

## **Blaenbaglan Primary School**

### **Governors' Annual Report to Parents 2022/23 Academic Year**

#### **Address from our Chair of Governors**

On behalf of the Governing Body, I am delighted to present this annual report to parents/carers. The report will provide you with important information on how the school has performed over the last year.

Every year, our school staff work extremely hard to ensure our children have the very best opportunities to thrive during their primary education. This includes engaging with parents, carers, professionals and the wider community to support their progress. In June 2023, our school was inspected by Estyn who described "a happy, caring and inclusive school, that places high priority on the well-being of its pupils". Inspectors recognised the significant strengths in relationships between pupils and staff, the "highly supportive learning environment, where pupils develop very positive attitudes to their learning" and the strong progress made by the pupils whose behaviour was exemplary and who felt safe in school.

As a Governing Body, we are proud to be part of Blaenbaglan Primary School and we are privileged to have a school in our community, which strives to support every child to achieve their potential.

Thank you for taking the time to read the annual report, and taking an interest in our school. If you would like to get in touch with me, I would be very pleased to hear from you and can be contacted through the school office.

Kind regards,



Chair of Governors

BB22.23 Report (Autumn 2023)

It is the duty of the Governing Body to make decisions about how the school is run. Governors have legal duties, powers and responsibilities as a body but cannot act individually.

The Governing Body believe the aims of the school as set out in the School Prospectus should continue to be pursued. Underpinning these aims is Blaenbaglan’s philosophy, that all our pupils are entitled to the very best education possible, which the school endeavours to provide, in close partnership with parents.

Each term the following sub-committees meet and report back to the main Governing Body meeting:

- Finance and Staffing
- Curriculum, Additional Learning Needs and Safeguarding
- Buildings, Premises, Community and Health & Safety
- School Performance – standards & attendance
- Performance Management of Headteacher

Other issues relating to the budget, pupil activities, school performance and the Learning Support Centre are discussed. This meeting is viewed as an opportunity to celebrate our success as well as plan for the future.

No parent / carer has requested a meeting or sent any correspondence relating to specific questions that need to be raised to the Governing Body, therefore no meeting has been arranged for the 2022/23 academic year to date. Further information available here:

<http://gov.wales/topics/educationandskills/publications/guidance/parents-meetings-statutory-guidance/?lang=en>

<b>Governing Body</b>	<b>Governors</b>	<b>Appointed by</b>	<b>Term of Office Ends</b>	<b>Committee Member</b>
	Mrs P. Short	Community (Chair)	02.12.23	Curriculum/ALN, Safeguarding, Finance & Staffing/ PM
	Cllr. S. Renkes	LA	31.08.25	Premises/H&S, Finance & Staffing /PM
	Cllr. P. Richards	LA (Vice Chair)	31.08.24	Finance & Staffing
	Mrs. H. Griffiths	Parent	21.10.25	Premises, H&S & Community
	Vacant	Parent		
	Mr. B. Henderson	Community (ALN Gov)	07.11.24	Finance & Staffing, Curriculum/ALN
	Mrs. G. Cox	Parent	03.01.24	Curriculum/ALN
	Mr. Y. Maljian	Community	31.10.25	Premises, H&S & Community
	Mrs. E. Palmer	Teacher	27.09.25	Curriculum/ALN

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	Mr. I. Rees	Community	31.12.25	Premises, H&S & Community
	Vacant	Parent		
	Mr. T. Drinkwater	Non teacher	13.11.26	Premises, H&S & Community
	Mr. D. C. Burrows	Headteacher	-	All

<b>Clerk to the Governors</b>	<ul style="list-style-type: none"> <li>Miss Gemma Allen – Blaenbaglan Primary School, Maes Ty Canol, Baglan, Port Talbot, SA12 8YF. Tel: 01639 769775 e-mail: blaenbaglan@npt.school</li> </ul>
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<b>Chair to the Governors</b>	<ul style="list-style-type: none"> <li>Mrs Pam Short – Blaenbaglan Primary School, Maes Ty Canol, Baglan, Port Talbot. SA12 8YF, Tel: 01639 769775</li> </ul>
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**NEATH PORT TALBOT COUNTY BOROUGH COUNCIL**  
**Department of Education, Leisure and Lifelong Learning**

