

Ysgol Penyffordd
Annual Report 2023 - 2024



Message from the Chair and Vice-Chair of the Governing Body

Dear Parents,

It is with great pleasure that we present to you the Annual Report from the Governing Body; we hope you find it interesting and informative.

In the report we, the Governors, take the opportunity to summarise the responsibilities and activities of the Governing Body. Much of the life of the school and its achievements are listed in the report, and we hope that it will give you an indication of the caring and vibrant learning atmosphere provided at Ysgol Penyffordd.

The governors have a range of skills, backgrounds and perspectives; some are Ysgol Penyffordd parents, some are teachers in other schools and some have links to the community. We work very closely with the Head Teacher and the whole staff to ensure that Ysgol Penyffordd continues to offer the best education possible for your children. The Governors set and oversee various policies that reflect the school's practice and guide the school towards fulfilling its aims and objectives. Governors are involved in the life of the school, this involves attending meetings, monitoring teaching and learning, attending family engagement and governors in school sessions, meeting staff and children. Inevitably, things change and people move on to take on new challenges. This year we have had to say goodbye to some of our governors and would like to take this opportunity to thank them for all their efforts and wish them well. We are most grateful for their expertise and contribution to school life at Ysgol Penyffordd and we welcome the opportunity to work with new governors who arrive with their individual skill set and look forward to collaborating with them for the good of our school.

Ysgol Penyffordd benefits from the efforts of parents too, in many ways. In what are challenging financial times, we must thank the work of the Friends of Penyffordd School and their fund-raising efforts. We would also like to thank you, the parents and guardians, for your ongoing support of your children and the school. As an outward-looking school which values links with the local community, we are delighted to report that our pupils are enjoying spending time at the Bowling Club. This is a fantastic way to foster inter-generational links in the community as it benefits the members of the club who are guiding the children in the development of their bowling and social skills and increases self-confidence and fosters feelings of value and self-worth for all involved. Our school choir continues to go from

strength to strength and we hope that golfing lessons for pupils at Padeswood Golf Club will be a successful venture too.

It is undoubtedly the tremendous efforts of Mrs Mulvey and the entire staff, both teaching and non-teaching, that makes Ysgol Penyffordd such a special school. As a nurturing school, we all seek to bring out the best in every child and ensure that they are valued for their individual worth. As to the future, the pupils who attend Ysgol Penyffordd will benefit from being in a caring, nurturing, happy atmosphere which is conducive to positive learning and which is led by professional, supportive staff who are second to none. In our school, everyone matters.

We welcome your views and if you do wish to discuss any aspect of this report with us, or have any questions connected to our work as governors, then please contact us via the school office.

Mark Rothero

Glenys Nethercott

Chair of Governors

Vice-chair of Governors

Governing Body Members' Details 2023-2024

Headteacher

Jayne Mulvey

Parent Governors

Paul Archer

Rebecca Lloyd-Jones

Clare Dolby

Tom Chamberlain

Teacher Governor

Liz Crompton

Staff Governor

Gaynor Lewis-Wilkes

Flintshire Governors (appointed by the Local Education Authority):

Mark Rothero (Chairperson)

Marcus Davies

Jacquie Wakelam

Penyffordd Governors (appointed by the Village Council)

Paul Blackman

Community Governors (invited to join by other members for their specialist skills/experience)

Elizabeth Hughes

Glenys Nethercott (Vice-Chairperson)

Clare Henrys

Clerk

Helen Mossman

The Chairperson, Mark Rothero, and the Clerk, Helen Mossman, can be contacted through the school office, c/o Park Cres, Penyffordd, CH4 OHW or on 01244 547214).

Ysgol Penyffordd Staff 2023 - 2024

Senior Management Team

Head Teacher - Mrs Jayne Mulvey

Deputy Head Teacher - Mrs Claire Griffiths, Miss Elizabeth Crompton

Teachers

Nursery - Mrs Emily Sconce

Reception- Mrs Sarah Hamilton

Year R/1 - Mrs Emma Davies

Years 1 - Miss Sophie Shaw

Year 2 - Mrs Claire Griffiths

Years 2/3 - Mrs Victoria Foley

Years 3 / 4 - Miss Elizabeth Crompton, Mr David Young, Mr Ross Wardle

Years 5 / 6 - Mr Fraser Holland, Mrs Lucy Crawshaw, Miss Natasha Coleclough

ALNCO

Mrs Jan Papper

Learning Support Assistants

Early Years - Mrs Jill Batchelor, Mrs Lizzie Jones, Mrs Luan Davidson-Brookin,
Mrs Alex Trevor

