



Governor's Annual Report to Parents and Guardians

YSGOL MAES OWEN

2020-21

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A Letter from the Chair of the Governing Body

Dear Parents and Guardians,

Welcome to Ysgol Maes Owen's Annual Report to Parents 2020-21

This report sets out the challenges and achievements we have delivered during the year.

We currently find ourselves in the midst of unprecedented times in relation to the Coronavirus COVID-19 Pandemic. Due to this, similar to last year, the Report will be a little different, containing all the information that we are able to provide you with. You will see that the Report contains lots of positivity – something that we should all focus on during these times!

Once again, this has been a successful year for our school family and we are proud of the way in which the staff, pupils, parents, governors and the local community have worked together to ensure that every child at Ysgol Maes Owen can **aim to learn and learn to succeed**. The Governors and I are honoured to have played a part in this years' successes.

We have worked closely with our Headteacher and Senior Leadership Team to ensure that standards continue to improve and that our pupils are offered a broad and balanced educational experience. It is an exciting time of change for schools throughout Wales as we make changes as part of the Curriculum and Additional Learning Needs (ALN) journey. Your children have worked incredibly hard this year alongside school staff to create a whole-school Curriculum that encourages learning outdoors as well as hand-on, experiential activities. One particular highlight has been the way that the children, supported by school staff, have started to transform the school gardens at the bottom of the school field. These changes ensure that all children are able to access the learning and are having fun...what school life is all about! My personal thanks to all school staff and you as parents and guardians for doing your very best to keep Ysgol Maes Owen children safe and learning during Lockdown and the reopening of our school.

We have also worked together as a school family to nurture and care for the needs of all pupils as they develop and grow. The school continues to collaborate with outside agencies and partners to ensure that our children and their families are guided, cared for and can develop socially and emotionally.

As always, **we appreciate your support** and I know that you share our quest to ensure our school is an "excellent" school. I hope you find this report informative and useful.

Wishing you, your friends and families health and safety during these current unprecedented times.

Diolch o galon,

Mr Anthony Hill

Chair of the Governing Body

The Governing Body

Local Authority Representatives

James Curran	(May 2020)
Cllr Geoff Corry	(June 2021)
Cllr Michael Smith	(June 2021)

Minor Authority Representative

Cllr Morris Jones	(Sept 2021)
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Parent Representatives

Lisa Jilge	(Dec 2022)
Philippa Culshaw-Roberts	(Dec 2023)
Kay Redhead	(Feb 2022)
Geoffrey Barnett	(Dec 2023)

Community Representatives

Anthony Hill	(Nov 2021)
Mariette Roberts	(Mar 2024)
Joanne Matthews	(Dec 2021)

Head Teacher

Catrin Foulkes

Teaching Staff Representative

Sian Wilkinson (April 2023)

Non-teaching Staff Representative

Annette Stanley (Dec 2023)

Chair of Governors:

Anthony Hill
8, Crugan Avenue,
Kinmel Bay
LL18 5DG

Clerk to the Governors:

Vicki Lumsden
27, Bryn Avenue
Kinmel Bay
LL18 5BH

Changes to the Governing Body during the academic year 2020-21

Cllr Geoff Corry and Cllr Michael Smith remained in their roles as Local Authority Representatives from June 2021. Lisa Jilge stepped down as Parent Governor during the year and Alex Craig was elected.

Parent Governor Elections

The next election of parent Governors is due to take place February 2022. Information will be circulated from school regarding this vacancy. If any parent Governor(s) resign, arrangements will be made for an election to be undertaken at the appropriate time.

