



Rhondda Cynon Taf County Borough Council

Governing Body of Caradog Primary School

This report is a summary of the steps taken by the Governing Body in the discharge of its functions since the last report was published.

1. Clerk to the Governing Body

The Clerk to the Governing Body is Mrs Gaynor Davies, Director of Education and Inclusion, Ty Trevithick, Abercynon, Mountain Ash, CF45 4UQ.

2. Chairperson of the Governing Body

The Chairperson of the Governing Body is Mr. Mark Strong
*c/o Caradog Primary School,
 Clifton Street,
 Aberdare,
 CF447PB.*

3. Members of the Governing Body

The following people are currently members of the Governing Body.

Name	Category of Governor	Appointed By	Retirement Date
CBC Steve Bradwick.	LEA	Council Members	28-03-25
Mr Dewi James. (Vice Chair)			18-10-24
Mrs Victoria Dunn			28-02-26
Miss Sarah Betenson	Parent	Parents	09-02-25
Mr Robert Marsh			29-01-24
Miss Rhian Evans			20-01-26
Mrs Rhiannon Hunter			27-02-26

Mr Mark Strong (Chair)	Community Governor	Governing Body	13-11-23
Mrs Lucie Bray			31-11-23
Ms Ailsa Rowlands			10-03-26
Mr Carwyn Davies	Teacher	Teaching Staff	20-12-25
Miss Donna James	Staff	Non-Teaching Staff	02-11-25
Miss Nygarie Long	Headteacher		

When fully constituted this governing body is made up as follows

LEA Representatives	3	Community Governors	3
Parent Governors	4	Teacher Governor(s)	1
Staff Representative	1	Minor Authority (if applicable)	
Headteacher	1	Total	13

Elections will be held to fill vacancies for parent governors upon the cessation of the term of office or receipt of a resignation.

4. Resolutions

There were no resolutions passed at the last meeting.

5. Election of Parent Governors

The next election of parent governors is due to take place during the Autumn term, 2023.

If, however, any Parent Governor(s) resign before this date arrangements will be made for an election to be undertaken at the appropriate time.

6. School Performance Data

In line with the regulations, this information is not provided due to the COVID-19 pandemic restrictions.

7. Financial Statement

Enclosed, as appendix A is a copy of the school's financial statement for the Financial Year 2021/22.

8. School Prospectus

The School Prospectus is updated annually to include any changes required by the Welsh Assembly Government or other related bodies. A copy of the prospectus is generally issued to parents / carers whose children are starting school for the first time or transferring to our school, from another Primary School.

Parents / carers are informed if any amendments are made to the existing prospectus.

The following changes have been made to the prospectus during the year:

- Updated staffing / governor changes and details.
- School session times (returning following the pandemic).
- Vision, Mission and Aims.
- School term dates.
- Parent / Carer Agreement Booklet information.
- Information on Curriculum and Assessment.
- Information on Behaviour / Relationships.

A copy of the School Prospectus can be found on our website:
www.caradogprimary.co.uk

9. School Development Plan

Governors are responsible for drawing up (in conjunction with staff) the School Development Plan. The plan identifies the direction the school will take, over a three-year period, in delivering the curriculum. The plan is regularly monitored and revised to take account of progress made and any changes to curriculum requirements.

The School Development Plan for the 2021-2022 academic year was approved by Governors. The targets set included short, medium and long-term aims, and were regularly reviewed by the Governing Body, who took into account the COVID-19 pandemic.

The priorities of the School Development Plan, 2021-22 were as follows:

- **Curriculum Reform:** Plan and implement an authentic curriculum, which provides rich, relevant learning opportunities, challenging all pupils.
- **Mathematics and Numeracy:** Challenge and raise standards of pupil progress in Maths & Numeracy, from individual starting points.
- **Languages, Literacy and Communication:** Challenge and raise standards of pupil progress in LLC, from individual starting points.
- **Emotional Well-being & Mental Health:** Improve the provision and outcomes for emotional well-being, ALN and mental health for our school.

A Summary of our School Development Plan for 2021-22 is available on our school website.

10. Use of the Welsh Language - Communication

This school is an English medium school, lessons and other school activities are communicated through the medium of English. The use of the Welsh language is promoted by the use of incidental Welsh with all pupils throughout the school day.

Should parents request that their child is taught at this school in a language other than English, this request will be given due consideration.

Pupils for whom English is a second language are catered for according to their needs with input from appropriate personnel.

