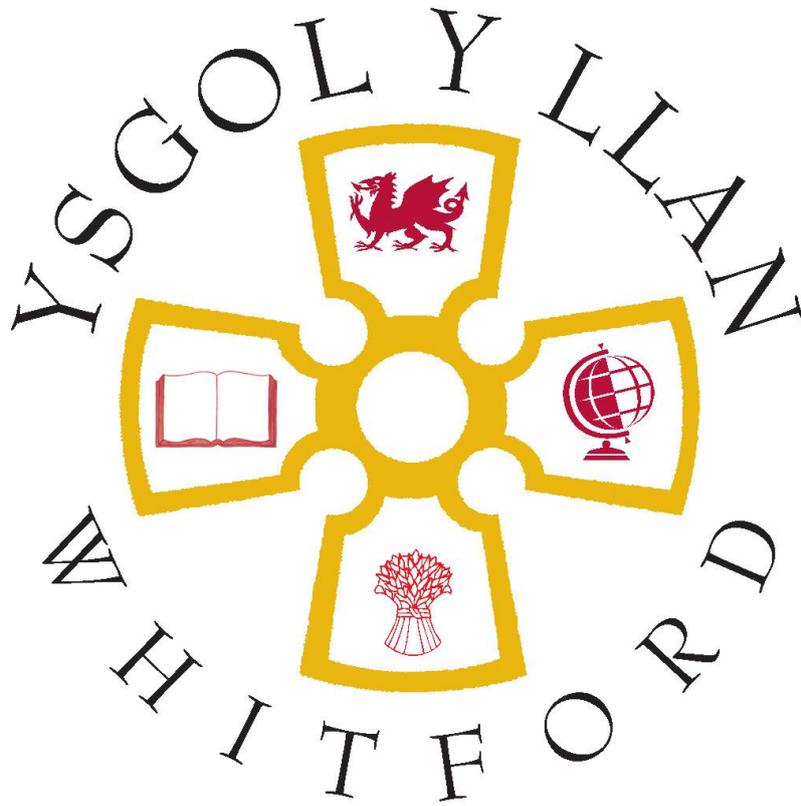


# YSGOL Y LLAN WHITFORD



## Annual Governors' Report to the Parents 2016 - 17

Autumn Term 2017

## GOVERNORS 2016 - 2017

Name	Category	Term of Office - expiry date
Mr Joe Williams (Chair)	Minor Authority Community Council	30/6/17 (awaiting new term of office date)
Reverend Lorraine Badger-Watts	Foundation	22/3/20
Mrs Kate Thomas	Foundation	1/9/19
Mrs Rachel Goddard-Jones	Foundation	28/10/17
Mr Heath Griffiths	Foundation	1/4/20
Mrs Carole Blomfield	Foundation	1/10/19
Mrs Jacqui Edwards	Foundation	16/3/20
Mrs Pam Massey	Foundation	16/3/20
Dr Kate Meredith	Foundation	Newly appointed (awaiting new term of office date)
Mr Ian Blythin	LA Governor	3/11/20
Mrs Martina Davies (Vice Chair)	Parent Governor	28/10/18
Mr Bryan Griffiths (Headteacher)	Headteacher	N/A
Miss Rhian Roberts	Teacher Governor	1/9/19
Miss Cathrin Davies	Staff Governor	22/3/20
Mrs Sophie Owen	Clerk	N/A

### ANNUAL GENERAL MEETING

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 (see Headteacher for further information).

## MEETINGS OF THE GOVERNING BODY

The Governing Body of the School met on the following occasions during the academic year 2016 - 2017. A summary of the main topics discussed at each meeting is included. In addition to the topics listed below, school policies (curricular and extra-curricular) were revised and/or re-adopted throughout the year.

### **September 20<sup>th</sup> 2016**

Election of chair and vice chair; Register of Interests; Sub-committee membership & terms of reference; Instrument of Government; Headteacher's Report; Statutory & Non-statutory Policies; Health & Safety; Governors Learning Walk; Audit of Governor Skills.

### **November 29<sup>th</sup> 2016**

After School Club (guest speaker); Sub committees feedback; Headteacher's Report; Governors Learning Walk; GwE Visit 1 Report; Self-Evaluation Report Key Question 1; School Improvement Plan progress; INSET days; Governing Body Reform; Governor training.

