

GRIFFITHSTOWN PRIMARY SCHOOL



Title	Governors' Annual Report to Parents
Date	February 2016
Author	N Blackburn



		Actual 2013/2014 £	Actual 2014/15 £
DB0440	Griffithstown Primary School		
3AA - Employees			
0001	Salaries	1,025,064.06	1,121,714.83
0002	Salaries - P/T	0.00	0.00
0029	Sick Leave - Replacement	8,932.77	21,029.52
0030	Holidays - Replacement	211.39	5,224.94
0032	Other Replacement	7,257.40	11,829.48
0036	Additional Hours - recoverable from site	1,453.57	574.83
0041	Standby Allowance	31.50	0.00
0045	Call Out Payments	19.67	40.15
0050	Stat Maternity / Paternity/ Adoption Pay	0.00	3,657.19
0051	Stat Maternity Credit	0.00	(2,946.63)
0055	Overtime	5,539.76	12,049.47
0065	Sick Pay	450.48	(462.40)
0075	Allowances	321.31	281.30
0090	Supply Cover Non-Teaching	7,700.33	18.69
0093	Salary Charge	(2,311.02)	(25,283.00)
0410	Recurring Comp	0.00	0.00
0421	Gratuities/Honoraria	605.98	644.97
0439	Courses/Training	1,547.50	855.00
0448	Course Fees	66.84	0.00
0489	Other School Employee Charges	7,177.00	2,089.00
0492	Adult Meals	97.58	191.90
0498	Teacher Recruitment Recharge	0.00	0.00
5044	Long Service Award	0.00	528.33
6007	Recharge - Supply Cover Scheme	22,965.41	16,690.93
	Employees	<u>1,087,131.53</u>	<u>1,168,728.50</u>
3DD - Premises			
1000	Building Repair & Maintenance	11,322.21	15,315.37
1047	Glazing Repairs	97.50	0.00
1061	Reactive Maintenance	0.00	0.00
1064	Statutory Testing/Duty of Care - Schools	3,668.22	1,709.62
1100	Grounds Maintenance	4,755.04	4,370.04
1152	Electricity	7,398.03	7,079.97
1153	Gas	9,788.19	10,031.77
1190	NDR	21,460.00	20,075.00
1200	Water Services	2,563.60	4,481.51
1320	Building Cleaning	17,451.00	17,451.00
1322	Cleaning Equipment & Materials	1,012.85	1,499.33
1325	Refuse Collection	1,294.50	1,686.80
	Premises	<u>80,811.14</u>	<u>83,700.41</u>
3FF - Transport			
2250	Hire Of Vehicles	0.00	1,650.00
2304	Travel/Casual User Car Allowance	63.00	66.15
	Transport	<u>63.00</u>	<u>1,716.15</u>
3HH - Supplies & Services			
3050	Schools Capitation	14,405.99	27,423.18
3154	First Aid Supplies & Services	132.25	148.36
3160	Disposables	1,054.50	1,168.26
3217	Payments Under Contract - Catering	19,468.00	20,334.00
3355	Photocopier Expenses	2,238.06	3,820.66
3450	General Fees	0.00	0.00
3462	Medical Fees	0.00	0.00
3501	Postages	149.72	117.77

