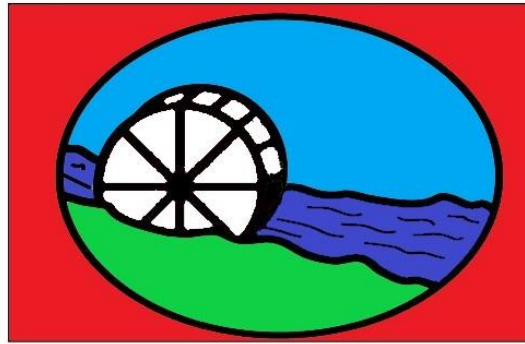


Cwmfelin Primary School

Governing Body Annual Report to Parents

Eager to Learn. Proud to Achieve.



Awyddus i Ddysgu. Balch i Gyflawni.

Academic Year 2023 / 2024

WORD FROM THE CHAIR OF GOVERNORS

UNCRC – Article 29

*Education must develop every child's personality, talents and abilities to the full.
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other cultures, and the environment.*

Dear Parents and Carers,

I am pleased to present Cwmfelin's annual report on behalf of the Governing Body. I would like to thank all the staff and governors for all their ongoing hard work and commitment. In this report you will find how the school has performed in the last academic year of 2023-2024.

For those parents, carers and children who are new to the school this year, we offer you a warm welcome and we hope the children have settled in well, into their new classes. For those who have now entered into Year 6, this will be your last year in Cwmfelin and we hope it will be the best year yet. We are very lucky to have fantastic children in Cwmfelin and are always complimented on their behaviour and attitude towards learning when we have visitors or are out on school trips.

At the start of the new academic year 2024 we look forward to building on our previous success and to continue to develop our Curriculum for Wales. Part of this sees Cwmfelin Primary working together in a Maesteg cluster of schools benefiting from sharing professional best practice. We look forward to seeing this work go from strength to strength. This helps us along with other training events to ensure we are providing quality learning experiences to our children.

As the new Chair of Governors, I am delighted to still be working alongside such dedicated, enthusiastic and devoted staff, governors and parents. Together we will continue to work hard to stay eager to learn and to remain proud to achieve.

Yours sincerely

Nicole Ronan-Thomas

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Governing Body (as at Summer 2024)			
Chairperson: (Community)	Cllr N Ronan-Thomas		
Substantive Headteacher:	Mrs J Morgan		
Acting Headteacher:	Mrs J Edwards		
Teachers:	Mrs L Evans	Staff:	Mrs G Hulme
Parents:	Dr B Williams	Community:	Mrs A Sharma - Thomas
	Mr P Groves (Vice Chair)		Cllr P Sasiruban
	Mrs J O’Gorman		
	Mr C Price	Bridgend LA:	Vacancies
Clerk to the Governors: Miss Simone Delaney School Governance Solutions Ltd c/o Cwmfelin Primary School schoolgovernancesolutions@gmail.com			

Governing body of Cwmfelin Primary School

About our Governing Body

The role of the Governing Body is to provide strategic management, and to act as a critical friend, supporting the work of the Headteacher and other staff. The full Governing Body usually meet once each term, under special circumstances they may need to have extra-ordinary meetings, but these are very rare.

The Governors at Cwmfelin Primary use a committee structure to undertake their monitoring and evaluation roles. Membership and terms of reference of the committees are determined annually. Finance, Staffing, Health and Safety, Curriculum and Complaints committees are examples. These committees meet outside of the full Governors meetings, as required, to discuss specific issues that arise throughout the year. Each committee reports fully to the whole Governing Body through its agenda/minutes.

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School aims

School motto: *Eager to learn, proud to achieve*





School vision: We provide a safe, happy, inspiring learning environment built on high expectations, tolerance and mutual respect.

Together we instil confidence in our children to enable them to become resilient, hardworking, ambitious learners who will grow and develop into valued citizens of Wales and the wider world.

Our School Curriculum

We are continuing to develop our Cwmfelin Curriculum which began its implementation in September 2022.

