

Rhondda Cynon Taf County Borough Council

Governing Body of Cwmaman Primary School 2023-24

This report is a summary of the steps taken by the Governing Body in the discharge of its functions since the last report was published.

1. Clerk to the Governing Body

The Clerk to the Governing Body is Mrs Gaynor Davies, Director of Education and Inclusion, Ty Trevithick, Abercynon, Mountain Ash, CF45 4UQ.

2. Chairperson of the Governing Body

The Chairperson of the Governing Body is Mr A Hoare c/o Cwmaman Primary School, Glanaman Road, Cwmaman, Aberdare CF44 6LA.

3. Members of the Governing Body

The following people are currently members of the Governing Body.

Title	Forename	Surname	Body Name	Start Date	End Date	Gov Type
Mr	Paul	Morgan	Cwmaman Primary	01/09/2018		Headteacher
Mr	Mark	Birtwistle	Cwmaman Primary	30/11/2020	29/11/2024	Parent
Miss	Keely	Jarvis	Cwmaman Primary	06/10/2022	05/10/2026	Community
Mrs	Rebecca	Arkle	Cwmaman Primary	09/02/2022	08/02/2026	Parent
Mr	Nicholas	Thorne	Cwmaman Primary	01/09/2022	31/08/2026	LEA
CBC	Christina	Williams	Cwmaman Primary	24/10/2022	23/10/2026	LEA
Mrs	Nicola	Cole	Cwmaman Primary	27/09/2022	26/09/2026	Staff
Mrs	Jamie	South	Cwmaman Primary	27/09/2022	26/09/2026	Teacher
Mrs	Kara	Collins	Cwmaman Primary	20/10/2022	19/10/2026	Community
Mr	Alun	Hoare	Cwmaman Primary	01/09/2022	31/08/2026	Community
Mr	Dale	Thomas	Cwmaman Primary	06/10/2022	05/10/2026	Parent

When fully constituted this governing body is made up as follows

LEA Representatives	2(3)	Community Governors	3
Parent Governors	3(4)	Teacher Governor(s)	1
Staff Representative	1	Minor Authority (if applicable)	0
Headteacher	1	Total	11/13

4. Resolutions

There were no resolutions passed at the last meeting.

5. Election of Parent Governors

The next election of parent governors is due to take place on 30th November 2024.

If, however, another Parent Governor(s) resigns before the next due date, arrangements will be made for an election to be undertaken at the appropriate time.

6. School Performance Data

The New Curriculum for Wales provides progression information for the pupils. National tests for years 2 through to year 6 are still undertaken. The school is performing at a good level.

7. Financial Statement

Enclosed, as appendix A is a copy of the school's financial statement for the Financial Year 2023/24. Further breakdown of the information is available upon request

8. School Prospectus

The School Prospectus is updated annually to include any changes required by the Welsh Assembly Government or other related bodies. A copy of the prospectus is generally issued to parents whose children are starting school for the first time.

The main changes to the School Prospectus revolve around staffing and new curriculum

9. School Development Plan

Governors are responsible for drawing up (in conjunction with staff) the School Development Plan. The plan identifies the direction the school will take over a three-year period, in delivering the curriculum. The plan is regularly monitored and revised to take account of progress made and any changes to curriculum requirements.

The School Development Plan for the 2023-2024 academic year was approved by Governors. The targets set included short, medium, and long-term aims, and were regularly reviewed by the Governing Body,

Cwmaman School are developing their new curriculum, based on the guidance of Welsh Government documentation, CSC and Cluster collaboration. The new structure covers 3 Progression Steps. During the year the pupils were taught in single year classes. Teachers provide a broad and balanced curriculum, using a variety of teaching styles to help provide every pupil with the opportunity to progress their learning.

10. Use of the Welsh Language – Communication (for English medium schools only)

This school is an English medium school, lessons and other school activities are communicated through the medium of English. The use of the Welsh language is promoted using incidental Welsh with all pupils throughout the school day. Pupils also have specific learning opportunities to develop Welsh grammar, vocabulary and sentence structures.