**BLAENBAGLAN PRIMARY**

**FINANCIAL STATEMENT OF INCOME AND EXPENDITURE**  
**APRIL 2022 TO MARCH 2023**

<b>BUDGET</b>	<b>£</b>	<b>EXPENDITURE</b>	<b>Actual</b>
Formula Allocation	£1,242,850	Teaching Costs	£875,484
		Payroll Costs	£400,562
		Other Payroll Costs	£6,177
		Administration	
		Costs	£12,369
		Local Authority	
		Costs	£96,762
		Contract Costs	£7,226
		Premises Costs	£139,816
		Capitation Costs	£50,477
		<b>GROSS</b>	
		<b>EXPENDITURE</b>	<b>£1,588,875</b>
		Less:Income	£259,087
		<b>NET</b>	
		<b>EXPENDITURE</b>	<b>£1,329,788</b>
			<b>£</b>
Projected Over/Under Spend			-£86,938
4th Quarter %			£0
Principal Investment			
1/4/22			£245,839
		<b>Total Investment 31/3/2023</b>	<b>£158,902</b>

BB22.23 Report (Autumn 2023)

Blaenbaglan is an English medium primary school with a Learning Support Centre for pupils with speech, language and communication needs. Through careful organisation, the school attempts to give to the children what is best in education. In all our activities we try to work as a family, where members have a sense of purpose, a sense of belonging and a feeling of being responsible to the school and to the community. We aim to provide work each day that is balanced, varied and suitable to the child's ability and development. These experiences will help each child to learn and to become self-reliant and responsible members of the community. We aim to create a happy, caring environment with an emphasis on making learning fun where positive relationships are seen as being vital to our success.

<b>Action on Resolutions passed at last year's Annual Meeting</b>	<ul style="list-style-type: none"> <li>• No parents requested meeting in 2022/23.</li> <li>• No resolutions passed.</li> </ul>
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Term	Term Begins	Mid Term Holiday		Term Ends	Days
		Half Term			
		Begins	Ends		
Autumn 2023	Friday 1st September	Monday 30 <sup>th</sup> October	Friday 03 <sup>rd</sup> November	Friday 22 <sup>nd</sup> December	75
Spring 2024	Monday 8 <sup>th</sup> January	Monday 12 <sup>th</sup> February	Friday 16 <sup>th</sup> February	Friday 22 <sup>nd</sup> March	50
Summer 2024	Monday 8 <sup>th</sup> April	Monday 27 <sup>th</sup> May	Friday 31 <sup>st</sup> May	Friday 19 <sup>th</sup> July	70
<b>Total:</b>					<b>195</b>

Session Times	Sessions	FP	KS2
	Morning	8.50am – 12.00pm	8.50am – 12.15pm
	Afternoon	12.55pm – 3.20pm	1.15pm – 3.20pm
	FP Nursery (am)	8.50am – 11.20am	
	FP Nursery (pm)	12.50pm – 3.20pm	

Attendance 2022 / 2023		2022/23
	% attendance	91.41 %
	Authorised Absence	4.22 %
	Unauthorised Absence	4.27 %

