

Annual Report to Parents (2016 – 2017)



WELCOME FROM THE CHAIR OF THE GOVERNING BODY

Welcome to the annual report to parents of Penygarn Community Primary School. Croeso I chi! We the Governors, staff and pupils, all follow and promote the school's mission statement:

Learning to live, living to learn

It has been another successful year for Penygarn Community Primary School with many positive changes implemented over the last year by Miss Sellars, the Senior Leadership team, governors and staff.

The Behaviour Policy is fully embedded into the daily running of the school and children have embraced the changes. Behaviour will always be a challenge for such a large school and always remains high on our priorities to ensure all children have a happy experience while learning with us.

We continue to improve attendance and lateness, working with the School Family Link Worker and using a first day response system to contact parents when children are not in school. We have also implemented a parent panel to work with parents whose children have low attendance. This has proved extremely effective with attendance rising significantly after this intervention.

We continue to report data accurately under the leadership of Miss Sellars, who in her first month at the school implemented an independent base line audit to see where our children were in terms of learning and development. This shows a dip in our data but is a very accurate assessment of our children's progress and continues to show an upward trend this year, which we know will carry on through excellent teaching and learning and rigorous and robust monitoring and evaluation.

The school, you have noticed, is going through a major building improvement programme which is due to last a year. We have had many meetings with the contractor to ensure we have minimal disruption to children's learning. We would like to thank you for your patience and understanding whilst the work continues.

I would like to thank Miss Sellars and all staff who continue to work tirelessly to give our children the best start in life and prepare them for the journey into comprehensive school and beyond.

Best wishes from all on the Governing Body.

Matthew Ford

Chair of Governors

Penygarn Community Primary School Governing Body (as at November 2017)

First Name	Surname	Governor Type		Start Date	End Date
Matthew	Ford	Community Governor appointed by Community Council	Chair of Governors Closing the Gap/Attendance Science/Technology School Development Plan	26.06.13	25.06.17
Brian	Jones	Community Governor appointed by Governing Body	Health and Safety Co-ordinator	22.11.16	21.11.20
Kay	White	Community Governor appointed by Governing Body	Finance/Resources	01.11.15	31.10.19
Louisa	Sellars	Headteacher		07.02.14	
Kirsty	Davies	LA Appointed	Expressive Arts Representative on the Torfaen Association of School Governors	06.06.17	06.05.21
Tara	Wills	LA Appointed	Child Protection/Safeguarding/LAC Humanities/Welsh Dimension	26.08.16	25.08.20
Naomi	Richards	LA Appointed	Maths/Numeracy	26.08.16	25.08.20
Elizabeth	Stokes	Parent Representative	More Able and Talented Language/Literacy/Comm/Welsh	28.11.16	27.11.20
Sarah	Hirons	Parent Representative	Health/Well Being	28.11.16	27.11.20
Claire	Badham	Parent Representative	Training and Development School Development Plan	11.07.17	10.07.21
Emma	Taylor	Staff Representative	Closing the Gap/Attendance	01.11.15	31.10.19
Thomas	Carratt	Teacher Representative	Additional Educational Needs	01.09.17	31.08.21

Chair of Governors: Matthew Ford
Penygarn Community Primary School
Penygarn Road
Pontypool
Torfaen
NP4 8JR

Clerk to Governors: Amanda Evans
Penygarn Community Primary School
Penygarn Road
Pontypool
Torfaen
NP4 8JR

Parent Governor Vacancies

When a vacancy arises on the governing body for a parent representative, the Local Authority will inform all parents of the vacancy and will make the necessary arrangements for the subsequent election. Every parent of a registered pupil at the school will be entitled to stand as a candidate and to vote at the election. Each parent will be provided with a letter via student post and a nomination form. The nomination form and personal statement must be returned to the school by the set date. Elections will be held by secret ballot. The next scheduled election of Parent Governors is 29th September 2019

Annual Parents' Meeting

No petition for an annual parents' meeting was received during the year so no meeting was held under Section 94 of the School Standards and Organisation (Wales Act) 2013.

The Organisation of our Work

We are the body responsible for the education, welfare and well-being of everyone at Penygarn Community Primary School. This is achieved via the Headteacher and her staff, with whom we have regular, formal and informal discussions. We receive, for example, regular reports relating to the standards pupils are achieving, the quality of teaching and the health and safety aspects of school life. Members of staff present to us on curriculum updates and various other initiatives undertaken at the school. Each governor is associated with a different aspect of the school's work. Through this we are involved in the continued development of the curriculum. We support the school on informal and formal occasions in its calendar of events.

