

# annual report

FOR PARENTS AND GUARDIANS



## Introduction from the Chair of Governors

Every year, Governing Bodies across Wales issue parents and guardians with an annual report detailing the results from the previous academic year, targets set and results attained from the School Improvement Plan as well as other useful bits of information such as attendance data, the school budget and who makes up your school's Governing Body.

Earlier this year, Llangynidr School governors issued a report and held an AGM for parents in May – but this meant that we were looking at the previous year's results which is, quite frankly, rather confusing and often meant we were discussing outdated information. So we have decided to hold two AGMs this year so that we can permanently move the annual report and AGM to October in the future and therefore give parents and guardians results from September 2013 to July 2014.

As part of this reporting process, I'd like to invite all parents and guardians to our new AGM on Thursday, October 23, at 5.30pm. During the meeting, we'll be discussing this report and you'll have the opportunity to ask any questions – plus you'll also be able to meet the governors.

As you're all no doubt aware, the school has undergone a number of changes in the last year and staff and governors have been working hard to maintain the school's standards throughout this period of change. Now that we have our new headteacher Karen in place, governors are confident this period of instability is behind us and we're now looking to a brighter future for our school.

We've reformed the Governing Body to make it more efficient – see page two for more details on that – and we have some excellent staff who really have the success of the school at heart. Of course, we also have superb children too – which is why we're all here!

Please give this report a good read... and come to the AGM with your questions.

**Jonah Webb**

## Message from the Headteacher

I am pleased that I had the opportunity to take up my post at Llangynidr at the end of the summer term. Importantly, I would like to thank the staff and the caretaker headteacher Mrs Hayley Smith for working so hard in some very difficult times last year.

As we start the new academic year, I am looking forward to working closely with the governors under their new and improved structure in order to drive school improvement so that Llangynidr develops into the school that it deserves to be. I will be building on what is already very good practice with pupils, staff and parents.

There have already been – and will continue to be – some changes at the school. I want to reassure parents that the education and wellbeing of your children will always be at the centre of all the decisions we make.

**Karen Jenkins**

### WHAT SCHOOL GOVERNORS ACTUALLY DO

Governors have a supportive role and don't get involved in the day-to-day running of the school – that's very much the responsibility of the headteacher. They do, however, have responsibility for the following:

- ❖ The school budget.
- ❖ The school's educational standards and setting targets.
- ❖ The care and welfare of all pupils.
- ❖ School buildings and health & safety issues.
- ❖ Ensuring the school is staffed properly and holding the headteacher to account.
- ❖ The school's development plan and preparing for Estyn inspections (due in 2017).
- ❖ Creating wider links with the community.

## THE SCHOOL'S GOVERNING BODY

### Headteacher

Karen Jenkins  
01874 730681

### Chair of Governors

Jonah Webb  
01874 730649

### Vice-Chairman

Jody Oliver  
01874 730098

### Parent Governors

Chris Jones  
01874 676583

Simon Bennett  
01874 731062

### Staff Governors

Sally Galea  
(teaching)

Claire Watson  
(non-teaching)

01874 730681

### Community Governors

*Appointed by Llangynidr*

*Community Council:*

David Williams  
01874 730957

*Co-opted by governors:*

Linda Games  
01874 730287

Grant Barlow  
07957 872996

Owen Miles  
01874 730202

### LEA Governors

*Appointed by Powys*  
*County Council:*

Councillor  
Rosemarie Harris  
01874 623614

June Lawson  
01874 730543

Gene Taylor  
01874 730883

### Clerk to Governors

Akemi  
Cuthbertson-Smith  
01874 730681

## The new-look Governing Body

During the past year or so, governors spotted a few areas which we could tighten up in order to become more efficient. For one thing, we had a sub-committee structure which didn't always work efficiently and made our decision-making slower and less effective, plus we had policies in place which needed to be given a rethink.

So we decided to give the whole process an overhaul as part of our annual meeting in September where we set the agenda for the school year. We not only reformed our sub-committee structure, but we have also earmarked some individual roles for governors which would work in specific areas for the school – such as curriculum governors whose role is to offer an overview of an area of teaching in conjunction with the headteacher.

Below is a brief outline of the new-look Governing Body for Llangynidr School:

### Sub-committee structure

#### FINANCE COMMITTEE

Looks at the school's budget and works with Powys County Council to make the most of the school's funding and to make savings where possible.