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<b>School Organisation and Teaching Staff 2022/23</b>	<b>Person</b>	<b>Position</b>	<b>Class</b>
	Mr. David Burrows	Headteacher	
	Mrs Emma Palmer	Deputy Headteacher	Yr. 6
	Mrs. Ffion Bristowe	SLT	Yr.5/6
	Mr. Ceri Davies		Yr 4/5
	Mrs. Sarah Skelton		Yr 3/4
	Mrs. Faye Clarke	Maternity Leave	
	Mrs. Louise Hill		Yr3
	Mrs. Hayley Maggs / Mrs. Emma Morgan		Yr2
	Mrs. Natasha Doyle		PPA
	Mrs. Rhian Poley-Jones		FP1/2
	Miss. Bethan Kennedy		FPR/1
	Miss. Karla Williams	SLT	FPR/1
	Mrs. Jessica French		LSC2
	Mrs. Rachelle Evans-Norman	ALNCo / SLT	LSC1
	Miss Johanna Matthews/ Miss Lauren Jones		FPN
<b>Admin Officer</b>	Miss Gemma Allen	Clerk	Office
<b>Bursar / PSO</b>	Mrs. Michelle Morgan	Bursar	NPT

<b>Additional Learning Needs</b>	<b>ALNCO</b>	Mrs. R. Evans-Norman	<b>School Roll</b>	(fte) 254	<b>Nursery a.m.</b>	18
					<b>Nursery p.m.</b>	33 by July 2023
	<b>ALN Governor</b>	Mr. B. Henderson	<b>% of ALN on School Roll</b>	% 20.5	<b>No. of Pupils on Register</b>	33 Mainstream & 19 LSC
<b>Safeguarding</b>	<b>Safeguarding Governor</b>	Mrs. P. Short	<b>Child Protection Governor</b>	Mrs. P. Short		
<b>Attendance</b>	<b>Attendance Governor</b>	Cllr. P. Richards	<b>Education Support Officer</b>	Mrs. Tracy Hazel		

The school works with the following agencies to help its work with the children:

Speech therapy, Specific Learning Difficulties (Dyslexia), Attendance and Behaviour Support Team, Speech and Language Unit, Educational Psychology Service, Ethnic Minority Language and Achievement, Social Services, Local Health Authority and the Educational Welfare Officer.

The school policy is that disabled pupils will not be treated less favourably than other pupils because of disability. This applies to their admission, access and educational needs.

### Learning Support Centre

There are 20 pupils (age range 3 – 11 years) currently attending the Learning Support Centre for speech, language and communication difficulties. (Maximum provision is for 20 pupils).

Pupils from the Learning Support Centre are integrated as fully as possible into the mainstream activities of the school.

### **Links with the Community**

The school is involved with many outside agencies in organising its post school activities. At present the school operates the following after school clubs at various times of the year:

- Rugby
- Netball
- Football
- Cricket
- Athletics
- Cooking
- Drama
- Orchestra
- Music / Dance
- Book Swap
- Film Club
- Choir
- Bug Club
- Criw Cymraeg

Year Five and Year Six have an opportunity to participate in a Residential Visit. In recent years, these are split between Urdd Residential centre, Llangrannog and Morfa Bay, Pendine. All venues give children the opportunity to undertake a variety of activities in a totally different environment.

The work of our Police Liaison Officer is integrated into our curriculum and is the focus of much of our work in PSHE.

### **Sporting Links**

- Dragon Sport Clubs and Festivals
- Swimming Yr.6
- Provide extra-curricular clubs – football, rugby, keep fit, athletics, cricket, cookery, media studies.
- WRU Festivals and Competitions
- Wizards Rugby and Netball League (Aberavon RFC)
- FAW Festivals and Competitions
- NPT netball / rugby / football Festivals
- Athletics
- Cricket links with Port Talbot Town CC
- NPT Cross Country Championships
- West Glamorgan Gymnastics
- NPT Kwik Cricket
- Field Studies Council
- Eco Schools

- Forest Schools
- Healthy Schools
- Residential Visits (Morfa Bay Adventure / Llangrannog – Outdoor Adventure)

Our aim is to provide every child with an opportunity to develop an interest in sport as a recreational or a competitive pastime. We aim to challenge the most able to higher honours, but encourage a love of exercise, healthy lifestyles and well-being.

### **Policies & Schemes of work**

All school policies are kept under review and updated as necessary via governor sub-committees. The school has all policies available to view at the school or many are now on-line at:

<https://blaubaglan-primary-school.j2bloggy.com/>

### **Use of Welsh Language**

The Curriculum Cymreig is addressed through cross-curricular themes and is strengthened by use of incidental Welsh throughout the school day.