Organisation of the Governing Body

Statutory Committees

Staff Disciplinary & Dismissal Committee

- To determine all matters relating to staff discipline and dismissals at the school
- To meet as and when required

Disciplinary & Dismissal Appeals

- To determine any appeals arising from the determination of matters relating to staff discipline and dismissals at the school
- To meet as and when required

Pupil Discipline & Exclusions Committee

- To determine all matters relating to pupil discipline and exclusions at the school
- To meet as and when required

Non-Statutory Committees

Curriculum and Staffing Committee

- To consider all matters in relation to curriculum, staffing and pastoral support issues

Non-Curriculum Committee

- To consider issues in relation to finance, health and safety and building maintenance issues

Complaints Committee

- To deal with complaints against the school that cannot be resolved by the Headteacher
- To meet as and when required

Pay Review Committee

- To review the pay of each member of staff, award increments as appropriate and advise them of the outcome, in accordance with the school's procedure

Pay Review Appeals Committee

- To consider any appeals in respect of staff pay in accordance with the school's procedure

Grievance Committee

- To consider and make decisions relating to staff grievances received, in accordance with the school's grievance procedure

Grievance Appeals Committee

- To consider any appeals in respect of staff grievances in accordance with the school's grievance procedure

Panels

We have the following Panels:

- Performance Management panel and Performance Management Appeals panel (Headteacher)
- Performance Management Appeals (Teachers)
- Selection Panel for Headteachers and Deputy Headteachers
- Headteacher Capability panel and Headteacher Capability Appeals panel
- Teacher Capability Appeals panel

Appointed Governors

We have a governor for Child Protection, Additional Learning Needs, Looked After Children and Young Carers. Other governors are appointed to International, Food & Fitness and Whistleblowing policies. All governors are "Link Governors" and they visit the school regularly to help monitor subject and school-wide areas.

Governor Meetings and Business

The Governing Body has met on 15 separate occasions since the last Annual Report to Parents and Guardians. These meetings were Full Governing Body meetings and the others were sub-committee meetings; curricular and non-curricular. The number of Full Governing Body Meetings was slightly higher once more in 2020/21 to ensure safe and efficient running of the school in response to the Coronavirus COVID-19 Pandemic.

Parents hold the right to raise a petition in support of holding a meeting. To do so, the parents of at least 10% of the school's registered pupils need to sign the petition. If it is a paper petition then a written signature must be given as well as the name and class of each child who is a registered pupil at the school. If the petition is electronic the 'signature' required is the typed name of the parent plus the name and class of each child who is a registered pupil at the school and the email address of each parent who 'signs' the electronic petition.

The meeting cannot be called to discuss such matters as the progress of individual pupils, or to make a complaint against a member of the school's staff or Governing Body. The petition should contain brief details of the matter(s) to be discussed, and the reasons for calling the meeting. This information should be clearly at the top of the petition, with parents' signatures appearing below. A maximum of three meetings can be held during the school year and there must be at least twenty five days left in the school year. No meetings were held during 2020-21.

School Policies

All school policies are revised and updated regularly. The policies are reviewed by members of the Governing Body with a member of the Senior Leadership Team as part of a 'Governor Policy Review Group'. This group meets at least termly. Policies are available on request from the School Office and key school policies can also be viewed on the school's website.

Prospectus

All Year 3 parents were provided with our school Prospectus early on in the school year and it is updated annually. There have been no significant changes since the last Governor's Report to Parents was circulated.

Complaints Procedure

A copy of our complaints policy is available upon request from the school office. The Governing Body have not received any official complaints from parents during 2020-21.

The General Data Protection Regulation (GDPR)

The GDPR is a piece of EU-wide legislation which will determine how people's personal data is processed and kept safe, and the legal rights individuals have in relation to their own data. 'Personal data' means information that can identify a living individual. The regulation applies to all schools from **25 May 2018**, and will apply even after the UK leaves the EU.

