



Governing Body Annual Report to Parents 2023

Members of Governing Body

Executive Head Teacher: Janet Hayward
Head of School: Luke Tweedley

Chair: Mark Kerbey

Clerk: Colette Raymond

Vice Chair: Kathryn Bah Parent Governor

Governors:

Kayleigh-Ann Butler	Parent Governor
Nicola Lawrence	Parent Governor
Kath Clark	Community Governor
Sally Evans	Community Governor
Cllr Julie Aviet Frassinelli	MAR Governor
Lynsey Wright	LEA Governor
Lynne Jones	Community Governor
Lois Banks	LEA Governor
Toni Treweeks	Community Governor
Moawia Bin-Sufyan	Community Governor

Teacher Governors: Louise Harris and Rhodri Harmes

Non Teacher Governor: Jeff Schembri

Governor Vacancies – One LEA governor vacancy and two parent governor vacancies.

Last year, Mr Luke Tweedley joined Oak Field in a seconded, Acting Head of School position, alongside Mrs Janet Hayward as interim executive Headteacher. Positive relationships within the school and the wider community continued to grow with the successful development of the Oak Field pledges also known as ‘The Oak Field Deal’.

The school has continued to make very good progress towards creating its own bespoke curriculum, further embedding an inquiry-based approach to learning. Last year also saw recognition of many of Oak Fields’s successes, most notable were the National Healthy

Schools Quality Award, while also becoming the first school in Wales to become part of the 'National Forest of Wales' through the continued development of our woodland area. We received grant funding from the National Lottery Community Heritage Fund to enable this project. We are proud of our Eco-committee pupil leadership team who have been instrumental in making this project a success.

Our work with parents and the wider community continued to grow last year. The Big Bocs Bwyd, our 'pay as you feel shop' continues to be successful in supporting our families, whilst educating pupils at Oak Field about the importance of healthy eating. Alongside this, we officially opened our pay as you feel preloved uniform shop next to our new outdoor café (Cuppa Café).

The children have had several opportunities that have contributed much to enriching their school experience. These have been wide ranging, most notably our first Taith funded visit to Spain in May, we look forward to taking some of our Year 5 and 6 children to Finland in March 2024.

We are pleased to present the annual report to parents.

Mark Kerbey
Chair of the Governing Body

School Development Plan 2023-2024

The School Development Plan targets are agreed upon following a thorough self-evaluation of all aspects of school life. Questionnaires were sent to parents and completed by children. Reviews of curriculum areas were conducted by teaching staff. We also involved governors and members from the school council. All this information was used during an INSET day in March to identify our priorities and create a development plan for the next academic year.

The Development Plan 23-24 is illustrated here:

Objectives:	Health and Well- being	Learning and Teaching	Care Support and Guidance	Leadership and Management
 <p>Objective</p> <p><small>An Objective describes where you want to go and sets a clear direction.</small></p> <p><small>Objectives shouldn't be technical and shouldn't contain a metric — making sure that everyone understands where to go.</small></p>	<p>Our school supports staff mentally and emotionally. (1.1)</p> <p>Our children feel rewarded for their effort and values – we do the right thing because it's the right thing to do! (1.2)</p> <p>Our school supports children's rights; well-being, participation, relationships and grows self-esteem. (1.3)</p>	<p>Our school offers consistent high-quality learning and teaching. (2.1)</p> <p>Our school supports children in being and becoming the four purposes. (2.2)</p> <p>Our school offers inspiring environments for high-quality learning. (2.3)</p> <p>Our school is ambitious, we communicate our high aspirations clearly and support our learners them in becoming the best versions of themselves. (2.4)</p>	<p>Our school is a place where our families are supported to thrive! (3.1)</p> <p>Our school is in the heart of our community! (3.2)</p>	<p>Our school builds and supports positive relationships within our community and across our cluster (4.1)</p> <p>We have a clear vision and ethos that is understood by all (4.2)</p> <p>Our school provides high quality professional learning for all staff. (4.3)</p>

SCHOOL DEVELOPMENT PLANNING - THREE YEAR CYCLE:

Maths and Numeracy

- Continue to embed Singapore Maths approach.
- Peer observations
- Induction support for new teachers (Role modelling)
- Improve pupils journaling / documentation of learning

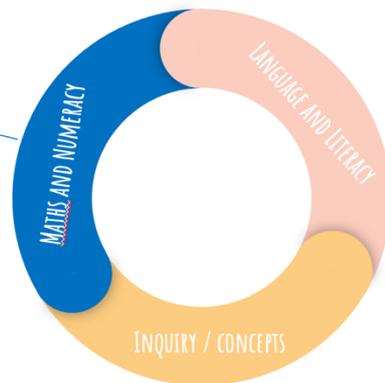
Plan: Select Strategies and Create a Plan
How are we going to get where we want to be?
How will we inform implementation?



