

# Governing Body's Annual Report to Parents – Autumn Term 2018

Cllr. Mrs. S. Miller (Chair of Governors): [melinprimary@npted.org](mailto:melinprimary@npted.org)

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## Attendance

Our annual attendance figures for September 2017 to July 2018 were 93.65%. This figure is still below our target and is not as high as desired by the local authority.

Analysis of data reveals that illness is the largest cause of absence plus a very small percentage of families with persistent absences. The support of the Education Welfare Officer (EWO) has been welcomed in improving attendance.

This year, the School and EWO have worked with 53 families.

Our school council has put in place an attendance reward system which has seen children with good attendance rewarded for each full week they attend. Children have won bikes, scooters and iPads this year from attending as many full weeks as possible.

## A welcome from the Chair of Governors, Cllr. Mrs. Sandra Miller

It has been another positive year for our school. Estyn visited in March and agreed with our view that our school is a good school. It was pleasing as Chair of Governors to see how well our children and the school staff rose to the challenge and took it all in their stride. The report showed clearly the strength of the community links and the support that the governors, school staff and parents give the children so that they can reach their potential. Our school continues to build closer ties with the Flying Start nurseries and Cefn Saeson Comprehensive, as well as other schools in the cluster. Through all these partnerships, your child has the best chance of reaching their potential, however this can only be achieved if your child is in school.

The children continue to embrace the wide range of after school clubs such as running, coding, art and Welsh and it is pleasing to see them enjoy taking part. The choir and maypole dancers continue to progress and have given so much enjoyment to those in the community, it makes us all so proud. A big thank you has to be given to all the parents for their support, the teachers and teaching assistants for giving of their talents, skill and time, and most of all the children for their willingness to work so hard with us all. I'd also like to thank my fellow governors for giving of their time so freely to support our school community. Well done to all!

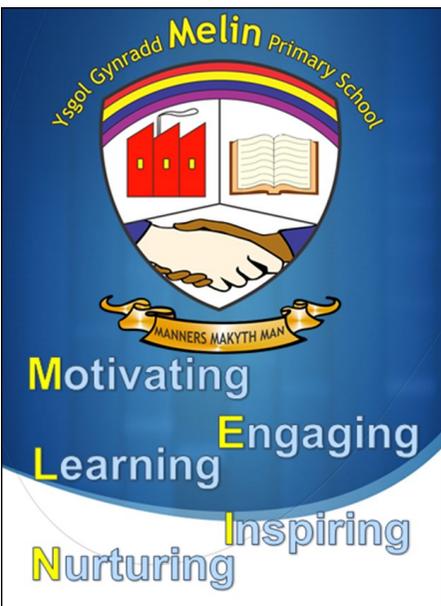
## Delegated School Budget

Teaching Costs	£523,873
Payroll Costs	£284,395
Administration Costs	£21,175
Premises Costs	£76,810
Local Authority Costs	£77,708
Transport	£3,550
Contract costs	£8,061
Capitation	£26,253
<b>Total Costs</b>	<b>£1,025,077</b>

Formula Allocation	£770,084
Other Income	£213,513
Net Expenditure	£811,564

## Physical Education and Sporting Aims

We develop positive attitudes to sport and a healthy, active lifestyle whilst promoting an enjoyment of the challenge and physical demands of activities. This is achieved through regular PE lessons, use of experts from 'outside', and after-school clubs such as running, rugby, and sports clubs. We are following the PESS programme for PE in Key Stage Two and Play to Learn in the Foundation Phase. Use is made of expertise and facilities such as the Ospreys, Swansea City and the NPT PASS team. On our annual Sports Day, the school houses participate in skills based events across both Key Stage Two and the Foundation Phase for the school cup. The SHEP project has sports activities every day which are enjoyed by the children.



At Melin Primary School we believe that the emotional wellbeing of the child, developed through a curriculum based on activity and experience is at the heart of learning. We aim to provide a safe, caring and stimulating learning environment across the Primary phase in which children are given the best opportunities to develop into literate, numerate, digitally competent, creative life-long learners so that they reach their potential. We work together with the adults in our children's lives to ensure that they are safe, happy and are empowered to make a change in their lives.

### School Organisation

We are an English medium primary which caters for children between the ages of three and eleven. Pupils use Welsh through Welsh lessons and encouraged to use Welsh as a language within their time in school. Currently, there are seven full time classes and two part time nursery sessions, with 9 teaching and 11 support staff. There are at present 203 full time pupils on roll, and 33 part time nursery pupils. Children are organised into mixed ability classes and taught by their class-teacher. Classes may contain one year group or be a mixture of two year groups, but with an age range of less than twelve months.

