



**Cwmaber Infants School
Governors
Annual Report to Parents
2023-24**

A note from the Chairperson.....

We continue to be grateful for the support of parents and guardians in supporting the school and keeping it on an even keel. That good relationship between the school and parents/guardians is vital for our pupils to progress.

I am pleased that the collaboration with Cwmaber Junior School in having Mrs Bethan Davies as an Executive Headteacher covering both schools still continues to work well and the two schools are continuing to improve the links between them. The two schools are working well together in implementing the new Curriculum for Wales at both schools so that progression through the curriculum will be seamless for our pupils.

Currently there is a consultation taking place to create a Federation of the school with the Junior School. This would mean that there would be a single Governing Body over both schools instead of the existing two separate Governing Bodies. Each school would remain separate and still retain their own budgets

This report is a summary of the steps taken by the Governing Body in discharge of its functions since the last report to parents in Autumn Term 2023. Much of the content is statutory e.g. financial information and statistics.

The full governing body meets at least once a term, whilst a number of sub-committees meet as needed. A copy of the minutes of all Governing Body meetings is retained by the EAS and by the school which are available for your inspection, if required.

Annual Reports to Parents

Parents have the right to request a meeting with the governing body up to three times a year.

Full details can be obtained from

<https://gov.wales/sites/default/files/publications/2018-03/statutory-guidance-to-the-governing-bodies-of-maintained-schools-in-wales-regarding-the-duty-to-hold-meetings-with-parents.pdf> or from the school. As there were no requests, no meeting was held under Section 94 of the School Standards and Organisation (Wales) Act 2013.

Parents' Meeting

Governors are responsible for the management of the school legislation and policies of the Local Authority.

The Governing Body under the Local Management School (LMS) now has fully delegated powers, which means the Governing Body acts like a “Board of Directors” in a business.

The full Governing Body meets at least once a term.

The Headteacher provides regular detailed reports for discussion with the Governors concerning a wide range of issues such as staffing, curriculum development and pupil matters.

To ensure we carry out delegated duties efficiently, Governors have attended appropriate training.



The Governing Body

Name	When Appointment Ends	Type of Governor
Mrs C Bishop	March 2028	Minor Authority
Colin Langford	December 2026	Community Governor appointed by the Governing Body
Mrs C. Thomas	June 2026	Community Governor appointed by the Governing Body
Dr R. Davies	March 2028	Community Governor appointed by the Governing Body
Mrs B. Davies	Ex officio	Headteacher
C.B. Cllr J. Taylor – Chairperson		L. A. Representative
Mr K. Brace		L. A. Representative
Mrs K. Davies	April 2028	Parent
Mrs L. Jenkins (Vice Chair)	July 2025	Parent
Mrs H. Davies	February 2027	Staff Representative
Mrs L. Evans	September 2026	Teacher Representative

C.B. Cllr J. Taylor – Chairperson c/o Cwmaber Infants' School

Financial Statement

A financial statement is available on request.

- The Helping Hands Committee generously donated money for resources.
- Pupils and staff raised money for various different charities throughout the year.
- No travel or subsistence allowances were paid to members of the governing body.



The section 52 statement provided by the local authority can be found at <https://www.caerphilly.gov.uk/My-Council/Strategies,-plans-and-policies/Education/Section-52-budget-statement> or ask at the school.

See Appendix 1 for Outturn Report

Attendance

Parents are politely reminded that if their child is absent from school, it is necessary to inform the school in writing or by telephone of the reason for the absence – preferably on the first day of the absence.

An illness, medical appointment, family holiday etc., is recorded as an authorised absence. If no explanation is received by the school then an unauthorised absence is recorded in the register – this category includes holidays of more than two weeks in any given academic year.



All pupils should be on the premises at least five minutes before the official starting time of 9am. The support of parents / carers on this front is appreciated, because children persistently arriving late in school lose a great deal of valuable educational time. Late arrivals also disrupt the teaching groups they are involved with as these have invariably started on their daily routines.

Destination of School Leavers

We have no pupils aged 15 or 16 on whom to report.

