

**ANNUAL REPORT TO PARENTS  
2018/19**

## **Governors Tenure of Office**

A governor's tenure of office lasts four years. Appointment dates as below

### **Governors Appointed by the LEA**

Mair Lewis 23.11.2017

2xVacancy

### **Governors Appointed by Minor Authorities**

Melissa Bowmer 09.1.2018

### **Governors Elected by Parents**

Mr M Truscott 1.6.2016

Mrs S Jones 20.6.17

Mr W Jones 18.9.17

Miss E Jones 31.12.17

### **Governors Elected by Teaching Staff**

Mrs S McComas

### **Governors Elected by Non-Teaching staff**

Mrs Debbie James

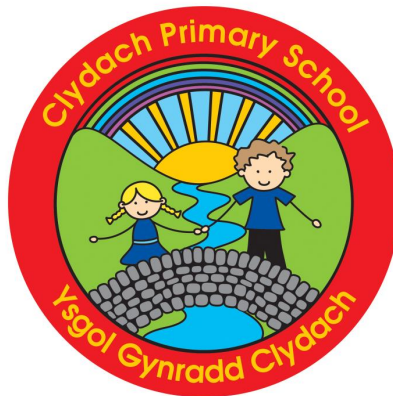
### **Governors Appointed by Co-option**

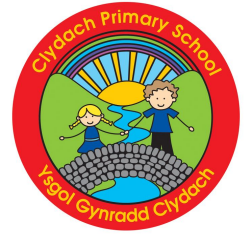
Mr I Jenkins 25.2.13

Mrs Jan Jarman 25.2.13

Dr Jan Kauphold 10.2.14

1xVacancy





## **Reports Considered by Governors**

- ◆ **Internal School Reports** - The Headteacher submits an internal report at each termly meeting on the progress of the school in relation to staffing, performance management, students and work experience, staff training, INSET days, curriculum development, extra curricular activities, budget and grant funding, home-school and community links, PTA, educational visits, building maintenance and ESTYN inspection.
- ◆ **Internal Governor Reports** - Committees have reported on the school budget, inspection, curriculum and planning, educational visits, child number forecast, attendance, assessment, recording and record keeping, health and safety, building maintenance and minor repairs throughout the school.
- ◆ **External Reports** - City & County Correspondence of the following: - Swansea Association of Governors monthly minutes and newsletters, Child Protection, Inclusion and Pupil Support, Swansea Code of Conduct for safe use of ICT Equipment, Pay & Grading's, Equal Pay, Fire Risk Assessment, Literacy & Schools, Admission Arrangements 2018/19, Policy Charges and Remissions
- ◆ A Governor Action Plan has been drawn up and is being followed closely.
- ◆ We have a rolling programme of policies that are adopted during the academic year 2017/18, to include Capability, Marking, Differentiation, SEN, FP, KS2, E-Safety, Charging, Child Protection, Admissions, Curriculum, Data Protection, Equality, H & S, Performance Management, Pupil Discipline, School Sessions Times, Sex Education, Assessment Arrangements, Freedom of Information Publications Scheme, Target Setting, Transition Plans, Register of Pupils, School Toilet Policy, School Uniform Policy, Substance Misuse, Sustainable Development, Whistleblowing, Whole school food and fitness.

**Mr W Jones**  
**Chairperson of Governors**

**SCHOOL:** Clydach Primary

**STATEMENT OF ACTUAL EXPENDITURE 2017/18 FINANCIAL YEAR**

	<b>Delegated Expenditure £</b>	<b>Non-Delegated Expenditure £</b>	<b>Total Net Expenditure £</b>
Teachers' Salaries	481,910	0	481,910
Salaries	241,939	56,712	298,651
Other Employee Costs	392	47,352	47,744
Premises	451	0	451
Transport	15	0	15
Supplies & Services	164,506	0	164,506
Recharges	0	0	0
			0
<b>Gross Expenditure</b>	<b>889,213</b>	<b>104,064</b>	<b>993,277</b>
Grant Income	-150,625		-150,625
Other Income	-2,707	0	-2,707
<b>Gross Income</b>	<b>-153,331</b>	<b>0</b>	<b>-153,331</b>
<b>Net Expenditure</b>	<b>735,882</b>	<b>104,064</b>	<b>839,946</b>

<b>RESERVES:</b>	<b>£</b>
FINAL FORMULA ALLOCATION:	761,659
TOTAL NET EXPENDITURE:	735,882
<b>TRANSFER TO / (FROM) RESERVES:</b>	<b>25,777</b>
OPENING BALANCE ON RESERVES 01/04/17	6,505
<b>CLOSING BALANCE ON RESERVES: 31/03/18</b>	<b>32,282</b>



## **SCHOOL PROSPECTUS**

The school prospectus has been updated in accordance with legislation copies are available from the school office.

