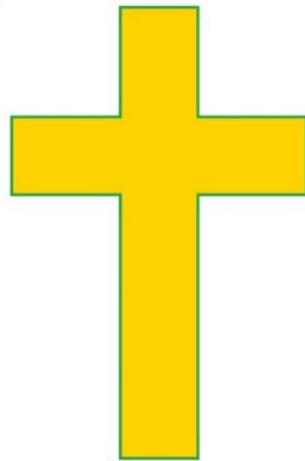


OSBASTON
Church in Wales School



Inspiring • Discovering • Believing



Full Annual Governors Report to Parents 2019-20

Osbaston Church in Wales School - Annual Governors Report

In accordance with the Section 94 of the School Standards and Organisation (Wales) Act 2013

Dear Parents

We are writing on behalf of the Governing Body of Osbaston Church in Wales Primary School to introduce and report on the work of the school governors.

The 2019-2020 academic year proved to be unprecedented in the history of education. Coronavirus changed the educational landscape as we know it and significantly diverted the learning journey of our pupils. Globally, lockdown was a challenging time for everyone, and for school staff it posed challenges in delivering a programme of distance learning to ensure a level of continuity in children's educational provision. However, pupils, parents and staff rose to those challenges to optimise learning opportunities for our young learners.

For reasons other than the Corona virus, the year was difficult for us with a tragedy that struck at the very heart of the school. Faith and a mutually supportive school community helped to see us through an emotionally traumatic time and to start to come to terms with a sad loss.

Pupil wellbeing is always at the core of everything we do, and with the events of the past academic year it has remained a central focus. Ensuring the emotional and physical wellbeing of our pupils is a priority that is embedded in school practice. We have embraced terms that just a year ago were not part of our daily vocabulary. Learning areas are designed to ensure optimal 'social distancing', classes operate in 'bubbles' and the 'new normal' necessitates a different approach to parental involvement and participation in school life. Governors would like to thank and commend you for the way you have so readily supported and embraced the school's new systems of operation to ensure the health, safety and wellbeing of all school users. The tangible excitement and broad smiles on children's faces when they were reunited with school friends and staff at the end of the summer term following lockdown, was for us, perhaps the greatest measure of pupil wellbeing.

During lockdown, in addition to providing distance learning opportunities for Osbaston pupils, staff also provided care for the children of NHS staff and keyworkers at the Raglan Hub. Running alongside their teaching during lockdown, staff used the time to embrace extensive professional development opportunities and to plan for the pending new Curriculum for Wales. Their commitment during an extraordinary year has been second to none.

Due to the long lock down period, schools have been unable to produce performance data that is routinely part of their annual monitoring and evaluation cycles. Consequently, this Annual Report to Parents will not contain target setting or comparative performance data. Attendance data contained within the report is the latest available prior to the Corona Virus lockdown. However, confirmation by external bodies of the school's strong leadership, commendable education provision and high achievement can be found the 2019 autumn term Estyn Inspection Report, the outcomes of which we are all justly proud. In addition, based on the school's leadership and educational standards, the South East Wales Education Achievement Service has placed the school in the Welsh Government's highest performing Green category. (Four categories - Green being the highest and Red the lowest.)

As Chair of Governors and on behalf of the Governing Body I wish to extend our thanks and appreciation to Headteacher, Mrs Catherine Jones, who has so ably led her team of committed and dedicated staff. The work ethic of all is to be highly commended. Governors would also wish to acknowledge the outstanding leadership of Mrs Shonagh Hay during her tenure as Chair of Governors over the past 3 years. Although Shonagh made the decision not stand as Chair of Governors this year, we are delighted that she will remain as a much-valued member of the Governing Body

This report sets out the achievements of Osbaston CIW Primary School over the past academic year.

