



Love Learning for Life  
Caru Dysgu am Oes

# GOVERNORS ANNUAL REPORT TO PARENTS AND CARERS



Academic Year 2023-24

‘With Christian values at our core we nurture tolerance, confidence and compassion within a safe and happy school community. We challenge our children to become future guardians of the world and achieve their full potential.’

**Headteacher**

Mr Duncan Mottram

St. Brides Major C/W Primary School

Heol yr Ysgol

St. Brides Major

Vale of Glamorgan

CF32 0TB

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**Chair of Governors:**

Mrs Ann Jenkins

St. Brides Major C/W Primary School

Heol yr Ysgol

St. Brides Major

Vale of Glamorgan

CF32 0TB

**Clerk to the Governing Body**

Mrs. J Ware

Contact details as above

The Governing Body 2023-24	
Chair of Governors	Mrs A. Jenkins
Vice Chair of Governors	Mrs K Lewis
Headteacher	Mr D. Mottram
Teacher Governor	Ms H. Morgan
Non-Teaching Staff Governor	Miss R. Berry
Minor Authority Governor	Mrs J. Rideout
Clergy Ex - Officio	Rev. E. Street
Parent Governor	Mr L.Sibieta
LA Governor	Mrs K. Lewis
Foundation Governors	Mrs A. Jenkins Mr I. Spence Mr. G. Davies Mr A.E. Davies Mrs C. Halsall

The Governing Body operates mainly through committees. It has a strategic role in formulating the aims and policies of the school, and then working with the head teacher and staff to deliver them. The Governing Body acts as a critical friend who asks challenging questions, but who also provides the support and means to achieve objectives.

Voluntary Aided schools - The governing body is both the employer and admissions authority. The premises are held on trust by a foundation, usually a church, and the governing body employs the staff and is responsible for religious education.

There will be no Parents Meeting this year.

*(The governors must hold a meeting if there is a petition from the parents of at least 10% of the registered pupils requesting a meeting to discuss matters relating to the school. There can be no more than 3 such meetings in a school year and there must be at least 25 school days left before the end of the school year when the petition is received by the governors.)*



*Year 2 investigating their locality.*

## Introduction from the Chair of Governors

It is a privilege to continue my role as Chair of the Governing Body and enjoy the close links that exist between governors, staff, children and parents at St. Brides Major C/W Primary school. I am very pleased to present the Annual Report to Parents and Carers for the 2023-24 academic year.

The purpose of the Annual Governors Report to Parents is to provide information regarding the current state of the school, including its finances, staffing, buildings and future developments. This report details the work of the Governing Body over the last year in carrying out their role providing challenge, scrutiny and support to the school.

As governors part of our collective role is to act as a “critical friend.” We ask challenging questions and are confident that the school can demonstrate that there are very robust systems of self-evaluation in place to ensure that the focus for the school is to raise standards of teaching, learning and care of the pupils We also regularly review school policies to ensure they are up to date and valid.

Governors are also responsible for the management of the school's finances and have this year again managed to maintain a budget surplus. However, as always, uncertainty over future budgets during this time of national financial pressures may present challenges going forward.

2023-24 was both a busy and exciting year for the school.

In December 2023 Estyn, the education and training inspectorate for Wales, visited the school and the excellent report of their inspection may be found on the school's website.

The report highlighted many of the excellent practices that exist within the school including:-

- *‘St Brides Major C.I.W. Primary School is a highly inclusive and happy school where pupils treat each other, staff and visitors with politeness and respect.’*
- *‘Across the school pupils demonstrate high levels of well-being; they feel safe, happy and valued. They show considerable respect for each other, staff, their peers, and visitors to the school. They know that they are well cared for and are kind to each other.’*
- *‘Daily acts of collective worship are highly inclusive and successfully reinforce that everyone is part of the St Brides family.’*
- *‘The school's values culture is a strength and high levels of respect and kindness permeate the school.’*
- *‘Teachers know their pupils well. The headteacher and governors are committed to creating a school environment that makes pupils feel valued and nurtures their learning and well-being.’*
- *‘The headteacher has established a clear vision for learning, placing the well-being of pupils at the core of the school's work. The headteacher encourages staff to model behaviours and values that are based purposefully on the school's caring ethos. This*

