

# Annual Report to Governors 2022-2023

## *Radyr Primary School*

### Ysgol Gynradd Radur



#### **Chair of Governors**

**Mrs Jane Griffiths**

Contact via School Office

#### **Headteacher**

**Mrs C. Skidmore**

Radyr Primary School

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#### **Director of Education**

**Mrs M. Godfrey**

County Hall

Cardiff County Council

Atlantic Wharf

Cardiff

Tel: 029-20872000

#### **Clerk**

**Mrs L. Greenwood**

Contact via School Office

#### **Language Category:**

English Speaking

All pupils are taught and encouraged to use the Welsh language.

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# *Report from the Chair of Governors*

On behalf of the Governing Body I am delighted to present this report covering the academic year 2022/2023.

The school vision is to unlock the potential of every child to become a lifelong learner. This is a vision that drives the strategic direction of the school and every year we strive to deliver the most effective school experience for every pupil. At Radyr Primary School we are extremely fortunate to have a team of highly talented and highly driven professionals who use their expertise to deliver high quality teaching and learning for our pupils.

As a Governing Body we have continued to be struck by the volume of schools and other professionals who visit the school to experience how Radyr Primary delivers for the pupils. Additionally, several of our teaching staff have successfully applied for secondment and project roles to support other schools on their improvement journeys. Mrs Skidmore and her leadership team continue to be highly sought after to work on projects across the region and this ensures that the school remains at the forefront of all educational developments.

New curriculum for Wales is focussed on progress for all pupils. This philosophy is at the heart of everything the schools does and the whole school community is focussed on progress for every pupil. The Governing Body is also committed to high quality teaching and learning in a safe and supportive environment, and we will continue to work in partnership with the school teaching professionals to ensure that the school continues to deliver this for your children. Later on in this report you will be able to read about how each of the school improvement priorities were met last year and the impact that these are having on the pupils and their progress.

As a school we know that your children need to feel nurtured and safe when they are in school. Pupil wellbeing is central to everything the school does. All staff work tirelessly to safeguard your children and to create the environment where they can thrive and reach their own potential. Every year there are pupils who need some form of additional support to help them flourish. The Governing Body are always incredibly proud of the varied and often complex work that takes place to give every child the support they need when they need it.

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Managing the school budget is one of the key responsibilities of a Governing Body. Later in this report you will read more about the school's financial position and see how the budget for the year was spent. Schools are all facing budgetary pressures but as a Governing Body we are extremely pleased that Radyr Primary has been able to deliver high quality learning experiences whilst simultaneously taking a prudent approach to budget management to ensure the longer-term financial stability of the school.

Integral to delivering high quality learning experiences within a tight budget, is the funds raised by the Parent Teacher Association (PTA). There were several school events that were enjoyed by pupils and parents and the funds raised from these events enables the school to further improve the indoor and outdoor learning environments. To anyone who has helped to organise or who has supported the events, the Governing Body would like to express our gratitude and hope that the school can continue to rely on your support.

Unfortunately, it is highly likely that school budgets will become increasingly challenging. We are fortunate to have a strong financial management team who will continue to carefully monitor school expenditure so that we can still deliver the best learning experience for all our pupils.

As a Governing Body we are always astounded by the achievements and progress that pupils make at our school. However, we never take this for granted and governors are constantly working with the school and external improvement partners to ensure that the school are constantly on an improvement journey. All the staff at Radyr Primary work tirelessly to deliver the best for your children and on behalf of the Governing Body I would like to thank them for all their commitment and dedication. Mrs Skidmore and her team are committed to deliver the best for your children and we are incredibly thankful for all their efforts.

Jane Griffiths  
Chair of Governors

November 2023

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# *The Role of the Governing Body*

Since the 1944 Education Act it has been a legal requirement that all maintained schools should have Governing Bodies, and their responsibility has been twofold - to ensure that the school is run in a way that meets the needs of the community and to protect the interests of the school. The Governing Body therefore provides a strategic view, helping to set, and keep under review, the broad framework within which the Headteacher and staff run the school. In all its work, the governing body should focus on the key issues of raising standards of achievement, establishing high expectations and promoting effective learning and teaching. The Governors also consider all relevant reports, recommendations and directives from both Cardiff Local Authority and the Welsh Assembly.

