

Caerau Primary School Governors' Annual Report to Parents



**Academic Year
2021 / 2022**

Welcome from Chair of Governors

Dear Parents,

As governors we would like to recognise the efforts and good work of all staff in contributing to the school's continuing progress and in maintaining good practice in many areas.

The governing body recognise that these high standards could not be achieved without the dedication of our entire school staff. From the teaching staff who develop our pupils academically, the kitchen and dining staff who provide healthy meals, the cleaning and caretaking staff who ensure we have a clean and safe environment in which to teach.

Finally, I would like to say that none of this would be possible without the support of you, our parents, grandparents and carers.

Thank you to all staff, children, parents and members of the community that make our school successful.

Thank you

Mrs R Goodall

A message from the Headteacher

Dear Parent/Carer,

I'd like to take this opportunity to thank you all for your continued support of our school this year. Caerau Primary School continues to be a happy and successful school and that is only achieved by all stakeholders; parents, staff, pupils and Governors, working together.

Once again, we have had a very busy and successful year, with lots of learning experiences taking place despite the difficulties that were again presented by Covid. As a school our pupils continue to make good progress during their time with us. It continues to be a privilege to be leading the School and we have a fantastic team here and wonderful pupils who all help to ensure that our school is the best place to learn.

Through regular monitoring activities, we continue to ensure that teaching and learning remains at a high standard in our school. I look forward to your continued support.

Mrs J Roche
Acting Headteacher

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 Simone Delaney.

Email address is simone.delaney@schoolgovernancesolutions.com

2. Chairperson of the Governing Body

The Chairperson of the Governing Body is Mrs R Goodall C/O Caerau Primary School

Members of the Governing Body

The following people are currently members of the Governing Body.

Governor	Category
Mrs. J. Williams	Community Governor
Cllr. S. Smith	Community Governor (Vice COG)
Cllr A. R. Davies	Community Governor
Rev. B.Reaney	Community Governor
Mr. P. John	LA Governor
Ms. L. Sampson	LA Governor
Cllr. P. Davies	LA Governor
Mrs. R. Goodall	Parent Governor (COG)
Mrs. S. Burgoyne	Parent Governor
Mrs. N. Shearan	Parent Governor
Mr s. R. Kehoe	Staff Governor
Mrs. J.Roche	Teacher Governor
Mr . J. Bibby	Teacher Governor

The Governing Body

The role of the Governing Body is to provide strategic management, and to act as a critical friend, supporting the work of the Head teacher and other staff.

The full Governing Body usually meet once each term, but under special circumstances they may need to have extra-ordinary meetings, but these are very rare.

The Governors at Caerau Primary use a committee structure to undertake their monitoring and evaluation roles. Membership and terms of reference of the committees are determined annually. Finance, Staffing, Admissions, Health and Safety, Curriculum and Complaints committees are examples. These committees meet outside of the full Governors meetings, as required, to discuss specific issues that arise throughout the year. Each committee reports fully to the whole Governing Body through its agenda/minutes.

No Governors claimed any expenses for fulfilling their duties on the Governing Body during the year.

The Clerk to the Governing Body is provided by the Local Authority and is currently Simone Delaney.

4. Resolutions

There were no resolutions passed at the last meeting.

5. Election of Parent Governors

There are no Current Vacancies

6. Financial Statement – Period Covered

Enclosed, as appendix A is a copy of the school's financial statement for the Financial Year 2021/22.

7. 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 is available from the office to all parents on request and from the school website.

8. School Development Plan

School Vision

"Learning for Life"

(High Standards, Solid Foundations)

Core Values

Learning, Respect, Wellbeing, Compassion, Independence

Our Mission Statement

Caerau Primary School is a caring community where we aim to promote a culture where every child and adult feels valued, respected and listened to. We promote learning in all aspects of school life through teamwork, collaboration and shared responsibility

Our vision for education at Caerau Primary is based on 4 purposes which we want all of our pupils to develop during their time with us. We want our pupils to be:

- ***Ambitious, capable learners***
- ***Enterprising, creative contributors***
- ***Ethical, informed citizens***
- ***Healthy, confident individuals.***

Alongside our vision, we hold a set of values that we aim to develop within our pupils and staff. Not only do we want to develop our pupils academically but believe that our role as a school is to also promote our pupils well-being and self-esteem too.

What we are trying to improve?

Within the school we continue to identify ways of improving our way of teaching and learning. This is a result of evaluating and monitoring what is going on and what impact is being had. Along with other key headline areas, during the next academic year we particularly want to improve our;

Target 1: To further develop effective roles and responsibilities across the school

Target 2 – To continue to improve teaching and learning in line with new curriculum

Target 3 – To further develop and refine an effective curriculum.

Target 4 – To further develop provision for supporting well-being, equity and inclusion

From September 2022 all schools in Wales will be implementing a new curriculum that has been co designed by stakeholders.

9. Use of the Welsh Language - Communication

The main language of Caerau Primary School is English. However, a number of staff are able to communicate through the medium of Welsh and English.

Incidental Welsh is encouraged within school practice and Welsh speaking members of staff are encouraged to use the language as much as possible so that the children hear the language on a regular basis. The children have a daily question and answer session where they practice a variety of language patterns and conversational phrases (Helper Heddiw sessions).

We also ensure that the curriculum has a distinctly Welsh aspect (Curriculum Cymreig).

Timetabled Welsh lessons take place every week. Patterns of language covered are reinforced during these dedicated Welsh lessons.

The school is currently working towards the Siarter Iaith Bronze award.

