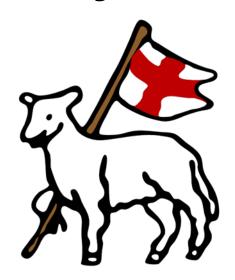
Ysgol Gynradd Cwmnedd Primary School



Annual Report to Parents 2024 – 2025

This report covers the school year September 2024 to July 2025

Chair of the Governing Body: Mrs Rita Evans

Headteacher: Miss Sarah Harwood



Article 3:

Everyone who works with children should always do what is best for each child.



Annual Report of the Governing Body

Composition of the Governing Body 2024 - 2025

Designation	Name	Term of office start	Term of office ends	
Local Authority Governors	Cllr Eddie Jones	01.09.24	31.08.28	
	VACANCY			
_	Mrs Kathy Parry-Jones (Vice Chair)	08.09.23	07.09.27	
Community Minority	Cllr John Blower	17.06.22	16.06.26	
Community Minority	Mrs Rita Evans (Chair)	09.07.24	08.07.28	
Governors (Co-opted)	Ms Caitlin Sandry	00.03.25	00.03.28	
	Mr Malcolm Scott	05.09.24	04.09.28	
Parent Governors	Mrs Emma Williams	17.01.24	16.01.28	
	Mrs Kara Harris	17.01.24	16.01.28	
	VACANCY			
	Ms Lisa Hopkins	20.10.21	19.10.25	
Teacher Governor	Mr Chris Horrell	10.09.22	09.09.26	
Non-Teaching Governor	Miss Helen Rosser	20.09.23	19.09.27	
Headteacher	Miss Sarah Harwood	NA		

Meeting of the Full Governing Body

Governors meet as a minimum requirement termly and discuss matters relating to the school, which include its management, day to day running, premises, the curriculum, the Head teacher's termly report and other such matters that may be brought to their attention. The Head teacher's report is a comprehensive termly report including details of children on roll, deployment of teaching and non-teaching staff, the curriculum, progress on the School Development Plan, educational visits, visitors to the school, premises and general management issues.

The Governing Body fully support the implementation of the School Development Plan and set Performance Management targets for the Headteacher. These targets are in line with the Headteacher's continuing professional development and complement the School Development Plan.

Sub Committees

Each committee of the Governing Body has adopted full terms of reference which they adhere to. Some committees meet on a termly basis and feed into the Full Governing Body Meeting, whereas some committees will only meet where a need for their input arises. The following is a list of committees.

- i. Finance & Personnel
- ii. Premises

iii. Curriculum

iv. Appointments Subcommittee

v. Disciplinary Committee

vi. Staff Dismissal Committee

vii. Appeals Committee

viii. Headteacher / Deputy Headteacher Appointments Subcommittee

Governor responsibility for Additional Learning Needs and Safeguarding – Mrs. Rita Evans Governor responsibility for Health and Safety – Mr. Malcolm Scott Governor responsibility for Data including Attendance – Mrs Kathy Parry-Jones

Correspondence to Governors

Any correspondence to the Chair or Clerk of the Governing Body can be addressed to the school where it will be passed on appropriately.

School Staffing Structure for 2024 – 2025

Headteacher	Miss Sarah Harwood	Associate Staff	
Deputy Headteacher	Mr Lewis Wallis	Caretaker	Mr Peter Diplock
Teaching Staff	aching Staff Mrs Helen Grove		
	Mrs Sarah Russell	School Clerk	Mrs Roweena Collier
	Mrs Jenny Wheeler		
	Mrs Sophie Holloway (Maternity)		
	Mr Tom Friend (Maternity Cover)	Lunchtime Supervisors	Mrs Marilyn Allen
	Mr Matthew Pritchard		Mrs Julie Rees
	Mr Jordan Farley		Mrs Carol Thomas
	Mr Chris Horrell		
	Miss Gemma Loaring (Seconded)	Cook	Mrs Heide Jones
			Miss Sophie Wehko
Teaching Assistants	Miss Isabelle Morgan	Kitchen Assistants	Mrs Dawn Price
	Mrs Alina Lazar		Mrs Bridget Roberts
	Miss Teeanha Hearne		
	Mrs Mayree Chambers	Cleaners	Mrs Julie Rees
	Miss Helen Rosser		Mrs Katrina Simmons
	Mrs Paula Morris		Miss Sophie Wehko
	Miss Lauren Harris		
	Mrs Hayley Llewellyn		