Years 1 and 2 - Mrs Gurjinder Panesar, Mrs Tamsin Harrison-Royle, Miss Rachel
Mills

Key Stage 2 - Mrs Jo Walshe, Mrs Lindsay Winkworth,
Miss Karla Parker, Mrs Michelle Hurley

One-to-one support -Mrs Tina Green, Miss Charlotte Hughes, Miss Jackie
O'Regan,

Miss Sabine Hoekema

Literacy support - Mrs Laura Woodward and Mrs Erin King

Pastoral Support - Mrs Gaynor Wilkes

Administration Staff:

Secretaries - Mrs Andrea Irvine and Mrs Claire Edwards

Caretaker - Mrs Amanda Shenton

Cleaners- Mrs Wendy Sides, Mrs Angela Roberts, Ms Sarah Burkhill

Cook - Mrs Wendy Shaw

Catering Assistants - Mrs Jane Martin and Mrs Diane Blackman

MDSA's

Mrs Gurjinder Panesar, Mrs Luan Davidson-Brookin, Mrs Laura Woodward, Mrs Jill Batchelor, Mrs Jacqueline O'Regan, Mrs Tamsin Harrison-Royle, Mrs Jo Walshe,
Mrs Lindsay Winkworth, Mrs Michelle Hurley,
Mrs Alex Trevor, Mrs Tiffany Shaw, Mrs Caroline Caine.

School Year 2023-2024

The Governors meet at least once a term to carry out the routine business of the school.

Dates of meetings during 2023/ 2024 were as follows:

- 3rd October, 2023.
- 21st November, 2023.
- 23rd January, 2024.
- 19th March, 2024.
- 7th May, 2024.

In addition to the above, the Chair and Vice Chair of Governors frequently visit the school.

The main business of the Full Governors' termly meetings during 2023/2024 were as follows:

3rd October, 2023

- Election of Officers.
 - New Staff Governor and Community Governor were welcomed.
 - Sub-committees were reviewed.
 - School Improvement Priorities were outlined for the academic year.
 - Working groups were established based on the three innovation areas.
 - Feedback was given from the recent Estyn Inspection.
 - Governors were updated on the school's financial status.
 - Governor development and Self Review was discussed.
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- **21st November, 2023.**
 - The three working groups outlined their main objectives for the school year.

- Governor Self-Review was made a priority agenda item for the next meeting.
- The Head Teacher's Report, outlining progress towards the School Improvement Priorities, was discussed and comments recorded using Padlet.
- Governors shared their experiences from the Governors in School Day
- There was an update from FOPS regarding fundraising activities.
- Feedback given from the Health & Safety audit.
- The annual Governing Body Report to Parents was discussed.
- The Head Teacher's Performance Management was acknowledged.

23rd January, 2024.

- The model pay policy was adopted.
- A finance update was shared with governors.
- Feedback was given from the recent Safeguarding meeting.
- The main focus of the meeting was Governor's Self-Review - Governors worked collaboratively using the Governors Cymru Self-Review Toolkit, to identify strengths and areas for improvement. The outcomes were used to formulate an action plan.

19th March, 2024.

- The three working groups each gave updates on their current focus.
- The Supporting Improvement Officer, Dave Edwards, gave feedback on a recent 'learning walk' he conducted around the school.
- The Head Teacher's Report, which included an update on progress made towards the School Improvement Plan, was discussed and comments recorded using Padlet.
- Feedback was given from the Health & Safety audit.
- Issues around parking, 'dropping off' at school and pupil safety were discussed.
- Information was shared with governors from FOPS on this term's work, fundraising and donations to school.

7th May, 2024.

- The governors deliberated several requests that had been made by the Community Council to further improve the community changing rooms which are located within the school's grounds.
- Correspondence received from the community council, challenging the school's decision to keep the 'drop-off' zone closed during certain parts of the day on safeguarding grounds, was discussed and alternative options were explored. Clarification to be sought on related issues.