Act: Adjust the Plan and Improve
Should we reassess our team, plan and strategies?

Do: Implement the Plan
How's it going?
What's next?

Study: Assess the Impact
Where are we now?
How did the plan work?
What are our next steps?



Inquiry / Concepts

- Anti-Racist curriculum – Rachel Clarke, Luke and Jo
- Curriculum Concepts – Cluster working – SLT
- RSE
- Improve pupils reflections on learning including concepts and application across contexts.

Language and Literacy (Focus) PS1 and 2

- Develop children's speaking and listening skills and wider understanding of language – Language provides the foundation of thinking and learning and should be prioritised. Use a balanced and engaging approach to developing reading, teaching both decoding and comprehension skills.
- Effectively review and implement a systematic phonics programme (Read, Write, Inc?)
- Use high quality information about children's' current capabilities to select the best next steps for teaching.
- Use high quality structured interventions to help children who are struggling with their literacy.

PS3

- Teach pupils to use strategies for planning and monitoring their writing.
- Teach pupils to use strategies for developing and monitoring their reading comprehension

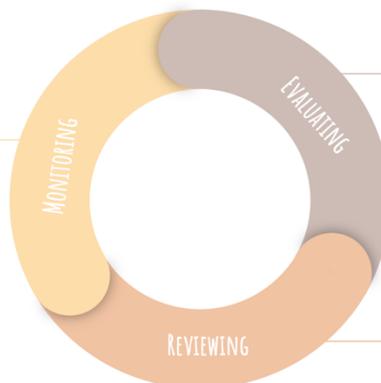
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Our Self-Evaluation Cycle:

SELF-EVALUATION CYCLE - MONITORING, EVALUATING AND REVIEWING (MER)

Monitoring of progress (Dec)

Annual overview of monitoring, reporting standards and attainment (see above)
Professional development conversations
Listening to learners
Governing body meeting and sub-committee meeting
Improvement partner visits (CSC)
Pupil leadership teams
Staff and pupil questionnaires
Learning walks



Evaluating success (March)

Using a range of information available and involving the whole school community. Seen as a mechanism for improving.
Areas for self-evaluation include – Vision and Leadership, Curriculum, Learning and Teaching, Well-being, Equity and Inclusion.

How well are we doing?

How do we know?

How can we improve?

Reviewing and creating next steps (April / May)

Culture of collective responsibility for school improvement.

Forming of new SDP priorities and actions.

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Curriculum and Provision for pupils with Additional Learning Needs

The curriculum at Oak Field Primary School is aligned to the ambition of Welsh Government's new 'Curriculum for Wales' which seeks to secure every child as:

- An ambitious capable learner
- A healthy, happy confident individual
- An ethical, informed citizen
- A creative, enterprising contributor.

We are committed and determined to achieve the vision set out. The four purposes drive not only our day to day practice but have become our incentives for change; they are at the heart of all we do and a measure of our success.

The staff have further developed different approaches to teaching and learning this year and have created bespoke opportunities for our children to learn through active experiential authentic contexts and have shared their learning with parents/carers through performance of understanding events.

Oak Field Primary is an inclusive school and staff strive to provide the children identified as having barriers to their learning, with a happy, supportive and fulfilling education that enables them to reach their potential as learners.

The school provides a wide range of support to pupils according to need. The school continues to work with other schools across the Pencoedtre Cluster to develop practice and provision. The school provision map outlines the level and type of support pupils receive. Specialist services are accessed when a need is identified. Staff continuously assess individual pupil progress in all areas of the curriculum using a system called *Building Blocks*. Termly pupil progress meetings are held with teachers and senior leaders to discuss all pupils progress and ensure all pupils are making expected progress. If pupils are identified as not making expected progress, interventions, and support (including extra-curricular/parental support) is put in place to improve the progress of the identified pupil.