The four purposes are at the heart of our curriculum and underpin everything that we do. Teachers ensure that planning reflects these four purposes and provide opportunities for pupils to become:

-  Ambitious, capable learners ready to learn throughout their lives
-  Healthy, confident individuals, ready to lead fulfilling lives as valued members of society
-  Ethical, informed citizens of Wales and the world
-  Enterprising, creative contributors, ready to play a full part in life and work.

Throughout the school, lessons focus on the knowledge, skills and experiences that pupils will experience in a range of real life, authentic contexts. Through consultation with parents, pupils and staff, our curriculum has developed and allowed for a concept-based approach to be implemented. Cross cutting themes and cross curricular skills are evident in planning and pupils contribute to the planning process. Children learn through an inquiry- based approach and teachers incorporate a range of strategies to promote thinking skills into daily lessons.

A variety of teaching methods are employed to encourage pupils to become independent learners and access a range of more challenging materials.

All pupils are encouraged to speak Welsh and incidental Welsh is used throughout the school day. We are currently working towards our Bronze Siarter Iaith Award with our Criw Cymraeg. Welsh Language is promoted in classes through displays and storybooks and Welsh songs and prayers feature in assemblies. Our annual Eisteddfod celebrates the heritage, language and culture of our country and we explore how these aspects represent our 'cynefin'.

School prospectus

Our school prospectus is updated annually in line with Welsh Government guidelines and is initially distributed to every family when their child enters Cwmfelin Primary. Any family wishing to receive an additional copy of the school prospectus may request a copy from the office or view it on our school website.

Financial Statement for the financial year 2023-2024

Appendix A is a copy of the school's financial statement for the Financial Year 2023-24.

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Our Staffing Structure 2023-2024

PUPILS ON ROLL: (Summer 2024)		TEACHING STAFF
Rising 3's	7	Mrs S Morgan
Nursery	21	
Reception	24	Miss R Hopkins
Year 1	30	Mrs S Evans
Year 2	24	Mrs E Rowlands
Year 3	24	Miss C Bumford
Year 4	29	Mr J Desmond
Year 5	28	Mr A Bluck
Year 6	30	Mrs L Evans
Total	217	

Our Teaching AoLE Teams 2023-24

Languages, Literacy and
Communication

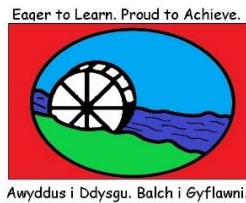
Mrs L Evans

Numeracy and
Mathematics

Mr J Desmond

Expressive Arts

Mr A Bluck



Humanities

Miss C Bumford

Science and Technology

Mrs E Rowlands

Health and Wellbeing

Miss R Hopkins

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Curriculum Organisation

We aim to offer a broad and balanced curriculum throughout the school, organised broadly into Progression Step 1 (Nursery/Reception), Progression Step 2 (Classes 1,2 & 3) and Progression Step 3 (Classes 4,5 & 6). Our Curriculum for Wales development provides opportunities for pupils to develop their knowledge, skills and experiences through high standards of teaching and learning. Pupils are involved in planning for their learning and we teach through an inquiry- based approach. At the start of each inquiry, immersion sessions set the scene and generate enthusiasm for the topic. Pupils develop specific skills and demonstrate their learning through showcases to a wider audience including parents, other classes and in digital form.

Arrangements for pupils with Additional Learning Needs (ALN)

At Cwmfelin Primary School we are a fully inclusive education system where all learners have access to an education that meets their individual needs. In September 2021, because of the Additional Learning Needs and Education Tribunal of Wales Act, schools in Wales are required to amend their current approach to ensure that all children can access the curriculum. Universal school provision meets the needs of most learners and specific interventions are offered to support learners both academically and with their wellbeing.

