

Rhondda Cynon Taf County Borough Council

Governing Body of Llantrisant 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 Anneli Hunt.
Ty Trevithick, Abercynon, Mountain Ash, CF45 4UQ.

2. Chairperson of the Governing Body

The Chairperson of the Governing Body is Mrs Jane Chapman, c/o Llantrisant Primary School, Coed yr Esgob, Llantrisant, CF72 8EL.

3. Members of the Governing Body

The following people are currently members of the Governing Body.

| Name | Category of Governor | Appointed By | Retirement Date |
|--|-----------------------------|---------------------------|--|
| Cllr G Holmes Mrs M Phillips Mr R Hughes | LEA | Council Members | 14/02/2022 23/05/2023 19/11/2023 |
| Mr M Chennells Mrs J Chapman VACANCY | Community Governors | Governing Body | 06/11/2022 12/11/2023 |
| Mrs R Boulter Mrs L Clark Mrs C White VACANCY | Parent | Parents | 23/10/2024 09/10/2023 09/10/2023 |
| Cllr Adam Robinson | Minor Authority | Community Council | 13/10/2024 |
| Mr Scott Howells | Teacher | Teaching Staff | 29/09/24 |
| Mrs L Cowley | Staff | Non Teaching Staff | 03/12/2021 |
| Mrs L Davies | Headteacher | | |

When fully constituted this governing body is made up as follows

| | |
|-----------------------------|---|
| LEA Representatives | 3 |
| Parent Governors | 4 |
| Staff Representative | 1 |
| Headteacher | 1 |

| | |
|----------------------------|----|
| Community Governors | 3 |
| Teacher Governor | 1 |
| Minor Authority | 1 |
| Total | 14 |

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 on October 2020
If, however, any Parent Governor(s) resign before this date arrangements will be made for an election to be undertaken at the appropriate time.

6. School Performance Data

This information is not available due to the pandemic restrictions.

7. Financial Statement – Period Covered 2019 – 2020

Enclosed, as appendix A is a copy of the school's financial statement for the Financial Year 2019/20.

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 or transferring from Infant to Junior school or Junior/ Primary to Comprehensive School.

Parents are informed if any amendments are made to the existing prospectus.

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 2019/20 academic year has been considered and approved by Governors and is currently being implemented by the staff. The targets set include short, medium and long-term aims. Targets are regularly reviewed by the Governing Body. Further information on the current targets and progress being made will be available at the meeting.

Current Targets are:

| |
|--|
| Target 1 To refine and embed teaching and learning approaches in line with the new Curriculum for Wales pedagogical principles, focussing on creating a culture of Growth Mindset and developing pupil autonomy |
| Target 2 Continue to develop leadership of English and Welsh to maintain high outcomes. (develop pillars of expectation across the school through a new scheme of work and consistency of approach) |
| Target 3 Review and audit current practices in ALN to ensure compliance with the new ALN Act. |
| Target 4 Review practices in the teaching of maths with a particular focus on developing pupils' reasoning skills. |

The curriculum experienced by pupils in our school is delivered through a mixture of theme based imaginative learning projects and discrete subject teaching. This mixture enables us to achieve a broad and balanced coverage of the curriculum in keeping with the stage of development of the children.

We use 'Cornerstones' as a planning scheme to ensure variety and coverage of the Foundation Phase and National Curriculum subjects. These are planned into 'themes' for example, the focus may be on humanities or science and technology another term. English, mathematics and science are taught discretely. High standards of literacy and numeracy are expected across all curriculum areas in-line with the Literacy and Numeracy Framework (LNF). The school also incorporates the Digital Competency Framework (DCF) into the curriculum and we are beginning to prepare for the new Curriculum for Wales (2022).

The school implements ELSA and Thrive in order to support social and emotional development and teachers and support staff use a variety of strategies for assessment for learning e.g.

The Foundation Phase Curriculum is based on experiential learning and active involvement with emphasis on e.g. skills, positive attitudes, self-esteem and outdoor activities.

10. Use of the Welsh Language - Communication

This 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. Government have stated that they wish to have 1 million Welsh speakers in Wales by 2050, consequently, there is a huge focus on the teaching and learning of Welsh in

schools. The introduction of Cymraeg Campus Language Charter aims to increase the use of Welsh by all stakeholders including the wider school community. The school is currently working towards its Bronze Award. This included 10 targets that need to be achieved and the school has developed a Criw Cymraeg – a group of pupils who will be promoting the Welsh language throughout the school and will lead the Charter.

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 catered for according to their needs with input from appropriate personnel. The school is proud to support the Welsh language and understanding the Welsh ethos supports the pupils in their daily lives 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 10 minutes every day practising their oracy in Welsh. As the children progress through the school, they have an hour long Welsh lesson that focusses on reading and writing.

11. Post Inspection Action Plan

Governors are responsible for drawing up the Action Plan to address any key issues raised by Inspectors during the (external) inspection of the School. Parents are provided with a copy of the summary report produced by the inspectors.

Governors monitor progress of the plan at their termly meetings. More detailed information on the progress made will be given at the meeting if required.