The full Governing Body meets twice a term and, as necessary, the following committees/panels hold their meetings:-

- Resources and Recruitment
- School Improvement and Performance
- Pay Review Panel (& Appeals Panel)
- Staff Appointments Panel
- Performance Management Review Panel (& Appeals Panel)
- Staff Grievance (& Appeals Panel)
- Staff Discipline and Dismissal Panel (& Appeals Panel)
- Complaints Panel (& Appeals Panel)
- Pupil Discipline and Exclusion Panel (& Appeals Panel)

The committees discuss the detail of matters pertinent to their purpose, and report back to the full Governing Body at the next available full meeting for ratification of proposals or recommendations. To assist us in our work we have the opportunity to participate in a specialised programme of governor training, organised by the Education Achievement Service (EAS). The support and advice we regularly receive is greatly appreciated.

Many aspects of the school are discussed, including national and local issues. During full Governing Body meetings the Headteacher's Report is made on various activities of the school. The Headteacher also produces reports on matters of concern thought to be relevant.

In addition, the Local Authority produces background papers and reports which receive the necessary attention. These have included pay, safeguarding, performance management and disciplinary.

We can report that no governors claimed for travelling or subsistence expenses during the last year.

Review of Policies

The relevant committee considers and reviews major policy developments pertaining to the school. Policies are updated and redrafted regularly and, with Governing Body approval, formally adopted. They are open to inspection by parents by prior arrangement with the school and a list of what is available can be found on the school website.

The Governing Body follows a three year policy review timetable, unless a policy must be reviewed annually, to ensure policies are reviewed and updated where necessary.

Term Dates

For the academic year **2017/18** term dates for pupils will be as follows:-

Autumn term 2017/18

Term starts 4th September 2017
Half term 30th October 2017 to 3rd November 2017
Term ends 22nd December 2017

Spring term 2017/18

Term starts 8th January 2018
Half term 19th to 23rd February 2018
Term ends 29th March 2018

Summer term 2016

Term starts 16th April 2018
Half term 28th May 2018 to 1st June 2018
Term ends 24th July 2018

May Day Bank Holiday – 7th May 2018

Five additional training days have been arranged and included in the school calendar which is circulated to parents before the start of the academic year. These are:

Monday	4 th September 2017	Housekeeping/Golden Model/Wellbeing.
Friday	29 th September 2017	Cluster Training - Lesson study and the new Professional standards
Friday	22 nd June 2018	Successful Futures/New Curriculum
Monday	23 rd July 2018	Growth Mindset/Restorative Justice/Behaviour
Tuesday	24 th July 2018	Topic to be confirmed

Session Times

School commences at 9.05 am and ends at 3.20 pm
Lunch break is between 12.15 pm and 1.15 pm
A 15 minute break is taken at 10.00 am

Nursery a.m. commences at 9.05 am and ends at 11.35 am
Nursery p.m. commences at 12.45 pm and ends at 3.15 pm
Full time Nursery commences at 9.05 am and ends at 3.15 pm

Prospectus Changes

The School publishes a Prospectus annually. The Prospectus is reviewed each year and is published in the Summer/Autumn term. Parents are made aware that an updated Prospectus is available on request and that a copy can be found on the school website.

No changes were made to the prospectus this year.

School Status

Penygarn Community Primary School is a Welsh Second Language medium school.

Welsh in School

Welsh is taught as a second language to all pupils. The school does not have provision for pupils to receive their education solely through the medium of Welsh. We are currently reviewing the Cymraeg and Cwricwlwm Cymreig Policies which detail how the Welsh language, culture and history are supported across the school.

Extra-Curricular Activities

The following clubs have taken place during the year and have proven to be very successful, reflected in the consistently high attendance figures. Our thanks are extended to the teachers and support staff, who have prepared and run these clubs.

Healthy Helpers	Football	KS2 Choir	Dancing
Eco Warriors	Rugby	Art & Craft	Criw Cymraeg
Netball	Hockey	Gardening	Board Games

Organisation of the Curriculum

Statutory delivery of the National Curriculum in Wales is delivered through a rolling programme to ensure appropriate provision for the wellbeing and learning needs of all learners. Children are taught in mixed ability classes with the exception of Read Write Inc. from Reception to the end of Y2. Staff plan in teams to develop consistency and progression within and across age phases and to develop literacy, numeracy and IT skills across the curriculum. Literacy, numeracy and IT skills are applied across the curriculum in rich themes, the content of which is often driven by learners' views.

