

Governor Report to Parents

2024 - 2025



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Dear Parents/Guardians/Carers

Welcome to the 2024/25 Governors' Report to Parents. The school has had a very successful and positive year. In a time of falling birth rates and schools with falling rolls in the county, Pen-y-Bryn has seen an influx of pupils. This will in part be due to our growing Pre Nursery provision and open day promotions. However, when speaking with parents who have taken the decision to move their child to Pen-y-Bryn, the reason given is always because of the great reputation of the school and its community spirit. In addition, attendance at school is continuing to improve. Confident, enthusiastic and polite children in school is the norm at Pen-y-Bryn. This is a team effort between you, your children, and the wonderful team of staff.

This Annual Report provides you with important information about our school, our vision, our curriculum, and all aspects of school life. The Pen-y-Bryn Governing Body is fully involved in monitoring developments and progress with the School Development Plan. A three-year development plan forecast has been formulated with a variety of targets to be achieved over different time scales. As ever, may I draw your attention to the various key priorities each year. As parents being aware of these priorities, means you can contribute to the school's continuous self-evaluation for improvement and growth.

There are challenges with the financial climate in Conwy schools. I would like to thank the Head Teacher and his Senior Management Team for ensuring that Ysgol Pen-y-Bryn pupils still receive a top tier education. Evidence of this is highlighted in this report, but less mentioned is that despite teachers and teaching assistants having to work with reduced support and less resources their dedication to Ysgol Pen-y-Bryn and its pupils continues to remain steadfast.

On a more positive note, the school has been able to offer a variety of different trips and excursions this year. There have been many sporting and musical opportunities (40% of pupils take part in peripatetic music lessons), and the school has won some important awards during the year (e.g. 500 Word finalist). The introduction of the in-house Eisteddfod expanded this year to the first ever 'Eirias Cluster of Schools' Eisteddfod. Also, the children took part in the Urdd Eisteddfod (Welsh-language youth festival) dance and cookery competitions. The governing body acknowledges that this is all possible because of the professionalism of the staff and their enthusiasm to offer Pen-y-Bryn pupils 'out of the classroom' experiences. Diolch yn fawr.

I would like to thank departing governors for their support and involvement. This year the governing body lost the experience and sage wisdom of Mr Geraint Edwards. He will be sorely missed but I look forward to welcoming our new teaching staff governor in September. Governors give their time voluntarily, so their participation is very much appreciated.

I want to assure you that I spend my time as Chair listening to all the stakeholders involved within school so that we can achieve our aim to provide an inclusive, secure, caring, high quality-learning environment, and to strive to develop life-long learning skills for our children's future. Part of my role is to be an interface between the governing body and staff, pupils, and parents. As such, you can contact me via the school office or e-mail (kitsonw@hwbcymru.net) at any time.

Finally, a personal thank you to all parents/guardians and members of the Governing Body for your continued support. Diolch i bawb.

Kind regards / Cofion cynnes



Dr Wendy S. Kitson

Date: 15th September 2025

Chair Ysgol Pen-y-Bryn Governing Body

This annual report of the Governing Body will be presented to the full Governing Body on Monday 15th September 2025 at 5.00p.m.

The 2024 - 2025 Governing body members were as follows:

GOVERNOR NAME	GOVERNOR TYPE	TERM OF OFFICE	COMMITTEE MEMBER	ADDITIONAL RESPONSIBILITIES
Lizzie Hill	Parent	09/2027	Curriculum & Admissions Wellbeing Pay review (Appeals)	Attendance
Sarah Hayward	Support Staff	09/2027	Wellbeing Pupil discipline and exclusions	
Geraint Edwards	Teaching Staff	09/2025	Curriculum & Admissions Finance Health & Safety Pupil discipline & exclusions	
Lisa Hughes	Parent	09/2025	Curriculum & Admissions Wellbeing Finance Staffing Staff disciplinary/dismissal Complaints & Grievances (Appeals) Capability (Appeals)	Attendance
Jayne Humphreys	Partnership	09/2027	Finance Staffing Wellbeing Complaints & Grievances	ALN Lead Governor
Natalie James-Rutledge (Deputy Chair of GB)	Partnership	09/2026	Curriculum & Admissions (Chair) Finance Staff disciplinary/dismissal Appeals Complaints & Grievances (Appeals) Pay review (Appeals) Capability (Appeals)	
Dr Wendy Kitson (Chair of GB)	Partnership	09/2027	Curriculum & Admissions Finance (Chair) Staffing (Chair) Staff disciplinary/dismissal Pupil discipline & exclusions Complaints & Grievances	Safeguarding/Child Protection E-Safety & Digital Literacy Relationship & Sex Education
Simon Croft	LEA	09/2027	Finance Health & Safety Complaints & Grievances Capability (Appeals)	

