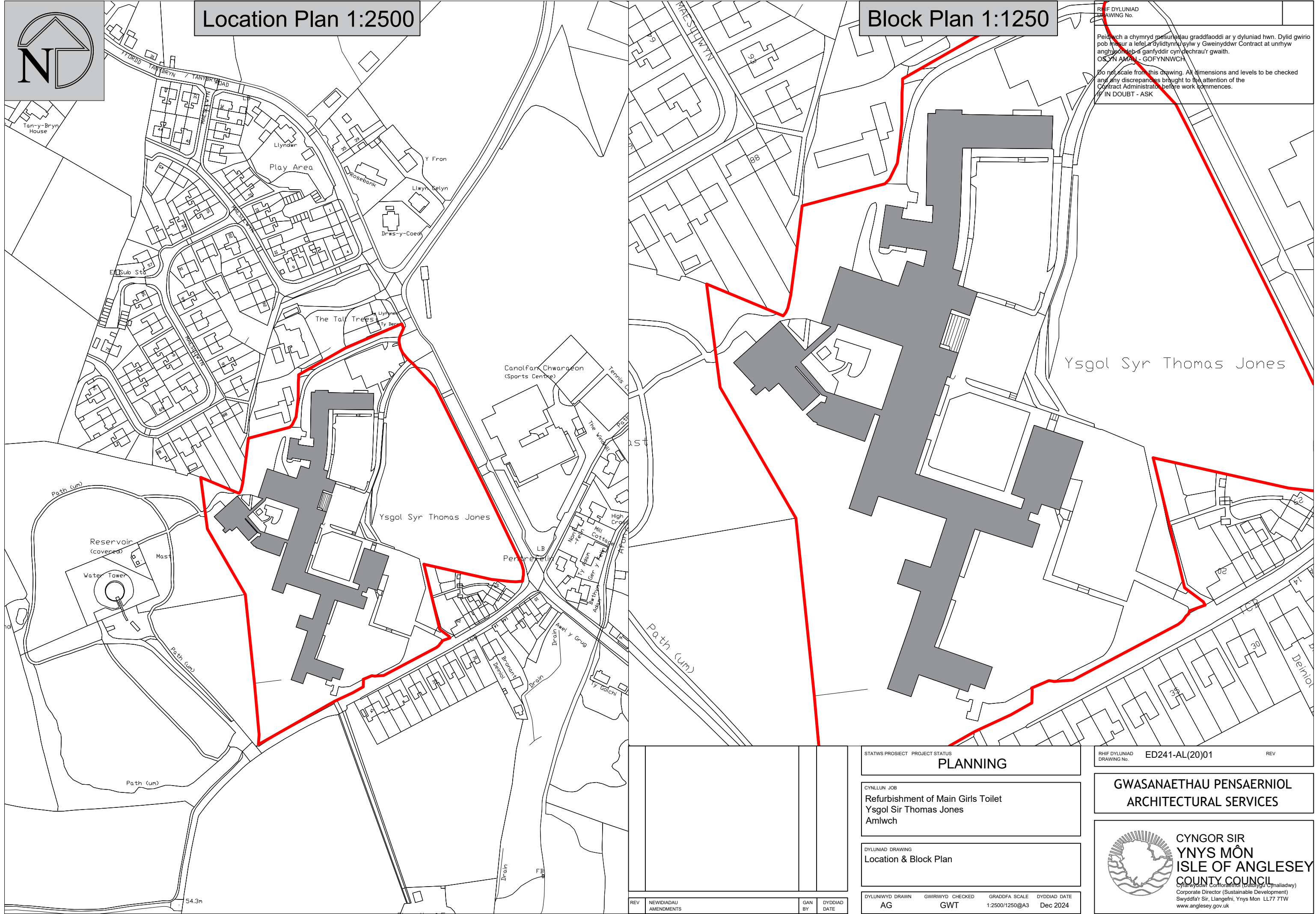
1. Chartered Institute for Archaeologists, 2020a, *Standard and Guidance for the Archaeological Investigation and Recording of Standing Buildings or Structures*;
2. Chartered Institute for Archaeologists, 2020b, *Standard and Guidance for the Collection, Documentation, Conservation and Research of Archaeological Materials*;
3. Chartered Institute for Archaeologists, 2023a, *Universal Guidance for Archaeological Monitoring and Recording*;
4. Chartered Institute for Archaeologists, 2023b, *Standard for Archaeological Monitoring and Recording*;
5. English Heritage, 1991, *Management of Archaeological Projects (MAP2)*;
6. Gwynedd Archaeological Planning Service, 2010, *Requirements for General Photographic Surveys of Buildings*;
7. Haslam, Orbach and Voelcker, 2009, *The Buildings of Wales: Gwynedd*. Pevsner Architectural Guide
8. Historic England, 2015, *Management of Research Projects in the Historic Environment (MoRPHE)*;
9. Historic England, 2016, *Understanding Historic Buildings: A Good to Good Recording Practice*;
10. Royal Commission on Ancient and Historic Monuments of Wales, 2015, *Guidelines for digital archives*;
11. The Welsh Archaeological Trusts, 2018. *Guidance for the Submission of Data to the Welsh Historic Environment Records (HERs)* Version 2.

6.1 Websites

1. www.britishlistedbuildings.co.uk (Accessed: 18/06/2025)

FIGURE 01

Client produced location and block plan of Ysgol Syr Thomas Jones, Anglesey County Council Architectural Services. Drawing Nos. ED241-AL(20)01. Scale: 1:2500/1250 @A3.



Location Plan 1:2500

Block Plan 1:1250

RHIF DYLUNIAD
DRAWING No.

Peidiwch a chymryd mesurau graddfaoddi ar y dyluniad hwn. Dylid gwirio pob mesur a lefel a dylidynnusylw y Gweinyddwr Contract at unrhyw anghysondeb a ganfyddir cyn dechrau'r gwaith.
OS YN AMAU - GOFYNNWCH

Do not scale from this drawing. All dimensions and levels to be checked and any discrepancies brought to the attention of the Contract Administrator before work commences.
IF IN DOUBT - ASK

RHIF DYLUNIAD
DRAWING No.

ED241-AL(20)01

REV

GWASANAETHAU PENSARNIOL
ARCHITECTURAL SERVICES

**CYNGOR SIR
YNYS MÔN
ISLE OF ANGLESEY
COUNTY COUNCIL**
Cyfarwyddwr Corfforaethol (Datblygu Cynaliadwy)
Corporate Director (Sustainable Development)
Swyddfa'r Sir, Llangefni, Ynys Môn LL77 7TW
www.anglesey.gov.uk