To act as a critical friend, critical in the sense of its responsibility for monitoring and evaluating the school's effectiveness, asking questions, and pressing for improvement. A friend because it exists to promote the interests of the school and its students.

To ensure accountability. The governing body is responsible for ensuring good quality education in the school. It has a right to discuss, question and refine proposals - while always respecting the professional roles of the Headteacher and other staff, and their responsibilities for the management of the school. In its turn the governing body answers for its actions, above all to parents and the wider community for the school's overall performance.

Our next Parent Governor vacancy will occur in December 2023. Therefore, documentation will be sent to all parents in November 2023 who will be invited to apply.

<b>Governor</b>	<b>Type of Governor</b>	<b>End of office</b>
Mrs J Griffiths	LA Governor and Chair	March 2025
Mrs C Skidmore	Headteacher	
Miss C. Robins	LA Governor	January 2026
Cllr R. McKerlich	Community	
Mrs A. Hind	Parent Governor	December 2023
Mrs V. Wales	Community	November 2026
Mrs B Armstrong	Parent Governor	July 2025
Dr E Lane	Parent Governor	February 2026
Mrs K Newbrook	Parent Governor	March 2023
Mr J. Wilson	Community Governor	September 2022
Mr G. McNamara	LA Governor	September 2026
Mr D. Currie	Community Governor	November 2026
Mrs R. Turner	Teacher Rep.	July 2023
Mrs M. Brown	Non Teaching Staff Rep.	September 2026

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# Term Dates

Monday 05 September 2022 was a designated closure day for all maintained schools. There were an additional five INSET days across the academic year during which school will be closed to pupils. These dates were:

Friday 07 October 2022; Monday 06 February 2023; Friday 23 June 2023;  
Monday 10 July 2023; Monday 24 July 2023;

Term	Term Begins	Half Term Begins	Half Term Ends	Term Ends
<b>Autumn Term</b>	Monday 05/09/2022	Monday 31/10/2022	Friday 04/11/2022	Friday 23/12/2022
<b>Spring Term</b>	Monday 09/01/2023	Monday 20/02/2023	Friday 24/02/2023	Friday 31/03/2023
<b>Summer Term</b>	Monday 17/04/2023	Monday 29/05/2023	Friday 02/06/2023	Monday 21/07/2023

School Hours	
9.00am— 11.30am	Morning session for Nursery pupils
9.00am – 11.45am	Morning session for Foundation Phase pupils
9.00am – 12.15pm	Morning session for key Stage 2 pupils
	Morning break is between 10.30am and 10.45am
LUNCH	
12.45pm— 3.15pm	Afternoon session for Nursery pupils
1.00pm – 3.30pm	Afternoon session for Foundation Phase pupils
1.15pm – 3.30pm	Afternoon session for key stage 2 pupils
	Afternoon break is between 2.15pm and 2.30pm

## School Prospectus

The prospectus provides relevant information about teaching and learning, partnership with parents and the organisation of the school day (it can be found on our school website).

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# Attendance

Attendance of the majority of pupils is very good. Most absences are due to illness.

*Radyr Primary School attendance target for the academic year 2022 / 2023 was 95%*

Attendance	2022-2023
Percentage Attendance <i>(an increase of 1.2% from 21/22)</i>	94.5%
Authorised absences	4.5%
Unauthorised absences	1%

## School Policies

There is an ongoing process of review and updating (as required) of all policies. These are available both on request and via our school website. The policies introduced or updated during the year that have been ratified by the Governing Body are Asset, Anti Bullying, Behaviour, Child Protection, Charging/Remissions, Data Protection, Educational Visits, Feedback.

## Healthy School

The school continues to maintain its Healthy School status and we are currently working towards the National Quality Award (NQA). The school actively encourages healthy eating.