### **March 14<sup>th</sup> 2017**

Welcome to new Governor; Headteacher's Report; Self-Evaluation Report Key Question 2; School Improvement Plan update; GwE Visit 2 Report; Admissions; After School Club; Finance; Governors Self-Evaluation update; Governor Training & Feedback.

### **July 19<sup>th</sup> 2017**

Headteacher's Report; Estyn Inspection feedback, Section 50 Inspection feedback; Attendance; Staffing Structure & Update; MAT Provision; Governors Self-Evaluation update; Summer Fair; Governor Training & Feedback.

The **Health and Safety Sub-committee** met 27/1/19.

The **Pupil Disciplinary Sub-committee** met on 21/1/17.

The **Finance Sub-committee** met during the months of October, February and May. The LA finance officer attended these meetings.

*No travelling or subsistence expenses were paid to members of the Governing Body during 2016 - 2017.*

## **CURRICULUM**

Ysgol y Llan, Whitford, is an English medium, Voluntary Aided Church in Wales primary school. Welsh is taught as a second language and the use of incidental Welsh throughout the school day is strongly encouraged. There is the option to transfer to a Welsh medium high school at the end of Key Stage 2 if so desired. Pupils are taught in accordance with the Foundation Phase curriculum (infants) and the National Curriculum for Wales (juniors). In addition, the Church in Wales R.E. syllabus is taught in all classes. During their final year in the school, all pupils have the option to receive instruction leading to confirmation as members of the Church in Wales. Many teaching methods are employed in the school as appropriate to the age and ability of the children concerned, e.g. whole class, group and individual sessions.

## **ADDITIONAL LEARNING NEEDS**

Ysgol y Llan has a register of pupils with Additional Learning Needs (ALN). In addition to the pupils on the register, various groups of pupils receive support to improve their Basic Skills.

The school aims to liaise with parents to provide positive support. Individual Educational Plans (IEPs) are drawn up for each child on the ALN register and are reviewed regularly depending on the needs of the child (at least once per term).

Mr Griffiths is responsible for ALN overall including referrals and annual reviews for children with statements or service level agreements. In liaison with teaching staff, Miss Davies is responsible for co-ordinating work in relation to the IEPs for pupils on the Additional Needs Register. Miss Davies teaches the planned activities to pupils on the ALN register and liaises with teaching staff to inform progress in relation to IEP targets.

The school works closely with the LA's ALN team, Educational Psychologists and Behaviour Support Teams as appropriate to meet the needs of individual pupils on the register. A named governor was given responsibility for ALN during 2016 - 17.

## **DIVERSITY AND EQUALITY**

In September 2004 the Disability Discrimination Act came into force. Ysgol y Llan welcomes pupils with disabilities and we are well-equipped to cater for such pupils should the need arise. We have a disabled toilet (new accessible toilet since Sept 2016) and stair lifts to the hall and the Year 1/2 classroom. All main access/exit doors are adequate for disabled access.

At Ysgol y Llan, we recognise our duty and responsibility to eliminate discrimination and promote equality for pupils, employees, other members of the school community and service users regardless of their race, gender, disability, gender identity, sexual orientation, pregnancy and maternity, religion or belief, marriage and civil partnership as defined within the Equality Act 2010.

The Governing Body has set out its' commitment to equality and diversity in the Strategic Equality Plan (available on our school website) and it will continue to do all it can to ensure that the school is fully inclusive to pupils, and responsive to their needs based on the various protected characteristics. A copy of the SEP is available from the school office on request.

## **RELIGIOUS EDUCATION**

Across the school from Nursery to Year 6, we follow the Church in Wales Scheme as provided by the St. Asaph Diocese. Collective worship takes place throughout the week - class worship every Monday, whole school collective worship every Tuesday & Thursday, whole school Church service (held in Whitford Church) every Wednesday and whole school celebration every Friday. Class assemblies take place termly. Year 6 pupils are offered confirmation classes during the Autumn term and those that take up this option are confirmed by the Bishop in St. Asaph Cathedral before Christmas.