School Activities and Community Links

School Activities

- Animal Encounters
- Cheerleading Workshop
- Chinese New Year activities
- Christmas Concerts
- Christmas Dinner Day
- Christmas Parties
- Cinema Trip
- Eisteddfod
- Kerbcraft
- Leavers' Assembly
- Library trip
- Local Walks
- Main School Trip to Jump
- Nursery Graduation
- Nursery Trip to Collier's Farm
- Pantomime Trip
- Reception Trip to Roath Park
- Reception trip to Colliers' Farm
- Science Week activities
- Sports' Day
- Transition Day
- World Book Day
- Year 1 & 2 visits to the library
- Year 1 and Year 2 trips to Techniquet
- Year 1 Trip to Parc Cwm Darran
- Year 1 trip to Techniquet
- Year 2 trip to Techniquet
- Year 2 Prom
- Year 2 Trip to Fonmon Castle
- Year 2 visit to Junior school concert rehearsal

Visitors to the school

- Gwent Police
- Photographer
- Club 707 for assemblies
- Singing teacher
- Claire Wyatt from the library

- Pollination Workshop for Year 2

Parent/Community Links

- Senghenydd Memorial Service
- Harvest Service
- Collection for the Aber Valley FC Foodbank
- Parent/Carer Consultations
- Harvest Service
- Remembrance Day Service at the Nazareth
- Christmas Wrapped Up
- Aber Valley Lantern Parade
- Aber Valley Christmas Tree Festival (Winners!!!)
- Carol Service
- Literacy Evening
- Parents' Forum
- Coffee & Chat

Raising Funds/Awareness

- Show Racism the Red Card
- Wear Blue for Diabetes
- Children in Need
- Wear Red for Velindre day
- Children's Mental Health Week
- Safer Internet Day
- Helping Hands Discos
- Comic Relief
- Sponsored event for Unicef
- Proud to be Me Day
- Walk to School Week
- Infants Christmas Fayre
- Joint Fete

Extra - Curricular Activities

We have had lots of different After School Clubs, which have been very popular.

Breakfast Club was well supported.



Policies

Policies are generally adopted in line with Local Authority guidelines. Copies of all policies are available from the school

School Terms and Holidays

Autumn Term 2024

INSET Day Monday 2 September

Term starts Tuesday 3 September 2024

Half term starts Monday 28 October 2024

Half term ends Friday 1 November 2024

INSET Day Monday 25 November 2024

Term ends Friday 20 December 2024

Spring Term 2025

Term starts Monday 6 January 2025

Half term starts Monday 24 February 2025

Half term ends Friday 28 February 2025

Term ends Friday 11 April 2025

Summer Term 2025

Term starts Monday 28 April 2025

Half term starts Monday 26 May 2025

Half term ends Friday 30 May 2025

Term ends Monday 21 July 2025

There will be four further staff training days taken during the year.

Session Times

Start- 9.00 a.m.

Lunch break-12.00 – 1.00 p.m.

End of Day- 3.15 p.m.

Nursery a.m. sessions

9.00 – 11.30 a.m. and 12:45-3:15 pm



School Prospectus

The school prospectus is given to all new parents / carers when they enter the school. It is available from the school upon request.



Toilet Facilities

There are sets of toilets for both boys and girls at both ends of the school, in nursery and in the canteen. In addition, there is a disabled toilet for use by pupils or by adult visitors. There are three staff toilets. All toilets are cleaned daily.

Healthy Eating

Healthy eating is promoted through snack time, discussions about packed lunches, display boards, and our excellent school dinners. We are a “Healthy School” and have achieved the NQA Award for Healthy Schools.



Organisation

The Foundation Phase is implemented across the school. Work is differentiated in each class to maximise children’s learning. Additional support is given in Literacy and Numeracy, as needed.

Children with additional needs are supported according to the level of funding provided by the school budget and the Local Education Authority Inclusion services.

In consultation with CCBC, the school has been in the practice of addressing the requirement of the DDA. The Governing Body ensures all arrangements are in place for the admission and access for disabled pupils and visitors. All necessary steps are taken to make sure that disabled people are not treated less favourably.

Language

Cwmaber Infants' is an English-medium school.

Awards

Rights Respecting Gold
Cwmraeg Campus Silver

Use of Welsh Language



All pupils are taught through the medium of English. Welsh is taught as a lesson throughout the school and is used incidentally during the day, e.g. for instructions, counting etc.

The Governing Body would like to thank all parents / carers, the Helping Hands Committee, the non-teaching and teaching staff for their continued commitment and support.

Appendix 1

OUTTURN REPORT 2023-24

<i>Staffing</i>	£407,532
<i>Premises</i>	£97,438
<i>Supplies & Services</i>	£29,745
<i>Transport</i>	£0
<i>Service Level Agreements</i>	£24,916
<i>School Development Plans</i>	£5,358
<i>Total Expenditure</i>	£564,990
<i>Total Income</i>	£74,263
<i>Total Funding</i>	£749,417