Richard Monteiro	Headteacher	<i>ex-officio</i>	Curriculum & Admissions Wellbeing Finance Health & Safety	Designated Safeguarding Lead
James Smith	Parent	09/2025	Finance Staff disciplinary/dismissal (Appeals) Health & Safety (Chair)	
Jason Higgins	LEA	11/2027	Curriculum & Admissions Staffing	
Pete Hill	Community	11/2027	Finance	
Lindsay Jenkins	Parent	11/2027	Curriculum & Admissions Wellbeing	
Melany McKenna	Parent	07/27	Curriculum & Admissions Wellbeing Staff disciplinary / dismissal (Appeals)	

<p>NON-VOTING ADVISORS</p> <p>Elizabeth Roberts Deputy Head Nicola Williams Assistant Headteacher Darren Dentith TLR Geraint Edwards TLR Sabrina Mustari TLR</p>	<p>GOVERNING BODY CONSTITUTION (adhering to column d in the Governing Body constitution for Foundation Schools. Chapter 3, page 11. Guide to the Law: Autumn 2009)</p> <p>5 Parent Governors 2 LEA Governors 3 Partnership Governors 1 Teaching Staff Governor 1 Support Staff Governor 1 Community Governor 1 Headteacher (ex officio). Non-voting. 14 <i>members of the Governing Body</i></p>
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The Chair of Governors was Dr W. Kitson (until 31st August 2025). The Vice Chair was Mrs Natalie James-Rutledge and the Responsible Officer for 2024/25 was Mrs J. Humphreys. The Chair and clerk can both be contacted via the school office.

Financial Statement April 2024 - April 2025

During the year to March 2025 the school's budget remained in a small surplus. However, with continued reductions of school budgets we are mindful that nearly all schools in Conwy will soon be moving to deficit positions. No subsistence allowances are paid to any members of the Governing Body.

Balance Sheet

Ysgol Pen Y Bryn As at 31 March 2025

31 MAR 2025

Current Assets

Cash at bank and in hand

Business Premium Account	260,300.15
Petty Cash	0.45
Total Cash at bank and in hand	260,300.60

Debtors Control Account	300.00
Other Debtors	81,493.40
Prepayments	22,807.01
VAT Liability	7,016.22
Total Current Assets	371,917.23

Creditors: amounts falling due within one year

Accruals	21,538.42
Business Current Account	311,368.03
Creditors Control Account	11,421.45
Total Creditors: amounts falling due within one year	344,327.90

Net Current Assets (Liabilities) 27,589.33

Total Assets less Current Liabilities 27,589.33

Net Assets 27,589.33

Capital and Reserves

Current Year Earnings	(77,589.06)
Retained Earnings	105,178.39
Total Capital and Reserves	27,589.33

Gifts to the school

Ysgol Pen-y-Bryn has received donations from parents to contribute towards the travel costs to swimming. The Friends group have provided funds for class resources, furniture and blinds as well as outdoor improvements and resources. The school also received five donations totalling £1405.50 to be used to benefit pupils.

Links with the Community

Links with the community are an extremely important aspect of school life and through a variety of initiatives and liaisons these continue to be enhanced and strengthened. Ysgol Pen-y-Bryn continue to operate a series of Personal and Social Development lessons with our Police Liaison Officer however, police budget cuts have seen the number of these lessons reduced. Pupils across the school were visited by parents and community members during careers week. Local artists, musicians, authors and senedd members have also visited. Money has been raised for a variety of charities through the year to support local, national and international causes.

Attendance Data

Pen-y-Bryn's attendance attained for 2024/25 was 94.7% this is below our pre covid attendance averages of 96%. We continue to strongly discourage parents from taking pupils out of school for holidays during term time. The school's Attendance Policy is made available to parents through the school website or in person at the school office.