Children are taught Welsh as a Second Language, from Nursery – Year 6. They develop skills of Oracy, Reading and Writing.

The school continues to work towards the Bronze Award for Cymraeg Campus.

12. School Holiday Dates 2022-2023

Term	Begin	Half term		End	No. of School Days
		Begin	End		
Autumn 2022	Monday 5 Sept 2022	Monday 31 Oct 2022	Friday 4 Nov 2022	Friday 23 Dec 2022	75
Spring 2023	Monday 9 Jan 2023	Monday 20 Feb 2023	Friday 24 Feb 2023	Friday 31 Mar 2023	55
Summer 2023	Monday 17 April 2023	Monday 29 May 2023	Friday 2 Jun 2023	Monday 24 July 2023	64
				TOTAL	195

- i) Mon 5 Sept 2022 and Monday 24 July 2023 will be designated INSET days for all LA Maintained Schools. The remaining three INSET days to be taken will be at the discretion of each individual school following appropriate consultation with staff.

All schools will be closed on Monday 1 May 2023 for the May Day Bank Holiday.

<i>Significant dates:</i>	Christmas	Sunday 25 December 2022
	Easter	Good Friday 7 April 2023 Easter Monday 10 April 2023
	May Bank Holidays	Monday 1 May 2023 Monday 29 May 2023

Significant Dates:

The Welsh Assembly Government may decide to allocate additional INSET days, schools will be informed of these at the appropriate time.

The School day is organised as follows;

Morning 8:50am – 12:15pm (Nursery – Year 2) and 12:30pm (Year 3 - 6).

Lunch break 12:15pm – 1:15pm (Nursery – Year 2) and 12:30pm – 1:15pm (Year 3 - 6)

Afternoon 1:15pm – 3:15pm.

13. Community Focused Schools

A community-focused school is one that: 'provides a range of services and activities', often beyond the school day, to help meet the needs of its pupils, their families and the wider community. Across Wales many schools already provide some community services including adult education, study support, ICT facilities and community sports programmes.

The development of community-focused schools is not just a short-term project or initiative, but a real opportunity for schools and communities to work together in new ways for the future benefit of children, young people and adults.

During 2021-22 Caradog has continued to work hard to develop links with all of our families and the community.

We have initiated our 'Caradog Community Champions'. A group which looks to support school life, learning, fundraising and the needs of our community. We have set up a base in school, with a Uniform Shop and a calendar of events throughout the year.

The School took part in different fund-raising events, including the Macmillan Coffee Morning, Children in Need and Save the Children Christmas Jumper Day.

Links with local businesses were a success this year, especially with regards to developing our school allotment and grounds. Classes worked with

different local artists too, enhancing their learning experiences and our school!

In the Summer term we were able to hold our second 'Caradog Fest' for our school, linking in with businesses to support, as well as for our Year 6 Leavers' Prom.

14. Review of School Policies

The school has a large number of Policy documents covering both curriculum and non-subject areas. These documents are constantly reviewed/revised by staff/governors to incorporate changing trends and legislation. Further information is available by contacting the Headteacher.

The Reviewing Policy Committee met during the academic year to review key Policies and this information was passed by Governors. There is an on-going cycle of policy review through Governing Body meetings. Many of our most recent Policies can be found on our School Website.

15. Additional Learning Needs

The School's Policy for the Assessment of and Provision for, pupils with additional learning needs is summarised as follows:

The School's policy for the identification, assessment and provision for pupils with Additional Learning Needs is consistent with the requirements of the Additional Learning Needs Code for Wales (approved by the Senedd on 23rd March 2021) under section 4 of the Additional Learning Needs and Education Tribunal (Wales) Act 2018.

The School's Additional Learning Needs Co-ordinator (ALNCo) works closely with all other members of staff to ensure that individual educational plans are developed and implemented to meet the needs of pupils, appropriate to those who require them.

The ALNCo also liaises with all members of staff, to ensure that the progress of all pupils is regularly monitored and assessed and to ensure that each pupil reaches his or her potential.

During the current academic year, on the date of the PLASC census:

- 0 pupils were on School Action/Early Years Action.
- 6 pupils were on School Action Plus/Early Action Plus (including those with Notes in Lieu).
- 0 pupils were undergoing Statutory Assessment.
- 11 pupils had statements of Additional Learning Needs.

During the 2021-2022 financial year £44191 was allocated to meet the requirements of pupils with Additional Learning Needs. In addition, the Local Authority provided additional support for 3 pupils at the School Action Plus stage.