*ensures that all pupils achieve high standards and become well informed, future guardians of the world.'*

As a school, we are constantly seeking to improve our school environment both internal and external and last year it was particularly pleasing to see the completion of the long-awaited extension to the school hall which signalled the final stage of a 10-year development plan. The plan reflected the need to provide for the steady increase in pupil numbers in recent years and ensured that the school developed into a place fit for 21<sup>st</sup> Century learning. Governors are aware that the building work carried out over the years has caused disruption and inconvenience for many both in school and the local community. I would wish to express our gratitude to staff, pupils, parents and residents for their forbearance during this time. I assure you your support was greatly appreciated.

It is testament to the staff at the school that the building work did not impact on the pupils' teaching and learning experiences. Standards continue to be at the highest level and extra curricula activities continued throughout.

Having already achieved the Siarter Iaith Bronze Award, the school resolved to move to the next level and last year was awarded the Silver Award recognising the commitment of the school to develop a Welsh ethos, encouraging pupils, staff, governors and parents to develop their Welsh language skills. We are now fully committed to achieving the Gold Award.

The school retained its Eco Platinum award having achieved Green Flag Status at least 4 times demonstrating a long-term commitment to environmental education, student involvement and sustainability.

Of course, the staff and pupils could not achieve these excellent results without the support of parents and carers. We are grateful to you for the help you've given to the school and acknowledge the care and guidance you provide for your children.

During the academic year, we said goodbye to a valued member of staff. Mrs. M Stanlake left the school. We wish her well for the future and thank her for her valuable contribution to the school. In September 2023 we were delighted to welcome our new caretaker, Mr. D'Adamo and we hope that he will have many happy years in his role at the school.

As always, we are indebted to the Friends of St. Brides for their excellent support both to the school and the wider community. The constant activities that they undertake are inspirational and we are extremely fortunate to benefit from their endeavours.

Finally, I would like to thank my fellow Governors for their continued hard work, dedication and contribution to the continuing success and achievements of St. Brides Major C/W Primary School. Our role is not only to support the school but also to monitor and evaluate its effectiveness. We can only do this successfully if we have the full co-operation of the



staff. I would like to express our heartfelt thanks to Mr Mottram and all staff for their work in keeping governors fully informed and in responding to our challenges.

A. Jenkins (September 2024)



*The girls football team at a tournament in Cardiff.*

## Teaching and Learning

The teaching and learning, standards and progress committee meet regularly throughout the year to consider all matters in relation to the school's provision for curriculum, teaching, standards and pupil progress (including mandatory and statutory requirements). We monitor Additional Learning Needs (ALN) provision and pupil attendance and are involved in reviewing the school's progress against improvement targets (school improvement plan) ensuring any weaknesses identified during the school's self-evaluation processes are addressed.

This academic year marked one year since roll-out of Curriculum for Wales across all primary schools in Wales and implementation of the Additional Learning Needs and Education Tribunal

(Wales) Bill. Throughout the year staff were given the opportunity to deepen their understanding of the requirements of Curriculum for Wales, and they continued to collaborate during professional development time to refine St Brides Major Primary School's bespoke curriculum.

The committee received updates throughout the year on the progress the school were making in designing their curriculum and how that curriculum was contributing to pupils' high standards and progress. During Estyn's inspection of St Brides Major PS in the autumn term they praised the school's curriculum, stating: 'Teachers have worked productively to develop a curriculum that engages pupils well and meets their needs successfully.' They also highlighted the school's arrangements for identification, intervention and support of pupils with Additional Learning Needs as being effective and stated: 'The school is highly inclusive and takes steps to ensure that all pupils participate in the full life of the school.'

