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# ANNUAL REPORT TO PARENTS BY THE GOVERNING BODY

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2021- 2022

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Ysgol Gymraeg Pen-y-Groes

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## Lles, Dyheadau Uchel a Pherthnasoedd

Dear Parent / Guardian,

We are pleased to present the Governors' Annual Report for Ysgol Gymraeg Pen-y-Groes in accordance with the School Governors' Annual Report (Wales) Regulations 2011.

We hope you enjoy reading about our school's successful year. Please feel free to contact the Chair of Governors or the Headteacher if you would like more information or would like to comment on this report.

Yours sincerely,

Mike Landers

Chairman

Ysgol Gymraeg Pen-y-Groes,

Bryn Celyn,

Caerdydd, CF23 7EH

Telephone number: 029 2073 5723

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### **Message from the Chair of the Governing Body**

It gives me great pleasure to be able to present this year's Governors' Annual Report. It covers the School Year from September 2021 to July 2022. The Governors wish to thank Mrs Fenner and all members of the teaching and non-teaching members of staff for their strong leadership and continued dedication, support and commitment to the School and its pupils. I am also very grateful to fellow Governors who gave up so much time throughout this period.

We were still being affected by the pandemic this academic year. Autumn 2021 saw vast number of staff and pupil absences due to Covid related issues and throughout the Autumn and Spring term we were still unable to return to full activities. The highlight of the summer term was the school inspection held by Estyn in May 2022. The dedication and commitment of all staff at Pen-y-Groes was highlighted in the successful report. It was with great satisfaction that the report stated that:

*'Ysgol Gynradd Gymraeg Pen-y-Groes is a successful learning community that celebrates pupils' Welshness, diversity and achievement particularly well. The headteacher provides clear and wise leadership and respects the efforts of everyone who contributes to the pupils' complete education. All staff are committed to ensuring high quality care and well-being for pupils across the school in a homely and supportive environment. This has a strong influence on pupils' attitudes towards each other and other people both within and outside the school. Strong practices in terms of caring for pupils' well-being also have a very positive effect on their self-confidence and attitude to life in general. The school's ethos is based firmly on a shared vision of well-being, high aspirations and good relationships. As a result, most pupils show very positive attitudes towards their learning and take pride in their Welshness and their school. Pupils' use of the Welsh language is a strong feature and they use the language completely naturally both inside and outside of the classroom.'*

This Report sets out the activities that our pupils have been enjoying. It is a celebration of our achievements. Our school community is working towards a common goal: to give every child an excellent education whilst feeling happy, safe and valued.

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You are welcome to get in touch with the Chair of Governors or the Headteacher should you wish to have additional information, or if you would wish to make a comment about this report.

We thank all parents, guardians and carers for your continued support.

Kind regards,

Mike Landers, Chair of Governors

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## School Governors

Chair of Governors	Mr Mike Landers (Local Authority Governor)	01.05.2025
Vice Chair	Dr Mathew Pugh (Local Authority Governor)	06.11.2025
Head teacher	Mrs Anne Fenner	
Governors Clerk	Mr Brett Jones Ysgol Gynradd Gymraeg Pen y Groes Pentwyn, Caerdydd CF23 7EH	
Parent Governors	Mrs Kerri Evans Mr Duncan Lackie	04.03.2023 20.20.2025
Local Authority Governors	Mrs Amy Pope	25.11.2025
Community Governors	Mr Gary Ellis Miss Sarah Willis Mrs Joanne Childs-Hill	10.12.2026 01.02.2024 28.11.2026
Staff Governors	Ms Rebeca James (Teaching staff representative) Ruth Morgan (Assistant staff representative)	21.02.2025 16.09.2024

There are currently 2 parent vacancies.

