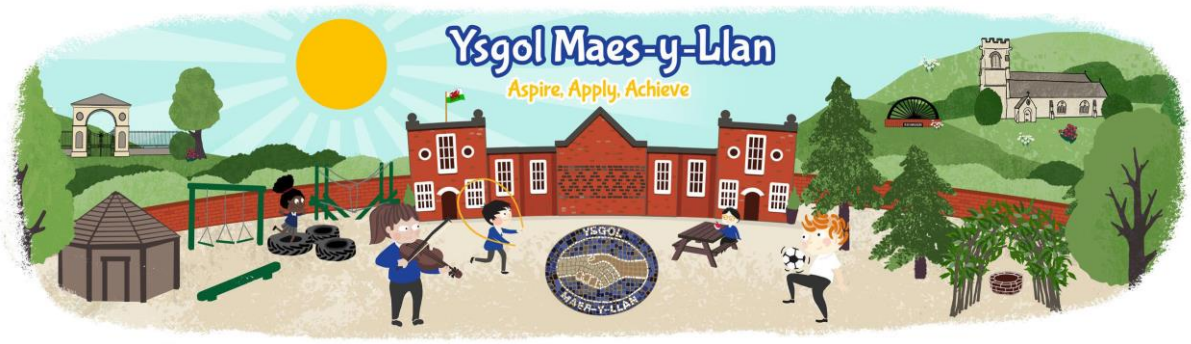

The Governors Annual Report to Parents

2023/2024

Dear Parents and Carers

It gives me great pleasure to present you with the annual report of the Governing Body of our school for the 2023/24 academic year.

This has been a very successful year for the school and many things have been achieved, both in terms of pupil progress and wellbeing. The school continues to move forward both in terms of the standards achieved by pupils and their learning provision. We look forward to the continuing development of the school, to ensure that all children have the opportunity to reach their potential.

This report gives you a flavour of the work of the school and of the many people who contribute to its success. It also celebrates the work of the school in the wider community and gives me a place to thank everyone within the community who supports the school and enriches the offering to our pupils.

I would also like to express my sincere gratitude to my fellow Governors who freely give their time and talents to the school, and also sincere thanks to all the staff who provide such high-quality care, support and guidance to enhance the wellbeing and education of your children. Thank you too, to you, the parents and carers of our pupils and for your ongoing partnership with us which benefits your children, the whole school and wider community.

Yours sincerely

My Kevin Hughes

Chair of the Governing Body

Governing Body Meeting Information.

- We meet as a full Governing Body once per term, with the key business of receiving updates on standards, resources, and milestone tasks being main items on the agenda. Our role during these meetings is to receive updates/information from the HT/SLT/staff or governor on how the school is performing and provide an independent oversight of the management and operation of the school with the aim of helping to improve the quality of education and raising standards by being a 'critical friend'. We do not run the school on a day-to-day basis; that is the job of the Headteacher and senior staff.
- For other business, such as appointing new teaching or Senior Leadership Team staff, finance, personnel issues, etc, we meet as committees. All of the Governing body members are part of designated committees that meet as required.
- We are proactive in terms of visiting the school, involving ourselves in learning walks, attending staff meetings, at least every term.

The Governing Body

Chair of Governors: Mr Kevin Hughes
c/o Ysgol Maes-y-Llan,
Maes-y-Llan Lane,
Ruabon,
Wrexham LL14 6AE
Tel: 01978 820991

Vice Chair of Governors: Mr Carl Bird

Headteacher Governor:	Mrs Beth Rolls
Teacher Governor:	Mrs Belinda Jackson (Mrs Gruffydd, in her absence)
Staff Governor:	Mrs Gemma Tilston
Parent Governors:	Mrs Melissa Evans
	Miss Tamara Noden
	Mrs Lyndsey George
	Mrs Dawn Jones
Community Governors:	Mr Kevin Hughes
	Mr Carl Bird
Local Community Governor:	Mrs Sarah Giles
LA Governor:	Mrs Sharon Mazzerella
Clerk to the Governors:	Mrs Debbie Carson (contact at the school)

Staffing

Senior Leadership Team

Mrs Beth Rolls – Headteacher, Designated Safeguarding Person (DSP)
Mrs Jo Gruffydd – Deputy Headteacher, Literacy lead, Assessment & Progression lead, Deputy Designated Safeguarding Person, Student Mentor, Behaviour
Mrs Belinda Jackson – ALNCo, Part time Year 1/2 teacher, Health and Wellbeing Lead, Teacher Governor, EAL lead, Happiness Heroes

