



## **The Governing Body's Annual Report 2021-22**

### **THE GOVERNING BODY MEMBERS 2021-22**

<b>Member</b>	<b>Representing</b>	<b>Term of office</b>
Ms Alaw Ceris (Chairperson)	Parents	2021-2025
Mrs Miriam Grant (Vice-chairperson)	Parents	2019-2023
Ms Emily Young	Parents	2018-2022
Mr Ian Goronwy Williams	LEA	2020-2024
Gwenllian Hughes	Community Council	2021-2025
Mr James Evans	Co-opted	2019-2023
Mr Andrew Parry	Co-opted	2020-2024
Cyng. Angela Russell	LEA	2021-2025
Mrs Gwyneth Lloyd Jones	Athrawon	2018-2022
Mrs Manon Haf Owen	Pennaeth	2021-2022

**Chairperson:** Ms Alaw Ceris, Y Boncan, Llanbedrog      [alawc@ysgolllanbedrog.cymru](mailto:alawc@ysgolllanbedrog.cymru)  
**Clerk:** Mr Iwan Hughes, Bron Haul, Llanbedrog      [iwanh@ysgolllanbedrog.cymru](mailto:iwanh@ysgolllanbedrog.cymru)

### **The Governor's Role**

The members of the Governing Body are responsible for most of what happens in the life and work of the school. The responsibilities have increased considerably over the last few years.

The Body must meet at least once a term, but often meets twice a term. The head teacher reported every term on pupils' attainments and attendance, curricular matters and results, special needs, welfare, management, staffing and finance, as well as on the school's successes, various activities and events. Full minutes of meetings are available at the school.

The Body has been divided into sub-panels that meet regularly during the year. At Ysgol Llanbedrog we have Staff Discipline and Dismissal, Staff Discipline and Dismissal Appeal, Pupil Discipline and Exclusion, Complaints, and Pay Review sub-panels.

Mrs Miriam Grant was this school's Special Educational Needs representative.

Ms Emily Young was the Child Protection representative.

You are reminded that you can obtain further information about the budget or view the minutes of all meetings by request to the Clerk.

Elections will be held to elect new parent governors when the above terms of office expire. The next elections will be held in the Autumn Term of 2022.

### **Meeting Dates**

The Full Body met on 14/10/21, 14/12/21, 8/2/22, 28/3/22, 17/5/22, 5/7/22.

In addition, meetings of various panels were held.

### **Report on any action arising from report released October 2021**

No meeting between governors and parents was requested.

### CLASS ARRANGEMENTS SEPTEMBER 2021

Teacher	N	R	Y1	Y2	Y3	Y4	Y5	Y6	Cyfanswm
Mrs Sian Elfryn	18	8							26
Miss Catrin Evans			12	14					26
Mrs Gwyneth Jones					16	14			30
Mrs Manon Owen							11	8	19
									101
ALN and C	1		2	1	1	2	2	1	10 (10%)
FSM			1		3	1	1		6 (6.9%)
Pupils	18	8	12	14	16	14	12	18	101 (83+18)

### WHOLE-SCHOOL ATTENDANCE

Attendance = 93.54%

Authorised absence = 6.19%

Unauthorised absence = 0.27%

The Governors' and Gwynedd's attendance target was 95.5%. A note or message of explanation is required to cover every absence.

The Government places great pressure on every school to raise attendance and to eliminate any unauthorized absences. The school's register is fed into a central system by the Council and the school is obliged to discuss any concerns with the Welfare Officer. The school acted in accordance with the requirements.

### TERM DATES 2021-22

Autumn Term 2021

1 September 2021 - 20 December 2021

Spring Term 2022

6 January 2022 - 8 April 2022

Haf 2022

25 April 2022 - 20 July 2022

### HOLIDAYS:

25 - 29 October 2021 (Half Term)

23 Rhagfyr 2021 - 6 Ionawr 2022 (Christmas Holidays)

21 - 25 February 2022 (Half Term)

11 - 22 April 2022 (Easter Holidays)

2 May 2022 (May Bank Holiday)

29 May - 3 June 2022 (Half Term)

21 July - 31 August 2022 (Summer Holidays)

Staff training dates were on 1+2/9/21, 18/2/22, 28/2/22, 3/5/22, 18/7/22, 19/7/22

### SCHOOL SESSIONS

Morning: 9.00 a.m. -12.00 p.m.