Additional Learning Needs (ALN)

Aims

Penygarn Community Primary School is committed to providing an appropriate and high quality education to all our pupils. We believe that all pupils, including those identified as having ALN, have a common entitlement to a broad and balanced academic and social curriculum, which is accessible to them and to be fully included in all aspects of school life.

We believe that all children should be valued equally in school. We will strive to eliminate prejudice and discrimination and to develop an environment where all children can flourish and feel safe. This does not mean that we will treat all learners in the same way, but that we will respond to learners in ways which take account of their varied life experiences and needs.

At Penygarn Community Primary we aim to identify these needs as they arise and provide teaching and learning contexts which enable every pupil to achieve his or her full potential. Children's ALN are identified through:

- information from parents and previous schools;
- baseline information gathered on entrance to nursery or reception;
- information from a range of assessment tools including the Welsh Government literacy and numeracy tests and
- information from the educational psychology service or medical information.

We are supported in school by the Local Authority (LA) Service for Students with Specific Learning Difficulties (SLD). We have worked with the LA Advisory Service to develop strategies to support children who have elements of dyslexia or Autistic Spectrum Disorder (ASD).

The School's ALN Policy is reviewed in consultation with the LA advisory service and our ALN Governor.

The progress of children with Statements of Special Educational Needs (SEN) is reviewed in line with the ALN Code of Practice for Wales. The fundamental principles of the SEN Code of Practice are undertaken in school. Not least of these is our approach that 'all teachers are teachers of ALN'. Information about the progress of pupils with ALN is shared at meetings between class teachers, phase leaders and the senior leadership team.

School Improvement Plan (2016 – 2017)

Our School Improvement Plan (SIP) is a pivotal document in the life and activities of our school. It is directly linked to our Self Evaluation Report (SER) and focuses on the achievement and wellbeing of pupils through teaching and learning, leadership and management.

There are many strands to what we do. The Improvement Plan anchors those strands within a context – that of maintaining and consolidating what is good and successful and building upon it to generate further success. It provides a framework, identifying things that are necessary to do in the short term and those that can be planned for future years. English/Literacy, Mathematics/Numeracy and RE will appear every year in as priorities.

The SIP generates a sense of purpose and direction. Performance Management targets for all staff, including the Senior Leadership Team and Headteacher are linked to the SIP. Local targets set are rooted within this document.

All staff and members of the Governing Body are involved in its preparation. It is available for parents to read. All can share in the forward movement of the school, helping to create a climate for improvement and achievement.

Priority outcomes for academic year 2016-17

- Raise standards by ensuring school has at least met the challenging targets in all areas
- Raise standards by ensuring teacher assessment is honest and accurate
- Raise standards by ensuring all children, including those in vulnerable groups, will have made at least good progress
- R1 Improve pupils' extended writing and numeracy skills across the curriculum, particularly in key stage 2
- R2 Raise standards in ICT
- R3 Improve attendance
- R4 Improve the provision for developing pupils' understanding of the Welsh dimension
- R5 Ensure that teaching is consistently good in all classes

Community Links

Walking Bus	Year 2 – Kerb Craft	Police/PCSO
Breakfast Club	Year 6 Taster Days – Abersychan/West Mon	Road Safety
Year 6 climbing	Laura Roynon, Mr Big - Assembly	Pontypool Eisteddfodd
Year 5 swimming	Environmental Grant	Pontypool Community Council Concert
Scholastic Book Fair	Fire Service	FaCE – Fun Friday
Parenting Classes	Family Learning	Sports Tournaments - various
Fundraising - various	Welsh Week	Design to Smile
John Muir	Curriculum Evenings	School Health Nurse

TARGETS 2017

Foundation Phase	Outcome	Number in Cohort	School Target (%)	Number of FSM Pupils	FSM Target (%)
LLC English or Welsh	5+	31	67	11	55
	6	11	24	2	10
Mathematical Development	5+	34	74	14	70
	6	12	26	4	20
Personal and Social Development, Wellbeing and Cultural Diversity	5+	36	78	15	75
	6	13	28	4	20

Foundation Phase Indicator	5+	31	67	11	55
-----------------------------------	-----------	-----------	-----------	-----------	-----------

