



Ysgol Gynradd Gymunedol Aberdaugleddau

Milford Haven Community Primary School

Governors' Annual Report to Parents

September 2019



Chair of Governors

Mr Adrian Armstrong
c/o Milford Haven Community Primary School
Meads site: Priory Road, Milford Haven SA73 2EE
Prioryville site: Prioryville, Milford Haven SA73 2LQ

Clerk to the Governing Body

Kate Evan-Hughes
Director for Children and Schools
County Hall, Haverfordwest SA61 1TP

Resolutions and Actions

We are a new school, opened on 1 September 2018. Therefore, there are no resolutions or actions to report as a result of the last annual parents' meeting.

Composition of Governing Body

Governor Type	Governor Name	Start Date	End Date
Additional Community	Cllr Colin Sharp	25/09/2018	24/09/2022
Community	Mrs Judith Ferguson	13/11/2018	12/11/2022
Community	Mr Alex Lloyd	13/11/2018	12/11/2022
Community	Mrs Pamela Fisher	19/03/2019	18/03/2023
Community	Mr Karl Rozblat	13/11/2018	12/11/2022
Headteacher	Mrs Mandy Paish	01/09/2018	
Local Authority	Mr Robert Whisby	11/10/2018	10/10/2022
Local Authority	Mr Adrian Armstrong	11/10/2018	10/10/2022
Local Authority	Mr Steve Stretch	16/09/2019	15/09/2023
Local Authority	To be appointed		
Parent	Mrs Naomi Joseph	21/09/2018	20/09/2022
Parent	Mr Brett Rickard	21/09/2018	20/09/2022
Parent	Mrs Suzanne Picton-Evans	21/09/2018	20/09/2022
Parent	To be appointed		
Parent	Mrs Joanne Welch	21/09/2018	20/09/2022
Staff	Mrs Pia Morgan	05/10/2018	04/10/2022
Teacher	Miss Hannah Sayers	26/09/2018	25/09/2022
Teacher	Ms Zoe Jenkins	26/09/2018	25/09/2022

Firstly a Word from our Chair of Governors and Headteacher

Dear Parents / Carers,

We are very pleased to provide you with the school's first annual report to parents.

Our new school opened in September 2018 and it has been a very busy year for the pupils, staff and governors. The children have been learning all about a variety of topics including 'Wonderful Me', 'Sugar and Spice', 'Here Be Dragons', 'Rainforest' and 'World War 2'. We particularly hope you will enjoy reading the sections on community links and memorable events.

The school has had a successful first year with pupils achieving good results at foundation phase and key stage 2 and also in the Welsh National Tests. The school's various initiatives to improve pupil skills in numeracy and literacy are bearing fruit and for the observer are a joy to behold. As Chair of Governors I am also particularly pleased at the daily use of the Welsh language within the school.

We have reviewed all the school's procedures and established all the required policies for the new school. An overview of the school is summarised in our prospectus, which is available on the website and at the school on request.

We want to recognise and pay tribute to the teachers and support staff who have all worked tirelessly with the governors to achieve improvements in pupil outcomes and make our first year such a success.

To our pupils, staff and the wider community – Thank you for ensuring our new school has had a successful start and is such a happy place to learn and work. We look forward to continuing to work closely with you throughout the coming year.

Best Wishes

Adrian Armstrong

Mandy Paish

Cadeirydd y Llywodraethwyr

Prif Athrawes

Chair of Governors

Headteacher

The work of the Governing Body

The general responsibility for the effective management of all areas of the school is vested in the governing body. They are committed to supporting Milford Haven Community Primary School in providing the best possible education for all of our pupils. All necessary statutory committees are in place. Throughout the year the governors have shown their commitment and enthusiasm by devoting much time for the benefit of the school and the school would like to officially record their thanks.

Election of Parent Governors

Arrangements are made for the election of parent governors one school term before a parent governor's term of office expires, or on receipt of a resignation. Information about the election is sent to parents via pupil post.

We have one parent governor vacancy at present. Arrangements for this election are in hand with the local authority. This will take place this half term.

