

Annual Governor Report to Parents 2017-18



Governor's Annual Report

September 2018

***Adroddiad Blynyddol y
Llywodraethwr***

**ANNUAL REPORT OF THE GOVERNING BODY OF
CRAIGFELEN PRIMARY SCHOOL – GROUP S20**

The Governing Body of Craigfelen Primary School will consist of 14 members whose role is to represent the interests of the School and the Community. This Annual Report to Parents has been produced by the school's Governing Body. The school's governors are:

<u>Governors appointed by the LEA:</u>		<u>Date term of office ends</u>	<u>Position</u>
Mr. Rhys Jones	LEA	19/02/2020	OTH
Mr. Greg Jones	LEA	18/03/2020	OTH
VACANCY	LEA		
Cllr. Julie Davies	ACO	16/06/2019	OTH
<u>Governors appointed by Parents:</u>			
Mrs Sally Sullivan	PAR	11/12/2020	OTH
Mrs. Amanda Foster	PAR	03/03/2019	OTH
Miss Katie Davies	PAR	14/03/2020	OTH
Mr. Darran Roper	PAR	11/12/2020	OTH
<u>Community (Co-opted) Governors</u>			
Mrs. Sue Feathers	CO	16/06/2021	OTH
Mr. Ian Jenkins	CO	16/06/2021	OTH
Cllr. Paulette Smith	CO	11/03/2021	OTH
<u>Governors elected by Teaching Staff</u>			
Mr J Taylor	TEA	18/01/2021	OTH
<u>Governors appointed by Staff:</u>			
Mrs. Sarah Bartlett	TA	12/11/2021	OTH
<u>Head teacher</u>			
Mrs. Alison Williams	Head teacher		HT
<u>Clerk to the Governors</u>			
Mrs. Beverley Bennett	CLK		CLK

Annual Governor Report to Parents 2017-18

Tenure of Office:	All Governors are appointed to serve for four years
Chairperson of Governors:	Mr. Ian Jenkins
Clerk to Governors:	Mrs. B. Bennett

All governors can be contacted via the school.

The Governing Body as a whole meets at least once a term to consider various items:-

- **Curriculum**
- **School Development Plan**
- **Health and Safety**
- **Staff and Governor Training**
- **Link with the community**
- **School Security**

At each meeting the Head teacher submits a report in areas such as:-

- **Staffing**
- **Home School Links**
- **School Activities**
- **Curriculum**
- **Building Repairs**
- **Pupil Achievement**

These sub committees have been established to link directly with the school's self-evaluation processes. Each committee will focus on a relevant priority from our school development plan. The following statutory committees are linked to the most relevant subcommittee.

The following committee's also meet at least once a term:-

Subcommittee 1: Standards and well being

- Inclusion
- Head teacher and deputy head selection panel
- Head teacher performance management appeals committee
- Teacher performance management appeal committee
- Staff grievance committee
- Staff capability committee
- Pupil Outcomes (including self-evaluation, achievement and attainment and development planning)
- Appointments committee

Subcommittee 2: Provision

- Finance
- Creating a context for effective learning (including Premises and Health and Safety)
- Pupil Voice and Safeguarding
- Pupil Discipline and Exclusions committee
- Curriculum Planning
- Pay review appeals
- Pupil discipline and exclusions appeals committee

Subcommittee 3: Leadership and Management

- Headteacher Performance Management and Appraisal
- Partnership Working
- Resource Management
- Governor training and development
- Pay review committee
- Complaints committee
- Staff grievance appeals committee
- capability appeals committee

At these meetings various issues are discussed including reviews of school policies and procedures. Any parent who wishes to raise an issue for discussion is welcome to do so and should contact Mrs. Bennett: Clerk to the Governing Body or alternatively issues can be raised with the Parent Governors.

Annual Governor Report to Parents 2017-18

Dear Parent (s) / Guardians.