		<i>Actual</i> 2013/2014 £	<i>Actual</i> 2014/15 £
DB0440	Griffithstown Primary School		
3HH - Supplies & Services			
3510	Telephone - Call Charges & Rentals	3,121.34	3,773.98
3514	Mobile Telephones	0.00	0.00
3542	Personal Computers	37.40	0.00
3545	IT Hardware (inc Printers & Scanners)	2,342.83	1,095.74
3548	IT Software	(149.35)	253.00
	Supplies & Services	<u>42,800.74</u>	<u>58,134.95</u>
3KK - Third Party Payments			
3812	School Music Service	7,930.61	6,211.05
	Third Party Payments	<u>7,930.61</u>	<u>6,211.05</u>
3MM - Transfer Payments			
5045	Re-distributed Grant Monies	0.00	0.00
	Transfer Payments	<u>0.00</u>	<u>0.00</u>
3NN - Support Services			
6036	Govenors SLA	474.00	0.00
6041	Swimming SLA	1,652.00	1,404.20
6042	Schools SLA	0.00	34,957.00
6056	I.T. Support	1,550.00	0.00
6105	Exchequer Services	11,626.00	0.00
6106	Education Finance & I.T.	4,330.00	0.00
6152	Personnel & Ms	10,566.00	0.00
6156	Legal Services	1,007.00	0.00
	Support Services	<u>31,205.00</u>	<u>36,361.20</u>
3YE - Other Budgets			
6053	To / From Other Accounts	(223.29)	0.00
	Other Budgets	<u>(223.29)</u>	<u>0.00</u>
	Total for : Expenditure	<u><u>1,249,718.73</u></u>	<u><u>1,354,852.26</u></u>
3CS - School Funding			
8710	Budget Share	(1,106,906.00)	(1,188,269.00)
8715	School Budget Share - Funding Adjustment	(35,587.00)	(16,673.75)
	School Funding	<u>(1,142,493.00)</u>	<u>(1,204,942.75)</u>
3RR - Government Grants			
8000	Government Grants General	(97,039.00)	(117,614.00)
8050	SCHOOLS grant allocation (schools only)	(3,410.00)	(5,283.57)
	Government Grants	<u>(100,449.00)</u>	<u>(122,897.57)</u>
3TT - Customer & Client Receipts			
8201	Sales General (Non - Vatable)	(9,575.00)	(7,885.40)
8302	Donations, Gifts And Legacies	0.00	0.00
8312	Other Receipts Miscellaneous	(3,281.00)	(6,130.76)
8358	Other Tuition Fees	(4,280.00)	(4,725.00)
8703	Supply Cover/SMP - Insurance Refund	(11,659.45)	(14,769.00)
8704	Contingency - Special Needs	3,119.00	(1,378.00)
8720	Supply of Teaching Staff (prov of Educ)	(1,570.00)	(1,500.00)
	Customer & Client Receipts	<u>(27,246.45)</u>	<u>(36,388.16)</u>

		<i>Actual</i> 2013/2014 £	<i>Actual</i> 2014/15 £
DB0440	Griffithstown Primary School		
3UU - Recharges			
8290	Int. Income - Insurance Claims	(1,094.96)	0.00
	Recharges	<u>(1,094.96)</u>	<u>0.00</u>
	Total for : Income	<u><u>(1,271,283.41)</u></u>	<u><u>(1,364,228.48)</u></u>
B324 - Fund Balances & Reserves			
9101	School Balances	(7,267.00)	(28,831.68)
	Fund Balances & Reserves	<u>(7,267.00)</u>	<u>(28,831.68)</u>
	Total for : Fund Balances & Reserves	<u><u>(7,267.00)</u></u>	<u><u>(28,831.68)</u></u>
	Total for : Griffithstown Primary School (surplus)/deficit	<u><u>(28,831.68)</u></u>	<u><u>(38,207.90)</u></u>

INSPIRE, CHALLENGE, ACHIEVE

Griffithstown Primary School

Mission Statement

Inspire, Challenge, Achieve

Vision

At Griffithstown Primary School, excellent teaching ensures that all learning is inspirational and challenging. We are a happy, safe and nurturing school, with excellent behaviour, attendance and punctuality. The opinions of children, parents, staff, governors, the community and other organisations are listened to and acted on in all aspects of school evaluation and improvement. Children develop and apply excellent literacy and numeracy skills across the whole curriculum; we are adaptable lifelong learners. Pupils make healthy choices and have active bodies and minds. Griffithstown Primary School is committed to equality and inclusion, and no one is disadvantaged by social or economic factors. Griffithstown Primary embraces the Welsh language and the heritage of Wales. We understand the diversity of modern Wales and our place in the wider world. Pupils understand the environmental challenges and are prepared for the technological opportunities of the 21st century.

