



# Governors Annual Report to Parents 2017-2018

Covering the  
Year 2017/18

December  
2018

## **Berriew Community Primary School**

**Berriew, Welshpool, Powys, SY21 8BA**

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The Governors of Berriew Community Primary School are pleased to share this report with you.

If you would like to discuss the contents of this report, please do not hesitate to get in touch with us or any member of staff at the school.



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# **Governors Annual Report to Parents**

## **2017-2018**

### **CHAIR OF GOVERNOR'S REPORT**

It is a great pleasure to write to you as the Chair of Governors of Berriew C P School and an excellent opportunity to reflect on another very positive year for our school.

The academic year 2017-18 saw many key changes for our school. I would like to start by paying thanks to my predecessor, Mr Phil Wilson, for the help and support he provided as a Governor and later Chair of Governors for many years. Also, to those amongst the staff we paid a fond farewell to. Mrs Evans who supported staff and pupils across the school last year. Also, longstanding staff members Mr Denton, who had taught at the school for over 20 years and Mrs Hughes as School Secretary for 11 years. They both played a very important role in moving the school forward and I would like to extend my thanks for their loyal service and best wishes to them for the future. In addition, I offer my best wishes to Mrs Clarke as she undertakes her role as Leader of Learning for the Welshpool cluster of Primary schools over the forthcoming year - we look forward to welcoming her back in the future. This provides the opportunity for Mrs Conlin to move to the position of Assistant Head, a role in which I am sure she will do very well.

With the departure of some staff, it is my pleasure to welcome several new members of staff to our school: Mrs Amie Newman (School Administrator and Clerk to Governors), Mrs Lewis (Class Dragon), Miss Wright-Evans (Class Griffin) and Miss Roberts (Class Phoenix). I look forward to working with you all to continue to support the school in future progress.

Last year saw a number of notable achievements for the school. The hard work of the Criw Cymraeg under the guidance of Mrs Conlin has been rewarded with the notification that the school will receive the Cymraeg Campus Bronze Award in December 2018. Da iawn pawb!! The first year of the Lead Creative School project led by Mrs Clarke and Beth Breeden was a huge success from which pupils gained many valuable experiences. Particular highlights included the mass protest and BOB awards ceremony. A huge congratulations to all involved! With the second year of this project already under way led by Mrs Lewis, I look forward to hearing about the next steps... A further success to highlight is the individual achievement of Maisie Jones, who was awarded an impressive Second in the Eisteddfod for her poem. Bendigedig!

I must also acknowledge the extensive physical changes to the school building that took place at the end of the academic year. Our school numbers have grown in recent times and the work to allow us to expand to 4 classes as well as integrate the pre-school into the school grounds, has been extremely positive for the school moving forward. I'm sure you can all appreciate that this significant investment will very much be for the benefit of our children and their education.

Furthermore, it would be remiss of me not to pay gratitude to the work of the PTA. They continue to raise crucial funds to help the school to purchase key resources to enable staff to implement the curriculum changes being rolled out in Wales. At a time when schools remain chronically underfunded, their fundraising has become an essential resource on which we have relied upon, particularly in recent months allowing the purchase and installation of the Clevertouch TVs in 3 of our 4 classrooms.

Finally, on behalf of the Governing Body, I wish to thank all staff and pupils for their continuing hard work and effort in moving the school forward. I look forward to seeing the results of another successful year.

Julie Haycock

## Governors Annual Report to Parents 2017-2018

### Governing Body of Berriew CP School

#### **Chair**

Miss J Haycock (Co-opted Governor)	c/o School	01686 640312
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#### **Headteacher**

Mr Sean Clarke	c/o School	01686 640312
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#### **Clerk**

Mrs S Hughes	c/o School	01686 640312
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#### **Local Education Authority Representative Governors**

	<b><u>Term of Office</u></b>
Cllr.D.Davies	June 2020
Mrs L.Tuffin	October 2019
Mr D McKenna	October 2019

#### **Parents Governors (elected from and by the parents of the children attending the school)**

Mr Eric Focardi-Dolling	October 2019
Mr A.Jones	October 2019
Miss J.Haycock	October 2019

#### **Minor Authority Representative**

Cllr. Sophie Wall	September 2020
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#### **Co-opted Governor**

Mr O.Hodgkinson	March 2021
Mrs K Midmore	October 2019

#### **Community Governor**

Mr Darrell Shephard	May 2020
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#### **Teacher Governor**

Mr M.Denton	August 2017
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#### **Non-teaching Staff Governor**

Mrs L.Rees	May 2020
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The full Governing Body met on six occasions (five full and one monitoring), with its main responsibilities being the welfare of the children, management of the school's budget and staffing, the delivery of the National Curriculum / Foundation Phase and the maintenance of the school, it's buildings and grounds. The Governors continued to implement the School Development Plan and were heavily involved in the self-evaluation process.