Promotion of Welsh Language

Lessons are predominantly taught in the medium of English. Written information to parents is provided in English.

The Welsh language is taught discretely, within lessons and the school day through incidental use. Teachers also follow the schools Welsh Scheme of Work. Children learn about Welsh culture through our inquiry topics and Welsh songs.

Pupils have opportunities to celebrate the Welsh culture through the very successful annual "Cadfield" Eisteddfod.

The school has achieved the Siarter Iaith Gold award.

Community Links

The school has strong links with the community and continues to develop all of the time to meet the needs in our community and ensuring we support each other to thrive. Our Family Engager, Mrs Kelly Borge continues to be available to support families.

The school also has strong links with the Community Police team who visit the school regularly and give talks to all year groups on a variety of topics from Stranger Danger, bullying, drugs and alcohol awareness, substance misuse and internet safety.

The school has good links with many outside agencies and local businesses, including, Dow Ltd and University of Wales Trinity Saint David. We were sorry to say goodbye to Rev Emma Ackland who was a strong part of our school through last year, leading assemblies in school and Merthyr Dyfan Church on a regular basis. We have begun to work with Father Dan who has continued to work with the school, and we enjoyed our Christmas celebrations in Merthyr Dyfan Church again this December.

Toilet Facilities

Nursery and Reception have a shared unisex toilet facility with shower cubicle.

Phase 2 (Year 1 and 2) have a unisex toilet on the ground floor.

There are four disabled toilets – three on the ground floor (one with a shower facility) and one on the first floor. These toilets are also used as staff toilet facilities.

On the first floor, Phase 2 and 3 (Y3-6) have separate girls and boys toilets.

Attendance

We have in place a number of measures to encourage best attendance and we thank parents for working with us. Where problems occur and attendance falls, we speak with parents. When attendance falls below 80% and there is no obvious reason, we work with the Vale of Glamorgan Educational Welfare Officers (EWO). Governors also reviewed the policy for parents wishing to take their children on holiday during term time. Holidays will be authorised as long as attendance is good (above 94%) during the school year and if they are absent for less than 10 school days. For holiday dates during this school year, please see Appendix 1.

After-School Clubs and Extra-Curricular Activities

The school runs a number of very popular extracurricular clubs. These provide pupils with further opportunities to keep fit for example, with a wide range of sport-based clubs including

- Football
- Rugby
- Cricket
- Dance
- Netball

We also offer opportunities for the children to further develop their creative and social skills, offering clubs such as

- Cookery
- Art
- Co-operative games
- Choir
- Technology club
- Film

Statutory Policies

All statutory policies are regularly reviewed and in turn signed off by the Governing Body.

The School Prospectus

The school prospectus is available on the school website -

<https://www.oakfieldprimarybarry.co.uk/>

Healthy Schools

The school recognises that children need to be healthy and happy to flourish and be their best. There is a heavy emphasis on health and wellbeing as well as food and fitness, aligned to the ambitions of our overall curriculum.

This year the school has achieved, for the first time, The Welsh Government's National Healthy Schools Quality Award, consisting of 8 action areas, relating to: nutrition, physical activity, personal development and relationships, substance use and misuse, mental and emotional health and wellbeing, environment, safety and hygiene.

Pencoedtre: 21

St Richard Gwyn: 9

Financial Statement

Please see Appendix 2.

No members of the Governing Body claimed travel or subsistence costs.

Appendix 1 - Term Dates 2023-2024

Mon 4 Sept 2023 and *Monday 22 July 2024 will be designated INSET days for **all** LEA Maintained Schools. The remaining four INSET days to be taken will be at the discretion of each individual school following appropriate consultation with staff.

All schools will be closed on **Monday 6 May 2024** for the May Day Bank Holiday.

*It is intended that this INSET Day will either be taken on Mon 22 July 2024 or at an alternative time for example in the form of twilight sessions.

