Cwmfelin Primary School

Governing Body Annual Report to Parents/Carers

Eager to Learn. Proud to Achieve.

Awyddus i Ddysgu. Balch i Gyflawni.

Academic Year 2025 / 2026

UNCRC – Article 29
Education must develop every child's personality, talents, and abilities to the full.
It must encourage the child's respect for human rights, as well as respect for their parents, their own and other cultures, and the environment.

FOREWORD FROM THE CHAIR OF GOVERNORS

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 staff and governors for their continued hard work, dedication, and commitment.

This report reviews the school's performance in the 2025–2026 academic year, highlighting achievements and areas for development to inform future planning. If you are interested in joining the Governing Body, please contact us for more information.

May I take this opportunity to warmly welcome all new parents, carers, pupils and staff who have joined our school this year. We are delighted that you are now part of the Cwmfelin family.

For those now entering Year 6—Dosbarth Dyffryn—this marks your final year at Cwmfelin. We hope it will be your best year ever! We are incredibly proud of our pupils, who are consistently praised for their excellent behaviour and positive attitude towards learning, both in school and when representing Cwmfelin on trips.

As we begin this new academic year, we look forward to building on our previous successes. We will continue working closely with the Maesteg cluster of schools, sharing professional best practice and benefiting from a range of training opportunities. These collaborations help us ensure that we provide high-quality learning experiences for all children.

As Chair of Governors, I am delighted to continue working alongside such dedicated, enthusiastic, and committed staff, governors, and parents. Together, we will remain eager to learn and proud to achieve.

Yours sincerely,

Nicole Ronan-Thomas
Chairperson of Cwmfelin

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Governing body of Cwmfelin Primary School

Governor Name	Status	Term of office end date
Cllr Nicole Ronan-Thomas	Chair of Governors - Community Governor	11/06/2027
Mrs Anjali Sharma-Thomas	Vice Chair of Governors - Community Governor	20/04/2030
Mrs Joanne Edwards	Headteacher	22/04/2030
Mr L Kinsey Mr C Price	Parent Governors	31/03/2027 24/03/2030
Mrs K Warren	Local Authority Governor	09/01/2029
Vacancy	Staff	
Cllr P Sasiruban	Community Council Governor	12/07/2026
Mr Sean Locke Mrs Julie Haig	Community Governors	24/11/2029 09/03/2029
Clerk to the Governors: **Miss Simone Delaney** School Governance Solutions Ltd schoolgovernancesolutions@gmail.com		

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 extraordinary circumstances they may need to have extra-ordinary meetings, but these are 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.

The Governing Body has several sub-committees, both statutory and non-statutory. These include Staff Disciplinary, Dismissal, Redundancy, Grievance and Complaints (statutory) as well as Teaching and Learning, Finance, Premises/Health & Safety and Performance Management (non-statutory). These groups meet when appropriate and report back to the full Governing Body.

No meeting was held with parents during the 2024-25 academic year to present the Governing Body's Annual Report. Under Section 94 of the School Standards and Organisation (Wales) Act 2013, governing bodies in Wales are no longer required to hold an annual parents' meeting. Instead, parents have the right to request a meeting with the governing body through a formal petition process, subject to the conditions set out in the legislation. No such request was received during the reporting period.

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

Our Cwmfelin Curriculum is designed in line with the Curriculum for Wales and follows an inquiry-based learning approach.

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.

Learning is organised across six Areas of Learning and Experience (AoLEs): Expressive Arts; Health and Wellbeing; Humanities; Languages, Literacy and Communication; Mathematics and Numeracy and Science and Technology.

Teachers use the Statements of What Matters, Descriptions of Learning and Principles of Progression to plan learning experiences to both support and challenge our learners.

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 have achieved our Siarter Iaith Bronze Award and are currently working towards our Silver 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'.

