

Ysgol Gynradd **MAESYBRYN** Primary School

# **Governors Annual Report to Parents**



**2024-2025**

Updated: October 2025

Adopted by GB: Autumn Term Meeting 2

6th November 2025

Review Date: **October 2026**

# Foreword from the Chair of Governors

Dear Parent/Carer,

I am pleased to present the Maesybryn Governing Body Annual Report to Parents for 2024-2025.

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.

It has been a very busy, but also very successful year, for Maesybryn Primary School. As you will recall, we welcomed Mr. Roberts back to school and offered a huge thanks to Mrs. Williams for her wonderful work in leading the school in his absence. The school set itself three targets as part of the School Improvement Plan, these being:

1. To improve the teaching of reading with a focus on phonics and group guided reading and to improve the mastery of maths.
2. To improve our understanding of the wellbeing of our pupils and the community to which they belong.
3. To increase the ability of the Governing Body to self reflect and hold the school to account.

A great deal of work has taken place and success has been seen in all. Monster Phonics has been firmly embedded into the routine of school as observed by myself and my fellow governors during our observations. Introducing guided reading to children from Reception has also been a huge success with very positive comments from our Improvement Partner and a case study being shared across the region. Other schools have also been to see how it has all worked. The results were seen in the end of year National Reading Test scores which were excellent when compared to other schools. Staff also introduced a new mathematics scheme with greater emphasis on the mastery of mathematical concepts. Again, this has been shared with other schools as an example of good practice and many of you came to school to see how maths was being taught. Again, National Numeracy Test results were very impressive across the school. We introduced SHRN wellbeing questionnaires for all juniors and this has provided us with a wealth of important information and the school has embarked on the CRED Award for racial diversity to reflect the changing community that our children belong to. Finally, governors have spent a greater amount of time in school watching lessons, looking at books and talking to children this year as well as reflecting on how well we conduct our roles and hold the school to account.

In addition to these successes, the school performed really well in other areas. A group of children reached the Urdd national finals reciting a Welsh poem in May at Margam Park and performed amazingly well. A pupil successfully designed the Christmas Card for our MP Alex Davies-Jones and our football players reached the RCT final, only to narrowly miss out. Finally, our tag-rugby team reached the national finals in Aberystwyth and our older pupils won the Pontypridd District Plate. Altogether a fantastic year.

The governing body were able to set a balanced budget for 2024-2025 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. We have welcomed new governors this year and 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.

No meetings were held with parents in the last twelve months as none were requested following the last Annual Report to Parents.

**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. All have completed the mandatory training elements required by the local authority.

<b>Name</b>	<b>Category of Governor</b>	<b>Appointed By</b>	<b>Retirement Date</b>
Mrs B Channon CBC K Johnson Mr L Addicott Mr C Wells	<b>LEA</b>	<b>Council Members</b>	23.09.2027 13.07.2026 01.09.2029 19.11.2027
Mrs C Francis Mrs K Spear Mrs Zoe Jones Mrs Rhian Smith Mrs. V Lawrence	<b>Parent</b>	<b>Parents</b>	12.12.2025 03.01.2027 19.02.2028 28.04.2028 06.04.2029
Mr S Ashdown Mr J Fish Mr P Powell Mrs J Knezevic	<b>Community Governors</b>	<b>Governors</b>	13.10.2029 30.06.2026 24.06.2029 26.10.2027
Cllr P Fletcher	<b>Minor Authority (if applicable)</b>	<b>Community Council</b>	25.06.2027
Mrs D Fletcher Mrs A Street	<b>Teacher</b>	<b>Teaching Staff</b>	24.05.2027 09.01.2028
Mrs C Richards	<b>Staff</b>	<b>Non-Teaching Staff</b>	17.03.2028
Mr. S Roberts	<b>Headteacher</b>		31/08/2028

When fully constituted this governing body is made up as follows

<b>LEA Representatives</b>	4	<b>Community Governors</b>	4
<b>Parent Governors</b>	5	<b>Teacher Governor(s)</b>	2
<b>Staff Representative</b>	1	<b>Minor Authority (if applicable )</b>	1
<b>Headteacher</b>	1	<b>Total</b>	18

#### **4. Resolutions**

There were no resolutions passed as no formal meeting has been requested by parents.