## **SCHOOL INSPECTION**

The school was inspected during week beginning 13<sup>th</sup> January 2014. An inspection report has been produced by Estyn and is available on request from the school office; a report is also available to download from the Estyn Website.

## **SCHOOL STAFF INFORMATION FOR 2018/19**

### **STAFF TRAINING**

Teachers attend relevant courses run by the LA and by external providers when funding allows.

Co-ordinators generally attend their subject co-ordinator meetings held termly. ALNCo and Support Staff meetings are attended termly.

Detail of training:

Staff meetings are held on Monday 3.30pm- 4.30pm

Focus for these meetings 2018/19 will include:

- MAT pupils
  - Pupil tracking
  - Self-evaluation
  - School development planning
  - Teaching and learning
  - Assessment
  - Planning
  - Data analysis
  - Dyslexia training
  - Reasoning
  - Performance management
  - RRSA
  - Behaviour management
  - Child protection
  - Health and safety
  - The new curriculum
  - DCF
- 
- Head teacher attends termly business, cross phase, YCA, professional development and Birchgrove and Cwmtawe cluster meetings.
  - Head teacher attends termly Head teacher meetings with the director.
  - All staff will receive appropriate training as priorities are identified.

There are 5 Inset days for 2018/19: Parents are informed in newsletters of the dates of INSET days and other school events.

## **TERM DATES AND SESSIONS**

### ***The School Day***

### ***Clydach Primary School Teaching Timetable***

<b>Time</b>	<b>Activity</b>	<b>Teaching Time</b>
8.50-8.55	Registration	
8.55-9.10	Drilo/Handwriting	15m
9.10-9.20	Assembly	
9.20 – 10.30	Lesson	1h 10m
10.30 – 10.50	Break	
10.50 – 12.00	Lesson	1h 10m
12.00-1.00	Lunch	
1.00 -2.10	Lesson	1h 10m
2.10 – 2.20	Break	
2.20- 3.20	Lesson	1h
3.20	Home time	

4 hours 45 m teaching per day

23 hours 45 minutes per week

*NB: The junior department has five minutes less am playtime and five minutes less lunchtime play in order to finish school at 3.10pm due to traffic concerns.*

### **School Terms and Holiday Dates 2018/2019 Academic Year**

<b>TERM</b>	<b>TERM BEGINS</b>	<b>HALF TERM BEGINS</b>	<b>HALF TERM ENDS</b>	<b>TERM ENDS</b>
Autumn 2018	Monday 3 <sup>rd</sup> September	Monday 29 <sup>th</sup> October	Friday 2 <sup>nd</sup> November	Friday 21st December
Spring 2019	Monday 7th January	Monday 25 <sup>th</sup> February	Friday 1 <sup>st</sup> March	Thursday 12 <sup>th</sup> April
Summer 2019	Monday 29 <sup>th</sup> April	Monday 27 <sup>th</sup> May	Friday 31 <sup>st</sup> May	Monday 22 <sup>nd</sup> July

**Bank Holidays:** 19th April (Good Friday) 22<sup>nd</sup> April (Easter Monday) 6<sup>th</sup> May (May Day) 27<sup>th</sup> May (Spring Bank Holiday).

**Inset Days:** 3rd September 2018, 7<sup>th</sup> January 2019, 29<sup>th</sup> April 2019, 3<sup>rd</sup> June 2019 and 22<sup>nd</sup> July 2019.



## **LINKS WITH THE COMMUNITY**

The Governing Body recognises the importance of partnership between home and school. We are grateful to all parents who participate in the life of the school, and especially the PTA who work extremely hard to raise funds; new members of the PTA would be much appreciated.