Should parents request that their child is taught at this school in a language other than English this request will be given due consideration.

Pupils for whom English is a second language are catered for according to their needs with input from appropriate personnel.

11. English as a second language (EAL)

Should parents request that their child is taught at this school in a language other than English this request will be given due consideration.

Pupils for whom English is a second language are supported appropriately according to their needs.

12. Post Inspection Action Plan (PIAP) – if applicable

Governors are responsible for drawing up the Action Plan to address any key issues raised by Inspectors during the ESTYN inspection of the school. Parents are provided with a copy of the summary report produced by the inspectors and can be found on our school website or Estyn website. Our school is currently (Autumn 2024) drawing up a PIAP.

13. School Holiday Dates 2023-2024

School term times 2025/2026

Term	From	To
Autumn 2025	Monday, September 1 2025	Friday, October 24 2025
Half Term	Monday, October 27 2025	Friday, October 31 2025
Autumn 2025	Monday, November 3 2025	Friday, December 19 2025
Christmas Holidays	Monday, December 22 2025	Friday, January 2 2026
Spring 2026	Monday, January 5 2026	Friday, February 13 2026
Half Term	Monday, February 16 2026	Friday, February 20 2026
Spring 2026	Monday, February 23 2026	Friday, March 27 2026
Easter Holidays	Monday, March 30 2026	Friday, April 10 2026
Summer 2026	Monday, April 13 2026	Friday, May 22 2026
Half Term	Monday, May 25 2026	Friday, May 29 2026
Summer 2026	Monday, June 1 2026	Monday, July 20 2026

- i) **Mon 1 Sept 2025 and *Monday 20 July 2026** will be designated INSET days for **all** LEA Maintained Schools. The remaining three INSET days to be taken will be at the discretion of each individual school following appropriate consultation with staff. ***It is intended that this INSET Day will either be taken on Mon 20 July 2026 or at an alternative time for example in the form of twilight sessions.**

All schools will be closed on **Monday 4 May 2026** for the May Day Bank Holiday.

Significant dates:

Christmas	Thursday 25 December 2025
Easter	Good Friday 3 April 2026
	Easter Monday 6 April 2026
May Bank Holidays	Monday 4 May 2026
	Monday 25 May 2026

The School day is organised as follows;
Morning - 9a.m. to 12p.m.
Lunch break - 12p.m. to 1p.m.
Afternoon - 1p.m. to 3:15p.m. (FP) 3:25p.m. (KS2) Nursery are part time in the Autumn Term.

14. Community Focused Schools

A community-focused school is one that provides a range of services and activities, often beyond the school day, to help meet the needs of its pupils, their families and the wider community. Across Wales many schools already provide some community services including adult education, study support, ICT facilities and community sports programmes.

The development of community-focused schools is not just a short-term project or initiative, but a real opportunity for schools and communities to work together in new ways for the future benefit of children, young people and adults.

The school has successfully operated a Big Bocs Bwyd. This is available to parents and the community. It focusses on support with food/household goods being obtained through a donation. Some of the food products would have gone to the landfill but are redirected to our school. More information can be found on our school website and Facebook page. The BBB also runs a school-based coffee morning and a community-based Tots Group. The BBB and School are able to support parents to obtain grants with significant positive outcomes. Our community engagement was highlighted by Estyn.

15. Review of School Policies

The school has many policy documents covering both curriculum and non-subject areas. These documents are constantly reviewed/revised by staff/governors to incorporate changing trends and legislation. Further information is available on the school website or by contacting the Headteacher during school time.

The Governing Body has a monitoring and review cycle.

16. Additional Learning Needs

The school's policy for the Assessment of and Provision for Pupils with Additional Learning Needs is summarised as follows:

The school's policy for the identification, assessment and provision for pupils with additional learning needs is consistent with the requirements of the Additional Learning Needs Code for Wales (approved by the Senedd on 23rd March 2021) under section 4 of the Additional Learning Needs and Education Tribunal (Wales) Act 2018.

The school's Additional Learning Needs Co-ordinator (ALNCo) works closely with all other members of staff to ensure that individual educational plans are developed and implemented to meet the needs of pupils, appropriate to those who require them.