## Access /Disabilities

This year enhancements have been made to the visibility of steps inside and outside as well as the steps up to the school. field. Further areas for improvement have been highlighted through the recent revision of our access plan which is available on our website.

## Resolutions

There were no issues raised by parents with regards the 2021—2022 Annual Report.

## School Leavers

At the end of year 6 , 30 August 2023, 59 children left Year 6 making their transition to the following schools:  
Radyr Comprehensive (56) Other schools (3)

## School Toilets

We currently have 26 pupil toilets which are cleaned daily. The school toilet policy is reviewed every 3 years and is for review January 2025.

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# *Personnel and Wellbeing Committee Annual Report*

The Personnel Committee has a role in staffing structures for both teaching and administrative staff and in monitoring the performance review system. We also have an active role in monitoring staff and pupil well-being.

The school has strong and well established teams in both Foundation Phase and Key Stage 2, including excellent support through senior and middle leadership teams. The Governing Body are grateful to all staff who continue to work hard for the benefit of the children.

The assistant head structure continues to work effectively to support Mrs Skidmore in leading the school whilst also enabling members of the senior leadership team to take up additional roles outside of Radyr Primary. The professional knowledge and expertise gained through these opportunities benefits the whole school.

As a result of the clear and effective leadership structures, the staff body as a whole are a successful and enthusiastic team bringing great benefit to the children and their learning experience. The Governing Body has full confidence in the leadership structures and the staff overall.

The performance review system for teaching staff, aimed at ensuring all teachers are fully engaged in and accountable for achieving the school's priorities is ongoing. The Personnel and Committee continues to engage in this process and is grateful to all staff for embracing the opportunities offered which ensures that the system is effective.

The Governing Body is grateful to the administrative team who continue to work tirelessly to ensure that the school office runs smoothly to the benefit of the entire school.

Mr Michael Thomas, our estate manager continues his excellent work in maintaining and improving the school grounds to ensure that all pupils are able to make the most of the school environment. The constant improvements to the school grounds and outdoor areas are a significant factor in the learning experience of pupils at the school.

Our continued thanks go to the kitchen staff and lunchtime supervisors for their excellent care of the children during lunchtime.

The Personnel and Well-being committee engage with staff in relation to both pupil and staff well-being. It is apparent that all the efforts of staff across the school to support the pupils and each other has a positive impact on well-being which is evident in the atmosphere at school and the attitudes to learning that can be seen when visiting. The school has a range of excellent well-being support structures in place as well as being willing and able to be reactive and provide bespoke support when needed. The governing body is satisfied that the school provides a safe and nurturing environment which supports the well-being of staff, pupils and their families.

Anna Hind

Chair of Personnel and Well-being Committee

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# ***Finance and Premises Committee Annual Report***

The purpose of the Finance & Premises Committee is to support the Headteacher and Governing Body with all financial matters relating to the school including annual budget planning, monitoring expenditure, ensuring effective and efficient management of resources, dealing with property related matters, overseeing longer term financial planning and monitoring the control risk framework within the school.

The financial year for the school runs from the 1<sup>st</sup> April to the 31<sup>st</sup> March and therefore the school academic year spans two financial years. For the 2022/2023 financial year the total school budget was £1,709,733 which was an increase of £95,336 on the previous year. This included a higher than planned surplus of £204,263 being carried forward into the financial year due to the receipt of additional unplanned income allocated to schools at the end of the previous financial year.

The school is making excellent progress with the implementation of the new curriculum, and our strong budget position enables us to continue to invest in new experiences for learners, professional development for teachers, and enhancing the fabric of the school environment and improving outdoor spaces. Mr Mike Thomas has worked tirelessly in maintaining and developing our premises, and we would also like to thank the PTA for their ongoing fundraising support.

We have seen a notable increase in school income in recent budget years, not only from local authority allocations but also as a reflection of the sharing of best practice with other schools and other teaching related project/grant work. The Governing body are extremely grateful to all staff for the fantastic commitment shown in supporting our learners and are proud to see this recognition of the excellent quality of educational provision delivered by the school team.

