



Wick and Marcross Church in Wales Primary
Governors' Annual Report to Parents
2021 - 2022

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' for the majority of 2021/22 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 when required. We continued to receive very detailed reports and evidence about the life and work of the school.

The membership of the governing body for 2021 / 22 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 2023</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>Mike Camilleri</i>	<i>Teacher Governor (until December 2021)</i>	<i>September 2022</i>
<i>Rob Ward</i>	<i>Teacher Governor (from January 2022)</i>	<i>September 2022</i>
<i>Julie Bugler</i>	<i>Staff Governor</i>	<i>March 2022</i>
<i>Ceri Thomas</i>	<i>Headteacher</i>	<i>n/a</i>
<i>Andrew Rickett</i>	<i>Diocesan Director of Education (until December 2022)</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 2021 /22, 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 2021 / 22

Although the school's response to the Covid 19 pandemic continued to dominate 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.

The governors remained committed to ensuring the best possible adult: pupil ratios as part of our response to the impact of the pandemic and enabled the provision for an additional class, taking the number of classes at Wick to six, plus nursery provision. Governors appointed three new members of staff: Mr Alex Payne (Deputy Headteacher), Mrs Sophie Mullett (Class teacher 0.6) and Mrs Sally Colley (Learning Support Assistant) in readiness for September 2022. They also appointed Miss Elinor Power (class teacher) for an additional year at Wick.

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 learner work, anonymised learner data, standardised test results.
- 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 4 funding for end user devices and teaching and learning tools. This was 'match funded' by the governing body to ensure the school surpassed the WG target ration of one device for every two learners.

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 implement 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 2021/22 School Prospectus included: names of governors, staff & their class responsibilities; curriculum & organisation updates; holiday dates and the cost of school meals. The WG continued to provide 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 2021 there were 141.5 (FTE) 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</i>
<i>Dwynwen</i>	<i>Year one</i>
<i>Teilo</i>	<i>Year two</i>
<i>Dyfrig</i>	<i>Year three</i>
<i>Canna</i>	<i>Years four and five</i>
<i>Illtud</i>	<i>Years five and six</i>

<i>Headteacher</i>	<i>Ceri Thomas</i>
<i>Deputy Headteacher</i>	<i>Mike Camilleri (to December 2021)</i>
<i>Acting Deputy Headteacher</i>	<i>Rob Ward (from January 2022)</i>
<i>Teaching Staff</i>	<i>Joey Bushell</i> <i>Ellen Davies</i> <i>Nic Lyndon-Jones</i> <i>Sam Secker-Gabb</i> <i>Rob Ward</i>
<i>Nursery Lead Practitioner</i>	<i>Julie Bugler (HLTA)</i>
<i>Learning Support Assistants</i>	<i>Julie Bugler</i> <i>Sally Colley (agency)</i> <i>Sara Edwards</i> <i>Claire Finucane (agency) - up to May 2022</i> <i>Joss Haran-Jones</i> <i>Ceinwen Harris</i> <i>Debbie Hiscocks (agency) - autumn term</i> <i>Alison Owen (agency) - spring and summer terms</i>
<i>Administrator</i>	<i>Carolyn Smith (Monday - Thursday)</i>
<i>Caretaker and cleaning</i>	<i>Debbie Drinkwater</i> <i>Nicki Cusworth</i>
<i>Breakfast Club</i>	<i>Cheryl Davies</i> <i>Nicki Cusworth</i> <i>Coral Lewis</i>
<i>Mid-day Supervisors</i>	<i>Coral Lewis</i> <i>Michelle Rowland</i>
<i>School Catering (Big Fresh)</i>	<i>Cheryl Davies</i>

CURRICULUM

During 2021/22 the statutory curriculum arrangements in schools remained suspended as introduced by WG in 2020/21 in repose to the Covid pandemic. This allowed schools to continue with their improvement priorities and plans in response to the WG *Renew and Reform* support plan and the *'Recruit, Recover, Raise Standards: Accelerating Learning Programme'* grant. It also provided the opportunity for schools to use the information they had available to them to develop bespoke programmes to support those children who had experienced a loss of learning throughout the eighteen months. In addition to these priorities, the school was able to focus on the preparation for, and the design of, our curriculum offer in readiness for the implementation of Curriculum 2022. The school's curriculum statement was published, in line with WG guidance, at the end of the summer term.

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 2021/22 the key focus of each day is outlined below. It is important to note that in 2021/22 the WG allocated a sixth INSET day specifically to support the preparation for curriculum reform.

Day One: Setting the Scene: Establishing an effective learning environment

Day Two: Curriculum Reform: Inquiry Based Learning

Day Three: Curriculum Reform: Cluster Development of Effective Questioning

Day Four: Curriculum Reform: Inquiry Based Learning

Day Five: Curriculum Reform: Church in Wales Education Conference

Day Six: Curriculum Reform: Curriculum for Wales - putting provision into practice

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.

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 cluster training took place virtually throughout the year 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 began the implementation of the Additional Learning Needs Educational Tribunal Act in line with the timeframes mandated by WG. In 2021/2022 the reform focused on transferring learners in years one, three and five, as well as those identified as having additional learning needs for the first time, to the new processes.

The Welsh Government passed legislation, called the Additional Learning Needs (Wales) Act, and Additional Learning Needs (ALN) Code, which replaced all 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 previously used to identify children with SEN. This means that not all children currently identified as having SEN will, moving forward, be identified as having ALN as the school continues to roll out the implementation of the Act. This, however, will not affect the support and help they receive in school to access learning.

ALN is defined as 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. The remodelling work completed at the end of the academic year also included the provision of mag locks on external doors.