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### **Information about the school**

Type: Primary

Age Range: 4-11

Teaching time per week: Foundation Phase: 22 hours and 30 minutes

Key Stage 2: 22 hours and 55 minutes

### **Staffing 2022-2023**

Nursery: Mrs M Williams (T) Mrs K Rees (TA)

Reception: Miss S Williams (T) Miss M Griffiths (TA)

Year 1: Mr Jonathan Hughes (T) 1 ANO (TA through supply agency)

Year 2: Miss C Evans (T) Miss L Bailey (until Jan 2023) Mrs L Gallivan (from Jan 2023)

Y 3 & 4: Miss C Nolan (T) Mrs C Canham (TA)

Y 5: Mr R Chappell (T)

Y6: Ms R James (T)

ALNCo: Ms R James

PPA Teachers: Miss E Bushell (through supply agency)

Wellbeing Class: Mr G Jones (T) Mrs C Canham (TA) Until Dec 2022

School clerk: Mrs R Morgan

### **Consortium Challenge Advisor: Mrs Carys Amos**

### **Pupil numbers —September 2022**

Nursery: 14

Reception: 15

Year 1: 20

Year 2: 18

Year 3: 13

Year 4: 10

Year 5: 15

Year 6: 24

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**Term dates 2022—2023**

<b>Term</b>	<b>Term Starts</b>	<b>Half Term</b>		<b>Term Ends</b>
<b>Autumn Term</b>	Monday September 5 2022	Monday October 31 2022	Friday November 4 2022	Friday December 23 2022
<b>Spring Term</b>	Monday January 9 2023	Monday February 20 2023	Friday February 24 2023	Friday March 31 2023
<b>Summer Term</b>	Monday April 17 2023	Monday May 29 2023	Friday June 2 2023	Monday July 24 2023

May day Bank Holiday : Monday 1st of May 2023 + 8th May 2023

**Training Days for Teachers (No school for children)**

05/09/22 – Training for all staff  
25/11/22 – Training for all staff  
23/12/22 - Training for all staff  
17/02/23– Training for all Bro Edern cluster schools  
31/03/22—Training for all staff  
24/07/22—Training for all staff

**Donations to Charity**

Children in Need - The School organized fun activities for Children in Need Day in November. Everyone came to school wearing spots or pyjamas and raised £222.80 towards the good cause.

Ukraine Appeal – The school council organized a day to raise money for the Ukraine crisis where all the pupils took part in various activities throughout the day and each child took home a potted sunflower seed to watch it grow as a reminder of the Ukraine national flower and a symbol of peace. Together we raise £402.50

## **Curriculum developments and various activities**

Commented [MP1]: angen symud i ben y tudalen nesaf. Mae'r un peth yn digwydd ar nifer o dudalennau ar hyn o bryd

### **Covid 19**

This was another difficult year with many pupils and staff having to self-isolate due to Covid 19. Staffing proved very difficult, but we luckily did not have to close any classes.

### **Curriculum For Wales / Links with Ysgol Bro Edern**

All Bro Edern cluster schools have been working together for the past three years to create a new curriculum in line with Curriculum for Wales which is statutory since September 2022. Meetings attended by relevant members of staff are held regularly to design various aspects of the new curriculum.

### **Healthy Schools**

Children in the Foundation Phase are encouraged to bring a piece of fruit on a daily basis and receive free milk every day. In Key Stage 2, pupils are encouraged to bring fruit to school daily to eat during playtime.

Every child is also encouraged to bring a bottle of water to school on a daily basis. Drinking water is available to all children throughout the day.

We ask parents who prepare packed lunches for their children to support the school's healthy eating policy by not including chocolate, sweets etc. in the lunchbox.

Health Education is a significant and integral component of the curriculum for all pupils so that they acquire knowledge and understanding of health issues and develop the appropriate skills and attitudes which lead to a responsible and healthy lifestyle.

### **World Book Day**

All pupils had fun celebrating reading with lots of fun activities organized and came to school dressed as their favourite characters from books. The purpose of the day was to promote reading and to show that reading can be fun.

### **Urdd Gobaith Cymru Centenary**

We celebrated the Urdd Gobaith Cymru this year with everyone coming to school dressed in red, white, and green on January 25 and had great fun and contributing towards breaking a world record by singing Hey Mistar Urdd.

### **Eisteddfod**

The school held its annual Eisteddfod and enjoyed listening to the talents of many of our pupils. It was wonderful to see many of our pupils representing the school this year at the Urdd Cluster Eisteddfod.