## **WELSH/BILINGUALISM**

Bilingualism and the teaching of Welsh as a second language is important at Ysgol y Llan. All staff are encouraged to support us in developing the use of incidental Welsh during all aspects of the school day. In both Foundation Phase and Key Stage 2, pupils follow a scheme of work that supports the development of speaking, reading and writing Welsh as a second language. Daily 'Helpwr Heddiw' sessions and school initiatives support the development of Welsh. The subject leader is responsible for monitoring Welsh across the school and supports the teaching of Welsh along with our Local Authority Athrawon Bro. Participation in Urdd activities is encouraged and pupils have had some success in the past.

## **SPORT & HEALTHY LIVING**

Healthy living has been high on the school agenda throughout the year. The pupils had the opportunity to engage in a variety of school sports and sporting festivals. The school holds an annual 'Healthy Schools Week' and a variety of activities take place throughout the week. The school nurse visited school and nearly all pupils from Reception to Year 2 received the flu vaccination.

Year one & two pupils took part in a creative dance performance at Theatre Clwyd.

The annual sports' day took place in the summer term. The children competed in a traditional sports day and all children were very supportive of one another, cheering on all participating pupils.

Junior pupils had the opportunity to attend a residential course at Nant B.H. offering them the opportunity to try out new outdoor and adventurous activities.

The football team enjoyed taking part in various tournaments. The athletics team took part in the area tournament, placing 2<sup>nd</sup> overall and gaining a place in the Flintshire Finals.

Swimming lessons continued for the junior pupils for a duration of a six-week block.

As a Healthy School, we encourage healthy snack of fruit and vegetables. Children can enjoy a hot school dinner cooked on site or bring sandwiches. The cook provides a good healthy selection, taking into account any specific dietary needs. A balanced diet is essential for the maintenance and protection of health, to ensure full mental and physical potential is reached each day, and to optimise growth and development. Developing a healthy diet and good eating habits early on will lay the foundations for future health.

## **SCHOOL PROSPECTUS AND POLICIES**

The School Prospectus was revised during the year. Minor changes were made including an updated list of term dates/training days and staffing structure. Copies of the school prospectus are readily available from our school website and are available on request from the school office. All new parents are given a prospectus as part of the induction process.

Many school policies were reviewed during the course of the year. Statutory policies are reviewed/re-adopted every year during the first full governors meeting.

## **ATTENDANCE**

Following Government legislation the school is obliged to differentiate between AUTHORISED and UNAUTHORISED absences. An unauthorised absence is recorded if no letter of explanation (or verbal/phone message) following an absence is received. During the academic year 2016 - 2017, unauthorised absences were recorded for any holidays in excess of 10 days per pupil per year. Other unauthorised absences may have been recorded at the discretion of the Headteacher. During the past school year the overall rate of attendance (for pupils of statutory School age) was 95.7% (5 years & older). The authorised absence rate was 4.3% and the rate of unauthorised absence was 0%. Quite a high percentage of absences are due to family holidays taken during term time. The Governors of Ysgol y Llan have now stated that no holidays during term time will be authorised.

## **STAFF TRAINING**

Members of staff have attended a wide variety of training courses including:

Child Protection (Level 1, 2 & 3)

Medical Training (e.g. asthma awareness, use of epi-pen etc)

Anti-Radicalisation (Prevent)

Team Teach (Safe Handling)

Safeguarding

Headteacher Development Programme

ICT - Digital Leadership

ICT - Barefoot Computational Thinking

ICT - Hwb+ (ICT Resources)  
ICT - Using technology to raise awareness (TAs)  
ICT - Digital Champions  
Preparing for GWELLA (Church in Wales)  
Incredible Years Programme  
Playful Futures  
Autism Awareness Programme  
Defining Dyslexia  
Attachment and Trauma (Braveheart)  
Cymraeg  
Shunt training  
Outdoor learning - Using the Outdoors  
Outdoor Learning - Workshop  
FFT Aspire  
Maths - Grandad's Got Green Fingers  
Maths - Critical Thinking & Problem Solving  
Maths - Co-ordinator training  
Maths - Making sense of numbers (TAs)  
Maths - Gareth Metcalfe - Isee Maths  
Numeracy - Differentiated Cross-curricula  
Literacy - Leading Literacy  
English - Higher Order Reading  
English - Guided Reading  
Fixed Term Exclusions  
Foundation Phase Managers  
Assessment /Moderation  
Lead Creative Schools

These courses were held on staff training days, during term time, and as after school twilight sessions.