#### **5. Election of Parent Governors**

The next election of parent governors is due to take place in December 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 or better. In most classes the percentage of pupils scoring above the expected score is considerably higher than the national picture.

School attendance for 2024-2025 was 93.5% with 4.9% of absences authorised and 1.6% being unauthorised.

All pupils leaving Year 6 in July 2025 moved to Bryncelynnog Comprehensive School.

#### **7. Financial Statement**

Enclosed, as appendix A is a copy of the school's financial statement for the Financial Year 2024/25. 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 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 2025.

## 9. School Development Plan

Governors are responsible for drawing up (in conjunction with staff) the School Improvement 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 2024-2025 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 and in line with Curriculum for Wales. 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 skills of literacy, numeracy and digital competence to support and enhance their 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 2025-2026**

<b>Priority 1</b>	<b>Develop the use of metacognition and excellent pedagogy within teaching and learning to improve pupil standards, independence, resilience and growth mindset.</b>
<b>Priority 2</b>	<b>To improve standards of spoken Welsh by pupils and staff.</b>
<b>Priority 3</b>	<b>To ensure that support interventions are better targeted at the needs of pupils through a greater focus on assessment and variety of provision.</b>
<b>Priority 4</b>	<b>To develop the role of pupils as strategic leaders within the school.</b>

**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 and is a target area within the current School Improvement Plan for 2025-2026.

All pupils are taught Welsh as a second language. The aim for our pupils, in addition to becoming increasingly confident in speaking the language, is that they are made aware of their rich culture and heritage and we do this by providing a range of experiences throughout the year and by linking with the Urdd. 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 2025-2026

TERM DATES				
TERM	START DATE	HALF TERM BEGINS	HALF TERM ENDS	END DATE
Autumn 2025	Monday 1 Sept	Monday 27 Oct	Friday 31 Oct	Friday 19 Dec
Spring 2026	Monday 5 Jan	Monday 16 Feb	Friday 23 Feb	Friday 27 March
Summer 2026	Monday 13 April	Monday 25 May	Friday 29 May	Monday 20 July

Mon 1 Sept 2025 and Monday 20 July 2026 will be designated INSET days for **all** LA Maintained Schools. The remaining three 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 4 May 2026** for the May Day Bank Holiday.

Significant dates:    Christmas                    Monday 25 December 2025

                                 Easter                                    Good Friday 3 April 2026  
                                                                                         Easter Monday 6 April 2026

                                 May Bank Holidays Monday 4 May 2025  
                                                                                         Monday 25 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 (22 hrs and 5 minutes per week)

Morning Session    9.00am – 12.00 noon (registration starts at 8:50am)  
Lunch break            12.00 noon -1.10pm  
Afternoon Session    1.10pm – 3.25pm

#### Year 3-Year 6 (23 hrs and 45 minutes per week)

Morning Session    9.00am – 12.15pm (registration starts at 8:50am)  
Lunch break            12.15pm – 1.10pm  
Afternoon Session    1.10pm – 3.25pm

#### Nursery (non-statutory)

Morning Session    9.00am - 11.30am  
Lunch break            11.30am - 1.10pm  
Afternoon Session    1.10pm - 3.15pm

#### **14. Community Focused Schools**

Maesybryn Primary school is a community school. 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.

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 members of the community to attend events such as the annual coffee mornings and when we raise money for charities such as Children in Need. We also offer a Breakfast Club for all parents each morning and a host of after-school clubs are run by staff and external bodies.

The school has excellent links with the Community Police Officer and the Healthy Schools Initiative. We also work with NHS and Social Services colleagues to support families and their children.

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. During the last twelve months a range of policies have been reviewed including, Safeguarding, Health and Safety, Curriculum, Teaching and Learning, School Trips, Class Setting, Anti Bullying, Admissions and Performance Management.