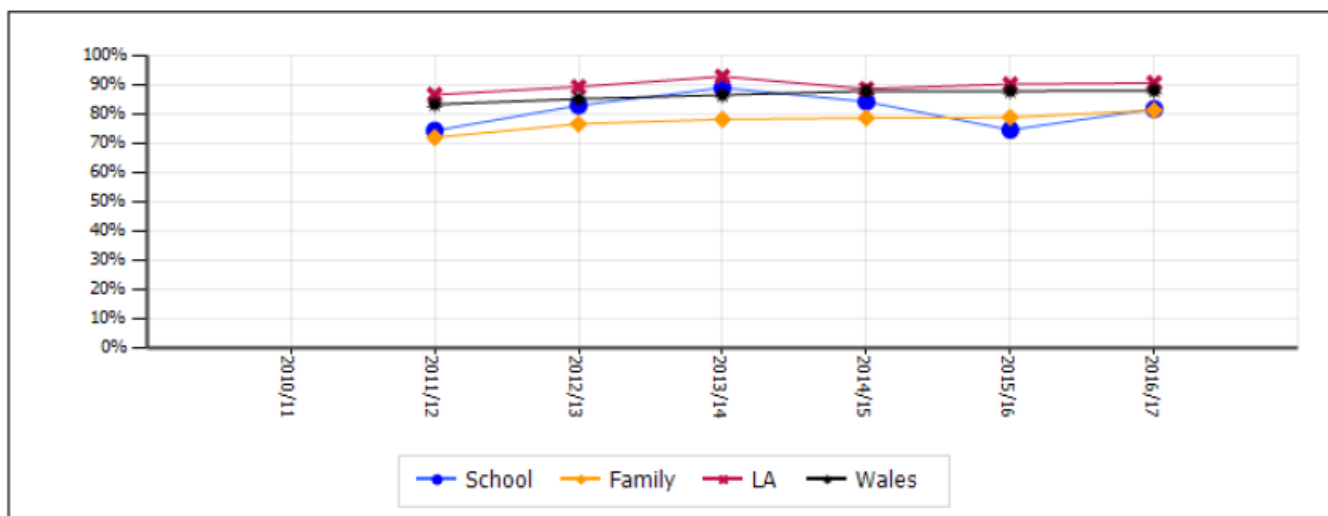
Key Stage 2	Level	Number in Cohort	School Target (%)	Number of FSM Pupils	FSM Target (%)
English	4+	43	81	13	76
	5+	13	25	2	12
Welsh (first or second language)	4+	44	83	14	82
	5+	15	28	3	18
Mathematics	4+	45	85	15	88
	5+	13	25	3	18
Science	4+	44	83	14	82
	5+	15	28	3	18
Core Subject Indicator	4+	43	81	13	76

Annual Attendance and Absence Figures 2016 -2017 - LIZ

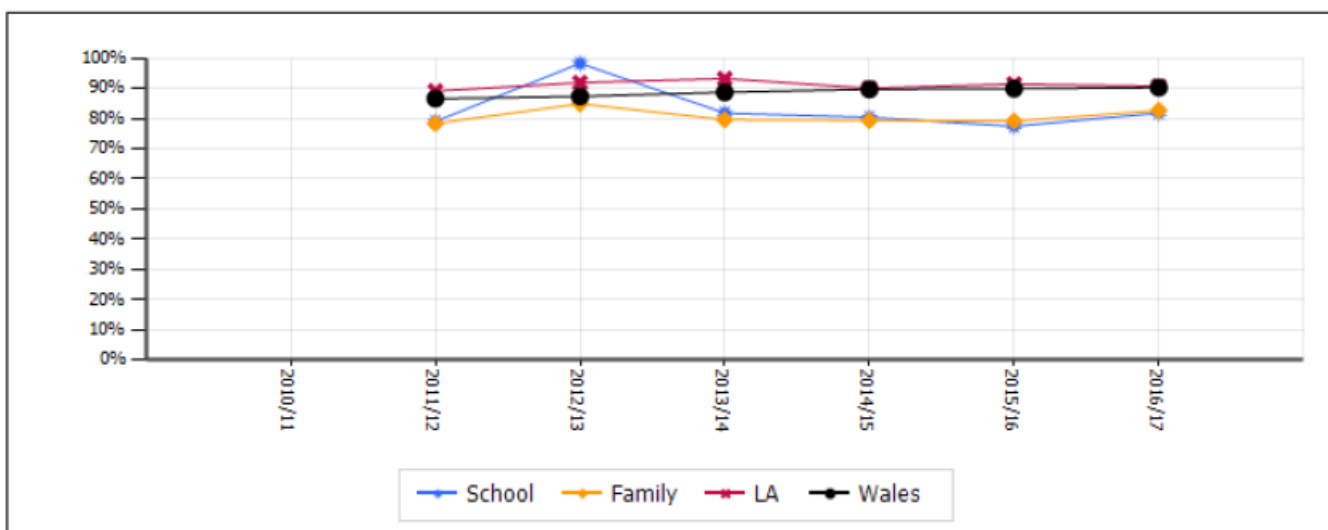
- Year 1 to Year 6 (Statutory): 92.9% (Target - 94%)
- Unauthorised absences: 1.41% (Target - 2%)
- Target (2017 – 2018) – 93.9%