Finances

<i>Budget Heading</i>	CYLLIDEB PRESENNOL <i>CURRENT BUDGET</i>	ALLDRO A RHAGWELIR <i>PROJECTED OUTTURN</i>	GWAHANIAETH A RHAGWELIR <i>PROJECTED VARIANCE</i>	GWAHANIAETH ADRODDIAD DWETHAF <i>VARIANCE PREVIOUS REPORT</i>
Teaching Staff	598,406	600,126	-1,720	-1,720
Supply Teachers	30,212	25,584	4,628	2,491
Support Staff	152,845	149,497	3,348	3,348
Supply-Non Teaching	1,000	159	841	841
Staffing Costs-Other	1,610	3,846	-2,236	-2,080
Premises	54,869	51,811	3,058	1962
Transport	2,500	1,695	805	430
Supplies and Services	62,996	47,028	15,968	8274
Third party Payments	144,403	144,696	-293	-293
Income	-19,290	-78,255	15,476	11,465

UNALLOCATED FUNDING	0	0	78,375	87,808
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AMCANGYFRIF ARBEDION 2020-21 ESTIMATED CARRYOVER	0	0
Canran Arbedion / Percentage Carryover	11%	10%

The Budget Allocation for the school for April 2020 – March 2021 was £950248

The Budget Allocation for the school for April 2021 – March 2022 was ££1, 023, 715

At the end of the financial year, the carryover stood at 11% (£117, 285). The amount required to balance the budget was £0 this year. A spending plan has been submitted to the Local Authority to account for the additional £69, 773 which exceeds the £50, 000 permitted amount.

The Pupil Development Grant (PDG) allocated to the school for April 2020 – March 2021 was £90, 850 and for April – 2021 to March 2022 was £79, 350 . The Education Improvement Grant (EIG) allocated for 2020 – 2021 was £10, 481 and for 2021 – 2022 is £10, 541. The spending plan for these grants, as agreed by the Governing Body, is focused on literacy, numeracy and general

Ysgol Maes Owen Governor's Annual Report to Parents and Guardians – 2020-2021 school improvement. The Professional Learning Grant allocation for 2021 – 2022 is £5, 235. All spending plans are written to adhere to the supplementary guidance for each Grant.

School Fund balance towards the end of the 2020 – 2021 financial year was £13758.14. Examples of income and expenditure:

Paid in - 2 x cheques from Town Council (£800 + £1,000)

Paid out - Postage for work packs, laptop adapters, skip hire, face masks, coffee machine, Christmas Christingles and tea lights, gardening. Total approx. £650.00.

No cheques to clear

The PTA funds towards the end of the 2020 – 2021 financial year were approximately £13,500.

School Improvement Priorities

Evaluation of School Improvement Priorities for 2020 – 2021:

PRIORITY 1 : Develop aspects of wellbeing throughout the school as pupils and staff return to school from lockdown - *achieved in full*

PRIORITY 2 : Develop the use of Blended Learning throughout the school to maintain and raise standards of teaching and learning in order to enable for each pupil to catch up and reach their full potential – *achieved in full*

PRIORITY 3: Implement aspects of the Curriculum for Wales AoLE – *achieved in full. A Priority will be included for 2021 – 2022 in relation to the Curriculum for Wales.*

PRIORITY 4: – CLUSTER SHARED PRIORITY- *Heavily linked with all other Priorities above - Improve Pedagogy in line with the 12 Pedagogical Principles by further developing Authentic Contexts for Learning and Learner Wellbeing – achieved as far as possible due to COVID-19 changes throughout the year. This will be amended as a Cluster and carried through to 2021 – 2022.*

The Governors' Role in monitoring, reviewing and updating the School Improvement Plan (SIP)

The school's monitoring system ensures that governors' knowledge of the school's performance is thorough. Classroom visits enable them to reach a judgement on pupils' standards of work and attainment and to challenge and question leaders on the school's performance. The Governing Body's members are involved in SIP monitoring activities. They identify the school's strengths and areas for improvement successfully.

There are several governor visits each term, including accompanying on trips and helping out with activities. The governors have a good knowledge of the school through these visits. Due to COVID-

19 restrictions, the Headteacher and other members of the SLT have reported to Governors on standards this year. On-site visits will resume once restrictions allow it. Curriculum Leaders have also started to email their Link Governor their subject Action Plans and subject monitoring forms.

