TORFAEN LOCAL AUTHORITY

PONTNEWYDD PRIMARY SCHOOL

GOVERNORS' ANNUAL REPORT TO PARENTS/CARERS

2023/2024

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KERRY WATERS



Kerry Waters, our much loved and respected Headteacher, fell ill towards the end of the summer term, and was taken into hospital. He declared his determination to fight the illness, but, very sadly, died in hospital on 3rd October.

Kerry Waters served as our Headteacher for 16 years. He built very good relationships with staff, pupils, parents, and governors. The quality of his leadership was the key factor in the success of our School; success that was confirmed in the latest Estyn Inspection report.

A memorial service was held in Holy Trinity Church, attended by parents, people from the local community, and many ex-pupils. The School was closed on the day of his funeral to enable staff to attend. A special assembly was held when pupils shared their memories of him.

Kerry Waters will live on in our memories

Ann-Marie Maloney was made Acting Headteacher in the absence of Mr Waters. This is now continuing pending the process of appointing a Headteacher.

GOVERNORS

At the end of the summer term Emma Franks resigned as community governor. She had made a big contribution to the governance of the school, including a period as Vice Chair. Lucy Williams also resigned. She had not been a governor with us for long, but had played a valuable part in that time. Both positions are currently in the process of being filled.

Lauren Hosking has taken on the position of support staff governor.
Attached at appendix 1 is a list of the current members of the Governing Body, showing their governor type and when their current period of office is due to end. No action is being taken on the teacher governor vacancy for the time being.

Following election at the Annual General Meeting, the Chair of Governors is Allan Tait and the Vice Chair is Ian Wilkinson. David Williams is Reserve Member, standing in if the Chair and Vice Chair are not available.

The Governing Body continued the pattern of one meeting every half term. The business discussed is referred to in various parts of this report. The minutes of the decisions made at Governing Body meetings are available for reference on the Governors Section of the School website (www.pontnewyddschool.co.uk).

We continually look at ways to improve our effectiveness as governors, and each year an action plan on school governance forms part of the School Development Plan.

Individual governors continue to take an active lead on particular aspects of governance, such as health and safety, child protection, additional learning needs, and governor training.

ORGANISATION AND STAFFING

The number of pupils on roll in the summer term 2024 was 377, including 32 in the Nursery.

The class structure for the 2023/24 school year was as follows.

Juniors	-	8 classes
Infants	-	6 classes
Nursery	-	Morning and afternoon classes
Special Needs Resource Base	-	2 classes.

For the current year we have just the morning nursery, and have changed to 4 classes in Infants because of reduced numbers on roll and the need to keep a tight rein on expenditure with the difficult budget situation.

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PUPIL ACHIEVEMENT

We set targets for individual pupils, monitor their performance, and have consultation meetings with parents. The data is collated, analysed and discussed by staff and governors at the School's annual self evaluation session, and is used in deciding the priorities for the next year's School Development Plan (see below). Examples from the 2023/24 data:

Percentage of pupils with a standardised score of 100+ in reading increased from 48 to 63%

Percentage of pupils with a standardised score of 100+ in maths increased from 31 to 64%.

SCHOOL DEVELOPMENT PLAN (SDP)

The priorities for the 2024/25 SDP are:

1. To re-establish effective provision in the youngest classes
2. To further develop wellbeing across the School
3. To improve pupils' literacy skills
4. To continue to improve standards of teaching and learning.

The first three of these are a continuation from the 2023/24 SDP. Much work was done on them, but more remains to be done.

The SDP contains a total of 15 action plans, which, in addition to those listed above, cover matters such as assessment, safeguarding, and promoting diversity. All the plans have been considered and approved by governors, and we are monitoring their implementation during the year. The full SDP is available on the School website.

Governors get to experience some of the teaching initiatives first hand when lead staff give presentations to our meetings. One example is the regular update we get on the development of the New Curriculum. In addition, some governors act as links for particular curriculum

areas, and take the opportunity to see teaching and learning in action by prior arrangement with staff.

HEALTHY EATING & DRINKING

The School promotes healthy eating and drinking in line with our food and fitness policy. Fruit tuck shops are available at break times, and water fountains are available for children to use from the infant corridor and in the cloak rooms of the junior building.

Salad bars available from the canteens in both the infants and junior kitchens are doing well.

TOILET FACILITIES

Infant Building: The Nursery has its own toilet block off the main teaching room, with a further accessible w/c. Each Infant class has its own mixed toilet facility directly off the class room, with further toilet facilities off the main corridor.