STATWS PROSIECT PROJECT STATUS
PLANNING

CYNLLUN JOB
Refurbishment of Main Girls Toilet
Ysgol Sir Thomas Jones
Amlwch

DYLUNIAD DRAWING
Location & Block Plan

DYLUINIWD DRAWN
AG

GWIRIWDYD CHECKED
GWT

GRADDFA SCALE
1:2500/1250@A3

DYDDIAD DATE
Dec 2024

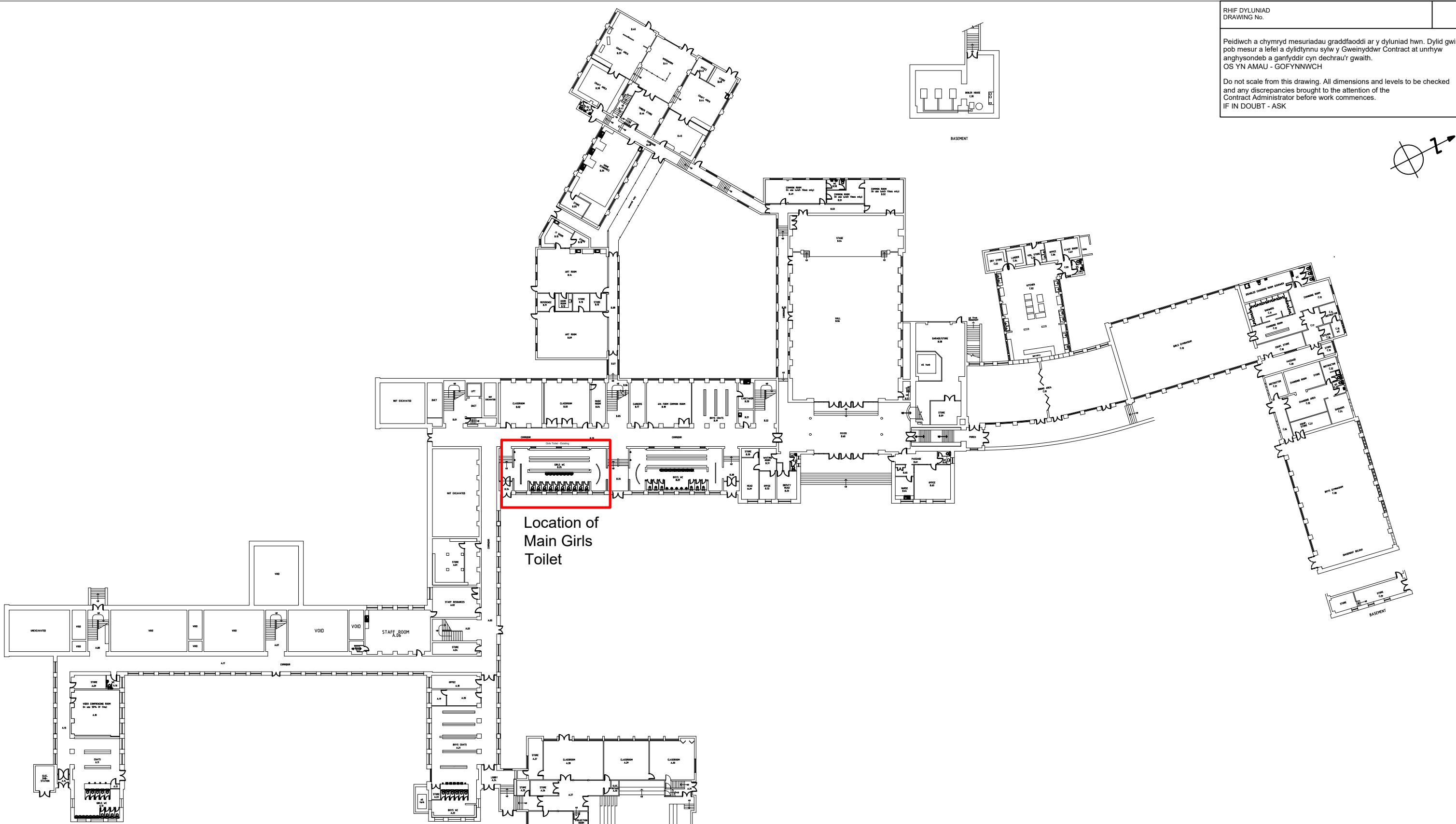
REV
NEWIDIADAU
AMENDMENTS

GAN BY
DATE

DYDDIAD DATE

FIGURE 02

Reproduction of client produced plan showing location of main girls' toilet, outlined in red. Anglesey County Council Architectural Services. Drawing Nos. ED241-AL(20)02. Scale: As shown@A3.

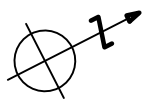


Location of
Main Girls
Toilet

RHIF DYLUNIAD
DRAWING No.

Peidiwch a chymryd mesuriadau graddfaoddi ar y dyluniad hwn. Dylid gwirio pob mesur a lefel a dylidynnw sylw y Gweinyddwr Contract at unrhyw anghysondeb a ganfyddir cyn dechrau'r gwaith.
OS YN AMAU - GOFYNNWCH

Do not scale from this drawing. All dimensions and levels to be checked and any discrepancies brought to the attention of the Contract Administrator before work commences.
IF IN DOUBT - ASK




REV	NEWIDIADAU AMENDMENTS	GAN BY	DYDDIAD DATE

STATWS PROSIECT PROJECT STATUS			
PLANNING			
CYNLLUN JOB			
Refurbishment of Main Girls Toilet Ysgol Sir Thomas Jones Amlwch			
DYLUNIAD DRAWING			
Existing Ground Floor Plan			
DYLUINIWDY DRAWN	GWIRIWDY CHECKED	GRADDDFA SCALE	DYDDIAD DATE
AG	GWT	NTS	Dec 2024

RHIF DYLUNIAD DRAWING No.	ED241-AL(20)02	REV
------------------------------	----------------	-----

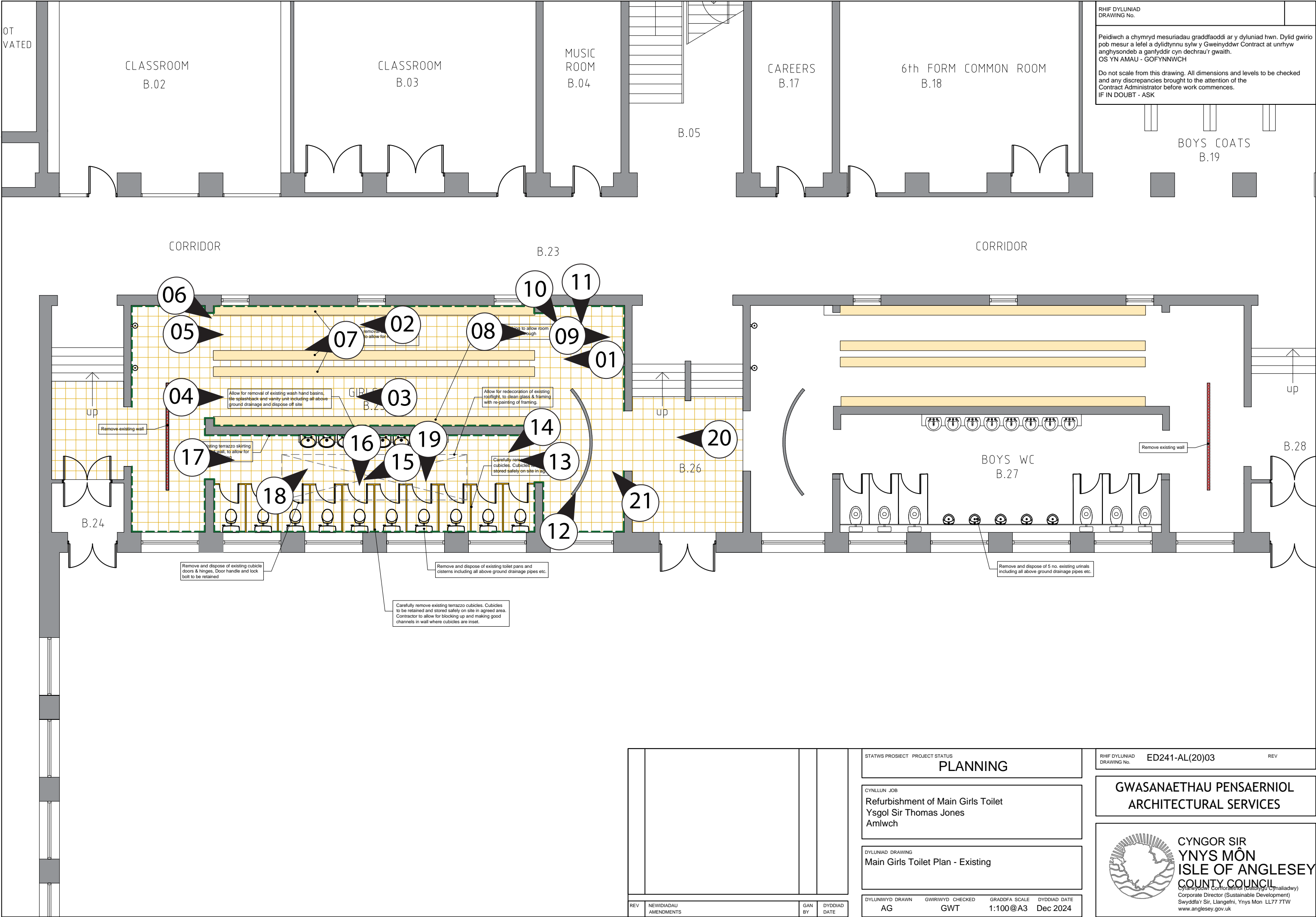
**GWASANAETHAU PENSARNIOL
ARCHITECTURAL SERVICES**



**CYNGOR SIR
YNYS MÔN
ISLE OF ANGLESEY
COUNTY COUNCIL**
Cyfarwyddwr Corfforaethol (Datblygu Cynaliadwy)
Corporate Director (Sustainable Development)
Swyddfa'r Sir, Llangefni, Ynys Môn LL77 7TW
www.anglesey.gov.uk

FIGURE 03

Reproduction of client produced existing floor plan annotated to show photo directions. Anglesey County Council Architectural Services. Drawing Nos. ED241-AL(20)03, Scale: 1:100@A3.



RHIF DYLUNIAD
DRAWING No.


Peidiwch a chymryd mesuriadau graddfaoddi ar y dyluniad hwn. Dylid gwirio pob mesur a lefel a dylidynnw sylw y Gweinyddwr Contract at unrhyw anghysondeb a ganfyddir cyn dechrau'r gwaith.
OS YN AMAU - GOFYNNWCH

Do not scale from this drawing. All dimensions and levels to be checked and any discrepancies brought to the attention of the Contract Administrator before work commences.
IF IN DOUBT - ASK

STATWS PROSIECT PROJECT STATUS			
PLANNING			
CYNLLUN JOB			
Refurbishment of Main Girls Toilet Ysgol Sir Thomas Jones Amlwch			
DYLUNIAD DRAWING			
Main Girls Toilet Plan - Existing			
DYLUNIADYD DRAWN	GWIRIWDYD CHECKED	GRADDFFA SCALE	DYDDIAD DATE
AG	GWT	1:100@A3	Dec 2024

RHIF DYLUNIAD DRAWING No.	ED241-AL(20)03	REV
------------------------------	----------------	-----

**GWASANAETHAU PENSAERNIOL
ARCHITECTURAL SERVICES**



**CYNGOR SIR
YNYS MÔN
ISLE OF ANGLESEY
COUNTY COUNCIL**

Cylarwyddwr Corfforaethol (Datblygu Cynaliadwy)
Corporate Director (Sustainable Development)
Swyddfa'r Sir, Llangefni, Ynys Môn LL77 7TW
www.anglesey.gov.uk

REV	NEWIDIADAU AMENDMENTS	GAN BY	DYDDIAD DATE

APPENDIX I

Heneb – Approved Written Scheme of Investigation

YSGOL SYR THOMAS JONES, AMLWCH (HD25-013)