In line with our policy, which can be found on our school website, there are agreed procedures for identifying, assessing and teaching children with additional needs. To identify those children who may have an additional need, we collect data over time which may include screening and assessments, observations, assessments of day-to-day learning, monitoring progress over time and advice from outside agencies. Children who do not make the expected progress over time will be considered as having additional needs. Mrs S Evans, our ALN coordinator offers advice and support to staff and parents and each identified child has an individual learning plan with specific targets which are regularly reviewed. Parents and pupils are included in the review meetings which focus on pupil progress and suitable provision.

Religious Education and Collective Worship

Religious Education is provided for every pupil in the school. The school has no particular affiliation with any religious denomination but is broadly Christian in nature and recognises a broad range of other faiths.

Acts of collective worship are held each day and are led by different members of the teaching staff and visiting speakers. Local clergy also occasionally take whole school assemblies, which are enjoyed by the pupils. A pupil may be excluded from Religious Education and collective worship on religious grounds following a request from the parent, with whom alternative provision will be discussed.

Healthy Eating in Schools

The school endeavours to follow guidance outlined in the Welsh Government's Appetite for Life Action Plan and Healthy Eating in Maintained Schools. We actively promote a healthy lifestyle and a positive attitude towards healthy eating, exercise, hydration and rest. Pupils have access to drinking water throughout the school day and are invited to bring fresh fruit as a snack at break time.

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All school dinners meet Welsh Government requirements. The school meals service also promotes positive nutritional messages by providing healthy food in Breakfast Club. Pupils are given the choice of water or milk to drink with their lunch. In the Autumn term 2024, the Welsh Government Universal Provision for Free School Meals offer, will provide free school meal entitlement for all pupils from Nursery to Year 6.

Language use in School

The curriculum is delivered through the medium of English. However, education provision promotes bilingual skills and reflects the language and culture of Wales. The Welsh dimension of the curriculum is developed through a Welsh ethos within the school, through the selection of appropriate subject content and through the learning of Welsh. Welsh is taught as a second language throughout the school and the use of Welsh is encouraged throughout the school day.

School Policies

The following policies and documents have been reviewed and updated during the 2023-24 academic year:-

Attendance
Behaviour management
School Emergency Plan
Safeguarding
Marking & Feedback
PREVENT

School Toilet Facilities

There are age-appropriate toilet facilities for pupils throughout the school. Pupils in Early Years, Year 1 and Year 2 have access to toilets in the demountable classrooms. Pupils in classes 3 and 4 share toilets at the south end of the main building and boys and girls in years 5 and 6 access separate facilities at the north end of the main building. School toilets are cleaned daily and any operational or cleaning issues are addressed promptly by staff.

School Improvement

The School Improvement Plan (SIP) communicates the vision for improvement in the form of targets and actions and ensures that achievement is raised in all aspects of school life. The targets for 2023-24 were:

Target 1
To further develop standards with a specific focus on standards of writing and numeracy in inquiry work.
Target 2
To develop a whole school approach which supports mental health and emotional wellbeing.
Target 3
To refine a rich, engaging curriculum promoting thinking skills and independent learning.
Target 4
To further develop provision for supporting equity and inclusion.
Target 5
To continue to develop leadership roles to ensure that leaders take account of all groups of learners when monitoring progress.

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Complaints

The governors hope that any concerns and issues can be addressed through discussion with the class teachers, the Headteacher and/or administration staff prior to becoming an issue for the attention of the Governing Body and the local authority. Our complaints policy sets out the agreed procedures for handling complaints and is available on the school website or directly from the school upon request.

Attendance

The school places strong emphasis on good attendance and pupil attendance is regularly monitored with the support from the Education Welfare Service. The Maesteg Cluster Attendance Approach outlines current policy and procedures and is available on our school website. Parents should note that Welsh Assembly guidelines state that taking children on holidays during term time is not an entitlement for parents and all such absences need to be applied for in advance.