Junior building: has both male and female toilet facilities off each cloak room. There is an accessible w/c to one set of toilets on both the ground floor and first floor. The male staff toilet has been converted into an accessible toilet. A disabled shower and toilet is installed in the Year 5 girls block, and a disabled toilet in the Year 3 boys block.

The facilities are inspected throughout the day and are cleaned at the end of each day.

SCHOOL ACTIVITIES

Here are some highlights from the year's activities.

Black History celebrations were held, focussing this year on Dame Shirley Bassey.

During the year there were several visits of groups of pupils to the local churches with which we have links, including the Christingle service at Holy Trinity Church, and the Christmas service at Richmond Road Baptist Church.

Year 6 pupils had a stay at Gilwern Outward Bound Centre, and did a range of activities such as canoeing, gorge walking, climbing, and caving.

Welsh Week was held culminating in the Eisteddfod on 1st March, and the crowning of the Bard.

In Enterprise Fortnight each year group was given a £50 stake to start a business and try to make a profit, which could be spent on what the year group decided.

World Earth Day was celebrated with an ecological theme. The pupils came to School dressed in greens and blues to represent the planet.

For World Vision Day there was a songs competition, won by Reception pupils, who represented Spain.

The School Council continues to thrive. It considers issues of concern to pupils and helps to improve the School. It is a valuable means for children to learn about the democratic process and participate in the development of the School. At the end of the summer term representatives from the Council did a very interesting presentation to governors on their work done during the year.

MONEY MATTERS

The School finances continue to be prudently managed by the staff, supported by the Resources Committee of the Governing Body. Appendix 2 shows a summary statement of the outturn for the School budget in the 2023/24 financial year (1st April to 31st March). No expenses were claimed by Governors. Because of the tight financial situation, it was necessary to carry over a, relatively low, budget deficit into the current year.

For the current year we have had to set a budget with a projected deficit of 3.2%. However, very careful control is being kept of expenditure to try to avoid an actual deficit at the end of the year.

The School Fund covers income and expenditure that is separate from the School budget. It is independently audited, and operates on a school year basis.

In addition, the School continues to benefit greatly from the fundraising activities of the 'Friends of the School', and we are very grateful to them for all their efforts. There was a range of events during the year such as Christmas and Summer Fetes, a Mother's Day Sale, Leavers Prom, and Discos (see the photo of the Prom). If you would like to help with Friends activities please contact Ray Bailey (07852 117826).



ADDITIONAL LEARNING NEEDS

The School's aim is to help all pupils to reach their full potential. To achieve this, children who have additional learning needs (ALN) are identified as soon as possible so that the education they receive can be adapted to their needs, in line with the Welsh Government's Code of Practice on ALN. Pupils identified with ALN have an Individual Development Plan (IDP), which addresses their needs. Some pupils have dedicated staff support to help meet their needs.

The School has places for junior age pupils who have learning and other difficulties in the Resource Base. The children in the Base come from across Cwmbran and beyond. The policy for the Base puts a strong emphasis on ensuring that pupils play a full part in the life of the School, including membership of the School Council, and taking part in sports teams representing the School. The provision for the Resource Base has recently been extended, with funding from the LA, in order to take on more pupils.

ATTENDANCE AND BEHAVIOUR

As with many schools, pupil attendance has not yet returned to pre Covid levels. For the 2023/24 school year the overall attendance was 91.55%, unauthorised absence 1.76%. We continue to monitor attendance, and apply measures to boost it, such as the monthly prize for the class with the best attendance record. We target in particular cases of persistent absence. One of the action plans in this year's SDP is to improve standards of attendance; our aim is to achieve an overall attendance level of at least 95%, and to minimise unauthorised absence.

Most pupil behaviour continues to be good. We are often complimented on this by visitors to the School, and on trips.

There were two serious behaviour incidents involving one pupil during the year, which required temporary exclusions of one and a half, and three and a half days.

EQUAL OPPORTUNITIES

We are committed to providing an education that recognises the diversity of the community we serve, and of society at large. We aim to ensure that all aspects of our provision address issues of class, disability, gender, and race. We aim to promote a learning environment which enables all children to fulfil their potential and which positively reflects the range of cultures and experiences of the whole community. We believe that all pupils have a right to a broad and balanced curriculum that will enable them to achieve success regardless of class, disability, gender, or race. We aim to develop in all pupils a spirit of understanding, cooperation and respect for all members of the community.