Teaching staff

Miss Paige Goode (Mrs Amy Guiel currently on maternity, N/R teacher, DCF lead, PE lead, RWInc lead, RSE)
Miss Sue Griffiths – R/Year 1 teacher, Science & Technology lead, School Council
Miss Amy Harry – Part time Year 1/2 teacher
Miss Hannah Postle – Year 3/4 teacher, Humanities lead, Eco Council
Mrs Rhian Steele – Year 4/5 teacher, Maths & Numeracy lead, RSE, Student Mentor, Criw Cymraeg

Learning Support

Mrs Rebecca Jones – Part time Level 3 TA within KS2/HLTA PPA cover
Mrs Gemma Tilston – Full time Level 3 TA within Nursery AM /HLTA PPA cover, ELSA
Mrs Lisa Callaghan – Full time Level 3 TA within Class 1/2, After School Club lead
Mrs Rabia Zafar – Full time Level 1 TA within R/Year 1, Breakfast Club lead
Mrs Julie Strange – Full time Level 2 TA with in Year 1/2 class
Miss Sue Edwards – Part time Level 1 TA within Nursery, MDSA
Mrs Deleth Harper – Full time Level 1 within Nursery

Administration staff

Mrs Debbie Carson – Full time School Business Manager

Other staff

Mrs Kim Jones – Cook
Mrs Kadie Jarvis - Cook's assistant
Mr Jonathan Shaw – Caretaker/Cleaner
Mrs Evelyn Agyemang – Cleaner/MDSA

Class Organisation

The school currently has 6 classes which are all mixed age ranges.

CLASS	Number of children	Teacher	Teaching Assistants
Dosbarth Chirk	23	Miss Paige Goode	Mrs G Tilston Mrs D Harper Mrs S Edwards
Dosbarth Harlech	23	Mrs Sue Griffiths	Miss R Zafar
Dosbarth Conwy	27	Mrs Belinda Jackson (Mon, Tues, Wed am) Miss Amy Harry (Wed pm, Thurs, Fri)	Mrs L Callaghan Mrs J Strange (am) + (pm x 1) Mrs R Jones pm x 2
Dosbarth Criccieth	25	Miss Hannah Postle	Mrs J Strange (pm x 2)
Dosbarth Penrhyn	30	Mrs Rhian Steele	Mrs J Strange (pm x 2)
Dosbarth Caerdydd	22	Mrs Jo Gruffydd	Mrs R Jones

School Sessions

Early Education Sessions 8:50am – 11:20am 4 mornings per week

Nursery Sessions 8:50am. – 11.30am. 5 mornings per week

Statutory School Age: FP - 8.50am. – 11:45am, KS2 8:50am - 12noon and 12.45 p.m. – 3.00 p.m.

Attendance

Our attendance status for the 2023/24 school year can be found below:

Group Session Summary

Period: 04/09/2023 AM to 19/07/2024 PM

Scope: Whole School

Sessions %		
Attendances	47499	92.27
Authorised absences	3092	6.01
Unauthorised absences	889	1.73
Possible Attendance	51480	
Including		
Approved Educational Activity	820	1.59
Lates before reg closed	813	1.58
Lates after reg closed	200	0.39
Unexplained absences	0	0.00

We continue to engage with the Education Welfare Service with regard to supporting and managing attendance and punctuality. We follow a graduated response with regard to pupils who have persistent absence or lateness, which includes welfare support and use of Fixed Penalty Notices as a last resort.

Additional Learning Needs & Inclusion

Some children during their time in primary school experience difficulties in specific areas of learning.

At Maes-y-Llan, our aim is to identify and assess, as early as possible, all children who have an additional educational need. This results in the school being able to make provision for them so that an appropriate level of work and the right amount of support is provided to allow them to access the curriculum.

We are proud of the systems we have in place which together, with our dedicated staff, allow us to identify needs early and to put in place suitable support.

Children with identified additional needs will have specific targets to work towards and will have a personalised plan drawn up, suited to their level of need. Close liaison between the teacher, parents and our Additional Learning Needs Co-ordinator (ALNCO), Mrs Jackson, ensures that all parties work together to try to achieve the targets. Appropriate support and / or interventions will be implemented and regularly reviewed in school.

We work very closely alongside a wide range of outside agencies such as the Education Psychologist, Speech and Language services, Sensory Support, Action for Children, Social Services etc., to provide specialised support for individual children. Regular review meetings take place with parents.

Accessibility

Ramps are situated in various parts of the school to allow access for all pupils; there is also accessible toilet provision for both adults and pupils who require this. There is complete access at ground floor level for all pupils and adults. The school has established an Accessibility Plan, Equalities Policy and Strategic Equality Action Plan. The school engages with Children's Services as required for support/guidance relating to safeguarding and child protection.

Health & Safety

The school holds regular fire and lockdown drills (at least half termly).

