

Ysgol Gynradd **MAESYBRYN** Primary School

Governors Annual Report to Parents



2023-2024

Updated: October 2024

Adopted by GB: Autumn Term 2 Meeting 2024

Policy Review Date: **October 2025**

Foreword from the Chair of Governors

Dear Parent/Carer,

I am pleased to present the Maesybryn Governing Body Annual Report to Parents for 2023-2024.

The content includes all of the statutory information that is required but I also want to extend my personal thanks to all of the members of the governing body, all staff and pupils and importantly you, who support the school so positively in order that our children continue to thrive and become valued members of our community.

We started the financial year in 2023 with Mrs Williams at the helm due to the continued secondment of Mr. Roberts. This continued until his return in September 2024. Can I thank Mrs. Williams for all of her hard work during the year in leading our school. There have been several staff changes and several teachers have taken on leadership roles. We hope that this has been seamless for you and your children.

The governing body were able to set a balanced budget for 2023-2024 and again for this current year but the challenging economic climate will continue to put immense pressure on our finite resources. All schools in the community are facing a falling roll of pupil numbers so if you get a chance to shout out how brilliant Maesybryn is, please do so loudly.

Lastly, I would like to return to the governing body membership. They undertake their work diligently and passionately to ensure the school are supported and challenged in appropriate measure and again this happens subtly in the background. I thank them all for their time, dedication and support.

Yours sincerely,

Jeff Fish

Chair of Governors

Rhondda Cynon Taf County Borough Council

Governing Body of Maesybryn Primary School

This report is a summary of the steps taken by the Governing Body in the discharge of its functions since the last report was published.

1. Clerk to the Governing Body

The Clerk to the Governing Body is Mrs Gaynor Davies, Director of Education and Inclusion, Ty Trevithick, Abercynon, Mountain Ash, CF45 4UQ.

2. Chairperson of the Governing Body

The Chairperson of the Governing Body is Mr Jeff Fish c/o Maesybryn Primary School, Lancaster Drive, Llantwit Fardre, Pontypridd, CF38 2NS.

3. Members of the Governing Body

The following people are currently members of the Governing Body.

Name	Category of Governor	Appointed By	Retirement Date
Mrs B Channon CBC K Johnson Vacancy Mr C Wells	LEA	Council Members	23.09.2027 13.07.2026 19.11.2023
Mrs C Francis Mr G Hill Mrs K Spear Mrs Zoe Jones Mrs Rhian Smith	Parent	Parents	12.12.2025 06.04.2025 03.01.2027 19.02.2028 28.04.2028
Mr S Ashdown Mr J Fish Mr P Powell Ms.Jodie Knezevic	Community Governors	Governors	13.10.2025 30.06.2026 24.06.2025 26.10.2027
Cllr P Fletcher	Minor Authority (if applicable)	Community Council	25.06.2027
Mrs D Fletcher Mrs A Street	Teacher	Teaching Staff	24.05.2027 09.01.2028
Mrs C Richards	Staff	Non-Teaching Staff	07.01.2024
Mr. S Roberts	Headteacher		

When fully constituted this governing body is made up as follows

LEA Representatives	4
Parent Governors	5
Staff Representative	1
Headteacher	1

Community Governors	4
Teacher Governor(s)	2
Minor Authority (if applicable)	1
Total	18

4. **Resolutions**

There were no resolutions passed at the last meeting.

5. **Election of Parent Governors**

The next election of parent governors is due to take place in April 2025. However, if there are any parent governor resignations before this date, arrangements will be made for an election to take place to fill the vacancy.

6. **School Performance Data**

Pupils from year 1-6 undertake annual summative assessments. These include the following:

NGRT Reading Assessment

SWST Spelling Test

MALT Maths Assessment

Our pupils complete the Personalised Assessments (National Tests) and scores indicate that all year groups are performing in line with pupils of the same age across Wales. In most classes the percentage of pupils scoring above the expected score is considerably higher than the national picture.

7. **Financial Statement**

Enclosed, as appendix A is a copy of the school's financial statement for the Financial Year 2023/24. Further breakdown of the information is available upon request

8. **School Prospectus**

The School Prospectus is updated annually to include any changes required by the Welsh Assembly Government or other related bodies. A copy of the prospectus is generally issued to parents whose children are starting school for the first time. A copy can be found on the school website. It was last updated in September 2024.

