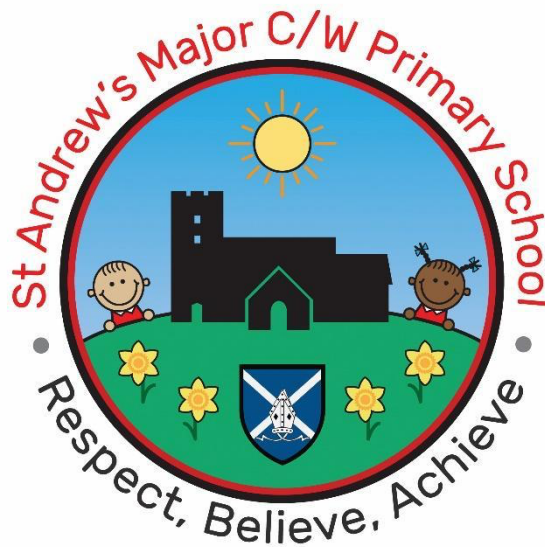


St Andrew's Major Church in Wales Primary School



Governors' Annual Report to Parents

2024 - 2025

GOVERNORS' ANNUAL REPORT TO PARENTS 2024-2025

I am delighted to share this report with you on behalf of the Governing Body of St Andrew's Major Church in Wales Primary School (St Andrew's), detailing the academic year 2024-2025. This report highlights the achievements and successes of the school during that period, acknowledges those to whom we have said goodbye and those whom we have welcomed, and articulates the future targets and forward planning of our school.

As a governing body we have a strategic role in formulating the aims and policies of the school and then working with the head teacher and staff to deliver them. We act as a critical friend who asks challenging questions, but who also provides the support and means to achieve the school's objectives. There have been some changes in membership of governing body over the last year. The full changes are explained on page 5 of this report, but I would like to take the opportunity here to recognise the outstanding contribution of our former Chair, Sarah Jenkins, and Vice Chair, Augusta Dudley, who have stepped down from their roles. Thank you to both Sarah and Augusta for their significant contribution over many years, their exceptional leadership and dedication to the school has helped shape the success of St Andrew's and the entire school community.

Curriculum for Wales and the Additional Learning Needs reforms continue to be at the heart of our school improvement planning. The school has continued to embed these changes, supporting our children to thrive under the opportunities presented by the new curriculum, and we are excited to see where they take us over the next few years. Ongoing budget cuts and austerity continue to be a challenge. The picture for schools is not fixed, although it is clear that an overwhelming majority of schools will suffer significant budget cuts again. We try our best to minimise the impact on our children, but it is inevitable that some areas of school life will be affected.

We are very grateful to the PTA for its efforts in fundraising, and the hugely positive impact this has on the school community and environment. I'd encourage everyone to get involved with the PTA if they are able, whether that's attending a coffee morning, social event, or through initiatives such as the Easy Fundraising App.

The flood of the school presented a significant challenge this year, massively impacting the building and requiring the school to seek alternative accommodation for some classes. Mrs Bayliss and all staff must be congratulated on how the flood was managed, how quickly the school was reopened, and importantly, mitigating the impact on the children's learning. They even managed to do a Christmas Nativity afterwards! Thank you to all parents and carers for your support throughout that unprecedented situation.

I feel confident that the school is in a very strong position across the board as we enter another challenging year. We continue to work hard to ensure the school is a happy, caring environment that nurtures its pupils, equipping them with skills for life and for the next stage in their education.

Peter Kennedy



ANNUAL MEETING WITH PARENTS

Until 2012, the governing body held or offered to hold an annual meeting for parents with governors. There is no longer a requirement for us to do this, and due to the very small number of parents who have attended these meetings in the past, we do not intend to hold one this year. However, parents are entitled to request up to three meetings per year with the governing body via petition, as summarised here:

The governing body must hold a meeting within 25 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:
 - i. the parents of 10% of registered pupils, or
 - ii. 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 Standards and Organisation (Wales) Act 2013)

