

Wrexham Early Years Centre

School changed its name to

Ysgol Cae'r Gwenyn

in Spring 2021



Annual Governors' Report To Parents

September 2020 - July 2021

Ysgol Cae'r Gwenyn



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Rhian Hughes
Headteacher

Autumn 2021

Dear Friends

I have pleasure in presenting the Annual Governors Report 2020 / 21. Having recently been re-appointed, I must begin by thanking our previous Chair of Governors, Mrs Ann Pumford for her steadfast, continuous support and her wise council. We will miss her greatly.

The last school year has been unusual to say the least!! However, Mrs Hughes and her wonderful staff have successfully negotiated working in bubbles and coping with all the guidance issued to schools in these Covid times. Our school has not had to close at any time and the children have been able to enjoy the maximum opportunities that restrictions have allowed. We all I'm sure, sincerely hope that life will return to normal soon. I would also like to thank you all for your understanding, patience and continued support. By complying with our Covid regulations you have played your part in keeping the school open.

Away from Covid, it has been a momentous year as we have now become Ysgol Cae'r Gwenyn. Our change in name reflects the fact that we are now delighted to welcome a wider age range of children attending the school. We have expanded into the adjacent building which provides us with additional classrooms and offices. Covid aside, these are exciting times for our school and we are all looking forward to continued success in the next school year.

Kind regards

Jane Howells

Vice Chair of Governors

COMPOSITION OF CURRENT GOVERNING BODY 2021 - 2022

Name	Type of Governor	End Date
Jane Howells – Chair	Community	2025
Sara Williams	Staff	2024
Rhian Hughes	Headteacher	Continuous
Rachel Costeloe	Teacher	2022
Laurina Smith	Community	2023
Emily Parry	Local Authority	2025
Rebecca Williams	Parent	2023
Catherine Owens	Parent	2023
<i>Vacant</i>	<i>Parent</i>	
<i>Vacant</i>	<i>Local Authority</i>	
<i>Vacant</i>	<i>Additional Community</i>	

Chairperson and Clerk to the Governors for 2021 / 2022

The Chair (Jane Howells) and the Clerk to the Governors (Nina Pryce) can be contacted through the school:

Ysgol Cae'r Gwenyn, Prince Charles Road, Wrexham, LL13 8TH
01978 356177.

Information is also available at www.wrexhameycentre.co.uk

If you are interested in becoming a governor and would like more information about the role please contact Jane Howells, Chair, or Rhian Hughes, Headteacher.



Current Staff 2021 – 2022

Rhian Hughes	Headteacher / Designated Safeguarding Person
Elizabeth Jones	Teacher / ALNco–Additional Learning Needs Coordinator
Rachel Costeloe	Teacher / ALNco - Additional Learning Needs Coordinator
Jackie Whalley	Teaching Assistant Level 4 / School Uniform / SMILE Coordinator
Sara Williams	Teaching Assistant Level 4 / Home School Links Coordinator
Emma Dransfield	Teaching Assistant Level 4 / Parent Coordinator
Jacqueline Feehan	Teaching Assistant Level 4 / Flying Start Supervisor
Yvonne Rowley	Teaching Assistant Level 2 / Hygiene Coordinator / Flying Start / ELKLAN Coordinator
Mel Jones	Teaching Assistant Level 2 / Family Learning Coordinator / ELSA Coordinator
Becky Blakeley	Teaching Assistant Level 2 / School Transport Coordinator / Flying Start
Sophie Gillett	Teaching Assistant Level 2 – One to one support / School Meals Coordinator
Courtney Roberts	Teaching Assistant Level 2 - Nursery & Reception / Educational Resources Coordinator
Sarah Rye	Teaching Assistant Level 2 – One to one support / Accessibility Coordinator
Mary Wiggan	Teaching Assistant Level 2 / Environmental Coordinator / ELKLAN Coordinator
Cerys Jones	Teaching Assistant Level 1 - Reception / Expressive Arts Coordinator
Katie Judd	Teaching Assistant Level 1 – Nursery / First Steps Coordinator
Nina Pryce	Administration (School Secretary) / Clerk to the Governors
Julie Miller	School Caretaker

Visit by Governors

Throughout the school year, the Governors are frequent and welcomed visitors to the school. Full governing body meetings are held each half term with various sub-committee meetings in the interim. All governors have specific areas of responsibility, determined at the start of each academic year. Governors attend training sessions on a range of subjects, and seek to evaluate and improve their own performance. Governors receive no monies for expenses incurred as all duties are carried out on a voluntary basis.

Due to the pandemic the governors have been unable to visit school and meetings and governor training has taken place over Zoom.

Staffing



- Staff have accessed online courses throughout the year, which benefit all members of the school community. Our staff are highly experienced and undergo annual performance reviews to ensure the highest standards of achievement are maintained.
- These courses have included Speech & Language Training, Trauma Informed Schools Safeguarding, ALN Training and information about the new Curriculum for Wales.

Financial Statements

The budget is based on a formula allocation.

