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| **Llanfair Primary School**    **Governing Body Annual Report to Parents**  **This report relates to academic year 2018-2019** |
| On behalf of the Governing Body of Llanfair School, I would like to present this annual report to you.  Once again, the last academic year has been exceptionally busy and productive and I would like to extend my thanks to all the staff and governors for their hard work and dedication to the continued progress of the school, both academically and culturally.  The Governing body is constantly evolving and this year we’ve seen three governors leave: Adam Leith-Janes, Hayley Smith and Mark Boulton. On behalf of the members of the governing body and staff of the school, I would like to thank them for their diligence during their time as governors of the school. In the last Governors’ meeting of 2019 a new parent Governor was elected, Mrs Bethan Wostear. I would like to take the opportunity to welcome her to the Governing body and look forward to working with her next year.  We have also said goodbye to three members of staff; Mrs Shelley Rowlands, Lianne Young and Phalada O’Donoghue. They will be greatly missed by both staff and pupils and we wish them all the best for the future.  It has been a very productive year for the school both in and out of the classroom and various clubs and extra-curricular activities take place during lunch time and after school. Many of these activities could not take place without the good will and hard work of volunteers and staff and it is gratifying to see the pupils’ school experiences enhanced in this way. The school orchestra is still flourishing under the guidance of Mrs Freeman and Mrs Lewis with the help of Mrs Boyde. We once again enjoyed a very uplifting Christmas Concert and pleasant ‘Proms in the Playground’ at the end of term.  Once again, on behalf of the school, I must thank the PTA whose continued efforts in fund raising provide the school with considerable funds. This enables us to buy many ‘extras’ for the pupils which would not otherwise be possible in these times of financial constraint.  This year has seen us introduce a new afterschool club which is proving popular with both parents and pupils.  As a school we believe the key to our continued success both academically and pastorally is to continue to maintain and develop communication and engagement with parents and pupils. This year has seen a Parent Forum established which meets termly. This provides useful insights into parents’ views. We have also held parents’ workshops on national Tests, reading, Additional Learning Needs and the school’s new approach to behaviour. This will continue into the next academic year as we believe it to be incredibly beneficial for all.  Academic standards continue to be exceptionally high throughout the school and I am very pleased to advise that we have maintained our status as a green school. This places us in the top level of achieving schools and we regularly liaise with our local school cluster to share good practice. I am proud to represent the governors and pass on congratulations to all the staff and pupils who continue to work diligently despite many constraints on time and finance. The school is an integral part of the community and this is due to the ethos of togetherness and hard work that exists in the school. It is with this in mind that I welcome all the new pupils and their families to the school and look forward to meeting them soon.  Margaret Nelson  Chair of Governors |
| Llanfair Primary School is an English medium school located on the road between St. Athan and Cowbridge in St. Mary Church. The school caters for pupils aged 3-11 years of age, with a morning nursery.  The Governing Body meets twice termly with several sub-committees and working groups also meeting regularly. Governors visit school to observe the school in operation and also to discuss learning with the children. |
| **Governing Body Composition (as of July 2019)**  **Governor**  **Category Term Expires**  Mrs. Amy Desmond Williams Parent 01.10.21  Mrs Laura Hindley Parent 16.11.19  Mrs. Sarah Trigg Teacher Rep 10.10.20  Mrs Mary Llewellyn Community 01.10.21  Mrs Margaret Nelson Community 16.11.19  Mrs. Hayley Smith Parent 17.11.19  Miss Lianne Young Non-teaching Rep 17.09.22  Mr Ray Simkiss Minor Authority 01.09.21  Mr Anthony Ford LEA 19.10.19  Mrs Caroline Neudegg Community 21.01.20  Mr Shaun Trigg LEA 16.11.19  Mr Mark Boulton Parent 01.10.21  Mrs. Linda Teague LEA 17.10.20  Mr Jon-Paul Guy Headteacher Ex officio  Mrs. Cath Jones Clerk  Chair of Governors: Mrs. Margaret Nelson  Clerk to the Governors: Mrs. Cath Jones  Both the Chair of Governors and the Clerk can be contacted using the school’s address.  **The next scheduled election for a parent governor will be during the Autumn Term, 2019.**  No parents’ meeting was held last year. |