Pupil Attendance/Absence – 2022/23

Number of Sessions Lost (Out of a total of 68974)	Reason
934	Unauthorised Holidays
215	Authorised Holidays
2889	Illness
49	Partial or Enforced Closure
55	Other authorised circumstances
349	Late before registration
83	Late after registration
304	Medical / Dental appointments
424	Unauthorised absence (not covered by other codes)
52	Approved sporting activity
448	Educational visit or trip
567	Untimetabled sessions for non-compulsory school-age pupils
6,369	TOTAL

The School Day / Session Times

	Morning Session	Lunchbreak	Afternoon Session
Nursery	9:00 – 11:45	11.45 – 13:00	13:00 – 15:00
Reception	9:00 – 11:45	11:45 – 13:00	13:00 - 15:15
Year 1 & Year 2	9:00 – 12:00	12:00 – 13:00	13:00 - 15:15
Years 3,4,5 & 6	9:00 – 12:15	12:15 – 13:15	13:15 - 15:30

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School Holiday Dates

A link to school holiday dates for 2024/25 can be found at the end of this report.

Extra-Curricular Activities

We are very proud of the variety of clubs that we have on offer at Cwmfelin Primary. The pupils have enjoyed:

<ul style="list-style-type: none"> • Rugby • Football • Netball • Reading club 	<ul style="list-style-type: none"> • Choir • ICT club • Lego / construction club • Ocarina club
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Activities, achievements and community links

Our pupil committees were elected at the start of the new academic year and meet throughout the year, namely; Pupil Council, Eco Council, Rights Respecting Ambassadors and Criw Cymraeg. These groups play a valuable role in the development of our school and organise many activities linked to specific areas of pupil interest. For example, Criw Cymraeg began their work towards achieving the Siarter Iaith award, Pupil Council organised many fundraisers including Children in Need activities, Eco Council continued to gather evidence to renew our Green Flag and Ambassadors are advocates for children's rights.

Links with the community continue to develop and we maintain good relationships with Maesteg library, local health and social services, our local PCSO's, local businesses, Maesteg Town Council, local churches and the Fire Service. We also continue to support our families and community through our Big Bocs Bwyd.

Staff recognise and celebrate pupil achievement through weekly award assemblies held on Fridays. A Seren yr Wythnos (Star of the Week) is selected from each class and pupils share certificates, medals and trophies from extra-curricular clubs and sports. A weekly attendance certificate is presented to the class with the highest attendance that week as well as Cwmfelin Bear who joins their class for the week.

Pupils have benefited from a range of visits during the year in order to enhance their learning and deepen understanding of their inquiry work. These included trips to Maesteg library and Town Centre, local playgrounds, Parc Tir Iarll, Bryngarw Park, Porthcawl Pavilion, South Wales Miners Museum, Wiggleys Fun Farm, Techniquet and Swansea museum.

Sports Provision

The school provides good opportunities for pupils to participate in a wide range of sports. The aim of the school is to improve skills in a way that will create life-long commitment to activities and sport, and promote a healthy lifestyle. The school curriculum incorporates a variety of creative, competitive and adventurous activities.

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Pupils in Years 4, 5 and 6 participated in an intensive swimming programme to develop confidence and skills, while pupils in Year 6 attended a residential trip to Manor Adventure. They participated in a wide range of outdoor adventurous activities including archery, shooting, stand up paddle boards, canoeing, zip wire, kayaking, climbing and abseiling.

Two separate sports events were hosted on the field with all children taking part. Sports Day celebrations were a huge success, with parents attending to celebrate and support sporting achievements. A sponsored run organised by Ogi Jogi was held in order to open our new Daily Mile track around the field which is regularly used by pupils.

Junior pupils regularly compete in the Bridgend Schools Cross Country league with a number of pupils achieving success. The Rugby team participated in the Keith Grice tournament. Pupils in Class 5 attended the Ospreys tournament and the Apollo football tournament. Classes 5 and 6 also attended the Maesteg Park rugby tournament and the Cluster football event at Caerau Primary. We are very grateful to WEPA who continue to be our sponsor and provided funds to purchase additional rugby and football kit.