The school has many links with the community:

- ◆ Pupils visit St Mary's Church to look at the building and learn the significance of the various parts.
- ◆ The local Vicar visits the school to take assemblies- "Open the Book"
- ◆ Visitors from other churches attend school assemblies
- ◆ Children visit the local residential homes to sing at Christmas and St David's Day.
- ◆ The locality is used to enhance the curriculum, the canal, river, parks, local businesses, industry, library etc.
- ◆ Weekly visits to the local library continue to be successful.
- ◆ Children's work is occasionally displayed around the village e.g. library, health centre, banks, local shops. The police schools' liaison officer and the fire service visit regularly.
- ◆ The school is supporting Children in Need, Macmillan cancer support and Red Nose Day this year as its chosen charities throughout the year.
- ◆ Visitors are always welcome in school.
- ◆ Termly head teacher meetings with all local schools and feeder comprehensive schools

## **ALN POLICY**

Full details of our additional learning needs provision are described in our ALN policy which can be obtained from school or on our website.

This policy is reviewed annually and updated in line with Code of Practice when necessary. The named Governor for ALN & Child Protection is the Chair of Governors, Mr W Jones. The Additional Learning Needs coordinator is Mrs Karen Bennett.

Success of the school's policy is reflected in the impressive improvement children make which is constantly monitored and assessed throughout the year.

## **DISABLED PUPILS**

Both departments have limited disabled facilities. We do however have level or ramp access into all buildings. We have three disabled toilet facilities, one of which is within the infant department and the other in the infant department canteen building. The third is in the new wing of the junior dept.

Every attempt is made to fully integrate **all** children into the everyday life of the school.

## **TOILET FACILITIES**

The foundation phase has three sets of toilets as well as two disabled toilets. They are monitored and cleaned throughout the school day. There is one staff toilet available in the infant department.

The junior dept. has three sets of toilets for the children to use as well as two staff toilets. They are monitored and cleaned throughout the school day.

## **LOOKED AFTER CHILDREN (LAC)**

New regulations issued by the Welsh Assembly Government will enact section 20 of the Children and Young Persons' Act 2008.

The Designated Person for LAC in each school and pupil referral unit will need to work closely with the governing body (or management committee in the case of pupil referral units) to ensure that there is a policy for looked after pupils.

The Designated Person should:

- Keep the governing body up to date with the number of LAC on roll and inform them of their progress;
- Provide an annual report on the implementation of school policies in respect of LAC;
- Work with the Local Authority in respect of procedures for LAC in danger of exclusion;
- Ensure that the governing body has regular information on any 14-19 programmes which mean that LAC visit more than one site and that no LAC is disadvantaged from any arrangements put in place simply because they have care status.
- Have knowledge of any additional learning needs the pupil may have and have a close working relationship with the ALN Coordinator.

The governing body needs to be appraised of their legal responsibilities in respect of Looked after Children.

**The school adopts the county policy for Looked after Children.**

## **SCHOOL IMPROVEMENT**

With the support of our challenge advisors we continue to work together on areas of improvement.

The agreed focus for school development planning this year is as follows:

- To develop writing across the school
- To develop numeracy across the curriculum
- To continue to improve attendance
- DCF/new curriculum

## **BREAKFAST CLUB**

The FREE Breakfast club continues in both departments from 8.20 a.m. and is well attended. All children are welcome to attend free of charge. Children must arrive no later than 8.35am. The school also runs a well-attended Early Birds Club (payable) which runs from 7.50 a.m. – 8.20 a.m.

The head teacher and the in school attendance officers work with parents and the Education Welfare Officer to encourage better attendance. Regular print-outs of attendance are sent home with all pupils with accompanying letters for poor attendees. Punctuality has improved over the last few years. Each department has a "Late" book which parents are asked to sign when bringing their children to school after registration has closed. We also ask parents to sign if they pick up their children early from school.



## **HEALTHY EATING**

The school has a healthy eating policy and children are encouraged to eat fruit for snack time and/or Milk and Water.

## **GRANTS/FUNDING**

RCSIG/PDG is used to ensure that appropriate resources and purposeful interventions are in place for all children to extend their learning.

## **SECURITY ARRANGEMENTS**

### **Foundation Phase**

All doors are closed as soon as all children have come into school safely.