Performance Data

*****NO PERFORMANCE DATA AVAILABLE FOR ANY SCHOOL IN WALES DUE TO LOCKDOWN/COVID-19*****

Learner Progress – End of Foundation Phase to End of Key Stage Two

Learner progress – how much progress a learner makes from their starting point. As we are a Junior school, one of the main measures we use is the number of National Curriculum Levels gained between the end of Foundation Phase and the end of Year 6. The 'expected' gain is two levels.

*****NO LEARNER PROGRESS DATA AVAILABLE FOR ANY SCHOOL IN WALES DUE TO LOCKDOWN/COVID-19*****

Attendance Data

*****NOT NECESSARY TO REPORT ON ATTENDANCE DATA DUE TO LOCKDOWN/COVID-19*****

Curriculum Developments

The school has continued to adapt planning so that key skills in numeracy, literacy and ICT are seen throughout the curriculum. Planning, teaching and learning experiences have been altered to incorporate the Digital Competency Framework. Despite the obvious challenges this year, the school has continued to make exceptional progress towards the implementation of the New Curriculum. Our thematic approach to Curriculum Planning enables learning to take place both in and outdoors as well as learners benefitting from an experiential and hands-on approach.

Distance Learning – Lockdown and periods of Isolation

- In line with Welsh Government repurposing of schools, we continued to act as a Childcare provider, for pupils of key workers to attend.
- All our staff have developed a good understanding of what effective distance learning should look like and have had to adapt their plans accordingly in order to ensure the best experiences for our pupils.
- All our staff have collaborated either within the school or across schools to develop a consistent distance learning approach and planned a variety of models (based on research) that suit the local needs of our pupils.

- All our staff have been upskilled to ensure that they make the health and wellbeing of all our pupils a priority.
- We have used a variety of staff to develop and strengthen connections between the school and the home and as part of this have developed a tiered approach for regular contact with all learners. This has been through phone calls to parents, phone calls to pupils and also individual responses when needed e.g. paper work packs and letters.
- Our Blended Learning approaches have been refined and improved in response to feedback from families, learners and staff.
- The school has developed clear protocols with all staff to ensure regular engagement with all learners and follow up those who find it harder to engage through phone calls to check on wellbeing.
- Partnerships between the school and the local authority services (e.g. EAL, social workers) have strengthened to ensure the wellbeing of our more vulnerable children.
- All our staff have shown resilience and flexibility in their ability to react in a very short time to the environment within which they are now working and the experiences the pupils have received from distance learning have been rich and varied.
- As a school we have worked with our families to minimise digital exclusion through providing devices where needed. This has ensured that the learning for our pupils has not suffered.
- As a school we have identified barriers and challenges with distance learning and worked hard to overcome these e.g. through upskilling our staff with digital learning, delivering paper copies of work or providing devices where needed.
- As a school we have identified what has worked well with us and why and shared this good practice amongst our team. E.g. regular staff discussions, clear guidelines for staff on work to set and a whole school approach to staff /learner engagement.

Organisation of Classes and the Curriculum

There were 8 classes and one Resource Base (located in a classroom within the school). The 8 classes consist of four Year 3/4 classes and four Year 5/6 classes. The curriculum is taught by the designated class teacher and PPA cover teacher. Maths is usually streamed, however due to the necessary grouping of learners into 'bubbles', this has been differentiated and taught in the usual classes this year. Literacy, Numeracy and I.T. is planned for and taught across all curriculum areas. Welsh (as a second language) is taught each week as an individual lesson and then in other Curriculum areas. In addition pupils have daily "Helpwr Heddiw" sessions as well as being encouraged to use Welsh across the curriculum and around the school.