COMPOSITION OF THE GOVERNING BODY 2022 - 25

Name	Status	Appointment Expiry
Sarah Jenkins	Foundation (chair) *ALN Governor	September 2025
Joanne Bayliss	Headteacher	n/a
Peter Kennedy	Foundation	February 2029
Augusta Dudley	Foundation (vice chair)	July 2025
Cordelia Jervis	Foundation	September 2025
Claire Wilson	Foundation	March 2026
Elinor Weekley	Foundation	November 2026
Amy Hurst	Foundation *Safeguarding Governor	December 2028
Rev Andrew James	Foundation (Ex Officio)	n/a
Carrie Vantstone	Parent	March 2026
Paula Bugler	LEA	March 2027
Marianne Cowpe	Minor Authority	May 2026
Sophia Frangoulis	Teaching	April 2026
Julie Fleet	Non-Teaching	March 2027
Julie Green	Clerk	n/a

There are 14 governors in total, with a wide variety of skills and experience. We work closely with the head teacher, formulating the direction of the school. No individual governor has any power unless it is delegated to them by the governing body as a whole. The chair, however, has the power to answer letters, deal with emergencies and liaise with the head without recourse to the full board of governors. All governors are volunteers.

Our school is Voluntary Aided. This means that religious education is given in our own faith and that we are considered able to contribute towards costs for repairs to the fabric of our school. The Church in Wales is our founding body, and it appoints the majority of our governors. These are known as foundation governors. We also have a parent governor (voted for by the parents), a local education authority (LEA) governor, appointed by the Vale of Glamorgan, a representative of Dinas Powys Community Council (minor authority (MAR) - chosen by the council), a teacher governor and a non-teaching staff governor.

The chair of governors and the clerk may be contacted via the school.

The governing body operates a system of sub committees, reporting back to the full governing body each term. Each sub-committee manages, supports, and oversees different areas of school life at St Andrew's. To be effective, regular visits to the school take place such as learning walks and link governor meetings with teachers, as well as the opportunity to share training with staff.

Three of our Foundation Governors stepped down at the end of the academic year – Sarah Jenkins, Augusta Dudley and Elinor Weekley. I would like to thank all three governors for their contributions to the Governing Body over many years. We have also welcomed two new Foundation Governors – Sue Williams and Pippa Clarke.

A full financial report is attached in appendix 1.

STAFFING STRUCTURE 2024-25

Head Teacher	Mrs Bayliss (SLT)
Deputy Head Teacher	Mrs Bounds (SLT)
Year 6	Miss Bush
Year 5	Mr Trigg
Year 4	Mr McNicol
Year 3	Mr Mason/ Mr Walters
Year 2	Mrs Frangoulis
Year 1	Mrs Day
Reception	Miss Jewell
Nursery	Mrs Bounds/Miss Smith
PPA	Mrs Stamp
Learning Support Assistants	Mrs Fleet; Mrs Brown; Mrs Saunders; Mrs Dimond; Mrs Appleton; Mrs Sinclair; Ms Matz; Miss Harris
Midday Supervisors	Mrs Gauden; Mrs Murray; Mrs Hollinshead; Mrs Seldon
School Business Manager	Mrs Green
Administration Assistant	Mrs Goddard
Caretaker	Mr Burke
The school cook and kitchen staff are employed by the Big Fresh Catering Company.	

❖ SLT – Senior Leadership Team

STAFF NEWS

We said goodbye to Mr Mason at the end of the year following his decision to retire. We wish Mr Mason well and thank him for his 29 years of dedicated service to the school.

STRUCTURE OF THE SCHOOL DAY AND TERM DATES

Time	Event
8.50	School starts
10.15 - 10.45	Staggered morning break (15 minutes)
12.05 - 13.00	Lunch (Reception, Year 1, Year 3 & Year 4)
12.15 - 13.00	Lunch (Year 2, Year 5 & Year 6)
14.15 - 14.30	Afternoon break (Reception, Year 1 and Year 2)
15.10	School ends

Nursery sessions

Morning: 8.50 - 11.20

Afternoon: 12.40 - 15.10

TERM DATES 2024 /2025

Term	Begin	Half term		End	No. of School Days
		Begin	End		
Autumn 2024	Mon 2 Sept 2024	Monday 28 Oct 2024	Friday 1 Nov 2024	Friday 20 Dec 2024	75
Spring 2025	Monday 6 Jan 2025	Monday 24 Feb 2025	Friday 28 Feb 2025	Friday 11 Apr 2025	65
Summer 2025	Monday 28 April 2025	Monday 26 May 2025	Friday 30 May 2025	*Monday 21 July 2025	55
				TOTAL	195

INSET Days 2024/2025

Although we are a Voluntary Aided school we try where possible to fall in line with Local Authority directed INSET days as follows:

Monday 2nd September was a designated INSET day. All schools were closed on Monday 6th May 2024 for the May Day Bank Holiday.