Staffing Structure

Year Group	Teacher	Support Staff
Headteacher	Mrs J Edwards	
Nursery/Reception	Mrs L Evans	Miss J Walters Mrs L Sykes Mrs G Hulme
Year 1	Miss R Hopkins Mr B Jury	Mrs L Morgan
Year 2	Mr J Desmond	Mrs L Evans
Year 3	Miss G Francis	
Year 4	Miss H Howells	
Year 5	Mrs E Rowlands	
Year 6	Mr A Bluck	

Senior Administrative Officer	Miss N Delve
Senior Premises Officer	Mr I Rees
Cook	Mrs E Brain
Kitchen Assistant	Mrs L Murphy-Jones
Kitchen Assistant	Ms J Raymond
Kitchen Assistant	Ms C Thomas
Mid-day Supervisors	Mrs I Erandani
Mid-day Supervisors	Mrs K Wallace

Staff changes

Mr Bluck returned from his Welsh Sabbatical in the summer term.
Mrs S Evans resigned from her teaching post in the summer term.
Mr Jury left his post as job share class teacher/PPA in the summer term.
Mrs L Evans left her post as Acting Assistant Headteacher in the summer term and Mrs Morris was appointed as Deputy Headteacher.

The School Day / Session Times

	Morning Session	Lunchbreak	Afternoon Session	School Hours
Nursery	9:00 – 11:45	11.45 – 12.45	12.45 – 15:00	5 hours
Reception	9:00 – 12:00	12:00 – 13:00	13:00 - 15:15	5 hours 15 mins
Year 1 & Year 2	9:00 – 12:00	12:00 – 13:00	13:00 - 15:15	5 hours 15 mins
Years 3,4,5 & 6	9:00 – 12:15	12:15 – 13:15	13:15 - 15:30	5 hours 30 mins

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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.

PUPILS ON ROLL 2025-26	
Nursery (part time)	11
Nursery (full time)	20
Reception	14
Year 1	23
Year 2	24
Year 3	30
Year 4	23
Year 5	25
Year 6	29
Total	**199**

Admissions

Admissions are made in line with the Bridgend County Borough Council's Local Authority admissions policy and procedures:

Apply for admission to school

Every school has a Pupil Admission Number (PAN) which determines the number of places available.

Our Teaching AoLE Teams 2025-26

Languages, Literacy and Communication

Mrs L Evans

Numeracy and Mathematics

Mr J Desmond

Expressive Arts

Mr A Bluck

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Humanities

Miss C Bumford

Science and Technology

Mrs E Rowlands

Health and Wellbeing

Miss R Hopkins

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Attendance

Academic Year	Attendance
2025 - 2026	95.3%
2024 - 2025	93.4%
2023 - 2024	92.5%
2022 - 2023	91.2%
2021 - 2022	89.6%

Attendance remains a key priority for the school and is monitored closely to ensure that all pupils have the best possible opportunity to learn and succeed. We maintain regular communication with families, operate a first-day response protocol for unexplained absences, and offer support where attendance concerns arise.
Parents are reminded that term-time holidays are unauthorised and will only be approved in exceptional circumstances. The school continues to work proactively with families and the Education Welfare Service to promote good attendance, address barriers to learning, and ensure that pupils attend school regularly so they can achieve the best possible start in life.

Number of Sessions Lost (Out of a total of 74213)	**Reason**
1065	Unauthorised Holidays
334	Authorised Holidays
2682	Illness
1229	Partial or Enforced Closure
27	Educated off site
0	Excluded
108	Other authorised circumstances
348	Late before registration
73	Late after registration
215	Medical / Dental appointments
462	Unauthorised absence (not covered by other codes)
45	Approved sporting activity
946	Educational visit or trip
1132	Untimetabled sessions for non-compulsory school-age pupils
8666	**TOTAL**

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, due to 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.
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. The Welsh Government's Universal Primary Free School Meals programme is now fully established, providing all primary-aged pupils from Nursery to Year 6 with access to a free school meal each day.