School Organisation and Class Structure

Our school is organised over two sites: Nursery and Reception within our Morfa Glas site and Year 1 to Year 6 in our New Street site. Our classes are comprised of 5 single age group year groups and 3 mixed age groups, with children of mixed ability. Our class structure for the academic year was as follows:

Year Group	Teacher	Learning Support	Pupil number		
Nursery pm (from 01.2025)	Mrs Helen Grove	Miss Lauren Harris	12		
Nursery am	Mrs Helen Grove	Miss Lauren Harris	24		
Reception	Mrs Sarah Russell/	Miss Isabelle Morgan	12		
	Mrs Jenny Wheeler				
Year 1/2	Mr Thomas Friend	Miss Teeanha Hearne/	23		
		Mrs Alina Lazar			
Year 2/3	Mr Lewis Wallis	Mrs Mayree Chambers	23		

Year 3/4	Mr Matthew Pritchard	Mrs Paula Morris	26
Year 5	Mr Jordan Farley	Mrs Hayley Llewellyn	28
Year 6	Mr Chris Horrell	Miss Helen Rosser	32

School Prospectus

Our School Prospectus is updated annually to reflect the changes that are being carried out in the school. A paper copy is available on request from parents and is also available on the school website. With both Curriculum Reform and Additional Learning Needs Reform taking place, there is significant change to our prospectus. We also have a Starting School Prospectus that we share with new families of children entering our Nursery Class.

Admission Arrangements

Nursery:

Children are admitted to Nursery at the start of the term following their third birthday. Parents are invited to visit the nursery with the child prior to admission. For the academic year 2024 to 2025 there was one Nursery session in the morning and one in the afternoon. Children who turn 3 during the school year, will enter the school's afternoon Nursery.

The Local Authority is the Admissions Authority for all maintained Nursery Classes in Community Schools. Parents will be sent an application form from the Local Authority. Alternatively, parents can approach the head teacher of their preferred nursery school for an Admissions Application Form which the parent should complete and return to the Admissions Officer, Pupil Parent and Support Section, Port Talbot Civic Centre, Port Talbot SA13 1PJ.

Full Time:

For those children who will be entering full time school, the Local Authority is the Admissions Authority for all maintained Community Infant, Junior, Primary and Secondary Schools.

All admissions to mainstream schools are approved by the Admissions Officer. Children are admitted to reception classes in the September following their fourth birthday. Parents will be sent an application form from the Local Authority. Alternatively, parents can approach the head teacher of their preferred school for an Admissions Application Form which the parent should complete and return to the Admissions Officer, School and Family Support Section, Port Talbot Civic Centre, Port Talbot SA13 1PJ.

All parents of pupils due to transfer from Nursery to Reception at the end of the academic year will be sent an Admissions Application Form by the authority during the Autumn Term. Children will receive an offer of a place at Cwmnedd Primary School during the Spring Term prior to the September. Parents have the right to accept or reject the offer.

Attendance at a Nursery Class does not automatically entitle a child to a reception class place in the same school, neither does attendance at a primary school automatically entitle a child to a place at the partner comprehensive school.

A meeting is arranged in July for parents of reception aged children prior to their admission in the September, to discuss their child and how their needs can be best met at Cwmnedd, as well as to inform the parents of the day to day routine of the school.

Admission Arrangements for Pupils with disabilities

All pupils, regardless of any disability, have the right to admission into the school. If a child has a disability, which affects their mobility then advice is sought from the Local Authority on how best to meet their needs. The school does have a suitable access point for wheelchairs, though there are no permanent ramps within the building to accommodate wheelchairs to move in and out of classrooms, the school are sourcing moveable ramps to enable free access. The school has an up to date Accessibility Plan in place.