WRITTEN SCHEME OF INVESTIGATION FOR
ARCHAEOLOGICAL MITIGATION:
PHOTOGRAPHIC SURVEY




Historic Environment Record Event Primary Reference
Number 49292

Prepared for

Cyngor Sir Ynys Môn

June 2025



Approvals Table				
	Role	Printed Name	Signature	Date
Originated by	Document Author	M.S.Lynes		18/06/2025
Reviewed by	Document Reviewer	John Roberts		18/06/2025
Approved by	Principal Archaeologist	John Roberts		18/06/2025

Revision History			
Rev No.	Summary of Changes	Ref Section	Purpose of Issue

All Heneb: Gwynedd (Archaeological Services) staff should sign their copy to confirm the project specification is read and understood and retain a copy of the specification for the duration of their involvement with the project. On completion, the specification should be retained with the project archive:

Name

Signature

Date

HD25-013 YSGOL SYR THOMAS JONES, AMLWCH

WRITTEN SCHEME OF INVESTIGATION FOR ARCHAEOLOGICAL

MITIGATION: PHOTOGRAPHIC SURVEY

Prepared for *Cyngor Sir Ynys Môn*, June 2025

Historic Environment Record Event Primary Reference Number **49292**

1	INTRODUCTION.....	5
1.1	Aims and Objectives.....	7
1.2	Monitoring Arrangements	8
1.3	Historic Environment Record	9
2	ARCHAEOLOGICAL AND HISTORICAL BACKGROUND	10
2.1	General Overview.....	10
3	METHOD STATEMENT	11
3.1	Introduction.....	11
3.2	Photographic Record.....	12
3.3	Written Record.....	13
3.4	Drawn Record.....	14
3.5	Selection Strategy & Data Management Plan	15
3.6	Reporting.....	16
3.7	Dissemination & Archiving	17
4	PERSONNEL	18
5	HEALTH AND SAFETY	19
6	SOCIAL MEDIA.....	20
7	INSURANCE	21
7.1	Public/Products Liability.....	21
7.2	Employers Liability.....	21
7.3	Professional Indemnity	21
8	SOURCES CONSULTED.....	22
8.1	Websites.....	22
	Figure 01.....	23
	Client produced location and block plan of Ysgol Syr Thomas Jones, Anglesey County Council Architectural Services. Drawing Nos. ED241-AL(20)01. Scale: 1:2500/1250@A3	23
	Figure 02.....	24
	Reproduction of client produced plan showing location of main girls' toilet, outlined in red. Anglesey County Council Architectural Services. Drawing Nos. ED241-AL(20)02. Scale: As shown@A3	24
	Figure 03.....	25
	Reproduction of client produced existing floor plan. Anglesey County Council Architectural Services. Drawing Nos. ED241-AL(20)03, Scale: 1:100@A3.....	25
	Appendix I.....	26
	Heneb: Gwynedd Archaeology Photographic Metadata Pro-Forma	26
	Appendix II.....	27
	Heneb: Gwynedd Archaeology (Archaeological Services) Building Record pro-forma	27
	Appendix III.....	28
	Heneb: Gwynedd Archaeology (Archaeological Services) room recording pro-forma.....	28
	Appendix IV	29
	Heneb: Gwynedd Archaeology (Archaeological Services Selection Strategy Version 1 ...	29

1 INTRODUCTION

Heneb: Gwynedd Archaeology (Archaeological Services) has been commissioned by *Cyngor Sir Ynys Môn* to undertake archaeological mitigation in the form of a Photographic Survey prior to development work at the Grade II* Listed (ID: 25852) Ysgol Syr Thomas Jones, Amlwch, Isle of Anglesey (LL68 9TH (NGR SH 43745 92092; [Figure 01](#)). The development work will be undertaken within the main girl's toilet block, positioned almost centrally within the school ([Figure 02](#)).

The development will be undertaken in accordance with the granted Listed planning consent ref. LBC/2025/6, with the archaeological conditions set as:

- A Photographic Record of the main girl's toilet block prior to any refurbishment work.

The archaeological mitigation, [Figure 01](#), shows the location of the main girl's toilet block within the school grounds. The toilet block is situated to the south of the main school building, adjacent to the main entrance. The toilet block is a single-story building, approximately 10m x 10m, and is currently in poor condition. The toilet block is surrounded by a low wall, and there is a small area of paved ground in front of the building. The toilet block is located within the school grounds, which are currently used for parking and storage. The toilet block is a Grade II* Listed building, and its development is subject to Listed planning consent ref. LBC/2025/6.

The photographic survey is to be undertaken on the 24th of June 2025. All work will be planned, managed and undertaken by Heneb Gwynedd Archaeology (Archaeological Services) in accordance with the following standards and guidance:

- Guidance for the Submission of Data to the Welsh Historic Environment Records (HERs) Version 4.1 (The Welsh Archaeological Trusts, 2024);
- Guidelines for digital archives (Royal Commission on Ancient and Historic Monuments of Wales, 2015).
- Gwynedd Archaeological Planning Service Requirements for General Photographic Surveys of Buildings, 2010
- Management of Archaeological Projects (MAP 2) (English Heritage, 1991);
- Management of Research Projects in the Historic Environment: The MoRPHE Project Managers' Guide (Historic England, 2015);
- Standard for archaeological monitoring & recording (Chartered Institute for Archaeologists, 2023a);
- Standard and Guidance for the Archaeological Investigation and Recording of Standing Buildings or Structures (Chartered Institute for Archaeologists, 2020a);

- Standard and guidance for the collection, documentation, conservation and research of archaeological materials (Chartered Institute for Archaeologists, 2020b);
- Understanding Historic Buildings: A Good to Good Recording Practice (Historic England, 2016); and
- Universal Guidance for archaeological monitoring & recording (Chartered Institute for Archaeologists, 2023b);

Heneb: the Trust for Welsh Archaeology is a Registered Organisation with the Chartered Institute for Archaeologists (CIfA).

1.1 Aims and Objectives

The key aims and objectives are to:

- Complete photographic survey of the main girl's toilet block; and
- A basic record of the building including a plan with photo directions and locations noted.

1.2 Monitoring Arrangements

The archaeological mitigation will be monitored by the Heneb: Planning Service. Both the written scheme of investigation (WSI) and all subsequent reporting must be approved by the Heneb: Planning Service before final issue. The Heneb: Planning Service contact details are:

- Jenny Emmett | jenny.emmett@heneb.co.uk | 07824481052;

1.3 Historic Environment Record

In line with Gwynedd Historic Environment Record requirements, the Gwynedd HER will be contacted at the onset of the project to ensure that any data arising is formatted in a manner suitable for accession to the HER and follows the guidance set out in *Guidance for the Submission of Data to the Welsh Historic Environment Records (HERs)* (The Welsh Archaeological Trusts, 2024). In line with this guidance, all submitted reporting will need to include the equivalent of a non-technical summary in Cymraeg and English at the front of the report combined with short bilingual summaries of the principal Historic Assets recorded during the event. These requirements are mandatory. The Gwynedd HER Event Primary Reference Number is **49292**.

Gwynedd HER will also be responsible for supplying Primary Reference Numbers (PRN) for new assets identified and recorded.

2 ARCHAEOLOGICAL AND HISTORICAL BACKGROUND

2.1 General Overview

Ysgol Syr Thomas Jones was conceived as part of Anglesey's early push toward comprehensive secondary education, which began in 1936. Designed by county architect N. Squire Johnson with Kenneth M. Raw as the job architect, construction began in 1948. The foundation stone was laid by Education Secretary D.R. Hardyman, and the school officially opened in 1950, with building work completed by 1952–53 (Haslam, Orbach and Voelcker, 2009: 94).

The school was named after Sir Thomas Jones (1870–1945), a local doctor and chair of the county council who championed secondary education in Amlwch. The school is significant as it holds the distinction of being the first purpose-built comprehensive school in Wales and likely the UK, representing a major post-WWII educational reform shift (Source: www.britishlistedbuildings.co.uk).

Originally designed for approximately 700 students, the school's capacity grew, reaching around 1,265 pupils by 1977. The building featured notable amenities including separate gyms, hall, canteen, theatre, and a distinctive stone clock-tower reminiscent of local industrial heritage. On 31 October 2001, Cadw designated Ysgol Syr Thomas Jones as a Grade II* listed building, a recognition granted to only "particularly important buildings of more than special interest" (Source: www.britishlistedbuildings.co.uk).

3 METHOD STATEMENT

3.1 Introduction

The archaeological mitigation will be undertaken as a Photographic Survey, as defined by *Understanding Historic Buildings: A Good to Good Recording Practice* (Historic England, 2016). A photographic survey provides a very full visual record, but without a written or drawn survey at a comparable level of detail. A comprehensive photographic survey may be called for when recording a building for which there is no need for detailed analysis. It may also be appropriate for recording a building of well-known type which is under threat, but where existing documentation is in other respects adequate, or when for some other reason, drawings and historical analysis are not required. The Photographic Survey will incorporate the interior of the main girl's toilet block.

3.2 Photographic Record

The Photographic Record will include the following as a minimum:

- A general view of the girl's main toilet block in context;
- The overall appearance of the principal rooms and circulation areas of the girl's main toilet. Based on the *Anglesey County Council Architectural Services. Drawing Nos. ED241-AL(20)02 and ED241-AL(20)03* ([Figures 02](#) and [03](#)) the area is limited to a ground floor;
- Any internal detail, structural or decorative, which is relevant to the building's design, development and use, with scale where appropriate.
- A photographic register detailing the photo number, the location and direction of each view, and the composition of the shot.
- Photograph locations and directions of view marked on plans. In this instance, *Anglesey County Council Architectural Services. Drawing Nos. ED241-AL(20)02 and ED241-AL(20)03* ([Figures 02](#) and [03](#)) will be used.
- Photographs should be of archive quality using a digital SLR (minimum 12 megapixel);
- Photographs, where appropriate (i.e. not general shots) should include a clearly visible, graduated metric scale; and
- Photographs should be adequately lit and not blurry, with all images checked on site.