Our remaining INSET days during last year were Tuesday 3rd September 2024, Monday 6th January 2025, Friday 21st February 2025, Monday 28th April 2025, Monday 21st July 2025.

PROSPECTUS CHANGES

The prospectus is changed every year if necessary to reflect any alterations in staff. It also reflects any other significant changes to the school that may affect pupils. A supplement is published with the prospectus, giving details of important dates and other information as needed.

SCHOOL POLICIES

School policies are constantly being reviewed and updated in line with the Welsh Assembly Government, the Vale of Glamorgan authority, and the Central South Consortium. Many policies have been reviewed and ratified over the last year.

PUPIL INFORMATION for 2024-25

- Number of pupils on roll = 237 (205 full time + 32 part time Nursery)
- Number of pupils eligible for free school meals = 12
- Number of pupils with Statements = 0
- Number of pupils with additional learning needs and with an Individual Development Plan (IDP) = 5
- Number of permanent exclusions in the 2023-24 school year = 0
- Number of fixed term exclusions in the 2023-24 school year = 6 days

WHERE DID YEAR 6 GO?

School	Number of Pupils
St Cyres High School	26
St Richard Gwyn R.C. High School	1
Stanwell School	2
Bishop of Llandaff	1

ATTENDANCE 2024-25

The school does NOT authorise holidays during term time.

Category	2024-2025	2023-2024
Attendance	95.33	94.92%
Authorised Absences	3.07	4.64%
Unauthorised Absences	1.6	0.44%
Absences including	Sessions:	
Educated off site (e.g. Manor Adventure)	478	707
Lates before registration	845	686
Lates after registration	29	13
Unexplained absences	102	54
Sessions missed for holidays	1,155	1235

SCHOOL IMPROVEMENT PLANNING 2025-2025

Priority 1 – To develop a highly effective curriculum	
Curriculum development	<ul style="list-style-type: none"> • Ensure breadth and depth in the curriculum, with a focus on Humanities, Health and Well-being, Diversity.
Outdoor learning	<ul style="list-style-type: none"> • Enhancement of provision on well-being days. • To improve provision in outdoor learning.
Cross curricular skills	<ul style="list-style-type: none"> • Continue to plan opportunities to develop pupils’ digital skills across the curriculum (STEM approaches).
Priority 2 – To develop pedagogy to ensure engaging teaching and learning	
Assessment	<ul style="list-style-type: none"> • Develop Assessment for Learning techniques including focus on effective questioning.
Independence	<ul style="list-style-type: none"> • Develop strategies for developing learner independence and effectiveness. • Develop learners to make choices in their learning.
Numeracy	<ul style="list-style-type: none"> • Further develop the use of White Rose Maths from Reception to Year 6.
Literacy	<ul style="list-style-type: none"> • Improve standards of spelling.
Priority 3 – To improve standards in RVE and enhance Values and Ethos as a Church in Wales School	
RVE	<ul style="list-style-type: none"> • Further develop RVE themes and topics viewed and explored through RVE sub lenses.
Equality/Inclusion	<ul style="list-style-type: none"> • Further develop a whole school community culture of anti-racism.
Worship	<ul style="list-style-type: none"> • Review policy for collective worship. • Evaluate and review collective worships. • Further develop the Faith Garden. • Further develop outdoor worship space.
Minor Priorities	
<ul style="list-style-type: none"> • Increase opportunities for governor involvement in monitoring activities. • Continue to plan opportunities to develop pupils’ writing and numeracy across the curriculum. • To become a ‘School of Sanctuary’. • Further develop standards of handwriting. • Further develop teaching of French and Makaton. • Achieve Cymraeg Campus - Silver Award. 	

CURRICULUM / ADDITIONAL LEARNING NEEDS (ALN)

At St Andrew's, we have a clear and ambitious vision for our curriculum. Our aim is to provide an engaging and inspiring learning experience for all children and staff. This vision is supported by a whole-school curriculum statement and the development of a bespoke curriculum tailored to the needs of our learners.

Learning experiences are carefully planned to ensure every pupil is both supported and challenged appropriately, enabling them to reach their full potential.