The Schools Standards and Organisations (Wales) Act 2013 (The Act) removed the requirement for school governing bodies to hold an annual meeting with parents. Instead, new arrangements were introduced to enable parents to request up to three meetings with a governing body in any school year, on matters which are of concern to them. This is detailed in the letter at the end of this report.

In the last academic year there were no meetings requested.

Financial Statement

End of Year financial statement for 2018-2019 (from school opening on 1 September 2018 to end of financial year)

Total Funding for the Financial Year	1,582,197
School Reserve Balance brought forward from Last Year	0
Total Funds Available	1,582,197
Less: Budget Expenditure	1,537,073
Estimated Year End Resources available	45,124

The financial statement, indicating how the sums available from the local authority have been used, is attached to the full report. If you wish to have a copy of this, please ask at school.

School gifts to the value of £50 were received. No governor claimed any travel or subsistence allowances during the year.

School Term and Holiday Dates

Academic Year 2019/2020

Term	Begin	Half Term		End	School Days
Autumn Term	Mon 2 Sep 2019	Mon 28 Oct 2019	Fri 1 Nov 2019	Fri 20 Dec 2019	74
Spring Term	Mon 6 Jan 2020	Mon 17 Feb 2020	Fri 21 Feb 2020	Fri 3 Apr 2020	60
Summer Term	Mon 20 Apr 2020	Mon 25 May 2020	Fri 29 May 2020	Mon 20 Jul 2020	59

Plus designated staff training closure days: Monday 2 September 2019 and Monday 20 July 2020.

Attendance

Milford Haven Community Primary School opened on 1 September 2018. The table below shows the attendance across the school for its first year.

Academic year	Attendance	Authorised absence	Unauthorised absence
2018-2019 Years 1 - 6	93.72%	4.28%	2.01%

Our target was to achieve 94.5% attendance. As you can see, attendance needs to improve and will remain a priority for the 2019-2020 academic year.

Please keep up the effort everyone!

Target Setting

We set annual targets for improvement. At the end of foundation phase in 2019 our targets for language, literacy and communication (LLC), mathematical development and personal and social development were 88%, 89% and 94%. We achieved 89%, 91% and 94% respectively.

At key stage 2 our targets for English, mathematics and science were 81%, 80% and 83%. We achieved 82%, 81% and 80%.

We are very pleased that nearly all pupils achieved their targets. Well done to all our Year 2 and Year 6 pupils!

Please note that whole school targets consist of individual pupil targets.

The end of foundation phase and key stage validated results in all core subjects, the foundation phase indicator and the core subject indicator (as published by the Welsh Government) are attached at the back of the full report. Please ask at school if you wish to have a full report.

Special Educational Needs

Mrs Suzanne Picton-Evans is the named governor for additional learning needs. Mrs Rachel Thomas, our Assistant Headteacher, is the Additional Learning Needs (ALN) Coordinator across the school.

The school offers a range of additional intervention programmes for individuals and groups of pupils who are on the ALN register. Interventions include ELSA (Emotional Literacy Support), Time to Talk Narrative sessions, Hands on Literacy, Speech and Language groups and Clubhouse. There is also Relationship Based Play, Construction Crew, Lexia, Smartmoves and Bucket. Interventions are monitored on a half-termly basis to ensure individuals and groups are making the best possible progress and to determine how long they require support.

Monitoring and reviewing Individual Development Plans (IDP) with pupils and parents takes place with all ALN children throughout the school.

We continue to work with outside agencies such as Behaviour Support Service, Speech and Language therapists, Social Communication Team, Inclusion Support Service, Sandy Bears and CAMHS (Child and Adolescents Mental Health Service).

The Educational psychologist visits the school regularly to provide advice to staff and parents on how best to support children at school action plus or on a statement.

Mrs Thomas liaises closely with the school nurse, Hywel Dda medical staff and the Speech Therapy Team. Parents are welcome to make appointments with the school nurse to discuss their child's medical needs.

