

# Annual Report of the Governing Body to Parents for the Year 2023-2024



**Published January 2025**

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This is a full report of the steps taken by the Governing Body in discharge of its functions since the last Report to Parents covering 2022-2023 academic year.

## Members of Maesycwmmmer Primary School Governing Body

### The present composition of the Governing Body

Chair of the Governing Body - Mr D George

Vice- Chair of the Governing Body - Mrs S M Lewis

### County Council Representation - Appointed by L.E.A.

Cllr J Rao

Mrs L Wangiel

Mrs R Rowles

### Teacher Governors - Elected by the Teachers

Mr L Coupland

### Non-Teaching Staff Governor - Staff Member

Vacancy

### Parent Governors - Elected by the Parents

Mrs Howells

Mrs Atkins

Miss Davies

### Community

Mrs. S.M. Lewis

Mr D George

Mr H George

### Headteacher Governor

Mr. J Harris

### Minor Authority - Appointed by Community Council

Cllr J Rao

The Clerk to the Governors is provided by EAS Governor support.

No parental meeting was held under Section 94 of the School Standards and Organisation (Wales) Act 2012 in 2020-2021

### Contact Details

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The structure of the Governing Body consists of the following:

4 Parent Governors

3 L.E.A. Governors

1 Teacher Governor

1 Non-Teaching Staff Governor

4 Community Governors

Head Teacher

1 Minor Authority Governor

## Chair of Governors Report

It is a pleasure to send this Annual Report to Parents on behalf of the school Governors as it records the quality of education provided at Maesycwmmmer Primary School, the behaviour and attitudes of the pupils, their personal development, and the leadership and management of the school that has resulted in continued progress, attainment and success.

Ours is a school that values education. It is a place where pupils are not only happy and confident but are also fully immersed in their learning. Our pupils display an impressive thirst for knowledge which they can share with eloquence, and their behaviour is exemplary both within and outside the classroom. They consistently show a high level of respect and kindness to one another and to the staff. We have good cause to be proud of every child; their behaviour, attitude and enthusiasm for learning is a testament to the hard work and dedication they put in every day.

Our Headteacher and staff, whose unwavering commitment to providing the best possible education, have been hugely instrumental in the success of our children. Through the creativity and imagination of staff the school endeavours to reach beyond academic achievement alone to deliver an enriching and fulfilling educational experience for each pupil. The school aims to inspire every child to be independent in their learning in every sphere of education and to encourage them to develop a lifetime love of learning; to become healthy, confident individuals equipped to live fulfilling lives at home, at work, and in society in Wales and the rest of the world. The fact that several staff members have been appointed as external advisors to other schools speaks to the quality of teaching at the school.

The school also continues to benefit from our collaborative work with the staff of Pentwynmawr Primary School. Under the diligent leadership of Mr. James Harris, our Executive Headteacher, the resilience of the senior leadership team has been significantly enhanced. The professional skills and teaching effectiveness of the staff have been further developed, facilitating more productive collaboration, teamwork, and sharing of skills both within and between both schools. Effective assessment tools in the implementation of the national curriculum have been developed, enabling self-improvement across the schools. This joint endeavour serves to ensure all staff receive appropriate professional learning and to enrich both schools through the sharing of best practices.

In acknowledging the effectiveness and success of the school it is very important that I thank the numerous support staff who are responsible for many aspects of daily school life and the care of pupils. The school simply could not function effectively without their vital contribution.

A particular focus has been the implementation of ALN reforms. The responsibilities and workload of the ALNCO are enormous and the cooperation of parents is greatly appreciated. I should also like to take this opportunity to thank you parents and carers whose support and encouragement at home greatly reinforce lessons learned at school. Perhaps more than many realise, this is often the decisive element in the success of the pupils.

Finally, I want to thank my fellow School Governors for their commitment to the pursuit of excellence across the whole life of the school. In seeking to fulfil their role and responsibilities in governance they work hard to encourage continuing improvement in every aspect of the life of the school.