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 2025-26 academic year:
Safeguarding
Performance Development Review
DBS
Emergency Incident Management Plan
Health and Safety
PREVENT
Generative Artificial Intelligence

All school policies are available to parents and carers via the school website. They can be accessed by visiting the 'Policies' section of the website, where the most up-to-date versions are published and reviewed regularly.
Cwmfelin Primary School - Policies

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 2025-26 were:

Target 1 Improve the quality of Teaching & Learning to raise outcomes for all pupils, with a focus on those affected by poverty, ALN, or other barriers, by embedding inquiry-based approaches, ensuring appropriate challenge, and enriching curriculum provision.
Target 2 Develop and embed whole-school provision that supports pupil wellbeing, promotes equity and inclusion, and improves attendance.
Target 3 Strengthen the strategic leadership skills of middle leaders and Governors to drive improvements in teaching, learning, and provision across the school.

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.

School Holiday Dates

A link to school holiday dates for 2026/27 can be found at the end of this report.

Activities, achievements, and community links

Our pupil committees are 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 and renewed 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. Welsh language use is actively celebrated across the school. Each week, a *Siaradwr yr Wythnos* award is presented during the celebration assembly to recognise and encourage pupils who make a particular effort to speak Welsh. Pupils also have the opportunity to take home *Dilys* or *Dafydd*, our Welsh-language mascots, for the weekend and record their activities through Welsh writing and photographs, helping to promote the use of Welsh beyond the classroom and involve families in supporting language development.

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

Pupils in Years 3 and 4 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 tremendous success, with parents attending to celebrate and support sporting achievements.

Junior pupils regularly complete in the Bridgend Schools Cross Country league with a number of pupils achieving success.
The school Rugby team participated in the Keith Grice tournament with success and our netball team is growing, with matches played at Litchard Primary School and Plasnewydd Primary School.
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 incredibly grateful to WEPA who continue to be our sponsor and provided funds to purchase additional netball kit.

School Holiday Dates

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

Term dates for the year 2026/2027

	Autumn Term 2026	Spring Term 2027	Summer Term 2027
Begins	Tuesday 1 September 2026	Monday 4 January 2027	Monday 5 April 2027
Half Term	Monday 26 October 2026 - Friday 30 October 2026	Monday 8 February 2027 - Friday 12 February 2027	Monday 31 May 2027 - Friday 4 June 2027
Ends	Friday 18 December 2026	Friday 19 March 2027	Tuesday 20 July 2027

Appendix A

Bridgend County Borough Council — Cost Centre: / Based on:

School: CWMFELIN PRIMARY Budget allocation: £864,813 Run for period: 13 - April 2025/2026		Budget	Expenditure to period 13 as at 14/05/26	Budget committed as at 14/05/26	Projected Expenditure
Employee Related Expenses					
AA	Teaching Staff	734,200	721,851	721,851	721,851
CB	Cleaners	28,300	30,425	30,425	30,425
CD	Supervisory Assistants	14,000	12,274	12,274	12,274
CJ	Special Needs Support Assistant	4,000	8,055	8,055	8,055
MB	School Clerk	33,700	35,529	35,529	35,529
MC	Nursery Nurses / Learning Support Officers	112,800	94,639	94,639	94,639
MS	School Site Managers	33,200	33,969	33,969	33,969
MX	Cover Supervisors	18,000	44,900	44,900	44,900
WA & XX99	Supply Cover and Agency Staff	20,000	60,342	60,342	60,342
WA09	Mutual Fund SLA	5,355	23,842	23,842	23,842
WX03	Consultants	500	420	420	420
XX70	Staff Training	1,500	2,097	2,097	2,097
XX91	Gratuities	-	-	-	-
Total Employees		**1,005,555**	**1,068,344**	**1,068,344**	**1,068,344**
Premises Related Expenses					
1005	REPAIRS & MAINT (DELEG'D)	10,000	6,997	6,997	6,997
1101	MAINTENANCE OF GROUNDS	600	1,032	1,032	1,032
1202	GAS (EXCL.LPG)	9,000	6,272	6,272	6,272
1203	ELECTRICITY	29,000	21,919	21,919	21,919
1302	PREMISES HIRE	1,800	1,133	1,133	1,133
1401	BUSINESS RATES	9,230	9,230	9,230	9,230
1501	WATER	4,900	6,732	6,732	6,732
1611	FIRE RELATED FIXTURES	140	140	140	140
1711	CLEANING MATERIALS (BUILDING)	3,500	2,755	2,755	2,755
1721	PREMISES RELATED COSTS	2,000	2,565	2,565	2,565
1805	SPECIAL PERILS INSURANCE	410	414	414	414
Total Premises		**70,580**	**59,189**	**59,189**	**59,189**
Transport Related Expenses					
2401	CAR ALLOWANCES	-	643	643	643
Total Transport		**-**	**643**	**643**	**643**
Supplies and Services					
3000	SCHOOL EQUIPMENT	-	0	0	-
3005	EQUIPMENT INSURANCE	2,600	2,889	2,889	2,889
3021	LICENCES (NON VEHICLE)	1,800	1,702	1,702	1,702
3053	CAPITATION	15,000	28,866	32,279	28,866
3201	FOOD	-	97	97	97
3202	SCHOOL MEALS	15,929	14,068	14,068	14,068
3620	POLICE CHECKS	120	99	99	99
3780	PERSONNEL SLA	2,250	2,250	2,250	2,250
3785	CLERK OF GOVERNING BODIES	750	1,100	1,100	1,100
3851	CONTRIB. TO FUNDS	100	45	45	45
3864	PURCHASE LEDGER SLA	900	589	589	589