| **School Improvement Plan**  The school undertakes a wide range of activities to evaluate its work including comparing provision and performance against similar schools. School works closely with local primaries in a range of ways including teachers visiting each other and shared INSETs. From these, the school identified five priorities for the academic year 2018-19 for its school improvement work:  **Priority 1: Develop curriculum provision and pedagogy**  This is in line with the proposed new curriculum for children aged 3 to 16. School also implemented Guided Reading across Key Stage Two.  **Priority 2: Developing pupils’ independent learning skills**  This included the construction and resourcing of a new outdoor learning space for Foundation Phase and the establishment of a new accessible library.  **Priority 3: Enhance pupils’ wellbeing**  School devised a new approach to behaviour management and School Council created a simplified version of the school’s safeguarding procedures.  **Priority 4: ICT/DCF**  School purchased new resources to enhance the teaching of IT skills and also received training from an educational consultant.  **Priority 5: Develop provision for the Welsh Language Charter.**  Teachers received training to enhance the delivery of Welsh across school.  Progress against the actions associated with these priorities are monitored regularly by school staff and the governing body. The school was successful in achieving most of the targets set within the SIP.  The school also receives termly visits from the local education consortia’s challenge advisor who monitors the work of the school. |
| **Attendance**  Overall attendance for the year 2018-2019 was 96.4% which was an increase on the previous year’s performance.  Most of these absences relate to term time holidays.  The school’s attendance target is 96.6% for the academic year 2019-2020. |
| **School Leavers**  Twenty-one pupils left Year 6 in the summer of 2019. Nearly all pupils transferred to Cowbridge Comprehensive School. School holds a transition plan with Cowbridge Comprehensive School and as part of the transition arrangements pupils engaged in activities including induction days to familiarise themselves with their new school. |
| **Targets and attainment**  **End of Foundation Phase – Outcome 5+ (%)**   |  |  |  |  | | --- | --- | --- | --- | |  | **Actual for 2019** | **Target for 2020** | **Target for 2021** | | Language Literacy Communication | 85.7 | 100 | 88.2 | | Mathematical Development | 92.9 | 100 | 94.1 | | Personal, Social, Wellbeing and Cultural Diversity | 92.9 | 100 | 100 |   **End of Key Stage Two – Level 4+ (%)**   |  |  |  |  |  | | --- | --- | --- | --- | --- | |  | **Actual for 2019** | **Target for 2020** | **Target for 2020** | **Target for 2021** | | English | 100 | 100 | 88.9 | 88.9 | | Mathematics | 100 | 100 | 88.9 | 88.9 | | Science | 100 | 100 | 88.9 | 88.9 | |
| **School Budget**  The school’s budget continues to be a significant challenge and has resulted in difficult decisions such as not replacing staff that leave. School has continued to seek out grants. A grant from the Foyle Foundation funded new books and storage in the school library. School was also successful in obtaining a grant from the Ministry of Defence to provide additional LSA support time. School receives additional funding through the Pupil Development Grant which is allocated on historical free school meal data and the Small School’s Grant. The Small School’s Grant is obtained through a bidding process and is allocated to six smaller schools in the rural Vale.  As a school we are very grateful to all parents and the PTA for their continued support with events which raise much needed funds. These include funding activities such as the music workshop to purchasing much needed resources. Budget monitoring is carried out by the local authority’s finance monitoring officer and the governing body’s operational committee.  **Financial Statement (Year 2018/2019)**   |  |  |  | | --- | --- | --- | |  | **Budget (£)** | **Actual (£)** | | Employees | 534,425.00 | 541,076.70 | | Customer Receipts | 0.00 | -38,950.24 | | Government Grants | -55,693.00 | -70,513.87 | | Internal Recharges Expend | 35,320.00 | 63,749.73 | | Internal Recharges Income | -22,450.00 | -22,136.93 | | Other Grants | -2,500.00 | -2,540.00 | | Premises | 49,710.00 | 52,971.17 | | Supplies And Services | 36,582.00 | 24,105.96 | | Total | 575,394.00 | 552,035.52 |   No Governor claimed travel or subsistence allowances. |