The Finance Committee meets regularly to monitor income and expenditure.

Summary of the LA statement - attached



School Fund Account

Usually the school receives donations from various organisations eg Tempest Photography. Due to the pandemic, the children did not have their photographs taken this year.

School funds are used in the main to purchase resources and to finance events such as the Christmas party. The full accounts of the School Fund are available for inspection on request. The School Fund Account is audited annually by Mr Robert Godfrey, of Godfrey Edwards Accountants.

Summary of Transactions – School Fund Account

Year Ended 31st March 2021

<u>Receipts</u>		<u>Payments</u>	
Balances brought forward		Expenditure	
Bank Current Account	£1,867.49	Bank Current Account	£664.78
Cheque written back in	£ 53.40		
Receipts			
Income	£1,138.40	Balance carried forward	£2,394.51
	_____		_____
	<u>£3,059.29</u>		<u>£3,059.29</u>

School Prospectus

The school prospectus was updated with new term dates and personnel. The Governors felt that the prospectus was very user friendly and that the format need not be changed. The prospectus is available on our school website. A copy is made available on request, to all our parents. Slight amendments were made to the new prospectus including more information and guidelines regarding attendance and information about the new school uniform. Parents give permission for their child to appear in the new prospectus.

School Development Plan

The School Development Plan looks at the action required to move the school forward. A copy of this plan is displayed in the school foyer and on the school website. A copy of the plan is available on request to the Headteacher.

Key Development Priorities for 2020 - 2021

- To continue working to deliver a transformational new curriculum in line with the Successful Futures report.
- To continue to prepare for the ALN reform, ensuring effective support is accessible for all ALN learners.
- To work towards becoming a more sustainable, environmentally and eco-friendly school community.
- To oversee the refurbishment of the new extension.

Governors continually monitor and evaluate progress within the school. The school's Self Evaluation document is constantly reviewed and discussed. School policies are reviewed and updated on a regular basis.

Following our last Estyn inspection a Post Inspection Action Plan was drawn up addressing the report's recommendations

- To improve children's problem solving skills.
- To develop opportunities for children to use and apply their numeracy skills across all areas of learning and in the outdoor environment.
- To improve monitoring procedures and make better use of data to evaluate the impact of initiatives on children's outcomes.

These recommendations form the basis of our subsequent School Development Plan.

Nursery – The school welcomed 15 children into their Nursery year in September 2020.

Reception – Twenty one children returned in September 2020 for the year. Due to the pandemic two children returned to start their Year 1 in September 2020.

Early Education – children attend EE in the Spring and Summer terms. Six enrolled in January 2021 and five enrolled in April 2021. Seven children returned in September 2020 for their Nursery education.

Flying Start

Flying Start began here in September 2011. Flying Start sessions are held in the afternoons. At the end of the summer term 2021, there were seven children in Flying Start. One child returned in September 2021 for their Nursery education.

Community Links

School maintains its strong links with the community.

The school enjoys visits to St Anne's Church in December and at Eastertime.

Mrs Sara Williams liaised closely with Health Visitors in her role as Home / School Links Coordinator and staff regularly liaised with colleagues in our feeder schools. The school has worked in partnership with local schools as part of the Primary Steps scheme.

Curriculum and Organisation

The school continues to prepare for the full implementation of the new Welsh Curriculum. The emphasis is very much on active learning and discovery and seeks to establish routines and behaviours which prepare children for the next phase in their education.

Pupils With Additional Learning Needs

"Wrexham Early Years Centre / Ysgol Cae'r Gwenyn, values all its pupils equally and aims to cater for their individual needs to give them full access to the curriculum." *Policy statement*

We place great importance in involving and working closely with parents to achieve the best outcomes for children. We ensure that the additional and differing needs of our children are appropriately identified as set out in the Special Education Needs Code of Practice.

Wrexham Early Years Centre / Ysgol Cae'r Gwenyn is a truly inclusive school where all children's achievements are shared and celebrated within the whole school community.

Parents are kept fully informed of their child's progress and where appropriate any outside specialist help is obtained. A copy of the school's ALN policy is on the school website and a paper copy is available from the Headteacher.

Liz Jones and Rachel Costeloe are the Additional Learning Needs Coordinators. They are responsible to the Head Teacher for the implementation of the School Policy. The ALNCoS have responsibility for assessing individual needs and identifying appropriate provision. They monitor the progress and targets for each child and hold regular meetings with parents to review their child's progress. The ALNCoS arrange for the transition of children to and from our school.

Throughout the year, both ALNCoS liaised closely with outside agencies including Educational Psychologists, Speech and Language Therapists and Health Visitors. Both ALNCoS attended numerous courses and meetings throughout the year.

The Governing Body approve all ALN policies and have appoint a Governor with responsibility for Additional Learning Needs.

Physical access to the school is good. The school possesses specialised toilet facilities including a changing bed.

Attendance

The attendance figures for 2020 / 2021 were:

Reception attendance – **88.72%**, authorised absence – 10.41%, unauthorised absence – 0.88%.