Foundation Phase Performance Data (%LO5+)

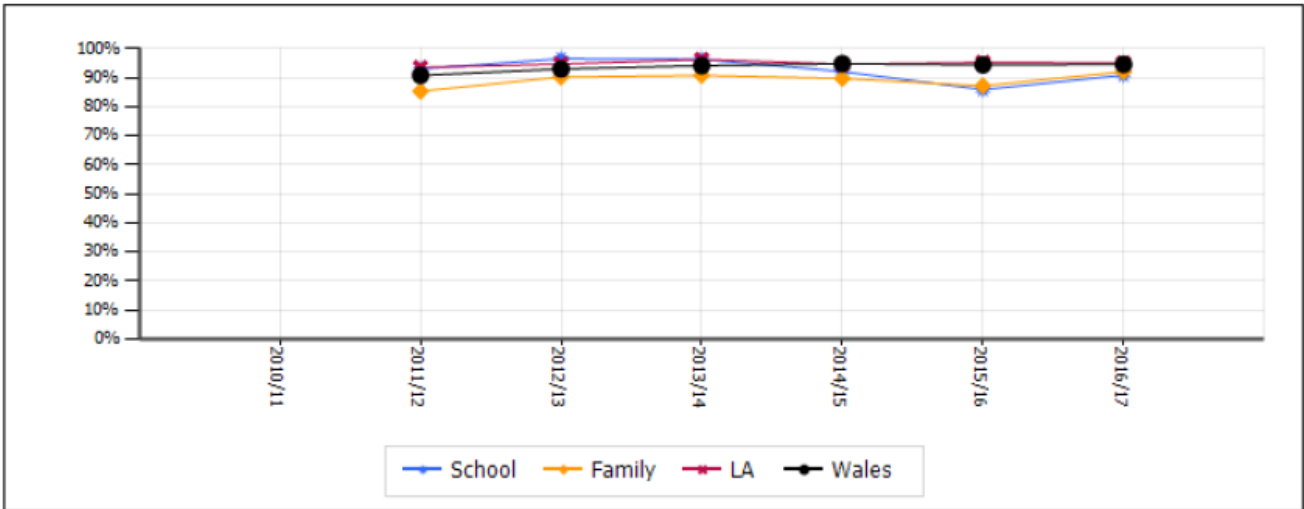
Language, Literacy & Communication Skills (LLC)



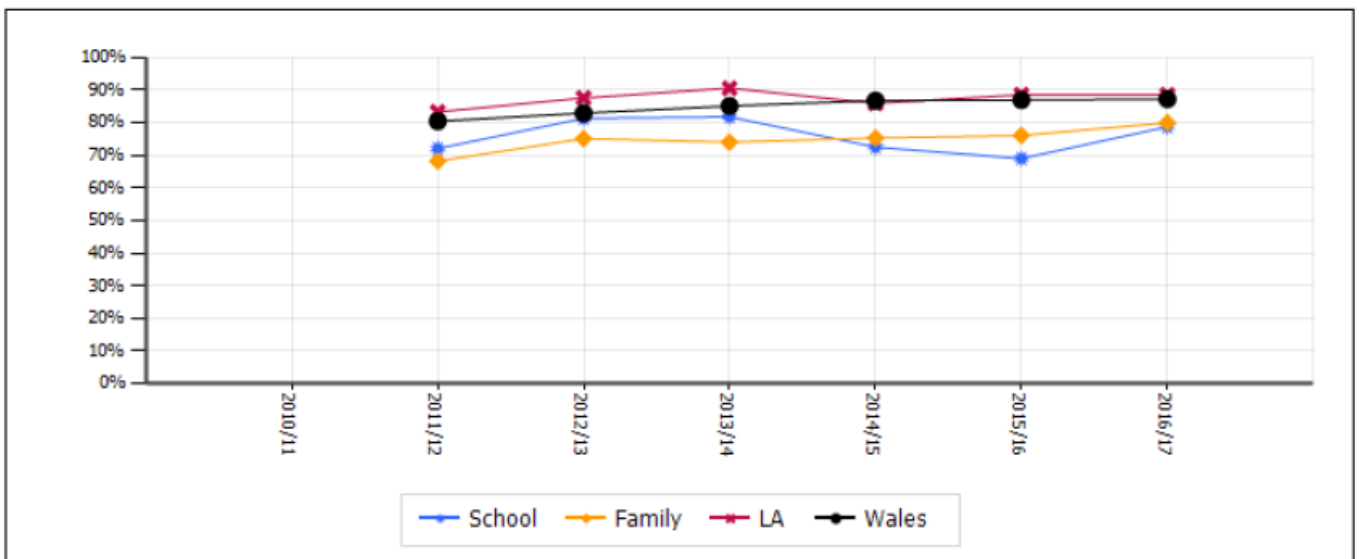
Mathematical Development (MD)