Community Links and Memorable Events

We constantly aim to uphold and further develop and strengthen our links with the community. This year links have been fostered through a variety of activities:

- The children have once again visited many local facilities including Sealyham, Carew Cheriton, Folly Farm and Oakwood....as well as further afield such as Llangrannog, Swansea Museum and Cardiff.
- Our athletes have done well in many inter-school competitions including football, netball and rugby. We also reached the Pembrokeshire and Dyfed cross-country championships. Well done to the school team who came third in the Pembrokeshire championships!
- Our musicians have done well in individual exams and in local competitions, such as the Valero music festival where we had real individual success and were also placed in the ensembles. All the practice in band every Wednesday has certainly paid off! Thank you Mr Sanders-Swales.
- Class assemblies and special assemblies have been held throughout the year. The school have really enjoyed celebrating Harvest, Christmas and Easter. Thank you to St Katharine's for allowing us the use of the church for our Christmas celebrations. Thank you also to the 'Open the Book' group who have delivered weekly Bible assemblies. We held a lovely Welsh evening of entertainment with our Year 2 to Year 6 pupils. The Year 2 Graduation Ceremony was a very special event, with many proud parents and family members present. As always the Year 6 Leavers' performance of High School Musical was of an exceptionally high standard; not only for its musical and dramatic performances, but also for the sheer joy that the Year 6 pupils obviously had from putting on the show!
- Our school choir performed at St Katharine's Candlelight Mass, which was recorded for Radio Pembrokeshire. They also sang at the Valero Christmas celebrations, at the opening of the new Costa Coffee in Milford and for the Milford Haven Mayor's Inaugural Ceremony.
- Pupils represented the school at Milford Haven's Remembrance Day Ceremony, where they laid a wreath.
- We hosted a Sunset Cinema screening of 'Grease' for the Torch Theatre. A wonderful evening was had by all!
- As always we have continued our close links with our feeder high school, Milford Haven School and also all the other primary schools in the Milford cluster. Events such as Darwin Science, Writing Squad, Science Squad, sporting transition activities have all been thoroughly enjoyed by our Year 5 and Year 6 pupils.
- We have continued to support our charities this year through a Macmillan Coffee Morning, Wear a Hat for Brain Tumour Awareness Day, Save the Children Christmas Jumper day, Children in Need, PATCH (Pembrokeshire Action to Combat Hardship) and the Salvation Army.

We have shown just a few of our many links here. Other links throughout the year will have been reported in our Newsletters. Thank you to all parents, families and to the community for their continued and wholehearted support!

School Prospectus

The School Prospectus is available to all parents of new pupils to the school. It has just been updated (1 September 2019) and is available at school should you wish to see a revised edition. All revisions to the information contained in the Prospectus are regularly updated in our Newsletters to parents.

School Policies and Strategies

All statutory and non-statutory school policies are reviewed annually. All policies are available at school for any parent / carer to view. The main policies are uploaded on the school's website <https://milford-haven-community-primary-school.j2bloggy.com>

School Development Plan

Priorities for improvement this year have followed the statutory requirement for plans for literacy and numeracy, namely:

- To maintain and further raise standards in oracy, reading and writing for all groups of learners across the school
- To improve standards of mathematical development, mathematics and numeracy across the curriculum for all groups of learners

And also school-based priorities:

- To ensure all teaching is good or better across the school
- To ensure wellbeing and attitudes to learning for pupils and staff are consistently strong
- To ensure strategic leadership across the new school is consistently rigorous and robust in order for all pupils to make the best possible progress

Progress with all our action plans has been good.

Sporting Achievements

We aim to promote an understanding of the need for a healthy and active lifestyle. All children have physical education lessons weekly where they, over time, do games, athletics, outdoor activities, gymnastics, swimming and dance.

The children have also been fortunate to have had opportunities to attend a variety of extra-curricular clubs this year including football, netball and rugby. Year 2 pupils had a variety of sports offered in their Sports Club.

Our school teams have once again represented the school in Urdd rugby and netball, County cross-country, inter-school rugby and football and at a national level in the Welsh gymnastics squad.

Healthy Eating and Drinking

We are a healthy eating and drinking school. We encourage healthy lunches and healthy snacks and drinks to be brought into school. As a new school we are currently undertaking the Healthy Schools Award.