Photographic images will be taken using a digital SLR (Nikon D3100) camera set to maximum resolution (4928 × 3264; 16.2 effective megapixels) in RAW format. Camera tripods and poles will be used for the elevations and where practical elsewhere. The Nikon D3100 will be used when undertaking the survey on the girls toilets. The photographic record will be maintained on site using Heneb: GA pro-formas ([Appendix I](#)) and digitised in Microsoft Excel and Access as part of the fieldwork archive and dissemination process; the archive numbering system will start from **E49292_001**. The location and orientation of photographs taken will be recorded on a scaled plan and digitised for final reporting. The photographic images will then be converted into TIFF format for final archiving.

3.3 Written Record

As a minimum, the Written Record will comprise of:

- The precise location of the building as an address and in the form of a National Grid reference.
- A note of any statutory designation (that is, listing, scheduling, Register of Historic Parks and Gardens, conservation area), where applicable. Information on statutory designations can be found on the CADW website. Non-statutory designations (local lists) may be added. The building is not listed and does not currently have a Primary Reference Number assigned by the regional Historic Environment Record.
- The date when the record was made, the name(s) of the recorder(s) and the location of any archive material.
- A summary statement. This account should describe the buildings type and purpose, historically and at present, its materials and possible date(s), so far as these are apparent from a superficial inspection. The photographic record will aim to document evidence for any phasing.

A basic written record will be completed using a building record pro-forma ([Appendix II](#)) and a room record pro-forma ([Appendix III](#)) to assist with archiving and reporting.

3.4 Drawn Record

As a minimum, the Drawn Record will comprise of:

- A plan showing the location and direction of view of each photograph. In this instance, the scaled plans detailed in *Anglesey County Council Architectural Services*. Drawing Nos. ED241-AL(20)03 ([Figure 03](#)) will be used for reference and as a base plan.

3.5 Selection Strategy & Data Management Plan

As stated in *Standard and guidance for the creation, compilation, transfer and deposition of archaeological archives* (Chartered Institute for Archaeologists, 2020), para. 3.3.1, “Project specifications, research designs or similar documents should include a project- specific Selection Strategy and a Data Management Plan. The Chartered Institute for Archaeologists states that “(I)t is widely accepted that not all the records and materials collected or created during the course of an Archaeological Project require preservation in perpetuity. These records and materials constitute the Working Project Archive which will be subject to Selection, in order to establish what will be retained for long-term curation” (<https://www.archaeologists.net/selection-toolkit>). The working project archive in this instance will comprise digital data including photographic data, documentation and written data, as well as paper records, including project pro-formas. The Data Management Plan will be stored on a project specific form in the Gwynedd Archaeology project database (format: *Microsoft Access*) and the Selection Strategy will be based on a Heneb: Gwynedd Archaeology (Archaeology Services) pro-forma ([Appendix IV](#)) that will be appended to the final report.

This working project archive data will be processed as follows:

1. Pro-formas: all cross referenced and scanned for digital archiving;
2. Photographic Metadata: cross-referenced with all pro-formas and completed in *Microsoft Excel*;

Information from these will be used to compile the project report. The physical archive will be stored in a designated project folder and the location confirmed in the Data Management Plan; the digital dataset will be stored on a dedicated Trust server, with the location confirmed in the Data Management Plan via a specific hyperlink. External datasets for the Gwynedd HER and RCAHMW are as defined in the dissemination strategy below.

3.6 Reporting

The project report will include the following:

1. Front cover;
 2. Inner cover;
 3. Figures and Plates List;
 4. Non-technical summary (Welsh/English);
 5. Introduction;
 6. Methodology;
 7. Results;
 8. Conclusion
 9. Bibliography;
 10. Figures; inc.:
 - location plan;
 - location and orientation of images taken
 11. Plates; inc.
 - Illustrative examples from the Photographic Survey
 12. Appendix I (approved specification);
 13. Appendix II (Photographic metadata);
 14. Appendix III (Selection Strategy)
- Back cover.

3.7 Dissemination & Archiving

The following dissemination and archiving of the report and digital dataset will be applied:

- A digital report will be provided to *Cyngor Sir Ynys Môn* and Heneb: Archaeological Planning Service (draft report then final report);
- A digital report will be provided to the regional Historic Environment Record; this will be submitted within six months of project completion, along with a digital dataset comprising an Event PRN summary. The report and dataset will be submitted in accordance with the required standards set out in *Guidance for the Submission of Data to the Welsh Historic Environment Records (HERs)* (Version 4.1); and
- A digital report and digital archive dataset will be provided to Royal Commission on Ancient and Historic Monuments, Wales (final report only), in accordance with the *RCAHMW Guidelines for Digital Archives Version 1*. The dataset will be prepared in the format required by RCAHMW and will include:
 - Photographic metadata (Microsoft Access);
 - Photographic archive (TIFF format);
 - Project Information form (Excel);
 - File Information form (Excel) – Microsoft Word report text final;
 - File Information form (Excel) – Photographic metadata (general);
 - File Information form (Excel) – Adobe PDF report final; and
 - File Information form (Excel) - Photographic metadata (detail).

4 PERSONNEL

The project will be managed by John Roberts, Principal Archaeologist Heneb: Gwynedd Archaeology (Archaeology Services) Contracts Section and undertaken by a Project Archaeologist. The Project Archaeologist will be responsible for the completion of all on site pro-formas and the photographic archive, as well as for submitting a draft final report for project manager review and approval. The report will then be submitted as per the arrangements defined above.

5 HEALTH AND SAFETY

A site specific risk assessment will be prepared and will be reviewed by the Heneb: Gwynedd Archaeology (Archaeology Services) Project Archaeologist in advance of works, with any additional risks identified on site highlighted in the dynamic risks section and appropriate mitigation undertaken. The Heneb: Gwynedd Archaeology (Archaeology Services) attendee will be issued with required personal safety equipment, including high visibility jacket, steel toe-capped boots and safety helmet. All site work will be managed and undertaken in accordance with the Heneb: Gwynedd Archaeology (Archaeology Services) Health & Safety Policy and Covid-19 guidelines.

If available, an asbestos survey will be consulted prior to and during site attendance.

6 SOCIAL MEDIA

One of the key aims in the Heneb: Gwynedd Archaeology (Archaeology Services) mission statement is to improve the understanding, conservation and promotion of the historic environment in our area and inform and educate the wider public. To help achieve this, Heneb: Gwynedd Archaeology (Archaeology Services) maintains an active social media presence and seeks all opportunities to promote our projects and results. With permission, Heneb: Gwynedd Archaeology (Archaeology Services) would like the opportunity to promote our work on this scheme through our social media platforms. This could include social media postings during our attendance on site as well as any postings to highlight results. In all instances, approval will be sought from client prior to any postings.

7 INSURANCE

7.1 Public/Products Liability

Insurer - Ecclesiastical Insurance Office Plc.

Policy Type - Public Liability

Limit of Indemnity - £10,000,000 Any One Occurrence and in the aggregate in respect of Product Liability

Policy Number – UN/001900

Expiry Date - 31/03/2026

7.2 Employers Liability

Insurer - Ecclesiastical Insurance Office Plc.

Policy Type - Employers Liability

Limit Of Indemnity - £10,000,000 Any One Occurrence, costs inclusive

Policy Number - UN/001900

Expiry Date - 31/03/2026

7.3 Professional Indemnity

Insurer - AXA Insurance UK Plc

Policy Type - Professional Indemnity

Limit Of Indemnity - £5,000,000 any one claim.