7. The Curriculum and its Implementation

Across Wales, all schools have been continuing their journey towards implementation of the Curriculum, since September 2022. The Welsh Government continues to support schools and Local Authority through the continued publication of guidance and support meetings.

The curriculum is planned by the staff. Learning is organised under the six Areas of Learning and Experience. The school uses the input from pupils, families and the wider community to develop its new curriculum. As the curriculum is iterative, it will continue to develop based on the context of the school and the needs of the learners. School policies are updated when required to ensure that practice is current and delivered appropriately within the school.

All policy documents are available at the school for parental inspection. Self-evaluation activities are planned and involve staff and Governors at the school. A monitoring programme for the curriculum is in place, which involves Listening to Learners, Work Scrutiny and Learning Walks.

In 2024 – 2025 children were organised in 5 single age classes and 3 mixed age group classes. In the Early Years, Foundation Learning and Upper Phase of the school, the curriculum is taught through a concept inquiry based approach. Discrete teaching of Literacy (English and Welsh) and Numeracy takes place daily, and other Areas of Learning are developed through the concept focus, along with the cross-curricular skills of Literacy, Numeracy and Digital Competence. Focused Concepts are organised over three terms, with discipline specific skills are used to ensure that the needs of all children are met, and challenged or supported as appropriate.

During 2024/2025 the school has achieved and renewed its ninth Eco-Schools Platinum Award after renewing our Green Flag status. The school also achieved Gold Status as part of the UNICEF Rights Respecting Schools programme. And became a Bronze Armed Forces friendly School.

8. Additional Learning Needs

Provision for Additional Learning Needs is made in accordance with recommendations made by the Education Authority. This includes the provision for children who hold a Local Authority Maintained Individual Developmental Plan or Statement for Special Educational Needs (where these are in the process of transfer to LA IDP). There is no Local Authority designated class or a unit catering wholly or mainly for pupils with additional learning needs. At Cwmnedd, mainstream Support is given to children with a Local Authority Maintained Individual Developmental Plan or Statement for Special Educational Needs as per statement.

The school appreciates that **each child is an individual, and that all children should be treated equitably.** We feel that through our planning procedures **the needs of each child is met**, this includes provision for those that are seen to have exceptional ability. The school has an Additional Learning Needs Policy and implements the Code of Practice for Special Needs. This policy is reviewed frequently and is available at the school for parents to see. There is currently ALN Reform and so the ALNCo and staff are working under the new ALN Framework.

During 2024 - 2025, we had 37 children on our ALN register, of which 28 held a School Maintained Individual Developmental Plan, 2 CLA LA Maintained Individual Developmental Plan, 7 Local Authority Maintained Individual Developmental Plan. Every child identified as having additional learning needs is assessed and assistance is provided.

9. Assessment and Target Setting

Under Curriculum Reform, schools are no longer required to make predictions for data at the end of phases in Primary School.

All children undergo an On-entry Assessment on starting Nursery to give a baseline for their learning and development needs. This provides a starting point which enables us to monitor and plan progress. New Learners to our school would be assessed on -entry so that their learning needs can be met.

School continue to use termly assessments of learners in key areas of literacy and numeracy to ensure continued progression and use this information to support ongoing teacher assessment.

10. Attendance data including absences

At the end of year 2024/2025, the school received an up-to-date analysis of its attendance data. The Local Authority support school in the monitoring of attendance by producing monthly summaries looking at the whole school as well as the attendance of particular groups of learners.

	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	TOTAL
School	91.66	89.56	91.29	87.26	91.01	90.68	87.47	86.50	87.00	86.45	86.90	88.78
% 23/24												
School	92.46	90.33	90.39	87.83	92.23	91.04	92.33	91.76	87.46	89.27	88.13	90.38
% 24/25												
NPT	93.17	92.58	92.10	89.43	92.92	92.64	93.15	92.89	90.65	90.59	90.62	91.95
LA%												

Throughout the year, the school have continued to work closely with our Education Welfare Officer Mr Simon Jones, and continued to make use of our first response protocol, by contacting families via text message or phone call if a child's absence is not reported in.