Pupils with ALN access withdrawal sessions for literacy. MAT learners are also challenged in lessons through explicit planning opportunities. Further opportunities for year 5/6 MAT learners are provided in conjunction with Ysgol Emrys Ap Iwan.

Daily session times

We teach for a total of **24 hrs 20mins per week**. 9:05 am to 10.30 am; 10.45 am to 12.00 pm; 13.05 pm to 15.15 pm. There is a sheet entitled "The School Day" at the back of the 'School Session

Times' whole-school policy with a break-down of the school day. To minimize the footfall and crowding on the school yard, the whole of this academic year, a staggered start and finish has been in place.

Welsh Language Developments

The teaching and learning of the Welsh language continues to be at the forefront of Curriculum planning across all lessons as suitable. The school has embraced the 'Campus Cymraeg', has achieved the Bronze Award and continues to work towards the Silver Award assessment.

School Language Category

Maes Owen is a category 5 school in terms of Welsh Language provision. This means that the predominant language used in school is English, with less than 20% of curriculum sessions taught in Welsh. Currently, communication with parents is through the medium of English. In line with Welsh Government and county policies, we will be aiming to increase the percentage of curriculum sessions taught in Welsh to more than 20% and communication with parents should increasingly be bilingual. The normal expectation is that pupils will transfer to English medium secondary provision and continue to learn predominantly through the medium of English, learning Welsh as a second language. *The categorisation of School Languages in relation to the Welsh Language is currently being amended and reviewed by the Welsh Government.*

Healthy Eating Developments

"There is no doubt that Ysgol Maes Owen has embedded the principles of the health promoting school into the everyday life and culture of the school."

~ Welsh Network of Healthy School Schemes NQA Report, November 2016

We were delighted to be awarded the NQA Healthy Schools Award in November 2016. The assessors were complimentary about the care, support and guidance that the pupils receive and they spoke highly of our full commitment to Sex and Relationships Education.

We encourage children to drink water from bottles throughout the school day. Bottles for all Year 3 pupils are bought by the PTA. We have a fruit tuck shop that is run by Year 6 pupils. This is temporarily suspended due to Covid-19.

Nurture & Emotional Support

The emotional wellbeing of the pupils is a key priority. The school's caring and nurturing ethos ensures that children's emotional well-being is carefully monitored and any issues dealt with

promptly. The school has close working relationships with the Behaviour Support service. A record of pupils to monitor is updated and shared with all staff, it also forms the basis of discussions with the county Inclusion and Behaviour Support Service.

Many extra-curricular groups meet that target emotional health and wellbeing, such as Confidence Club, Anger Management sessions, Social Skills groups, Unearthing and ELSA sessions. During the last few years, we have also ran a Year 6 transition club with pupils and their parents. Lubs will resume once COVID-19 measures allow.

Two named Teaching Assistants have also been working in a family liaison role to support families and make communication between home and school clearer.

Toilet Provision

Pupils have use of a set of boys' and a set of girls' toilets. All toilets have been refurbished during the last five years. There are also two separate wheelchair accessible toilets. All toilets are cleaned on a daily basis and cleanliness checks are made during the day.

Equal Opportunities

We strive to provide equal opportunities for all and have a Strategic Equality Plan in place.

Pupils with Disabilities

At present we believe that we are meeting the needs of pupils with disabilities through a variety of strategies. If however a parent or guardian seeks admission for a child whose needs are more than we can provide for, we will do our utmost, in consultation with the Local Authority, to meet those needs wherever possible.

Sports and Extra-Curricular Activities

We continue to offer and develop an excellent programme of physical education, sport and games to keep learners active and fit. Opportunities for play are have also developed significantly over the past few years with extra physical activities on offer at lunchtimes in various "zones". All TA's have been trained in Gemau Buarth/Welsh Yard Games and these run each morning break time. A TA has been running football sessions with pupils on a rota basis and giving weekly rewards. This has raised their self-esteem and reinforced good behaviour and team work.