After a very successful year for our school during which Estyn judged our school to be 'outstanding' with three excellent and two good judgements, our school continues to make me feel extremely proud as Chair of Governors. The last academic year ended with the school being asked by Welsh Government to present our work about schools as learning organisations at their conference in Cardiff. Schools that are learning organisations have the capacity to adapt to changes and try out new approaches, so that they can improve learning and outcomes for all their pupils. Developing Welsh schools into learning organisations is important to Wales to support the ongoing implementation of the new curriculum.

The new classroom extension has been completed and has provided some additional space for Miss Parcell's class to accommodate our ever growing number of pupils.


I would like to thank you all for your continued support. I truly believe that our school is like one very large family who support and care for one another.

As always, the staff and governors are always there for you. Please don't hesitate to contact the school if you have any issues or concerns.

I look forward to seeing you all at events planned for this term

A big thank you to everyone, and another super year for Craigfelen School.

Yours sincerely,

A handwritten signature in black ink that reads "I. Jenkins". The signature is written in a cursive style with a large initial 'I'.

Ian Jenkins
Chairman of Governors

Annual Governor Report to Parents 2017-18

Dear Parent(s) / Guardian(s).

After reading the letter I wrote last year for this report, it is so pleasing to reflect yet again on a wonderful year at our school. Estyn has judged our school as 'outstanding' and we will shortly be presented with a certificate of excellence at their forthcoming awards ceremony in Cardiff.

Our governing body restructure continues to be very successful and this was reflected in our recent Estyn inspection report. Governors continue to work alongside our school council to ensure our priorities are met. One of these priorities has been to develop handwriting skills. Thanks to your support and the hard work of staff and your children, results have been very pleasing and we will continue to develop our strategies this year. Our only recommendation from our inspection is to continue to develop standards and progress in Welsh as a second language. We will be developing a whole school project focusing on bilingualism and celebrating being a school in Wales during the Spring term.

I feel very fortunate to work in such a caring community where successful partnerships are at the heart of everything we do. This continues to create a culture of increased self-confidence within staff and pupils, which ensures we continue on our journey of continuous improvement.

Our new extension to our junior classroom has provided a wonderful new learning environment for our pupils. School budgets are under increasing pressure across Wales. It is a reflection of the sound financial management that we are able to provide the best learning environments and provision for all our pupils.

It continues to be a pleasure to come to work every day to see our pupils' blossom! Leading a team of such dedicated professionals who are willing to dedicate themselves to ensuring every pupil achieves their best is a very privileged position.

As always, my door is always open to you. This will be my seventh year as head teacher and I feel I know you all very well! Together we can make prepare our children for the world that lies ahead of them.

I look forward to another successful 2018-19.



Mrs. Alison Williams
Head teacher

ATTENDANCE

Annual attendance and absence figures 2017-18

Period: 04/09/2017 to 24/07/2018

Pupils DOB Range: 01/09/2002 - 31/08/2013

Group	Presents	AEA	Authorised Absences	Unauthorised Absences	Possible	% Attend
Reception	86.7	0.7	11.6	1.1	100.0	87.4
Year 1	90.3	1.6	6.8	1.3	100.0	91.9
Y1/2	92.9	1.4	5.1	0.5	100.0	94.4
Y3/4	91.2	1.2	6.5	1.1	100.0	92.4
Y4/5	90.3	1.7	6.9	1.2	100.0	91.9
Y5/6	87.6	6.3	5.5	0.6	100.0	93.9
Totals	89.8	2.3	6.9	0.9	100.0	92.2

The school has set a target of 94% for 2018-19.

MOST RECENT SCHOOL COMPARATIVE REPORTS IN PERFORMANCE IN END OF KEY STAGE TEACHER ASSESSMENTS

Foundation Phase Outcomes 2017

SCHOOL & NATIONAL

School Comparative/Validation 2017 (End of Foundation Phase Outcomes - Pupils)



(Table 2 of 2 - PUPIL NUMBERS)

Swansea
CRAIGFELEN PRIMARY SCHOOL

	N	D	W	1	2	3	4	5	6	A
Personal and social development, well-being and cultural diversity	0	0	0	0	0	0	0	7	14	0
Language, literacy and communication skills (in Welsh)	0	0	0	0	0	0	0	0	0	0
Language, literacy and communication skills (in English)	0	0	0	0	0	0	1	11	9	0
Mathematical development	0	0	0	0	0	0	1	12	8	0