Policy Number – TG0397

Expiry Date - 31/03/2026

8 SOURCES CONSULTED

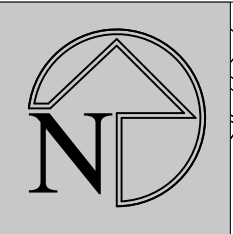
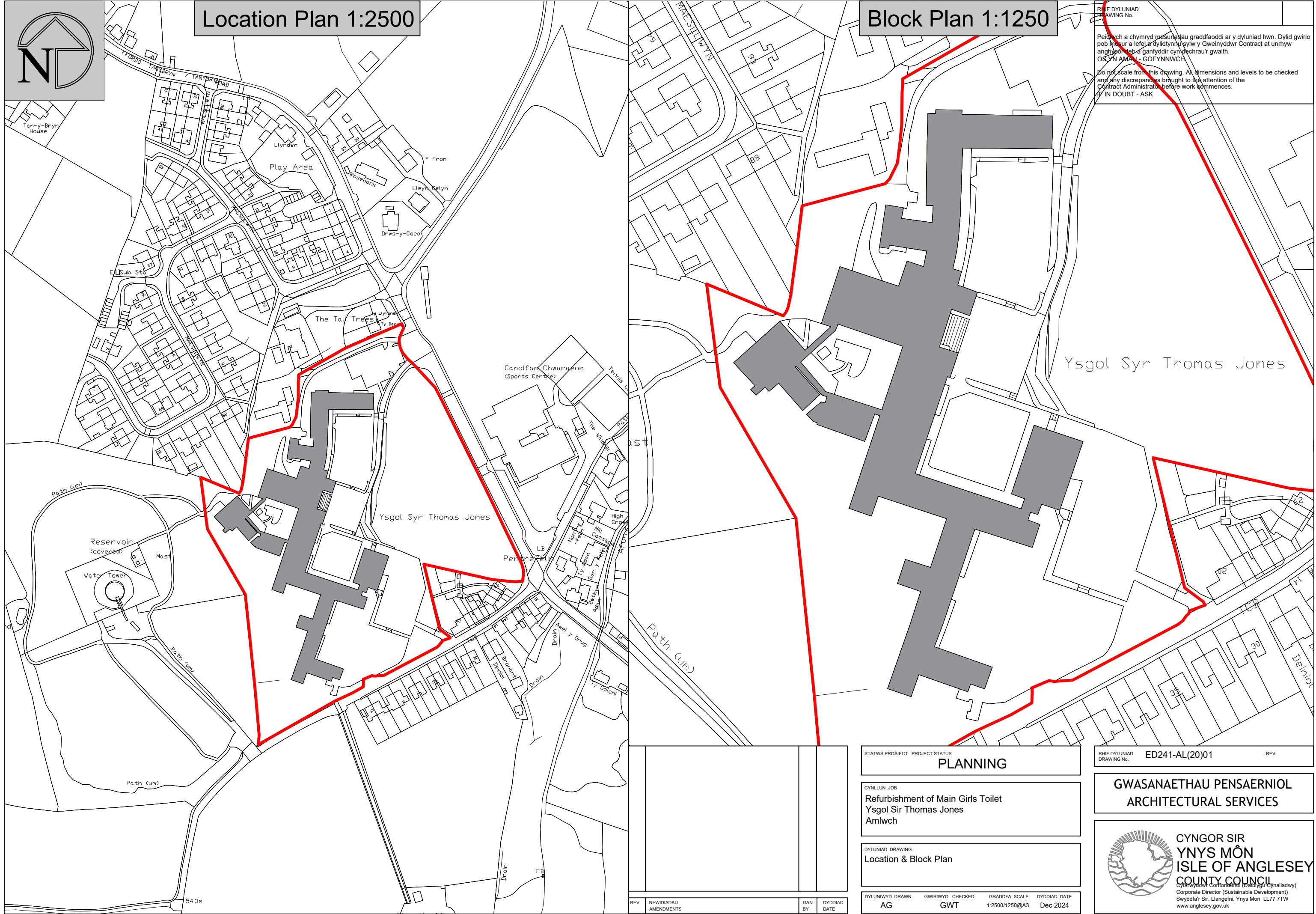
1. Chartered Institute for Archaeologists, 2020a, *Standard and Guidance for the Archaeological Investigation and Recording of Standing Buildings or Structures*;
2. Chartered Institute for Archaeologists, 2020b, *Standard and Guidance for the Collection, Documentation, Conservation and Research of Archaeological Materials*;
3. Chartered Institute for Archaeologists, 2023a, *Universal Guidance for Archaeological Monitoring and Recording*;
4. Chartered Institute for Archaeologists, 2023b, *Standard for Archaeological Monitoring and Recording*;
5. English Heritage, 1991, *Management of Archaeological Projects (MAP2)*;
6. Gwynedd Archaeological Planning Service, 2010, *Requirements for General Photographic Surveys of Buildings*;
7. Haslam, Orbach and Voelcker, 2009, *The Buildings of Wales: Gwynedd*. Pevsner Architectural Guide
8. Historic England, 2015, *Management of Research Projects in the Historic Environment (MoRPHE)*;
9. Historic England, 2016, *Understanding Historic Buildings: A Good to Good Recording Practice*;
10. Royal Commission on Ancient and Historic Monuments of Wales, 2015, *Guidelines for digital archives*;
11. The Welsh Archaeological Trusts, 2018. *Guidance for the Submission of Data to the Welsh Historic Environment Records (HERs)* Version 2.

8.1 Websites

www.britishlistedbuildings.co.uk (Accessed: 18/06/2025)

FIGURE 01

Client produced location and block plan of Ysgol Syr Thomas Jones, Anglesey County Council Architectural Services. Drawing Nos. ED241-AL(20)01. Scale: 1:2500/1250@A3



Location Plan 1:2500

Block Plan 1:1250

RHIF DYLUNIAD
DRAWING No.

Peidiwch a chymryd mesuradau graddfaoddi ar y dyluniad hwn. Dylid gwirio pob mesur a lefel a dylidynnwysu y Gweinyddwr Contract at unrhyw anghysondeb a ganfyddir cyn dechrau'r gwaith.
OS YN AMAU - GOFYNNWCH

Do not scale from this drawing. All dimensions and levels to be checked and any discrepancies brought to the attention of the Contract Administrator before work commences.
IF IN DOUBT - ASK

REV	NEWIDIADAU AMENDMENTS	GAN BY	DYDDIAD DATE

STATWS PROSIECT PROJECT STATUS	PLANNING
CYNLLUN JOB	Refurbishment of Main Girls Toilet Ysgol Sir Thomas Jones Amlwch
DYLUNIAD DRAWING	Location & Block Plan
DYLUINIWD DRAWN	AG
GWIRIWDYD CHECKED	GWT
GRADDFA SCALE	1:2500/1250@A3
DYDDIAD DATE	Dec 2024


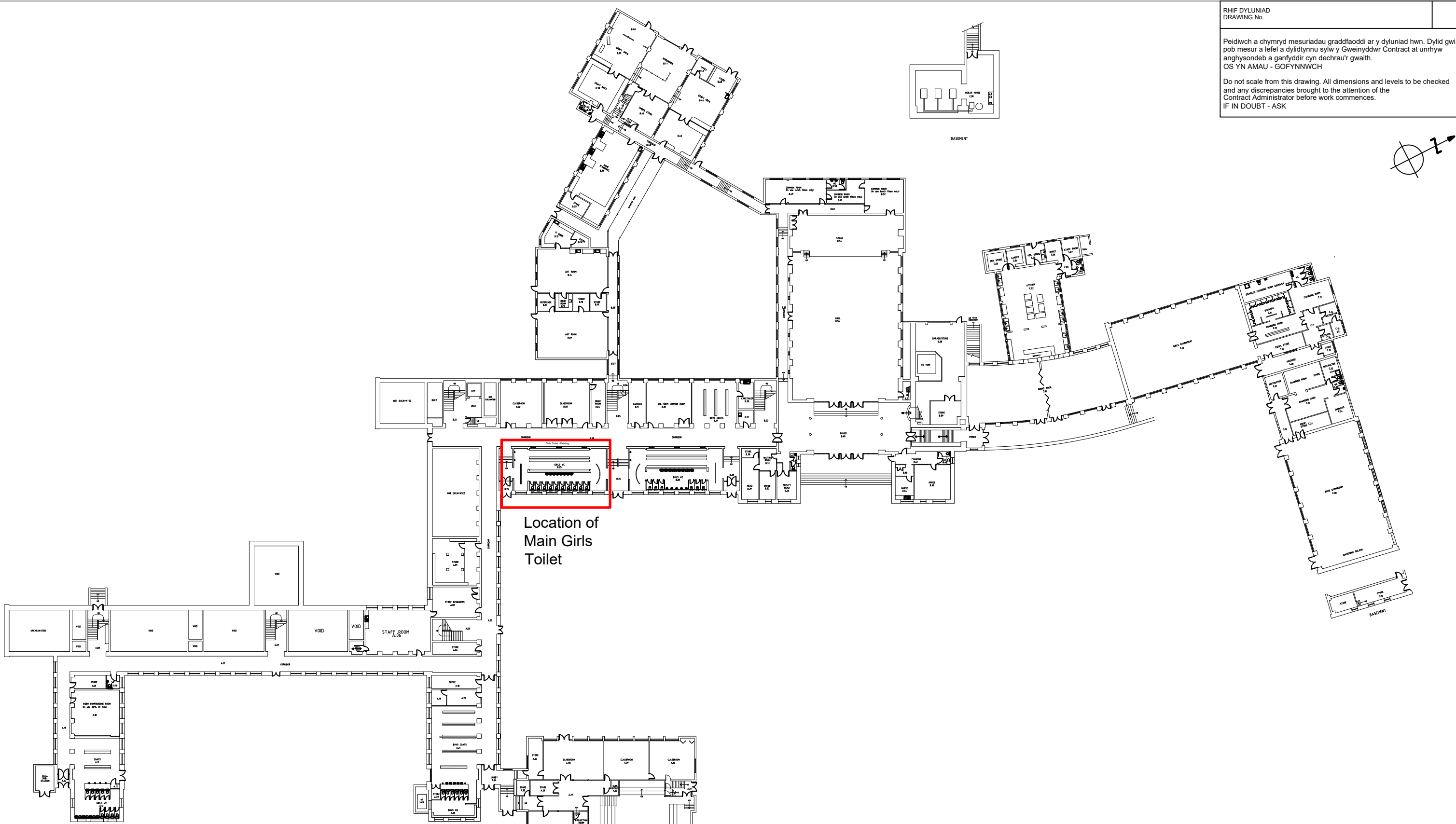
RHIF DYLUNIAD DRAWING No.	ED241-AL(20)01	REV
GWASANAETHAU PENSARNIOL ARCHITECTURAL SERVICES		
 CYNGOR SIR YNYS MÔN ISLE OF ANGLESEY COUNTY COUNCIL <small>Cyfarwyddwr Corfforaethol (Datblygu Cynaliadwy) Corporate Director (Sustainable Development) Swyddfa'r Sir, Llangefni, Ynys Môn LL77 7TW www.anglesey.gov.uk</small>		

FIGURE 02

Reproduction of client produced plan showing location of main girls' toilet, outlined in red. Anglesey County Council Architectural Services. Drawing Nos. ED241-AL(20)02. Scale: As shown@A3



Location of
Main Girls
Toilet

REV	NEWIDIADAU AMENDMENTS	GAN BY	DYDDIAD DATE

STATWS PROSIECT		PROJECT STATUS	
PLANNING			
CYNLLUN JOB			
Refurbishment of Main Girls Toilet Ysgol Sir Thomas Jones Amlwch			
DYLUNIAD DRAWING			
Existing Ground Floor Plan			
DYLUNIADYD DRAWN	GWIRIWDYD CHECKED	GRADDFA SCALE	DYDDIAD DATE
AG	GWT	NTS	Dec 2024

RHIF DYLUNIAD
DRAWING No.