Governors also attended a variety of statutory and non-statutory training including:

Governor Induction  
Understanding Data  
Prevent (Anti-radicalisation)  
Safeguarding  
Clerk to the Governors training

## School Holiday Dates and Staff Training Days - 2017 - 2021

HYDREF	17-18	18-19	19-20	20-21	AUTUMN
Dechrau'r Tymor	01/09/17	03/09/18	02/09/19	01/09/20	Term Start
<b>Hyfforddiant Mewn Swydd</b>					<b>Staff Training Day</b>
Cau Hanner Tymor	27/10/17	26/10/18	25/10/19	23/10/20	Half Term Close
Agor Hanner Tymor	06/11/17	05/11/18	04/11/19	02/11/20	Half Term Open
Diwedd Tymor	22/12/17	21/12/18	20/12/19	18/12/20	End of Term
GWANWYN					SPRING
Dechrau'r Tymor	08/01/18	07/01/19	06/01/20	04/01/21	Term Start
<b>Hyfforddiant Mewn Swydd</b>					<b>Staff Training Day</b>
Cau Hanner Tymor	09/02/18	22/02/19	14/02/20	12/02/21	Half Term Close
Agor Hanner Tymor	19/02/18	04/03/19	24/02/20	22/02/21	Half Term Open
Diwedd Tymor	23/03/18	12/04/19	03/04/20	26/03/21	End of Term
HAF					SUMMER
Dechrau'r Tymor	09/04/18	29/04/19	20/04/20	12/04/21	Term Start
<b>Hyfforddiant Mewn Swydd</b>					<b>Staff Training Day</b>
Dydd Gwyl Fai	07/05/18	06/05/19	04/05/20	03/05/21	May Day
Cau Hanner Tymor	25/05/18	24/05/19	22/05/20	28/05/21	Half Term Close
Agor Hanner Tymor	04/06/18	03/06/19	01/06/20	07/06/21	Half Term Open
<b>Hyfforddiant Mewn Swydd</b>					<b>Staff Training Day</b>
Diwedd Tymor	20/07/18	22/07/19	20/07/20	20/07/21	End of Term

## SCHOOL BUILDINGS / PREMISES AND SCHOOL SECURITY

Out of school hours, the school is protected by an alarm system. The school has a 24hr CCTV system in operation. During the school day the buildings are secure in that all external doors have locks, fitted preventing access from the outside, whilst allowing pupils and staff to leave the building quickly in an emergency. Termly fire drills were held during the year. All pupils are familiar with the procedure should they hear the fire alarm. Classrooms and other main areas of the building display procedures in the case of a fire alarm. Induction booklets and visitor badges educate those less familiar with our building.

Pupil toilets are located by the school office and at the end of the main corridor. There are also toilets located in the nursery/reception classroom. All toilets are cleaned on a daily basis and are sufficient for the numbers of pupils in the school.

Last year, the school benefitted from replacing the old wooden fire exits with PVC double glazed doors. Two classrooms also had new non slip vinyl flooring to replace the old carpet.

## END OF FOUNDATION PHASE AND KEY STAGE 2 ASSESSMENT

At the end of the Foundation Phase and Key Stage 2 (Years 2 and 6) each child is assessed by their class teacher. This assessment is statutory.

Foundation Phase - percentage of pupils achieving the expected Outcome 5 or higher (July 2017):

	Foundation Phase Indicator	English	Maths	PSWCD*
Ysgol y Llan	100%	100%	100%	100%
All Wales	87%	88%	89.9%	94.5%

\*Personal, Social, Wellbeing and Cultural Diversity

Foundation Phase - percentage of pupils achieving the higher Outcome 6 (July 2017):

	English	Maths	PSWCD*
Ysgol y Llan	53%	53%	67%
All Wales	36.2%	36.4%	58.9%

KS2 - percentage of pupils achieving the expected level 4 or higher (July 2017):

	Core Subject Indicator	English	Maths	Science
Ysgol y Llan	100%	100%	100%	100%
All Wales	88.6%	90.3%	91%	91.7%

KS2 - percentage of pupils achieving the higher level 5 (July 2017):

	English	Maths	Science
Ysgol y Llan	47%	47%	40%
All Wales	40.6%	41.5%	42.3%

### KS2 TARGETS

2014	The targets set in English, Maths and Science at L4+ were all achieved.		
2015	The targets set in English, Maths and Science at L4+ were all exceeded.		
2016	The targets set in English, Maths and Science at L4+ were all achieved.		
2017	The targets set in English, Maths and Science at L4+ were all achieved.		
	English	Maths	Science
2018	85.7%	100%	92.9%

N.B. The percentage of pupils achieving Outcome 5 or higher (at the end of the Foundation Phase), and level 4 or higher (at the end of Key Stage 2) fluctuates from year to year,

especially in a small school, depending on the number of pupils in a particular cohort who are on the Additional Learning Needs Register.