Optional Areas of Learning:

Creative development	0	0	0	0	0	0	0	0	0	0
Physical development	0	0	0	0	0	0	0	0	0	0
Knowledge and understanding of the world	0	0	0	0	0	0	0	0	0	0
Welsh language development	0	0	0	0	0	0	0	0	0	0

FPI **

School 20

Cohort = 21

Notes

N: Not awarded a level for reasons other than disapplication.

D: Disapplied under section 364 or 365 of the Education Act 1996, now effected through sections 113-116 of the Education Act 2002.

W: Currently working towards Foundation Phase Outcome 1.

A: Performance Above Foundation Phase Outcome 6.

MOST RECENT SCHOOL COMPARITIVE REPORTS IN PERFORMANCE IN END OF KEY STAGE TEACHER ASSESSMENTS

Summary of National Curriculum Assessment results of pupils in the school (2018) and nationally (2017) at the end of Key Stage 2 as a percentage of those eligible for assessment.

		N	D	NCO 1, 2, & 3	1	2	3	4	5	6+	4+
English	School	0	0	0	0	0	13	47	33	0	80
	National	0.1	0.4	-	0.4	1.4	6.2	46.4	43.0	1.7	91.1
Oracy	School	0	0	0	0	0	7	53	33	0	87
	National	0.1	0.4	-	0.4	1.1	6.2	45.4	44.0	2.0	91.4
Reading	School	0	0	0	0	0	13	40	40	0	80
	National	0.1	0.4	-	0.4	1.4	6.8	45.0	43.6	1.9	90.5
Writing	School	0	0	0	0	0	13	60	20	0	80
	National	0.1	0.4	-	0.5	1.8	10.3	49.9	35.2	1.4	86.6

Cymraeg	School	0	0	0	0	0	0	0	0	0	0
	National	0.1	0.1	-	0.3	1.1	6.8	50.1	39.7	1.8	91.6
Oracy	School	0	0	0	0	0	0	0	0	0	0
	National	0.1	0.1	-	0.3	0.9	6.3	48.7	41.6	2.0	92.3
Reading	School	0	0	0	0	0	0	0	0	0	0
	National	0.1	0.1	-	0.3	1.1	7.6	48.3	40.6	1.9	90.8
Writing	School	0	0	0	0	0	0	0	0	0	0
	National	0.1	0.1	-	0.4	1.7	11.0	53.1	32.3	1.3	86.8

Mathematics	School	0	0	0	0	0	0	40	53	0	93
	National	0.1	0.4	-	0.4	1.2	6.0	44.6	45.3	1.8	91.6

Science	School	0	0	0	0	0	7	53	33	0	87
	National	0.1	0.4	-	0.3	1.1	5.5	45.8	46.2	0.2	92.2

Core Subject Indicator	School	80
	National	89.5

D represents pupils who have been disapplied under sections 113 - 116 of the 2002 Education Act, or pupils for whom teachers were unable to provide an assessment.

N represents pupils not awarded a level for reasons other than disapplication. National Curriculum Outcomes 1, 2 and 3 describe achievements below level 1.

The general expectation is that the majority of 11 year olds will attain level 4.

The Core Subject Indicator represents the percentage of pupils achieving level 4 or above in English or Welsh (first language), mathematics and science in combination.