Mr Jon Murphy
(Chair of the Governing Body)

Members of the Governing Body (2019-2020)

Name	Position	Appointed	Office Ends	Comments
Mrs Shonagh Hay	Community Governor	18/01/2020	17/01/2024	CHAIR
Mr Darian Evans	Parent Governor	24/03/2017	23/03/2021	VICE-CHAIR
Mrs Sarah Morrison	Foundation Governor	23/03/2018	22/03/2022	
Rev Catherine Haynes	Foundation Governor	19/07/2019	18/07/2023	Ex officio
Mrs Val Howells	Foundation Governor	22/06/2017	21/06/2021	
Mrs C Cooper	Teacher Governor	29/01/2018	28/01/2022	
Ms Deborah Morgan	Staff Governor	16/02/2017	15/02/21	
Mrs Catherine Jones	Head Teacher			
Mr Ryan Regan	Parent Governor	19/10/2018	18/10/22	
Mrs Sally Williams	Parent Governor	10/10/2017	09/10/21	Resigned Sept 2020
Mrs Katherine Swartz	Parent Governor	02/12/2019	01/12/2023	
Mr Rhys Phillips	LA Governor	07/06/2018	06/06/2022	
Mr Jon Murphy	LA Governor	18/07/2019	17/07/2023	
Mrs Claire Cook	LA Governor	07/06/2018	06/06/2022	
Cllr Anthea Dewhurst	LA Governor	09/07/2019	08/07/2023	Resigned Sept 2020

Chair of Governors: Mr Shonagh Hay
Osbaston Church in Wales School
Monmouth
Monmouthshire
01600 775070

Clerk to the Governors: Mrs Jessica Kift
Osbaston Church in Wales School
Monmouth
Monmouthshire
01600 775070

Election of Governors

When a vacancy arises on the governing body for a parent representative, the school will inform all parents of the vacancy and will make the necessary arrangements for the subsequent election. If more than one person wishes to be considered for the position, a ballot is held and each parent or legal guardian of children attending the school is entitled to vote. Votes are counted by the Headteacher and at least one other governor and the elected governor notified accordingly.

Next election of parent governors – October 2020

Meeting with Parents

The governing body is no longer required to hold an annual meeting with parents to discuss the report. This requirement has been replaced with a duty on the governing body to hold a meeting with parents on receipt of parental petition (10% of parents) as outlined in the School Standards and Organisation (Wales) 2013 Act. If we receive a petition, we will arrange a meeting (virtual under current Covid restrictions) within 3 weeks providing there are no more than 3 meetings during the school year and there are at least 25 days left. No meetings took place during the previous academic year under Section 94 of the School Standards and Organisation (Wales) Act 2013.

Governors' Expenses

Governors are entitled to claim expenses for attendance at governors' meetings, training events and to carry out their duties. During the year ending August 2019 no expenses were claimed.

Term Dates

Autumn Term 2020

Pupil Closure Day (staff training) – Tuesday 2nd / Wednesday 3rd September 2020

Term begins- Thursday 4th September 2020

Pupil Closure Day- Friday 23rd October 2020

Half term begins- Monday 26th October 2020

Half term ends- Friday 30th October 2020

Autumn term ends- Friday 18th December 2020

Spring Term 2021

Term begins- Monday 4th January 2021

Pupil Closure Day- Friday 12th February 2021

Half term begins-Monday 15th February 2021

Half term ends- Friday 19th February 2021

Spring term ends- Friday 26th March 2021

Summer Term 2021

Term begins- Monday 12th April 2021

May Day- Monday 3rd May 2021

Pupil Closure Day- Friday 28th May 2021

Half term begins- Monday 31st May 2021

Half term ends- Friday 4th June 2021

Summer term ends- Tuesday 20th July 2021

*There are 6 non-pupil days within the academic year for staff training. At present only three days have been allocated for 2020-21. 2 additional days were granted by Welsh Government in September 2020 to support the return to school following school closure.

The school year for pupils = 193 days.

Destination of School Leavers

The vast majority of our pupils transfer from Year 6 to the catchment secondary school of Monmouth Comprehensive School. At the end of the Summer Term 2020, 27 out of 31 pupils transferred to Monmouth Comprehensive, 1 to Crickhowell High, 1 to Monmouth Boys and 2 to Monmouth Girls School. We have strong transition links with Monmouth Comprehensive School through a range of transition activities including visits to the school.