In the autumn term, the school were delighted to be invited by an ex-pupil to follow their progress in trekking unassisted to the South Pole to inspire women and girls to achieve their ambitions. This was part of the Antarctic Fire Angels work and received international media attention. Classes across the school collaborated on learning activities linked to the expedition bringing in real life authentic learning to aspects of literacy, numeracy and humanities. The project was noted by Estyn as being a positive example of how the school provides enriching learning experiences for pupils and how they challenge gender stereotypes.

In January, the committee were privileged to hear directly from learners during a book look. It was a pleasure meeting children from Reception to Year 6, seeing them take pride in their work and talking confidently about their learning, elaborating on specific elements when questioned.

In June, governors of this committee were treated to a series of presentations from the school's Pupil Parliament groups. Pupils' knowledge and enthusiasm shone through, they were able to describe in detail what they had achieved during this academic year and they responded confidently to questions from committee members. Their oracy skills, particularly the range of vocabulary they used when expressing themselves, was noted by all governors as being very impressive!

During the summer term the school were accredited with the Welsh Government's Siarter Iaith Silver Award. This award is part of Welsh Government's aspiration to increase the number of people who use the Welsh language and it provides a framework to support schools to increase children's love of the Welsh language, and their use of it across the school. The school received excellent feedback from the assessors who praised the school for their work *'The quality of welsh second language provision work across the school is of a high quality and is truly embedded in everything the school does. Improvement is driven from within by the staff and fantastic pupil voice group who are key to everything that happens. Llongyfarchiadau Sant y Brid.* Deb Durham Assessor

It has been another busy year for the pupils, staff and governors of St Brides Major Primary School. There were significant challenges along the road, not least that the school hall was



unavailable for a large proportion of the school year, however, staff and pupils managed this disruption, as they do all aspects of school life, with resilience and commitment to achieving the very best for all learners.

It is this committee's pleasure and privilege to work with the school and we look forward to continuing to do so in the next academic year, supporting the school to be the best it can for the benefit of all learners.

K. Lewis September 2024

### **Standards and Progress**

Following the introduction of the new curriculum, there was no longer a requirement to assess end of Key Stage levels or to submit targets to the LA. In addition, the assessment procedures for the National Tests changed and results were for internal diagnostic purposes only.

The school continued to review and revise assessment and recording processes to reflect the requirements of the new curriculum. Governors were kept fully informed of pupil progress throughout the year.

### **Priorities identified for 2023-24:-**

#### **1. Learning**

- Year 6 boys' higher level reading skills are underdeveloped.
- Provide support in order to improve standards and progress in Y6 girls numeracy, particularly to decrease the number of pupils who achieve <100.
- To narrow the gap between eFSM pupils (although small in number) and non eFSM pupils in Summer term Online Personalised Assessments. (OPAs)
- Develop an assessment tracker to measure progress from Baseline

#### **2. Wellbeing and Attitudes to Learning**

- Develop pupil understanding of how children can keep themselves safe online by reintroducing Digital Leaders
- Pupil voice group to create new behaviour policy focussing on anti-bullying and positive acknowledgment.
- Increase attendance for pupils eFSM

#### **3. Teaching and learning Experiences**

- Embed Siarter laith and plan for Silver level accreditation.
- Refine curriculum planning to ensure progression

- Develop formative assessments to be used with new curriculum planning units and to show progress from baseline.