Our arrangements for ensuring equal opportunities are kept under regular review by the School Improvement Committee. A copy of the School Equalities Policy is available on request from the School office.

SCHOOL PROSPECTUS

The School Prospectus is kept updated in line with developments in the School. It is available on the School website.

We are an English medium school. However, Welsh features prominently in the life of the School, as well as in the curriculum. We encourage pupils, staff, and governors to use Welsh as a means of communication around the School outside of class time.

SCHOOL SESSION TIMES

The School's session times are as follows, as notified to parents:

Nursery	Morning	9.15 am to 11.45 am
Infants Department	Morning	9 .00 am to 12.15 pm
	Afternoon	1.15 pm to 3.15 pm
Junior Department	Morning	9 .00 am to 12.15 pm
	Afternoon	1.15 pm to 3.30 pm
Learning Resource Base	Times are as above except that the finish time is 3.20 pm.	

TERMS AND HOLIDAY DATES

The School terms and holiday dates for the 2024/25 school year are shown in the table below.

May Day closure is Monday 5th May 2025.

There are also some days when the School closes for staff in-service training. The dates are given to parents as and when they are fixed.

Term	**Begins**	**Half Term Holliday**		**Ends**
		Begins	**Ends**	
Autumn	Monday	Monday	Friday	Friday
	02.09.24	28.10.24	01.11.24	20.12.24
Spring	Monday	Monday	Friday	Friday
	06.01.25	24.02.25	28.02.25	11.04.25
Summer	Monday	Monday	Friday	Monday
	28.04.25	26.05.25	30.05.25	21.07.25

THE FUTURE

The past year has been tinged with great sadness because of the loss of Kerry Waters. With the continued support of you the parents, and the community, we are determined to maintain his legacy of a successful School for the benefit of our pupils in line with our School motto:

"Nurture, Inspire, Achieve"

Appendix 1

PONTNEWYDD GOVERNING BODY
November 2024

Name	**Governor Category**	**Term of Office Expires**	**Other information**
Sally Vinall	Parent	27. 03. 2026	
Shelley Hyde	"	06. 02. 2028	
Craig Boor	"	06. 02. 2028	
Sian Cousins	"	05. 10. 2025	Additional Learning Needs Governor
Samantha Rowland	Teacher	27. 11. 2025	Deputy Headteacher Health & Safety Governor
Ann-Marie Maloney			Acting Headteacher
Lauren Hosking	Support Staff	30.01.2028	
Steven Evans	Local Authority	21. 10. 2027	Torfaen CBC Councillor
vacancy	"		
Stuart Ashley	"	11. 02.2026	Torfaen CBC Councillor
David Williams	Community Council	05. 01.2028	Reserve Member, Child Protection Governor, Torfaen CBC Councillor
vacancy	Community (Co-opted)		
Ian Wilkinson	"	03. 10. 2025	Vice Chair
Allan Tait	"	22. 05. 2026	Chair, Torfaen Association rep,
	Headteacher	Not applicable	"Chief Executive"

Appendix 2

PONTNEWYDD PRIMARY SCHOOL			Appendix 2
BUDGET 2024/2025 - DB0300			
DB0300	**CODE**		
SCHOOL FUNDING	8710	School Budget Share	1,858,761
	8710/Rising 3's	Rising 3's Funding	13,323
	8715	School Budget Share - Funding Adjustment	-367,583
		TOTAL FUNDING	**1,504,501**
INCOME	8074	Welsh Assembly Government	334,024
	8001	EAS - School to School Funding	28,357
	8703	Supply cover/SMP - Insurance Refund	460
	8312	Other receipts Miscellaneous	57099
	8720	Supply of teaching staff (Prov of educ)	2,598
	8292	Int.Income - Mutual Absence Fund	7080
		TOTAL INCOME	**429,618**
		TOTAL FUNDING & INCOME	**1,934,119**
EMPLOYEES	001/002/003	Employees - Various	1,720,324
PREMISES	1000	Premises - Various	137,240
TRANSPORT	2253	Transport	3,605
SUPPLIES/ SERVICES/ SUPPORT	3000	Supplies & Services	94,692
		TOTAL EXPENDITURE	**1,955,861**
		Funding & Income Less Expenditure	-21,742
		Deficit 23/24	26,359
		Deficit 24/25	48,101
		Balance as a % of Total Funding	**3.20%**