School Finances

School Budget Share (Welsh Government Funding) for Financial Year 1st of April 2019 to March 31st 2020

(a) Age-Weighted Pupil Units

<u>Age</u>	<u>Funding</u>	<u>Funds</u>	
<u>Range</u>	<u>Per Pupil £</u>	<u>Allocated</u>	
3-4	2304.37438	-	
4-5	2301.93131	69,057.94	
5-6	2301.93131	57,548.28	
6-7	2301.93131	64,454.08	
7-8	2269.92281	68,097.68	
8-9	2269.92281	68,097.68	
9-10	2269.92281	65,827.76	
10-11	2269.92281	65,827.76	
		<u>458,911.19</u>	458,911

(b) Premises and Other Factors

Building Maintenance	4,942	
Caretaking	22,070	
Cleaning	11,101	
Energy	12,035	
Rates	15,649	
Grounds Maintenance	6,511	
Governors Services	999	
Finance and Management Support Services	1,617	
Central ICT	1,676	
Maternity	5,628	
Creditor Payments	1,000	
Personnel Services	2,294	
Joint Leisure Facilities	1,694	
Lifeguards	516	
Protection	-	
Deprivation	-	
NNEB Funding	13,242	
Threshold	-	
Lump Sum	<u>103,245</u>	
	<u>204,218</u>	204,218

(c) Special Needs

Lump Sum	-	7,480	
Band Funding		<u>14,595</u>	
		22,075	
Unit Funding		<u>-</u>	
		<u>22,075</u>	22,075

TOTAL FUNDING

685,204

Annual Statement of Revenue Expenditure Year to 31.3.2019

INCOME- GENERAL	
Parent Teacher Funding Association	£8146.00
Supply Compensation	-£1460.00
Donations	£0
Maternity Compensation	£1164.00
Recoupment	£38196.00
Salaries	£11033.00
Sales of Educational Equipment	£1730.00
Residential Trips	£21863.00
After School Clubs	£367.00
Bus Income	£187.00
Lettings (Room Only)	£1500.00
WG Grants	£76421.00
Joint Financing Contribution	£9863.00
Non WG Grants	£6000.00
Educational Events	£1131.00
Total Income- General	£176,141.00
INCOME- FUNDING	
ISB Base	£663,129.00
SEN Contingency Funding	£26,241.00
Total Income	£865,511.00

Expenditure	
Total Employee Costs	£701,901.00
Total Supplies & Services	£59,046.00
Total Premises Costs	£75,027.00
Total Transport Costs	£2,673.00
Total Agency and Contracted	£38,120.00
Total Expenditure	£876,767.00

Summary	
Total Income	£865,511.00
Total Expenditure	£876,767.00
Net	-£11,256

B/fwd from 2019.20 (Surplus)

£6

C/fwd to 2020-21 (Deficit)

-£11,250

Attendance, authorised and unauthorised absences and absences (Pre-Corona Virus figures)

	2018/2019	2017/2018	2016-17
Boys	96.3%	96.8%	96.84%
Girls	96.3%	96.3%	96.65
Combined	96.3%	96.6%	96.75
Authorised	3.2%	3.1%	2.9%
Un-authorised	0.5%	0.4%	0.36%

Attendance Target set by Local Authority for 2018/19 was: 97%

There is no requirement to report figures for Reception age pupils

Pupils Exclusions

There were no fixed day or permanent exclusions for the academic year 2019-20.

Language Category of the school

English

Curriculum and organisation of education and teaching methods at the school

All schemes of learning produced by the school are compliant with the statutory requirements of the Foundation Phase and National Curriculum 2008. Throughout the primary phase of learning we are committed to providing a broad and balanced curriculum but always with an emphasis on developing children's literacy numeracy skills and Information Technology Skills. Teachers are currently planning for the introduction of the new Curriculum for Wales which will become mandatory in September 2022.

The Foundation Phase (Reception, Yr. 1 & 2) 4 - 7 years

Young children make sense of their world through play and exploration and it is on this premise that the Foundation Phase framework for children's learning from 3 to 7 years is based. The Foundation Phase encompasses children's early learning, building upon and extending previous learning experiences, knowledge and skills, putting the child at the centre of learning and not the curriculum. As the title suggests, this is the stage where the foundations for all subsequent learning are established. A happy, safe and secure learning environment is conducive to good learning. We provide activities that are fun and stimulating. Carefully planned structured play is fundamental to the Foundation Phase and helps children to explore practical based activities, which gradually become more directed according to stage and ability. Through experiential learning, children are provided with opportunities to develop holistically and extend their linguistic and communication skills. We encourage children to investigate, explore, solve problems and think creatively. From even the earliest age we nurture independence in children as well as interdependence. We have a Forest School area for lessons in the outdoor environment.