Estyn Inspection

The school received notice of an Estyn inspection in January 2023 and, during the week 23 – 26 January, inspectors observed lessons, spoke to staff, pupils and parents and discussed school improvement with the Senior Leadership Team. The published report highlighted many positive features including our robust safeguarding arrangements, the excellent behaviour of our pupils, strong working relationships between staff and pupils and provision which offers opportunities for pupils to learn within authentic contexts. Our work to incorporate our Big Bocs Bwyd was an outstanding feature and we were especially proud to be invited to write a case study for Estyn to share good practice. Following the inspection, three recommendations were identified:

- Improve the teaching of extended writing to ensure that older pupils develop and organise their ideas effectively
- Ensure that Welsh language teaching builds progressively on pupils' oracy skills across the school
- Evaluate the effectiveness of provision funded by the pupil development grant, to ensure that leaders know the impact it has on outcomes for vulnerable pupils

These recommendations have been included in our SIP for 2023-24.

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School Holiday Dates

<https://www.bridgend.gov.uk/residents/schools-and-education/term-dates/>

Term dates for the year 2024/25

	Autumn Term 2024	Spring Term 2025	Summer Term 2025
Begins	Monday 2 September 2024	Monday 6 January 2025	Monday 28 April 2025
Half Term	Monday 28 October 2024 - Friday 1 November 2024	Monday 24 February 2025 - Friday 28 February 2025	Monday 26 May 2025 - Friday 30 May 2025
Ends	Friday 20 December 2024	Friday 11 April 2025	Monday 21 July 2025

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Appendix A

Bridgend County Borough Council		Cost Centre: 4320 Based on: 219.42				
Run for Period 12 2023/2024 on 14/05/24						
School:	Cwmfelin Primary	Budget	Expenditure to period 12 as at 13/05/24	Budget committed as at 13/05/24	Projected Expenditure	Spend of budget
Budget allocation:	£879,493					
Employee Related Expenses						
AA	Teaching Staff	620,500	624,904	624,904	624,904	71.05%
CB	Cleaners	24,000	29,654	29,654	29,654	3.37%
CD	Supervisory Assistants	22,000	19,907	19,907	19,907	2.26%
CJ	Special Needs Support Assistant	-	421	421	421	0.05%
MB	School Clerk	30,200	32,225	32,225	32,225	3.66%
MC	Nursery Nurses / Learning Support Officers	121,000	106,833	106,833	106,833	12.15%
MS	School Site Managers	31,000	32,867	32,867	32,867	3.74%
MX	Cover Supervisors	15,000	28,536	28,536	28,536	3.24%
WA & XX99	Supply Cover and Agency Staff	50,000	58,125	58,125	58,125	6.61%
WA09	Mutual Fund SLA	6,251	17,035	17,035	17,035	1.94%
WX03	Consultants	-	380	380	380	0.04%
XX70	Staff Training	1,000	1,832	1,832	1,832	0.21%
XX91	Gratuities	-	696	696	696	0.08%
Total Employees		920,951	953,415	953,415	953,415	108.41%
Premises Related Expenses						
1005	REPAIRS & MAINT (DELEG'D)	10,000	17,828	17,828	17,828	2.03%
1101	MAINTENANCE OF GROUNDS	1,000	949	949	949	0.11%
1202	GAS (EXCL LPG)	20,000	14,317	14,317	14,317	1.63%
1203	ELECTRICITY	29,500	25,807	25,807	25,807	2.93%
1302	PREMISES HIRE	2,000	3,795	3,795	3,795	0.43%
1401	BUSINESS RATES	8,159	8,156	8,156	8,156	0.93%
1501	WATER	3,800	3,449	3,449	3,449	0.39%
1611	FIRE RELATED FIXTURES	100	-	-	0	0.00%
1711	CLEANING MATERIALS (BUILDING)	4,800	5,123	5,256	5,123	0.58%
1721	PREMISES RELATED COSTS	5,000	4,283	4,533	4,283	0.49%
1805	SPECIAL PERILS INSURANCE	380	791	791	791	0.09%
Total Premises		84,739	84,497	84,880	84,497	9.61%
Transport Related Expenses						
2401	CAR ALLOWANCES	100	573	573	573	0.07%
Total Transport		100	573	573	573	0.07%
Supplies and Services						
3005	EQUIPMENT INSURANCE	2,400	5,256	5,256	5,256	0.60%
3021	LICENCES (NON VEHICLE)	2,000	2,424	2,424	2,424	0.28%
3053	CAPITATION	20,000	23,790	26,623	23,790	2.70%
3202	SCHOOL MEALS	15,217	30,809	30,809	30,809	3.50%
3620	POLICE CHECKS	250	152	152	152	0.02%
3780	PERSONNEL SLA	2,421	2,421	2,421	2,421	0.28%
3785	CLERK OF GOVERNING BODIES	750	750	750	750	0.09%
3864	PURCHASE LEDGER SLA	700	770	770	770	0.09%
3865	CORPORATE LANDLORD SLA	9,200	8,992	8,992	8,992	1.02%
3866	MATERNITY SLA - SCHOOLS	624	3,871	3,871	3,871	0.44%
3870	INSTRUMENTAL MUSIC SLA	3,700	3,630	3,630	3,630	0.41%
3875	SCHOOLS LEGAL SLA	1,050	1,050	1,050	1,050	0.12%