Governor training undertaken during the year includes: Governors Hwb training, Difficult Conversations, Safeguarding training, induction and understanding school data.

## Statutory Information for Parents

### Action taken by the Governing Body/School

In addition to the full Governor's meetings, the school has a number of sub-committees as listed below, with the main items of business.

#### Finance Sub-committee

The Sub-committee met to discuss; the budget, class structure and staffing. Members attended Financial Surgery sessions with the LEA Finance Officers throughout the year. The Welsh Assembly Government has continued to allocate extra funding to all schools with Foundation Phase classes for the appointment of teaching assistants in order to improve the adult to pupil ratio. The school has the correct ratio in place.

#### Complaints Committees

The complaints committee met several times to resolve an issue with the peripatetic piano teacher's complaint against the school. The matter was fully investigated by the Complaints Committee and the Local Authority. Following involvement by the HR and legal teams, no further action is to be taken.

#### Pay Policy / Staffing / Performance Management Sub Committees

The Performance Management subcommittee met with Nia Vaughan the Challenge advisor to agree Mr Clarke's performance targets for 2016-17 and set his new targets for 2017-2018.

#### Appeals Sub-Committee

The Sub-Committee had no reason to meet.

#### Pupil Exclusion Sub-Committee

The Sub-Committee had no reason to meet.

#### Full Governing Body

In addition to the consideration of matters arising from the various sub-committees, the full Governing Body dealt with the following issues;

Health & Safety / Buildings – The Headteacher and Health & Safety Governor have undertaken an inspection of the school. The Health & Safety audit was completed in November 2017.

Admission Arrangements – All applications are dealt with by Powys.

Cleaning – Cleaning takes place every evening. Toilets are available in an appropriate number and size for the children. They are well maintained.

## Staffing & Curriculum

- The school was staffed for 3 classes with the equivalent of 3 full time teachers, one Higher Level Teaching Assistant and two full time Teaching Assistants.
- Flute, recorder, guitar, ukulele, drum and piano tuition were provided by private arrangement with parents by Mrs Mari Van Hulzen, Mr Theo Lawrence, Mr Matthew Shepherd and Music Heroes respectively.
- The school continues to carry out detailed self-evaluation procedures into all aspects of school life. This helps to prioritise future developments and is the basis of the School's improvement plan for the year ahead.
- The School Improvement plan focussed on continuing to develop numeracy across the curriculum, improve the teaching of science, develop the implementation of the Digital Competency Framework, improve the use of Welsh around the school and aim to achieve the Bronze Award (Cymraeg Campus) and successfully undertake a Creative topic as part of the Lead Creative Schools initiative.
- Monitoring by the school, governors and the local authority challenge advisor have focused on the school development plan and have judged the school to be making good progress in most areas. However, Numeracy, Science and embedding the Digital Competency Framework remain areas for further development.
- Analysis of the children's progress through the school is very carefully monitored through termly reading and maths assessment plus half-termly writing assessments had judged progress to be good. In addition, results from the NWT and end of year teacher assessments, validated by the local authority, have shown improved results across the Foundation Phase and KS2.
- The Foundation Phase and KS2 curriculums use themed topics, to engage the children with their learning. These include links to the Literacy and Numeracy framework; incorporate digital technologies, educational trips and visits and opportunities for greater creativity within the classroom.
- Policies and/or schemes have been revised and subsequently adopted for; Child Protection, Safeguarding, Disciplinary Procedures for Teachers & Headteachers, Inclement Weather, Performance Capability, Marking Feedback & Presentation Policy, The Powys Curriculum Statement, Teachers Pay Policy, Capability Procedures for Teachers & Head teachers, Special Leave, Absence Management (Sickness Absence), Grievance Procedure, Flexible Working, Whistle blowing, Social Media & E-Safety.
- Visits linked to the curriculum have enhanced our provision. These included Dinosaurs in the Wild in Manchester, Leighton Spaceguard Centre and observatory, Groundworks Wrexham - Celts, Rugby Tournament – Welshpool, Harvest Festival – St Beunos, Urdd Swimming, Netball & Football Tournament – Montgomery, Gregynog Santas Grotto, Carol Service at St Beunos, Indoor Athletics – Welshpool, Tesco – Welshpool, Techniquet – Wrexham, Dragon Netball – Flash, Swimming Gala, Cross Country – Maesydre, Condover Hall Residential trip, Cricket & Rounders – Forden School, Shrewsbury Prison visit, Multi Sports Day – Maesydre, Area Sports – Forden, Golf Festival – Lakeside.
- Visitors to the school have included The Montgomeryshire Wildlife Trust, Debra Alma – The Emergency Poet, Beth Breeden and Linda Jane James – Lead Creative School Project, The Occupational Therapist, Speech & Language Therapist, School Nurse, Impact Assembly, Nia Vaughan – Challenge Advisor, Sports Safe – PE Equipment service, Eco Schools Co-ordinator, Dyfed Fire Alarm – Service, Police Liaison Officer, Fire Safety Officer, Rev. Esther, Education Welfare Officer, Hearing Impairment Team, Cycling Proficiency Officer, Chubb Fire Alarm, Hope House fundraising team, Kittle Photographic, Welshpool High School, Kate Preston – Community Sports Development Officer and Ryan Davies – Sports Development Officer.