Seven areas of learning have been identified to describe the Foundation Phase. These areas complement each other and work together to provide a practical relevant curriculum for 3 to 7 year olds.

Children's skills are developed across the following seven areas of learning:

- Creative Development
- Physical Development
- Knowledge and Understanding of the World
- Welsh Language Development
- Mathematical Development

- Language, Literacy and Communication Skills
- Personal and Social Development, Well Being and Cultural Diversity

The following skills are developed in all areas of the curriculum:

- Thinking skills: planning, developing and reflecting.
- Communication skills: oracy, reading, writing and wider communication.
- ICT: finding and developing ideas, creating and presenting information and ideas.
- Number: using mathematical information, calculating, and interpreting and presenting findings.

Reading and Writing

The Foundation Phase places great emphasis on developing children's communication skills. Communication sets a sound basis for the development of reading and writing. Upon entering the early years of education, children who are able to talk about and express their feelings and experiences are more motivated to read, to learn to record their thoughts and to learn to read what others have written. In the Foundation Phase children learn to speak about their experiences and to listen to others so that they will want to develop the skills of reading and writing.

Learning Indoors and Outdoors

Use of the outdoors as a learning environment is of great importance in the Foundation Phase. We are blessed with extensive and secure outdoor play areas which children use daily. Children's health and well-being benefits from having the space to use large outdoor toys and equipment and freedom to run, jump and skip. They can experience nature first-hand on a site that is wide and expansive, observing how the weather changes and how plants and animals react and adapt to changing seasons. The environment allows children to experience concepts such as conservation and sustainability. Importantly, we strive to instil from an early age a love of the outdoors and not to take our beautiful surroundings for granted.

Classrooms are technology rich and purpose built for the delivery of the Foundation Phase curriculum.

Classrooms are spacious, light and provide a stimulating environment in which children can thrive and learn.

Osbaston CIW Primary School is an environment to learn from as well as to learn in.

Key Stage 2 (Years 7-11)

Our school curriculum is flexible, broad, balanced and is designed to challenge, extend and prepare all children for life in the twenty first century. Careful planning, record keeping and assessment by teachers ensure full coverage and delivery of the statutory Curriculum 2008. Some subjects are taught as discrete areas, whilst others are delivered through a thematic or topic approach using a diverse range of teaching styles and methods. High priority is given to the development of literacy, numeracy, scientific, information technology and thinking skills (Key Skills). These skills are used across and within all other subjects. Children experience a range of activities that give them a chance to grow, academically, socially, emotionally, spiritually and physically. We provide opportunities for the development of personal values and skills such as co-operation, tolerance, independence and organisation.

Children will learn across a range of subjects including:

- English
- Mathematics
- Science
- Welsh (as a second language)
- History
- Geography
- Information and Communication Technology (ICT)
- Design Technology
- Art and Design
- Music
- Physical Education
- Religious Education
- Personal and Social Education (PSE)
- Education for Sustainable Development and Global Citizenship (ESDGC)

We talk to the children regularly about their progress in school. Parents can discuss their child's progress at any time throughout the academic year, in addition to the termly parent consultations.

- We regularly monitor individual pupils' progress using teacher assessment, national tests in reading, number and mathematical reasoning, NFER, and CATs, a Cognitive Ability Test. We use observations and discussion to make judgements about each child's progress against national criteria and set targets according to the expectations we have for each individual pupil.
- We monitor pupil wellbeing and provide support and guidance to develop self-esteem.
- We track progress of individual pupils using teacher assessment against challenging targets that are agreed annually.
- Cross curricular learning opportunities are planned to reinforce and apply numeracy, literacy and digital competence skills. Activities are suitable for all children and differentiated according to individual needs.
- Expectations at all levels are high and children are supported in developing their self-regard as a learner as well as their academic achievement.
- The school ethos supports all inclusivity and equity; individuals are challenged to achieve the best that they can in any area, to persevere and to use any support they are given positively.