#### **16. Additional Learning Needs**

The school's policy for the Assessment of and Provision for Pupils with Additional Learning Needs is contained within the Curriculum and Teaching/Learning policies and 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 23<sup>rd</sup> 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) is Mrs. Sarah Parker, who works closely with all other members of staff to ensure that individual development plans (IDPs) 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 2024/2025 25 pupils were in receipt of an Individual Development Plan (IDP)

It is the Authority's policy that all children, as far as is possible within the terms of the Education Act 1996 (amended by the Special Educational Needs and Disability Act 2001 and the Additional Learning Needs and Educational Tribunal Act 2018) should be educated in mainstream Welsh, English and dual language schools within their local communities. The Additional Learning Needs Code 2021 provides statutory advice to professionals regarding their roles and responsibilities and further guidance is provided within the Equality Act 2010.

The Additional Learning Needs and Education Tribunal Act 2018 clearly states that most pupils with additional learning needs should receive appropriate and inclusive additional learning provision within their local mainstream Welsh, English or dual language school. However, children with significant and very complex learning difficulties may be offered placement in a Learning Support Class within a mainstream school or in a special school. Maesybryn Primary School hosts two of these classes for children with communication disorders such as autism. Children with significant and highly complex social, emotional and behavioural difficulties may receive their education via RCT's EOTAS (Education Other Than At School) Provision. Decisions regarding specialist placements are made by the Access and Inclusion Service following consultation with parents, schools, health professionals and other relevant support services.

## **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 also required to produce an Accessibility Plan which is published on our website.

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.

There are sufficient toilets for all staff and pupils within the school. There are currently 14 boys and 14 girls toilets within the school and eight staff toilets. These are all cleaned daily and checked upon during the day. The caretaker is responsible for ensuring adequate paper supplies and soap throughout the school day. Sanitary bins and supplies are available for older girls in two of the toilets.

## **19. Target Setting**

Targets for the school are noted in the School Improvement Plan. (See point 9 above) Pupils no longer have targets but are measured on achievement of progression steps. Termly meetings are held with teachers and senior leaders to monitor each child's progress and ensure that support is provided to those in need. Each child is aware of how they can improve.

## **20. Attendance Information**

The school attendance was 93.5% for 2024/25. This was an increase of 0.6% on the previous year. The target for 2025/26 is 94%. Attendance of all pupils is closely monitored by the school and the Attendance and Wellbeing Service (AWS) of the local Authority. Parents are regularly informed of whole school attendance and of their own child's attendance when there are concerns.

## **21. Admission/Transition Arrangements**

RCTCBC 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 Bryncelynnog Comprehensive School however pupils may apply to attend any secondary school they choose, subject to compliance with the Authority's admissions policy.

## **22. 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. Last year our football team reached the RCT finals for the second year in a row whilst our rugby team won the Pontypridd Schools Plate tournament. Our tag rugby team reached the national finals in Aberystwyth.

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.

### **23. 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.

### **24. Additional Information**

All school events are detailed in the weekly newsletter to parents and are available on the school website. Policies and documents are also available on the website or can be obtained from the school office.

**MAESYBRYN PRIMARY SCHOOL**

## PROVISIONAL FINANCIAL STATEMENT FOR 2024/2025

<b><u>EMPLOYEE COSTS</u></b>	<b><u>Total Spent</u></b>
STAFFING COSTS INCLUDING SUPPLY	£1,440,397
<b><u>PREMISES RELATED COSTS</u></b>	
INCLUDES ENERGY, REPAIRS, CLEANING, BUILDING RELATED SLA's	£132,920
<b><u>TRANSPORT</u></b>	
INCLUDES INSURANCE, PETROL, TRAVEL CLAIMS	£0
<b><u>SUPPLIES AND SERVICES</u></b>	
INCLUDES CAPITATION, ICT, COURSES, PHOTOCOPYING, STAFF INSURANCE, SERVICE SLA's	£156,948
<b><u>GRANTS</u></b>	
EIG, PDG, EYPDG, PDGCLA	£229,967
<b><u>ADDITIONAL INCOME</u></b>	
INCLUDES WELSH GOVERNMENT GRANTS, MISCELLANEOUS, STAFF INSURANCE CLAIMS,	£84,908