Annual Governor Report to Parents 2017-18

% boys at each level

		N	D	NCO 1, 2, & 3	1	2	3	4	5	6+	4+
English	School	0	0	0	0	0	40	40	20	0	60
	National	0.2	0.5	-	0.6	1.9	7.8	50.2	37.2	1.2	88.7
Cymraeg	School	0	0	0	0	0	0	0	0	0	0
	National	0.1	0.1	-	0.4	1.4	9.2	55.9	31.4	1.3	88.6
Mathematics	School	0	0	0	0	0	0	40	60	0	100
	National	0.1	0.5	-	0.5	1.5	6.7	43.6	44.6	2.1	90.3
Science	School	0	0	0	0	0	20	60	20	0	80
	National	0.2	0.5	-	0.5	1.5	6.4	46.7	43.7	0.2	90.6

Core Subject Indicator	School	60
	National	87.3

% girls at each level

		N	D	NCO 1, 2, & 3	1	2	3	4	5	6+	4+
English	School	0	0	0	0	0	0	50	40	0	90
	National	0.1	0.3	-	0.3	0.8	4.6	42.3	49.1	2.2	93.7
Cymraeg	School	0	0	0	0	0	0	0	0	0	0
	National	0.0	0.1	-	0.2	0.7	4.4	44.5	47.7	2.3	94.6
Mathematics	School	0	0	0	0	0	0	40	50	0	90
	National	0.1	0.3	-	0.2	0.8	5.2	45.6	46.0	1.4	93.1
Science	School	0	0	0	0	0	0	50	40	0	90
	National	0.1	0.3	-	0.2	0.7	4.5	44.8	48.9	0.3	94.0

Core Subject Indicator	School	90
	National	91.9

D represents pupils who have been disapplied under sections 113 - 116 of the 2002 Education Act, or pupils for whom teachers were unable to provide an assessment.

N represents pupils not awarded a level for reasons other than disapplication. National Curriculum Outcomes 1, 2 and 3 describe achievements below level 1.

The general expectation is that the majority of 11 year olds will attain level 4.

The Core Subject Indicator represents the percentage of pupils achieving level 4 or above in English or Welsh (first language), mathematics and science in combination.

TARGET SETTING INFORMATION

Autumn 2018 Target Setting Summary

All targets should be expressed as percentages. Please complete only rows relevant to your school.

Please re-name local targets to show what they refer to.

School	Craigfelen Primary School			
Key Stage	Target	2018-19	2019-20	2020-21
Foundation		72%	82%	81%
Key Stage 2	<i>Core Subject Indicator</i>	76.00%	77.00%	79%
	<i>English L4+</i>	76.00%	77.20%	79%
	<i>English L5+</i>	28.00%	23.00%	16%
	<i>Welsh First Language L4+</i>			
	<i>Mathematics L4+</i>	84%	84.00%	87%
	<i>Mathematics L5+</i>	32.00%	33%	21%
	<i>Science L4+</i>	76.00%	84.20%	79%
	<i>Science L5+</i>	28.00%	21.50%	16%
Attendance	<i>For pupils in statutory age groups only</i>	94.00%	94.50%	94.50%

COMMUNITY LINKS INCLUDING LINKS WITH POLICE

The school has developed many successful links with the community. Graigos Café will be developing some new ideas this term including afternoon teas and parent toddler groups. The school also linked with our local councillor Paulette Smith and MP Tonia Antoniazzi to run a free lunch club during the six weeks holidays in the summer. Regular visits from our PSCO ensure our school sits at the heart of our community. Lessons from our police liaison officer also ensure our children know how to keep themselves safe and be positive role models for our community.



ARRANGEMENTS FOR PUPILS TO PARTICIPATE IN SPORT AND EXTRA CURRICULAR SPORTS ACTIVITIES

2017-18 was another successful year for sport in Craigmalen. We had record attendances for sporting clubs. Football club regularly exceeded 35 children. Here are some highlights of sporting performances this year:

Football- The school team had a very successful year. We entered two teams into the Swansea Valley Rotary Club Football Festival. One team reached the quarter finals of the plate competition whilst the other won the plate competition. We played regularly in festivals organised by the Swansea Schools Football association. Over 40 children represented the school in the various football festivals and matches. We also had the opportunity to visit the Swansea City AFC Academy in Landore and take part in a training session with the academy players. Our girls football team has gone from strength to strength and reached the finals evening of the Swansea Schools FA coming second in their group.