#### PREMISES, HEALTH & SAFETY COMMITTEE

Oversees the school buildings and grounds, any maintenance issues and also acts quickly in the case of any health & safety issues.

#### STAFFING COMMITTEE

Has an overview of the school's staff, recruits any new people and deals with any other staff issues like discipline or grievance. There is also a **STAFFING APPEALS COMMITTEE**.

#### POLICY REVIEW & GOVERNOR EFFECTIVENESS COMMITTEE

Regularly checks and reviews all the school and Governing Body policies to make sure they do the right job, as well as examining how the Governing Body works overall.

#### PUPIL DISCIPLINARY & EXCLUSION COMMITTEE

This is a statutory committee required by the Welsh Government.

#### HEADTEACHER PERFORMANCE PANEL

Reviews the Headteacher's performance and sets targets as part of an appraisal process. There is also a **HEADTEACHER PERFORMANCE APPEALS PANEL**.

### Responsibilities for individual governors

#### CHILD PROTECTION OFFICER

Has an overview on any issues of child protection – a governor who is trained to a high level in child protection.

#### PUPIL ATTENDANCE OFFICER

Keeps track of our attendance data – important information for future Estyn reports.

#### COMMUNITY LINK OFFICER

Ensures the school maintains strong links with the community, especially the Friends PTA.

#### CURRICULUM GOVERNORS

Review the school's work within the curriculum and the school results data – we currently have two, one for numeracy & science and one for literacy.

#### COMPLAINTS OFFICER

As part of our complaints procedure, we have an officer available in case any complaint hasn't been resolved by the Headteacher.

#### EQUAL OPPORTUNITIES OFFICER

Makes sure the school is complying with our equal opportunities policy as well as the law.

#### ADDITIONAL LEARNING NEEDS (ALN) OFFICER

Ensures the school is carrying out requirements for any pupils with additional learning needs and also makes sure the school is adequately funded for ALN.

### GOVERNORS' TERMS OF OFFICE

**Karen Jenkins**  
ongoing as HT

**Jonah Webb**  
2012-2016

**Jody Oliver**  
2013-2017

**Chris Jones**  
2012-2016

**Simon Bennett**  
2013-2017

**Sally Galea**  
2013-2017

**Claire Watson**  
2013-2017

**David Williams**  
2013-2017

**Linda Games**  
2012-2016

**Grant Barlow**  
2010-2014

**Owen Miles**  
2013-2017

**Councillor Rosemarie Harris**  
2011-2015

**June Lawson**  
2012-2016

**Gene Taylor**  
2014-2018

*Clerk to Governors:*  
Akemi  
Cuthbertson-Smith  
The Rock, Bwlch, Brecon,  
Powys LD3 7HX

*Chair of Governors:*  
Jonah Webb  
28 Church Close,  
Llangynidr, Powys  
NP8 1NY

## The school's standards

### September 2013 to July 2014

Llangynidr Primary School has continued to provide children with a very good standard of education in 2013-2014, especially at Foundation Phase. There were last year 93 pupils in school, 7.5% were eligible for free school meals and attendance stands at 96% for the last academic year. The school is part of a 'family' group of 10 similar schools from across Wales and it is ranked the 'least challenged' in that group.

The school is assessed on the level achieved by pupils at two stages of primary school life, Foundation Phase – end of Year 2, and at Key Stage 2 – end of Year 6. This data is then used to form a picture of the school's performance by comparing it with other schools in the family, the Powys average and Wales average.

#### FOUNDATION PHASE

LLC Language Literacy and Communication	School	Family	Powys	Wales
Outcome 5 (expected Level)	100%	96%	91%	87%
Outcome 6 (exceeded expected level)	53%	49%	38%	32%

MD Mathematical Development	School	Family	Powys	Wales
Outcome 5 (expected Level)	100%	97%	91%	89%
Outcome 6 (exceeded expected level)	53%	47%	34%	30%

PSD Personal and Social Development	School	Family	Powys	Wales
Outcome 5 (expected Level)	100%	99%	96%	94%
Outcome 6 (exceeded expected level)	90%	80%	60%	52%

The Foundation Phase Performance Indicator – which the Welsh Government uses to measure how well pupils across Wales do in the 3 main areas of learning- was 100%, in comparison to 94% Family average, 90% Powys and 85% Wales. The Governors are delighted with the excellent results and would like to thank all of the staff for their hard work.

