



Governor Report to Parents

2023 - 2024



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Dear Parents/Guardians/Carers

Welcome to the 2023/24 Governors' Report to Parents. This is the first year with Mr Richard Monteiro as Head Teacher and what a successful year it has been. The school is buzzing with new vitality and energy. Your children come to school with confidence, enthusiasm and politeness that we have come to expect of Pen-y-Bryn pupils. 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. 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.

Unfortunately, I have to mention the challenging financial situation that all schools in Conwy are dealing with at the moment. The Head, the Senior Management team and all the Governors are focused on providing the best possible education for pupils but within a balanced budget. In early 2024, difficult decisions were made by the Governing Body resulting in certain staff leaving the school after many years of dedicated services. These roles will not be refilled in 2024-25.

On a more positive note, the school has been able to offer trips and excursions for all year groups (Reception to Year 6). There have been many sporting and musical opportunities, and the school has won some important awards during the year. 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 all departing governors for their support and involvement. Governors give their time voluntarily so their participation is very much appreciated given all the other calls on their time. Also, I would like to welcome our new parent governor and look forward to working with her to make our wonderful school even better.

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.

Keep safe and healthy / Cadwch yn ddiogel ac yn iach.

Kind regards / Cofion cynnes



Dr Wendy S. Kitson

Date: 16/09/24

Chair Ysgol Pen-y-Bryn Governing Body

This annual report of the Governing Body will be presented to the full Governing Body on Monday 16th September 2024 at 5.00p.m.

The 2023 - 2024 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	Curriculum & Admissions	
Geraint Edwards	Teaching Staff	09/2025	Curriculum & Admissions Finance Health & Safety Pupil discipline & exclusions	
Lisa Hughes	Parent	09/2024	Curriculum & Admissions Wellbeing Staff disciplinary/dismissal Complaints & Grievances (Appeals) Capability (Appeals)	Attendance
Jayne Humphreys	Partnership	09/2027	Finance Staffing Complaints & Grievances	
Rosemary Roberts	Community	05/2024	Staffing Wellbeing Staff disciplinary/dismissal Pupil discipline & exclusions Complaints & Grievances (Appeals)	ALN/SEN
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 Staff disciplinary/dismissal Pupil discipline & exclusions Complaints & Grievances	Safeguarding/Child Protection E-Safety & Digital Literacy Relationship & Sex Education
Simon Croft	LA	09/2027	Finance Health & Safety Complaints & Grievances Capability (Appeals)	

Richard Monteiro	Headteacher	<i>ex-officio</i>	Curriculum & Admissions Wellbeing Finance	
James Smith	Parent	09/2025	Finance Staff disciplinary/dismissal (Appeals)	
Jason Higgins	LA	11/2027		
Graeme Tunstall	Parent	11/2027	Finance Staffing Health & Safety Staff disciplinary/dismissal (Appeals)	
Rajeena Holland	Parent	Resigned mid term		
Dr Melany McKenna	Parent	Started summer term	N/A	

<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 2024). The Vice Chair was Mrs Natalie James-Rutledge and the Responsible Officer for 2023/24 was Mrs J. Humphreys. The Chair and clerk can both be contacted via the school office.

Financial Statement April 2023 - April 2024

During the year to March 2024 the school's budget remained in surplus. However, with continued reductions of school budgets we are mindful that nearly all schools in Conwy will be moving to a deficit position in the coming years. No subsistence allowances are paid to any members of the Governing Body.

Balance Sheet Ysgol Pen Y Bryn As at 31 March 2024

Account	31 Mar 2024
Current Assets	
Cash at bank and in hand	
Business Premium Account	236,680.77
Petty Cash	0.45
Total Cash at bank and in hand	236,681.22
Debtors Control Account	1,112.00
Other Debtors	34,889.71
Prepayments	1,801.80
VAT Liability	5,565.06
Total Current Assets	280,049.79
Creditors: amounts falling due within one year	
Accruals	20,942.50
Business Current Account	143,980.28
Creditors Control Account	9,948.62
Total Creditors: amounts falling due withi	174,871.40
Net Current Assets (Liabilities)	105,178.39
Total Assets less Current Liabilities	105,178.39
Net Assets	105,178.39
Capital and Reserves	
Current Year Earnings	(149,981.29)
Retained Earnings	255,159.68
Total Capital and Reserves	105,178.39

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, development of the STEM room as well as outdoor resources and a covered area for one of the infant classrooms. The Town Council donated £250 to help purchase a storage shed for the infant yard. The school also received two donations totalling £200 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 piloted the North Wales Mini Police initiative and 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. Older pupils were visited by parents and community members during careers week. Local artists 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 2023/24 was 92.2% 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 has been reviewed and made available to parents.

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 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. Revised presentation policy allows for independence in presentation whilst maintaining good standards.	Learners have gained greater independence in choosing how they present their work. There is now an established set of examples for the learners to choose how they present their work.
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 in order 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 Dwynwen 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 assessments 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.
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 evidences opportunities for numeracy in real life. Learner'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.	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.

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.

