



Governor's Annual Report to Parents and Guardians

YSGOL MAES OWEN

2022-23

A Letter from the Chair of the Governing Body

Dear Parents and Guardians,

Welcome to Ysgol Maes Owen's Annual Report to Parents 2022-2023

This report sets out the challenges and achievements we have delivered during the year.

Once again, this has been a successful year for our school family and we are proud of the way in which the staff, pupils, parents, governors and the local community have worked together to ensure that every child at Ysgol Maes Owen can **aim to learn and learn to succeed**. The Governors and I are honoured to have played a part in this years' successes.

Ysgol Maes Owen benefitted from a highly successful Estyn Inspection in June 2023. We are delighted with the report, with one of the opening paragraphs saying; *'The school is both caring and inclusive and the staff promote a very positive atmosphere, which helps in improving pupils' outcomes. Pupils enjoy learning and they are enthusiastic during lessons and in activities. This is due to the very strong working relationships that exist with their teachers and other staff'*. Leadership and Management was also strong within the report, showing how we all work closely together to ensure high standards of both care and learning at Ysgol Maes Owen; *'Leaders evaluate the school's work to plan for improvements thoroughly. The headteacher provides strong and effective leadership. She has a determination to succeed for the benefit of pupils, staff and the community. The senior leadership team, the staff and the governors share her engaging and purposeful vision. They work together progressively to ensure that the school is inclusive and that it promotes beneficial learning opportunities'*. The full Inspection Report can be found at [Inspection report Ysgol Maes Owen 2023 \(gov.wales\)](https://gov.wales/inspection-report-ysgol-maes-owen-2023)

The Recommendations from the Report that will be taken forward into the 2023/24 school year are:

- Ensure that teachers' expectations of pupils' outcomes and their responses to pupils' work are consistent across the school
- Improve the opportunities for pupils to apply and develop their numeracy skills
- Strengthen the provision for pupils to speak Welsh

Our Cluster of Schools will also continue to work together to ensure consistency for our local learners in relation to the Curriculum for Wales, focusing on Assessment and Learner Progress.

My personal thanks to all school staff and you as parents and guardians for always working so closely together to ensure that Ysgol Maes Owen children remain safe and happy at school. As always, **we appreciate your support** and I know that you share our quest to ensure our school is an "excellent" school. I hope you find this report informative and useful.

Wishing you, your friends and families continued health and happiness.

Diolch o galon,

Mr Anthony Hill

Chair of the Governing Body

The Governing Body

Local Authority Representatives

Cllr. Kay Redhead (September 2026)
James Curran (May 2024)
Vacancy

Minor Authority

Cllr. Morris Jones (June 2026)

Parent Representative

Geoff Barnett (December 2023)
Jane Ralph (October 2026)
Phillippa Culshaw-Roberts (December 2023)
Vacancy

Community Representatives

Mariette Roberts (March 2024)
Anthony Hill (November 2025)
Joanne Matthews (December 2025)

Head Teacher

Catrin Foulkes

Teacher Representative

Michelle O'Connor (October 2026)

Staff Representative

Annette Stanley (December 2023)

Chair of Governors: Anthony Hill
C/O Ysgol Maes Owen (01745) 353721

Clerk to the Governors: Vicki Lumsden
C/O Ysgol Maes Owen (01745) 353721

Parent Governor Elections

The next election of parent Governors is due to take place in December 2023 following this. Information will be circulated from the school regarding this vacancy. If any parent Governor(s) resign, arrangements will be made for an election to be undertaken at the appropriate time.

Organisation of the Governing Body

Statutory Committees

Staff Disciplinary & Dismissal Committee

- To determine all matters relating to staff discipline and dismissals at the school
- To meet as and when required

Disciplinary & Dismissal Appeals

- To determine any appeals arising from the determination of matters relating to staff discipline and dismissals at the school
- To meet as and when required

Pupil Discipline & Exclusions Committee

- To determine all matters relating to pupil discipline and exclusions at the school
- To meet as and when required

Non-Statutory Committees

Curriculum and Staffing Committee

- To consider all matters in relation to curriculum, staffing and pastoral support issues

Non-Curriculum Committee

- To consider issues in relation to finance, health and safety and building maintenance issues

Complaints Committee

- To deal with complaints against the school that cannot be resolved by the Headteacher
- To meet as and when required

Pay Review Committee

- To review the pay of each member of staff, award increments as appropriate and advise them of the outcome, in accordance with the school's procedure

Pay Review Appeals Committee

- To consider any appeals in respect of staff pay in accordance with the school's procedure

Grievance Committee

- To consider and make decisions relating to staff grievances received, in accordance with the school's grievance procedure

Grievance Appeals Committee

- To consider any appeals in respect of staff grievances in accordance with the school's grievance procedure

Panels

We have the following Panels:

- Performance Management panel and Performance Management Appeals panel (Headteacher)
- Performance Management Appeals (Teachers)
- Selection Panel for Headteachers and Deputy Headteachers
- Headteacher Capability panel and Headteacher Capability Appeals panel
- Teacher Capability Appeals panel

Appointed Governors

We have a governor for Child Protection, Additional Learning Needs, Looked After Children and Young Carers. Other governors are appointed to International/ESDGC, Food & Fitness and Whistleblowing policies. All governors are "Link Governors", and they visit the school regularly to help monitor Areas of Learning and Experience and school-wide areas.