#### KEY STAGE 2

The school is required to set targets for the number of children attaining a Level 4+ in the core subjects at the end of Key Stage 2, these are shown in the final columns below.

English	School	Family	Powys	Wales	Target 2015 Current Year 5	Target 2015 Current Year 4
Level 4 (expected Level)	92%	97%	90%	88%	100%	95%
Level 5 (exceeded expected level)	33%	54%	43%	38%	63%	32%

Mathematics	School	Family	Powys	Wales	Target 2015 Current Year 5	Target 2015 Current Year 4
Level 4 (expected Level)	92%	97%	90%	89%	100%	95%
Level 5 (exceeded expected level)	42%	51%	40%	38%	63%	32%

Science	School	Family	Powys	Wales	Target 2015 Current Year 5	Target 2015 Current Year 4
Level 4 (expected Level)	100%	98%	92%	90%	100%	95%
Level 5 (exceeded expected level)	25%	57%	43%	38%	63%	32%

## TEACHING STAFF

Acting Headteacher	Mrs J Lewis (September-December) Mrs H Smith (January-June)
Headteacher	Mrs Jenkins (June onwards)
Nursery/reception	Mrs S Shepherdson
Year 1	Mrs C Davies
Year 2	Mrs J Thomas
Year 3/4	Mrs Galea (September-February) Mrs M Davies (February-July)
Year 5/6	Mrs C Millington (September-February) Mr P Keane (February-July)

*Special Educational Needs Coordinator (SENco) was Mrs Sian Shepherdson. The school policy for SEN is due to be renewed in late 2014. The SENco evaluates provision for pupils with Special Educational Needs to ensure that resources are utilised effectively to support children's progress. The SENco works in close collaboration with professional colleagues in the Local Authority and specialist support services to ensure pupils with SEN achieve their full potential.*

## PUPIL ATTENDANCE

Attendance 2014-15 - 96%.

Authorised absences 2.9%.

Unauthorised absences 1.1%.

Attendance information is gathered from the daily register. Authorised absences include illness, hospital appointment or other special circumstances, such as a bereavement. Unauthorised absences occur if an absence cannot be explained or the reason is not one that we are able to authorise, including holidays.

Pupil attendance in school is monitored by the local authority and Welsh Government and figures are reported annually.

## EXTRA CURRICULAR ACTIVITIES

Pupils enjoyed a range of additional activities after school. Year 6 pupils attended a residential visit to London and this included a flight on The London Eye, theatre visit and lunch at the Houses of Parliament.

## SCHOOL POLICIES

The school is required to hold a number of statutory policies which have all been updated as part of a review cycle. Policies are approved by and formally adopted by the school's Governing Body, and copies are available from the school office.

# The school's budget and finances

## April 2013 to March 2014

In recent years, Powys County Council has insisted that we create a 'positive' financial plan without any budget deficit of any kind and we expect that for the next few years we will most certainly have to continue with a similarly tight fiscal policy, which has presented us with some challenges.

Balanced with that are our efforts to provide as much value as we possibly can to our children with the budget we actually have. While the majority of our expenses are direct costs such as staffing and are outside our control, we continue to manage the budget in the best interests of the school and pupils. During the course of the last financial year, we made considerable savings and rebalanced the budget with a smaller deficit which we had inherited from previous years.

Clearly a reduction in our pupil numbers during 2014 had a detrimental effect on our income and required us to manage our staffing structure most carefully. Overall, pupil numbers continue to be the most significant contributor to our income – and our projections for future pupil numbers are most encouraging.

Among the pressures we will face in the next financial year will be the 2015 delegated budget, which indications show may include a 3.4% cut. Education budgets are often described as being 'ringfenced', however what often doesn't appear in the headlines is the fact that expenses still increase with the effect of eroding the value of an apparent guarantee.

Finally, it is important for us as governors to pay tribute to the Friends of the School in respect of the huge contribution that is made every year for the benefit of the children. Last year's provision of iPads and the planned procurement of laptops is something that simply couldn't be considered without such a major effort of fundraising from our PTA. These are not luxury items these days but actually essential tools of education which provide benefits to our children across all levels of their education. Our children and community would be all the poorer without this fantastic effort.