### **Cardiff Welsh Schools' Senedd**

Members of the school council were given the opportunity to attend the first meeting of the new Cardiff Welsh medium schools' Senedd in July. They had the opportunity to visit the 10 Senedd and to vote electronically in the chamber at Tŷ Hywel. This will continue next year.

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## Visits and Visitors

### Educational visits

It was wonderful to finally be able to return to educational visits this academic year and the year began with Year 5 and 6 pupils taking a trip to Cardiff Bay in order to begin their work on the history of the Bay and its development over the years. Year 2 also spent time at Bute Park with Years 1 and the Reception learning about the history of homes at St Fagans.

Year 6 learnt all about how to keep themselves safe through workshops on the Crucial Crew events. This included water safety, fire safety, railway safety and much more.

As part of their work in the class year 1 went for a walk in the local area looking at the homes and shops within the local community.

To end the year our junior pupils attended the theatre to enjoy the show 'Gangsta Granny' and the lower school pupils enjoyed a trip to Barry Beach and Formon castle.

### Visitors

The staff arranged numerous visitors to the school this year. Year 5 and 6 spent time with Dr Susan Davies who told the children all about her grandfathers' journey to live in Tiger Bay.

The Fire Brigade held their annual sessions with Years 2 and 5 and the pupils enjoyed spraying the staff cars in the car park with water.

The Urdd began after school games sessions for our upper school pupils this year and these will continue next year. As part of their course at Cardiff Met, students attended the school to teach some dance lessons to pupils. The school nurses attended for their annual screening tests for the foundation phase pupils and also administered the flu vaccinations for all school pupils. PC Davies held some sessions with all pupils discussing various ways to keep themselves healthy and safe. During our religion's week in the summer term the pupils not only visited places of worship but also had visitors from the religious communities teaching the children about their way of life. The pupils visited All Saint's Church in Cyncoed and Dal Ur Isla Mosque. We were also visited by members of the Unveiling Islam community and the Sikhism in Cardiff community who taught the children some cricket skills.

As part of this year's work with the work undertaken within the 'Lead Creative Schools Project' the pupils of years 5 and 6 gained a wealth of opportunities working with the artist Yusuf Ismail on their project 'My People, My Pentwyn'.

In May 2022 the school was visited by Estyn and we were heartened to read their findings. The Estyn report is available on the school website for you to read.

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## **Links with the community**

### **Cycling**

Years 5 and 6 were given the opportunity to practice their cycling skills and took part in their cycling proficiency training.

### **Into Film**

We were able to return to trips to the cinema with Into Film this year with Year 5 and 6 getting the opportunity to see a film about Greta Thunberg.

### **Kerbcraft**

Year 2 also learnt how to keep themselves safe on the roads by taking part in Road safety activities with the Kerbcraft team.

### **Ysgol Gyfun Bro Edern**

There have been many opportunities for pupils to make links with their high school this year through fortnightly French lessons for year 6 pupils, 2 transition days at Ysgol Bro Edern and also we welcomed pupils from Ysgol Bro Edern who provided various sessions for pupils across the school as part of their BAC course. The pupils enjoyed some sporting activities organized by the Bro Edern pupils this year,

### **Keep Wales Tidy**

Year 5 and 6 pupils ensured they helped to keep our schools community clean this year by taking part in the Keep Wales tidy scheme and collected bags and bags of rubbish strewn across the local area.

### **Tafwyl**

It was great to be back supporting Menter Caerdydd's annual festival at Cardiff Castle where our foundation phase pupils entertained parents and carers at the Tafwyl festival. Their singing was a joy for all and many stayed to enjoy the activities available for free during the two-day event.

### **School's dental team**

Also this year we have welcomed back the school dentists who help train and support staff with keeping our pupils teeth clean. We were also fortunate on winning a visit from Dewi'r Ddraig who presented a year 1 pupil with a certificate on winning a 'Smile Programme' competition.