Our permanent structure of 14 classes plus two nursery sessions is unchanged, with school admissions continuing to be highly sought after in the local area. We have a small number of places available in reception and year 1, potentially impacted by new school openings locally and the transfer of pupils to alternative specialist provision.

Having entered the financial year with a substantive surplus, underlying cost budgets throughout the year tracked broadly in line with expectations, and a surplus of £85,537 was carried forward into the 2023/2024 financial year. We expect school budgets to remain challenging in the near term. Although the school has benefitted recently from surplus funds and additional income this is not guaranteed, and a prudent approach is taken each year to planning our future spending plans in order to maximise value for school learners in line with the school improvement priorities, without increasing the underlying recurring cost base for future years.

The 2023/2024 approved budget for the school is £1,679,797 and for this new financial year we are forecasting a budget surplus of £641. Whilst budgets are tight, the Governing Body are confident that our financial plans will enable us to continue to provide a first-class educational experience and unlock the potential in every child to become a life-long learner.

Vicky Wales

Chair of Finance & Premises

November 2023

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# *Teaching, Learning and Standards Committee Annual Report*

The role of Governors in the Teaching, Learning and Standards Committee (TLS) is to support the school to evaluate the quality of teaching and learning within the school and to monitor the standard of what the pupils achieve. Each academic year, the school creates a detailed improvement plan to continue to improving its provision for pupils enabling them to achieve beyond their expected levels.

All pupils' academic progress is meticulously recorded and monitored during the year and throughout their learning journey at the school. This information is crucial to help the school and teachers to plan for the pupils needs. Members of the School Leadership Team present to this process, synthesised findings and share their actions to Governors.

Last year, the school introduced Pupil Profiles at parent/carer evening. All profiles had pupil contribution. Children in Y1-3 have been written by the teacher after discussion with the pupil, while in Y4 - 6, profiles were, after discussion with their teacher, written by pupils independently. This process was valued by pupils and welcomed by parents/carers.

From feedback from parents/carers, the school has reviewed its homework process. Supporting learning at home is key to reinforce learning activities in school. In the Autumn term, new homework information and guidance sheets will be circulated to parents/carers to scaffold homework.

Beginning at different starting points, the progress of all pupils is at least good across the school.

Gerry McNamara  
Chair of Personnel and Well-being Committee

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Headteacher	Claire Skidmore
Assistant Headteacher	Mr L Thomas Mrs C Riley Mrs N Waghorn

# Staff Structure

Yr	Teacher	Teaching Assistant
N	Mrs C. Riley Mrs J Diaz (maternity cover Mrs A Feehan)	Mrs J Relihan / Mrs C Brown / Mr B Barnard
R	Mr C McKenzie	Mrs A-M Powell Mrs S Thomas (1:1 ALN)
R	Mrs R Jenkins/ Ms E Jones	Ms A Britton Mrs K Fry (1:1 ALN)
1	Mrs C Greaves	Mrs M Brown
1	Miss K Haldar Beavis	Mrs J. Vallance / Miss C Gatt
2	Mrs J Drane	Miss L Cross
2	Mr J Murphy	Mrs L Greenwood

Yr	Teacher	Teaching Assistant
3	Mrs S. Evans/Mrs N Waghorn	
3	Miss E Alleyn	
4	Mrs B Riley	
4	Mr H Rees	
5	Mrs H O'Neil / Mrs R Turner	Mrs J Lee (1:1 ALN)
5	Miss K Totterdell	Mrs R Williams (1:1 ALN) Mr S Coley (1:1 ALN)
6	Miss E Davies	Miss M Young (1:1 ALN) Mrs H Cawley (1:1 ALN)
6	Mr T Thomas	TA Mr S Richards (1:1 ALN)
PPA	Mrs L Jeffreys	Miss T Tierney