Afternoon 12:45pm KS2/1.00p.m. F.Ph. - 3.15 p.m.

Nursery: 9.00 a.m. - 11.00 a.m.

(Child-minding Club: 8.10am Breakfast Club: 8:35am, school opens: 8.50am)

Due to flexibility to help social distancing, we were given temporary permission for the FP to finish at 3:00 up to the Summer Term.

### SDP PRIORITIES 2021-22

The school's priorities are set out in the School Development Plan (SDP). This is a vital document drawn up by the school to ensure that we operate as effectively as possible. We governors discuss elements and monitor developments of it in our meetings. The Local Education Authority also receives a copy of this document.

Here are the school's targets for 2020-21 and a brief description.

<b>Priority 1</b>  To ensure that all pupils throughout the school enjoy, are curious and enterprising in order to reach their full potential	<ul style="list-style-type: none"><li>• Staff discussions and questioning of pupils indicate that there is a supportive ethos of high expectations in all classes with pupils having the opportunity to celebrate failures as opportunities to learn and persevere.</li><li>• Questioning of pupils shows that positive behavior and attitude by all pupils ensures the ability to teach and learn in freer ways. Pupils across the school regularly use the Powers of Learning in their daily routine (but some are needed to be reminded following lockdown periods)</li><li>• Pupils' observation shows satisfactory, but mostly good development in their ability to work independently. The lockdown periods have had negative impact on this.</li><li>• It was not possible to look at pupils' work at staff meetings as we had planned, but data analysis and discussions indicate that expanding pupils' ability to improve their own work leads is developing. Staff agree that it is worth continuing to develop this aspect further as it has an effective influence across the school.</li></ul>
<b>Priority 2</b>  Travel towards planning for a Curriculum for Wales incorporating the 4 Purposes effectively to develop well-rounded, well-rounded pupils	<ul style="list-style-type: none"><li>• Confidence and understanding by all staff of the 4 Purposes has begun to develop well, with the effect of this beginning to permeate pupils' experiences in the classroom</li><li>• Staff are beginning to develop confidence in experimenting and researching an aspect that needs further development</li><li>• Thinking Hats implemented in classrooms have an effective effect on pupils' work and ways of thinking and deciding</li><li>• Pupils begin to develop well to be able to discuss their own work as well as developing aspects of the 4 Purposes from different perspectives with increasing confidence and success through the use of Thinking Hats</li></ul>
<b>Priority 3</b>  Develop a sound awareness of the 12 Pedagogical Principles to bring about change (catchment area collaboration)	<ul style="list-style-type: none"><li>• All staff's confidence and understanding of the 12PP has developed and become much clearer, with the impact of this seen in the pupils' experiences in the classroom</li><li>• Discussions at staff meetings show that the 12PP is combined across the school, to a good standard or better.</li><li>• Nearly all pupils at the school benefit from lively, stimulating and entertaining activities that help to develop and prepare them effectively for the CfW</li><li>• The introduction of the 12PP has a positive effect on the standards of almost all pupils. Unfortunately the impact of the pandemic and the virtual learning periods has left a negative impact that needs to be worked on and built upon in 2021-22.</li><li>• Governors' understanding in the 12PP is deepening well</li></ul>
<b>Priority 4</b>  Respond further as a whole school to the requirements of the ALN Code of Practice (catchment area collaboration)	<ul style="list-style-type: none"><li>• The school's ready to fully comply with the requirements of the new ALN Legislation from when it comes into force in September 2021.</li><li>• Effective catchment-area collaboration networks contributed to the expansion of our School Provision Map which in turn equips us more firmly to support each pupil to develop to their full potential</li><li>• Most ALN pupils make good or better progress given their age and ability.</li><li>• The school 's ALN policy is well or very well developed and embedded, it is an effective document that consistently drives improvement.</li></ul>