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## **Links with parents**

### **Sports Day**

We held our annual sports day this summer and it was a joy to see the return of parents and carers to the school filled to cheer on their children.

### **Presentations for new parents**

This year we were able to welcome new parents for the Nursery and Reception classes into school to listen to a presentation about the school. It was a good opportunity for parents and carers to ask questions about their child/children's start into education at the school.

### **Year 6 leavers concert and tea**

It was lovely to have the opportunity this year for our year 6 pupils to put on a Panto for their relatives to enjoy before they moved onto the next part of their education at Ysgol Bro Edern. They also enjoyed a picnic out on the school field and were presented with leavers gifts through donations from the Ffrindiau (PTA).

### **Reporting to parents**

Parents evening were held during the Autumn and Spring term and a written report was given to parents at the end of the academic year.

### **Welsh lessons**

There was an opportunity for parents to learn Welsh this year. Through collaboration with Cardiff and Vale College some of our parents began a course on learning Welsh to help support their children further. Da iawn chi.

### **Ffrindiau (PTA)**

The Ffrindiau were exceptionally busy during the later part of the year and within a short period of time arranged cake sales, a wild hair day, Easter Egg hunt, Easter wreath making sessions and a summer fayre. With all these activities they have collected a total of £1799.89. The money went towards purchasing two new gazebos for the summer months and some football posts for the school yard.

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## **Special Educational Needs**

### **Aim**

To ensure that pupils with additional educational needs are given the greatest possible opportunities to receive a wide & balanced curriculum.

To meet the educational needs of all pupils.

The school's Additional Learning Needs coordinator (ALNCo) is in regular contact with each class teacher throughout each term monitoring the progress of the pupils and identifying those pupils for whom staff are concerned. The ALNCo supports class teachers in writing classroom targets, often referred to as Individual Education Plans (IEPs).

The school is home to the Local Authority's Wellbeing class. Pupils spend one term in the class and then with the support of the Wellbeing class staff return back to their home schools. There are also transition dates throughout the process. The aim of the class is to maintain and support pupils' wellbeing and mental health needs. The wellbeing class also provides pupils with opportunities to develop their numeracy and literacy skills. There is also an emphasis on expanding and developing pupils' social skills.

The school accepts funding from two sources for additional learning needs, the budget and extra additional needs received for pupils who are on the higher stages of the code of practice.

The Additional Learning Needs Policy at Ysgol Gymraeg Pen-y-Groes follows the guidelines set out in the Additional Needs Code for Wales 2021, in line with the Education Act 1993. The school uses the expertise of the Pupil Support and Teacher Advisory Service.

The policy document provides details of how the pupil's additional needs are identified and how the essential additional help is provided. Pupils with special needs are fully integrated into the life of the school. Each child's contribution to the school is valued in all aspects of school life.

In the event of a complaint, parents should discuss the issue with the Headteacher. If it is not possible to solve the problem to the satisfaction of the parent the matter may be transmitted to the governors and the L.E.A Time is made available within the school for staff training and for cascading information through the ALNCO. A record of all courses is kept and the school refers pupils to Specialist Teachers when additional support is required.

## **Equality and Diversity**

Ysgol Gymraeg Pen-y-Groes has an Equalities Policy as well as a separate Anti-Bullying Policy and the Governors and the Headteacher are aware of their duty to promote race, religion, gender, sexual orientation, disability, age and language in their curriculum, teaching and assemblies as highlighted in our school vision "Celebrating our diversity; all backgrounds and abilities, all religions, sexualities and races, we can develop pupils who feel confident in their own skins. "Both previously mentioned policies define 'bullying', 'hate crimes', 'hate incidents' and 'harassment' clearly. The school records and monitors 'hate crimes and incidents' and how they are resolved. The Equality Act 2010 requires all schools and local authorities to record and report on all perceived incidents related to protected characteristics. The Local Authority will run termly reports relating to all the categories. The purpose of reporting incidents is to enable the gathering of information on the number and nature of incidents and to identify developing trends. The information will be used in a supportive way to develop and share good practice. Without the collecting and recording of information, it is difficult to get an accurate picture of the extent of bullying, hate crime, hate incidents and harassment or to measure how effective strategies are at combating these issues.