We are committed to meeting the needs of all learners. Our Additional Learning Needs Coordinator (ALNCo), Mrs Bounds, ensures that children with additional needs receive the appropriate support. Learning Support Assistants work with pupils of all abilities under the guidance of the class teacher and the ALNCo.

Our ALN governor, Sarah Jenkins, visits the school regularly to review pupil progress and ensure high standards are maintained.

WELSH

St Andrew's Major Church in Wales Primary School is an English-medium school, where teaching and learning take place through the medium of English. However, as a school in Wales, we are committed to promoting and developing Welsh as a living language. Incidental Welsh is used by staff wherever possible, and all members of staff have received training to support the teaching of Welsh across the school.

We also have a Criw Cymraeg, a pupil voice group that encourages and promotes the use of Welsh throughout the school.

Year 5 pupils attend a residential trip to Llangrannog, where they are immersed in the Welsh language while taking part in a wide range of activities and sports. The whole school also participates in our annual Eisteddfod.

As part of our work on Cynefin, pupils take part in visits to local places within our community and engage with local charities. These experiences help them develop a strong sense of identity, belonging, and connection to their local area, in line with the Curriculum for Wales.

COMMUNITY LINKS

- Griffin Books visit for World Book Day
- New Nursery and Reception parents/children visit for our Induction sessions.
- Sports Days
- Close working with the Llandaff Diocese including the Year 6 Diocesan Leavers' service at Llandaff Cathedral.
- Y6 Leavers' show at the Parish Hall

- Y6 Crucial Crew training
- Rotary Club awarding leavers with a gift in July
- Strong links with the wider Penarth Cluster including working closely with our colleagues in the high schools to ensure effective Y6/7 transition.

EXTRA CURRICULAR ACTIVITIES (2024-25)

During 2024–2025, we offered a wide range of after-school clubs, including Netball, Rugby, Football, Ballet, Tennis, Table Tennis, Sporty Circuits, Film and Digital Media, Languages, Chess, Gardening, and Production Props and Scenery.

Year 4 pupils attended swimming lessons, Year 5 enjoyed a two-night residential visit to Llangrannog, and Year 6 took part in a four-night residential trip to Manor Adventure. Pupils also benefited from a variety of local day trips, including visits to Cardiff Castle, Big Pit, Cardiff Museum, Techniquet, Fonmon Castle, Cardiff Pottery, Porthkerry Park, Mountain View Ranch, the Senedd, and a range of places of worship, including our own parish churches and Llandaff Cathedral.

HEALTHY EATING

We actively encourage healthy eating at school. Only water is permitted during the school day with the exception of packed lunches, when healthy juice or flavoured water is allowed. Drinking water is always available, and milk is provided for children in Nursery to Year 2. Only healthy snacks are permitted.

TOILET FACILITIES

The Welsh Government Governing Body Report guidelines state that this report has to contain information on toilet facilities at the school:

- Nursery has its own facilities.
- Reception has its own facilities.
- Year 1, Year 2 and Year 3 share facilities close to their classrooms.
- Year 4, Year 5 and Year 6 share facilities on the junior corridor.
- There are 4 additional toilets in Y Stiwdio which includes an accessible toilet.

All toilets are thoroughly cleaned and disinfected daily.

PARKING

Despite all our efforts, parking around the school continues to be a problem. There have been many incidents where the inconsiderateness of a few has affected many. Some reminders:

- do not park at the bottom of the drive to Arbor Vale
- do not park in the layby at any time (with the exception of permissions given to wrap-around provision)

- do not stop anywhere on St Andrew's Road to drop off or collect your children. Aside from inconveniencing other drivers, it is highly dangerous and there have been incidents where children have been left vulnerable to other cars.
- please be mindful of our neighbours along St Andrews Road and Westra Cross and avoid blocking driveways, parking on pavements etc.
- we are extremely lucky to have the ground opposite the school to use as a car park. Please use all the available space to park and please do not block the entrance. I would ask that during class worships or any other situations where parents attend the school, always park along the sides rather than across the front, leaving a gap to enable other parents to leave the car park and not be stuck behind parked cars.

COMPLAINTS

We pride ourselves on our open door policy, and aim to resolve concerns informally and amicably through parent - teacher communication. Any unresolved issues should be brought to the head teacher in the first instance. Parents who remain dissatisfied may then contact the chair of governors via the school. The chair may then deal with the complaint, raising the matter with the full governing body as appropriate. Our complaints policy is available from the school office, or via the website.