Aims

We will:

- Set aspirational targets and celebrate achievements through self review in partnership with children, staff and parents, governors and the wider community.
- Plan schemes of work that are challenging and linked to statutory orders, including the Literacy and Numeracy Framework (LNF)
- Ensure meaningful opportunities to develop our knowledge and understanding of Welsh language, Welsh culture and diversity in our modern country.
- Ensure that school prepares children for the 21st century: developing ICT skills, environmental awareness, and promoting a commitment to health / well being in all aspects of life
- Develop spiritual awareness, mutual respect, and promote inclusion and equal opportunities through the Strategic Equality Plan (SEP)
- Work enthusiastically with other schools, service providers, outside agencies and all other bodies and organisations to deliver excellent standards of achievement, behaviour, attendance and punctuality
- Develop the professional skills and leadership qualities of all staff through a programme of continuous professional development

Governing Body – Terms of Appointment

Recent elections have altered the composition of the governing body and responsibilities need to be allocated at the next meeting.

Welcome to Cara Williams and Bethan Barne

Many thanks to Mr Kinge and Anthony Hunt for your support and we value your trust and support moving forward.

Chair of Governors: Mr A Peploe

Vice Chair: Mr P Davies

<u>Community Gov appointed by Community Council</u>		
Cllr	Norma Parrish	07/04/2019
<u>Community Gov appointed by Governing Body</u>		
Mr	Paul Davies	03/02/2017
Mr	Gareth Everson	26/09/2018
Mr	Allan Peploe	13/09/2017
<u>Headteacher</u>		
Mr	Nicholas Blackburn	
<u>LA Appointed</u>		
Mrs	Ruth Tucker	01/03/2019
Mr	Kevin Parker	01/03/2019
Cllr	David Yeowell	04/07/2016
<u>Parent Representative</u>		
Mrs	Leanne Powell	21/09/2019
Mrs	Paula Harris	13/11/2018
Mrs	Bethan Barne	11/2/2020
Mrs	Cara Williams	11/2/2020
<u>Staff Representative</u>		
Mrs	Michele Besnier	19/05/2019
<u>Teacher Representative</u>		
Mr	Gari Lockwood	15/11/2019

Committee Membership

Recruitment and Resources Committee (includes Headteacher Appointment, Pay Review Committee and Performance Management Committee)

Mr A Peploe

Mr Lockwood

Mr P Davies

Mr K Parker

Mrs R Tucker

Cllr N Parrish.

Staff Disciplinary and Dismissal Committee

Mr K Parker

Mrs L Powell

Mr G Everson

Reserve: Mrs C Williams

Staff Disciplinary and Dismissal Appeals Committee

Cllr N Parrish

Mrs R Tucker

Cllr D Yeowell

Reserve:- Mr P Davies

Grievance and Complaints Committee

Mr P Davies

Cllr N Parrish

Mr G Everson

Grievance, Performance Management and Pay Appeals Committee

Mrs Cara Williams

Mrs R Tucker

Cllr D Yeowell

Reserve: Mrs B Barne

School Performance and Improvement Committee

Mr A Peplow

Mrs L Powell

Mrs B Barne

Mr K Parker

Pupil Discipline and Exclusions Committee

Cllr N Parrish

Mrs R Tucker

Cllr D Yeowell

Mrs L Powell

Link Governor Appointments

Link Governor for Training and Development: Mr A Peplow

ALN Governor: Mr P Davies

Health and Safety Governor: Mr K Parker

TASG Representative: Cllr D Yeowell

Child Protection / LAC Governor: Mr G Everson

Closing the Gap Governor: Mrs P Harris

School comparative report(s) of performance in end of key stage teacher assessments

See additional tables and reports:

- Foundation Phase Benchmarking 2015
- Foundation Phase School Comparative / Validation All Pupils 2015
- KS2 Benchmarking 2015
- KS2 School Comparative / Validation All Pupils 2015

The most recent annual attendance and absence figures for the school (%)

	Absence	Authorised	Unauthorised
2014/15	94.5%	4.2%	1.3%
2013/14	93.9%	5.2%	0.9%
2012/13	93.4%	6.3%	0.2%

The most recent targets for improvement and for reducing absences agreed by the governing body with the local authority

- **Attendance target for 2015 / 2016: 95%**

Details of the steps taken to develop and strengthen the school's links with the community including with the police

- Police Liaison Officer visits classes throughout the year
- Religious groups (local pastors and vicars present regular assemblies each term)
- The choir performs at religious hall and venues in the community.