Midday Supervisors	
Mrs N Davey	Mrs M Chim
Mr T Brettle	

Support staff	
Senior Admin Assistant	Mrs D Heathfield
Admin Assistant	Mrs L Jones
Site Manager	Mr Mike Thomas

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# Governor Structure

Finance and Premises	Personnel and Wellbeing	Teaching Learning and Standards
Mrs J Griffiths	Mrs J Griffiths	Mrs J Griffiths
Mrs V Wales	Mrs R Armstrong	Mr G McNamara
Mr D Currie	Mrs A Hind	Ms C Robins
Mrs A Hind	Mrs V Wales	Mrs K Newbrook
Cllr. R McKerlich	Dr E Lane	Dr E Lane
Mr J Wilson		

Specific Responsibilities	
ALN	Mrs R Armstrong
Health and Safety	Mr D Currie
Governor Training	Mrs J Griffiths
Safeguarding	Mrs J Griffiths
Religious Education	Mrs R Armstrong
Equal Opportunities	Mrs A Hind
E safety	Mr J Wilson
Anti Bullying	Dr E Lane

# Additional Learning Needs

We are proud to be an inclusive school and allow all pupils to have access to the full curriculum. The school follows statutory guidelines in identifying, assessing and supporting children with ALN. Mrs C Riley is the school Additional Learning Needs Co-ordinator (ALNCo) who has responsibility for coordinating provision for pupils with Additional Learning Needs across the school. The school successfully identifies pupils with additional learning needs and provides individualised additional support for these pupils. Staff carefully monitor the progress of all pupils who have been identified as having Additional Learning Needs in order to help them achieve their full potential. During this academic year there were 11 pupils identified as having Additional Learning Needs and who have an Individual Development Programme in accordance to the Additional learning Needs Code for Wales 2021.

Pupil Disciplinary	Staff Grievance/ Disciplinary	Staff Grievance Appeal	Pay Review
Mrs J Griffiths	Mrs R Armstrong	Mrs A Hind	Mrs J Griffiths
Mr D Currie	Mrs V Wales	Cllr R McKerlich	Cllr R McKerlich
Mrs R Armstrong	Mr D Currie	Mr G McNamara	Mrs V Wales

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## School Improvement Plan 2022/2023

Priority	Review
<b>To improve standards and progress in learning and skills</b>	The school's lead for literacy has had strong impact by delivering ongoing support across the school resulting in improved standards in writing. The monitoring of books in May with the schools Improvement Partner and Chair of Governor identified strong leadership with a direct impact on standards in Literacy. The experienced lead for Welsh language undertook a monitoring exercise and next steps were fed back to staff. The new maths lead undertook monitoring which informed areas for development. As a result of monitoring activities tailored staff training was delivered and changes implemented. Pupil Progress Profiles were further developed throughout the year and resources to support the profiles was shared with staff to ensure consistency.
<b>To further develop pupils understanding of good health, equity, fairness and equality</b>	The school has achieved the Rights Respecting School Silver award. All staff and children worked extremely hard to collect the evidence and the children were outstanding and did us proud when presenting and being interviewed for the award. Class Thrive assessments have been completed by all year groups the Thrive lead and class teachers have identified vulnerable pupils and pupils who need Thrive support and support was provided. Lead Creative School Creative artist (Dance) visited for 10 weeks to support the children to improve areas of well-being. This was a successful project, most of the children enjoyed the project and gained an increase in confidence and wellbeing. All children in the school have participated in Active Travel scheme and we have seen an increase in active travel.
<b>To further develop consistency in Teaching and Learning</b>	A review of the marking and feedback policy has resulted in a new feedback policy that has had key stakeholder input from pupils, staff and governors and been shared with parents during parents evening. This has been reviewed as part of improvement partner and Chair of Governor visit. Discussions around Key Competencies have been conducted during staff meetings but implementing these will be a focus for a priority moving forward.
<b>To further develop the cluster level curriculum within the cluster.</b>	Working as a cluster has continued throughout this year and strong progress has been made by all Areas of Learning and Experience (AoLE) groups to create cluster progression maps. Staff leading AoLE shared progression maps with all staff on Radyr Primary INSET Day in February this was picked up again on Inset Day in June when staff began to use the cluster maps and school level curriculum to plan their context for September.
<b>To strengthen Professional Learning</b>	Current systems are set up for effective professional learning. Effective working partnerships with external organisations, feeding back into school to highlight, share and develop best practice. Various opportunities for collaboration have been sought, with members of the school team working with partners from other schools, consortiums and Welsh Assembly to ensure Professional Learning is a continued priority.