School Toilets

The school has several toilets for pupils and staff.

Nursery and Reception pupils have access to toilets within their classroom. These are all self-contained cubicles and these are mixed toilets for boys and girls. Year 1 and 2 pupils have separate toilets close to their classrooms and there are individual toilets for boys and girls. KS2 pupils have boys' and girls' toilets located close to their classrooms. The school also has an accessible toilet. All toilets are cleaned daily.

Extra-curricular activities

The school enjoys a range of extra-curricular activities after school. These have been exceptionally popular this year and have included Football, Book Club, Arts and Craft, Netball, Choir, Board Games and Tennis. Pupils have had the opportunity to experience residential visits and this year pupils within years 5 & 6 have been offered visits to Glan Llyn.

Promotion of healthy eating and drinking by pupils

The school catering team follow Welsh Government guidelines regarding providing a healthy menu. All school meals (hot and cold) are prepared on site and the catering team is managed by the Local Authority. All pupils are encouraged to bring a healthy snack to school and have access to water throughout the day. The school communicates the importance of healthy eating and drinking to pupils as part of the school curriculum. During the 2023/24 school year, the school continued to work successfully with the Local Authority Healthy Schools Service to develop health and wellbeing across the school.

Community links

The school enjoys strong links with the wider community. Visitors are regularly welcomed to the school to enrich and enhance both the curricular and extra-curricular offering. The Police School Liaison Officer also visits the school regularly and delivers sessions with pupils in all year groups.

School leavers

The majority of pupils leaving year 6 transition to Ysgol Rhiwabon High School. In addition, in July 2023, pupils also transferred to Penley and Bryn Alyn.

Term Dates

Autumn Term 2023:

Monday 1st September to Friday 27th October 2023

Monday 6th November to Wednesday 20th December 2023

Training days: 1st & 4th September; 21st & 22nd December 2023

Spring Term 2024:

Monday 8th January to Friday 9th February 2024

Monday 19th February to Friday 22nd March 2024

Summer Term 2024:

Monday 8th April to Friday 24th May 2024

Monday 3rd June to Friday 19th July 2024

Training days: 24th May; 19th July 2024

School Prospectus

Copies of the prospectus are available on request from the school office or can be found on the school website.

https://maesyllan-pri.wrexham.sch.uk/key-information/policies/

Policies

The school has a current Accessibility Policy, Equalities Policy and Strategic Equalities Plan. During the current academic year, the following school policies have been amended and updated as per the school policy review schedule:

Policy
Educational Visits
PPA and Dedicated Headteacher time
Online safety
Acceptable use of ICT
Administration of Medicine
Lone Worker Risk Assessment
Accessibility Plan
Dignity at Work
Grievance
Health and Safety
Healthcare Needs
CCTV
Hygiene
Premises Management
RSE
School Leave of Absence
Code of Conduct
Food and Fitness
Disciplinary

2023/24 School Financial Statement (School Budget):

1. TOTAL PREMISES	47,321.00	41,997.00	8,091.00	50,087.00	- 2,766.00
2. TOTAL TRANSPORT	312.00	325.00	-	325.00	- 13.00
3. TOTAL SUPPLIES	17,754.00	19,830.00	4,943.00	24,773.00	- 7,019.00
4. TOTAL THIRD PARTY PAYMENTS	27,514.00	4,904.00	-	4,904.00	22,610.00
5. TOTAL SUPPORT SERVICES	45,152.00	30,167.00	15,260.00	45,426.00	- 274.00
6. TOTAL INCOME	- 222,470.00	- 129,862.00	- 124,106.00	- 253,968.00	31,498.00
MDP 371 - YSGOL MAES Y LLAN	642,685.00	624,925.00	- 30,809.00	594,116.00	48,569.00

2023/24 School Financial Statement (School Fund):

Form D

Summary of Transactions of:

Ysgol Maes Y Llan

Year Ended **2023/24**

	£		£
Balance b/f	3,177.63	**Expenditure**	
Unpresented Expenditure	2,143.23	Bacs Payments	17,834.97
		Direct Debits	8,239.85
		DR	52.84
		Unpresented Expenditure	2,143.23
Total balances b/f	5,320.86	**Total Expenditure**	28,270.89
Add Income		Bal c/f	6,494.54
Bacs Payments	4,756.22	Prior year receipts not banked at 31/3/2022	
Credits	5,839.11	Income to be presented 2022/23	
Transfer	0.20		
Deposit 2023/24	5,245.98		
Deposits 2022/23	383.30		
Parent pay	13,239.76		
Total Income	29,444.57	Total Balances C/F	6,494.54
Balance	34,765.43	**Balance**	34,765.43

I have examined the Ysgol Maes y Llan School Fund for 2023/24 ogether with all relevant supporting documents and have obtained all the necessary information and explanations relating to the fund.