Ysgol Gymraeg Pen-y-Groes ensures that the ethos of the school will give children the right environment to grow into members of a multicultural society, respecting others and showing interest in their interests. It is important to help them respect other lifestyles; to make them aware that there are moral and deliberate lifestyles common to all nations and cultures; and to be kind and compassionate to everyone whatever their cultural background.

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### **Attendance and Absences**

The School Attendance Target was 95%. This was not achieved during the last academic year. The percentage of attendance was: 89.77%

There is an obvious link between poor attendance and lack of achievement. Pupils should attend school every day when they are able to do so. Parents and guardians should encourage their children to attend school and they should emphasise the need to maintain a high level of attendance in order to fulfil their potential.

If a pupil is not present in school then parents and guardians are expected to phone the school on that day in order to notify the school of the reason for the absence.

In order to ensure that pupils are safe at home and that there is a valid reason for the absence the school operates a first day response policy. The school will phone a parent or carer on every day that there is an unexplained absence.

Parents and guardians are expected to take their family holidays during the school holidays. The school is committed the local authority's policy of not authorising holidays during term time.

If a pupil goes on a holiday that has not been authorised by the school then this will be noted as an unauthorised absence.

In Wales, legislation (The Education (Penalty Notices) (Wales) Regulations 2013) has given local authorities new powers to issue Fixed Penalty Notices (FPNs) to the parents of children and young people who are persistently absent from school and/or pupil referral units (PRUs) without authority.

In the following circumstances the school will request that the Education Welfare Service issues a FPN:

- When a pupil reaches 10 unauthorised absences (5 school days) during a term (the absences do not have to be consecutive);
- A pupil arrives at school constantly after the closing of the register i.e. more than 10 times during a term.
- When the parent/guardian has not taken any steps to contact the school or Education Welfare Service in order to improve the child's attendance providing the Education Welfare Service has not already commenced court proceedings;
- A period of holidays during term time that has not been authorised by the school and has resulted in at least 10 unauthorised absences.
- The child has come to the attention of the police on a regular basis during school hours whilst absent from school with no valid reason.

### **Policies and Prospectus**

A Prospectus is issued to parents when pupils are first admitted to the school. All school policies are reviewed regularly in consultation with staff and governors. All policies are available to view in the school by prior arrangement with the Headteacher.

### **Buildings / Health and Safety**

The Governors are proud of the way the pupils and visitors respect the building. The building is one to be proud of, with the latest modern facilities. The children are appreciative of all the work undertaken and the environment offers scope for every child. Every visitor needs to visit the school office in order to gain access to the school and to sign in and out. All school yards are fit for purpose and all gates

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are securely locked. The school has a Health and Safety Policy in order to ensure a safe environment for all staff, pupils and visitors to the premises.

#### **Facilities**

The school has the required toilet facilities for pupils in a school of its size and these are cleaned and checked at both the end and start of the day and throughout the day.

#### **Finance**

The 2021/22 financial statement is attached to this report and information regarding the current school year will be available from the school during the spring term. Financial information relating to the school is available for examination at the school, provided that prior arrangements are made with the Headteacher.

#### **Governors' Expenses**

No claims for expenses were submitted.

#### **ESTYN Recommendations 2022**

R1 Improve pupils' writing skills

R2 Strengthen additional learning needs provision to meet all pupils' needs in full

#### **School priorities for 2022/23:**

**PRIORITY 1:** Improving literacy comprehension and skills by: developing pupils' 'Advanced Reading Skills' by implementing the 8 reading behaviours and improving pupils' writing skills across the school.

**PRIORITY 2:** Develop pupils' numeracy and reasoning skills by following the cluster maths scheme

**PRIORITY 3:** Implement Curriculum for Wales and continue staff development while co-designing, adapting and developing the curriculum for all cluster schools. Developing school/ cluster assessment procedures

**PRIORITY 4:** Upskilling staff in general strategies and the new ALN procedures. Provide consistent interventions across the school to close speech, reading, writing and numeracy gaps.