Toilet Facilities

There are boys and girls toilets in each section of the school including the Nursery unit, the Meads site for Reception, Year 1 and 2 pupils and Prioryville site for the key stage 2 pupils. On both sites there are disabled toilet facilities. All toilets are cleaned daily.

The Curriculum, Organisation and Teaching Methods

There are currently 23 mixed ability classes in the school, ranging from Reception to Year 6. Within each class pupils may work individually or be grouped in a variety of ways to facilitate learning for a particular child or group of children or for a particular lesson. We also have two-part time nursery classes and a full time nursery class for the Spring and Summer terms. Our Flying Start Centre is situated at the Meads Site.

Nursery, Reception, Year 1 and Year 2 pupils are in the foundation phase and follow the foundation phase curriculum which comprises of:

- Personal and social development, well-being and cultural diversity; Language, literacy and communication skills; Mathematical development; Welsh language development; Knowledge and understanding of the world; Physical development and Creative development

At key stage 2 the curriculum is based on the National Curriculum subjects of:

- English; Welsh Second Language; Mathematics; Science; Information and Communication Technology; Design and Technology; History; Geography; Art and Design; Physical Education and Music

Both phases also follow the agreed syllabus for Religions Education and the Skills Framework for the teaching of the skills of thinking and the DCF (Digital Competency Framework). Both phases follow the Literacy and Numeracy Framework.

The skills and content of the curriculum are allocated between year groups. Learning and teaching policies outline the methodology behind all areas of learning. Learning plans are produced by staff for all classes and then made appropriate for each individual child. The school is actively embracing the new draft curriculum for Wales, which will be in a final format in January 2020.

Language Category

The school is classed as an English Medium school, according to the language policy of Pembrokeshire County Council.

Use of the Welsh Language

Welsh second language is taught as a Foundation and National Curriculum subject to all pupils throughout the school. We encourage the use of incidental Welsh whenever possible. Children are taught by their class teacher. Your child will continue to learn Welsh when they transfer to their respective secondary school.

English is the language used in the day to day business of the school. Welsh is used as frequently as possible as the language of communication with pupils to improve their capacity to use every day Welsh. The school primarily communicates with parents in English, however we can provide documents through the medium of Welsh if requested.

The 'Cwricwlwm Cymreig'; which is the ethos and culture of Wales, is actively encouraged in all other areas of the curriculum. We promote the fact that we live in Wales as much as possible with events such as our annual Eisteddfod every March.

Your Right to Request a Meeting with the School's Governing Body

Dear Parents,

Re: Your right to request a meeting with the school's governing body

The Schools Standards and Organisation (Wales) Act 2013 (The Act) removed the requirement for school governing bodies to hold an annual meeting with parents. Instead, new arrangements were introduced to enable parents to request up to 3 meetings in any school year with a governing body, on matters which are of concern to them. If parents wish to use their rights under the Act to hold a meeting, 4 conditions will need to be satisfied:

1. Parents will need to raise a petition in support of holding a meeting. The parents of at least 10% of the school's registered pupils/ 30 registered pupils (whichever is lower) will need to sign the petition. I can provide guidance, if requested, on how a paper or electronic petition can be raised. Please do not start a petition without receiving this guidance.
2. The meeting must be called to discuss matters which affect the school. The meeting cannot be called to discuss such matters as the progress of individual pupils, or to make a complaint against a member of the school's staff or governing body.
3. A maximum of 3 meetings can be held during the school year. The law allows parents to use their rights to request up to 3 meetings with a school governing body during the school year.
4. There must be at least 25 school days left in the school year. The law makes it a condition that at least 25 school days are left in the school year when the petition is received so that the meeting can be held. A "school day" means a day when the school is open to pupils.

Any petition requesting a meeting with this school's governing body should be sent to the Chair of the Governing Body at the school's address.

Further advice on how parents may go about requesting a meeting with a governing body is available on the Welsh Government's website at:

<http://gov.wales/docs/dcells/publications/130503-statutory-guidance-parentsmeetings-en-v2.pdf>

Signature

Adrian Armstrong

Chair of Governors

Date: 17.9.19