At Blaenbaglan the main language for teaching is English. However, Welsh is taught as a second language as required by the Welsh Assembly. Pupils respond to Welsh commands, answer the register through Welsh and sing Welsh hymns and prayers. We really feel that it is important that our children learn about the Welsh culture and their Welsh heritage. St. David's day is celebrated with a week of Welsh activities, e.g. Gymanfa Ganu, cooking Welsh recipes, listening to Welsh folk tales, music and art competitions, concerts and enjoying Welsh visitors to the school. The school have developed a curriculum with a sense of 'Cynefin' running through it. A curriculum where pupils learn and have a good understanding of their locality and the wider Wales. A Welsh peripatetic teacher visits the school every half term where guidance and training is given to the staff and the subject is monitored. All pupils at the school follow the appropriate Welsh Language development programmes as laid out in the 6 Areas of Learning in the Curriculum for Wales. Pupils are assessed annually and reported on in the end of year reports.

### **Strategic Equality Plan**

At Blaenbaglan Primary School, we are committed to ensuring equality of education and opportunity for disabled pupils, staff and all those receiving services from the school. We aim to develop a culture of inclusion and diversity in which people feel free to disclose their disability and to participate fully in school life. The achievement of disabled pupils and students will be monitored and we will use this data to raise standards and ensure inclusive teaching. We will make reasonable adjustments to make sure that the school environment is as accessible as possible. At Blaenbaglan Primary School, we believe that diversity is a strength, which should be respected and celebrated by all those who learn, teach and visit here.



**School Toilets**

The school has male / female pupil facilities in the Foundation Phase, Year 1 and Year 2 in the infant block; and two sets on the ground floor and first floor in the junior block. There is a disabled toilet / shower room in the FP and KS2 block.

Staff have sets of toilets in FP and KS2.

All KS2 toilets were totally refurbished in August 2016.

All Foundation Phase toilets were refurbished in August 2021.

All toilets are cleaned on a daily basis.

Pam Short  Chair of Governors

David Burrows  Headteacher

October 2023

## Your right to request a meeting with the school's governing body

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:

### **1. Parents will need to raise a petition in support of holding a meeting.**

The parents of at least 10% of the school's registered pupils or 30 registered pupils, whichever is the lower, will need to sign the petition. If it is a paper petition, then a written signature must be given as well as the name and class of each child who is a registered pupil at the school. If the petition is in electronic format, the 'signature' required is the typed name of the parent plus the name and class of each child who is a registered pupil at the school and the email address of each parent who 'signs' the electronic petition.

### **2. The meeting must be called to discuss matters which affect the school**

The meeting cannot be called to discuss such matters as the progress of individual pupils, or to make a complaint against a member of the school's staff or governing body. The petition should contain brief details of the matter(s) to be discussed, and the reasons for calling the meeting. This information should be clearly displayed at the top of the petition, with parents' signatures appearing below.

### **3. A maximum of 3 meetings can be held during the school year**

The law allows parents to use their rights to request up to 3 meetings with a school governing body during the school year.

### **4. There must be at least 25 school days left in the school year**

The law makes it a condition that at least 25 school days are left in the school year when the petition is received so that the meeting can be held.

A "school day" means a day when the school is open to pupils: it does not include weekends, public holidays, school holidays or INSET days.

The address for service of a petition requesting a meeting with this school's governing body is:

Blaenbaglan Primary School  
Maes Ty Canol  
Baglan Port Talbot  
SA12 8YF

[blaenbaglan@npt.school](mailto:blaenbaglan@npt.school)

Further advice on how parents may go about requesting a meeting with a governing body is available on the Welsh Government's website at:

<http://wales.gov.uk/topics/educationandskills/publications/guidance/parents-meetingsstatutory-guidance/?lang=en>

Signature:

Mrs. Pam Short - Chair of Governors

Date : 05.10.2023