Personal & Social Development (PSD)

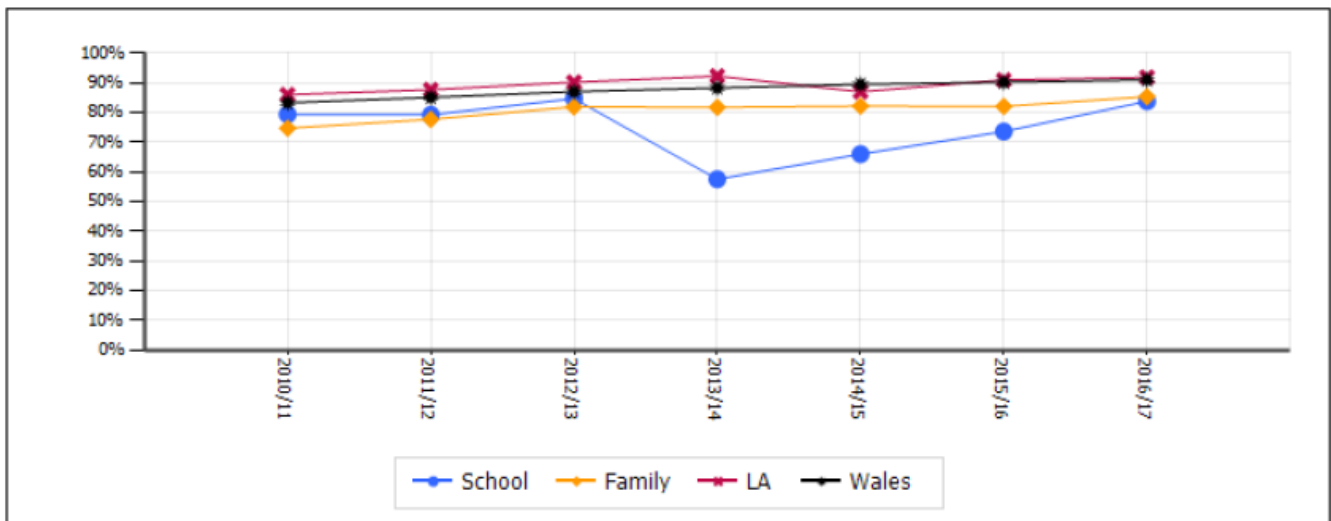


Foundation Phase Indicator (FPI)

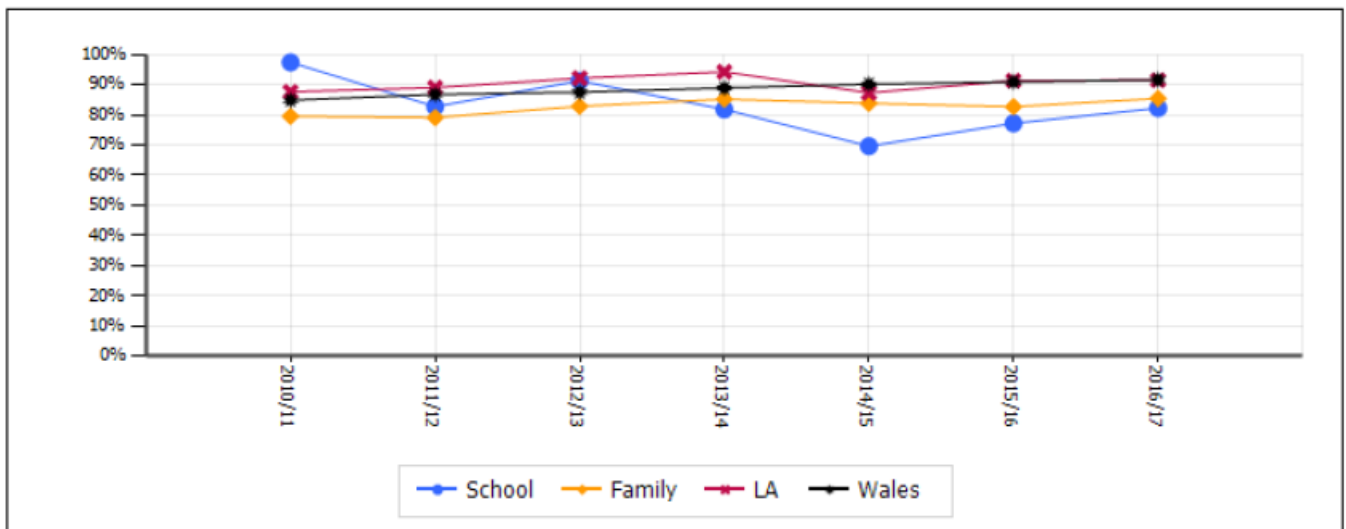


Key Stage 2 Performance Data (%L4+)