- Governors were informed of budget cuts and updated on the school's financial status. Decisions to change staffing next year, in a bid to aid the school's finances, were explained.
- A member of the senior management team gave a presentation on Metacognition and how it is being developed at school.
- Governors that had attended school for the Entrepreneur visit described their experiences of the very successful enterprise.
- An update was given from FOPS on finances and upcoming fundraising events.

Governor School links 2023-2024

Governors visit the school regularly and have taken part in -

Governors in School Days

Self-evaluation processes

Health and Safety / Risk Assessments

Staff meetings - weekly, focused on curriculum development

Review of policies

Family engagement days

School Council meetings

School Assemblies

School finance meetings

Fund Raising events. FOPS (Friends of Penyffordd School) They worked with dedication to raise much-needed funds for the school.

School Improvement Plan Priorities 2023-2024

The following priorities form the basis for the School Improvement Plan for the year 2023-2024. These priorities are set as a result of school self-evaluation and detailed data analysis, in particular, teacher assessment, discussed during regular pupil reviews.

SIP Priorities

The priorities are based on the core values of the school -

ambitious, capable learners, ready to learn throughout their lives

enterprising, creative contributors, ready to play a full part in life and work

ethical, informed citizens of Wales and the world

healthy, confident individuals, ready to lead fulfilling lives as valued members of society.

Priorities for 2023-2024:

- Maths
- Further develop a reading for pleasure school
- Wellbeing - of pupils and staff.
- Welsh
- ICT
- Leadership & Management - Monitoring and evaluation, staff and governors
- Prepare for phase 2 of the school's development - building extension

Additional Learning Needs

Pupils are taught in accordance with their Individual Development Plans. They are identified at an early stage and our staff are most vigilant about identifying any additional need. Review Meetings are held during the year to discuss the needs and progress of each child and parents are also invited. The needs of pupils can be short term or longer term and can include emotional, social and behavioural needs as well as learning needs. More able and talented pupils can also have additional needs. We work closely with the Local Authority and other agencies to ensure the best provision for each and every pupil. Our ALN Governor in 2023-24 Clare Henrys.

Our ALNCo, Mrs Papper, is works within the new system and procedures in school to ensure that Ysgol Penyffordd is following guidelines and providing the best provision for children with Additional Needs.

Welsh/Bilingualism

Bilingualism and the teaching of Welsh as a second language is a priority in Ysgol Penyffordd. All staff including Administration staff and MDSAs are encouraged to support us in developing the use of incidental Welsh during all aspects of the school day. In Foundation Phase pupils follow a scheme of work that supports the development of speaking, reading and writing of Welsh as a second language. The scheme is also supported by the daily 'Helpwr Heddiw' sessions. In KS2 Welsh is taught both discretely and as part of the topic cycle. Staff work with the Welsh Co-ordinator who is supported by Athrawon Bro to develop the speaking, reading and writing of Welsh as a second language.

Pupils with disabilities

The Disability Discrimination Act (DDA) 1995 defines a disabled person as one who has "a physical or mental impairment which has a substantial and long-term adverse

effect on a person's ability to carry out normal day-to-day activities". This would include, for example sensory impairments affecting sight and hearing, learning disabilities, severe disfigurements and progressive conditions where impairments are likely to become substantial. Ysgol Penyffordd is an inclusive school that welcomes all pupils, regardless of needs and abilities.

School Accommodation, Toilets and Disabled Access

The accommodation is maintained thanks to our caretaker, Mrs A. Shenton. In Ysgol Penyffordd there are toilets allocated for both Foundation and KS2 pupils. Early Years have their own toilets. Foundation Phase have a set of boys' and girls' toilets and additional single toilets located beside the changing rooms. KS2 pupils have one set of boys' and girls' toilets available. All toilets are cleaned by School Cleaners in the middle and at the end of the school day. During the School Day the Headteacher and staff ensure the toilets are kept to a reasonable standard and the Headteacher has access to all cleaning equipment should the need arise. All toilet facilities are subject to a Health Safety check by the Health and Safety Committee and caretaker.

The school has full access for disabled pupils. We have an accessibility plan in line with the Disability Discrimination Act.