Auditor : D Foulkes **Date:** 23/9/24

Deborah Foulkes Chartered Internal Auditor
18 The Hawthorns, Acton, Wrexham, LL127BB

Chair of the Governors: **Date:** 23/10/2024

Headteachers Signature: **Date:** 23/10/24.

BCRoss.

School Development
Evaluating School Improvement Priorities 2023 to 2024

Priority	Evaluation	Next steps
Priority 1: To develop the role of AoLE lead	The headteacher has discussed the staff's strengths and interests to create AOLE teams. The staff have met in their teams to undertake an audit of the current position and ways of moving forwards. Leads have also linked governors to their AOLEs and a pupil voice to ensure we have a voice for all stakeholders.	To reshuffle the AOLE teams due to the R and R process To introduce a long-term plan which focuses on a specific AOLE during each half term and will link to PPM. To look at progress across the curriculum (This will link to Priority 3 – Sept 2024)
Priority 2: To improve assessment for progression	A bespoke baseline has been created to ensure we can see the journey of each individual child. The DHT holds regular pupil progress meetings with staff to monitor the children's progress and discuss ways of supporting children if needed. There is a monitoring timetable in place which includes learning walks, talking to learners and looking at books.	To audit AfL strategies/ feedforward practices across the school To audit current intervention programmes Create bespoke target Learning Objectives for Primary and secondary focus AoLEs as well as LLC & M&N, based on findings from Priority ongoing – **Priority 3: To improve assessment for progression**
Priority 3: To improve the reading across the school	All staff have attending training in RWI and have a consistent approach to the teaching of phonics across the school. The school has a reading lead which supports all staff and monitors the children's progress. A parent workshop has been held to develop the parents understanding of how we teach phonics and allow them to support their children at home. We have undertaken the School Partnership Programme to develop the reading skills in KS2 and focused on the development of verbal reasoning skills. To promote the 'Love of reading' we have had 'Mystery Readers' who have regularly surprised the children by coming into school to share a book with the children. They have also had the exciting support of the reading dog. The Year 6 children have excelled themselves with creating an outdoor library and cannot wait to use this with the younger children next year.	**Priority Achieved –** will continue to embed and use strategies implemented this year.
Priority 4: To enable the environments to enhance the	We have evaluated our current provision and identified areas for improvement. We have created a vision which we will share with all stakeholders and refer to when developing our own areas. Staff have	To audit the outdoor provision To create an action plan

teaching and learning for all learners	visited other schools to look at good practice. The FP outside area has been opened up to allow more of a free flow between areas. The ELSA room (y Cwtch) has been relocated upstairs to give more privacy to struggling pupils KS2 staff developing areas outside their classrooms to give the pupils opportunities for independent learning with challenges linking to skills previously learnt. FP classes have been decorated and removed of clutter to give a calmer environment for the children to work in.	To visit other schools for good practice Priority ongoing – **Priority 2**: To enable the environments, in the outdoor provision, to enhance the teaching and learning for all learners

Leadership & Monitoring of Standards

At Ysgol Maes-y-Llan we value our very committed distributed leadership which includes the Headteacher and Deputy, Alnco, Teachers, TAs and the Governing Body, who all help to drive the school forward, creating the vision and providing the strategic direction of the school.

Monitoring and school improvement is driven by having a robust Self Evaluation Report (SER) which works in connection with our School Development Plan (SDP).

In order to secure improvement for all children and to show continuity and progression, the following are undertaken through a monitoring yearly timetable.

Pupil Progress Meetings

These are termly meeting led by the Deputy Headteacher, which allow for detailed professional dialogue on every child within a class. It allows to identify strengths, and highlight where insufficient progress is being made, and the factors affecting this. Target children are identified and action plans are put in place.

Learning Walks

These are led by the Headteacher, Senior Leadership Team and often include representation from the Governing Body, School Council and the school's assigned SIA (School Improvement Advisor, every school in Wales is assigned a SIA from their local consortia). This enables leaders to observe what they can see, hear and feel, across every class in school.

Book Looks

This is carried out by members of the Senior Leadership Team/ AoLE leads, Governors and often the school's assigned SIA (Adviser from GwE, the North Wales Consortia) at different times of the year.

Staff Training

As part of whole school priorities and continuing professional development, staff have attended courses (including virtual), meetings (including virtual), and observations or taken part in working parties.

Our Journey

Finally, I would just like to add that the GB consider the school to be in a strong position going forward. We have made fantastic progress this year and we hope, by continuing the journey together, we will continue to ensure that our children will …….

'Aspire, Apply, Achieve!'