Nursery attendance – **63.92%**, authorised absence – 12.15%, unauthorised absence – 4.2%.

Early Entitlement attendance – **78.66%**, authorised absence –18.54%, unauthorised absence –2.80%.

We continue to monitor unauthorised absences and employ a variety of strategies to encourage regular attendance. Parents are encouraged to contact the school when their children are unwell or when they are unable to attend school. The Attendance Coordinator, Emma Dransfield and the Home School Link Coordinator, Sara Williams make first day absence phone calls. They offer support to parents if there are difficulties in children attending school.

Safeguarding / Child Protection

The Welsh Office guidance makes it clear that schools have an important role to play in the protection of children from abuse. This is confirmed in Wrexham County Borough Council Policy, which sets out procedures to be followed by staff. The school therefore has a duty to refer any concerns about the well being of pupils to SPOA (Single Point of Access for Children). All staff and governors receive Safeguarding / Child Protection training. Rhian Hughes is the Designated Safeguarding Person in the school.



Premises

The Health and Safety Coordinator and members of the governing body regularly inspect the premises and make detailed risk assessments. Any issues are promptly addressed. Contractors maintain the outdoor premises regularly.

Equal Opportunity

The school is committed to the principles of equality of opportunity for all. The school's policy is available from the Headteacher.

Healthy Living

The school continues to set targets and to raise standards in this area. We have a Level 5 in the Food Hygiene rating. A member of staff has responsibility for ensuring that the highest standards of hygiene are adhered to.

School continues to participate in the Design to Smile scheme. We have achieved the Gold Badge for our commitment and continuing support to the programme for three or more years. The scheme is currently postponed due to the pandemic.

Healthy Food

Our children are provided with healthy snacks in the morning and have milk to drink. The Flying Start children have a choice of snacks taken from the Tiny Tums menu provided by Flying Start and also have milk available.

Toilet Facilities

The children's toilets are modern and bright and separate toilet areas for nappy changing are available. These areas have specialised beds and contain various items to hold the children's attention during the process. Strict policies are in place with regard to changing and toileting children.

Mrs Sara Williams offers outreach support and works with parents to help with the toilet training process.

Toilets are cleaned daily and the Health and Safety Coordinator Liz Jones and the Health and Hygiene Coordinator Yvonne Rowley ensure that the highest standards are maintained.

Languages

The primary language spoken in the school is English with Welsh being taught as an additional language. All signs and displays are labelled bilingually and children are encouraged to use incidental Welsh at every opportunity. Songs and rhymes are enjoyed in Welsh. Polish phrases are also used and the staff carry a Polish phrase card with them to

enable them to converse with our Polish pupils. Every morning the children and staff greet each other in a range of languages. Makaton Sign Language is used continuously throughout the sessions.

Parents are offered the opportunity for Welsh drop-in sessions and also provided with termly Welsh sheets showing vocabulary that the children were using in school. Support is also available on the school's website.

Contact with the School

Parents are encouraged to work in partnership with staff. Due to the pandemic parents were emailed an annual report in July and were invited to discuss any problems or concerns that arose.

Marvellous Milestones reports were issued to parents at the end of the Autumn and the Spring Term.

The school produces regular newsletters so that parents are informed of any events / activities that might be taking place. Our website and Instagram page is continually updated to provide information and support for parents.

AGM for Parents

Annual General Meetings are no longer a statutory requirement. New guidelines do not require governors to hold an annual meeting from May 2013. Parents are now able to request up to 3 meetings per year with the Governing Body via petition. Further information is available from the school.

Term Dates

Autumn Term 2021 - September 1st - December 22nd

Half Term - 25/10/21 - 29/10/21

Spring Term 2022 - January 6th - 8th April

Half Term - 21/02/22 - 25/02/22

Summer Term 2022 - April 25th - July 20th

Half Term - 30/05/22 - 3/06/22

Training Days - 1/9/21, 22/10/21, 22/12/21, 25/4/22, 6/6/22, 20/7/22.

Extra holiday in lieu of the Jubilee Bank Holiday - 6/12/21.

The Governing Body wish to thank
the Headteacher and staff of the
school for their sustained
commitment to the school's well
being.

Mrs Jane Howells
Vice Chair of the Governing Body

Wrexham Early Years Centre

Summary Financial Expenditure Statement 2020 / 2021
Financial Year 1st April 2020 – 31st March 2021

<u>Budget Heading</u>	<u>Annual Budget</u>	<u>Expenditure</u>	<u>Balance</u>
Employees	418,657.00	426,010.16	-7,353.16
Premises	8,602.00	5,767.14	2,834.86
Transport	100.00	0.00	100.00
Supplies	21,229.00	9,825.23	11,403.77
3 rd Party Payments	15,836.00	0.00	15,836.00
Support Services	7,261.00	7,261.00	0.00
Income	-145,728.00	-212,093.18	66,365.18
	325,957.00	236,770.35	89,186.65