The ALNCo also liaises with all members of staff, to ensure that the progress of all pupils is regularly monitored and assessed and to ensure that each pupil reaches his or her potential.

During the academic year 2023/2024 9 pupils were in receipt of an Individual Development Plan (IDP) and 1 pupil still had a Statement of Education.

17. Access for Disabled Pupils

The Governing Body is mindful of the requirements of the Equality Act 2010 and the Special Needs and Disability Act (SENDA) 2001 in drawing up the School Development Plan/Post Inspection Action Plan, and the day-to-day operation of the whole site.

The school is committed to ensuring that all pupils are able to participate in the school curriculum and (where they desire) in activities such as after school clubs, leisure/sporting events and educational visits. All aspects of accessibility, including access to written information are included in the planning process.

The Authority has in place an Accessibility Strategy Plan and in line with this strategy has had an audit of the school site undertaken, as part of an Authority wide brief, to identify any potential barriers and to improve the access to the school.

18. Fabric of the Building & Provision of Toilet Facilities

The building is generally in a very good state of repair. Over the past year the general refurbishment/repairs have been carried out.

All classes either have their own block or share a set of toilets. There are three toilets for adults, one disabled toilet and one toilet in the 'shower room'. The kitchen staff has their own toilets. All toilets are cleaned daily.

19. Target Setting

Priorities for the school are noted in the SIP/SDP. Pupils no longer have end of year targets but are measured on achievement of the progression steps.

20. Attendance Information

The school attendance was 91.5% for 2023/24. The target for 2024/25 is 93%. Attendance of all pupils is closely monitored.

21. Admission/Transition Arrangements

The County Borough Council is the Admissions Authority for all schools (other than Church schools where the schools governing body is the admissions authority) within the Authority's boundary. The school's admission arrangements are therefore operated in line with the Authority's policy on school admissions which is contained in the publication Starting School Book. The book is made available to parents at the point of their application for their child's admission to school. The contents of this book can also be accessed online on the Authority's website.

Pupils will usually remain in the school until they complete year six and then transfer to secondary school. This school is a feeder school for Aberdare Community Comprehensive School however pupils may apply to attend any secondary school they choose, subject to compliance with the Authority's admissions policy.

22. School Leavers

The vast majority of the Junior Year 6 pupils go on to attend Aberdare Community High School though a number have chosen St John Baptist C.I.W. & Mountain Ash Comprehensive.

23. Sporting Aims and Achievements

The school takes part in numerous sporting activities throughout the year including Fit4Fun, football, rugby, athletics, netball and multisport. The mixed football team entered three competitions and were successful in Roffi Plate Competition (Runners up) and winners of the 5-side league. One of our pupils represented the Cynon Valley Schools in rugby and football.

24. Healthy Eating

The school actively promotes healthy eating for all pupils. The Governors use Catering Direct to provide a healthy range of hot and cold lunches for children. Those children who bring a packed lunch are encouraged to have a well-balanced lunch box. The school provides free milk and pupils if they wish, are able to bring fresh fruit for breaktimes. All pupils have access to the water stations based in the school heart space. The pupils

are only allowed to drink water during lesson periods and squash at dinner times. The school was successful in our Reverification of the Healthy School Award.

Cwmaman Primary SchoolPROVISIONAL FINANCIAL STATEMENT FOR 2023/2024

	Total Spent
EMPLOYEE COSTS <i>staffing costs including supply</i>	£900,776.00
PREMISES RELATED COSTS <i>includes energy, repairs, cleaning, building related SLAs</i>	£136,046.00
TRANSPORT <i>includes insurance, petrol, travel claims</i>	£0.00
SUPPLIES AND SERVICES <i>includes capitation, ICT, courses, photocopying, staff insurance, service SLAs</i>	£80,120.00
GRANTS <i>EIG, PDG, EYPDG, PDGCLA</i>	£178,902.00
ADDITIONAL INCOME <i>includes Welsh Government grants, miscellaneous, staff insurance claims,</i>	£26,128.00