Governor Meetings and Business

The Governing Body has met on 12 separate occasions since the last Annual Report to Parents and Guardians. These meetings were Full Governing Body meetings, and the others were sub-committee meetings; curricular and non-curricular.

Parents hold the right to raise a petition in support of holding a meeting. To do so, the parents of at least 10% of the school's registered pupils need to sign the petition. If it is a paper petition, then a written signature and the name and class of each child who is a registered pupil at the school must be given. If the petition is electronic the 'signature' required is the typed name of the parent plus the name and class of each child who is a registered pupil at the school and the email address of each parent who 'signs' the electronic petition.

The meeting cannot be called to discuss such matters as the progress of individual pupils or to make a complaint against a member of the school's staff or Governing Body. The petition should contain brief details of the matter(s) to be discussed, and the reasons for calling the meeting. This information should be at the top of the petition, with parents' signatures below. A maximum of three meetings can be held during the school year and there must be at least twenty-five days left in the school year. No meetings were held during 2022-23.

School Policies

All school policies are revised and updated regularly. The policies are reviewed by members of the Governing Body with a member of the Senior Leadership Team as part of a 'Governor Policy Review Group'. This group meets at least termly. Policies are available on request from the School Office and key school policies can also be viewed on the school's website.

Prospectus

All Year 3 parents were provided with our school Prospectus early on in the school year and it is updated annually. The only significant change since the last Governor's Report to Parents was circulated are the changes in relation to Curriculum development in light of the Curriculum for

Complaints Procedure

A copy of our complaints policy is available upon request from the school office. The Governing Body have not received any official complaints from parents during 2022-23.

The General Data Protection Regulation (GDPR)

The GDPR is a piece of EU-wide legislation which will determine how people's personal data is processed and kept safe, and the legal rights individuals have in relation to their own data. 'Personal data' means information that can identify a living individual. The regulation applies to all schools from **25 May 2018**, and will apply even after the UK leaves the EU.

Finances

School Budget

<i>Budget Heading</i>	CYLLIDEB PRES ENNOL <i>CURRENT BUDGET</i>	ALLDRO A RHAGWELIR <i>PROJECTED OUTTURN</i>	GWAHANIAETH A RHAG WELIR <i>PROJECTED VARIANCE</i>	GWAHANIA ETH ADRODDIA D DWETHAF <i>VARIANCE PREVIOUS REP ORT</i>
Teaching Staff	642,913	664,570	-21,657	-10,573
Supply Teachers	27,333	27,333	0	-0
Support Staff	167,364	202,183	-34,819	1,327
Supply-Non Teaching	3,000	1,941	1,059	-1,413
Staffing Costs- Other	400	1,459	-1,059	-8,564
Premises	58,698	44,403	14,295	41,611
Transport	3,300	11,167	-7,867	1,303
Supplies and Servi ces	74,914	130,159	-55,245	-42,765
Third party Payme nts	123,673	105,270	18,403	343
Income	-46,530	-101,008	54,479	33,499
UNALLOCATED FUNDING	0	0	252,670	204,523

**AMCANGYFRIF ARBEDION
2022-23 ESTIMATED
CARRYOVER**

**Canran Arbedion /
Percentage Carryover**

167,523	200,343
17%	16%

The Budget Allocation for the school for April 2022 – March 2023 was £1,063,114

The Budget Allocation for the school for April 2023 – March 2024 is £1,066,254

At the end of the financial year, the carryover stood at 17% (£167,523).

The amount required to balance the budget was £35,854 this year.

A spending plan has been submitted to the Local Authority to account for the additional £131,669 which exceeds the £50,000 permitted amount.

The Pupil Development Grant (PDG) allocated to the school for 2022/2023 was £94,300

The Education Improvement Grant (EIG) allocated for 2022 – 2023 was £10,411 and for 2023 – 2024 is

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£10,411. The spending plan for these grants, as agreed by the Governing Body, is focused on literacy, numeracy and general School improvement.
The Professional Learning Grant allocation for 2022 – 2023 is £5,160. All spending plans are written to adhere to the supplementary guidance for each Grant.
The RRRS grant for 2022-2023 is £15,872.