We have a trim-trail for use at break and lunchtimes as well as children enjoying ball games. Outside groups have also provided after school clubs, including transition clubs led by Ysgol Emrys Ap Iwan.

The Woodland trail is used during curricular lessons and also by our nurture groups. Beach School visits resumed during the Summer Term with a focus of literacy and/or numeracy. Pupils go on trips to enhance their learning.

Our School Council continues to make further links with our local community. The pupils have been involved this year more and more in decisions regarding whole school policies and teaching and learning.

Our Eco Council have been active in directing adults and children in school in improving their habits regarding recycling and generally looking after our school and grounds. They have continued to meet regularly and work hard to achieve the targets and priorities on their action plan.

Community Links

As a school we have worked hard to develop the 'open door' policy and ethos. Our Nurture and Family Liaison TA works alongside teachers when parents and guardians have needed support. Members of the Senior Leadership Team have monthly Wellbeing Meetings with the School Nurse to discuss pupils who are of concern and whose families may need support.

School newsletter and planners inform families of forthcoming events as well as successes in the school. Copies are emailed to parents who are on a mailing list as well as being sent home with pupils. We have an active PTA Facebook site as well as a school Twitter feed. We also communicate via texting service when necessary. We have regular volunteers from the local community that help out in school. This will widen once COVID-19 guidance allows.

All parents/guardians were invited to a parents'/guardians' after the end of year reports were issued. This was carried out either over the telephone or via Google Classroom.

Ysgol Maes Owen PTA play an important part in the life of the school and raise money to enhance our children's education. Most events couldn't take place due to the Coronavirus COVID-19 Pandemic.

We have excellent links with both Ysgol Y Foryd and Emrys Ap Iwan and have worked hard to improve transition for our pupils. Our Infant to Junior transition has been highlighted as excellent practice and has been shared with numerous other schools across the Conwy.

The majority of our face-to-face links and visits haven't been able to go ahead this year due to COVID-19 restrictions.

Destination of School Leavers

Pupils enjoyed a smooth transition to Emrys Ap Iwan this academic year. Teachers and Year Group Leaders from Emrys Ap Iwan came to Maes Owen to work with Year 5 and 6 throughout the year where possible and also virtually via Teams. Pupils also attended the high school for one day in the Summer Term. Our full Transition systems will resume as soon as COVID-19 guidance resumes.

All 57 pupils in Year 6 last year made a successful transition to their chosen high school. 47 transferred to Ysgol Emrys Ap Iwan, 7 transferred to Rhyl High School, 1 to Ysgol Bryn Elan, 1 to Ysgol Eirias and 1 learner to Ysgol Glan Clwyd.

Term Dates for 2021-2022

Autumn Term 2021	
Staff Training Days	Wednesday 1st September Friday 22nd October Wednesday 22nd December
Beginning of term for learners	FROM THURSDAY 2 ND SEPTEMBER 2021
Half term closes for learners	THURSDAY 21 ST OCTOBER 2021
Return after half term for learners	MONDAY 1 ST NOVEMBER 2021
End of term for learners	TUESDAY 21 ST DECEMBER 2021

Spring Term 2022	
Staff Training Day	Thursday 6TH January Friday 7th January
Beginning of term for learners	MONDAY 10 TH JANUARY 2022
Half term close for learners	FRIDAY 18 TH FEBRUARY 2022
Return after half term	MONDAY 28 th FEBRUARY 2022
End of term	FRIDAY 8 th APRIL 2022

Summer Term 2022	
Staff Training Day	MONDAY 25TH APRIL 2022
Beginning of term for learners	TUESDAY 26 TH APRIL 2022

May Day Bank Holiday	MONDAY 2 nd MAY 2022
Half term close	FRIDAY 27 TH MAY 2022
Return after half term	MONDAY 6 TH JUNE 2022
End of term for learners	TUESDAY 19 TH JULY 2022
Additional Bank Holiday	WEDNESDAY 20 TH JULY 2022