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| **Llanfair Primary School**    **Governing Body Annual Report to Parents**  **This report relates to academic year 2020-2021** |
| On behalf of the Governing Body of Llanfair School, I would like to present this annual report to you.  Once again, I am sure you will all agree that the last academic year has been unprecedented and challenging for pupils, parents and staff alike. It was lovely to welcome all the children and staff back to school in April 2021, with staggered drop offs and collections, staggered breaks and lunch times and a number of other measures to ensure the safety of staff and pupils. I would like to extend my thanks to all the staff and governors for their hard work and dedication during this time and their commitment to maintaining the high standard of both academic and pastoral care.  The Governing body is constantly evolving and this year, Local Authority governor Mrs Linda Teague stepped down from the governing body after four years’ service. Thank you to Mrs. Linda Teague for her hard work and commitment particularly in her support of the Curriculum and Standards committee. This year we welcomed Mr. Andy Crowe in her place. Teacher representative Mrs. Sarah Trigg was reappointed for a further term until 10th October 2024. We also welcomed Mrs. Sally Rees and Ms. Jill Walker to share the role of non-teaching representative.  Despite the restrictions placed on normal school life, we held a virtual Eisteddfod with wonderful competition entries, including recordings of the children singing and playing their instruments. The children celebrated world book day dressed as their favourite characters and raised money dressed in their own clothes for comic relief. We were thrilled that sports day could take place in the summer term, although this could not be attended by parents. The children had a very enjoyable day and enjoyed the competition. Also the foundation phase took part in Vale’s Summer Physical activity challenges which, they did with great enthusiasm  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. Despite the challenges encountered during and after lockdown the management team have remained available to discuss any concerns raised by parents, staff and governors.  I would like offer congratulations to Mr Guy on his appointment as Head of Dinas Powys Primary School and wish him every success in his new role. He will be greatly missed and we thank him for his efforts and the progress the school has made during his tenure as head.  I am proud to represent the governors and pass on congratulations to all the staff and pupils who have had to adapt to new methods of teaching and pastoral care throughout the pandemic. Both the academic progress and well-being of the whole school community remains the focus of the staff and governors. 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.  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 2021)**  **Governor**  **Category Term Expires**  Mrs. Amy Desmond Williams Parent 01.10.21  Mrs. Rachel Edwards Parent 21.01.24  Mrs. Sarah Trigg Teacher Representative 10.10.24  Mrs Mary Llewellyn Community 01.10.21  Mrs. Margaret Nelson Community 16.11.23  Mrs. Bethan Wostear Parent 04.07.23  Mrs. Sally Rees/Ms. Jill Walker Non-teaching Representative 27.11.24  Mr. Ray Simkiss Minor Authority 01.09.21  Mr. Anthony Ford Local Authority 19.10.23  Mrs. Caroline Neudegg Community 21.01.24  Mr. Shaun Trigg Local Authority 16.11.23  Mrs. Hilary Wickett Parent 21.01.24  Mr. Andy Crowe Local Authority 18.10.24 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.  No parents’ meeting was held last year.  **The next scheduled election for a parent governor will be during the Autumn Term, 2021.** |
| **School Improvement Plan**  The school’s work on its SIP was interrupted by further school closures in the spring where pupils reverted to distance learning and school provided hub provision for key workers.  **Priority 1: Recover from enforced school closure**  During the year school was able to re-establish its existing academic and pastoral support for pupils as well as implementing bespoke literacy and numeracy support utilsiing its recovery grant. School was able to develop alternative methods for events such as Harvest, parent consultations. Staff attended further trauma informed schools training.  **Priority 2: Continue school’s progress to the new curriculum and implementation of the ALN act.**  School continued its work refining its vision for the new curriculum and organised a training day with an educational consultant. A three year implementation plan was devised based on Welsh Government guidance. Unfortunately plans for further cluster collaboration were impacted by only being able to meet virtually.  School continued its preparations for the implementation of the ALN act with further training for staff and governors. Implementation has been delayed by Welsh Government until January 2022.  **Priority 3: Completion of actions from previous SIP**  School ran its independent learning surveys. However mitigation methods such as bubbles meant that pupils could not fulfill or aspects of the independent learning skills ladders. School will continue working on this is the academic year 2021-2022.  **Priority 4: Develop the school’s progression towards being a learning organization**  School continued its work with its partner schools enhancing methods of evaluating school performance and planning for improvement. Staff considered the future of professional learning in light of the professional standards and schools as learning organisations. E-learning modules were used for statutory training such as Safeguarding. |
| **School Leavers**  Nineteen pupils left Year 6 in the summer of 2021. Nearly all pupils transferred to Cowbridge Comprehensive School. School holds a transition plan with Cowbridge Comprehensive School. Unfortunately transition arrangements for pupils were disrupted by the Covid restrictions. School held virtual meetings with secondary staff to provide information to support pupils’ transition. |