### School Prospectus

The school prospectus has been prepared by the school and has been published. An electronic copy of the prospectus can be found on the school website. A copy will be given on admission to school.

Class	Teachers
Nursery/Reception	Mrs. D. Harris (Deputy Head Teacher)
Reception	Mrs. L. Jeremy
Year 1	Mrs. A. Cameron and Mr. J. Blackmore
Year 1/2	Mrs. B. Burge

Class	Teachers
Year 3	Mrs. N. Davies (Foundation Phase Lead)
Year 4	Miss. C. Parkhouse
Year 5	Mrs. S. Cooke (Key Stage Two Leader)
Year 6	Mrs. A. Asquith (ALNCo)

### Community Links

The School continues to support Melin Community Conference and the Christmas lights in Melin. The choir performed at the event and with Morryston RFC Choir at Ebenezer Chapel.

Our Year Six children performed excellently during their annual Maypole Dance event at which parents, grandparents and community members were warmly welcomed.

Members of local churches and chapels continue to join us on both sites for assemblies. Members of the Fire Service, Police and from industry through Chwarae Teg have attended the school to develop links and deliver key safety and life-skill messages.

### School Policies

The staff and Governors have prepared and approved a series of policies during the first two years of the school. These policies have followed national/local guidance in many cases .

Copies of relevant policies and information can be found on the school website or by request from the school office.

Policies are monitored, reviewed and, if necessary, adapted at set timescales (usually over a one or three year period) or when updated guidance becomes available.

Term	Term Begins	Mid Term Holiday		Term Ends	Days
		Begins	Ends		
Autumn 2018	Monday 3rd September	Monday 29th October	Friday 2nd November	Friday 21st December	75
Spring 2019	Monday 7th January	Monday 25th February	Friday 1st March	Friday 12th April	65
Summer 2019	Monday 29th April	Monday 27th May	Friday 31st May	Monday 22nd July	55
<b>Total:</b>					<b>195</b>

The INSET/Staff Preparation days are to be determined by the schools.

## Bank Holidays

Good Friday, 19th April 2019

Easter Monday, 22nd April 2019

May Day, 6th May 2019 (All Schools Closed)

Spring Bank Holiday, 27th May 2019

### School Toilets

Our Foundation Phase site has three sets of toilets. These are cleaned daily and often in the case of the Nursery and Reception toilets, more than daily.

Our Key Stage Two site has four sets of pupil toilets. These are bright, colourful and are cleaned daily. All toilets in the school now have push taps to save on water use.

### Additional Learning Needs

Children who are deemed to have additional learning needs or ALN, receive support within school or from outside agencies as appropriate. Children are identified through careful monitoring and become part of the Graduated Response system as set out in the 2010 SEN code of practice.

There are a number of stages through which children progress depending on their level of need. Initially children will be observed by the class teacher and if there are any concerns – learning, physical or behavioural – then the teacher will closely monitor the child over a given period of time. In addition the teacher will attempt to use different strategies to support the child within the class.

After a specific period of time and if the child makes little or no progress then the advice the ALNCO will be sought, and the child may be taken out of class for certain periods or may have additional support within class to support the area of need through extra help. At this point the child's parents/carers will be invited into school to discuss the child's targets in collaboration with the class teacher, ALNCO and if appropriate with the child.

The next stage, if progress has still not been made, will be to ask for support from the LEA Additional Learning Needs team who will undertake a detailed assessment of the child's needs and if deemed necessary a request for statutory assessment may be made.

Should a statement be granted, the school will work towards the objectives of the statement through specific actions and making reasonable adjustments to support as best as we are able using any additional information, resources and support available.

Governing Body Membership	
Local Authority Governors	Cllr. Mrs. S. Miller (Chair) Cllr. Mrs. S Penry (Vice Chair) Cllr. Mr. J. Miller Cllr. Mr. M. Protheroe
Parent Governors	Mrs. E. Daniels Cllr. Mrs. L. Jones Mrs. M. Talbot Miss G. Jones
Staff Governors	Mr. T. Richards (Head) Mrs. B. Burge (Teacher rep) Miss K. Gilbert (Non teaching rep)
Community Governors	Mrs. J. Davies Mrs. R. Reed Miss S. Worth

### Parent Governor Vacancy

We have a vacancy for a parent governor on the Governing Body for the school. An election will be held in the Autumn Term in which nominations will be requested and an election held for parents to vote on which candidate they wish to represent them on the Governing Body.

Further information will be sent out to parents from Mrs. Brace, our Clerk to Governors, in the Autumn Term regarding the election.