Last summer the school leavers moved on to seven different placements. Holywell High - 3 pupils, Flint High - 3 pupils, Mold Alun - 4 pupils, St. Richard Gwyn - 2 pupils, Myddleton College - 1 pupil, Calday Grange Grammar - 1 pupil, Ysgol Glan Clwyd - 1 pupil.

## STAFFING

Staff for the academic year 2016 - 17

Headteacher	Mr Bryan Griffiths
Senior Teacher	Miss Rhian Roberts
Foundation Phase teachers	Miss Laura Randall Miss Claire Bastow
KS 2 teachers	Miss Rhian Roberts Mrs Catherine Hughes Mrs Jessica Morrell
Higher Level TA	Mrs Andrea Davies
Higher Level TA	Miss Cathrin Davies
School Secretary	Mrs Sophie Owen
Classroom Assistants	Mrs Jacqui Edwards Mrs Lindsey Graham Mrs Elizabeth Davies
One to one learning support	Mrs Sally Bragg Mrs Carol Jones
Peripatetic Violin Teacher	Mr Steven Rushforth
Guitar Teacher	Mr James Edwards
Caretaker/Cleaner	Mrs Wendy Jenkinson
School Cook	Mrs Marie Cook
Kitchen Assistant	Mrs Maxine Hopkins
Mid-day Supervisors	Mrs Liz Jones Mrs Zoe Roberts
Breakfast Club	Mrs Marie Cook, Miss Cathrin Davies, Mrs Elizabeth Davies

## SCHOOL ACTIVITIES/COMMUNITY LINKS

*Some of the activities organised within school and in the local community included:*

Outdoor & adventurous residential - Nant BH;

Harvest Service and Carol Service - Whitford Church;

Sponsored walk to Mostyn Hall;

Carol singing at Mostyn Hall;

Community carol singing (school choir);

Armistice Service was held at Whitford Church;

Police Liaison Officer Visits - PC Barker visited school each term to deliver workshops with pupils from years 1 - 6;

Operation Christmas Child;  
 Choir tournament  
 Christmas activities included infant and junior concerts, a visit to the panto and a Christmas party for the children;  
 Easter Bingo;  
 Community garden party;  
 Gardening club sold produce to families;  
 Class assemblies;  
 Instrumental lessons were popular and well attended;  
 A wide variety of after-school clubs were held, including sewing/knitting club, chess, choir, Urdd, gardening, netball, cookery and football;  
 Red Nose Day and Children in Need activities;  
 School Eisteddfod to celebrate St David's Day;  
 World Book Day;  
 Urdd National Eisteddfod  
 A very successful Sports' Day was held at the end of the summer term;  
 An induction day was held in school for new pupils, and year 6 pupils attended induction days at their chosen High Schools;  
 Transition workshops including more able and talented sessions took place at Holywell High School;  
 We said farewell to 15 pupils from Year 6 in our Leavers' Concert in July;  
 Our partnership with Uniform Exchange and St Kentigern hospice continued;  
 We took part in a number of local consortium, county and community sporting events.

## **INSPECTION**

The school was inspected by Estyn in June 2017. The following recommendations were made:

- Improve the quality of pupils' spelling, punctuation and handwriting in KS2
- Raise attendance levels
- Provide greater challenge for more able pupils
- Ensure that the marking of pupils' work contributes effectively to raising standards

***The Governing Body has drawn up an Action Plan to deal with these recommendations.***

The Church in Wales inspection took place in July 2017. The Section 50 Inspection recommended the following 'focuses for development':

- Establish a Governing Body Ethos Group to develop the school's Christian Character and monitor Collective Worship and RE
- Pupils to plan, lead and evaluate whole school and class Collective Worship regularly
- School to undertake further training in order to support the theological background to RE and Collective Worship
- Further develop school Section 50 self-evaluation processes ensuring the involvement of all stakeholders