| **School Budget**  School closures had a positive impact on the school’s budget with savings on energy usage etc.  Schools were provided with a recovery grant from Welsh Government. School used the grant to fund additional teaching support in numeracy and literacy. School also received a grant from Welsh Government, administrated by the local authority to support Service Children in School. Again this was used to support the delivery of additional support.  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.  Budget monitoring is carried out by the local authority’s finance monitoring officer and the governing body’s operational committee.  **Financial Statement (Year 2020/2021)**   |  |  |  | | --- | --- | --- | |  | **Budget (£)** | **Actual (£)** | | Employees | 610,511.00 | 588,934.08 | | Customer Receipts | 0.00 | -8,220.44 | | Government Grants | -74,788.00 | -101,786.84 | | Internal Recharges Expend | 43,920.00 | 52,914.10 | | Internal Recharges Income | -22,104.00 | -26,138.87 | | Premises | 57,251.00 | 61,014.59 | | Supplies And Services | 27,165.00 | 14,065.14 | | Contribution to funds | 594.00 | 2,754.41 | | Total | 642,549.00 | 583,536.17 |   No Governor claimed travel or subsistence allowances. |
| **Premises**  Over the summer the key stage two toilets were re-decorated, and repairs completed to the doors. The staffroom was painted, and new heaters have been installed.  In the autumn term, new network cabling was completed as part of the Welsh Government’s Hub project.  Regrettably, the leaking above the suspended ceiling in the Year 4 and 5 classroom continues. Contractors investigated the condition of the roof to ascertain the origin of the problem, bearing in mind that the roof should be subject of a 10-year guarantee held by LA. It now appears that the ingress is more likely from the brick work below the roofline.  Sonic Alarms Ltd are now in charge of the alarm systems and a new control panel was fitted.  Good news, the proposed plans for the new Child Care Building were approved, work to commence during the summer holidays with the aim to complete by September. As part of the plans a new playground will be installed behind the spare classroom and repairs completed to the rubberised surface outside the Foundation Phase building.  In May, a repair was completed in the Year 1/2 classroom but a minor leak continues and the water heater is not functioning. This is being followed up with the LA.  Thanks to Mr. Oakley and Isabella who cleared the pond area and repaired the guttering on the spare classroom.  In the summer, more leaks appeared in the Main School toilets and the LA have now agreed to a total refurbishment which will be carried out during the summer holidays and therefore with no impact on school life.  A new window in year 4/5 has been installed and now provides better light and ventilation. At the same time there was further exploratory work regarding the leaks in the classroom ceiling.  A new storage shed for the PE equipment has been installed funded by the PTA. |
| **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 were refurbished by the local authority during the summer holidays. 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 and is currently working on implementation of the new curriculum for Wales. 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. The school enhances its curriculum through themed weeks such as Healthy Week. |
| **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 which was held virtually this year. School was successful in achieving Cymraeg Campus Bronze Award. |
| **Additional Learning Needs**  School continued to prepare with cluster colleagues for the implementation of the ALN Act. This included person centred planning principles including 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 as well as 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, engagement team, outreach services, local authority specialist teachers or educational psychologists etc. School endeavours to ensure that parents are fully engaged in their child’s education providing additional meetings for pupils with additional learning needs. Due to the pandemic, holding meetings was more challenging and have had to be held virtually. |
| **Sport, Cultural Events and Community Links**  School raised money for the Vale Foodbank with its Harvest Service and collection. School Council organised a fund raiser for Children in Need. In the Spring school celebrated World Book Day and took part in the Vale’s Physical Challenges. We all enjoyed Olympic Week in school which included the return of sports’ day with videos of the races posted on Hwb for parents to enjoy. |
| **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 the Big Fresh Catering Company an independent trading arm of the Vale of Glamorgan Council and adhere to Welsh Government nutritional guidelines.  Pupils across school have engaged in a variety of sporting activities during PE sessions predominantly outdoors. |
| **Term Dates for 2021 – 22**  **Friday 03 Sept 2021**will be a designated INSET day for **all** LEA Maintained Schools.    The remaining four INSET days to be taken will be at the discretion of each individual school following appropriate consultation with staff.    All schools will be closed on **Monday 02 May 2022** for the May Day Bank Holiday.   Significant dates: **Christmas:** Saturday 25 December 2021  **Good Friday:** 15 April 2022  **Easter Monday:** 18 April 2022  **May Bank Holidays:** Monday 02 May 2022  **Queen’s Platinum Jubilee:**Thursday 02 June 2022\*  **Bank Holiday Celebrations:**Friday 03 June 2022\*\*  **\***Moved from normal Monday 30 May 2022 as a one off to celebrate the Queen’s Platinum Jubilee  **\*\***Extra one off bank holiday in recognition of Queen’s Platinum Jubilee therefore one day taken off this academic year.   |  |  |  |  |  | | --- | --- | --- | --- | --- | | **Term** | **Begin** | **Half Term** | | **End** | |  |  | Begin | End |  | | Autumn  2021 | 3 Sept 2021 | 25 Oct  2021 | 29 Oct 2021 | 17 Dec 2021 | | Spring  2022 | 4 Jan 2022 | 21 Feb 2022 | 25 Feb 2022 | 8 Apr 2022 | | Summer  2022 | 25 April 2022 | 30 May 2022 | 3 June  2022 | 22 July  2021 | |
| **Revisions and reviews**  The governing body adopted the following policies; Staff disciplinary procedure, Model Whole School Pay policy, More able and talented, Smoke Free Workplace, Safeguarding, Anti-bullying, Emergency Incident and Security Plan, E-Safety policy (Llanfair Primary).  The governing body reviewed the school prospectus with updates to costs of school meals etc. |