

# Parc Lewis Primary School. Governor's Annual Report to Parents 2019- 2020



## **Dear Parents, Guardians & Carers,**

*This is a full report of the steps taken by the Governing Body in discharging its functions since the last report was published. This report covers the academic year September 2019 to July 2020. If you have any questions, please contact Mr. Mike Lewis, Chair of Governors via the school office.*

Name	Category of Governor	Appointed By	Retirement Date
Mr Geoff Herbert - Vice Chair	Community Member	Governing Body	26.09.2020
Mr Alun Davies	Community Member	Governing Body	26.11.2022
Mr Alan Minton	Community Member	Governing Body	04.11.2021
Mr Michael Lewis - Chair	Local Authority Member	LA Committee	15.01.2022
Mr Stephen Powderhill	Local Authority Member	LA Committee	04.01.2021
Mr Graham Jones	Local Authority Member	LA Committee	17.07.2022
Mrs G Webber	Parent Member	Parent Ballot	29.01.2022
Mr Stanley Adekola	Parent Member	Parent Ballot	30.09.2022
VACENCY	Parent Member	Parent Ballot	
Mr N Kiff	Minor Authority	Town/Community Council	23.05.2023
Mrs Sian Perry	Member	Support Staff	22.09.2023
Mrs R Goddard	Member	Teaching Staff	17.09.2021
Mr A.W. Roberts	Headteacher		

### **The Clerk to the Governing Body is:**

Nathan Meredith  
School Organisation & Governance Unit.  
Ty Trevithick, Abercynon, Mountain Ash.  
CF45 4UQ.  
Tel: 01443 744178

### **Election of Parent Governors**

The next election is due to take place in September 2020. However, if any Parent Governor resigns before this date, arrangements will be made for an election to be held at the appropriate time.

### **The Chairperson of the Governing Body is:**

Mr. Mike Lewis – contactable through the school address.

### **Resolutions**

As no meeting has been held or been called between parents and Governors in the past year, no resolutions have been passed.

## **Teaching Staff**

### Senior Leadership Team (SLT)

Mr. A. Roberts – Headteacher  
Mrs. C Hughes – Deputy Headteacher  
Mrs R. Goddard – Senior Leader  
Mrs K John – Senior Leader  
Mrs L Long - Senior Leader

<b>Class</b>	<b>Teacher</b>	<b>Age Group Mix</b>
Early Years	Mrs L Long/Mrs S Perry	Nursery/Reception
Rec/Year 1	Mrs A Jones	Rec/Yr. 1
Year 1/Year 2	Miss L Jones	Yr.1/Yr.2
Year 2	Mrs M Henshaw	Yr. 2
Year 3	Mrs C Hughes	Yr. 3
Year 3/Year 4	Mrs R Goddard	Yr.3/Yr. 4
Year 4/5	Mrs B Gogherty	Yr. 4/Yr.5
Year 5/6	Miss C O'Connell	Yr. 5/Yr.6
Year 6	Mrs K John	Yr. 6

## **Parents Meetings**

Under the School Standards and Organisation (Wales) Act 2013 (the Act) the governing body is no longer required (as a matter of course) to hold, or offer to hold, a meeting for the purpose of discussing this report.

However, it does enable parents to meet with governors up to a maximum of three times a year, in order to discuss whole school matters (not just the report), should they wish to.

In line with the terms of the Act, such a meeting will be held if the following conditions are met;

- A petition (requesting that a meeting be held) is received by the governing body.
- The petition must contain the signatures of ten percent of the parents/carers of registered pupils at the school or the signatures of thirty parents/carers of registered pupils (whichever is the lower).
- The petition must state the reason for the calling of the meeting. It will be for the governing body to determine whether the reason is valid.
- The meeting must be for the purpose of discussing a matter relating to the school (not individuals).
- Parents/carers may request no more than three meetings during the school year in which the petition is received.
- There must be sufficient time remaining in the school year for the meeting to be held in line with the requirements of the Act.

Should a meeting be held it will be open to all parents/carers of registered pupils at the school, the Headteacher and other persons invited by the governing body.

In the event that a meeting is held and should you wish to raise any relevant business at the meeting the governors would be grateful if you would advise them in advance by telephone to the Headteacher (01443 486836) or email ([admin.parclewisprimary@rctcbc.gov.uk](mailto:admin.parclewisprimary@rctcbc.gov.uk)) in order that a reply may be given.

Should you have any queries on this matter please do not hesitate to contact Mr Mike Lewis, Chair of Governors.

