



Wick and Marcross Church in Wales Primary
Governors' Annual Report to Parents
2020 - 2021

This year, more than any other, our thanks go to the exceptional school team here at Wick who have not just responded to the challenges of schooling during a pandemic but have excelled in the care, support and learning provided for all our children. We acknowledge and thank them for their dedication, professionalism and extemporary response.

Our governing body works in partnership with the headteacher, the staff, also with parents and families, and with the church and wider community. Each child in our care is taught that they have a vital and unique role to play. Our role as governors is to support the highly professional team of staff. We value their skills, expertise and enthusiasm in helping each and every child to give their very best within a nurturing Christian environment.

The school is managed by a team comprising the head teacher, governors, and Church in Wales Representatives. The governing body formulates the aims and policies of Wick and Marcross. It does this by operating a system of committees which report each term to the full governing body. Each committee manages, supports and oversees different areas of school life; teaching and learning, finance and personnel, premises and health and safety. To be effective, regular visits to the school take place, with opportunities to share training opportunities and link closely with different members of staff and their areas of responsibility. The governors work alongside the head, who is responsible for the day to day management of the school.

As a voluntary aided school the Governing Body at Wick and Marcross Church in Wales Primary School comprises 7 different types of governors made up as follows:

- Foundation governors, including a governor nominated by the Parochial Church Council
- A parent governor elected by other parents at the school
- A governor elected by teaching staff
- A governor elected by support staff
- A local education authority governor
- A minor authority governor
- Co-opted governors

Our headteacher, Mrs Ceri Thomas, is also a governor.

The Governing Body at Wick and Marcross is accountable to parents, the church and the community. We operate as a 'Critical Friend' to support and challenge the management of the school as appropriate. We seek to gather views, ask questions and make decisions based upon what is best for the school. We help to plan and shape the direction of the school, taking account of budget and curriculum requirements and ensuring all pupils are provided for not only educationally but also spiritually, morally and socially.

Despite the constraints of not being able to meet 'face to face' during 2020/21 the governing body continued to ensure that its statutory responsibilities were met, moving all our meetings, both those of the committees and the full governing body, online. We continued to receive very detailed reports and evidence about the life and work of the school.

The membership of the governing body for 2018 / 19 is outlined below.

<i>Name</i>	<i>Type of Governor</i>	<i>Term Expires</i>
<i>Christina Bach</i>	<i>Foundation Governor</i>	<i>September 2023</i>
<i>Rev Canon Edwin Counsell</i>	<i>Foundation Governor: Rector</i>	<i>December 2024</i>
<i>Mark Harris</i>	<i>Foundation Governor</i>	<i>January 2022</i>
<i>Lisa Hewitt</i>	<i>Foundation Governor</i>	<i>March 2025</i>
<i>Nigel Ireland</i>	<i>Foundation Governor: Chair of Governors</i>	<i>September 2022</i>
<i>Sam Newton</i>	<i>Foundation Governor</i>	<i>May 2025</i>
<i>Father Craig Vaughan</i>	<i>Foundation Governor</i>	<i>September 2022</i>
<i>Robert Smith</i>	<i>Foundation Governor: appointed by the PCC</i>	<i>September 2021</i>
<i>Rebecca Williams</i>	<i>Parent Governor</i>	<i>October 2023</i>
<i>Julie Lynch-Wilson</i>	<i>Minor Authority Representative</i>	<i>June 2023</i>
<i>Liz Cornelius</i>	<i>LA Governor</i>	<i>March 2023</i>
<i>Rob Ward</i>	<i>Teacher Governor</i>	<i>September 2021</i>
<i>Julie Bugler</i>	<i>Staff Governor</i>	<i>March 2022</i>
<i>Mike Camilleri</i>	<i>co-opted governor</i>	<i>September 2022</i>
<i>Ceri Thomas</i>	<i>Headteacher</i>	<i>n/a</i>
<i>Andrew Rickett</i>	<i>Diocesan Director of Education</i>	<i>n/a</i>
<i>Clerk to the governors: Angela Hodgkin</i> <i>Angela can be contacted via the school.</i>		

All governors are required to complete core training programmes on governance, including the use of data and target setting. In addition, in 2020 /21, governors completed workshops on Curriculum Reform in Wales, blended learning, and the Additional Learning Needs and Educational Tribunal (Wales) Act. They were also represented at LA training on safeguarding and child protection, effective use of school data and health and safety. The governing body reviewed the statutory Admissions Policy, for which it has responsibility, during the school year. They also accepted any Vale model policies issued during the year. No meetings were held with parents under Section 94 of the School Standards Organisation (Wales) Act 2013.