CCTV records all activity around the school. The main door has a voice entry system in place. Fire doors have been erected to prevent visitors from walking through the building. The school has a panic alarm linked to the police station. Fencing in the school yard has improved security when school is closed and as a direct result we have seen a reduction in vandalism. To further improve our security and in the interest of the children's safety we have high level locks in the nursery yard and the top playground gate is locked/ manned at appropriate times throughout the school day.

### **Key Stage 2**

Again we have a voice entry system in place. We have one gate to the playground which is also locked/ manned at appropriate times throughout the school day. Fire doors have been erected to prevent visitors walking through the building. The playground is at the back of the school building with no other access to the road.

**Parents should be assured that every effort is made to ensure their child's safety.**

Clydach Primary is an English Medium School. However, Welsh is used throughout the school day incidentally as well as during discreet lessons.

## **SPORTING AIMS AND PROVISION FOR SPORT:**

Physical Education is about developing children's enjoyment, confidence and skill in physical activity and introducing them to the pleasures of sport. It is a practical subject, which gives all children, irrespective of age or gender, opportunities for participation, enjoyment and success.

Physical education promotes personal, social, intellectual and physical skills and at our school it attempts to foster co-operation, tolerance and self-esteem. Our school aims to promote an enjoyment in undertaking exercise in all children that will, hopefully, be continued into adulthood as part of a healthy lifestyle.

The general programmes of study emphasise that all children should plan, perform and evaluate their work as part of the physical education programme but the main emphasis is on participation.

Opportunity to participate in dance, music and movement, gymnastics and games will be provided every term, using indoor and outdoor environments where appropriate. The ideals associated with fair play and good sporting behaviour will be encouraged at all times.

Every attempt will be made to fully integrate all children into participating on equal terms with other children.

The wearing of track suit bottoms and trainers is encouraged on P.E. days in the foundation phase to ease the task of dressing and undressing.

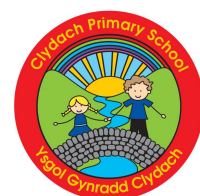
All staff members make good use of the facilities for PE in both departments. We have two halls with large and small apparatus, an outdoor yard with markings for Games etc. Another very successful sports day was held in the summer of 2018 at Coedgwilym Park.

## **DATA**

**SEE APPENDIX 1**

**Finally it only remains for the Governing Body to express their sincere gratitude for the considerable efforts of pupils, staff and parents, for ensuring the continued success of Clydach Primary School.**

**November 2018.**



## Appendix 1

### **School comparative information:** **Foundation Phase Outcomes 2018**

Percentage of boys, girls, and pupils achieving at least the expected outcome (Outcome 5+):

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	<b>Boys</b>		
	School 2018	LA 2017	Wales 2017
PSD	82	92	92
LCW	0	92	88
LCE	64	82	85
MDT	82	87	88
FPI	64	82	84

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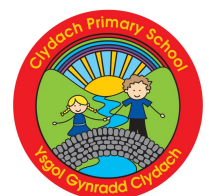
	<b>Girls</b>		
	School 2018	LA 2017	Wales 2017
PSD	100	98	97
LCW	0	96	94
LCE	89	90	92
MDT	89	92	92
FPI	89	90	91

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	<b>Pupils</b>		
	School 2018	LA 2017	Wales 2017
PSD	93	95	95
LCW	0	94	91
LCE	79	86	88
MDT	86	89	90
FPI	79	86	87

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**School comparative information:**  
**National Curriculum Assessments 2018**  
**Key Stage 2**

Percentage of boys, girls, and pupils achieving at least the expected level (Level 4+):

<b>Boys</b>			
	School 2018	LA 2017	Wales 2017
English	90	89	89
Welsh	0	94	89
Maths	90	90	90
Science	100	91	91
CSI	90	88	87

<b>Girls</b>			
	School 2018	LA 2017	Wales 2017
English	89	93	94
Welsh	0	97	95
Maths	89	93	93
Science	89	94	94
CSI	89	92	92

<b>Pupils</b>			
	School 2018	LA 2017	Wales 2017
English	89	91	91
Welsh	0	95	92
Maths	89	92	92
Science	93	92	92
CSI	89	89	90

**ATTENDANCE**

	2014.15	2015.16	2016.17	2017.18
Attendance	94.1	93.1	93.8	93.4