School Prospectus

The school prospectus has been updated regarding staffing and term dates and is available from school or online.

Post Inspection Action Plan

Ysgol Pen-y-Bryn
Estyn Inspection June 2022

"The school has a clear vision for learning that reflects the principles and culture of the Curriculum for Wales."

"Teachers provide a stimulating and imaginative curriculum that develops pupils' skills effectively."

"Pupils take full advantage of the opportunities that they are given to express their opinions about important aspects of school life and contribute to their own well-being and that of their peers successfully."

"Governors are very supportive of the work of the school and fulfil their statutory responsibilities well."

ESTYN's recommendations are being met with the following actions:

Post Inspection Action Plan

Ysgol Pen-y-Bryn underwent inspection in 2022 with the following recommendations:

Recommendation	Addressed by...	Current Situation
Provide opportunities for pupils to make decisions about how they organise and present their work and to decide for themselves how they respond to learning tasks.	All teaching staff completed training in metacognition and thinking skills. In the Summer term following the inspection all staff presented examples of good practice within their classrooms. Pupil independence in choosing how to present work now evidenced through books / Seesaw and Google Classroom. Monitored through book/SeeSaw/Google Classroom scrutiny and speaking with learners. Carousel tasks in KS2 to allow for greater independence in presenting work. Revised presentation policy allows for independence in presentation whilst maintaining good standards.	Pupils have gained greater independence in choosing how they present their work. There is now an established set of examples for the pupils to choose how they present their work. Older pupils choose specific learning objectives to aspire to.
Strengthen provision for the development of pupils' Welsh language skills.	Planning shows each topic begins in our local area and Wales and then ventures out into the wider world. Child led planning used to elicit pupil's thoughts and ideas regarding their topic and how it can link to our local area, Wales and then the wider world. Staff using progression step language ladder to ensure pupils reach the correct confidence and competence by the end of their year group. Staff have been involved in planning for Eisteddfod, Welsh week, Dydd Miwsig Cymru, Dydd Dewi Sant, Diwrnod Santes Dwyfnwen and the Urdd creative and dance tasks. Cymraeg Campus priorities identified from initial questionnaire and targeted throughout the year. Expectation of assessment outlined to staff with guidance for progression across the school.	Self-evaluation and assessment procedures are in place and being carried out. Staff training needs are ongoing but being addressed especially for new staff members. Consistent Criw Cymraeg engagement and participation in Urdd events. Led whole cluster Eisteddfod. Community volunteers regularly support the school to work with children on Welsh language skills.
Provide regular opportunities for pupils in Years 3 to 6 to apply their numeracy skills across the curriculum.	Outdoor Training provided for staff. School regularly monitors and evidence opportunities for numeracy in real life. Pupil's feedback of positive experiences with real life numeracy gathered. Maths equipment audited and further resources ordered. Carousel tasks extended across KS2. Reintroduction of social enterprise which is mapped out across all year groups. Practice improved through GwE pedagogical project. Financial education opportunities and activities have been mapped out across all year groups using Money Heroes resources – activities and books. Training given to all staff. GwE Small Steps planning scheme helped ensure progression through foundation learning.	Problem solving and reasoning opportunities in numeracy across the curriculum is evidenced in pupil books and SeeSaw. More real-life numeracy experiences for learners are being provided than previously. Many opportunities and examples of financial education lessons seen within monitoring. Applying numeracy through reasoning tasks is an ongoing priority.

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School Development Plan - A three year plan has been formulated with a variety of targets to be achieved over different time scales for Ysgol Pen-y-Bryn.