Yours faithfully,

David George Chair of Governors

## Staffing

Headteacher: Mr J Harris

Secretary: Mrs S Arthur

Deputy Headteacher: Miss J Rees

Caretaker: Mr Harries

Teachers: Mr L Coupland, Mr Barnett, Miss K Toozer, Mrs E Thomas, Miss A James, Miss S Holmes

Cleaner: Caerphilly cleaning

Lunchtime Supervisor's: Mrs S Hutnik, Ms M Barnham, Mrs Alford

HLTA's: Miss L Brideaux, Mrs T Williams

Kitchen Staff - Mrs B Jayne

T. A's: Mrs H Jones, Miss J Johnson, Mrs T Williams, Mrs R Morris, Mrs Lobb, Mrs Coombs

Mr. Spiteri - School Funded Guitar attends weekly for a 60-minute session.  
Caerphilly Music Service - School funded music carousel sessions for KS2

## School Development Plan

The Curriculum for Wales is designed to inspire children to become confident, ambitious, and well-rounded individuals. It offers a flexible, broad, and balanced education tailored to help every child succeed.

At its heart there are four purposes that aim to support children in becoming:

1. **Ambitious, capable learners** ready to learn throughout their lives.
2. **Enterprising, creative contributors** prepared to play a full part in life and work.
3. **Ethical, informed citizens** of Wales and the world.
4. **Healthy, confident individuals** ready to lead fulfilling lives.

The curriculum is built around **six Areas of Learning and Experience (AoLEs)**:

- **Expressive Arts**
- **Health and Well-being**
- **Humanities (including history and geography)**
- **Languages, Literacy, and Communication**
- **Mathematics and Numeracy**
- **Science and Technology**

Learning is also underpinned by three cross-curricular responsibilities: **literacy, numeracy, and digital competence**.

The **principles of pedagogy** focus on promoting learner engagement, developing critical and creative thinking, and fostering a love of learning through meaningful and interactive teaching approaches.

Teachers have flexibility to design lessons that reflect local culture, history, and the interests of their pupils, ensuring children learn about Welsh heritage and values while preparing them for a changing world.

The Curriculum for Wales encourages creativity, critical thinking, and a love of learning, helping each child reach their potential.

## Standards and Skills

- Through focused genre planning - there is improved consistency in LLC coverage identifying progression from Rec - Y6. This will be monitored further in Autumn 2023
- Authentic, topical discussions have promoted talk -e.g. school holidays, renewable energy. Talking for writing is proving a valuable method.
- Improved Welsh focus - 3 weeks English, 1 week Welsh.
- Guided reading in Welsh has started to improve alongside EAS visits to promote games and improve oracy skills in most classes.
- KT - shared new Welsh resources and Cluster assessment material.
- Intervention groups for literacy have shown nearly all pupils have made progress.
- RWI groups - all pupils made progress from their starting group.
- National Testing has shown progress for most pupils from Y2-6
- IT skills are developing - pure IT lessons have been taught from Y1 -Y6. Pupil independence presentation work is improving.
- LC delivered parent workshops for Minecraft Education.
- Book looks have shown improvement through promotion of modelling, back to basics routines and more opportunities to write in books rather than worksheets. However, this is an area that needs further work.
- Timetabled morning carousels, weekly spelling and handwriting routines are being developed.

## New Curriculum

- Numeracy skills are being used authentically across AOLES- problem solving Friday, time in Welsh, personal daily record time cards, rain gauges to collect data, grid referencing, graphs to communicate science results, using maps and measures to find locations. Numeracy skills in the outdoors are improving. This needs to be further embedded,
- SPAG - Most pupils (y3-6) have made progress in spelling from their starting point through the rigid weekly spelling lists, use of Spelling Shed and regular intervention groups.
- Expressive Arts- pupils have performed Welsh songs with Pentwynmawr. Dance has been an extra-curricular club for younger pupils. This year pupils (Y3-6) have had the opportunities to play JSaxx, PBuzz and Ukulele. Selected pupils have received extra music tuition in the trumpet, trombone, and guitar. Y5/6 improved their dance skills through a PESS Workshop.
- Health and Well-being - Jigsaw scheme is being taught consistently.
- Awareness of other cultures has continued with a focus on Judaism, Sikhism this term. Pupils were engaged in the Bible story exhibition at Mount Pleasant Chapel.
- STEM Careers Week is currently underway with sessions linked to the community and Cardiff Met University.
- Romodels - an innovative resource to immerse our learners into the world of work and endless career possibilities.

- LC - EAS Textile project has been completed and progression maps shared and to be incorporated into a LGS DT primary outreach project.

