



Ysgol Gynradd Gymunedol Aberdaugleddau Milford Haven Community Primary School

Governors' Annual Report to Parents

November 2020



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

Steven Richards-Downes
Director for Children and Schools
County Hall, Haverfordwest SA61 1TP

Resolutions and Actions

There are no resolutions or actions to report as a result of an annual parents' meeting.

Composition of Governing Body

Governor Type	Governor Name	Start Date	End Date
Additional Community	Cllr Kathy Gray	28/01/2020	27/01/2024
Community	Rev John Cecil	10/11/2020	9/11/2024
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	Cllr Rhys Sinnett	29/01/2020	28/01/2024
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	Mrs Claire Byrne	3/10/2019	2/10/2023
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

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, prior to lockdown and during lockdown, the governors have shown their commitment and support 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 no parent governor vacancies at present.

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 2019-2020

Total Funding for the Financial Year	2,580,269
School Reserve Balance brought forward from Last Year	45,124
Total Funds Available	2,625,393
Less: Budget Expenditure	2,518,945
Estimated Year End Resources available	106,447

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.

Attendance

The table below shows the attendance across the school for the 2019-2020 academic year. The school went into lockdown as of 23 March 2020 and attendance during Recovery in July was limited to take account of Covid-19 restrictions.

Academic year	Attendance	Authorised absence	Unauthorised absence
2019-2020 Compulsory School Age	91.86%	5.83%	2.31%

Performance against attendance targets - As indicated in the target setting section, schools are not required to report against targets this year, as a result of a relaxation of regulations because of the Covid-19 pandemic.

Target Setting

We set annual targets for improvement. The targets set for the end of foundation phase in 2020 were language, literacy and communication (LLC) 94%, mathematical development 94% and personal and social development, 95%. At key stage 2 our targets for English, mathematics and science were 79%, 83% and 79% respectively. Whole school targets are made up of individual pupil targets.

However, Welsh Government temporarily relaxed requirements to undertake national tests and assessments and to report the outcomes this academic year as a result of Covid-19 and therefore all statutory data collections were cancelled.

Therefore, regulations were modified and as a result there was a removal of the current statutory requirement to report on school performance as published on DEWi.

School Term and Holiday Dates

Academic Year 2020/2021

Term	Begin	Half Term		End	School Days
Autumn Term	Tue 1 Sept 2020	Mon 19 Oct 2020	Fri 30 Oct 2020	Fri 18 Dec 2020	68
Spring Term	Mon 4 Jan 2021	Mon 15 Feb 2021	Fri 19 Feb 2021	Fri 26 Mar 2021	55
Summer Term	Mon 12 Apr 2021	Mon 31 May 2021	Fri 4 June 2021	Tue 20 Jul 2021	65

Plus designated staff training closure days: Tuesday 1 September 2020 and Monday 12 April 2021.

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.

During the 2019-2020 academic year the school offered a range of additional intervention programmes for individuals and groups of pupils who are on the ALN register. Interventions included ELSA (Emotional Literacy Support), Time to Talk Narrative sessions, Hands on Literacy, Speech and Language groups and Clubhouse. There was 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 regularly 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, EHWB (Emotional Health and Well-being Team) 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 and provide memorable events for our pupils. This year, prior to lockdown, links and events included:

- We did well once again in many inter-school competitions including football, netball, gymnastics, swimming, and rugby at a local and national level. Please see the Sporting Achievements Section of this report. The Pembrokeshire cross Country Championships were held for the first time at Carew Airfield and we are proud to say that MHCPS were crowned overall champions!
- Our musicians continued to do 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. Thank you Mr Sander-Swales for your continued hard work towards the competition and also weekly band practice! Individual practice was also continued through lockdown and a number of pupils have recently achieved medals.
- Class assemblies and special family assemblies were held throughout the year up to lockdown. The children enjoyed weekly assemblies led by Father Andrew and Rev John and they really enjoyed celebrating Harvest, Remembrance and Christmas with the community. Thank you to all of those of you from the community who joined us for a magical open-air Christmas carol concert on the Meads field including many members of St Katharine's Church. Thank you also to the 'Open the Book' group who delivered weekly Bible assemblies to lower Key Stage 2 classes. Unfortunately, Covid-19 restrictions prevented us holding our usual Year 6 leavers' concert, but we did enjoy a virtual awards ceremony where every child received an individual award for their contribution to school and particularly during Year 6.
- The children have once again visited many local facilities including Carew Cheriton, Scolton Manor, Crucial Crew and Folly Farm and Year 5 to Cardiff. Unfortunately, due to Covid-19 restrictions we had to postpone our planned trips further afield to Swansea Museum, Llangrannog and Sealyham.
- The School has forged strong links with local support groups and national organisations. Year 5's links with The Welsh National Opera and their work alongside the Dementia Society was thoroughly enjoyed by the children, especially spending time with the residents of Havenhurst as part of the project. The children have also loved the visits from Pembrokeshire Hogspital (hedgehogs) as part of their project work and are now all dedicated hedgehog enthusiasts!
- Our school choir performed at the annual St. Katharine and St. Peter's Church Annual Candlelit Festival of Nine Lessons and Carols for Christmas, which was recorded for Radio Pembrokeshire.
- Our Head boy and our Head girl represented the school at Milford Haven's Remembrance Day Ceremony in 2019, where they laid a wreath.
- 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 were 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 and events 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. It is greatly appreciated!