## Term Dates for 2019 - 2020

**AUTUMN TERM** - 02.09.19 to 20.12.19 / Half Term 28.10.19 to 01.11.19

**SPRING TERM** - 06.01.20 to 03.04.20 / Half Term 17.02.20 to 21.02.20

**SUMMER TERM** - 20.04.20 to 20.07.20 / Half Term 25.05.20 to 29.05.20

### Financial statement for 2019/2020

<u>Employee Costs</u>	<u>Total Spent</u>
Teachers (including Headteacher/Supply/Reading Support)	£616,225
Manual Workers (Caretaker/Supervisory Assistants/Cleaners)	£74,517
<u>Premises Related</u>	£77,603
<u>Supplies, Services And Other Expenses</u>	£107,184
<u>Miscellaneous</u>	£440
<b>TOTAL:</b>	<b>£875,969</b>
<u>Income</u>	£727,788
Miscellaneous	£174,567
<b>TOTAL:</b>	<b>£902,355</b>

### Attendance

Absence from school has been shown to be a contributing factor in low pupil achievement, so as you are aware, the Welsh Government and the Local Authority are working with schools and parents/guardians to improve attendance.

The next table shows pupils' attendance figures from September 2018 to end of July 2019 for the whole school. Due to schools being closed for Covid reasons 2019/20 data is unavailable.

	<b>Target</b>	<b>Attendance</b>		<b>Authorised Absence</b>	<b>Unauthorised Absence</b>	<b>Overall</b>
Autumn '18 (1)	95.3%	96.3%		3.5%	2.7%	93.6%
Autumn '18 (2)		92.6%				
Spring '19 (1)		93.6 %				
Spring '19 (2)		92.9%				
Summer '19 (1)		93.4%				
Summer '19 (2)		92.4%				

The school will continue to follow LA guidelines for the monitoring of pupil attendance. The school brochure informs parents of the need to ensure that children attend school regularly in line with the school Attendance Policy.

Parents need to inform school on the first day of absence as to the reason for the absence or be recorded

as 'unauthorised'. 10 unauthorised absences in any term will lead to the issuing of a 'Warning of Fixed Penalty Notice'. Attendance is then monitored for a 3 week period with the possibility of a fine if any more unauthorised absences are recorded. Holidays are recorded as unauthorised unless they fit into special criteria. Medical appointments need to be followed up with the appointment card.

## **School Performance Data**

The tables below show the results of the pupils' performance at the end of the Foundation Phase (Y2) and the end of the Key Stage 2 assessments (Y6). The school and the Governing Body are very pleased with the progress made by all learners, and the school is currently in Standards Group 1.

Please note

### **End of Foundation Phase Results 2019**

#### **Percent of Pupils achieving Outcome 5+ (Expected Level)**

<b>Area of Learning</b>	<b>School</b>	<b>Local Authority</b>	<b>All Wales</b>
Language, Literacy & Communication	89%	87.71	88.11
Mathematical Development	92%	90.25	90.28
Personal & Social Development, Well- being & Cultural Diversity	96%	93.77	94.66
FP Indicator - to achieve the FPI pupils need to get at least Outcome 5 in all core subjects	89%	86.94	87.28

*At this School; 1 child = approximately 4%*

Outcome 5 is the expected Outcome for pupils at the end of Y2.

### **End of Key Stage Two Results 2016**

#### **Percent of Pupils achieving Level 4+ (Expected Level)**

<b>Area of Learning</b>	<b>School</b>	<b>Local Authority</b>	<b>All Wales</b>
English	92%	91.36	91.1
Maths	92%	92.21	91.64
Science	96%	92.58	92.22
Core Subject Indicator – to achieve the CSI pupils need to get at least Level 4 in all core subjects	92%	90.03	89.53

*At this School; 1 child = approximately 4%*

Level 4 is the expected Level for pupils at the end of Y6.

Parents are always welcome to discuss individual pupils' progress with their class teacher at Parent Evenings or by appointment at any other time.

## **School Prospectus**

The School Prospectus is reviewed 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 or available on request from the school office.

## **Admission/Transition Arrangements**

The County Borough Council is the Admissions Authority for all schools (other than Church schools where the school's governing body is the admissions authority) within the Authority's boundary. Therefore, Parc Lewis' admission arrangements are operated in line with the Authority's policy on school admissions which is contained in the publication 'Starting School'. This 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 usually remain in the school until they complete Yr6 & then transfer to secondary school. This school is a feeder school for Hawthorn High School; however, pupils may apply to attend any secondary school they choose subject to compliance with the Authority's admissions policy.

## **Foundation Phase Curriculum**

Our school follows the Foundation Phase Framework and combines high standards with a broad and rich curriculum. There are seven areas of learning:

Personal & Social Development	Creative Development
Language, Literacy & Communication	Physical Development
Mathematical Development	Welsh Language Development
Knowledge & Understanding of the World	

We plan our learning activities using themes which provide exciting, hands on curriculum relevant to today's world. Our staff plan carefully to ensure there is continuity, progression, challenge and support as learning is a journey and children acquire knowledge at varying speeds. We teach according to the stage of development of a child enabling them to achieve their potential.

Learning takes place indoors and outdoors and we work hard to create a vibrant, inviting and stimulating learning environment.

Currently we are working on developing Pupil Voice within the phase. Children are given the opportunity to suggest what they would like to learn more about within both focus and enhanced provision.