Three-Year School Development Plan Forecast

	2024 - 2025	2025 - 2026	2026 - 2027
Priority 1	Improve pupils' range and standard of writing through extended writing opportunities.	Aspire to decolonise the curriculum with an initial focus on reading and writing pedagogy.	Oracy / multilingualism
Priority 2	Successfully embed numeracy across all aspects of the curriculum and for all pupils to make consistent or higher progress through assessed tasks.	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.	Science and Technology / numeracy link
Priority 3	Increase the involvement of all stakeholders in raising standards of Welsh at the school.	Continue to promote a Welsh ethos whilst dedicating time to recognise home languages and to celebrate cultural differences.	Improvement in pupil and staff standards of Welsh – use of AI?
Priority 4	Ensure delivery of all AoLEs is to a high standard and continued progress is made against action plans.	Work in partnership at cluster and national levels to ensure both pupil standards and provision remain high across the AoLEs.	Continue to evaluate and develop a localised curriculum across the six AoLEs.
Additional Priority / Priorities	Raise attendance levels. Collaborate with higher education institutions to deepen staff and pupil learning. Develop outdoor learning provision and pedagogy.	Continue to establish an anti-racism ethos and to celebrate diversity. Raise levels of staff and pupil wellbeing. Strengthen the school's approach to family and community engagement.	Continue to track attendance with a focus on improving late marks. Assess impact of outdoor learning and further address where necessary

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 2023/24 academic year Mrs Lucy Kelman 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" will be 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 Rosemary Roberts.

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	26%	34%	23%
Average	57%	55%	63%
Below average	17%	11%	14%

In-house standardised testing results end of foundation learning & end of KS2

Year 2

Type of Test	Expected or above expected progress made
Spelling (HAST)	92.6% & 33.3%
Reading (NGRT)	92.6% & 37%

Year 6

Type of Test	Expected or above expected progress made
Spelling (HAST)	91.6% & 16.7%
Reading (NGRT)	93.3% & 33.4%

End of Foundation Attainment of Progression Steps

The below tables shows pupil attainment of progression steps within each of Curriculum for Wales' Areas of Learning and Experience (AoLEs).

Year 2

	Working within Progression Step 1	Working within Progression Step 2
Language Literacy & Communication	76%	24%
Mathematical Development	70%	30%
Science & Technology	52%	48%
Health & Wellbeing	32%	68%
Expressive Arts	50%	50%
Humanities	46%	54%

Year 6

	Working within Progression Step 2	Working within Progression Step 3	Working within Progression Step 4
Language Literacy & Communication	28%	70%	2%
Mathematical Development	36%	61%	3%
Science & Technology	33%	67%	0%
Health & Wellbeing	39%	61%	0%
Expressive Arts	45%	55%	0%
Humanities	40%	60%	0%

Term Dates 2024 - 2025

Training Day 1	2 nd September 2024
Training Day 2	3 rd September 2024
School Opens	4 th September 2024
School Closes – Half Term	25 th October 2024
School Opens	4 th November 2024
School Closes for Christmas	20 th December 2024
Training day 3	6 th January 2025
School Opens	7 th January 2025
School Closes – Half Term	21 st February 2025
School Opens	3 rd March 2025
School Closes for Easter	10 th April 2025
Training Day 4	11 th April 2025
School Opens	28 th April 2025
School Closes for Half term	23 rd May 2025
School Opens	2 nd June 2025
School Closes for Summer	17 th July 2025
Training Day 5	18 th July 2025
Training Day 6	21 st July 2025

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 and grounds for outdoor learning.
- External providers KICK IT and MW 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.
- Mini London Marathon – all pupils took part in a Mini Marathon to raise funds for the school and charity.
- Conwy Cycle training – Year 5 and balance bikes for Reception

Musical Achievements

One hundred and eleven pupils at Ysgol Pen-y-Bryn receive peripatetic music lessons. The Musical Extravaganza that was held at Eirias 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. Many thanks to Amy McTague, Scott MacDonald and Mrs Penrose for organising this show.

Trips and Excursions

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

Reception pupils were visited by Animal Encounter.

Year 1 visited Manorafon Animal Park for an end of year trip.

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

Year 3 pupils attended Glan Llyn for the day to take part in a range of team building activities.

Year 4 went to Pentrellyncymer for their residential and also visited The World Museum, Liverpool.

Year 5 stayed at the Conwy Centre for two nights.

Year 6 visited PGL Boreaton for their residential trip.

Summary of main awards and achievements

Gold Award for Supporting Service Children in Education

Having already attained bronze and silver awards this award demonstrates that Ysgol Pen-y-Bryn has embedded a process for listening to Service children and creating opportunities for them to share their experiences.

Many thanks to Mrs Sarah Hayward for her hard work in putting achieving this award. As far as we are aware we are the first school in Wales to reach Gold status.

Careers Wales Quality Award

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

Campus Cymraeg Silver Award

We have continued to work towards the silver award and this is going to be ongoing into this year. Criw Cymraeg have worked hard this year and 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.
- Updating class displays with the 'Brawddeg yr Wythnos' and the display outside the MUGA for parents to see.

- Introducing Welsh music into assemblies.
- 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 comprised 60 pupils. We are a feeder school to Ysgol Eirias of which 82% of our pupils moved on to. 15% of pupils moved on to Ysgol Bryn Elian with 3% of pupils moving elsewhere.