There were no changes to the policy during the 2021-2022 academic year.

16. Access for Disabled Pupils

The governing body is mindful of the requirements of the Disability Discrimination Act (DDA) 1995 and The Special Needs and Disability Act (SENDA) 2005 in drawing up the School Development Plan and the day-to-day operation of the whole site.

The school is committed to ensuring that all pupils are able to participate in the school curriculum and (where they desire) in activities such as after school clubs, leisure/sporting events and educational visits. All aspects of accessibility, including access to written information are included in the planning process.

The Authority has in place an Accessibility Strategy and in line with this strategy has had an audit of the school site undertaken, as part of an Authority wide brief, to identify any potential barriers and (ultimately) improve the access to the school.

17. Fabric of the Building & Provision of Toilet Facilities

The building is generally in a good state of repair. Over the past year the following refurbishment/repairs have been carried out:

- New roof, covering the top third of the school.
- New guttering and fascia/ soffits, covering the top third of the school.
- Outdoor learning areas installed and developed, including an outdoor classroom.
- Four interior classrooms painted.
- Top hall painted.
- New ceiling tiles in four classrooms.
- New ceiling tiles in the top hall.
- Hall floor stripped and sanded.
- New carpets in four classrooms.
- New sink fitted in Caretaker cupboard.
- Community Room painted.
- Repairs to sinks, pipework and toilets.

The school has adequate toilet facilities for pupils and staff. They are cleaned daily.

18. Target Setting

In line with the regulations, this information is not provided due to the COVID-19 pandemic restrictions.

19. Attendance Information

In line with the regulations, this information is not provided due to the COVID-19 pandemic restrictions.

20. Admission/Transition Arrangements

The County Borough Council is the Admissions Authority for all schools (other than Church schools where the schools governing body is the admissions authority) within the Authority's boundary. The school's admission arrangements are, therefore, operated in line with the Authority's policy on school admissions which is contained in the publication Starting School book. The book is made available to parents at the point of their application for their child's admission to school. The contents of this book can also be accessed online on the Authority's website.

Pupils will usually remain in the school until they complete year six and then transfer to secondary school. This school is a feeder school for Aberdare Community School and St. John the Baptist School. However, pupils may apply to attend any secondary school they choose subject to compliance with the Authority's admissions policy.

21. School Leavers

During 2021-22, our pupils left our school at the end of Year 6, to transfer to Secondary School. These schools include Aberdare Community School, St. John the Baptist School, Park Lane Special School, Bishop Hedley Catholic High School and Maesgwyn Special School.

22. Sporting Aims and Achievements

The school takes part in numerous sporting activities throughout the year. We engage with the Young Ambassadors scheme with RCT Sport.

Pupils enjoy sporting lessons from Playsports too, as well as a range of clubs, including multi-sports and football.

23. Healthy Eating

We are working on Phase 5 Healthy Schools. Our Eco and Healthy Schools Team works hard to develop the knowledge and understanding of our whole school.

During 2021-22 we took part in Healthy Eating Week and have developed our school allotment to promote 'growing your own' and knowledge of the importance of healthy eating.

Caradog Primary School

PROVISIONAL FINANCIAL STATEMENT FOR 2021/2022

<u>EMPLOYEE COSTS</u>	<u>Total Spent</u>
TEACHERS (including Headteacher/Supply/Reading support)	£517993
MANUAL WORKERS (Caretaker/Supervisory Assistants/Cleaners)	£26501
A.P.T. + C (School Clerks/Nursery Nurses/School Aides)	£300318
<u>PREMISES RELATED</u>	
REPAIRS TO BUILDING/SITE, (INCLUDING GROUNDS MAINTENANCE/SECURITY)	£13881
ENERGY	£12213
RATES	£8329
WATER	£1615
CLEANING MATERIALS / CONTRACT	£10358
<u>SUPPLIES, SERVICES AND OTHER EXPENSES</u>	
SCHOOL EQUIPMENT AND FURNITURE	£13841
POSTAGE	£48
TELEPHONES	£803
INSURANCE	£10486
CLERKING GOVERNING BODY/FINANCIAL ADMINISTRATION/PERSONNEL	£8237
USE OF DISTRICT FACILITIES	£2520
MISCELLANEOUS	£27478
TOTAL:	<u>£954621</u>
<u>INCOME</u>	
MISCELLANEOUS	£13629
TOTAL	£231307