## School Improvement Priorities for 2023/2024

<b>Priority 1</b> IA1 Standards in Learning <b>To improve standards and progress in literacy (reading)</b>	<b>Priority 2</b> IA1 Standards in Learning <b>To improve consistency in numeracy.</b>	<b>Priority 3</b> IA2 Well-being and attitudes to learning <b>To establish the key competencies with the learners</b>	<b>Priority 4</b> IA2 Well-being and attitudes to learning <b>To create a respectful culture throughout the school.</b>	<b>Priority 5</b> IA 5 Leadership and Management <b>To strengthen links with parents and the wider community.</b>
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# Sporting Activities /Extracurricular Activities

We were delighted to offer a wide range of extra curricular clubs this academic year ranging from football, netball, cheerleading, cooking, orchestra, choir and many more. Our football and netball teams got to play some friendly matches against other schools in the local area. Enrichment opportunities were provided within the school through our termly Enrichment Days when children experienced handling reptiles, performing songs from the shows and one of annual favourite activities cycling to the bay. We were able to host our annual sports day which was highly successful and an excellent opportunity for children to take part in both competitive and non competitive activities.



# Community

The school works closely with the local community and was pleased to see community activities hosted at Radyr Primary School, especially having the Maypole installed on the school field. As part of the festival the Radyr and Morganstown Hub held its annual Literacy and Art competitions and presented pupils with their prizes. The local Police officer came into school to talk to the pupils about topics such as staying safe online. On Remembrance Day the children lay a wreath at the Radyr Cenotaph on behalf of pupils from Radyr Primary.



# Teaching and Learning

The school continues to embrace the development of the Curriculum for Wales. The school has developed close links with all schools in the cluster working on designing progression maps for all areas of learning and experience. The school Curriculum Summary is available on the school website.

<https://primarysite-prod-sorted.s3.amazonaws.com/radyr/UploadedDocument/dc71562f-e555-4cd3-956b-1336a7fb49fe/rps-curriculum-summary.pptx-2.pdf> To enrich learning experiences all learners were able to go on a variety of school visits and our year five and six pupils were able to enjoy residential visits to both Storey Arms and Stackpole.

RADYR PRIMARY SCHOOL / YSGOL GYNRADD RADYR  
CURRICULUM FOR WALES SUMMARY

*Pedagogy* TRUMPETS CURRICULUM OR MORE PRECISELY *Pedagogy* IS CURRICULUM, BECAUSE WHAT MATTERS IS *Pedagogy* THINGS ARE TAUGHT RATHER THAN *what* IS TAUGHT.  
- Dylan Willott

ASSESSMENT FOR LEARNING  
ASSESSMENT AS LEARNING  
ASSESSMENT IN LEARNING  
KNOWING OUR LEARNERS  
WHERE THEY ARE IN THEIR LEARNING?  
KNOWING OUR LEARNERS  
WHERE THEY NEED TO GO?  
KNOWING OUR LEARNERS  
HOW THEY GET THERE?

OUR VISION  
UNLOCKING THE POTENTIAL  
IN EVERY CHILD TO  
BECOME A  
LIFE - LONG  
Learner

FOUR PURPOSES  
CURRICULUM

WHOLE SCHOOL APPROACH TO EMOTIONAL HEALTH AND WELL BEING

PEDAGOGY

ASSESSMENT FOR LEARNING  
ASSESSMENT AS LEARNING  
ASSESSMENT IN LEARNING

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