Rugby- School rugby has been very hard to organise this year with little support from the Ospreys or WRU. All matches or festivals we have attended have been organised by staff. The one festival organised by the Ospreys was Ospreys Beach Rugby Festival which was a fantastic day for all of the children. Rugby is a sport that we are hoping to develop over the coming year in partnership with Vardre RFC and local primary schools.

Cricket- Again poor weather cancelled many cricket festivals and matches this year. We did get to attend one festival where our inexperienced team played really well against some much more experienced schools.

Cross Country- For the third year in a row we entered the Swansea Schools Cross Country Championship. We took a boys and girls team to the heats where both teams performed well finishing 4th overall.

Athletics- We again entered the Swansea Schools Athletics Championship this year taking part in indoor and outdoor heats at the University Running Track. In our heat we finished 3rd.

Dance- This year we had a very successful dance club, run by Mr Franks, 20 children attended this club every week and the club culminated in a dance performance to an audience of over 50 people.

Beach Volleyball- Children from year 5/6 had the opportunity to visit the Beach and Water Sports Centre on Swansea Bay, where they experienced playing beach volleyball. This was a fantastic experience and one which all of the children enjoyed.

Borfa Residential 2018- Once again we visited the Borfa Activity Centre to take part in a week long programme of outdoor/adventurous activities. The activities involved climbing, abseiling, rock hopping, orienteering, surfing and gorge walking. The children had a super time and did not want to go home at the end of their stay.



DETAILS OF POLICY REVIEW OR STRATEGY ADOPTED BY GOVERNING BODY

Policy	Outcome
Child Protection School prospectus Admissions policy Pay Policy Governors report to parents including action plan Performance management Curriculum policy Register of business interests of HT and governors School development plan SEN policy Sex education policy Pupil discipline (including anti bullying policy) safeguarding Non-statutory School self-evaluation report Teaching and Learning Policy All individual subject policies School toilet policy E safety policy	All approved and accepted

OUR CURRICLUM

The development of entrepreneurial skills has been part of the school 's curriculum development for the last 6 years, but due to the success of initiatives such as Graigos café (our pupil led community café <http://www.itv.com/news/wales/update/2013-02-15/craigfelen-primary-school-pupils-open-cafe-in-swansea/>) and Money Spiders Bank (<https://www.bing.com/videos/search?q=credit+union+wales+craigfelen&&view=detail&mid=D924A5B3E4B9CC2CE5FED924A5B3E4B9CC2CE5FE&&FORM=VRDGAR>), and the publication of the Successful Futures document, this area has become a key aspect of our educational offer for our pupils including organising a POP Up shop in the village in March <https://www.youtube.com/watch?v=CXosLVrbYOs&t=17s>

A number of staff have brought ideas and suggestions to share and the school's long standing links with Welsh Government, Gower College and UWTSD have provided opportunities for enquiry, innovation and exploration through projects a variety of partners. More recently, our school has led a project 'Moving Towards Successful Futures' which has involved 32 primary schools across Swansea developing skills in building creativity into our curriculum. Workshops for teachers, led by Professor Penaluna of UWTSD, have provided excellent opportunities to experiment and innovate their practice.

Whole school staff development days have ensured that the skills are clearly understood and are embedded effectively into our curriculum. The school has developed an 'Enterprise Portfolio' which shows the range of opportunities that have been developed. This is shared with our families to develop these skills with our community to build confidence and entrepreneurial skills with all generations, led by our pupils.

The school has developed an approach to ensure pupils have many opportunities to link digital, communication, mathematical and numerical skills to real life situations. The development of entrepreneurial and financial skills has resulted in often outstanding results at the end of key stage two.

<http://mylocalschool.wales.gov.uk/School/6702215?lang=en>



WELSH LANGUAGE DEVELOPMENT IN SCHOOL

Welsh is taught as a second language and it is led by our fluent Welsh speaker, Mrs Dawn Arnold. Welsh Language development is a key priority for our school. We are working on achieving the Bronze Award in the Cymraeg Campus Siarter Iaith (Language Charter.) The main objective of the Siarter is to provide a clear, focused framework which actively promotes and increases the use of Welsh in daily life. The Siarter promotes a sustained, strong ethos in school. There are ten targets, all of which are displayed on our display in the hall. We have an active Criw Cymraeg, with pupils ranging from Blwyddyn Un to Blwyddyn Chwech who will be meeting regularly. Teaching staff are also actively involved and it forms part of our performance management. Key Stage 2 staff will be working closely with Mrs Sian Wilson, our Welsh in Education Officer to address our ESTYN recommendation.