As a school we have encouraged families to inform us of any absences. Holidays during term time are not authorized by the Headteacher, but we expect to be informed in advance so that they can be correctly coded a 'G' on our register system. We operate a first day response system, whereby families are contacted if school have not been notified of absences by 9.30 am, with a follow up call if there is no response. Any families where attendance becomes a concern are referred to our Education Welfare Officer.

11. End of Key Stage Assessment Data

Foundation Phase

There was no data collection for the end of Foundation Phase this year.

Key Stage 2

There was no data collection for the end of Key Stage Two this year.

12. Exclusions

In the past year, we had five fixed day exclusions, relating to three children. Exclusion is not an action that is taken lightly without exploring other avenues of behaviour management, however the Governing Body has laid down in its 'Positive Behaviour Policy' its right to temporary and / or permanent exclusion if it sees that as being the right course of action. The Governing Body follows all procedures in accordance with policies adopted from the Local Authority. The school revises its Positive Behaviour Policy and its Anti-Bullying Policy on a regular basis.

13. School Leavers

32 pupils left our Year 6 in July 2025. 30 of the children have moved on to Llangatwg Comprehensive School, 1 child to St John the Baptist School in Aberdare and 1 child to Cwmtawe Comprehensive School in Pontardawe.

14. School Development Planning

The Governing Body and the staff work together to produce the School Development Plan. The plan focuses on the school and its development. We try to ensure that the raising of standards in education is central to development. Our plan is regularly monitored by the full governing body and is formally evaluated at the end of the school year.

The School Development Plan Priorities for the academic year 2024 – 2025 were as follows:

Priority 1 - To improve attendance for all learners, especially those with eFSM

Priority 2 –To continue developing a purposeful curriculum to ensure progression for all learners.

Priority 3 – To ensure progression in reading particularly for ALN learners

Priority 4 – To plan for effective progression of numeracy skills across the curriculum

15. National Categorisation

The Minister of Education in Wales suspended categorisation of schools during 2021 and 2022. The process will no longer be used as part of Curriculum Reform.

16. School Inspection

The school was inspected during June 2018. All parents received a summary of the main findings of the report, with copies of the full report available at the school, on request. Cwmnedd received "Good" in all 5 inspection areas, within the report. These judgements are focused on areas such as standards, wellbeing and attitudes to learning; teaching and learning experiences; care, support and guidance; and leadership.

From September 2024, Estyn had a new Inspection Framework, in which schools can receive either a core Inspection or an Interim Visit within a six year cycle.

On 15th May 2025, we had an Interim Visit from two HM Inspectors. The focus was on two priorities: Numeracy and Reading. Following the visit, the school received a letter to provide details of what they saw and their judgements. This letter is available on the School and Estyn website.

17. School Reports

All parents receive an annual written report on their child's progress and achievements during the summer term. There are also two 'official' consultation sessions, Learner Progression Meetings; the first in the Autumn Term and the second in the Spring Term.

18. School & College Work Experience

The school remains a training centre for students following Child Care NVQ and Teaching Assistant courses at numerous Tertiary Colleges. The school maintains its partnerships with University of Wales Trinity Saint David as a training school for student teachers, and we support both Students embarking on PGCE and Education Degree routes in to teaching. The school also welcome pupils from Llangatwg Comprehensive School as part of Year 10 work experience placement.

19. Family Engagement

School continues to involve our families in as many ways as we can. Families are invited to attend concerts and fundraising activities.

Stay and Play sessions for new Nursery were established in January 2023 with our Nursery Teacher as a means of helping children and their families to develop relationships with school before the children officially started at 3 years old. In 2024 - 2025, we also ran a number of Stay and Play sessions for both Morning Nursery and Reception classes so that children could share their learning and have families engage in the learning environment. These sessions have been

strengthened by us having a Family Engagement Officer in place as part of our Community Focused Schools Pilot with our family of schools.

During 2024 – 2025, each class held an Assembly for families and invited them to stay for refreshments after. Our families continue to support school through attending Learner Progression Meetings.

Our Parent Teacher Association has continued to support the school during the year, raising money for the school and funding the Year 6 Leavers Fun Day and Hoodies as well as supporting the transport costs for some educational visits.