KEY AREAS OF COMMITTEE WORK 2020 / 21

Although the school's response to the Covid 19 pandemic dominated throughout the academic year, the governing body continued to act in their role as a critical friend to the school ensuring that its statutory duties were effectively and efficiently carried out.

In addition, the governors appointed two new members of teaching staff, Miss Elinor Power and Mr William Matthews in readiness for September 2021. They also approved the secondment of Mrs Sam Secker-Gabb to Ysgol Y Deri in Penarth. The governing body were delighted that the expertise of the staff in Wick was recognised in this way and that they were able to support staff in their chosen career development.

Standards and Provision

The committee took a key role in the implementation and monitoring of the school improvement plan. This included:

- Monitoring targets for improvement identified in the School Improvement Plan through sharing of pupil work, anonymised pupil data, standardised test results, observation of lessons.
- Tracking the use and impact of WG grants, including the *Recruit, Recover, Raise Standards: Accelerating Learning Programme Grant* issued in response to the Covid 19 pandemic.
- Participating in workshops and training linked to curriculum reform, particularly linked to blended learning, the ALN Act and Curriculum 2022.
- Considering the impact of school to school working through the school's involvement with external training providers and with the local cluster of schools.

Finance and Personnel Committee

The committee took a key role in the setting and monitoring of the school budget and the employment and distribution of staff. This included:

- Setting and tracking budget spend throughout the year to ensure the monies allocated to the school were spent appropriately within the guidelines from WG and LA.
- The annual performance management and salary review of all teaching staff and the performance management of the headteacher (conducted by a sub-committee with the school's challenge adviser)
- Ensuring the school was fully compliant with all policies and practices relating to staff recruitment, appointment and retention.
- Allocation of the WG Hwb Wave 3 funding for end user devices and teaching and learning tools. This was 'topped up' by the governing body to include the replacement of four interactive whiteboards in classrooms across the school large screens.

Premises and Health and Safety Committee

The committee took a key role in ensuring the school building and grounds were well maintained and provided a safe and stimulating environment. This included:

- Comprehensive risk assessments, reviewed throughout the year, in response to the Covid 19 pandemic.
- Compilation of LA Health and Safety, Disability and Compliance Audits.
- Working alongside the LA to ensure the safety and security of the school site for children, staff, families and visitors, including the successful completion of the new school entrance.
- Working alongside the LA to plan for the remodelling of the Key Stage Two space during the 2021/22 academic year.
- Working in partnership with Sadie and Franks to plan for wrap around after school provision for the new academic year.
- Updating of the schools wireless internet structure via the WG Hwb program.

CHANGES MADE TO THE SCHOOL PROSPECTUS FOR PARENTS

Changes to the 2020/21 School Prospectus included: names of governors, staff & their class responsibilities; curriculum & organisation updates; holiday dates and the cost of school meals. The WG provided specific guidance on areas that would not be required in the prospectus due to their suspension during the pandemic and these areas were removed. The prospectus is available electronically, via the school website.

In addition to the school prospectus and other annual parent documentation, very comprehensive parent handbooks, *Restart, Refine and Refresh*, were issued termly in the light of the Covid 19 pandemic to ensure all families were fully informed about the school responses to the Welsh Government's Operational Guidance. These handbooks were supplemented by regular updates via the school's newsletter and other communication channels.

STAFFING AND ORGANISATION

At the start of the autumn term 2020 there were 117 children on roll and the school was organised into the following registration groups utilising the strengths of the staff team.

<i>Padarn</i>	<i>Nursery (afternoon only)</i>
<i>Dewi</i>	<i>Reception and year one</i>
<i>Dwynwen</i>	<i>Years one and two</i>
<i>Teilo</i>	<i>Year three</i>
<i>Dyfrig</i>	<i>Year four</i>
<i>Illtud</i>	<i>Years five and six</i>