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. Throughout the 2021/22 academic year the school continued to implement the enhanced cleaning routines put in place due to the pandemic. Two sets of toilet facilities were refurbished in readiness for the new academic year.

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.

RACE EQUALITY

The Strategic Equality Plan also gives clear guidance to accord high priority to the promotion of race equality and seeks 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 element of our learning which focuses 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 Anti-bullying and Safeguarding policies (adopted in the autumn term of 2020) were updated in July 2022 to take account of the LA provision of My Concern as a vehicle for monitoring, recording and reviewing concerns.

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

A number of extra curricular visits and trips were planned (and nearly happened) during 2021/22. Several activities were cancelled at short notice in line with the WG Operational Guidance when Covid numbers increased, either locally or nationally. Where ever possible we made the use of our locality to support our learning with visits making the most of our village, the church yard and our Heritage Coast Church of St Illtud. In October children across the school took part in a music workshop with Children's Musical Adventures, funded through the Cowbridge Music Festival. Year six children from across the cluster combined for our Llantwit Comprehensive School transition visit to Llangrannog in February, while in April year three took part in a week long swimming course. To bring to a close their time at Wick, year six took part in a week long residential visit in Storey Arms in the final half term.

TRANSFER TO COMPREHENSIVE SCHOOL

Llantwit Comprehensive School	St Richard Gwyn
twelve	one

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. We are looking forward to 2022/23 and reestablishment of the fundraising and social work of the Association.

SCHOOL ATTENDANCE

The requirement for the governing body to report on school attendance was suspended for the 2021/22 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 2021/22 overview of the School Improvement Plan is available to download from the school website. From October 2022, this will be replaced by the 2022/23 School Improvement Plan.

SCHOOL TERM DATES 2022 / 2023

The governing body has determined the following INSET days for 2022/23

- Friday 23rd September
- Monday 26th September
- Monday 27th February
- Wednesday 8th March
- Wednesday 14th June

All schools will be closed on Monday 1st May 2023 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 2022 - 2023

Term	Begin	Half Term		End
		Begin	End	
Autumn 2022	Monday 5 Sept 2022	Monday 31 Oct 2022	Friday 04 Nov 2022	Friday 23 Dec 2022
Spring 2023	Monday 09 Jan 2023	Monday 20 Feb 2023	Friday 24 Feb 2023	Friday 31 Mar 2023
Summer 2022	Monday 17 April 2023	Monday 29 May 2023	Friday 02 June 2023	Monday 24 July 2023

BUDGET OUTTURN STATEMENT

During the 2021/22 year the school was able to make some significant savings, this was partially due to the suspension of some 'normal' school activities. 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 2022/23 to ensure the lowest staff: pupil ratios and retain six classes for a second year. In addition the planned use of balances submitted to the LA identified the employment of additional support staff and the furnishing of the remodelled rooms across the school.

Vale of Glamorgan Council Wick & Marcross Primary School Outturn Report 2021/22 Revenue Summary				
COST CENTRE CODE	COST CENTRE DESCRIPTION	DETAIL	ANNUAL BUDGET	TOTAL ACTUAL
104385	Wick & Marcross Primary	CONT TO CAPITAL OUTTURN		3,173.86
104385	Wick & Marcross Primary	TEACHING EMPLOYEES	397,684.00	370,981.70
104385	Wick & Marcross Primary	NON TEACHING EMPLOYEES	139,604.00	105,732.69
104385	Wick & Marcross Primary	GRANT EMPLOYEES	93,444.00	87,893.80
104385	Wick & Marcross Primary	OTHER DIRECT EMPLOYEES	55,370.00	19,940.45
104385	Wick & Marcross Primary	INDIRECT EMPLOYEES EXPS	2,000.00	123.95
104385	Wick & Marcross Primary	INTERNAL RECHARGES EXPEND	53,367.00	66,284.47
104385	Wick & Marcross Primary	CLEANING AND DOMESTIC SUPPLIES	7,000.00	2,783.81
104385	Wick & Marcross Primary	ENERGY	10,507.00	5,551.37
104385	Wick & Marcross Primary	GROUNDS MAINTENANCE	4,000.00	2,379.00
104385	Wick & Marcross Primary	REPAIRS & MAINT OF BUILDING	11,060.00	5,781.90
104385	Wick & Marcross Primary	WATER SERVICES	5,100.00	3,103.04
104385	Wick & Marcross Primary	COMMS AND COMPUTING	11,635.00	4,375.73
104385	Wick & Marcross Primary	EQUIP, FURNITURE & MATERIALS	42,685.00	23,791.19
104385	Wick & Marcross Primary	GRANTS & SUBSCRIPTIONS	1,289.00	2,878.44
104385	Wick & Marcross Primary	MISC EXPENSES	72,913.00	2,370.75
104385	Wick & Marcross Primary	PRINTING STATIONERY & OFFICE EXPS	3,500.00	3,251.63
104385	Wick & Marcross Primary	SERVICES	1,785.00	1,028.39
104385	Wick & Marcross Primary	SEG WEG EIG SUPPLIES AND SERVICES	5,000.00	3,255.60

104385	Wick & Marcross Primary	CAR ALLOWANCES		4.95
104385	Wick & Marcross Primary	CHARGE FOR SERVICE		(7,263.00)
104385	Wick & Marcross Primary	SALE OF PRODUCTS		(12,039.10)
104385	Wick & Marcross Primary	OTHER GOVERNMENT GRANTS	(3,121.00)	(3,121.00)
104385	Wick & Marcross Primary	WG GRANTS	(137,036.00)	(146,514.96)
104385	Wick & Marcross Primary	INTERNAL RECHARGES INCOME	(7,760.00)	(14,345.93)
		Total 104385	770,026.00	531,402.73