**Welsh Language**

The first language of the school is English. Welsh is taught for the statutory times per week (1hr for infants and 1.5hr for juniors). The Welsh language is used on a daily basis through key phrases as requested by our curriculum. Aspects of Welsh and Welsh people are also developed in subjects as and when appropriate. In addition, the school is supported by the local authority through the Welsh peripatetic teacher, Cheryl Andrews, who teaches an hour of Welsh to Class 2 and 3 every fortnight. The Welsh coordinator and Criw Cymraeg worked hard over the year to provide evidence for the Bronze Award (Cymraeg Campus) which we hope to gain in December 2018. The pupils in Year 6 met their Welsh targets with 89% of pupils achieving level 4 and 44% achieving level 5+. This was lower than last year as one child with learning needs did not achieve level 4 but reached their personal target.

**Pupils with Additional Learning Needs and Pupils with Disabilities**

At Berriew we welcome all children for whom a mainstream education is appropriate. Our policy is to ensure that pupils with special needs join in 'everyday' and curriculum activities with their peers whenever possible. There are two toilets for the disabled so that we can cater more easily for those who require such facilities. The building is on one level and ramps lead up to several external doors. The school has a Disabled Access Plan in place.

Work within the classroom is carefully differentiated and planned sensitively to cater for those with special needs. However, sometimes children may have, on a short or long term basis, learning difficulties which require extra help. These problems are identified either at home, by observations from classroom teachers, or annual screening. We aim to identify children with special educational needs as early as possible, and discuss the way forward with parents.

When the difficulty has been analysed, an individual education plan (IEP) is written, which sets short term targets for each child. The IEP's are regularly reviewed. A great emphasis is placed on quality first teaching, differentiation, effective IEP's and developing basic literacy and numeracy skills.

Nessy, a reading and spelling program and Catch Up Literacy and Catch Up Numeracy were used to support targeted pupils. Most pupils who received these interventions made progress over the year.

**More Able and Talented**

Children who are considered to be 'more able' or 'talented' are also identified as soon as possible so that their needs can also be met. Through differentiation in the classroom they are challenged to achieve their full potential. In addition pupils with an aptitude for sport are signposted to local sporting clubs for specialised coaching.

**Links with Parents and the Community**

The Governing Body endeavours to maintain the school links with the community through contact with Berriew Community Council, Berriew Recreation Committee, Berriew village web site and contributions to the Berriew Newsletter. Our Harvest service was held at St Beunos Church and our concerts in the Community Centre. Our sports afternoon was particularly successful being held at the recreation field in the village. Parents were invited to these events and they have been very well attended and enjoyed immensely. Representatives of the local community were also involved in the 'Beast of Berriew' (Lead Creative School Project) which culminated in the hugely successful 'BoB awards' held in the Community Centre with our Local MP Glyn Davies.

**Links with the Parents & Community** cont'd

We maintain very good links with the Playgroup. The playgroup has been the provider of education for three-year-olds in the community for the period 2017-2018 in accordance with Welsh Assembly and Powys County Council. Close liaison is crucial if the transition from Playgroup to school is to be successful. The playgroup are planned to move into the outside classroom in September 2018 and work is being undertaken to develop their outdoor provision.

Our Foundation Phase Co-ordinator, Mrs Conlin, liaises with the Playgroup Leader. All children who are due to transfer to us, spend several mornings in Class 1 first.

We have excellent links with local High Schools, with Year 6 children spending two days at their chosen school prior to starting at the school. There is close liaison between staff of the schools.

The PTA have held several fund raising events over the year including the Christmas Fair, Smarties Box collection, the Summer Fete, etc., which have raised substantial funds for the school. With the money we have purchased additional reading books for school, Clevertouch TV's and ipads.

