

Rhondda Cynon Taf County Borough Council

Governing Body of Llanharan 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 Mrs Sharon James c/o
Llanharan Primary School, Llwynbrain Terrace, Llanharan, RCT CF72 9PW

3. Members of the Governing Body

The following people are currently members of the Governing Body.

Name	Category of Governor	Appointed By	Retirement Date
Mrs S James Ms S Greenman	LEA	Council Members	06/02/2025 25/11/2024
Cllr Geraint Hopkins	Minor Authority	Community Council	25/09/2023
Mr O Israel Mr R Harding Mr B Gallivan	Parent	Parents	20/01/2024 11/10/2026 11/10/2026
Mrs A Stabler Ms W Whitaker Ms C Roberts	Community Governor	Governing Body	07/09/2024 28/03/2026 12/10/2026
Mr L Arthur	Teacher	Teaching Staff	07/01/2024
Mrs B Price	Headteacher		

When fully constituted this governing body is made up as follows

LEA Representatives	3
Parent Governors	4
Staff Representative	1
Headteacher	1

Community Governors	3
Teacher Governor(s)	1
Minor Authority (if applicable)	1
Total	14

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 on 20th January 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 2020/21.

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 whose children are starting school for the first time or transferring from Infant to Junior school or Junior/ Primary to Comprehensive School.

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

The information included in the prospectus was updated in September 2022 with a new prospectus sleeve being developed in Autumn Term 2022. This is a new design and an additional 350 copies are now in place.

The school has also developed a bespoke 'Starting School Booklet' with illustrations based on our school environment. This is issued to all new Nursery starters.

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 2020-2021 academic year was approved by Governors. The targets set included short, medium and long-term aims, and were regularly reviewed by the Governing Body.

The school has developed a new bespoke curriculum that supports and develops the school's core values and Welsh Government core purposes. The school has adopted a mastery approach to mathematics that allows pupils the opportunity to develop a robust understanding of number and mathematical concepts.

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.

In Foundation Phase pupils are taught Welsh through 'Helpur Heddiw' daily activities, games, songs, role play, oracy, reading and writing activities. This approach continues in Key Stage 2 with additional time being allocated to the learning and teaching of Welsh.

11. Post Inspection Action Plan

Governors are responsible for drawing up the Action Plan to address any key issues raised by Inspectors during the (external) inspection of the School. Parents are provided with a copy of the summary report produced by the inspectors.

12. School term times 2022/2023

Term	From	To
Autumn 2022	Monday, September 5 2022	Friday, October 28 2022
Half Term	Monday, October 31 2022	Friday, November 4 2022
Autumn 2022	Monday, November 7 2022	Friday, December 23 2022
Christmas Holidays	Monday, December 26 2022	Friday, January 6 2023
Spring 2023	Monday, January 9 2023	Friday, February 17 2023
Half Term	Monday, February 20 2023	Friday, February 24 2023
Spring 2023	Monday, February 27 2023	Friday, March 31 2023
Easter holidays	Monday, April 3 2023	Friday, April 14 2023
Summer 2023	Monday, April 17 2023	Friday, May 26 2023
Half term	Monday, May 29 2023	Friday, June 2 2023
Summer 2023	Monday, June 5 2023	Monday, July 24 2023

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.

Significant dates:

- 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	9.15am
Lunch break	12.00noon – 1.00pm (Foundation Phase) 12.30pm – 1.15pm (Key Stage 2)
End of the school day	3.30pm

Pupils receive two 10 minute morning breaks (free play and exercise) and a 10 minute afternoon break.

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.

The school works closely with PC Colcombe who provides a core provision of ‘School Beat’ sessions to all pupils.

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 during school time.

Updated copies of school policies can be found on the school’s website www.llanharanprimary.com.

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) Mr. L. Arthur, 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 2021-2022 financial year £27,052.20 was allocated to meet the requirements of pupils with Additional Learning Needs. In addition, the Local Authority provided additional support for 3 pupils.

There were no changes to the policy during the 2020-2021 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/Post Inspection Action 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.

Copies of the school's 'Strategic Equality Plan' and 'Accessibility Plan' can be found on the school's website.

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:

- The lobby has been redecorated.
- All kitchen equipment has been updated.

The school has 5 toilet facility areas designated for pupils' use. They include:

- Nursery Class
- The Foundation Phase extension
- KS2 upper level
- Year 3 / 4 Class
- Key Stage 2 (Year 4 / 5 and Year 6.)

There are also two disabled toilet facilities within the school. One includes shower facilities, a hoist and changing bed.

These are cleaned on a daily basis the SOLO cleaning staff.

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 Y Pant and Pencoed Comprehensive Schools, however, pupils may apply to attend any secondary school they choose subject to compliance with the Authority's admissions policy.

21. School Leavers

The Year 6 pupils now attend Y Pant Comprehensive and Pencoed Comprehensive.

22. Sporting Aims and Achievements

Cardiff City Football Club ran class football sessions during the 2020 / 2021 academic year for pupils from Year 2 to Year 6. They also ran a Key Stage 2 lunchtime club for pupils.

23. Healthy Eating

Pupils are encouraged to bring fruit to school for a healthy morning snack. They are also encouraged to bring a water bottle into school and these can be re-filled in the three water coolers that are situated on site.

LLANHARAN PRIMARY SCHOOL

PROVISIONAL FINANCIAL STATEMENT FOR 2020/2021

<u>EMPLOYEE COSTS</u>	<u>Total Spent</u>
TEACHERS (including Headteacher/Supply/Reading support)	£409,604.06
MANUAL WORKERS (Caretaker/Supervisory Assistants/Cleaners)	£38,821.76
A.P.T. + C (School Clerks/Nursery Nurses/School Aides)	£75,936.95
SUB TOTAL	£524,398.77
<u>PREMISES RELATED</u>	
REPAIRS TO BUILDING/SITE, (INCLUDING GROUNDS MAINTENANCE/SECURITY)	£24,953.96
ENERGY	£7,500
RATES	£3,500
WATER	£2,500
CLEANING MATERIALS	£2,000
SUB TOTAL	£48,359.96
<u>SUPPLIES, SERVICES AND OTHER EXPENSES</u>	
SCHOOL EQUIPMENT AND FURNITURE	£15,000
POSTAGE	£280
TELEPHONES	£2,500
INSURANCE	£7,383.00 £2,037.73
CLERKING GOVERNING BODY/FINANCIAL ADMINISTRATION/PERSONNEL	£7101.80
USE OF DISTRICT FACILITIES	£2,211.41
MISCELLANEOUS (inc Music SLA, Library SLA,)	£17,799.47
SUB TOTAL:	£54,316.41
TOTAL	£472,978.46
<u>INCOME</u>	77,048.34
MISCELLANEOUS	
TOTAL	£550,026.80