| **Premises**  Further work was completed in the school over the academic year. The new school library was decorated and furnished and opened to the children. Unfortunately, a significant flood after the spring half term resulted in the closure of school and a large amount of damage. A new outdoor area for Foundation Phase was completed which has positively impacted on the pupils’ learning. These areas also include new role play huts.  School continues to spend a considerable amount on money on compliance checks such as the legionella check and regular maintenance including the lightning conductor.  New network cables were installed to provide a faster and more reliable internet to support pupils’ learning. |
| **School Toilets**  All toilets are cleaned daily. A set of toilets is attached to each of the three foundation phase classrooms. These are relatively new and in good condition. In the key stage two building there are separate toilets for boys and girls located in the entrance hall. These have required minor repairs through the year. There are plans for these to be re-painted within the academic year. There are staff toilets in the main building and the foundation building. There are two designated disabled toilets on site. |
| **Curriculum**  The school adheres to the Foundation Phase and National Curriculum of 2008. The school’s schemes of work ensure suitable coverage and that pupils’ skills are developed in an appropriately progressive way. The school employs a variety of teaching approaches to developing pupils’ knowledge, understanding and skills. These include Big Maths and a phonics programme. Pupils are taught in whole classes, groups and individually, dependent on their needs and the purpose of the lesson. School has considered implications of the new curriculum and have focussed on pupils having input in their learning. School continues to work on this aspect within its school improvement plans. The school enhances its curriculum through themed weeks such as Healthy and Multi-cultural week and through the provision of visits and visitors. |
| **Welsh Language**  Whilst being an English medium school, all pupils from nursery to Year 6 are taught Welsh as a second language. This is through discrete lessons following a scheme of work produced by Central South Consortium. This covers vocabulary and sentence patterns on a variety of topics including food, weather and travel. Teachers often provide commands in Welsh and pupils are encouraged to use Welsh language patterns incidentally throughout the school day. A fortnightly sentence pattern is shared with pupils and included on the school’s newsletter. Many of the sentence patterns are available in video form through our website.  Further curriculum work supports the children in developing their understanding of Welsh culture and ethos. This includes the study of Welsh artists, writers etc. and the study of events pertinent to Wales. Each year this work is enhanced through the school’s Cwricwlwm Cymreig week culminating in the Eisteddfod. |
| **Additional Learning Needs**  School continued to prepare with cluster colleagues for the implementation of the ALN Act. This included the use of Individual Development Plans and one page profiles.  The school monitors the progress of all its pupils in detail using information from the class teachers together with formal assessments. On occasions pupils will be provided with additional support to ensure they maintain a suitable level of progress. This support may be class based such as working alongside an adult but may also be in the form of a more structured programme. School uses a range of structured programmes for reading, spelling and for numeracy. In autumn 2019 school will be training two staff in the delivery of ELSA (a social and emotional support programme). Where appropriate the school seeks advice from external specialists. This specialist advice may come from medical teams, outreach services, local authority specialist teachers or educational psychologists etc. School ensures that parents are fully engaged in their child’s education providing additional meetings for pupils with individual education plans. |