Learning Support

The school ALNCo, Mrs Clare Cooper (Additional Learning Needs Co-ordinator) manages ALN provision across the school with the support of the Cluster ALNCo, Miss Hayley Page. IDPs (Individual Development Plans) are written to support the individual needs of pupil with SEN. Support for more able pupils is planned through differentiated activities within our classes and in break out groups where appropriate.

The school has a clearly defined policy for pupils with ALN with specific details of its philosophy and procedures for the identification, assessment and provision for pupils with such needs. This policy is developed in line with the Code of Practice for Wales and Local Authority guidelines. ALN provision within the school is co-ordinated by the designated teacher known as the ALNCo. The Governor with responsibility for ALN, Mrs Sarah Morrison has regular liaison with the ALNCo.

The aims of the school's policy for Additional Learning Needs are as follows.

- Identify children who have additional needs
- Provide appropriate provision for these children
- Monitor children's progress
- Collaborate with other agencies at appropriate stages
- Develop self-esteem.

Much of the work for pupils with ALN is through differentiated learning activities at classroom level, as well as focused tasks relating to individual targets which may be delivered through small groups or as an individual alongside the class teacher or support assistant.

It may be necessary to carry out an independent assessment of an individual pupil's needs. In these cases, the school will seek the support of the Educational Psychology Service to help assess and monitor the pupil's progress. Parents are fully informed and there is clear communication between home and school.

Osbaston Church in Wales School's Additional Learning Needs Co-ordinator (**ALNCo**) is **Mrs Clare Cooper**. If you have any questions about the individual needs of your child, please feel free to make an appointment to speak with her and the class teacher.

Parents can obtain copies of the school's policy for ALN through the office.

Pupils with disabilities

The school is Strategic Equality Act compliant and fully accessible for all users. All paved areas have ramps for wheelchair users and the single storey buildings allows easy access to all indoor and outdoor learning and administration areas. The curriculum has been designed and, where appropriate, modified to meet the needs of all pupils.

The School has a Strategic Equality Plan which was developed in 2016, in line with the Equality Act 2010 and with LA requirements. This policy has a focus on accessibility for all users of the school.

Any child with disabilities is admitted to the school in accordance with Local Authority policy. A risk assessment is carried out prior to entry and all reasonable adjustments are completed before the child starts school.

More Able and Talented

Children who show a particular aptitude in a curriculum area or a talent in areas such as sport, art music or creativity are provided with activities and tasks that challenge and stretch them. Work is fully differentiated to help meet the needs of all levels of ability, including the more able.

The Governing Body has appointed a governor, Mrs Shonagh Hay, to oversee this area.

PE and Sports Participation

The Jolly Jog initiative promotes health and wellbeing and enables pupils to undertake 10 minutes of vigorous exercise each day. In wetter weather younger pupils participate in a 'Daily Dance' activity which takes place in the school hall.

- PE – Every class participates in two sessions of PE every week. This includes a range of physical exercise through dance, gymnastics, health related fitness, games and multi-skills development. Swimming lessons replace one of the PE sessions and are offered to all KS2 classes.
- Outdoor and Adventurous Activities - All KS2 pupils have the opportunity to take part in Outdoor and Adventurous Activities through residential visits. Although our activities were cancelled in 2019-2020, Year 3 were planned to take part in an Adventure Day at Hilston Park, Year 4 planned to visit Gilwern Outdoor Education Centre, Year 5 and Year 6 to visit Llangrannog Urdd Camp in West Wales.
- After School Clubs include a range of multi-sports.
- Competitive sports take place between local schools - netball, football, Kwik cricket, cross country running.
- All sports activities encourage and include children of mixed abilities.

Welsh Language

Welsh as a Second Language is delivered to all pupils as a statutory requirement in our curriculum. We continue to promote the use of Welsh around the school and provide opportunities for pupils to hear and use Welsh as part of their everyday learning experiences.

Cwricwlwm Cymreig

Children are provided with ample opportunity in lessons, school activities, visiting guests and trips and visits to experience those features which give Wales its own distinctive historic, social and cultural identity. Cwricwlwm Cymreig permeates the whole curriculum through singing Welsh songs, Welsh country dancing and the study of land use in Wales and Welsh history. Eisteddfods are held to celebrate St David's Day where children can participate in a wide range of Welsh related activities.