Under the guidance of the Eco-Schools committee, the children continue to recycle paper and compost the paper towels, apple cores, etc.

Many parents and volunteers joined us in early summer to tidy up the school grounds, including the raised beds, willow sculptures, sensory garden and flowerbeds. We would especially like to thank Mrs Joan Rogers and Mrs Judy Williams for their continued support in keeping the school grounds so tidy over the year, especially the sensory garden and ponds. In addition, we would like to thank Elaine Williams, Janet Jones, Brigitte Bentley, Elaine Jones, Helen Thomas, Catriona Heevaman and Hannah Jones for their regular support with reading throughout school. The school is indebted to the generous support of all our including our wonderful parent helpers who do so much throughout the year.

The Breakfast Club, held in the workshop, continued to grow from strength to strength, led by Debbie Evans and Lisa Rees. In addition, these members of staff also run the successful After School Club with steady numbers of six pupils a night.

**Changes of the School Prospectus**

The School publishes a prospectus containing some statutory and much general information about the school. There have been no major amendments this year. A copy is given to all prospective and new parents. If you, as an existing parent, would like a copy of the prospectus, please contact the school.

In addition, the children have also produced their own school prospectus for new pupils. This will be reviewed and amended in October 2018 as new staff are joining the school.

### Achievements

We have taken part in friendly matches and tournaments in football, swimming, tag rugby, netball, cross country, tennis, rounders, cricket, area sports and of course our school sports day. Our teams have acquitted themselves well, both on and off the field and were incredibly successful.

Throughout the year the pupils in KS2 had the opportunity to take part in swimming lessons at the Flash and many pupils made good progress, with a few taking part in Urdd and local inter school competitions. All children have been involved in a range of physical activities in their PE lessons and many have attended netball, football, rugby, cricket, cross country, gymnastics, golf, hockey, athletics, tennis and bowling clubs.

The children in Years 2-6 have the opportunity to learn to play a musical instrument with one of our peripatetic music teachers; flute, recorder, guitar, ukulele, drums, piano.

### Supporting Charities

During the year we have enjoyed dressing up and making cakes to sell to support various charities such as Children in Need, Dress Loud, World Book Day and Christmas Jumper Day.

### Attendance School Summary

	<i>Attended</i>	<i>Authorised absence</i>	<i>Unauthorised absence</i>	<i>Total</i>
<i>Percentage</i>	<i>94.45%</i>	<i>5.4%</i>	<i>0.15%</i>	<i>100%</i>

*The attendance for 2017-2018 was below the school target of 97% this was mainly due to sickness, the cold weather and more families taking holidays during term time. The governors and school will be looking at ways to support families to ensure that attendance improves over the next year.*



# Governors Annual Report to Parents 2017 – 2018

## School Performance

The results of our National Curriculum Assessments for KS1 and KS2, together with the latest available National (all Wales) comparative information are attached. The School also sets targets for the end of Key Stage 2, for the years ahead. These relate to the percentage of children achieving a Level 4 and above.

### Foundation Phase 2017/2018

	Target	
	Outcome 5	Outcome 6
Language, literature and communication	90%	60%
Mathematical Development	90%	70%
Personal and Social Development	90%	80%

### 2017/2018

	Actual	
	Outcome 5	Outcome 6
Language, literature and communication	75%	50%
Mathematical Development	83%	75%
Personal and Social Development	83%	67%

## KS2

### 2017/2018

	Target	
	L4+	L5+
English	89%	55%
Maths	89%	55%
Science	89%	67%

### 2017/2018

	Actual	
	L4+	L5+
English	89%	46%
Maths	89%	46%
Science	89%	64%

- \* End of year actual results changed from targets due to an additional child joining the school. Original targets based on 8 pupils actual from 9 children at end of the year.

At Berriew, we believe that individual progress is more important than percentages. When comparing year groups with small cohorts, the figures are not very meaningful. We track the progress of each child through the School and build on their success. Therefore, we are not just aiming at most of our children achieving a Level 4 or above by the time they leave us at Year 6.

A child gaining a Level 3, for example, may have *achieved* as much as a child gaining a Level 5. Similarly, there are children who are achieving well beyond the level expected for their age group. We believe that each child should receive the best quality teaching within a positive learning environment, in order to fulfil their *own* potential.

## Attendance

% present	94.4% ( <i>below our target of 97%</i> )
% authorised absences	5.4%
% unauthorised absences	0.15%

## Conclusion

The Governors will continue to work hard for the benefit of all the children. We are grateful for the support of the PTA who give such a lot of their time towards organising fund raising events for much needed resources. Many parents support the school in various ways and this contributes towards the development of our successful school. The school and governors will look at ways of addressing attendance so that we meet our target of 97% for 2018-19.