School seek the views of our families annually through a survey and respond to the feedback given to continue to improve our school.

The Governing Body wishes to express its thanks and appreciation to all parents and family members who work for the benefit of our school and our children.

20. Community Focused Schools

The school continues to make links in the community. As part of our involvement in the Llangatwg Family of Schools, Community Focused Schools Pilot project, school has been able to strengthen its connections with the many services and agencies that provide support for families and children with the Neath Valley area. The Headteacher or staff representative attends a half termly Community of Practise meeting where a directory of support is being established.

Historically members of the community have been invited to come into the school to talk with the children, work alongside them and attend concerts and other school events. The school aims to be a school at the heart of its community, helping to provide a focal point in the community through its activities. The school continues to use the local environment as an integral part of its learning experiences.

The school has made links with Trem-Y-Glyn Nursing Home as part of intergenerational work. The school maintains contact with the Nursing Home and visit to sing and entertain or we send regular cards and letters to residents.

The school has close connections with the Library and Peniel Church and its Foodbank. The school continues to support a range of local and National charities during the year.

We also continue with relationships with our School Liaison Officer PC Kris Kent and local PCSOs, to support our RSE curriculum and develop respect for community police.

21. Educational Visits

Educational visits are an important aspect of a child's learning. Each class is encouraged to undertake a visit or invite a visitor to school to support engagement. The emphasis of these visits are to ensure that they provide a stimulus, where possible, for learning and provide children with a real-life context.

The locality is used extensively, including walks around the area.

22. Visitors to School

Visitors to school are a common sight and include representatives of the Local Authority on official business, members of the community and the relevant local services that assist the school in the development of its curriculum and in its community links. All visitors to the school are asked to sign in the visitor's book. Visits to school last year were conducted using our Risk Assessment and following guidelines.

24. School Sport and Extra Curricular Activities

We believe that sport is for all and all children are expected to participate in both PE and games lessons. We believe in participation and enjoyment with a competitive element brought in when appropriate, both as an individual and as a team member. We aim to offer all of the following for each child during the child's time at this school: Football, Netball, Tennis, Squash, Rounders, Cricket and Rugby.

After School Clubs during 2024 – 2025 offered our children a mix of sports or creative sessions, such as Lego Club, Creative Club and Gardening Club. Staff ensure that pupils take part in daily physical activity, namely The Daily Mile, and PE sessions and where we can, play sports against other schools.

We have Bronze Young Ambassadors who have worked tirelessly to promote sport and fitness in school. The achievements of our Ambassadors have been recognised by Young Ambassadors Cymru.

23. School Meals

The majority of children receive school meals which are cooked at both sites. Children who bring a packed lunch join their own age group for lunch. Children are not segregated or put on set tables but all are expected to eat in an acceptable manner and to leave their area clean. At the main site children are able to eat their packed lunch outdoors during the warmer weather.

Following the rollout during the academic Year 2023 – 2024 of the Welsh Government programme of Universal Free School Meals for all Primary Aged children, our children continue to have the option for a hot meal every day from Reception to Year 6.

24. Extra School Initiatives

A Breakfast Club runs every morning from 8.10 a.m., where children from Year 1 to Year 6 receive a free breakfast based in the New Street site. This is generally well attended.

24. Buildings and School Maintenance

The governors have continued in a programme of upgrading and maintaining the fabric of the school. This work is done in full consultation with the Local Authority, through our surveyor and within the confines of the school budget.

A programme of minor repairs is followed on an 'as they arise' basis. Although the school suffers from very little vandalism, children still play around the school in the evening. Unless there is a permit issued by a registered group to hire the school, any children that play around the school are not insured and the school cannot give its permission for such use of its premises. The sports barn and school hall are hired to various groups throughout the year.

The school operates a security system at both sites. The school updated their visitor sign in systems last year on both. Staff and Visitors now sign in via a digital system. All visitors to site are asked to sign in and out.

25. Toilet Facilities

Clean and hygienic toilets are provided for the pupils on both the New Street site and Morfa Glas. The toilets in our New Street site were refurbished during the Summer of 2023, with the inclusion of a Hygiene Room with changing table and shower. Pupils are encouraged to maintain high standards of hygiene at all times and the toilets are cleaned on a daily basis. Plans are in place to request modernizing of our toilets in Morfa Glas.