<i>Headteacher</i>	<i>Ceri Thomas</i>
<i>Deputy headteacher</i>	<i>Mike Camilleri</i>
<i>Teaching Staff</i>	<i>Joey Bushell Ellen Davies Nic Lyndon-Jones Sam Secker-Gabb Rob Ward</i>
<i>Nursery Lead Practitioner</i>	<i>Julie Bugler (HLTA)</i>
<i>Learning Support Assistants</i>	<i>Morwenna Brown (agency) Julie Bugler Sara Edwards Claire Finucane (agency) Joss Haran-Jones Ceinwen Harris Debbie Hiscocks (agency)</i>
<i>Administrator</i>	<i>Carolyn Smith (Monday - Thursday)</i>
<i>Caretaker and cleaning</i>	<i>Debbie Drinkwater Nicki Cusworth</i>
<i>Breakfast Club</i>	<i>Morwenna Brown Cheryl Davies Nicki Cusworth</i>
<i>Mid-day Supervisor</i>	<i>Michelle Rowland</i>
<i>School Catering (Big Fresh)</i>	<i>Cheryl Davies</i>

CURRICULUM

During 2020/21 the statutory curriculum arrangements in schools were suspended and WG issued guidance to support schools in planning for a blended learning approach that focused on the core skills of literacy, numeracy and technology whilst also recognising the importance of pupil well-being. The school produced a comprehensive learning plan in response to this guidance, the overview of which was shared with families termly. The school was asked by the local consortia (five local authorities) to present their approaches to the Vale of Glamorgan scrutiny committee. The school's approaches were also included in best practice reports available to other schools across the region.

The school continued to develop its pedagogical approaches in line with the recommendations for Curriculum 2022 to ensure that curriculum design was driven from the four purposes: Ambitious, Capable Learners; Enterprising, Creative Contributors; Ethical, Informed Citizens and Healthy, Confident Individuals.

To support the key areas in our School Improvement Plan, staff professional development was supplemented through the effective use of INSET days. In 2020/21 the key focus of each day is outlined below. It is important to note that in 2020/21 the WG allocated a sixth INSET day specifically to support the preparation for curriculum reform.

Day One: Blended Learning

Day Two: Blended Learning

Day Three: Curriculum Reform: Introducing Inquiry led Learning

Day Four: Curriculum Reform: Cluster responsibilities and curriculum planning

Day Five: Curriculum Reform: Inquiry Led Learning - feedback and next steps

Day Six: Curriculum Reform: Inquiry Led Learning - recording learning and developing thinking strategies

BUILDING CAPACITY THROUGH SCHOOL TO SCHOOL WORKING

The **headteacher** was part of a Wales wide working party forming the Church in Wales response to the draft RVE element of Curriculum 2022.

The deputy headteacher continued to benefit from his involvement in the preparation for headship training.

The school made effective use of a **grant** from Welsh Government, following a joint bid from the **six smallest schools** in the Vale of Glamorgan, to support staff across the schools in their preparation for Curriculum 2022.

Strong links exist across the cluster of schools in **Llantwit Major**. Despite the restrictions in place the headteachers across the cluster have continued to work together to support progress towards Curriculum 2022. Joint virtual training has also taken place across the cluster on curriculum design and planning, including both twilight and full day training.

WELSH GOVERNMENT EDUCATION STRATEGY - BILINGUALISM

Wick and Marcross is categorised as a “predominantly English medium primary school” where pupils are taught mainly through the medium of English. Throughout the school day, incidental Welsh is used as well as providing opportunities for the children to progressively develop their skills through a range of enjoyable, practical activities. The school implements the curriculum orders to ensure all children are supported in their development of Welsh as a second language.

ADDITIONAL LEARNING NEEDS

The school continued to prepare for the implementation of the Additional Learning Needs Educational Tribunal Act. The changes taking place are outlined below.

Your child may have been identified as having Special Educational Needs (SEN). They may be receiving extra support in school, to support them with their learning, or they may have a statement of special educational need. The approach to supporting children who have difficulties with learning is changing.

The Welsh Government has passed new legislation, called the Additional Learning Needs (Wales) Act, and Additional Learning Needs (ALN) Code, which will replace all of the legislation and guidance about special educational needs. As part of the Additional Learning Needs Educational Tribunal (ALNET) (Wales) Act 2018 the Welsh Government has replaced the term ‘special educational needs’ (SEN) with ‘additional learning needs’ (ALN).

The definition of ALN is different from that of SEN and you may find that your child currently has SEN but will not, moving forward, be identified as having ALN. This should not affect the support and help they receive in school to access learning.

ALN will cover those who:

- have a significantly greater difficulty in learning than the majority of others of the same age
- have a disability which prevents or hinders them from making use of the educational facilities generally provided for others of the same age in mainstream maintained school or Further Education Institution.