Reporting to Parents

Parents' Evenings are during the Autumn and Spring terms and detailed written annual school reports are sent to parents in July at the end of a school year. New Nursery and Reception Induction Evenings were held for new parents in the summer term. This was well received. The school has an open-door policy whereby parents are welcome to discuss their concerns with the class teacher or head teacher at a convenient time. Appointments are sometimes necessary according to teachers' commitments. Likewise, teachers often contact parents if there is anything to discuss, either by telephone or by speaking to them at the beginning or end of the school day.

School Prospectus

The prospectus is reviewed annually in the Autumn Term and copies are available on request.

Primary / Secondary Transition

Most pupils transfer to Castell Alun High School, Hope at the end of Year 6. Last year teachers communicated with Secondary school staff and children were able to attend transition days and information evenings.

Friends of Penyffordd School

The Governors wish to express their deep gratitude to the members of the FOPS committee who have worked tirelessly over the last year to organise fund raising events including discos, Christmas and Summer fairs and Mothers' Day and Fathers' Day events. The committee meets regularly in school and all parents are most welcome to join them. Regular newsletters keep parents informed about events.

The money raised by the Friends this year went towards the purchase of a gazebo for the forest school area. Thank you all.

After School Club- S4YC

After School Club is available for children from Reception to Year 6. It operates on a booking in service only and places can be retained!

Educational Visits and Visitors to the School

During the academic year 2023-2024, the Year 5 visited Pentre Llyn and Year 6 experienced a residential stay at Nant BH. Foundation Phase watched the film Wish at the cinema, whilst Years 3-6 watched the pantomime at Theatr Clwyd. Foundation Phase visited Park Hall Farm as part of their Wild Wales topic. The environmental artist, Tim Pugh, visited Foundation Phase to host workshops on art in the outdoors, PC Reeves delivered a range of safety talks to Years 2, 4 and 6. Open the book visited to tell the children stories from the Bible.

During the summer term the children raised sponsorship money for ActivKids and playground equipment by taking part in circuits with the England footballer Jessica Clarke.

Extra - Curricular Activities

The school provides opportunities for children to participate in a variety of activities which operate at lunchtimes and after school as part of a wider curriculum. This year these included Lego, Minecraft club, Multi-sports Club, Netball, Football, Coding and Choir.

Parking in the school car park is strictly for staff and visitors only.

The School Day

School hours are from 8.55 am - 3.15 pm* times are staggered

Breakfast Club is from 8.05 am

S4YC is open from 3.00 pm - 5.45 pm

Attendance

Whole School Annual Average = 94.74%

Authorised Absences = 4.95%

Unauthorised Absences = 0.31%

We work hard to improve our attendance figures and work closely with the Inclusion Welfare Officer. Punctuality is very important, and parents are contacted when necessary, regarding this. We also ask that where possible, parents refrain from taking holidays during term time. Parents should always inform school of the reason for any absence either by telephone or a written message.

Finance

A school budget outturn statement for the financial year 2023/2024 is enclosed. Please ask for further explanation of the different headings on the printout if you so wish. In addition to this all money paid into school for items such as photos, trips, fruit and charity collections is held in the School Fund bank account and bills are paid by cheque. The School Fund Account is audited regularly. Dinner money is paid into a Flintshire County Council Account.

The Governing Body of Ysgol Penyffordd would like to thank all parents for their continued support. Please do not hesitate to contact governors regarding any query you may have.

Finance

Outturn Statement for the financial year 2023-24

BUDGET HEADING	FORMULA BUDGET 2023/2024	SCHOOLS PLANNED BUDGET 2023/2024	TOTAL EXPENDI TURE 2023/202 4	DIFF + OR (-)
BALANCE FROM 2022/2023	161,920	55,281		55,281
EMPLOYEES	1,147,155	1,473,337	1,486,421	-13,084
PREMISES	151,401	103,577	126,558	-22,981
TRANSPORT				-
SUPPLIES	47,717	46,500	59,226	-12,726
PUPIL & ADULT MEALS/LINK COURSES		-	21,775	-21,775
SERVICE LEVEL AGREEMENTS / MUSIC	36,310	38,820	39,946	-1,126
INCOME		-173,012	-302,284	129,272
TOTAL 2023/2024	1,544,503	1,544,503	1,431,642	112,861

Current forecast balance of school budget, following budget cuts for this financial year, 2024-25 is £71,912.

The school fund account holds £86,254, including £21,509 current committed spend.