	2025 - 2026	2026 - 2027	2027 - 2028
Priority 1	Aspire to decolonise the curriculum with an initial focus on reading and writing pedagogy.	Raise standards of pupil's multilingualism oracy competency.	Strengthen pupils' ability to write purposefully across languages and genres, ensuring authentic, and learner-driven content.
Priority 2	Continue to improve pupil's numerical reasoning skills whilst providing opportunities for pupils to apply math's skills to their own lives through financial management / business planning etc.	To improve pupils' ability to apply numeracy skills in scientific investigations and technology-based tasks.	Ensure pupils can confidently apply numerical skills in cross-curricular contexts including STEM, enterprise, and digital environments.
Priority 3	Continue to promote a Welsh ethos whilst dedicating time to recognise home languages and to celebrate cultural differences.	Improve pupil and staff standards of Welsh and utilise artificial intelligence to support this.	Embed a multilingual culture across the curriculum and further raise the profile of Cymraeg as a community language.
Priority 4	Develop inclusive and engaging outdoor spaces that enable learning and support the wellbeing of all pupils through regular, purposeful outdoor experiences	Continue to evaluate and develop a localised curriculum across the six AoLEs.	Consolidate excellence in AoLE delivery by integrating outdoor, digital, and wellbeing-rich experiences into authentic, place-based learning journeys.
Additional Priority / Priorities	Work in partnership at cluster and national levels to ensure both pupil standards and provision remain high across the AoLEs Strengthen the school's approach to family and community engagement.	Continue to track attendance with a focus on improving late marks. Raise school involvement in national pilot studies and gain recognition for good practice.	Deepen family and community partnerships through co-designed projects and expand global links to support learner agency, diversity, and enterprise.

School Policies

Governor Meeting	Statutory Policies (Reviewed Year 1)	Statutory Policies (Reviewed Year 2)
1	Charging policy Complaints policy Assessment Arrangements (Reviewed Annually)	Post Inspection Action Plan Assessment Arrangements (Reviewed Annually) Curriculum policy
2	Data protection policy / Freedom of information Target Setting (Review Annually) Health and safety (inc. Toileting) & Fire policy	Careers Education and Information Target Setting (Review Annually) Equal opportunities policy
3	Pay policy (Reviewed Annually) Pupil discipline (including anti-bullying) policy Safeguarding / Child Protection policy / Extremism (Reviewed Annually)	Attendance policy Whole school food and fitness policy Pay policy (Reviewed Annually)
4	School session times policy (School Day) Relationships and sexuality education policy Admissions (Reviewed Annually)	Whistleblowing policy Admissions (Reviewed Annually) Additional Learning Needs policy
5	Staff discipline, conduct, capability and grievance procedures: Staff performance management policy (Reviewed Annually)	Internet safety policy GDPR Policy Staff performance management policy (Reviewed Annually)
6	Accessibility Plans for both sites Transition Policy Records Management	Substance policy Governor Development Plan / instrument of governance Registration of business interests

We have a rolling program of reviewing and updating our school policies (see table to left). All statutory policies have been reviewed this year. Policies are available to view on our website.

Note: Specific AoLE curriculum policies are to be reviewed by curriculum committee and presented to Chair for signing.

Additional Learning Needs

This policy has been updated in line with recent reforms and is available for viewing on our website. During the 2024/25 academic year Mrs Gemma Parry was the Additional Learning Needs Coordinator (ALNCo). As well as having class teachers working with pupils with Individual Development Plans (IDPs), there are also teaching assistants in place to support children with specific needs. During the 2024-25 Autumn term the school's ALN "Rainbow Room" was modernised into a Resource Base. We make full use of the resources available to provide additional learning provision. The school works closely with the county's ALN team. The governor responsible for ALN is Mrs Jayne Humphreys.

Pupils with Disabilities

We have an equal opportunities policy and an accessibility plan, any pupils with disabilities are treated the same as able bodied pupils. The site is accessible to wheelchair users with a disabled toilet on the premises. Inaccessible areas could be altered if the need arose.

Healthy Eating

We encourage our pupils to adopt healthy eating habits across all phases of education. Staff, police liaison officers and the school nurse all discuss the benefits of leading a healthy lifestyle. Our kitchen staff work to Conwy County Councils statutory requirements and uptake for school meals is good. The Health and Wellbeing Area of Learning Experience allows pupils to explore healthy eating across all ages. Pen-y-Bryn has a Healthy Schools Committee made up of pupils from across the school.

Cymraeg

Pen-y-Bryn is an English medium primary schools. However, we are extremely mindful and aware of the fact that the school rests in arguably, one of the most bilingual areas of Wales and wish to take full advantage of the variety of opportunities that this offers to the children. The teaching of Welsh as a second language is a statutory requirement and has dedicated time in the school's timetable. Pen-y-Bryn has a Welsh Category banding of 5 meaning that up to 20% of the timetable incorporates Welsh. The school encourage pupils to take part in activities that not only build on language skills but also develop a Welsh ethos. The use of Welsh as an incidental language in class through various activities, helps the children to become more aware and develop their understanding of the language and build confidence in their use of it. The school has been awarded the Cymraeg Campus Bronze Award as part of a National school assessment accreditation to help support the National target of having 1 million Welsh speakers by 2050. Pen-y-Bryn will now continue to work towards the silver award.