Objectives from the 2016 - 17 School Development Plan included:

- Mathematics - To improve standards in Foundation Phase Outcome 6+ in Maths and develop Numeracy across the curriculum to improve standards in Welsh National Tests
- PSD - To improve standards in Foundation Phase Outcome 6+. To continue to build on Personal & Social skills through Christian Values, social intervention groups and school improvement team (behaviour)
- DCF - to review/develop digital competency throughout the school and implement the Digital Competency Framework
- Attendance - to improve attendance and reverse the trend
- Continue to improve bilingualism across the school.
- Continue to develop family engagement across the school to support numeracy and literacy
- Continue to embed an ethos of distributed leadership through school improvement teams and the active participation of the Governing Body within these teams

## THE PUPIL DEPRIVATION GRANT

The **Pupil Deprivation Grant (PDG)** is the Welsh Government's principal means of supporting schools to reduce the impact of a disadvantaged background on the educational attainment of pupils who receive Free School Meals (FSM) or who are Looked After Children (LAC).

The PDG is intended to overcome the additional barriers that some learners face which prevent them from attaining as well as their peers, whatever their ability.

**PDG Allocation**  
**£5750**

### **PDG Targets**

The targets for the PDG Plan for 2016 - 2017 were focused on:

- Improving attainment for our learners - to employ a TA to support FSM pupils at both key stages (extraction groups to support Numeracy and Literacy)
- To re-subscribe to KiVa resources and training - supporting all pupils
- Purchase My Maths - to support pupils with Numeracy in school and at home
- Funding for remission for FSM children to receive music tuition
- Funding for remission for FSM to attend residential trips (Nant BH)

### **Strategies**

The strategies being implemented to meet these targets are:

- Training - support staff will be sent on any training to support these pupil within the classroom or in extraction groups.
- Early intervention groups will take place. Basic skills and Catch up extraction groups will be set up and the progress of pupils will be closely monitored. These extraction groups will support FSM pupils and those children with ALN.
- Re-subscription for KiVa and My Maths resources (PSE and Numeracy). Relevant training for staff and effective planning of these resources will take place.

**YSGOL Y LLAN (421)**  
**FINANCIAL OUTTURN 2016/2017**

BUDGET HEADING	BUDGET 2016/2017	EXPENDITURE 2016/2017	DIFF + OR (-)
BALANCE FROM 2015/2016	13,293		13,293
EMPLOYEES	358,264	407,713	-49,449
PREMISES	32,712	22,337	10,375
TRANSPORT		738	-738
SUPPLIES	18,114	27,112	-8,998
ADULT MEALS/LINK COURSES		566	-566
SERVICE LEVEL AGREEMENTS	20,744	25,825	-5,081
TRANSITIONAL FUNDING	-1,398	-	-1,398
INCOME	-461	-63,903	63,442
<b>TOTAL 2016/2017</b>	<b>441,268</b>	<b>420,388</b>	<b>20,880</b>



## Ysgol y Llan Voluntary Aided Primary School

### SCHOOL TERM DATES & TRAINING DAYS 2017-18

Autumn Term 2017		
School Opens	Friday	1 <sup>st</sup> September
School Closes (Half term)	Friday	27 <sup>th</sup> October
School Opens	Monday	6 <sup>th</sup> November
School Closes	Friday	22 <sup>nd</sup> December
Spring Term 2018		
School Opens	Monday	8 <sup>th</sup> January
School Closes (Half term)	Friday	9 <sup>th</sup> February
School Opens	Monday	19 <sup>th</sup> February
School Closes	Friday	23 <sup>rd</sup> March
Summer Term 2018		
School Opens	Monday	9 <sup>th</sup> April
School Closed (May Day)	Monday	7 <sup>th</sup> May
School Opens	Tuesday	8 <sup>th</sup> May
School Closes (Half term)	Friday	25 <sup>th</sup> May
Training day (INSET)	Monday	4 <sup>th</sup> June
Training day (INSET)	Tuesday	5 <sup>th</sup> June
Training day (INSET)	Wednesday	6 <sup>th</sup> June
Training day (INSET)	Thursday	7 <sup>th</sup> June
Training day (INSET)	Friday	8 <sup>th</sup> June
School Opens	Monday	11 <sup>th</sup> June
School Closes	Friday	20 <sup>th</sup> July