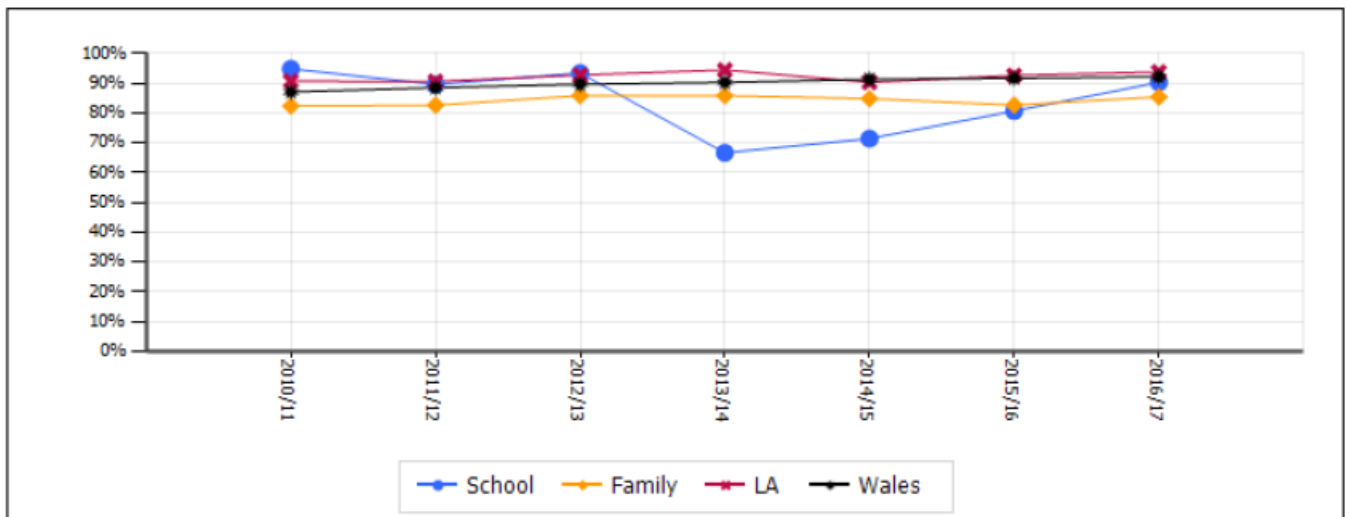
English



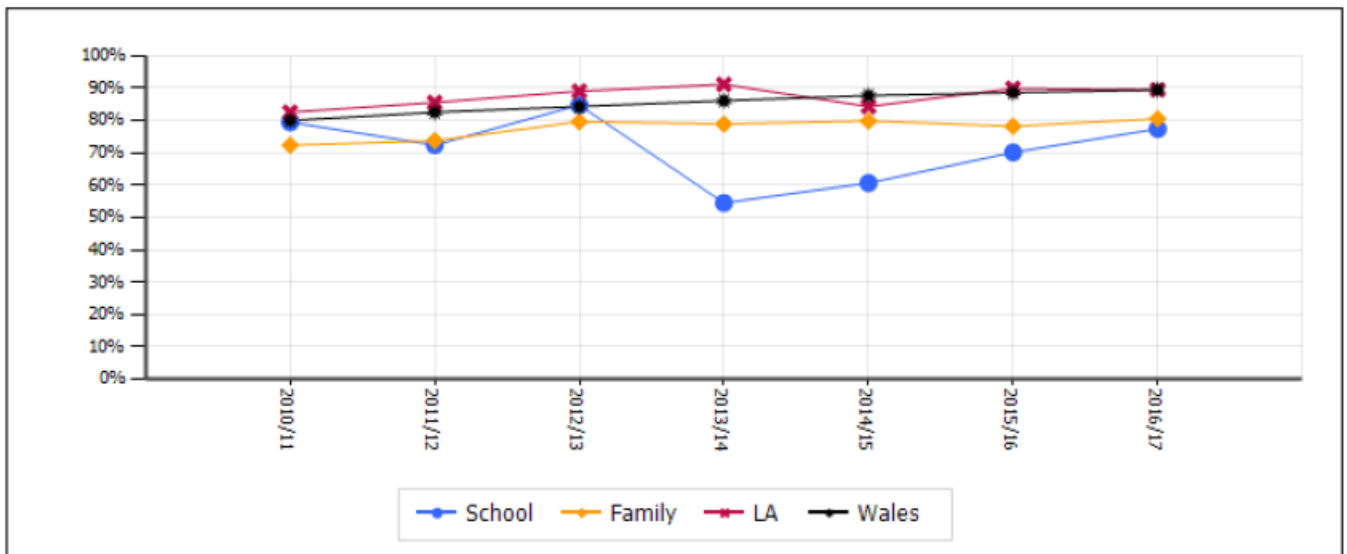
Mathematics



Science



CSI



Financial Statement

PENYGARN PRIMARY SCHOOL

BUDGET 2016/17

		atd 13/04/17 final	
DB0450	CODE		
SCHOOL FUNDING	8710	School Budget Share	1,534,233
	8710/Rising 3's	Rising 3's Funding	26,800
	8715	Funding Adjustment - NDR	9,939
	8704	ALN Contingency	21,916
TOTAL FUNDING & GRANTS			1,591,888
INCOME	8074	EAS GRANTS	22,615
	8302	Donations	7,302
	8312	Miscellaneous Income	2,819
	8312	Miscellaneous income (Flying Start & Crownbridge contribution)	15,510
	8312/SPC39	Creative Arts Grant	4,500
	8312	IT Equipment	6,777
	8358	Tuition Fees	1,415
	8703	Supply Compensation	28,104
	8720	Supply of Teaching staff	25,251
TOTAL INCOME			114,282
TOTAL FUNDING, GRANTS & INCOME			1,706,180
EMPLOYEES	001002/003	Teaching Staff	960,341
	136/182	Ancillary Staff	517,336
	135	Mid-Day Supervisors	32,980
	156	Caretakers	22,815
	0027	Maternity leave replacement	10,215
	0029	Sick Leave - Replacement	25,818
	0030	Holidays- replacement	407
	0032	Supply - Other Replacement	30,828
	0038	Additional hours	2,796
	0049	Standby Payment	694
	0438	Expenses	0
	0439	Courses/Training	4,791
	0489	Other School Employee Charges	2,351
	0492	Adult Meals	96
	0055	Overtime	693
	0065	Sick pay	731
	0067	Jury Service	-113
	0075	Allowances	0
	5044	Long Service Award	138
	6007	Supply Cover Scheme	16,034
	0093/PDG	PDG Grant Offset	-293,773