Toilet Facilities

The school has toilet facilities in place to meet the needs of pupils, these facilities are checked and cleaned each day. The school is committed to ensuring that all staff responsible for the personal care of children and young people will undertake their duties in a professional manner at all times. We recognise that there is a need to treat all children with respect when personal care is given. The child's welfare and dignity is of paramount importance. No child or young person should be attended to in a way that causes distress or embarrassment. The full toileting policy is available on the website.

Statutory assessment results

The following tables are comprised of a number of different assessments including summative (test based) and formative (teacher professional judgments).

National Tests Results Y2 - Y6

Data has been analysed per year group within school with the data table below showing a whole school overview.

	Reading	Numeracy Procedural	Numeracy Reasoning
Above average	37%	40%	31%
Average	50%	48%	57%
Below average	13%	12%	12%

In-house standardised testing results end of Foundation Learning and end of KS2

Year 2

Type of Test	Expected or above expected progress made
Spelling (HAST)	90.8% & 26.4%
Reading (NGRT)	97.6% & 36.9%

Year 6

Type of Test	Expected or above expected progress made
Spelling (HAST)	96.8% & 19.2%
Reading (NGRT)	98.4% & 25.6%

Progress of cohorts

Included in the table are progression steps achieved in Year 2 (2023/24) and then again in Year 3 (2024/25.) From this we can see the way the pupils from the cohort are moving through the progression steps across the 6 AoLE's.

	Cohort tracked to Year	Working within Progression Step 1	Fully met Progression Step 1	Working within Progression Step 2	Fully met Progression Step 2
Language Literacy & Communication	Year 2	24.1%	51.8%	24.1%	0%
	Year 3	3.8%	37.6%	48.9%	9.4%
Mathematical Development	Year 2	20.4%	50%	29.6%	0
	Year 3	7.5%	5.6%	81.3%	5.6%
Science & Technology	Year 2	7.4%	44.4%	48.2%	0%
	Year 3	1.9%	1.9%	96.2%	0%
Health & Wellbeing	Year 2	5.5%	26%	68.5%	0%
	Year 3	0%	9.5%	81%	9.5%
Expressive Arts	Year 2	5.5%	44.5%	50%	0%
	Year 3	0%	13.3%	86.7%	0%
Humanities	Year 2	5.5%	40.8%	53.7%	0%
	Year 3	1.9%	1.9%	96.2%	0%

Term Dates 2025 - 2026

Monday 1 st September 2025	Training Day 1
Tuesday 2 nd September 2025	Training Day 2
Wednesday 3 rd September 2025	School Opens
Friday 24 th October 2025	School Closes - Half-Term
Monday 3 rd November 2025	School opens
Friday 19 th December 2025	Close for Christmas
Monday 5 th January 2026	Training Day 3
Tuesday 6 th January 2026	School opens
Friday 13 th February 2026	School closes – Half Term
Monday 23 rd February 2026	School opens
Friday 27 th February 2026	Training Day 4
Friday 27 th March 2026	School closes - Easter
Monday 13 th April 2026	School open
Monday 4 th May 2026	Bank Holiday
Friday 22 nd May 2026	School closes – Half Term
Monday 1 st June 2026	School open
Thursday 16 th July 2026	School Closes - Summer
Friday 17 th July 2026	Training Day 5
Monday 20 th July 2026	Training Day 6

Curriculum

Curriculum for Wales recognises a continuous phase of education from 3 - 16 years of age. Presently 'Foundation Learning' is the term used to describe children's educational experience between the ages of 3 and 7 years old.

Foundation Learning

Play is an essential ingredient in the curriculum which should be fun and stimulating. Well planned play helps children to think and make sense of the world around them. It develops and extends their linguistic skills, enables them to be creative, to investigate and explore different materials and provides them with opportunities to experiment and predict outcomes.