ED241-AL(20)02

REV

Peidiwch a chymryd mesuriadau graddfaoddi ar y dyluniad hwn. Dylid gwirio pob mesur a lefel a dylidynnw sylw y Gweinyddwr Contract at unrhyw anghysondeb a ganfyddir cyn dechrau'r gwaith.
OS YN AMAU - GOFYNNWCH

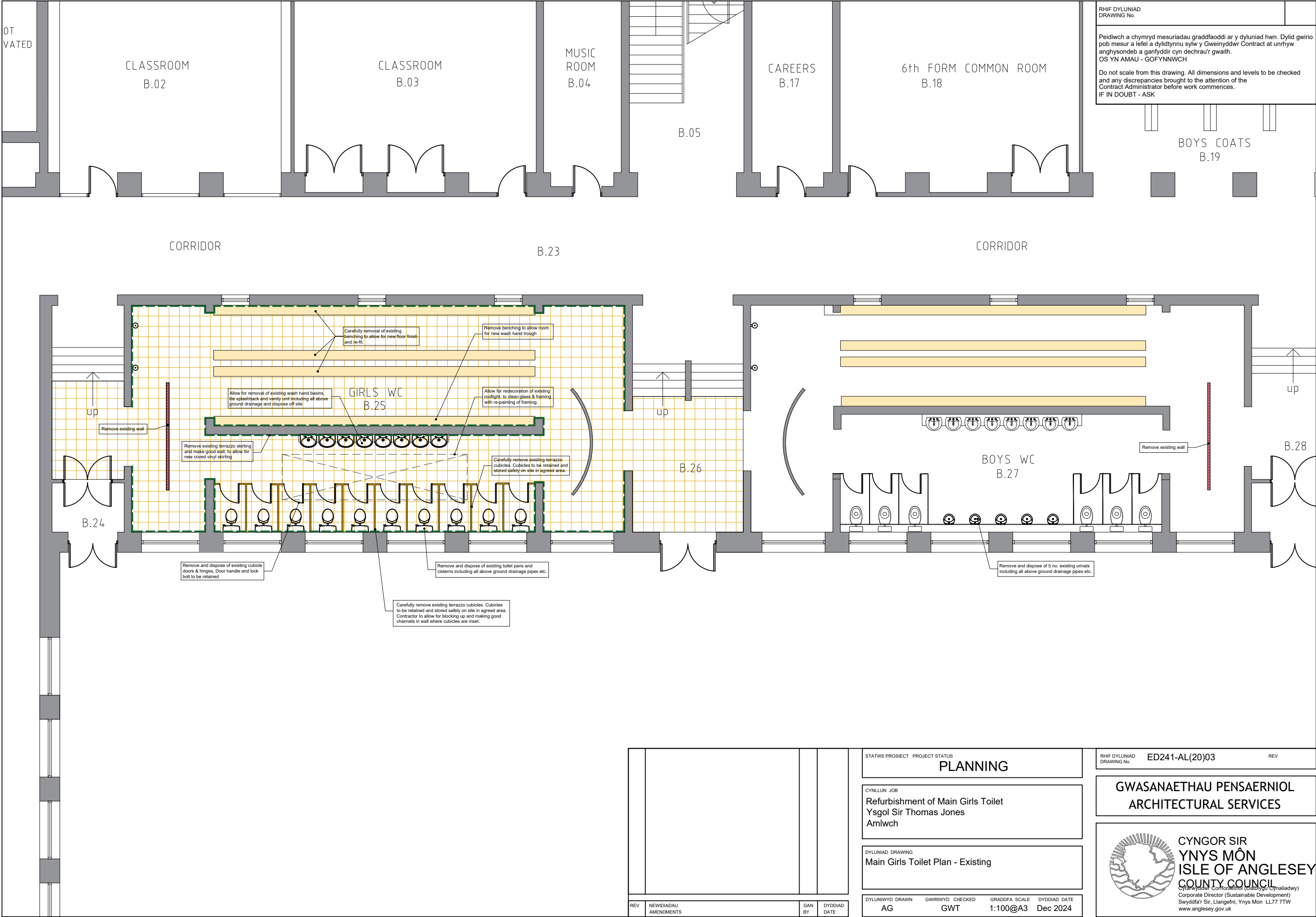
Do not scale from this drawing. All dimensions and levels to be checked and any discrepancies brought to the attention of the Contract Administrator before work commences.
IF IN DOUBT - ASK

GWASANAETHAU PENSARNIOL
ARCHITECTURAL SERVICES

CYNGOR SIR
YNYS MÔN
ISLE OF ANGLESEY
COUNTY COUNCIL
Cyfarwyddwr Corfforaethol (Datblygu Cynaliadwy)
Corporate Director (Sustainable Development)
Swyddfa'r Sir, Llangefni, Ynys Môn LL77 7TW
www.anglesey.gov.uk

FIGURE 03

Reproduction of client produced existing floor plan. Anglesey County Council Architectural Services. Drawing Nos. ED241-AL(20)03, Scale: 1:100@A3.




RHIF DYLUNIAD
DRAWING No.

Peidiwch a chymryd mesuriadau graddfaoddi ar y dyluniad hwn. Dylid gwirio pob mesur a lefel a dylidynnw sylw y Gweinyddwr Contract at unrhyw anghysondeb a ganfyddir cyn dechrau'r gwaith.
OS YN AMAU - GOFYNNWCH

Do not scale from this drawing. All dimensions and levels to be checked and any discrepancies brought to the attention of the Contract Administrator before work commences.
IF IN DOUBT - ASK

				STATWS PROSIECT PROJECT STATUS		RHIF DYLLUNIAD DRAWING No.		ED241-AL(20)03		REV	
				PLANNING							
				CYNLLUN JOB							
				Refurbishment of Main Girls Toilet							
				Ysgol Sir Thomas Jones							
				Amlwch							
				DYLUNIAD DRAWING							
				Main Girls Toilet Plan - Existing							
				DYLUNIADYD DRAWN		GWIRIWDYD CHECKED		GRADDFA SCALE		DYDDIAD DATE	
				AG		GWT		1:100@A3		Dec 2024	
REV		NEWIDIADAU AMENDMENTS		GAN BY		DYDDIAD DATE					

GWASANAETHAU PENSARNIOL	
ARCHITECTURAL SERVICES	

	CYNGOR SIR	
	YNYS MÔN	
	ISLE OF ANGLESEY	
	COUNTY COUNCIL	
	Cyfarwyddwr Corfforaethol (Cyfarwyddwr Cynaliadwy) Corporate Director (Sustainable Development) Swyddfa'r Sir, Llangefni, Ynys Môn LL77 7TW www.anglesey.gov.uk	

APPENDIX I

Heneb: Gwynedd Archaeology Photographic Metadata Pro-Forma

Digital Photographic Record

Include main context numbers for each shot, drawing numbers for sections and any other relevant numbers for cross referencing.

Delete any unwanted photos **immediately** from the camera.

Regularly upload photographs to computer.

[illegible]

APPENDIX II

**Heneb: Gwynedd Archaeology (Archaeological Services) Building Record
pro-forma**



Archaeoleg Gwynedd

Heneb

Gwynedd Archaeology

BASIC RECORD

Date

Project name

Project number

Compiler

Location

Description

Times of travelling and on-site

Drawn record details

Photographic record details

APPENDIX III

**Heneb: Gwynedd Archaeology (Archaeological Services) room recording
pro-forma**

HENEB: ARCHEOLEG GWYNEDD			
ROOM RECORDING FORM		Project name	Project number
Room Number	Floor /Level		
Description			
Photographic record numbers		Scales used	Dimensions Length Width Height

	Visit date	Visit by
--	------------	----------

APPENDIX IV

**Heneb: Gwynedd Archaeology (Archaeological Services Selection
Strategy Version 1**

HD25-013_Ysgol Syr Thomas Jones, Amlwch:

Photographic Survey

18/06/2025 v1.0

Selection Strategy

Project Information

Project Management

Project Manager	Michael Sion Lynes michael.lynes@heneb.org.uk	
Archaeological Archive Manager	John Roberts john.roberts@heneb.org.uk	
Organisation	Heneb: Gwynedd Archaeology (Archaeological Services)	
Stakeholders		Date Contacted
Collecting Institution(s)	Gwynedd Historic Environment Record	18/06/2025
	RCAHMW	On completion of Project Archive
Project Lead / Project Assurance	Heneb: Gwynedd Archaeology Planning	n/a
Landowner / Developer	Cyngor Sir Ynys Môn	10/06/2025

Resources

Resources required

Describe the resources required to implement this Selection Strategy, particularly if unusual resources are required.