### Wellbeing

- Further development of the ALN reform has continued. Person Centered Practice (PCP's) have continued allowing families and pupils to discuss barriers to learning.
- Over the year PCP meetings held, IDP's given, IDP'S reviewed and 1 pupil moved to the new ALN system.
- ALN clinics were set up and parents welcomed the opportunity to discuss any concerns with positive feedback.
- Support staff have had sensory speech and language training to support pupils' needs.
- SH has received IDP writing training to ensure they are being written in line with guidance from LA.
- Pupils requiring enhanced transition have received it this term to support their moves.
- KB has continued to work on the WSAMH approach with staff and attended a conference with all schools in the Gwent area to network and share good practice.
- As part of our enriched curriculum staff targeted Health and Wellbeing as an AOLE.
- KB has also put in place a yearly wellbeing Rota where each staff member has been given a month when they are responsible for a simple gesture to increase staff wellbeing.
- Staff have carried out their 'wellbeing' gesture each month such as delivering a chocolate gift at Easter and 'staff lunch' afternoon tea get-togethers at the end of half term.

### Leadership

- JR/SH have successfully mentored trainee teachers this year with Cardiff Met University.
- Pupil Voice has continued this term. Criw Cymraeg has continued to lead weekly assemblies with increased confidence in the language patterns used. They have also helped to teach songs using CânSing such as Daw Hyfryd Fis and Ar Lan y Môr.
- ECO Warriors helped retain our Platinum status in Eco Schools Initiative.
- Sports Ambassadors have attended meetings and shared good practice.
- Our recent inspirational Men's Day was a remarkable success with positive feedback.
- LC - organised an Art Exhibition.
- JH has continued to support schools in Monmouthshire through his School Improvement partner role with EAS.
- Governors have been into school to meet with their AOLE lead.

### **Attendance**

Number of Pupils on Roll (At start of Autumn Term 2023) 139 (Pupils FTE 134)

Number of Pupils on Roll (At end of Summer Term 2024) 146 (Pupils FTE 137)

Term	Attendance	Auth Absence	Unauth Absence
Autumn 2023	92.5%	5.2%	2.3%
Spring 2024	93.5%	4.2%	2.3%
Summer 2024	93.3%	2.8%	3.9%
School Target 93%			
Actual Attendance for 2023/2024 93.5%			
FSM 89.1%			

### **Community Involvement**

Over the past year, the school has continued to establish many links with the local community. It has been a pleasure to be involved in a wide range of activities. These include:

- Parent Meetings
- Local Fire Service
- Educational Welfare Officer
- Gwent Constabulary School Liaison Officer
- Community Police Officers
- Community Council
- Cardiff University
- Parent speakers
- Local supermarkets
- Village businesses

### **Events/ Activities**

Pupils have enjoyed numerous trips this year for both educational and enjoyment purposes. The summer trips were very well attended by several of our families. Our residential trip went ahead, and both pupils and staff enjoyed a fun packed weekend full of numerous outdoor activities.

### **Extra-Curricular Clubs**

Staff have provided several after school clubs to our pupils over the three terms. These clubs have been well attended and have extended the school day which has helped many of our parents who require that additional childcare.

### **Healthy Schools**

We continue to promote healthy schools and healthy snacks and lunches. We have always promoted healthy eating and this year we have stressed the importance of physical wellbeing for all.

### **Term and Holiday Dates 2023/24**

<b><u>TERM</u></b>	<b>BEGINS</b>	<b>HALF- TERM BEGINS</b>	<b>HALF- TERM ENDS</b>	<b>ENDS</b>
<b>AUTUMN</b>	Friday 1.9.23	Monday 30.10.23	Friday 3.11.23	Friday 22.12.22
<b>SPRING</b>	Monday 8.1.24	Monday 12.2.24	Friday 16.2.24	Friday 22.3.24
<b>SUMMER</b>	Monday 8.4.24	Monday 27.5.24	Friday 31.5.24	Monday 19.7.24

In addition, the school would have been closed for 6 staff training days and May Day Bank Holiday on Monday 6<sup>th</sup> May 2024.

### **Breakfast Club**

Breakfast club is as popular as ever, offering support for working families and providing a free breakfast for some of our most vulnerable pupils. Please contact the school office if you would like your child to have a place in breakfast club.