The building blocks of learning begun in Foundation Learning are built upon. Emphasis is put on key skills and a broad curriculum is devised which integrates all areas of learning and experience whilst developing a child's interests and recognising their level of maturity. During these years children also learn many of the skills which will ensure they develop as caring members of our school community.

Beyond Foundation Learning

Beyond Foundation Learning, the curriculum is taught through a topic driven approach incorporating the six areas of learning experience and when necessary as discrete subjects. The key skills of literacy, numeracy and digital competence are expected to pervade all lessons.

Curriculum for Wales

The four purposes of the new curriculum now form the foundation of teacher planning, allowing pupils to become;

- 1.) Ambitious and capable
- 2.) Enterprising and creative
- 3.) Healthy and confident
- 4.) Ethical and informed

Pupil voice plays a large part in creating and driving the learning taking place in the classroom with teachers ensuring that literacy, numeracy and digital skills are covered within the topics.

Sporting Aims and Achievements

While we aim to be extremely competitive on the sporting field, we also strive to provide variety in activities and give opportunities to as many children as is possible. Please see the school prospectus for our sporting aims.

- Sports days for Nursery, Foundation Phase, Year 3-4 and Year 5-6. These were well attended events and all pupils had the opportunity to participate. The many team activities encouraged enthusiastic participation.
- Swimming continued with Years 1, 2, 3 and 4 attending sessions at Colwyn Leisure Centre whilst Years 5 and 6 swam at Rydal Penrhos, which included competing in swimming galas.
- A range of after school and lunch time sporting activities offered.
- Greater use of the local area, our school field, the local woodlands and grounds for outdoor learning.
- External providers KICK IT and MW SPORTS / P7 SPORTS have taken after-school multi-sports clubs across both Key Stages.
- Tennis coaching across the school: Years 3 and 4 sessions from LTC Tennis Years 1, 2, 5 and 6 from First Advantage Tennis.
- Cricket for Years 5 and 6 from Joe Lambe of Cricket Wales
- After-school football and tag rugby sessions for Years 5 and 6; cricket started in May; netball for Years 3 – 6; inter-school football and netball matches played this year.
- Cross Country – all pupils took part in an in house cross country competition.
- Conwy Cycle training – Year 5.
- Organised and took part in cluster cross country event.

Musical Achievements

Approximately 40% of pupils at Ysgol Pen-y-Bryn receive peripatetic music lessons. The Musical Extravaganza that was held at Eirias High was a huge success. The pupils were given the opportunity to share their talent and wonderful musical skills. Woodwind, Piano and Guitar were showcased. It was brilliant to see the number of pupils involved in this event, who were also joined by past pupils. Many thanks to Miss Amy McTague, Mr Scott MacDonald and Mrs Penrose for organising this show.

Trips and Excursions

Our pupils are fortunate to take part in many trips and excursions throughout the academic year. Some of the highlights have been:

Nursery visited The Welsh Mountain Zoo

Reception pupils were visited by Animal Encounter.

Year 2 pupils went to Pentrellyncymer for a residential one night trip.

Year 3 pupils attended Wrexham's Science Discovery Centre for the day.

Year 4 went to The Conway Centre for their residential.

Year 5 visited Plas Menai National Outdoor Centre to take part in outdoor activities.

Year 6 visited PGL Boreatton for their residential trip.

Summary of main awards and achievements

Careers Wales Quality Award

The school has been awarded the second strand of the Careers Wales Quality award. Thank you to Amy McTague and Elizabeth Roberts for their continued efforts and organisation.

Campus Cymraeg Silver Award

We have continued to work towards the silver award, this year we have:

- Promoted Welsh during assembly and on the playground. Each week in both assemblies Criw Cymraeg introduce and recap on 'Brawddeg yr Wythnos' and ask these questions on the playground.
- Contributing to the weekly newsletter with Welsh to learn at home.
- Worked with the School Council to have Welsh themed games marked on the junior yard.
- Reintroduced Tocyn Iaeths.
- KS2 Criw Cymraeg have been playing games with the infants in Welsh during lunchtime sessions on a rota basis.

Destination of school-leavers

Our Year 6 roll was comprised of 60 pupils. Ysgol Pen-y-Bryn is a feeder school to Ysgol Eirias of which 78% of our pupils moved on to. 10% of our pupils moved on to Ysgol Bryn Elian with 12% of pupils moving elsewhere.