



**Cwmaber Infants School
Governors
Annual Report to Parents
2020-21**

A Message from the Chairperson

This last school year has been an unusual one with Covid 19 still affecting the work of the school. However, every member of staff rose to the challenge to minimise any disruption to the pupils' education. The pupils have responded well in these trying circumstances. The Governing Body is grateful for the continuing support from parents in these difficult times as our school is still being affected by Covid 19 and the accompanying regulations.

I am pleased that the collaboration we embarked upon with Cwmaber Junior School in having Mrs Davies as an Executive Headteacher covering both schools has worked well and the two schools are continuing to develop and to improve the links between them.

Cllr John Taylor

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 2020. 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
Cllr M. Stretch	May 2022	Community Governor appointed by the Community Council
Mrs S. Price – Vice Chairperson	October 2023	Community Governor appointed by the Governing Body
Mrs C. Lewis	May 2022	Community Governor appointed by the Governing Body
Mrs K. Davies	December 2023	Community Governor appointed by the Governing Body
Mrs B. Davies	Ex officio	Headteacher
C.B. Cllr J. Taylor – Chairperson		L. A. Representative
<i>Vacancy</i>		L. A. Representative
Mr K. Brace		L. A. Representative
Mrs V. Foley	February 2022	Parent
Mrs N. Davies	October 2022	Parent
Dr R. Davies	March 2024	Parent
Mrs L. Jenkins	July 2025	Parent
Miss H Sansom	February 2023	Staff Representative
Miss S Davies	May 2022	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



Harvest – We collected tins, jars and toiletries for “Bridging the Gap” foodbank.

Senghenydd Memorial – Year 2 pupils watched the service online this year.

Autumn Festivities Day. The children dressed up in fancy dress and had treats, a range of Autumn activities and watched a film in their class bubble.



Children in Need – We had a dress up/dress down day and brought in donations for Children in Need.

Rainforest Workshop – Class C thoroughly enjoyed learning more about the rainforest.

National Elf Service – Santa’s elves visited each class online and sent a sack of presents!



Nativity Plays – Our Nativity plays were filmed and the link sent out to parents to watch online.

Christmas Wrapped Up – Year 2 pupils took part in Club 707’s Christmas activities online.

Virtual Assemblies – The Benefice and Club 707 provided weekly online assemblies for pupils

St David’s Day – The children dressed up in rugby shirts, red tops and traditional outfits and had Welsh activities in their classrooms.



World Book Day -This was a non-uniform day (fancy dress optional).

Comic Relief – We raised money with a dress down day.



Easter Party. The Easter term ended with class parties.

Pirates of the Chillibean – Pupils in Classes C & D enjoyed this online healthy eating pantomime.



Veg Power – Our school was chosen to be filmed trying out different vegetables, as part of a national campaign. We ate them to defeat them!

Designed 2 Smile – The Designed 2 Smile team sent in packs of toothbrushes and toothpaste for each child and interacted with the children online.



Fire Service – The Fire Service came to visit Class E

Kerbcraft – Year 2 undertook the Kerbcraft Road Safety programme online.

First Aid – Classes D and E had basic first aid training.

Police – The local police officer came to talk to Classes D & E.



Outdoor Week – We had a lovely week of outdoor activities, including class sports days.

Cinema Evening – Helping Hands held a Cinema Evening, with classes watching a film and enjoying snacks in their bubbles.

Leavers' Assembly – This was filmed and sent out to parents via a link.

Prom – The children dressed up and had lovely class parties, funded by Helping Hands.



School Visits

There were no school visits due to COVID-19.



Extra - Curricular Activities

There were no after-school clubs or Breakfast Club due to COVID-19.

Policies

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

Term Dates 2021-22

	Starts	Half Term	Ends
Autumn Term 2021	2 nd Sept	25 th -29 th Oct	17 th Dec
Spring Term 2022	4 th Jan	21 st Feb – 25 th Feb	8 th April
Summer Term 2022	25 th April	30 th May – 3 rd June	22 nd July

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 in both areas of the school and in nursery. In addition, there is a disabled toilet and shower room 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.

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 2020-2021

OLAS	OUTTURN BUDGET 2020-21
<u>EMPLOYEES</u>	£
Teachers	225,003
Support Staff	203,317
Other Staff related costs	3,393
<i>Sub Total</i>	431,713
<u>PREMISES RELATED</u>	
Building Maintenance	12,125.00
Gas	5,489
Electricity	5,181
Rates	8,961
Water	812
Fire Fixtures	64
Cleaning Contract	4,017
Refuse Collection	177
Insurance	4,535
Hygiene	66
Alarms	1,198
Window Cleaning	-
CCTV	183
<i>Sub Total</i>	42,808
<u>SUPPLIES & SERVICES</u>	
Computer Costs	12,106
Capitation/Stationary	8,220
Music Support Services	
Licences	552
School Trips	
Telephone Charges	1,364
Photocopying	
Transport Hire / Swimming	
Medical	

Misc Expenses	39
Retrospective clawback -CAG	
<i>Sub Total</i>	22,281
<u>SERVICE LEVEL AGREEMENTS</u>	
All Services	24,758
<u>SCHOOL DEVELOPMENT PLANS</u>	
(including PDG /EIG Overspend)	344
TOTAL EXPENDITURE	521,904
<u>INCOME</u>	
Reimbursement School Meals	1,755
Supply Compensation	
Miscellaneous & Other Income	2,632
Devolved	14,550
EIG / PDG	112,579
Grant Funding	40,469
Early Years Funding	15,579
TOTAL INCOME	187,564
<u>NET EXPENDITURE</u>	334,340
<u>TOTAL SURPLUS/CONTINGENCY</u>	119,967
<u>TOTAL</u>	454,307
<u>TOTAL FUNDING FOR SCHOOL FUNDING</u>	
Formula Allocation (net of retro. adj)	439,970
Retrospective Adjustment from prev yr.	6,308
<i>Total Formula Allocation</i>	446,278
Total Carried Forward from prev. yr.	8,029
TOTAL FUNDING	454,307