26. Fundraising

The school supports charities during the year. Last year we raised money for MacMillan Cancer Care, Young Minds, Children in Need, Comic Relief and donations were made of food for the Food Bank in Glynneath, A big 'Thank You' to our families for their support and donations.

Our PTA, though small, continues to fund raise for our school by holding Summer Fetes, Christmas Fayres and discoparties throughout the year.

27. Cluster Liaison

Regular liaison meetings with Llangatwg Comprehensive School and our partner feeder schools are held both at Headteacher and teacher level. All 9 schools work together on a variety of projects, share good practice, pool resources, attend joint staff development training and look to provide the best possible outcomes for our pupils across the cluster.

The cluster Headteachers meet on a termly basis to monitor the progress of the "Cluster Transition Plan". Meetings at Headteacher level are held monthly at a county level, which discuss issues that relate to the development of education, within our schools. In the Summer Term, Headteachers met and finalized our Cluster Development Plan and activities for the year 2025 -2026.

The Family of Schools plan Inset Days together so that we are able to develop a shared understanding of progression.

28. School Policies

During the last year the Governing Body have reviewed and approved a number of new and existing policies. These include the policies for, Safeguarding, Child Protection, Health & Safety and all Corporate and Curriculum policies. A paper copy of policies is available on request, while there is a wide selection of school policies available on the school website.

29. Safeguarding

The school has an up-to-date Safeguarding and Child Protection Policy. This and other relevant safeguarding policies are available for parents on the school website or on request from the school. All staff have received Level 2 Safeguarding Training from the School's Designated Safeguarding Officer or the Local Authority's Safeguarding Officer. The Head teacher is the Designated Child Protection Officer at both the New Street site, and Morfa Glas.

30. General Data Protection Regulations / School Publication Scheme

The school has put in place a policy regarding The Freedom of Information Act in its Publication Scheme, which is available on request, for parents at the school. In May 2018, the new GDPR regulations came in to effect, and so the school has been supported by the Local Authority to ensure that it follows these new procedures. A copy of this document can be found on the school website, along with relevant Privacy Notices.

31. Complaints procedure

A copy of the school's Complaints Procedure is available on request from the school and is also available on the school website.

32. Annual General Meeting

As a result of the School Standards and Organisation (Wales) Act 2013, which came into force on 4th May 2013, a school governing body is no longer required to hold an annual parents meeting. Parents are major stakeholders in the school community and have a clear and strong interest in their child's education. It is therefore important that the governing body actively engages with parents, and remain accountable, by providing them with information and opportunities to discuss and have an input into school. The School Standards and Organisation (Wales) Act 2013 now enables parents of registered pupils at the school to request up to three meetings per year with the governing body via a petition. A brief summary is provided below.

The governing body must hold a meeting within 25 school days of receiving the petition, providing that:

- 1. the petition contains the signatures of the required minimum number of parents of registered pupils at the school, which is the lower of the following:
- (a) the parents of 10% of registered pupils, or
- (b) the parents of 30 registered pupils.
- 2. the meeting requested by parents must be to discuss a matter relating to the school.
- 3. there will be no more than three meetings held during the year in which the first petition is received.
- 4. there are sufficient school days left in the school year for the meeting to be held.

School Budget Delegated costs 2024/2025

FINANCIAL STATEMENT 2024 - 2025

Cwmnedd Primary

	Delegated	Non-Delegated
Teachers Salaries	£676,079	
Non-Teaching Salaries	£261,964	
Wages inc Catering and		
Cleaning		
Other Employee Expenses	£62	£3,723
Other Direct Costs		
Premises inc Contracts	£62,204	
Capitation		
Support Services	£112,096	
Transportation	£945	
Supplies and Services	£40,844	
Grants	-£268,182	
Other Income	-£47,158	
Contribution to/(from) reserves	-£67,910	
	£770,944	£3,723

The Delegated amount comes off your individual FSG Print per school. Please note this should be equal to your budget share