Significant dates:

Christmas: Monday 25 December 2023

Good Friday: 29 March 2024

Easter Monday: 1 April 2024

May Bank Holidays: Monday 6 May 2024 and Monday 27 May 2024

Start: Monday 4 September 2023

Half Term: Monday 30 October - Friday 3 November 2023

End: Friday 22 December 2023

No. of School Days:75

Spring 2024

Start: Monday 8 January 2024

Half Term: Monday 12 February - Friday 16 February 2024

End: Friday 22 March 2024

No. of School Days: 50

Summer 2024

Start: Monday 8 April 2024

Half Term: Monday 27 May - Friday 31 May 2024

End: *Monday 22 July 2024

No. of School Days:70

Appendix 2 Vale of Glamorgan Council - School Outturn Report 2022/23 Revenue Summary -

Primary School Budget

COST CENTRE CODE	COST CENTRE DESCRIPTION	DETAIL	ANNUAL BUDGET	TOTAL ACTUAL
101063	Oakfield Primary	CONT. TO FUNDS		247.93
101063	Oakfield Primary	CONT TO CAPITAL OUTTURN		247.93
101063	Oakfield Primary	EMPLOYEES	1,158,789.00	1,197,870.54
101063	Oakfield Primary	TEACHING EMPLOYEES	526,371.00	529,965.01
101063	Oakfield Primary	NON TEACHING EMPLOYEES	177,872.00	186,905.05
101063	Oakfield Primary	GRANT EMPLOYEES	454,546.00	479,772.28
101063	Oakfield Primary	OTHER DIRECT EMPLOYEES		478.20
101063	Oakfield Primary	INDIRECT EMPLOYEES EXPS		750.00
101063	Oakfield Primary	INTERNAL RECHARGES EXPEND	146,135.00	159,438.09
101063	Oakfield Primary	INTERNAL RECHARGES EXPEND	146,135.00	159,438.09
101063	Oakfield Primary	PREMISES	117,636.00	132,217.62
101063	Oakfield Primary	CLEANING AND DOMESTIC SUPPLIES	31,425.00	38,075.23
101063	Oakfield Primary	ENERGY	15,650.00	21,529.70
101063	Oakfield Primary	RATES	34,240.00	34,240.00
101063	Oakfield Primary	REPAIRS & MAINT OF BUILDING	34,121.00	34,268.49
101063	Oakfield Primary	WATER SERVICES	2,200.00	4,104.20
101063	Oakfield Primary	SUPPLIES AND SERVICES	181,868.00	205,589.97
101063	Oakfield Primary	COMMS AND COMPUTING	18,988.00	22,450.91
101063	Oakfield Primary	EQUIP, FURNITURE & MATERIALS	82,203.00	97,259.29
101063	Oakfield Primary	GRANTS & SUBSCRIPTIONS	12,238.00	48,833.18
101063	Oakfield Primary	MISC EXPENSES	40,432.00	563.55
101063	Oakfield Primary	PRINTING STATIONERY & OFFICE EXPS	3,500.00	4,784.59
101063	Oakfield Primary	SERVICES	24,507.00	31,698.45
101063	Oakfield Primary	TRANSPORT	1,800.00	2,959.87
101063	Oakfield Primary	CAR ALLOWANCES	320.00	197.40
101063	Oakfield Primary	DIRECT TRANSPORT COSTS	1,480.00	2,762.47
101063	Oakfield Primary	CUSTOMER RECEIPTS	(10,000.00)	(32,055.40)
101063	Oakfield Primary	CHARGE FOR SERVICE		(350.00)
101063	Oakfield Primary	DONATIONS	(10,000.00)	(27,500.00)
101063	Oakfield Primary	SALE OF PRODUCTS		(4,205.40)
101063	Oakfield Primary	GOVERNMENT GRANT	(331,525.00)	(431,709.28)
101063	Oakfield Primary	OTHER GOVERNMENT GRANTS	(4,275.00)	(4,275.00)
101063	Oakfield Primary	WG GRANTS	(327,250.00)	(427,434.28)
101063	Oakfield Primary	INTERNAL RECHARGES INCOME	(139,722.00)	(167,724.47)
101063	Oakfield Primary	INTERNAL RECHARGES INCOME	(139,722.00)	(167,724.47)
101063	Oakfield Primary	OTHER GRANTS		(180.00)
101063	Oakfield Primary	INCOME FROM OTHER LAs/HAs		(180.00)
		Total 101063	1,124,981.00	1,066,654.87