Grant Barlow  
Finance Committee

## THE DELEGATED SCHOOL BUDGET

Income		Expenditure	
Delegated Budget	£355,829	Salaries and Wages	£408,574
Teacher Cost Adjustment	-	Premises	£49,912
Class Size Protection Funding	£7,111	Capitation	£22,937
Pupil Number Adjustment	-	Office Expenses	£5,274
Breakfast Club Grant	£7,768	LA Support Services	£2,672
Foundation Phase Funding	£68,061		
SEN Funding	£3,932		
Additional ALN Funding	£40,017		
Other	£9,815	<b>Total Expenditure</b>	<b>£489,369</b>
<b>Total Delegated Funds</b>	<b>£492,533</b>	<b>Other Income</b>	<b>(£13,610)</b>
		<b>Under/(Over) spend</b>	<b>£16,774</b>
		<b>Under/(Over) spend B/F</b>	<b>(£19,940)</b>
		<b>TOTAL</b>	<b>(£3,166)</b>

– The capitation budget is the budget with which the school buys all the teaching and learning materials, computers and other resources for the whole school.

– Salaries and wages include all teaching staff, learning support assistants, secretarial staff, breakfast club staff and midday supervisors.

– The premises expenditure includes repairs and maintenance, cleaning, electricity, gas, rates, water/sewerage and any furniture purchases.

– LA support services include advice and support on legal, financial and personnel matters for which we pay a fee to the local authority.

# The School Improvement Plan

September 2013 to July 2014

The School Improvement Plan for last year included the following key points:

- continue to raise standards in mathematics
- improve numeracy across the curriculum
- improve outcomes at end of Foundation Phase in PSD (Personal Social Development)
- develop Key Stage 2 pupils’ literacy skills through use of ICT
- establish Numicon to raise standards in maths at Foundation Phase
- improve numeracy reasoning skills
- develop leadership roles for those in new senior management roles
- continue to track pupils and use data efficiently to secure improvement

Even though the school experienced an unusual amount of staff changes last year, standards remained good. Some of the goals from last year’s School Improvement Plan were partly implemented and others need to be carried forward. A full self-evaluation of the standards, provision and leadership and management of the school produces the following goals for the next year:

Key areas planned for the School Improvement Plan 2014-2015

- improve writing at Key Stage 2
- implement the LNF (Literacy & Numeracy Framework) effectively
- identify and improve provision for MAT (More Able & Talented) pupils across the school
- To introduce and develop assessment procedures in order to track pupils and raise standards
- To strengthen leadership and management at all levels

## Parent and pupil questionnaires

In the summer, the school sent out questionnaires to both parents and pupils and the results will be used to help formulate the School Improvement Plan and make changes to areas of school life identified in the questionnaires. A total of 38 parent questionnaires were handed in – which equates to about 50% of school families – while 53 pupils sent their completed forms in.

The results of the questionnaires show that parents are overwhelmingly satisfied with the school but identified a few areas of improvement – notably in how the school communicates, the school’s homework policy and how the school prepares out children for the next stage of their education. Pupils indicated that they generally like being in school, but they too had some areas in which the school could do better.

*The full results of the survey and the suggestions for areas to improve are attached at the end of this document.*

# More useful information about the school

## School prospectus

The school has a comprehensive prospectus available for all parents who are thinking of sending their children to Llangynidr. It hasn’t been updated for a while, so Karen is working on a new fully-updated version which will be ready by Christmas.

## School admissions

Powys County Council is responsible for admissions to the school and uses a three-year register to determine our school numbers in subsequent years – this information is then used to delegate the school’s budget for the year. Parents should apply to the school for admission by January in the year before the academic year in which their child will be four – a full copy of the school’s admission arrangements can be obtained from Akemi. The school currently has 130 pupils.

## School Council & Eco committee

The School Council and Eco committee have been voted in for this year and will meet fortnightly with Mrs Cathy Davies. They will be working with pupils, staff and the Headteacher to ensure pupils’ voices are heard.