No unusual resources required outside of Heneb: Gwynedd Archaeology normal operating equipment and personnel.

Context

Describe below the context of this Selection Strategy. You should refer to:

- The aims and objectives of the project;
- Local Authority guidance (including the brief);
- Research Frameworks;
- The repository collection development policy and/or deposition policy;
- Material-specific guidance documents.

Note: This section may be copied from your Project Design/WSI to ensure all Stakeholders receive this context information.

The full aims and objectives of this project are detailed in the project specific WSI.

Heneb: Gwynedd Archaeology (Archaeological Services) has been commissioned by Cyngor Sir Ynys Môn to undertake archaeological mitigation in the form of a Photographic Survey prior to development work at the Grade II* Listed (ID: 25852) Ysgol Syr Thomas Jones, Amlwch, Isle of Anglesey (LL68 9TH (NGR SH 43745 92092; Figure 01). The development work will be undertaken within the main girl's toilet block, positioned almost centrally within the school (Figure 02).

The development will be undertaken in accordance with the granted Listed planning consent ref. LBC/2025/6, with the archaeological conditions set as:

- A Photographic Record of the main girl's toilet block prior to any refurbishment work.

The Photographic Survey will be undertaken during June 2025. The archaeological mitigation will be undertaken in accordance with these requirements and will be commensurate to a Photographic Survey as defined in Understanding Historic Buildings: A guide to good recording practice (Historic England, 2016). A Photographic Survey provides a very full visual record, but without a written or drawn survey at a comparable level of detail.

The photographic survey is to be undertaken on the 24th of June 2025. All work will be planned, managed and undertaken by Heneb Gwynedd Archaeology (Archaeological Services)

Source: Heneb Gwynedd Archaeology. 2025. (HD25-013): Ysgol Sir Thomas Jones, Amlwch. Written Scheme of Investigation for Photographic Survey. Prepared for Cyngor Sir Ynys Môn. June 2025. Project HD25-013.

1 – Digital Data

Stakeholders

Name the individual(s) responsible for the Digital Data Selection decisions (i.e. Archaeological Archive Manager, Project Manager, Collections Curator).

John Roberts – Principal Archaeologist, Heneb: Gwynedd Archaeology;
Michael Lynes – Project Manager, Heneb: Gwynedd Archaeology;
Sean Derby – Gwynedd Historic Environment Record;
Gareth Edwards, *Head of Knowledge and Understanding, RCAHMW*

Selection

Location of Data Management Plan (DMP)

Selection of digital data elements should be considered in your project's DMP. For the purpose of the Selection Strategy, you can either copy the selection section of your DMP below, or attach it as an appendix to this document. Please indicate here if the DMP is attached.

All digital data will be collected, stored and selected in lines with the Heneb: Gwynedd Archaeology Data Management Plan located on Heneb: Gwynedd Archaeology's servers (available on request). On completion of the project it will be archived with RCAHMW.

The selection strategy in your DMP should:

- 1.1 Define what digital data will be selected for inclusion in the archaeological archive, how this will be done, and why. Do not forget to consider that specialists may have digital data that should be included in the archaeological archive.
- 1.2 Identify the selection review points during the project (i.e. project planning, data gathering, analysis and reporting and archive compilation).
- 1.3 Reference all relevant standards, policies or guidelines (e.g. digital repository deposition requirements) and specialist advice sought.
- 1.4 Identify any selection decisions that differ from standard guidelines and explain why.

A digital report will be provided to the regional Historic Environment Record; this will be submitted within six months of project completion (final report only), along with a digital dataset comprising an Event PRN summary. The report and dataset will be submitted in accordance with the required standards set out in *Guidance for the Submission of Data to the Welsh Historic Environment Records (HERs)* (Version 1.1); and

A digital report and digital archive dataset will be provided to Royal Commission on Ancient and Historic Monuments, Wales (final report only), in accordance with the *RCAHMW Guidelines for Digital Archives Version 1*. The dataset will be prepared in the format required by RCAHMW and will include:

- Photographic metadata (Microsoft Excel);
- Photographic archive (TIFF format);
- Project Information form (Excel);
- File Information form (Excel) – Microsoft Word report text final;
- File Information form (Excel) – Photographic metadata (general);
- File Information form (Excel) – Survey data;
- File Information form (Excel) – Adobe PDF report final; and

File Information form (Excel) - Photographic metadata (detail).

All relevant site archive data will be added to a digital project register specific to this project, which will be prepared in *Microsoft Excel*.

De-Selected Digital Data

The procedure for dealing with De-selected digital data and what specialist advice informed this process should be recorded in your DMP. Please copy this information here or attach your DMP as an appendix to this document.

It is envisaged that the de-selected material will be retained on the Heneb: Gwynedd Archaeology servers for 2 years following the completion of the project at which point they will be reviewed and deleted as necessary in line with the Heneb: Gwynedd Archaeology DMP.

Amendments

Detail any amendments to the above selection strategy here.

Date	Amendment	Rationale	Stakeholders

2 – Documents

Stakeholders

Name the individual(s) responsible for the Documents Selection decisions (i.e. Archaeological Archive Manager, Project Manager, Repository Representative).

John Roberts – Principal Archaeologist, Heneb: Gwynedd Archaeology;
Sean Derby – Historic Environment Record, Gwynedd;
Gareth Edwards, *Head of Knowledge and Understanding, RCAHMW*

Selection

Describe your Selection Strategy for the Documents elements of the archaeological archive. To do this you must:

- 2.1 Define which documents will be selected for inclusion in the archaeological archive, how this will be done, and why. Do not forget to consider that specialists may have documents that should be included in the archaeological archive.
- 2.2 Identify the selection review points during the project (e.g. project planning, data gathering, analysis and reporting and archive compilation).
- 2.3 Reference all relevant standards, policies or guidelines (e.g. digital repository deposition requirements) and specialist advice sought.
- 2.4 Identify any selection decisions that differ from standard guidelines and explain why.

The paper archive will include any proforma sheets used, such as day sheets, building record sheets, room recording sheets and photo record sheets. Also client plans with photo directions.

De-Selected Documents

Describe the procedure for dealing with De-selected material and what specialist advice has informed this procedure.

It is envisaged that the material de-selected from inclusion in the preserved archive will be duplicates or re-productions created during the analysis phase of the project. De-selected material will therefore either be retained to supplement Heneb: Gwynedd Archaeology's research files or recycled.

Amendments

Detail any amendments to the above selection strategy here.

Date	Amendment	Rationale	Stakeholders

APPENDIX II

Heneb - The Trust for Welsh Archaeology Photographic Metadata

PHOTO RECORD NUMBER	PROJECT NUMBER	SITE NAME	DESCRIPTION	VIEW FROM	SCALE(S)	CREATOR OF DIGITAL PHOTO	DATE OF CREATION	PLATES
E49292_001	HD25-013	Ysgol Sir Thomas Jones, Amlwch	View of cloakroom in girl's toilets	NNE	1x1m	Jessie Baumgardner	24/06/2025	01
E49292_002	HD25-013	Ysgol Sir Thomas Jones, Amlwch	View of cloakroom in girl's toilets showing skylight	NNE	1x1m	Jessie Baumgardner	24/06/2025	02
E49292_003	HD25-013	Ysgol Sir Thomas Jones, Amlwch	View of cloakroom in girl's toilets showing skylight	NNE	1x1m	Jessie Baumgardner	24/06/2025	03
E49292_004	HD25-013	Ysgol Sir Thomas Jones, Amlwch	View towards entrance of cloakroom	SSW	1x1m	Jessie Baumgardner	24/06/2025	04
E49292_005	HD25-013	Ysgol Sir Thomas Jones, Amlwch	View towards entrance of cloakroom	SSW	1x1m	Jessie Baumgardner	24/06/2025	05
E49292_006	HD25-013	Ysgol Sir Thomas Jones, Amlwch	Oblique view of cloakroom	ENE	1x1m	Jessie Baumgardner	24/06/2025	06
E49292_007	HD25-013	Ysgol Sir Thomas Jones, Amlwch	View of skylight in cloakroom	NNE	Not used	Jessie Baumgardner	24/06/2025	07
E49292_008	HD25-013	Ysgol Sir Thomas Jones, Amlwch	View of wall next to toilet entrance	SSW	1x1m	Jessie Baumgardner	24/06/2025	08