### **Universal Free School Meals**

Universal free school meals for primary school pupils in Wales ensure that every child in primary education receives a nutritious meal at no cost, promoting equality, well-being, and improved learning outcomes, regardless of family income.

### **Toilets**

Both buildings have suitable toilets facilities. In the Foundation Phase building there are 6 cubicles and a urinal area for the children to use. The top building has a girls and boys toilet area. The boy's toilet has a urinal area and 2 cubicles, and the girls has 5 cubicles. All toilets are checked daily by staff and are cleaned every evening by our cleaners.

### **Welsh Language**

Welsh is taught from the time pupils enter school in Nursery to Year 6. Staff deliver Welsh in school and incidental Welsh is used to promote the language. A Welsh ethos is created through displays, trips and learning about Welsh history and artists.

### **Additional learning Needs**

Good links exist between the school and Caerphilly Inclusion Services. Through referrals by the school the following agencies have supported pupils over the last year:

- Speech & Language, Hearing Impaired, Language Support, Educational Psychologists, Family Intervention Team, Outreach at Trinity Fields Special School, Super Shelby, ComiT.

The school gives a high profile to children with Additional Learning Needs and the philosophy of the school is to identify those needs, with the support of parents, as soon as possible.

It is often the case that with early intervention the child will begin to progress and catch up to the levels of their peers. However, if appropriate progress is not made, after discussion with the parents, the child will then be placed on the school ALN register and given a One Page Profile followed by an Individual Development Plan (IDP), if required, with specific targets to work towards. This is reviewed termly.

If at any point the child makes significant progress the OPP will be reviewed. Otherwise, the LA may be asked for advice for how to support the child and the school will look at alternative methods.

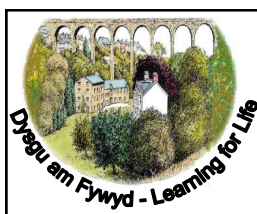
**If parents are at all worried about the progress that their child is making, they should talk to the class teacher in the first instance. If you do not wish to speak to the class teacher, Miss Hoilmes our ALNCO holds an ALN clinic once every half term for an informal conversation about your concerns.**

### Financial Statement 2023 - 2024

The finance committee meet to discuss the budget in detail prior it being presented to the full Governing body. An LEA Support Officer is also assigned to the school to give ongoing financial advice to the Head and committee members. This service is now paid for through the LEA Service Level Agreement.

<b>Employees</b>	Staff costs—teaching / non-teaching Including cost of relief cover	<b>£ 582,146</b>
<b>Premises</b>	Including energy, building maintenance, improvements and insurance costs	<b>£79,932</b>
<b>Supplies and Services</b>	Including capitation costs, SLA's and additional tuition School Development Plan	<b>£50,110</b>
<b><u>Total Expenditure</u></b>		<b>£743,447</b>
<b>Additional Income</b>	National Assembly Government grants, reimbursements, donations etc.	<b>£116,243</b>
<b><u>Net Expenditure</u></b>		<b>£627,204</b>
<b>Formula Allocation</b>	Funds provided by the LEA including retrospective adjustments and carried over from 2023/2024	<b>£626,259</b>
<b><u>Deficit / Surplus</u></b>		<b>+£95,302</b>

A copy of this document can be provided in larger print if requested.



<b>SDP</b>	School Development Plan
<b>CfW</b>	Curriculum for Wales
<b>G.G.R</b>	Guided Group Reading
<b>R.A.D.Y.</b>	Raising Attainment of Disadvantaged Youngsters
<b>AOLEs</b>	Areas of Learning Experiences
<b>Maths &amp; Num</b>	Mathematics & Numeracy
<b>LLC</b>	Literacy, Languages & Communication
<b>Sci &amp; Tech</b>	Science & Technology
<b>Ex Arts</b>	Expressive Arts
<b>TAPS</b>	Teacher Assessment in Primary School
<b>ELSA</b>	Emotional Literacy Support Assistant (Intervention)
<b>ALN</b>	Additional Learning Needs
<b>SIP</b>	School Improvement Partner
<b>EV</b>	External Verifier
<b>GB</b>	Governing Body
<b>PL</b>	Professional Learning
<b>OPP</b>	One Page Profile
<b>PCP</b>	Pupil Centered Practice