### Our Healthy School

As always we continue to promote an active lifestyle both in school time, after school and during the summer holidays through activities that allow children to develop their physical skills and their awareness of healthy eating.

We do this through formal lessons, visitors from external agencies and through after school or holiday clubs which promote exercise for fun and healthy eating. We also continue to make good use of both our school garden and nearby Eaglesbush Valley. All children in Year 2 and Year 4 take part in Forest School activities in groups throughout the year.

The school continues to engage in the Healthy Schools Scheme. All our classes learn about being healthy through their curriculum topics, with pupils having the opportunity to benefit from visitors such as the School Nurse, Fire Service, NSPCC and PCSOs to learn more about keeping their bodies and minds as safe and healthy as possible.

All children from Year 2 to Year 6 are able to sign up to our School Holiday Enrichment Programme (SHEP) which aims to give the children 'food and fun' through the first three weeks of the Summer holidays. Children have sports, arts and healthy lifestyle teaching along with great food and fun to keep them active and busy through the holidays.

### Meeting with Parents under Section 94 of the School Standards

#### Organisation (Wales) Act 2013

There has not been a meeting with parents to report back on to you in this report. No meeting has been requested by parents.

## Information relating to school improvement plan targets set by the Governors



### *Target 1: To improve Oracy attainment in Key Stage 2 at Level 4+ and Level 5+*

The Cornerstones curriculum has provided an effective framework for the mapping of oracy skills across the curriculum. It has improved the children's engagement in speaking and listening activities. Speech Link, Language Link and Talk About activities have helped to raise self-esteem and confidence in pupils in upper Key Stage Two. More pupils achieved the above expected level (Level 5+) this year and the many of the pupils achieved the expected level.

### *Target 2: To improve the application of number skills across the curriculum, including problem solving.*

The pupils' numeracy skills have improved and Estyn agreed that they have good opportunities to use their skills across the curriculum. More pupils this year achieved the above expected level in both the Foundation Phase and Key Stage Two. Most pupils are working at the expected level for maths and children are set activities which are at an appropriate level for their skill development.

### *Target 3: To improve Welsh Second Language and bilingualism across the school*

The school is one of the first in the local authority to achieve the Bronze Award in the Siarter Iaith. The attainment of pupils has improved this year with 78% of pupils achieving the expected level and 16% of pupils achieving above the expected level at Level 5. The majority of teachers are using Welsh effectively in the classroom, though the school does need to develop the use of Welsh outside the classroom.

### *Target 4: To improve identification, standards and provision of ALN across the primary school*

A new structure for the provision map which shows what support pupils get is in place. It identifies the children who need and who get support clearly. We measure the progress that our pupils with additional learning needs make well and know if interventions are working for them or not. We are increasing our provisions for pupils with social, emotional and behavioural difficulties to help pupils recognise, manage and regulate their behaviours. Many pupils with additional learning needs make at least expected progress.

### *Target 5: To improve pupils performance in writing*

Many of the pupils achieved the expected level in writing this year at the end of Foundation Phase and at the end of Key Stage Two. More pupils achieved the above expected level and girls performed better than previously. Pupils write with confidence using the genres, however pupils need to use complex sentences and interesting vocabulary more in their writing.

### *Target 6: To improve Science and PSD at the end of stages.*

The Cornerstones science scheme needs to be looked at further in partnership with ERW as their lead officer for Science has changed. 80% of our pupils achieved the expected level in Science at the end of Key Stage Two and over 20% achieved the above expected level.



## Performance by the school at the end of the Foundation Phase and Key Stage Two teacher assessments.

Below there are two tables showing how the Year 2 and Year 6 group of children performed in their teacher assessments at the end of the Foundation Phase (end of Year 2) and end of Key Stage Two (end of Year 6) teacher assessments. They are judgements that are made by the class teacher to show a snapshot of where the individual children are at a point in time on their learning journey.

<b>Foundation Phase 2017/18</b>		
	<b>Outcome 5+</b>	<b>Outcome 6+</b>
Language, Literacy and Communication	87.9%	33.3%
Mathematical Development	87.9%	27.3%
Personal and Social Development	100%	48.5%
Foundation Phase Indicator	87.9%	n/a

<b>Key Stage Two 2017/18</b>		
	<b>Level 4+</b>	<b>Level 5+</b>
English	84.4%	25%
Mathematics	87.5%	41%
Science	84.4%	31%
Core Subject Indicator	84.4%	n/a

Contact the Governing Body: Mrs. M. Winter, Clerk to Governors, Melin Primary School, Mile End Row, Melin, Neath SA11 2ED or [m.winter@npt.gov.uk](mailto:m.winter@npt.gov.uk)

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