9. **School Development Plan**

Governors are responsible for drawing up (in conjunction with staff) the School Development Plan. The plan identifies the direction the school will take over a three-year period, in delivering the curriculum. The plan

is regularly monitored and revised to take account of progress made and any changes to curriculum requirements.

The School Development Plan for the 2023-2024 academic year was approved by Governors. The targets set included short, medium, and long-term aims, and were regularly reviewed by the Governing Body. A copy of this plan is also available on the school website.

The curriculum is delivered through a mixture of themes with some discrete topic teaching. This approach enables us to achieve a broad and balanced curriculum that is purposeful for our children. Each topic begins with an immersion activity to encourage our learners to think about what they would like to learn and find out about. This process gives our learners a voice which influences and shapes the curriculum.

Teachers plan for the cross-curricular responsibilities of literacy, numeracy and digital competence to support and enhance learning. These skills are essential for our learners to be able to participate successfully and confidently in our ever-changing modern world.

Our Current School Priorities 2024-2025

Priority 1	Improve teaching and learning with a focus on literacy and key pedagogical principles so that all pupils make expected progress.
Priority 2	To develop greater understanding of pupil and community well-being so that learners can be supported in their learning.
Priority 3	Further develop distributed leadership so that middle leaders and governors can plan actions and evaluate improvement more carefully.

10. Use of the Welsh Language – Communication.

Maesybryn Primary School is an English medium school. Lessons and other school activities are communicated through the medium of English. The use of the Welsh language is promoted by the use of incidental Welsh with all pupils throughout the school day.

All pupils are taught Welsh as a second language. The aim for our pupils, in addition to becoming increasingly confident in speaking, reading and writing the language, are that they are made aware of their rich culture and heritage. Pupils are taught Welsh every day through set lessons,

assemblies and the use of incidental Welsh both in the classroom and throughout the school. Our Criw Cymraeg is instrumental in promoting the Welsh language.

The school is proud to support its Welsh ethos and the Welsh language. Understanding our Welsh ethos supports pupils in their lives in Wales and learning the language is an important part of fulfilling their potential. The school is successful in developing the pupils' Welsh Language and all pupils spend at least fifteen minutes every day practising their oracy skills.

Our youngest children are exposed to the Welsh language as part of their everyday learning. As they get older, they have additional lessons where they are introduced to more complex sentence patterns which give them the opportunity to read and write in Welsh.

In addition to the daily Helpwr Heddiw session older children have a timetabled Welsh lesson that focuses on reading and writing.

Pupils achieve a good level of proficiency in Welsh by the time they transfer to secondary school.

11. English as a second language (EAL)

Should parents request that their child is taught at this school in a language other than English this request will be given due consideration.

Pupils for whom English is a second language are supported appropriately according to their needs.

12. Post Inspection Action Plan (PIAP) – if applicable

Governors are responsible for drawing up the Action Plan to address any key issues raised by Inspectors during the ESTYN inspection of the school. Parents are provided with a copy of the summary report produced by the inspectors. The school was last inspected in 2018 and a copy of this report is available from our website.

13. School Holiday Dates 2024-2025

TERM DATES				
TERM	START DATE	HALF TERM BEGINS	HALF TERM ENDS	END DATE
Autumn 2024	Monday 2 Sept	Monday 28 Oct	Friday 1 Nov	Friday 20 Dec
Spring 2025	Monday 6 Jan	Monday 24 Feb	Friday 28 Feb	Friday 11 Apr
Summer 2025	Monday 28 April	Monday 26 May	Friday 30 May	Monday 21 July

Monday 2 Sept 2024 and Monday 21 July 2025 will be designated INSET days for **all** LA Maintained Schools. The remaining four INSET days to be taken will be at the discretion of each individual school following appropriate consultation with staff.

All schools will be closed on **Monday 5 May 2025** for the May Day Bank Holiday.