PHOTO RECORD NUMBER	PROJECT NUMBER	SITE NAME	DESCRIPTION	VIEW FROM	SCALE(S)	CREATOR OF DIGITAL PHOTO	DATE OF CREATION	PLATES
E49292_009	HD25-013	Ysgol Sir Thomas Jones, Amlwch	Close-up of drinking fountains with original soakaway	SSW	1x1m	Jessie Baumgardner	24/06/2025	09
E49292_010	HD25-013	Ysgol Sir Thomas Jones, Amlwch	Oblique view of entrance to toilets	W	1x1m	Jessie Baumgardner	24/06/2025	10
E49292_011	HD25-013	Ysgol Sir Thomas Jones, Amlwch	View of entrance to toilets	NW	1x1m	Jessie Baumgardner	24/06/2025	11
E49292_012	HD25-013	Ysgol Sir Thomas Jones, Amlwch	View of entrance to toilets	SE	1x1m	Jessie Baumgardner	24/06/2025	12
E49292_013	HD25-013	Ysgol Sir Thomas Jones, Amlwch	View of toilets	NNE	1x1m	Jessie Baumgardner	24/06/2025	13
E49292_014	HD25-013	Ysgol Sir Thomas Jones, Amlwch	Oblique view of toilets	N	1x1m	Jessie Baumgardner	24/06/2025	14
E49292_015	HD25-013	Ysgol Sir Thomas Jones, Amlwch	View of skylight in toilet	N	Not used	Jessie Baumgardner	24/06/2025	15
E49292_016	HD25-013	Ysgol Sir Thomas Jones, Amlwch	View of toilet cubicle	WNW	1x1m	Jessie Baumgardner	24/06/2025	16

PHOTO RECORD NUMBER	PROJECT NUMBER	SITE NAME	DESCRIPTION	VIEW FROM	SCALE(S)	CREATOR OF DIGITAL PHOTO	DATE OF CREATION	PLATES
E49292_017	HD25-013	Ysgol Sir Thomas Jones, Amlwch	View towards entrance of girl's toilet	SSW	1x1m	Jessie Baumgardner	24/06/2025	17
E49292_018	HD25-013	Ysgol Sir Thomas Jones, Amlwch	Oblique view of sinks	SE	1x1m	Jessie Baumgardner	24/06/2025	18
E49292_019	HD25-013	Ysgol Sir Thomas Jones, Amlwch	View of toilet cubicle	WNW	Not used	Jessie Baumgardner	24/06/2025	19
E49292_020	HD25-013	Ysgol Sir Thomas Jones, Amlwch	View of entrance into toilets from outside	NNE	1x1m	Jessie Baumgardner	24/06/2025	20
E49292_021	HD25-013	Ysgol Sir Thomas Jones, Amlwch	Oblique view of entrance into toilets	E	1x1m	Jessie Baumgardner	24/06/2025	21

APPENDIX III

Heneb - The Trust for Welsh Archaeology Selection Strategy v.2 Final

HD25-013_Ysgol Syr Thomas Jones, Amlwch

27/06/2025 v2.0

Selection Strategy

Project Information

Project Management

Project Manager	Michael Sion Lynes michael.lynes@heneb.org.uk
------------------------	---

Archaeological Archive Manager	John Roberts john.roberts@heneb.org.uk
---------------------------------------	---

Organisation	Heneb: Gwynedd Archaeology
---------------------	----------------------------

Stakeholders		Date Contacted
Collecting Institution(s)	Gwynedd Historic Environment Record	18/06/2025
	RCAHMW	On completion of Project Archive
	N/A	If applicable, post-fieldwork based on artefact recovery
Project Lead / Project Assurance	Conservation Officer (CSYM)	26/06/2025
Landowner / Developer	<i>Cyngor Sir Ynys Môn</i>	n/a

Resources

Resources required

Describe the resources required to implement this Selection Strategy, particularly if unusual resources are required.

No unusual resources required outside of GA normal operating equipment and personnel.

Context

Heneb: Gwynedd Archaeology (Archaeological Services) was commissioned by Cyngor Sir Ynys Môn to undertake archaeological mitigation in the form of a Photographic Survey prior to development work at the Grade II* Listed (ID: 25852) Ysgol Syr Thomas Jones, Amlwch, Isle of Anglesey (LL68 9TH (NGR SH 43745 92092; Figure 01). The development work will be undertaken within the main girl's toilet block, positioned almost centrally within the school (Figure 02).

The development will be undertaken in accordance with the granted Listed planning consent ref. LBC/2025/6, with the archaeological conditions set as:

- A Photographic Record of the main girl's toilet block prior to any refurbishment work.

The Photographic Survey was undertaken during the 23rd of June 2025. The archaeological mitigation was undertaken in accordance with these requirements and will be commensurate to a Photographic Survey as defined in Understanding Historic Buildings: A guide to good recording practice (Historic England, 2016). A Photographic Survey provides a very full visual record, but without a written or drawn survey at a comparable level of detail.

The project was monitored by the Heneb Archaeological Planning Service and undertaken in accordance with an approved written scheme of investigation (cf. Appendix I). In line with Historic Environment Record (HER) requirements, the HER was contacted on the onset of the project to ensure that any data arising was being formatted in a manner suitable for accession to the HER and followed the guidance set out in Guidance for the Submission of Data to the Welsh Historic Environment Records (HERs) (The Welsh Archaeological Trusts, 2022). The HER Event Primary Reference Number is 49292.

All work will be planned, managed and undertaken by Heneb Gwynedd Archaeology (Archaeological Services)

Heneb: Gwynedd Archaeology. 2025. Ysgol Sir Thomas Jones, Amlwch (**HD25-013**) Report No. 1826. Archaeological Mitigation: Photographic Record. June 2025. Project HD25-013.

1 – Digital Data

Stakeholders

John Roberts (Heneb: Head of Archaeology);
Sean Deby (Heneb: Gwynedd Historic Environment Record (HER))
Helen Rowe (Senior Archivist), Royal Commission on Ancient and Historical Monuments of Wales.

Selection

All digital data will be collected, stored and selected in lines with the Heneb: Gwynedd Archaeology (GA) Data Management Plan located on GA's servers (available on request).

The final version of all born digital documents have been selected for inclusion in the Preserved Archive; these comprise:

- HD25-013_Ysgol Syr Thomas Jones, Amlwch: Photographic Record_Written_Scheme_of_Investigation (Microsoft Word and Adobe PDF);
- HD25-013_Photographic_Metadata (Microsoft Access);
- Heneb_1826 (Microsoft Word and Adobe PDF);
- Photographic archive (21 images in TIFF format);
- Photographic archive (21 images in RAW format);
- Photographic archive (21 images in JPEG format); and
- HD25-013 Figure 03 client produced plan annotated with photo directions

A digital archive dataset has been created for the Royal Commission on Ancient and Historic Monuments Wales, in accordance with the *RCAHMW Guidelines for Digital Archives Version 1*. The dataset has been prepared in the format required by RCAHMW and comprise:

- Photographic metadata (Microsoft Access);
- Photographic archive (TIFF format);
- Project Information form (Excel);
- File Information form (Excel) – Microsoft Word report text final;
- File Information form (Excel) – Photographic metadata (general);
- File Information form (Excel) – Adobe PDF report final; and
- File Information form (Excel) - Photographic metadata (detail).
-

The digital archive has been stored on a dedicated Heneb server, with the location confirmed in the Heneb project database via a specific hyperlink.

De-Selected Digital Data

The following client data will not form part of the preserved archive and have been deselected:

- HD25-013 Figure 01 Client produced location and block plan of Ysgol Syr Thomas Jones;
- HD25-013 Figure 02 Reproduction of client produced plan showing location of main girls' toilet, outlined in red; and
- HD25-013 Figure 04 Reproduction of client produced existing floor plan annotated to show photo directions.

The following Heneb data generated for the report will not form part of the preserved archive and have been deselected:

- HD25-013_combined_figures.pdf
- HD25-013_combined_plates.pdf
- HD25-013_Appendix_I.pdf
- HD25-013_Appendix_II.docx
- HD25-013_Appendix_III.pdf
- HD25-013_front_cover.pdf
- HD25-013_inner_cover.pdf
- HD25-013_rear_cover.pdf
- Plates 01 to 21.pdf

Amendments

No amendments to the above selection strategy have been made.

Date	Amendment	Rationale	Stakeholders

2 – Documents

Stakeholders

John Roberts (Heneb: Head of Archaeology);
 Sean Deby (Heneb: Gwynedd Historic Environment Record (HER))
 Helen Rowe (Senior Archivist), Royal Commission on Ancient and Historical Monuments of Wales.
 Gareth Edwards, Head of Knowledge and Understanding, RCAHMW

Selection

- A digital report will be provided to Gwynedd Historic Environment Record; this will be submitted within six months of project completion (final report only), along with a digital dataset comprising an Event PRN summary. The report and dataset will be submitted in accordance with the required standards set out in *Guidance for the Submission of Data to the Welsh Historic Environment Records (HERs)* (Version 4.1); and

- A digital report and digital archive dataset will be provided to Royal Commission on Ancient and Historic Monuments, Wales (final report only), in accordance with the *RCAHMW Guidelines for Digital Archives Version 1*.

The dataset will be prepared in the format required by RCAHMW, and where relevant, include:

- Photographic metadata (Microsoft Access);
- Project Information form (Excel);
- File Information form (Excel) – Microsoft Word report text final; and
- File Information form (Excel) – Adobe PDF report final.
- File Information form (Excel) – Microsoft Word report text final;
- File Information form (Excel) – Photographic metadata (general);
- File Information form (Excel) – Adobe PDF report final; and
- File Information form (Excel) - Photographic metadata (detail).

Following the completion of the fieldwork, all documentary material created, generated and/or annotated during data gathering and fieldwork has been selected for inclusion in the preserved archive, and comprises:

- HD25-013 basic record sheets x 1
- HD25-013 photographic register sheets x 2

The physical archive has been stored in a designated project folder and the location confirmed in the Heneb project database.

De-Selected Documents

Describe the procedure for dealing with De-selected material and what specialist advice has informed this procedure.

No documents have been de-selected.