SECURITY

The school is surrounded by hedging and fencing, with additional internal fenced areas within the perimeter. External gates have combination locks. A new school office and reception space for visitors to the school was completed at the end of the autumn term in order to provide controlled access to the school site.

FACILITIES FOR THE DISABLED

Wick and Marcross is built on one level with toilet facilities for disabled pupils. The Strategic Equality Plan gives clear guidance to ensure that we do not in any way discriminate against disabled pupils either preventing them accessing the school or the curriculum. Furthermore, the Governing Body and staff accord high priority to the promotion of disability equality and seek to negate the effects of discrimination faced by disabled pupils. A positive image of disabled people is

promoted via the attitudes of staff and pupils and through the teaching materials and other resources at the school's disposal.

TOILET FACILITIES

The school has an adequate number of age appropriate toilets for the pupils at the school. These are arranged throughout the school. The toilets are cleaned daily by our caretaking and cleaning team both before and after school. Additional cleaning routinely takes place at the end of lunchtime and as necessary throughout the day. During the Covid 19 pandemic, additional toilet cleaning measures were put in place in line with the WG Operational Guidance for Schools, with school staff cleaning toilets throughout the school day.

PROMOTING HEALTHY EATING AND DRINKING

The school uses Big Fresh as the provider for school lunches. All menus are in line with the Appetite for Life Guidelines. Drinking water is available throughout the school day and families are encouraged to provide a piece of fruit as a snack. During 2020/21 the school suspended the pupil led fruit tuck shop in line with the Operational Guidance for Schools.

RACE EQUALITY

The Strategic Equality Plan also gives clear guidance to accord high priority to the promotion of race equality and seek to negate the effects of discrimination faced by ethnic minority pupils. The school has a duty:

- to eliminate unlawful discrimination
- to promote equality of opportunity
- to promote good relations between persons of different racial groups

The school records any incidents, witnessed or reported, and monitors the success of follow up support strategies.

BEHAVIOUR & ANTI-BULLYING

The school reviews the positive behaviour management policy annually, engaging pupils in devising rules and deciding sanctions. These rules, rewards and sanctions are clearly displayed throughout the school. Staff use positive behaviour strategies to reinforce rules. Work on cyber bullying is supported by our police liaison officer. In addition, all children complete units of work through the Digital Competency scheme of work which focus on staying safe and making the right choices when using technology.

Conflict between peers is inevitable. Disputes can occur between children during group or paired play. Staff keep behaviour logs of incidents witnessed or reported to prevent escalation of normal pupil disputes developing into "deliberately hurtful behaviour, or behaviour that causes others to feel threatened or intimidated, that is repeated over a period of time." The children at the school have adopted the following 'definition' of bullying as part of their work with the charity Bullies Out. STOP (Several Times On Purpose).

The governing body reviewed both the Anti-bullying and Safeguarding policies during the autumn term of 2020, using the LA model policies as their starting point.

ASSESSMENT AND END OF KEY STAGE TEACHER ASSESSMENTS

As a result of the Covid 19 pandemic, Welsh Government suspended the requirement for schools to report on national testing and end of phase assessments.

VISITS, SPORT, MUSIC AND EXTRA CURRICULAR ACTIVITIES

Extra curricular activities were suspended during 2020/21 in line with the WG Operational Guidance to Schools during the Covid19 pandemic.

With the lifting of restrictions on school trips at the end of the academic year, we were delighted that year six were able to visit Storey Arms in the Brecon Beacons for an activity day. We would like to thank the staff at the centre for the excellent way in which they responded to WG advice and guidance to ensure our year six children had a wonderful experience.

TRANSFER TO COMPREHENSIVE SCHOOL

Llantwit Comprehensive School	Cowbridge Comprehensive School
twelve	four

We wish all our year six leavers the best as they begin the next step in their school journey.

THE ASSOCIATION OF FRIENDS

Despite the restriction this year the Association of friends have continued to support the work of the school through fundraising activities including the siting of a clothing bank on the school grounds, and preprepared children's packs sold at the end of the school day. The funds previously raised by the Association were spent on the provision of an outdoor learning cabin on the school field. This has proved to be an excellent resource for the school, ensuring we can move our learning outdoors, whatever the weather.

SCHOOL ATTENDANCE

The requirement for the governing body to report on school attendance was suspended for the 2020/21 academic year in response to the Covid 19 pandemic.

ATTENDANCE TARGETS

The requirement for the governing body to set attendance targets was suspended for the 2021/22 academic year in response to the Covid 19 pandemic.