10. **Term Dates and Holidays 2022/2023 Academic**

This table contains term dates for year 2022/23	Autumn Term 2022	Spring Term 2023	Summer Term 2023
Begins	Monday 5th September	Monday 9 th January 2023	Monday 17th April 2023
Half term	Monday 31st Oct - Friday 4 th November 2022	Monday 20 th February – Friday 24 th February 2023	Monday 29th May - Friday 2nd June 2023
Ends	Friday 23rd December 2022	Friday 31 st March	Monday 24th July 2023
TOTAL DAYS 195			

Inset Days

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

2nd September

3rd September
24th September
22nd October
29th November
10th December
17th December

The school day is organised as follows;

Breakfast Club	All pupils	8.10 am to 8.40 am Entry between 8:10 am and 8:20 am
Progress Step 1	Nursery & Reception	8:50 am to 3:10 pm 8:50 am to 12.50 pm on a Friday.
Progress Step 2	Years 1, 2 and 3	8:40 am to 3:20 pm 8:40 am to 1:00 pm on a Friday.
Progress Step 3	Years 4, 5 and 6	8:40 am to 3:20 pm 8:40 am to 1:00 pm on a Friday.
After school club	PS2 and PS3	3:20 pm to 4:15 pm

11. Community Focused Schools

In school we have regular visits from our local PCSOs, our community Police Officer and the local Fire Brigade who deliver community lessons to the pupils. We take part in the Mini Police project and will be continuing this in 2022-23.

12. Review of School Policies

The school has a large number of 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 by contacting the Headteacher during school time.

13. 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 Special Educational Needs Code of Practice for Wales issued by the Welsh Assembly Government in January 2002. There are changes to ALN policy and practice with the introduction of the ALN Bill which will come into force in September 2021.

The school's Additional Learning Needs Co-ordinator (ALNCo) works closely with all other members of staff to ensure that appropriate 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.

Mrs G Lovett is responsible for the overall running of the ALN policy and Mrs J Matthews for the MAT register. Our Learning Support Officers offer valuable extra support to these children, both individually and within small groups.

14. Access for Disabled Pupils

The Governing Body is mindful of the requirements of the Disability Discrimination Act (DDA) 1995 and The Special Needs and Disability Act (SENDA) 2005 in drawing up the School Development Plan and the daily operation of the whole site.

We are keen to ensure that the needs of each individual in the school, regardless of ability or disability, should be met as far as possible. The head teacher will discuss the needs of each pupil wishing to be admitted to the school with their parents/carers and with any other agency involved. The governing body is committed to planning for the needs of people with disabilities. The School Accessibility Plan is available to read in school or on the website.

15. Fabric of the Building & Provision of Toilet Facilities The building is generally in a good state of repair. Over the past year the following refurbishment/repairs have been carried out:

Fences replaced in the Poly Tunnel
Redeveloped pond area

There are a good number of toilet facilities available for all pupils of all ages.

Each pair of classrooms have a shared toilet.

There are also toilets in all corridors.

The school employs its own cleaners. The Headteacher and Caretaker are responsible for checking on standards of cleanliness throughout the school.

16. Attendance Information

The school continues to challenge all incidents of lateness, follows up all unexplained absences and applies

Term	% authorised absences	% non-authorised absences	% attendance
Autumn Term	9.2	6.3	84.5
Spring Term	10.3	3.8	85.9
Summer Term	10.1	5.5	84.4

consistent criteria to the authorisation of term-time holiday requests. The school complies with all Local Authority guidelines in respect of reducing pupil absence.

A number of parents continue to arrive at school after the start of the school day. This can have a negative impact on the school's attendance figures, is highly disruptive to the start of the day in class, and the smooth running of the school. We work in partnership with the education welfare officer (EWO)

Absence from school is a contributing factor in low pupil achievement, so the Welsh Assembly Government is targeting improved attendance. Parents can help this situation by informing the school if they feel that there

are any problems that are preventing pupils from attending or causing the pupil to feel that they do not want to attend school.

17. 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. This policy can be accessed on the Bridgend 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 Maesteg Comprehensive School, however, pupils may apply to attend any secondary school they choose subject to compliance with the Authority's admissions policy.

18. Sporting Aims and Achievements

The school takes part in numerous sporting activities throughout the year including football, rugby, netball, street dance and swimming. Pupils are given the opportunity to choose which extra-curricular clubs they would like. .

PS3 pupils take part in swimming lessons and a series of swimming lessons during the Autumn term of 2022 at Maesteg Swimming Pool.

19. Healthy Eating

We are committed to ensuring that the children in our care grow into healthy adults, this being the first of the five principal requirements of the Children Act 2004 ('Every Child Matters'), i.e. that they:

- be healthy;
- stay safe;
- enjoy and achieve;
- make a positive contribution;
- achieve economic well-being.

The school does its utmost to teach children the key points about living a healthy life, including the importance of eating healthy food and keeping fit. We continue to work towards the National Healthy School Standards, and our Whole-School Food and Fitness Policy is designed to contribute a vital element to our strategy of creating a school environment in which children can thrive. We believe that it is only through a whole-school approach that the key messages about food, drink and fitness can be really effectively conveyed

As we are part of Bridgend's Healthy Schools scheme, we encourage pupils to bring a healthy packed lunch to school. We will encourage children to drink plenty of water by providing them with access to fresh water, and regular opportunities to drink water throughout the day. Children will be encouraged to buy fruit to eat at break times if they wish to have a snack. They will not be allowed to eat crisps or sweets. Children will be actively encouraged to participate in sports and to engage in fitness activities during break times.