Term Dates and Holidays 2020/2021 Academic Year

| Term | Begin | Half term | | End | No. of School Days |
|-------------|----------------------------|--------------------------|--------------------------|----------------------------|--------------------|
| | | Begin | End | | |
| Autumn 2020 | Tuesday 1 Sept 2020 | Monday 26 Oct 2020 | Friday 30 Oct 2020 | Friday 18 Dec 2020 | 74 |
| Spring 2021 | Monday 4 Jan 2021 | Monday 15 Feb 2021 | Friday 19 Feb 2021 | Friday 26 Mar 2021 | 55 |
| Summer 2021 | Monday 12 April 2021 | Monday 31 May 2021 | Friday 4 Jun 2021 | Tuesday 20 July 2021 | 66 |
| | | | | TOTAL | 195 |

Any closure(s) for election purposes are to be balanced during the academic year.

Significant Dates:

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;

Morning - 9.00 a.m. to 12.00 (FP) & 12.15 (KS2)

Lunch break - 12 to 1.15 pm (FP) & 12.15- 1.15 (KS2)

Afternoon - 1.15 p.m. to 3.30 pm

13. 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.

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.

The school nurse works with upper key stage 2 pupils giving talks and lessons on puberty. She also carries out essential height, weight and vision tests on pupils in the foundation phase and immunisations such as the flu vaccine, as appropriate.

The Community Dance Organisation, Afon Dance, run classes after school and Honey Bees use our school as a base for providing after school facilities.

We work with local businesses to promote the work of the school in the local community and we support a range of local and national charities. We also work with local churches supporting Christmas and Easter events and the local priests regularly take assemblies at the school.

The Parent Teacher Association (PTA) is an important organisation in taking the school into the community and also for bringing the community into the school. The PTA organises a range of events throughout the year.

14. 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.

15. 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.

The School's Additional 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 current academic year, 2019/20, on the date of the PLASC census, we had:

- *13% of pupils are on School Action/Early Years Action.*
- *7.8% pupils were on School Action Plus/Early Action Plus*
- *1 pupil undergoing Statutory Assessment.*
- *3.9% of pupils with a statement of Special Educational Needs. (of which 1.61% are mainstream)*

During the 2019-2020 financial year £ 8,296.30 was allocated to meet the requirements of pupils with Additional Learning Needs. In addition, the Local Authority provided additional support for pupils with statements.

There were no changes to the policy during the 2019-2020 academic year.

16. 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/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 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 (ultimately) improve the access to the school.

The LEA has adapted the special needs bathroom into a disabled bathroom to allow access for walking frames etc.

17. 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:

Phase B of the replacement of the school roof
New ceiling tiles in the hall and some areas of the school
Clearly demarcated car parking spaces
General painting and day to day maintenance carried out by the caretaker.

18. Target Setting

This information is not available due to the pandemic restrictions.

19. Attendance Information

This information is not available due to the pandemic restrictions.

20. 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 schools 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.

21. School Leavers

N/A

22. Sporting Aims and Achievements

The school runs numerous sporting activities throughout the year including football, cricket, dance and swimming. We feel that it is very important to promote the benefits of participating in sports both in school and as part of a club. Many of our pupils participate in sports outside school and a number of pupils represent local clubs.

23. Healthy Eating

The school follows the Healthy eating policy outlined by the Welsh Government. Children are encouraged to snack on fruit and drink water throughout the day. The school provides clean, drinking water from a fountain that is easily accessible for children. The school is part of the Healthy School's Award. Foundation Phase pupils also receive milk every day.

All children regularly participate in circuits that are designed onto the school yard.

LLANTRISANT PRIMARY SCHOOL

PROVISIONAL FINANCIAL STATEMENT FOR 2019/2020

| <u>EMPLOYEE COSTS</u> | <u>Total Spent</u> |
|--|---------------------------|
| TEACHERS (including Headteacher/Supply/Reading support) | 367734 |
| MANUAL WORKERS (Caretaker/Supervisory Assistants/Cleaners) | 21629 |
| A.P.T. + C (School Clerks/Nursery Nurses/School Aides) | 91659 |
| . | |
| <u>PREMISES RELATED</u> | |
| REPAIRS TO BUILDING/SITE, (INCLUDING GROUNDS MAINTENANCE/SECURITY) | 10102 |
| ENERGY | 13366 |
| RATES | 10520 |
| WATER | 1660 |
| CLEANING MATERIALS | 14890 |
| <u>SUPPLIES, SERVICES AND OTHER EXPENSES</u> | |
| SCHOOL EQUIPMENT AND FURNITURE | 28245 |
| POSTAGE | 140 |
| TELEPHONES | 250 |
| INSURANCE | 7000 |
| CLERKING GOVERNING BODY/FINANCIAL ADMINISTRATION/PERSONNEL | 5684 |
| USE OF DISTRICT FACILITIES | 1500 |
| MISCELLANEOUS | 17751 |
| TOTAL: | <u>592130</u> |
| <u>INCOME</u> | |
| MISCELLANEOUS | 634297 |
| TOTAL | 634297 |
| Underspend 2019/2020 £42167 | |