| **Additional Groups of Pupils**  The school received a grant from the Ministry of Defence to provide additional support for pupils from MoD families. This work includes academic and social and emotional support programmes.  School receives a small Pupil Development Grant with a focus on those pupils entitled to free school meals. School has used this grant to implement additional reading and mathematics support.  Where pupils demonstrate a talent, school endeavours to provide enhanced opportunities. In the last year this included a monthly mathematics session for Year 6 pupils at Cowbridge Comprehensive. Our MAT Maths Team were exceptionally successful in the local competition. School also coordinated the meeting of cluster schools to implement a programme of enrichment activities, ranging from science to dance. School works closely with various local authorities to ensure appropriate provision for looked after children, including attending review meetings. |
| **Sport, Cultural Events and Community Links**   * At the beginning of the year pupils across school enjoyed dance taster sessions. * Year 6 pupils commemorated the 100th year of the end of World War I by cycling the equivalent distance to the Somme from school. Their poems were displayed in St. Mary Church. The infants also visited the church for a Carol Service. * School was presented with a certificate to acknowledge the money raised in aid of the Poppy Appeal. * The poet Kate Williams and artist Jenny Lambert worked with pupils in school. * Further cultural activities included theatre visits for Foundation Phase and Key Stage Two as well as Bollywood Dancing during the school’s Multi-cultural week. An African music workshop was enjoyed by all pupils. * Pupils in Year 3 and 4 entered the ‘Selfie’ art competition run by Cowbridge Arts Group and the art work was exhibited at Cowbridge Old Hall Gardens. * The school’s orchestra presented two concerts at Christmas as well as Proms in the Playground. * Year 3/4 visited the local Heritage site at Southerndown. * Key Stage Two visited Bridgend College for an afternoon of IT based activities. * School also celebrated World Book Day. * Year 5 and 6 completed a three-day residential at Llangrannog. * Year 6 attended a service at Holy Cross Church to celebrate their upcoming transfer to secondary school. |
| **Healthy Eating and Living**  The school promotes healthy living. It encourages healthy snacks. Pupils are encouraged to bring water for a drink and a water fountain is located in the entrance hall.  School dinners are provided by Vale Catering Services and adhere to Welsh Government nutritional guidelines.  Pupils across school have engaged in a variety of sporting activities during PE sessions and also through external providers such as cricket and hockey sessions. Pupils in Year 6 budgeted to buy new playground equipment and created timetables to ensure their appropriate use. |
| **Term Dates for 2019-2020**   |  |  |  |  |  | | --- | --- | --- | --- | --- | | **Term** | **Begin** | **Half Term** | | **End** | |  |  | Begin | End |  | | Autumn  2019 | Monday 2 Sept 2019 | Monday 28 Oct  2019 | Friday 1 Nov 2019 | Friday 20 Dec 2019 | | Spring  2020 | Monday 6 Jan 2020 | Monday 17 Feb 2020 | Friday 21 Feb 2020 | Friday  3 Apr 2020 | | Summer  2020 | Monday 20 April 2020 | Monday 25 May 2020 | Friday 29 May 2020 | \*Monday  20 July  2020 |   **Monday 02 September 2019 and \*Monday 20 July 2020** will be designated INSET days for all LEA Maintained Schools.    **All schools will be closed on Friday 08 May 2020 for the May Day Bank Holiday.** Please note this day has been moved from the original Monday 04 May to coincide with the 75th anniversary of VE Day.    The remaining three INSET days to be taken, will be at the discretion of each individual school. \*It is intended that this INSET day will either be taken on Monday 20 July 2020 or at an alternative time to be decided by individual schools following appropriate consultation with staff for example in the form of twilight sessions.   Significant dates: **Christmas:** Wednesday 25 December 2019  **Good Friday:**10 April 2020  **Easter Monday:** 13 April 2020  **May Bank Holidays: Friday** 8 May 2020 and Monday 25 May 2020 |
| **Revisions and reviews**  The governing body adopted the following policies; Transporting Pupils, Capability, Performance Management, Redundancy and Pay. The governing body also adopted the local authority Partnership Agreement and Transition Plan. The governing body reviewed the school prospectus with updates to costs of school meals etc. |