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 for the 2019-2020 academic year have followed the statutory requirement for plans for literacy and numeracy, namely:

- To raise standards of 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 school is consistently rigorous and robust in order for all pupils to make the best possible progress

Progress with all our action plans was good up to lockdown and this was recognised by the local authority in their monitoring.

Sporting Achievements

We aim to promote an understanding of the need for a healthy and active lifestyle. Up to lockdown all children had physical education lessons weekly where they, over time, did games, athletics, outdoor activities, gymnastics, swimming and dance. A continuation of physical activities was encouraged during lockdown.

We have done well once again in many inter-school competitions including football, netball, gymnastics, swimming, and rugby. 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

Our teams have once again represented the school in Urdd netball, county cross country, inter-school rugby and at a national level in the Welsh gymnastics championships where Lacey-Lee Nicholas and Kaidy-May Forrest came third. MHCPs were also crowned overall champions at the Pembrokeshire Cross Country Championships.

Amelie Dash won the Pembrokeshire Urdd swimming gala and went on to represent the school in the national finals at Cardiff.

The school hosted two inter-school rugby tournaments.

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.

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 under normal circumstances and since the advent of Covid-19 there is increased cleaning across the school day.

The Curriculum, Organisation and Teaching Methods

There were 23 mixed ability classes in the school in 2019-2020, ranging from Reception to Year 6. Within each class pupils worked individually or were grouped in a variety of ways to facilitate learning for a particular child or group of children or for a particular lesson. In 2019-2020 we also had two part-time nursery classes and a full-time nursery class for the Spring term. Our Flying Start Centre is situated at the Meads Site.

Nursery, Reception, Year 1 and Year 2 pupils are in the foundation phase. They follow the foundation phase skills that are outlined in the foundation phase framework, whilst schools are also preparing a curriculum that begins to address the new areas of learning for Curriculum for Wales 2022.

The foundation phase framework focuses on the following areas:

- 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

In years 3, 4, 5 and 6 the children are in key stage 2. They are developing skills as laid down in the programmes of study for the key stage 2 - 4 curriculum, whilst schools are also preparing a curriculum that begins to address the new areas of learning for Curriculum for Wales 2022.

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

The new Areas of Learning and Experience (AOLE) for Curriculum 2020 are:

- Language, Literacy and Communication
- Mathematics and Numeracy
- Health and Wellbeing
- Humanities
- Science and Technology
- Expressive Arts

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.

As of lockdown in March 2020, in accordance with Welsh Government guidance, the curriculum was slimmed down for the remainder of the academic year 2019-2020 A greater emphasis was placed on Literacy, Numeracy and Digital Competency (DCF).

All activities set for the children had this bias. Our aim was to build on prior knowledge and skills as well as teaching our children how to apply these skills across a number of Areas of Learning and Experience, as laid out by the Curriculum for Wales 2022.

The acquisition of skills has remained the driving force in learning. Teachers have successfully and skilfully adapted topics to suit the needs of the children making them exciting, relevant and immediate to our pupils, allowing them to draw on personal experiences so as to make the learning more real.

As a result of Covid-19 Blended Learning approaches have been adopted which has allowed for face to face learning between pupils and staff as well as the use of online digital classrooms.

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: 23.10.2020

Finally, a Word from our Chair of Governors and Headteacher

Dear Parents / Carers,

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

2019-2020 has been another very busy but different year for the pupils, staff and governors as we have all got to grips with our new ways of working.

The children have been learning all about a variety of topics and it is particularly pleasing that this learning continued so successfully after the country went into lockdown in March, owing to the terrific efforts of teachers and management in providing home-working packs and on-line learning, and of course your help as parents and carers in ensuring pupils were focused and continued to learn from home.

We particularly hope you will enjoy reading about what we have achieved within the community which showcases some of the many varied talents and achievements of our learners.

The school has continued to build on the successes in its first year with pupils achieving good results at foundation phase and key stage 2.

The school's various initiatives to improve pupil skills in numeracy and literacy continues to bear 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 new policies to keep everyone safe during the ongoing pandemic. 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 in running a Hub for key workers during the summer term.

To our pupils, staff and the wider community - thank you for ensuring our school continues to be a success and 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

Chadeirydd y Llywodraethwyr

Prif Athrawes

Chair of Governors

Headteacher