Significant dates:	Christmas	Monday 25 December 2024
	Easter	Good Friday 18 April 2025 Easter Monday 21 April 2025
	May Bank Holidays	Monday 5 May 2025 Monday 26 May 2025

The Welsh Assembly Government may decide to allocate additional INSET days, schools will be informed of these at the appropriate time.

The School day is organised as follows;

Reception – Year 2

Morning Session	9.00am – 12.00 noon
Lunch break	12.00 noon -1.10pm
Afternoon Session	1.10pm – 3.25pm

Year 3-Year 6

Morning Session	9.00am – 12.15pm
Lunch break	12.15pm – 1.10pm
Afternoon Session	1.10pm – 3.25pm

14. Community Focused Schools

A community-focused school is one that: ‘provides a range of services and activities’, often beyond the school day, to help meet the needs of its pupils, their families and the wider community. Across Wales many schools already provide some community services including adult education, study support, ICT facilities and community sports programmes.

The development of community-focused schools is not just a short-term project or initiative, but a real opportunity for schools and communities to work together in new ways for the future benefit of children, young people and adults.

At Maesybryn Primary we are proud to work closely with our community. We have an open-door policy that allows parents and community members to meet with the Headteacher and staff to discuss how the school can work to benefit the community. We endeavour to maintain or work with local businesses to promote the work of the school in the

community, and to support a range of local and national charities. Our pupils are familiar with the work of these charities in our community, supporting Salem food bank and when we invite the community to attend the annual coffee mornings and nationally when we raise money for Children in Need.

The school has excellent links with the Community Police Officer who takes a series of lessons with classes throughout the school over the academic year.

We have a strong PTA which provides a huge amount of support to Maesybryn. The PTA takes the school into the community whilst also bringing the community into the school. The PTA organises a range of events throughout the year that invite the whole community to enjoy working together. Maesybryn is firmly part of the community.

15. Review of School Policies

The school has many policy documents covering both curriculum and non-subject areas. These documents are constantly reviewed/revised by staff/governors to incorporate changing trends and legislation. Further information is available on the school website or by contacting the Headteacher during school time.

16. Additional Learning Needs

The school's policy for the Assessment of and Provision for Pupils with Additional Learning Needs is summarised as follows:

The school's policy for the identification, assessment and provision for pupils with additional learning needs is consistent with the requirements of the Additional Learning Needs Code for Wales (approved by the Senedd on 23rd March 2021) under section 4 of the Additional Learning Needs and Education Tribunal (Wales) Act 2018.

The school's Additional Learning Needs Co-ordinator (ALNCo) works closely with all other members of staff to ensure that individual educational plans are developed and implemented to meet the needs of pupils, appropriate to those who require them.

The ALNCo also liaises with all members of staff, to ensure that the progress of all pupils is regularly monitored and assessed and to ensure that each pupil reaches his or her potential.

During the academic year 2023/2024 ??? pupils were in receipt of an Individual Development Plan (IDP)

17. Access for Disabled Pupils

The Governing Body is mindful of the requirements of the Equality Act 2010 and the Special Needs and Disability Act (SENDA) 2001 in

drawing up the School Development Plan/Post Inspection Action Plan, and the day-to-day operation of the whole site.

The school is committed to ensuring that all pupils are able to participate in the school curriculum and (where they desire) in activities such as after school clubs, leisure/sporting events and educational visits. All aspects of accessibility, including access to written information are included in the planning process.

The Authority has in place an Accessibility Strategy Plan and in line with this strategy has had an audit of the school site undertaken, as part of an Authority wide brief, to identify any potential barriers and to improve the access to the school.

18. Fabric of the Building & Provision of Toilet Facilities

The building is generally in a good state of repair. Over the past year minor repairs have been carried out with regard to classrooms and play areas within the school. The majority of these repairs have been completed by our school caretaker and if unsafe to do so the local authority have completed necessary maintenance.

Every term the HT completes a Health and Safety Audit and any concerns are reported to the governing body. Any work required is completed in a timely manner.

Annually, the Governing Body Health and Safety Committee conduct a review of the school premises, guided by Maesybryn School Council. Any concerns are recorded and minutes of such meetings are presented to the full GB.