#### **4. Care, Support & Guidance**

- Maintain and refine tracking tools that monitor pupil progress throughout the year and from one phase to another in both external and internal assessments.
- Ensure the consistent teaching of Jigsaw PSHE scheme of work across the school - monitor the impact.
- Respond to recommendations from NACE assessment

#### **5. Leadership & Management**

- Continue to engage with key stakeholders involved in a new school hall project.
- Refurbish Year 2, Year 3 and 4 classroom spaces to increase pupils' well-being and attitudes to learning.
- Purchase resources to further resource Y2 digital equipment to ensure access to OPAs is not affected by IT capability and
- capacity, to allow for progression in STEM from Y3 to Y6 and to better equip the reading scheme.
- Increase administrative capacity to 1.5, to ensure effective and timely communication with all stakeholders.

A.Jenkins (September 2024)



*Year 6 at The Palace Theatre, London in November 2023.*

### **The Finance, Premises & Health & Safety**

#### **Role**

The Finance and Premises Committee provides strategic material direction for the provision of education and the maintenance and development of the distinctive Christian character, values and vision of the school.

In carrying out this role it is responsible for the oversight of:

Finance, fund raising and the management of the school budget

The management and development of the school buildings and estate

Health and safety policy and management

We hold regular meetings with the head teacher and other members of staff; carry out regular inspections of the premises; monitor the annual planned maintenance and development programme, and review and monitor the budget and other school funds. We may also from time to time receive and review the reports of various specialist and local authority advisors and assist the Headteacher and Staff in developing and implementing the appropriate policies and actions resulting from them. This is particularly true of health and safety and fire prevention requirements.

### **Phased Development Plan School Hall Extension**

It will come as no surprise to report that a considerable amount of the committee's time this year has been focussed on the building of the Hall extension. At the early stages of the tender process a significant projected cost overrun was identified which necessitated a redesign of the roof element. This required a further planning consent modification which contributed to a delay in the original intended start date from September 2023 to 02 January 2024. As the grant funding from the local Authority had to be spent before the end of the financial year this became a significant challenge for the design team and the builders, Willis Construction. A further complication was the need to include a new entrance and lobby area into the build as a separate element but which would be most cost effectively achieved by concurrent construction with the Hall. Throughout the contract the Governors were represented at each of the site progress meetings and kept fully up to date with the details of the build by the Headteacher and the managing architect. We are indebted to the local authority design team and the builders for bringing this project to a successful conclusion and to C2 Architects for the initial design and planning application. Its completion is, for the Governing Body, the culmination of a phased development plan which started over ten years ago and which, through a series of builds, has resulted in school buildings which are now fit and adequate for the 21<sup>st</sup> century.



*Year 2 enjoy World Book Day in March 2024*

### **Solar Panels**

After the installation of solar panels in 2021 and following advice from the local authority we successfully applied last year for a grant from Project Zero towards the installation of a 10KW battery to improve the efficiency of the use of the electrical power generated. The grant covered the purchase and installation cost of the battery and now installed, should increase the availability of the energy generated by the panels to the school from approx. 33% to 50% over a twelve month period. This is considerably more cost effective than selling the surplus generation to the National Grid.

### **Classroom Improvements**

The committee regularly approves requests for classroom improvements and furniture replacements but this year has postponed authorising any additional expenditure until the financial position at the end of the Hall project was known.

### **Health & Safety**

We have continued to monitor all aspects of health and safety relating to the school fabric and activities and this year have been particularly focussed on the impact of construction on site during the school term. The liaison between the builders and the Headteacher proved to be very effective and we were considerably impressed by the site management. In particular the site manager not only ensured a safe working environment but also managed the construction programme with a high degree of sensitivity to the effective running of the school.

### **Policy Reviews**

We regularly review and where necessary amend relevant policies.

This year the Safeguarding Policy provided by the Local Authority was reviewed and adopted with minor amendments. The Accessibility Policy and Strategic Equality Plan were also briefly discussed and referred to the Headteacher and Chair of Governors for further deliberation.

The routine costs for parents i.e. uniform, school trips etc. was also discussed and it was noted that the school is fully compliant with the Welsh Government guidelines on school uniform costs and continues to subsidise educational and “fun trips” where it is appropriate.