	<ul style="list-style-type: none"> <li>School activities as a Person Centered Organisation ensuring the best provision and opportunities for all pupils. This is central to the work of the school. As a result, all pupils at the school receive relevant, appropriate and effective education from staff who are trained to meet their specific needs within the school.</li> <li>There is effective co-operation between a wide range of specialist LEA staff and school staff, giving every pupil the best opportunities.</li> <li>Monitoring records indicate that ALN provision across the school is consistently good and effective progress can be seen in pupils' achievement within their own ability and in the professional development of teaching and support staff.</li> </ul>
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### **STAFF TRAINING**

The staff attended a wide range of training during the year in compliance with the SDP and Authority and Government priorities. A list of all the training is available at the school.

### **FINANCIAL STATEMENT**

A meeting of the Finance Panel is held every term and the governors review finance policies in accordance with requirements. See appendix for the school's latest budget.

#### **\* Relevant expenditure from the school's final accounts for 2021-22**

Heading	£
Building Repair and Maintenance (historical responsibilities)	6,173
Building Repair and Maintenance (property)	1,028
Electricity	7,100
Gas	770
Water	1,340
Cleaning Contract	11,790
Gwalch- Ground Maintenance	493.30
Fire Fighting Equipment	100
Rates	5,300
Capitation (equipment, books, etc.)	19,000
Furniture	110
Postage	60
Phone	800
Swimming Pool and Sports	5,000
Musical Instrument Lessons	2,800
Technological support	1,497
Local Office	3,685

Reserves £88,657 (to safeguard/maintain staffing)

#### **\* Governors' travel and subsistence costs: £0**

0987654321 **School Fund:** (the everyday expenditure fund) Money connected to educational visits, photographs, etc. +goes to this fund. The total amount received into it and paid out of it is substantial. The fund is annually audited by an external accountant, in accordance with requirements and details are available at the school should anyone wish to see these. There was £10,974.46 in hand on 1/4/22 (Appendix 1.)

\* **Donations to the School:** Due to the Covid 19 pandemic situation, it has not been possible for the Cyfeillion to organise fundraising events for the school. However, we managed to raise some money. The Governors would like to thank all those who contributed to their efforts to collect money. The school and all children in it have benefited greatly from these contributions. (Appendix 2).

### **SCHOOL HANDBOOK**

The handbook is updated every year. Copies of the handbook are available at the school and on the website. The biggest changes since the previous report are the ones regarding the new Curriculum for Wales.

### **INFORMATION ON PERFORMANCE AND TARGETS**

Assessment information were not shared at the end of Summer Term 2022.

### **PERFORMANCE TARGETS**

Individual targets are set for each child throughout the school to develop everyone as individuals according to their personal ability. Challenging targets are set for each pupil, in accordance with their educational ability.

In order to stretch each individual to be confident and reach their full potential, some pupils are targeted in aspects in which they need a boost or further challenge; e.g. in Literacy, Numeracy and Wellbeing. This can happen as additional attention, support or differentiated work within the classroom or in a small group or individually with an assistant outside the classroom. Some pupils, who are on the school's ALN register, receive attention or targets by external experts who visit the school and we work together on them in the school.

### **CHILDREN'S PARTICIPATION**

The children of the school contribute their ideas to the life and organisation of the school in various ways, through discussions, questionnaires, School Council, Green Group, Healthy Group, Safety Officers and occasionally discuss these at governors' meetings.

Some of their contributions during 2020-21 included organising activities to raise funds for good causes, arrange and conduct after-school clubs and playtime activities. The school website and Facebook page are a great way of sharing and recording these.

The children also contribute to planning class work by proposing ideas about what they would like to learn and how this can be realized.

### **BUILDINGS**

All areas of the school are used effectively and efficiently. A fire alarm practice is held every half term.