## Term dates for 2014-2015

### AUTUMN TERM 2014

Tuesday, September 2 – Friday, December 19

*Half Term = Monday, October 27 – Friday, October 31*

### SPRING TERM 2015

Tuesday, January 6 – Thursday, March 26

*Half Term = Monday, February 16 – Friday, February 20*

### SUMMER TERM 2015

Monday, April 13 – Friday, July 17

*Half Term = Monday, May 25 – Friday, May 29*

Good Friday = Friday, April 3

Easter Monday = Monday, April 6

May Day Bank Holiday = Monday, May 4

Spring Bank Holiday = Monday, May 25

Royal Welsh Show = Monday, July 20 – Thursday, July 23

## WHAT TO DO IF YOU HAVE AN ISSUE...

**Is your issue to do with your child in class?** Then talk directly to your child’s teacher.

**Is your issue about the school in general or a specific matter which you’d like to discuss further?** Then call the Headteacher or drop in for a chat. Karen is very approachable and will listen to your concerns in the strictest confidence and will, with your permission, pass on any relevant issues to the Governing Body. Most issues can be solved this way.

**Have you spoken to the Headteacher but you’re still not satisfied?** Write to the Chair of Governors, but only after you’ve read the school’s complaints procedure and ensured you’ve fulfilled every requirement.

## Results of Parent Questionnaires 2014

Number of Parent questionnaires returned = 38 = 50% of school families

Question	Agree	Strongly disagree	Don't know
Overall I am satisfied with the school	21		
My child likes school	19		1
My child was helped to settle in well when he/she started at the school	15		1
My child is making good progress at school	22	1	1
Pupils behave well in school	25		2
The teaching in school is good	23		2
The homework my child is set builds well on what he/she learns in school	23	1	1 4 N/A
Staff treat all children fairly and with respect	21		1
My child is encouraged to be healthy and to take regular exercise	19	2	3
The school's playground facilities are fit for purpose	18	4	
My child is safe at school	20		2
My child receives appropriate additional support in relation to any individual needs	18	1	3 7 N/A
I am kept well informed about my child's progress	27		1
I feel comfortable approaching the school with questions/suggestions/problems	21		
I understand the school's procedure for dealing with complaints	22		3 3 blank
The school promotes itself well in the local area	20	2	3 3 blank
My child is well prepared for moving on to their next school	7		16 9 N/A
There is a good range of activities at school, including trips or visits	21		2 blank
The school is well run	22		4 4 blank

### SUMMARY and PLANS TO RESOLVE

- [ Staff will be discussing and agreeing on how best to keep parents up to date with progress throughout the year, changes will be communicated to parents.
- [ A Homework policy is being agreed and written by staff on training day 2<sup>nd</sup> September, this will ensure that homework is set to either consolidate/practise learning that week or be prior to learning for the following week. Once adopted by governors it will be sent to parents. The amount will also be more consistent.
- [ PE will be timetabled for a minimum 2 hours per week and after school clubs will include sport and fitness.
- [ The Friends of Llangynidr have ring fenced money already raised and will raise more funds for us to improve our school grounds. I would like to see children and teachers designing the outdoors to best promote outdoor learning as well as improving playground facilities.
- [ Intervention groups will be reviewed, set and monitored.
- [ More Able and Talented provision is an area we will be developing throughout this year.
- [ The complaints procedure will be made clear on the new school website, in the first instance please see your child's teacher or the Head teacher.
- [ The school needs to be celebrated so if we can get in our local paper we will!
- [ Our new Cornerstones curriculum will include lots of trips, visits and visitors in order to engage the pupils in their learning.

Number of Pupil questionnaires returned = 53

(35 FP and 18 KS2)

### FP children said

Question	Yes	sometimes	no
Do you like being at school?	22	12	1

### KS2 children said

Statement	Agree	Disagree	Uncare
I feel safe in my school	18	0	1
The school deals well with any bullying	10	4	5
I know who to talk to if I am worried or upset	17	1	1
The school teaches me how to keep healthy	13	1	5
There are lots of chances at school for me to get regular exercise	14	2	2
I am doing well at school	14	0	1
The teachers and other adults in the school help me to learn and make progress	15	0	5
I know what to do and who to ask if I find my work hard	19	0	0
My homework helps me to understand and improve my work in school	12	6	2
I have enough books, equipment and computers to do my work	13	2	4
Other children behave well and I can get my work done	8	4	6
Nearly all children behave well at playtime and lunch time	10	3	7
I like school	13	2	4

- [ New homework policy to be written, ensuring consistency and appropriate to improving work in class
- [ Behaviour books (Gold and black) have been introduced and time out at Golden Time implemented, playtime behaviour is being monitored too. School council to be involved in this.