Sufficient toilet facilities are provided for all pupils. The size and number of toilets available in each area depends on the age of the children in that area.

Toilets are cleaned daily. Soap and hand dryers are available in all toilets.

19. Target Setting

Targets for the school are noted in the School Development Plan. (See point 9 above) Pupils no longer have targets but are measured on achievement of progression steps.

20. Attendance Information

The school attendance was 92.9% for 2023/24. The target for 2024/25 is 94%. Attendance of all pupils is closely monitored.

21. Admission/Transition Arrangements

The County Borough Council is the Admissions Authority for all schools (other than Church schools where the schools governing body is the admissions authority) within the Authority's boundary. The school's admission arrangements are therefore operated in line with the

Authority's policy on school admissions which is contained in the publication Starting School Book. The book is made available to parents at the point of their application for their child's admission to school. The contents of this book can also be accessed online on the Authority's website.

Pupils will usually remain in the school until they complete year six and then transfer to secondary school. This school is a feeder school for Bryn Celynnog Comprehensive School however pupils may apply to attend any secondary school they choose, subject to compliance with the Authority's admissions policy.

22. School Leavers

45 pupils left our school during the last academic year (one child was dual registered with Tai Education Centre) 42 pupils transitioned to Brynncelynnog Comprehensive (40 mainstream and 2 to specialist provision) 1 pupil transitioned to Cardinal Newman, 1 pupil transitioned to specialist provision within Porth County Community School and 1 pupil left to attend Ty Coch.

23. Sporting Aims and Achievements

The school takes part in numerous sporting activities throughout the year including football, rugby, swimming, athletics and netball. The activities are often cluster based with some tournaments arranged by Sport RCT and the Urdd. We also link with Sport RCT in organising Young Sports Ambassadors.

All pupils have weekly PE sessions and over the year our pupils have an opportunity to take part in a range of activities such as games, gymnastics, dance, athletics and swimming. All junior aged children have a term's block of weekly swimming during the year.

We offer a number of after school sporting clubs, some which are facilitated by outside providers and those which are run by staff and parents. Any parent who facilitates an after-school club is required to have a coaching qualification and DBS certificate. Staff are on hand to support supervision.

We aim to provide a healthy curriculum and instil a love of sport. We believe that children should enjoy physical activity but also develop a competitive nature. Many of our pupils have competed for clubs and some at county and national level in sports as diverse as rugby, cricket, swimming, dance, karate, and tennis. Past pupils have continued this interest in sport with several recent leavers winning regional and national awards for gymnastics, basketball and athletics.

24. Healthy Eating

The school is part of the Healthy Schools initiative and has achieved a number of Healthy School leaf awards. The school promotes healthy eating and a healthy lifestyle. This is achieved through assemblies, the

work of the school council and eco committee. As a school we follow the healthy eating guidelines as set out by Welsh Government. Children snack on fruit or veg at breaktime and drink water throughout the day. Our younger pupils receive milk every day.

As a school we:

- Do not allow sweets or fizzy drinks.
- Encourage children to drink water in class at all times.
- Strive for a healthy playground with lots of activities for the children.
- Encourage healthy packed lunches.

MAESYBRYN PRIMARY SCHOOL

PROVISIONAL FINANCIAL STATEMENT FOR 2023/2024

<u>EMPLOYEE COSTS</u>	<u>Total Spent</u>
STAFFING COSTS INCLUDING SUPPLY	£1,350,387
<u>PREMISES RELATED COSTS</u>	
INCLUDES ENERGY, REPAIRS, CLEANING, BUILDING RELATED SLA's	£128,707
<u>TRANSPORT</u>	
INCLUDES INSURANCE, PETROL, TRAVEL CLAIMS	£367
<u>SUPPLIES AND SERVICES</u>	
INCLUDES CAPITATION, ICT, COURSES, PHOTOCOPYING, STAFF INSURANCE, SERVICE SLA's	£111,230
<u>GRANTS</u>	
EIG, PDG, EYPDG, PDGCLA	£146,390
<u>ADDITIONAL INCOME</u>	
INCLUDES WELSH GOVERNMENT GRANTS, MISCELLANEOUS, STAFF INSURANCE CLAIMS,	£78,915