#### **Summer Holidays 2021**

- N+R class door was moved forward on to the Hall wall in order to have more space in the classroom.
- An internal wall was built around the Cornel Dawel to create a room for groups and individuals to go to work there

#### **Autumn Term**

- Gwalch- cut ivy and hedges
- Llŷn Joinery- build a shelter in the back of the school

#### **Spring Term**

- Gwalch- cut gorse
- Authority- Health and Safety Check

- Order new, high gates to close the borders

#### **Summer Term**

- Fix the new gates
- Paint outside of building
- Aer- fix small toilets

#### **Additionally, annual routine tests were completed such as:**

- Owen+Palmer -PAT Testing (annually-Spring Term)
- LEA- Water and Legionella tests (monthly)
- AER- heaters check (annually)
- Zurich- park inspection (annually- Autumn Term)
- Cwmni Tân Llŷn- fire equipment and systems inspection (Annually- Autumn Term)
- Sportfix- sports equipment inspection
- 4C- security alarm check (annually Summer term)
- Adran Eiddo- Fire Inspection (annually- Summer Term)
- MHO and Swyddigion Diogelwch - Building Condition Survey (every half term)

#### **School Toilets**

There are purpose-built toilets, including a 'small' toilet for the Foundation Phase and a toilet suitable for the disabled - a ratio of approximately 1:10. There are separate toilets for boys and girls in KS2. Staff toilets are available for children's use as required. The toilets are cleaned every day.

### **CURRICULUM**

As is the case with all other schools, the school follows the National Curriculum for Wales, (and were familiarising ourselves with Curriculum for Wales), the Literacy and Numeracy Framework, the Digital Competence Framework and aspects of the National Skills Framework. A summary of the school curriculum is contained in our school handbook - copies are available at the school or on our website. The school also follows the Webster-Stratton curriculum to present behaviour and self-discipline strategies, as approved by Gwynedd Council.

### **POLICIES AND STRATEGIES**

Several school policies were reviewed and adopted during the educational year. Copies of the policies are available at the school and some are on the school's website.

#### **ALN Policy**

The school aims to identify children with Additional Learning Needs early so as to be able to offer the best and most comprehensive provision and support for them, helping the pupils to achieve their full potential. This is a priority amongst governors.

To this purpose, detailed Individual Development Plans are prepared for the children and we will review these with the children and parents.

- The ALN co-ordinator for Ysgol Llanbedrog -Manon Haf Owen
- The designated governor for SEN -Miriam Grant

#### **Disabled Pupils**

In accordance with the Authority's policy and the school's vision, there is full access for pupils with a disability. The school's policies ensure that disabled pupils would not be treated less favourably than other pupils.

### **LANGUAGE CATEGORY**

The school is a bilingual school.

Welsh is the principal language of the school and we adhere to Gwynedd's Language Policy. Children who do not speak Welsh when they come to the school will be 'immersed' in the language and will soon speak the language fluently.

Welsh is the main language of communication at the school, within the building as well as outside on the playground. The school has won the Gold Award of the Siarter Iaith.

In accordance with Gwynedd's Language Policy, every child is educated through the medium of Welsh. English will be introduced informally during the Foundation Phase and formally in year 3. Our aim is for each child to be fluently bilingual when leaving the school.

If a child who does not speak Welsh comes to the school during the Early Years, he/she will be 'immersed' in the language naturally in the Foundation Phase. If an older child (Year 2 upwards) who does not speak Welsh is uncertain, moves into the school, he/she will attend the local Canolfan Iaith (Language Centre) at Llangybi for a term. Because of Covid restrictions no pupils from Ysgol Llanbedrog went to the Uned Iaith in 2021-22.

### **COMMUNITY LINKS**

The school collaborated with schools in the catchment area and beyond in curricular and extra-curricular activities such as sports activities and catchment area clubs, as a result of being unable to do so for a while due to Covid restrictions. We believe it is important that the children have various experiences on and off the school grounds and create contact with experts in different fields in order to enrich their education. A full list of the visits and visitors can be found in the Headteacher's Reports and the Governors' full records, which are available from the school.