Mr A E Davies September 2024





*The school choir at Wembley Stadium before Voice in a Million in March 2024*

### **Educational and Residential Visits**

School visits are arranged to support and enhance work undertaken in the classroom. Some of these visits are within walking distance of school, others are further afield. Parental contributions are normally requested to cover the cost of school visits. If you have difficulty finding the money for a visit, please speak to the Headteacher. Teachers will never deny a child participation of a visit on the grounds that a contribution has not been forthcoming. All pupils, however, must return forms of consent from parents or carers before participating in a visit. In no circumstance will a child be allowed to attend a visit if the parental consent slip has not been returned.

Each year members of staff take pupils in Year 5 to Llangrannog to the Urdd Camp. Here pupils experience a wide range of activities whilst using the Welsh language in a meaningful way.

Year 6 have the opportunity to attend a residential outdoors pursuit centre at Storey Arms in Brecon. During the visit they experience a wide range of activities including gorge walking, rock climbing, canoeing, swimming, cooking, cleaning and team building.



*The Children in Need fun run in November 2023 was a fantastic success.*

### **Promoting Good behaviour**

We are very proud of the behaviour of the pupils at school. Our policy is to encourage positive behaviour. Self-discipline and self-control are essential for effective teaching and learning to take place. Effort in schoolwork and behaviour is encouraged and rewarded. We celebrate achievement in our Worship and teachers nominate pupils for merits in recognition of effort. A Headteacher's award is given to a pupil who has been commended for outstanding effort. Class rules are set by the pupils with their teachers and a set of shared rules apply throughout the school.

When rules are broken we have a system of sanctions, developed in conjunction with the school's Pupil Parliament, which may be applied. We strive to be fair in our delivery of these sanctions. Parents are informed when sanctions are applied and invited to discuss the matter further with the Headteacher.

Bullying is an issue which no school can ignore and we always investigate any allegation relating to an act of bullying. We have an anti-bullying policy in school, copies of which are available on request. This is also available on the school website. ***NB: Our updated code of conduct and behaviour policy may be found on the school website.***



## Charity Work

Supporting local and national charities not only raises community spirit but also enhances children's learning and reflects the ethos of the school. During the academic year money raised included:-

Dogs Trust £200

Antarctic Angels £850

MacMillan £593.48

Children in Need £402.77

Down Syndrome Association £100

Dreams and Wishes Charity £2129

Contributions to Bridgend Food Bank.



*Former pupil and Antarctic Fire Angel Rebecca Openshaw Rowe receives a donation from the school before embarking on an expedition to the South Pole.*

### **School Attendance Data 2023-24**

	Attendance	Authorised Absences	Unauthorised absences
St Brides Major	94.8%	3.1%	2.1%
Vale of Glamorgan	92.4%	5.46%	2.14%
Wales	90.1%	6.5%	3.4%

### **Parish Links**

We enjoy very close links with the picturesque village church, St Bridget's, which is situated just two or three minutes walk away. We also have strong links with the other churches in the catchment, such as, Ewenny Priory Church. The Holy Eucharist is celebrated by the whole school in church several times each year and worship is led in the school hall by visiting members of the clergy.

### **Toilets**

The school has an adequate number of age appropriate toilets for all pupils at the school. These are arranged throughout the school. The toilets are cleaned daily by our cleaning team both before and after school. Additional cleaning takes place as necessary throughout the day. The school has 5 disabled toilets.

### **FINANCIAL REPORT – SCHOOL OUTTURN REPORT FROM THE VALE OF GLAMORGAN COUNCIL 2023 - 2024**

The following report is a revenue summary for the school financial year 2023 - 2024. It is a requirement that this information is reported to parents in the Governors Annual Report.