## **Special Educational Needs**

At Parc Lewis Primary all children are valued equally regardless of their abilities, aptitudes, interests and behaviour. Each child is entitled to a differentiated curriculum. However, some children may experience considerable difficulties in learning at some stage of their school life and those children have additional learning needs (ALN). All children's progress is assessed and monitored throughout their school life and if additional needs arise an individual education programme (IEP) is created. If necessary, there will be liaison with the Educational Psychologist or other agencies. Parents are consulted throughout all stages and encouraged to work with the school and ALNCO, Mrs Goddard, to achieve the best outcome for their child.

## **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 2017/18 academic year was approved by Governors and was implemented by the staff. The targets set include short, medium and long-term aims. These were:

- 1) Through Curriculum Leader role develop the profile and raise standards of Mathematics throughout the school.
- 2) To continue to improve pupils' writing skills, in particular boys writing, and raise standards of writing throughout the school.
- 3) To continue to implement the Digital Competency Framework (DCF), throughout the school.
- 4) To continue to develop the Nurture Provision within school by developing the EAL provision.

The Headteacher provides governors with updates on the progress made against the targets at each termly meeting of the full governing body allowing governors to monitor & review the progress on the plan on a regular basis. Information on current targets & progress is available on request.

## **Review of School Policies**

The school has over 60 Policy documents covering both curriculum and non-subject areas including attendance, behaviour and complaints. Policies are reviewed on an annual basis and copies are available from the school office on request.

## **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 wish) 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 access to the school.

## **Language**

This school is an English medium school, lessons and other school activities are communicated through the medium of English. Groups of children work with the other cluster schools to write a magazine for all pupils. This has proved extremely successful.

The use of the Welsh language is promoted by the use of incidental Welsh with all pupils throughout the school day. Welsh is also taught as a second language in each class on a daily basis.

At Foundation Phase age the children are expected to be able to communicate using simple Welsh sentences. In KS2 children will build on their earlier learning and be expected to also read and write basic Welsh sentences.

School holds its own Eisteddfod every year and Y6 pupils attend a residential at the Welsh language activity centre at Llangrannog during May.

Pupils for whom English is a second language are catered for according to their needs with input from appropriate personnel.

## **Fabric of the building**

Staff and governors keep a watchful eye on the school site to ensure that it is fit for purpose and safe for staff and pupils alike. The staff and governors' Health and Safety committees meet regularly to discuss and resolve any issues.

The toilet facilities at the school are of an appropriate number and size to meet the needs of the pupils, in line with a directive from the health sector. The school is cleaned daily by staff specifically employed for the purpose. Cleaning is subject to monitoring by the Local Authority to ensure a high standard of cleanliness is maintained.

Members of the School Council undertake a termly review of these facilities and provide the Headteacher with details of any concerns or requests for improvements.

All rooms are now fitted with energy efficient lighting and the KS2 library has been modernised. A new colourful, soft surface has been laid in the nursery outdoor classroom and static play equipment installed.

## **Healthy eating**

We encourage all children and staff at Parc Lewis to make healthy food choices throughout the school day. Our catering staff ensure that the menus provided at lunchtime are always nutritious and well-balanced. Our catering staff are experienced and receive regular training to keep up to date with regulations and innovations in providing healthy options that will appeal to pupils. Staff also cater for the various dietary requirements of individual pupils.

In the classrooms, we offer only fruit for snacks and milk or water to drink. The children are not offered fizzy or high calorie squashes, cake (except on special occasions) or biscuits during the school day. Our aim is to promote healthy eating for children to grow to become healthy eating adults. Please help us to achieve this by sending only healthy snacks and drinks to school.

Pupils are taught about the benefits of healthy eating through a variety of strategies including incorporating it into elements of learning such as, through the growing of produce in the school grounds. This produce is used by the pupils in their lessons.

In line with the RCT fitness focus, which is designed to help pupils to establish and maintain life-long active lifestyles and ensure that physical activity becomes a common thread of best practice through the curriculum, school environment and community links, pupils are given a variety of opportunities to put this into practice. This includes: swimming, rugby, basketball, athletics, tennis, and after school clubs.

## **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 school offers many after school clubs including ICT for both parents and children. The School was recently awarded a prize for work completed by junior children on local history involving parental support. We regularly work with Tesco Superstore and they release staff to work in school. At Harvest, the school organised a donation of food to the Rhydyfelyn Foodbank from parents and children. Police Community Officers are regularly in school to carry out programmed lessons along with Arriva Trains and the Fire service.

Parc Lewis now offers a Breakfast Club for up to 50 children from 8.10 am. Doors close at 8.30am promptly. Our FOPS (Friends of Parc Lewis) work hard within the community organising events for our children including Summer and Christmas Fairs and end of term discos and parties for pupils.

## **Sporting Aims and Achievements**

The school takes part in numerous sporting activities throughout the year including football, rugby, athletics and netball. A number of students from the University of South Wales have supported school in helping with after school clubs. In the spring and summer terms P.E. is further enhanced with the visits from dance instructors, Cricket Wales, Tae Kwon Do and golf instructors. We also are keen to try new sports such as 'Dance Football' for girls.