We had various face-to-face workshops at the school including; a 10-week Fitness Training by Byw yn Iach (Yr 3a4), Llifo'n Llawen Yoga workshops (R-Yr 2), creating a podcast with Marc Griffiths (Yr 5a6), a Taith yr Iaith, Mewn Cymeriad, Drama, with Llion Williams (Yr 3-6), Tudur Phillips to promote the children's page in Llanw Llŷn (whole school), presentations on Pen Llŷn and the sea, and on The Cyprian by John Dilwyn, Gwynedd Archives (Yr 5a6), Siantis workshop Gwilym Bowen Rhys (Yr 3-6) and so on.

We also had virtual workshops including; "Washing Day in the Victorian Age", by St Fagan's (Yr 1a2), Urdd's 100th Birthday Party (whole school), Spanish lessons by Mared Gwyn (Yr 3a4) and more.

Off-site visits were made to the Gwreiddiau (Roots) exhibition, Sian Parri, Plas Glyn y Weddw (Yr 5a6), Llanbedrog Church (Yr 1a2), Llanbedrog Beach (all), Leisure Center and Caffi Largo (Yr Urdd), Cardiff (Yr 6), Glanllyn (Yr 3-6), Marshal Arts Pwllheli (Yr 3a4), Plas yn Rhiw (Yr 1a2), Anglesey Sea Zoo (Yr 5a6), Garn Fadryn and Cwt Gobaith (Yr 5a6), Aberdaron (all) and so on.

### **SPORTING OBJECTIVES AND ACHIEVEMENTS**

The pupils experienced a number of sporting activities and made use of the yard, the field, the hall, but they did not go to Dwyfor Leisure Centre or Pwllheli Sports Club for a variety of activities and normal sports due to the pandemic. No circular activities were carried out or beyond.

Mrs Catrin Hall was our PE co-ordinator wide provision was offered to the children within the school, from Nursery to Year 6.

Pupils in years 3, 4, 5 and 6 had a residential adventure visit in Glanllyn and Year 3 and 4 pupils had 10-week sessions to increase fitness from Byw yn Iach. A Keep Going Club was held in the school yard. Rugby, Hockey, Cricket, Netball and county and regional Athletics competitions were held.

The school promotes the many local sports clubs and individuals from the clubs come to the school to offer taster sessions when it is suitable and safe.

### **HEALTHY EATING**

The school follows the Government's latest Healthy Living guidelines. Children are encouraged to buy fruit from our fruit shop or bring fruit from home to eat in the middle of the morning. The children can drink water and use the water well at any time of the day. Food and drinks that do not comply with Government guidelines are permitted.

### **CONCLUSION**

The Governing Body and staff would like to thank the parents for their willing support of all arrangements during the year. We are extremely grateful to the Cyfeillion for organising fundraising events during the year. Each child in the school has benefited from this. We greatly appreciate the healthy relationship that exists between the school, parents and community.

**REQUESTING A MEETING** (Appendix 3)

### **SCHOOL TERM AND HOLIDAY DATES 2022-23**

#### **TERM DATES**

Autumn Term:

1 September - 22 December 2022

Spring Term:

9 January - 31 March 2023

Summer Term:

17 April- 20 July 2023

#### **HOLIDAYS**

31 October - 4 November (Half term)

26 December - 6 January (Christmas Holiday)

20-24 February (Half Term)

3-14 April (Easter Holiday)

1 May (Bank Holiday)

29 May- 2 June (Half Term)

21 July - 31 August (Summer Holiday)

Additionally, there will be staff training days on: 1+2/9/22, 23/12/22, 17/2/23, 26/5/23, 16/6/23



## Appendix 1

### **Cronfa Ysgol Llanbedrog Statement of Fund Account**

Opening balance	£5,449.80 (1/9/21)
Closing balance	£1,618.69 (31/8/22)

**RECEIVED-£14, 292.15**

**PAYMENTS-£15,123.26**

More detailed version available at school

## Appendix 2

### **Cyfeillion Ysgol Llanbedrog Statement of Fund Account**

Opening balance	£2,138.81 (6/8/21)
Closing balance	£2,098.81 (6/8/22)

Events

Payments   Fee for maintaining the account    $£5.00 \times 8 = £40.00$

More detailed version available at school