Vale of Glamorgan Council St Brides Major CIW Primary School Outturn Report 2023-24 Revenue Summary

COST CENTRE CODE	COST CENTRE DESCRIPTION	DETAIL	ANNUAL BUDGET	TOTAL ACTUAL
104381	St.Brides Major Primary	CONT. TO FUNDS	1,303.00	58,839.99
104381	St.Brides Major Primary	CONT TO CAPITAL OUTTURN	0.00	57,537.36
104381	St.Brides Major Primary	CONT TO GENERAL RESERVE	1,303.00	1,302.63
104381	St.Brides Major Primary	EMPLOYEES	924,525.00	959,231.82
104381	St.Brides Major Primary	TEACHING EMPLOYEES	599,452.00	604,571.95
104381	St.Brides Major Primary	NON TEACHING EMPLOYEES	195,998.00	223,877.06
104381	St.Brides Major Primary	GRANT EMPLOYEES	129,075.00	130,782.81
104381	St.Brides Major Primary	INTERNAL RECHARGES EXPEND	68,607.00	74,109.25
104381	St.Brides Major Primary	INTERNAL RECHARGES EXPEND	68,607.00	74,109.25
104381	St.Brides Major Primary	PREMISES	100,316.00	91,241.02
104381	St.Brides Major Primary	CLEANING AND DOMESTIC SUPPLIES	22,000.00	27,464.21
104381	St.Brides Major Primary	ENERGY	11,557.00	24,440.07
104381	St.Brides Major Primary	GROUND'S MAINTENANCE	8,405.00	6,626.00
104381	St.Brides Major Primary	REPAIRS & MAINT OF BUILDING	56,110.00	30,062.66
104381	St.Brides Major Primary	WATER SERVICES	2,244.00	2,648.08
104381	St.Brides Major Primary	SUPPLIES AND SERVICES	128,210.00	55,517.23
104381	St.Brides Major Primary	COMMS AND COMPUTING	8,191.00	7,996.58
104381	St.Brides Major Primary	EQUIP. FURNITURE & MATERIALS	35,877.00	37,104.03
104381	St.Brides Major Primary	EXPENSES	153.00	0.00
104381	St.Brides Major Primary	GRANTS & SUBSCRIPTIONS	0.00	0.00
104381	St.Brides Major Primary	MISC EXPENSES	73,609.00	81.00
104381	St.Brides Major Primary	PRINTING STATIONERY & OFFICE EX	7,140.00	7,343.77
104381	St.Brides Major Primary	SERVICES	3,240.00	2,991.85
104381	St.Brides Major Primary	TRANSPORT	115.00	41.73
104381	St.Brides Major Primary	CAR ALLOWANCES	115.00	41.73
104381	St.Brides Major Primary	SEG WEG EIG TRAVEL EXPENSES	0.00	0.00
104381	St.Brides Major Primary	CUSTOMER RECEIPTS	0.00	-9,127.39
104381	St.Brides Major Primary	CHARGE FOR SERVICE	0.00	0.00
104381	St.Brides Major Primary	DONATIONS	0.00	-3,289.89
104381	St.Brides Major Primary	SALE OF PRODUCTS	0.00	-5,837.50
104381	St.Brides Major Primary	GOVERNMENT GRANT	-133,475.00	-149,371.19
104381	St.Brides Major Primary	OTHER GOVERNMENT GRANTS	-3,980.00	-3,980.00
104381	St.Brides Major Primary	WG GRANTS	-129,495.00	-145,391.19
104381	St.Brides Major Primary	INTERNAL RECHARGES INCOME	-44,251.00	-67,467.49
104381	St.Brides Major Primary	INTERNAL RECHARGES INCOME	-44,251.00	-67,467.49
104381	St.Brides Major Primary	OTHER GRANTS	-17,517.00	-27,064.34
104381	St.Brides Major Primary	INCOME FROM OTHER LAs/HAs	-17,517.00	-27,064.34
		Total 104381	1,027,833.00	985,950.63





*The pupil parliament visit No 10 Downing Street in April 2024.*