SEN UPDATE

The focus for SEN this year has been DCD and ASD. Miss Parcell has attended 2 presentations on the New Code of Practice for ALN. The draft Code is due out in Autumn 2018. A teaching Assistant has been trained in Development Co-Ordination Delay and supports a number of pupils across both key stages. As a result, pupils fine and gross motor skills have improved.

School interventions are Rapid Phonics, Rapid Reading, Maths boost, Speech and Language support groups and additional learning needs.

As a result of these interventions almost all pupils understanding, reading and spelling ages have increased.

HEALTHY SCHOOLS UPDATE

Craigfelen Primary School actively encourages a healthy lifestyle through a variety of strategies and approaches. The school is currently working towards the assessment for Phase 6 of Healthy schools. We are hoping to book the assessment in for the second half of this term and once achieved will allow us to pursue the full assessment for the National Quality Award. Miss Nia Morgan is currently leading the school towards the assessment following the development of a whole school action plan which consists of seven elements. The seven elements include food and fitness, mental and emotional health and well being, personal development and relationships, substance misuse, environment, hygiene and safety.

TOILET FACILITIES AND ARRANGEMENTS FOR CLEANLINESS

The toilet facilities are accessible to all users within the school. Toilets are cleaned daily.

TERM DATES AND SESSION TIMES

School Term and Holiday Dates 2018/2019

Schools will be closed to pupils for inset/staff preparation on five days between Thursday 1 September 2018 and Friday 22 July 2019.

Term	Term begins	Term ends	Mid-term holiday		Term begins	Term ends	Total days
			Begins	Ends			
Autumn 2018	Monday	Friday	Monday	Friday	Monday	Friday	
	3 September	26 October	29 October	2 November	5 November	21 December	
	40				35		75
Spring 2019	Monday	Friday	Monday	Friday	Monday	Friday	
	7 January	22 February	25 February	1 March	4 March	12 April	
	35				30		65
Summer 2019	Monday	Friday	Monday	Friday	Monday	Monday	
	29 April	24 May	27 May	31 May	3 June	22 July	
	19				36		55
Total:							195

INSET days 2018/2019

Bank holidays

19 April 2019 - Good Friday

22 April 2019 - Easter Monday

6 May 2019 - May Day

27 May 2019 - Spring Bank Holiday

FINANCIAL STATEMENT INCLUDING SUMMARY OF HOW BUDGET USED, ANY GIFTS AND THEIR USE AND TOTAL AMOUNTS PAID FOR TRAVEL AND SUBSISTENCE TO MEMBERS OF THE GOVERNING BODY

STATEMENT OF ACTUAL EXPENDITURE 2017/18 FINANCIAL YEAR

	Delegated Expenditure £	Non-Delegated Expenditure £	Total Net Expenditure £
Teachers Salaries	365,943	336	366,279
Salaries	358,881	13,956	372,837
Other Employee Costs	217	28,039	28,256
Premises	48,342	0	48,342
Transport	843	0	843
Supplies & Services	111,033	5,795	116,828
Recharges	65,449	93	65,542
Gross Expenditure	950,708	48,219	998,927
Grant Income	-254,620		-254,620
Other Income	-37,956	0	-37,956
Gross Income	-292,576	0	-292,576
Net Expenditure	658,131	48,219	706,350

RESERVES:	£
FINAL FORMULA ALLOCATION:	657,974
TOTAL NET EXPENDITURE:	658,131
TRANSFER TO / (FROM) RESERVES:	-157
OPENING BALANCE ON RESERVES 01/04/17	60,265
CLOSING BALANCE ON RESERVES: 31/03/18	60,108