	0093/EIG	EIG Staffing Offset	
	0093/PDG	PDG/EY OFFSET	
PREMISES	1000	Building Repair & Maintenance	16,276
	1047	Glazing Repairs	
	1064	Statutory testing	2,992
	1100	Grounds Maintenance	4,365
	1152	Electricity	9,550
	1153	Gas	6,659
	1190	NDR	16,420
	1200	Water	4,568
	1253	Building Security (incl.cctv)	6,467
	1255	Fixtures & Fittings	381
	1320	Building Cleaning	49,067
	1322	Cleaning Materials	1,979
	1325	Refuse	3,095
	1327	Pest Control	185
TRANSPORT	2111	Fuel	99
	2250	Hire of Vehicles	165
	2253	Hire of Skips	265
	2304	Car allowance	599
SUPPLIES & SERVICE	3000	Equipment Purchase	5,004
	3050	Schools Capitalation	21,452
	3050/SPG02	Schools Capitalation - General Allowance	30,312
	3050/SPC39	Schools Capitalation - Creative Arts	9,914
	3050/ICT	IT Equipment	0
	3154	First Aid	1,720
	3220	Refreshments	120
	3350	Reprographics	8,453
	3352	Printing	1,470
	3353	Paper	2,167
	3462	Medical fees	239
	3476	Licences	196
	3501	Postages	172
	3510	Telephones	1,073
	3545	IT Hardware	23,573
	3548	IT Software	513
	7710	Salting/Gritting	75
	3702	Contingency	2,219
SUPPORT SERVICES	3217	Primary school meals	50,251
	3812	School Music Service	6,982
	6041	Swimming	2,574
	6042	Service Level Agreements	41,264
	6052	From Other Departments	25
TOTAL EXPENDITURE			1,668,476
Funding & Income Less Expenditure			37,705
Balance brought forward from 15/16			39,487
Surplus 16/17			77,191
Balance as a % of Total Funding			4.85%