Pupils' participation in sport and extra-curricular sports' activities

- The school has maintained and improved opportunities for children to participate in after-school sport clubs, including rugby, football, netball and hockey
- Rugby, Football and Netball squads have participated in tournaments and matches with other school and performed very well. There are pictures from such events on the school website, and Twitter
- Miss Kembrey and Mr Everson have been very successful in raising money from local business, sponsored pupil events and the PTA to purchase new team kits.
- The Torfaen Sports' Survey was very successful and reflects the hard work and dedication of pupils, staff and governors in the development of sport across school

Term dates and session times

School Term and Holiday Dates

Term	Term Begins	Half Term Begins	Half Term Ends	Term Ends
Autumn	Tuesday 01.09.15	Monday 26.10.15	Friday 30.10.15	Friday 18.12.15
Spring	Monday 04.01.16	Monday 15.02.16	Friday 19.02.16	Thursday 24.03.16
Summer	Monday 11.04.16	Monday 30.05.16	Friday 03.06.16	Wednesday 20.07.16

In-Service Training (INSET) for 2015/16

- Target Setting
- Team Teach / First Aid
- Science
- Behaviour (Twilights)
- ICT

Start Times

Foundation Phase (Excluding Nursery)

- 8.50 Teacher on duty (as play timetable)
- 8.50 Teachers in their rooms
- 8.55 Doors open
- 9.00 - 9.10 Registration
- 9.10 - 9.30 Assembly
- 9.30 - 10.30 Session 1
- 10.30 - 10.45 Snack
- 10.45 - 11.00 Play (main yard, hands up at 10.55)
- 11.00 - 12.00 Session 2
- 12.00 - 1.00 Lunch (hands up at 12.55)
- 1.05 - Registration
- 1.05 - 3.20 Sessions 3 & 4

Key Stage 2

- 8.50 Teacher on duty (as play timetable)
- 8.50 Teachers in their rooms
- 8.55 Doors open
- 9.00 - 9.10 Registration
- 9.10 - 9.30 Assembly
- 9.30 - 10.30 Session 1
- 10.30 - 10.45 Play (hands up at 10.40)
- 10.45 - 12.20 Session 2
- 12.20 - 1.15 Lunch (hands up at 1.10)
- 1.15 - 1.20 Register
- 1.20 - 3.30 Sessions 3 & 4

Curriculum / Organisation

- All year groups work in open plan areas
- There are mixed age classes in Reception/Y1.
- KS2 and Foundation Phase pupils are taught in mixed ability classes,
- KS2 classes have a ratio of less than 1 teacher to 30 pupils
- Foundation Phase classes have a ratio of 1 adult to around 8 children in Nursery and Reception. In Y1 and Y2 the ratio is 1 teacher to around 15 pupils
- Teaching assistants support vulnerable individuals and groups of learners and 'statemented' children, as appropriate in both Foundation Phase and KS2. Vulnerable learners include Free School Meal and Traveller pupils, along with children who need planned learning support. The TAs also provide intervention support for pupils who have Individual Education or Behavioural Plans
- Planning for lessons is differentiated to meet the needs of all learners.
- Planning identifies links to the Literacy and Numeracy Framework (LNF) and this ensures that literacy or numeracy is developed in **all** curriculum areas

Welsh language

- Incidental Welsh is used across the whole school to welcome, instruct and praise pupils.
- Staff use simple Welsh phrases when communicating with each other and with pupils in professional and social contexts.

Toilet provision

- Toilets are monitored by the caretaker and headteacher
- Hand dryers were fitted in the infants toilets during February 2015 Half Term holiday

Information on the action taken to promote healthy eating and drinking by pupils of the school

- School Council liaised with all stakeholders and developed the school policy for healthy snacks. This is well established in the attitudes and choices of the school pupils.

Thank you to the children, staff, parents and governors for your hard work and support.

Thank you to the EAS and Torfaen Local Authority for supporting us to review and improve your school.

Mr N Blackburn
Head Teacher