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School: Cwmfelin Primary Budget allocation: £879,493		Budget	Expenditure to period 12 as at 13/05/24	Budget committed as at 13/05/24	Projected Expenditure	Spend of budget
3876	CARETAKINGS SLA	1,045	1,045	1,045	1,045	0.12%
3877	FINANCE SLA	1,812	1,812	1,812	1,812	0.21%
3878	I.T. SLA	9,000	9,747	9,747	9,747	1.11%
5226	WASTE DISPOSAL CHARGES	1,800	2,204	2,204	2,204	0.25%
6802	COMPUTER COSTS: GENERAL	3,000	1,065	1,065	1,065	0.12%
6803	POSTAGES	70	17	17	17	0.00%
6804	TELEPHONE CHARGES	2,100	184	184	184	0.02%
6810	MOBILE TELEPHONES	50	36	36	36	0.00%
6821	PHOTOCOPYING	1,500	958	958	958	0.11%
6871	LIABILITY INS'NCE	250	144	144	144	0.02%
7301	NON IT EQUIP OPERATING LEASES	1,000	741	741	741	0.08%
Total Supplies and Services		79,939	101,868	104,700	101,868	11.58%
Total Expenditure		1,085,729	1,140,353	1,143,569	1,140,353	129.66%
Estimated Income						
8003	WG NON DIRECT FUNDING	(113,002)	(91,867)	(91,867)	(91,867)	-10.45%
8007	GOVERNMENT GRANTS	(17,448)	(57,991)	(57,991)	(57,991)	-6.59%
8242	OTHER CONTS. ETC.	(10,176)	(14,996)	(14,996)	(14,996)	-1.71%
8311	SCHOOL MEALS SALES	-	(16,884)	(16,884)	(16,884)	-1.92%
8312	STAFF MEALS SALES-SCHOOLS	-	(891)	(891)	(891)	-0.10%
8313	VISITORS MEALS (SCHOOLS)	-	(19)	(19)	(19)	0.00%
8471	OTHER FEES RECEIVABLE	(89,000)	(95,014)	(95,014)	(95,014)	-10.80%
Total Estimated Income		(229,626)	(277,663)	(277,663)	(277,663)	-31.57%
Cwmfelin Primary						
Budget Allocation		879,493				
Estimated Income		277,663				
Underspend (+) or Over		40,327				
Total Amount Available		1,197,483				
Total Estimated Expenditure		1,140,353				
Estimated Credit/Debit		57,130	***			
*** The estimated end of year balance assumes all expenditure allocations are fully spent and all estimated income is received in full. Please advise us as soon as possible if you become aware of any changes that may affect the estimated under/overspend.						
Balances remaining in allocations to date:						
Employees		-				
Premises		(383)				
Transport		-				
Supplies and Services		(2,832)				
Capital Financing Costs		-				
Income		-				
Total balances remaining in allocations to date:		(3,216)				

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