## Governors Annual Report to Parents 2017 – 2018

### Financial Statement - Budget

Expenditure area	Cabinet budget	Working budget
Actual Pupil Numbers	82	82
Pupil Numbers September 17	80	80
Delegated Budget	246,003	246,003
Class Size Protection Funding	12,127	12,127
Foundation Phase funding	36,131	36,131
Breakfast Club Funding	3,947	3,947
LMS SEN Funding	6,392	6,392
Additional funding	9,753	9,753
<b>Total Delegated Budget</b>	<b>314,353</b>	<b>314,353</b>
<b>Salaries and Wages</b>		
Teachers	193,146	193,146
Supply Insurance	2,576	2,576
Supply Teachers	7,578	7,578
Teaching Assistants	38,062	38,062
Clerical	13,092	13,092
Mid-Day Supervisors	9,092	9,092
Breakfast Club Staff	5,278	5,278
Employee Expenses / Training Courses	1,100	1,100
<b>Premises</b>		
Repairs and maintenance	5,202	5,202
Statutory Testing	2,940	2,940
Grounds Maintenance	2,677	2,677
Property care	8,372	8,372
Electricity	4,000	4,000
Electricity CRC	246	246
Oil	2,200	2,200
Rates	5,489	5,489
Water/sewage	2,550	2,550
<b>Supplies, office and other expenses</b>		
Capitation	10,983	10,983
Office Machinery	1,000	1,000
Office Stationary	700	700
Telephone	300	300
Breakfast Club Expenses	770	770
Core Package Services	3,494	3,494
Sport Facilities	5,655	5,655
<b>Total Expenditure</b>	<b>326,503</b>	<b>326,503</b>
<b>Income</b>		
Contributions re swimming bus	(1,051)	(1,051)
Parental Contributions (e.g. trips)	(2,000)	(2,000)
Education Improvement Grant	(4,725)	(4,725)
Pupil Deprivation Grant	(3,450)	(3,450)
Breakfast club	(1,900)	(1,900)
Other	(510)	(510)
<b>Total income</b>	<b>(13,636)</b>	<b>(13,636)</b>
<b>Net expenditure</b>	<b>312,867</b>	<b>312,867</b>
<b>Planned under/ (over) spend</b>	<b>1,486</b>	<b>1,486</b>
<b>Under/ (over) spend Brought forward</b>	<b>(5,580)</b>	<b>(5,580)</b>
<b>Under / (over) spend Carried forward</b>	<b>(4,094)</b>	<b>(4,094)</b>

## Governors Annual Report to Parents 2017 – 2018

### School Calendar 2018-19

<b>Autumn term 2018</b>	<b>Non-Pupils Day</b>	<b>No of school days</b>
Wednesday 5 <sup>th</sup> September to Friday 26 <sup>th</sup> October	Monday 3 <sup>rd</sup> September Tuesday 4 <sup>th</sup> September	38
<b>Half term- Monday 29<sup>th</sup> October to Friday 2<sup>nd</sup> November</b>		
Monday 5 <sup>th</sup> November to Friday 21 <sup>st</sup> December		35

<b>Spring term 2019</b>	<b>Non-Pupils Day</b>	<b>No of school days</b>
Tuesday 8 <sup>th</sup> January to Friday 22 <sup>nd</sup> February	Monday 7 <sup>th</sup> January	34
<b>Half term – Monday 25<sup>th</sup> February to Friday 1<sup>st</sup> March</b>		
Monday 4 <sup>th</sup> march to Thursday 11 <sup>th</sup> April	Friday 12 <sup>th</sup> April <i>Directed Teacher Day</i>	29

<b>Summer term 2019</b>	<b>Non-Pupils Day</b>	<b>No of school days</b>
Monday 29 <sup>th</sup> April to Friday 24 <sup>th</sup> May 19		
<b>Half term – Monday 27<sup>th</sup> May to Friday 31<sup>st</sup> May</b>		
Monday 3 <sup>rd</sup> June to Friday 19 <sup>th</sup> July	Monday 22 <sup>nd</sup> July	35

Good Friday	Friday 19 <sup>th</sup> April 2019
Easter Monday	Monday 22 <sup>nd</sup> April 2019
May Day Bank Holiday	Monday 6 <sup>th</sup> May 2019
Spring Bank Holiday	Monday 27 <sup>th</sup> May 2019
Royal Welsh Show	Monday 22 <sup>nd</sup> July to Thursday 25 <sup>th</sup> July 2019

## School events 2017-18