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School:	CWMFELIN PRIMARY	Budget	Expenditure to period 13 as at 14/05/26	Budget committed as at 14/05/26	Projected Expenditure
Budget allocation:	£864,813				
Run for period:	13 - April 2025/2026				
3865	CORPORATE LANDLORD SLA	9,000	9,303	9,303	9,303
3866	MATERNITY SLA - SCHOOLS	566	2,804	2,804	2,804
3870	INSTRUMENTAL MUSIC SLA	4,300	3,860	3,860	3,860
3875	SCHOOLS LEGAL SLA	1,050	1,050	1,050	1,050
3876	CARETAKINGS SLA	1,150	1,231	1,231	1,231
3877	FINANCE SLA	2,049	2,049	2,049	2,049
3878	I.T. SLA	9,500	9,752	9,752	9,752
5226	WASTE DISPOSAL CHARGES	2,300	2,967	2,967	2,967
6802	COMPUTER COSTS: GENERAL	1,500	16	16	16
6803	POSTAGES	20	10	10	10
6804	TELEPHONE CHARGES	260	196	196	196
6810	MOBILE TELEPHONES	30	-	-	0
6821	PHOTOCOPYING	1,200	914	914	914
6871	LIABILITY INS'NCE	150	159	159	159
7301	NON IT EQUIP OPERATING LEASES	1,000	432	432	432
Total Supplies and Services		**73,524**	**86,449**	**89,862**	**86,449**
Capital Financing Costs					
Total Capital Financing Costs		**-**	**-**	**-**	**-**
Total Expenditure		**1,149,659**	**1,214,625**	**1,218,038**	**1,214,625**
Estimated Income					
8007	GOVERNMENT GRANTS	(144,408)	(192,018)	(192,018)	(192,018)
8242	OTHER CONTS. ETC.	-	(20,809)	(20,809)	(20,809)
8254	SPONSORSHIP/DONATIONS	-	(2,760)	(2,760)	(2,760)
8263	MISC INCOME	-	-	-	-
8312	STAFF MEALS SALES-SCHOOLS	-	(1,404)	(1,404)	(1,404)
8471	OTHER FEES RECEIVABLE	(78,000)	(97,046)	(97,046)	(97,046)
8755	SUPPLY COVER	(2,500)	(300)	(300)	(300)
Total Estimated Income		**(224,908)**	**(314,336)**	**(314,336)**	**(314,336)**

CWMFELIN PRIMARY			
Budget Allocation	864,813		
Estimated Income	314,336		
Underspend (+) or Ov	35,927		
Total Amount Available	**1,215,076**	Percentage of estimated balance	
Total Estimated Expenditure	**1,214,625**	against budget :	**0.05%**
Estimated Credit/Debit	**451** ***		

***** The estimated end of year balance assumes all expenditure allocations are fully spent and all estimated income is rece**
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	-
Transport	-
Supplies and Services	(3,413)
Capital Financing Costs	-
Income	-
Total balances remaining in allocations to date:	**(3,413)**

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