Collective Worship

All children gather together daily to participate in an act of Collective Worship. In accordance with school's Church in Wales Voluntary Controlled Status, the content of the sessions is mainly Christian in nature; however, children have opportunities to understand the values and morals from other religions.

Review of policies

The Governing Body reviewed and updated where appropriate all school policies relating to teaching and learning and governance. These included:

Policies Reviewed and Adopted	
Admissions Policy	Recruitment and Selection Policy
Assessment, Recording, Reporting Policy	Safeguarding Policy
Attendance Policy	Shared Parental Leave Policy
Capability Policy	Smoke Free Policy
Child Protection Policy	Strategic Equality Policy
Complaints Procedure	Substance Misuse Policy
Collective Worship Policy	Sun Policy
Critical Incidents Policy	Teaching and Learning Policy
Emergency Fire Plans and Evacuation Procedures Policy	Transition Policy
Handwriting Policy	Use of Reasonable Force Policy
Performance Management Policy	Whistleblowing Policy

Changes in the school prospectus since the previous Annual Governors' Report was prepared

An updated School Prospectus was published by the Publicity and Communication sub-committee of the Governing Body and follows statutory guidance. A copy can be accessed on the school website.

www.osbastonciwschool.cymru

Strengthening links with the community

- Weekly newsletters are shared through Schoop and the school website.
- Schoop messaging service enables families to access newsletter and key information and alerts through email and text messages promptly.
- Twitter is used extensively to share daily school news, PTFA and community links.
- Parental views are surveyed annually.
- The school website is continually updated to ensure parents are fully informed. This includes a calendar of key events.
- Social media channels inform parents of flooding / severe weather as soon as decisions have been made.
- The PTFA work tirelessly to organise a range of fundraising events to provide additional resources for all pupils across the school.
- There is regular correspondence with the local Parish via class contributions in the monthly Parish Newsletter.
- We have a weekly programme of collective worship involving local clergy, Head teacher, teaching staff. Individual KS2 classes attend Eucharist Service at St. Mary's.
- We are involved in local events such as the Candlelight Procession, Fairtrade events, Cluster Choir events in the local community.
- We use our local area and community as part of our studies – Monmouth Library, local shops, Shire Hall, museum, Monmouth Castle.
- 'Pets as Therapy' dogs visit the school weekly to support pupils pastorally and as a 'reading dog'.
- Pupils meet community members- police, firefighters, dentists, vets.

- KS2 pupils participate in numerous cluster sporting events organised by Monmouthshire Sports' Development.
- The School and Eco Committee work with Plastic Free Monmouth to reduce the amount of plastic being used in our community.
- We maintain close links with our feeder secondary school Monmouth Comprehensive and our cluster primary schools: Cross Ash, Kymin View, Llandogo, Overmonnow, Raglan, Trellech and Usk.
- We work with Haberdashers Schools in community choir events.
- The school supports all three secondary school Sixth Form students in fulfilling community engagement through well planned learning activities e.g. Language Clubs, Maths for More Able Pupils.
- Community volunteers support pupils in a wide range of learning activities including choir, reading, maths, craft.

Toilet facilities

- Reception pupils have their own self-contained lavatory and changing facility.
- There are separate lavatory facilities for both male and female pupils in Foundation Phase and KS2.
- There are separate male and female lavatories for staff in the KS2 building. There is a communal lavatory for staff in the Foundation Phase building.
- Disabled cubicles are available in both male and female toilets in both buildings.
- A large disabled toilet is available for adults and pupils in the Foundation Phase building.
- Cleaning is carried out daily at the end of the school day. Should it be necessary, teaching and support staff on site can deal with emergency cleaning.

Promotion of healthy eating and drinking

The school promotes healthy eating and drinking in the provision of its school meals menu and 'Healthy Schools Initiative'. Drinking water is available to all pupils throughout the school day. A healthy fruit tuck shop offers fresh fruit and vegetables during break times. Advice and guidance are provided to parents and guardians regarding the contents of packed lunches, snacks and drinks brought into school or taken on school trips.