SCHOOL IMPROVEMENT PLANNING

The 2020/21 overview of the School Improvement Plan is available to download from the school website. From October 2021, this will be replaced by the 2021/22 School Improvement Plan.

SCHOOL TERM DATES 2021 / 2022

The governing body has determined the following INSET days for 2021/22

Friday 3rd September 2021

Wednesday 24th November 2021

Wednesday 26th January 2022

Friday 18th February 2022

Another three INSET Days have yet to be confirmed.

All schools will be closed on Monday 2nd May 2022 for the bank holiday.

SCHOOL SESSION TIMES

	MORNING	AFTERNOON
SCHOOL TIMES	8.55AM - 12 NOON (1 x 20 minute break)	1.00PM - 3.30PM

SCHOOL TERM DATES 2021 - 2022

Term	Begin	Half Term		End
		Begin	End	
Autumn 2021	Friday 3 Sept 2021	Monday 25 Oct 2021	Friday 29 Oct 2021	Friday 17 Dec 2020
Spring 2022	Tuesday 4 Jan 2022	Monday 21 Feb 2022	Friday 25 Feb 2022	Friday 8 April 2022
Summer 2022	Monday 25 April 2022	Monday 30 May 2022	Friday 3 June 2022	Friday 22 July 2022

BUDGET OUTTURN STATEMENT

During the 2020/21 year the school was able to make some significant savings, this was partially due to the periods of enforced school closure. However, the majority of savings came from the effective and efficient use of additional grant funding secured during the financial year in addition to our allocated budget. The governing body made a commitment to spend the budget carry forward on class based staffing for 2021/22 to ensure the lowest staff: pupil ratios possible across the school as we, hopefully, move out of the pandemic and prepare to implement Curriculum 2022.

COST CENTRE CODE	DETAIL	ANNUAL BUDGET	TOTAL ACTUAL
104385	CONT. TO FUNDS		5,673.84
104385	CONT TO CAPITAL OUTTURN		5,673.84
104385	EMPLOYEES	561,312.00	505,279.71
104385	TEACHING EMPLOYEES	365,115.00	342,757.31
104385	NON TEACHING EMPLOYEES	143,520.00	105,748.29
104385	GRANT EMPLOYEES	49,307.00	55,814.06
104385	OTHER DIRECT EMPLOYEES	1,370.00	960.05
104385	INDIRECT EMPLOYEES EXPS	2,000.00	0.00
104385	INTERNAL RECHARGES EXPEND	49,977.00	53,310.42
104385	INTERNAL RECHARGES EXPEND	49,977.00	53,310.42
104385	PREMISES	37,667.00	19,778.47
104385	CLEANING AND DOMESTIC SUPPLIES	7,000.00	1,722.39
104385	ENERGY	10,507.00	5,892.08
104385	GROUNDS MAINTENANCE	4,000.00	2,040.00
104385	REPAIRS & MAINT OF BUILDING	11,060.00	7,003.31
104385	WATER SERVICES	5,100.00	3,120.69
104385	SUPPLIES AND SERVICES	88,073.00	39,205.16
104385	COMMS AND COMPUTING	11,635.00	8,667.51
104385	EQUIP, FURNITURE & MATERIALS	42,685.00	20,487.89
104385	GRANTS & SUBSCRIPTIONS		425.00
104385	MISC EXPENSES	18,468.00	2,343.91
104385	PRINTING STATIONERY & OFFICE EXPS	3,500.00	2,691.07
104385	SERVICES	1,785.00	642.88
104385	SEG WEG EIG SUPPLIES AND SERVICES	10,000.00	3,946.90
104385	TRANSPORT		256.95
104385	CAR ALLOWANCES		256.95
104385	CUSTOMER RECEIPTS		(4,213.05)
104385	CHARGE FOR SERVICE		(1,479.25)
104385	DONATIONS		(288.00)
104385	SALE OF PRODUCTS		(2,445.80)
104385	GOVERNMENT GRANT	(76,866.00)	(97,163.13)
104385	OTHER GOVERNMENT GRANTS	(1,821.00)	(3,221.00)
104385	WG GRANTS	(75,045.00)	(93,942.13)
104385	INTERNAL RECHARGES INCOME	(1,370.00)	(4,514.83)
104385	INTERNAL RECHARGES INCOME	(1,370.00)	(4,514.83)
	Total 104385	658,793.00	517,613.54