School Fund

School Fund balance towards the end of the 2022 – 2023 financial year was £19406.59.
Examples of income and expenditure:

- Balance is currently £13026.03. This includes recent LAC payment from Manchester City Council of £1800. .
- Paid in - 2 x cheques from Kinmel Bay Town Council for PTA - £1,000 in November and recently another £50.00 in March.
- Paid out - There have been various resources bought for classrooms, reading rewards, Dance competition outfits, diesel for various trips on mini-bus, Coronation Day games and Easter Craft.
- There has been Charity money raised for various charities
- PTA approx. £5,500. Held Autumn Ball, Valentines Disco, Raffle, a couple of Bingo's, Christmas Fayre and recently Summer Fayre - raised about £3,000.00 before outgoings.

School Improvement Priorities

Evaluation of School Improvement Priorities for 2022 – 2023:

Priority 1: Continue to improve standards of spelling across the school, with an additional focus on improving phonic knowledge to impact positively on the standards of written work across the curriculum – **achieved as fully as possible. This will not be on the SIP as a Priority for 2023/24 as excellent progress has been made.**

Priority 2: Continue to develop the Curriculum throughout the school, focusing on further improving/refining assessment which will impact positively on pedagogy in line with the 12 Pedagogical Principles – **good progress made. To remain on the SIP as a priority for 2023/24, amended slightly.**

Priority 3: Continue with the second year implementation of the ALN Transformation Programme with a focus on developing robust whole school Universal and Targeted Universal Provision and Wellbeing approaches – **achieved as fully as possible. To remain on the SIP as a priority for 2023/24, amended in line with the Reform Journey.**

Priority 4: Continue to improve reading skills across the school, with a focus on learners scoring between 85 and 95 to impact positively standards across the curriculum – **achieved as fully as possible. This will not be on the SIP as a Priority for 2023/24 as excellent progress has been made.**

Governors' Role in monitoring, reviewing and updating the School Improvement Plan (SIP)

The school's monitoring system ensures that governors' knowledge of the school's performance is thorough. Classroom visits enable them to reach a judgement on pupils' standards of work and attainment and to challenge and question leaders on the school's performance. The Governing Body's members are involved in SIP monitoring activities. They identify the school's strengths and areas for improvement successfully. The Headteacher ensures that monitoring reports and updates are shared at each Governing Body meeting to involve the Governors fully in the self-evaluation processes.

There are usually several governor visits each term, including accompanying on trips and helping out with activities. The governors have a good knowledge of the school through these approaches.

Learner Progress

Learner progress – how much progress a learner makes from their starting point. As we are a Junior school, one of the main measures we used when assessing against the previous National Curriculum was the number of Levels gained between the end of Foundation Phase and the end of Year 6. With the current Curriculum for Wales, progress against their starting points is tracked via an electronic Tracking system called Taith 360. We have also developed a bespoke Excel Tracking Spreadsheet. This includes test results as well as Wellbeing data and any other additional factors which may affect progress, both positively or negatively. Any learners not making expected progress were given additional support, depending on the need.

Attendance Data

Whole school attendance figures to 30/06/23 were 88.4%. The National Average for the same period of time was 88.7%. Therefore, whole school attendance for 2023/24 was in line with the National Average, although in Community First areas, it is usually expected that the attendance falls below the National Average. Authorised Absences were 5.5 % and Unauthorised Absences were 4.1%. Illness was at 4.2%. All codes have reverted to WAG attendance guidelines which now means that any covid related absence will be recorded within the Illness code. With this in mind it

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is expected that illness will be higher than previous years, for comparison the last covid free year
2018-2019 – was 3.5%.

Curriculum Developments

The school has continued to adapt planning so that key skills in numeracy, literacy and ICT are seen throughout the curriculum. The Digital Competency Framework is also fully incorporated across the Curriculum Planning. The school has continued to make exceptional progress towards the implementation of the Curriculum for Wales. Our thematic approach to Curriculum Planning enables learning to take place both in and outdoors as well as learners benefitting from an experiential and hands-on approach. A particular focus has been the creation of the named Superheroes who help the children develop their own Learning Superpowers of 'Keep Improving! Be Curious! Have a Go! Enjoy Learning! Use your Imagination! Don't Give Up! Be Cooperative! And Concentrate!'. The development of the learners' positive attitudes to learning, hand in hand with the experiential, hands-on learning approaches has seen excellent progress in skills and learning in general.

Organisation of Classes and the Curriculum

There were 9 classes and one Resource Base (located in a classroom within the school). The 9 classes consisted of four Year 3/4 classes and five Year 5/6 classes. The curriculum is taught by the designated class teacher and PPA cover teacher. Maths is streamed and this year as well as the previous year, due to lower levels of basic phonic knowledge in Year 3, Lower School also streamed for Spelling sessions.

Literacy, Numeracy and I.T. is planned for and taught across all curriculum areas. Welsh (as a second language) is taught each week as an individual lesson and then in other Curriculum areas. In addition pupils have daily "Helpwr Heddiw" sessions as well as being encouraged to use Welsh across the curriculum and around the school.

Pupils with ALN access withdrawal sessions for literacy. Learners with ALN are also differentiated for and supported within the classroom depending on their individual needs. MAT learners are also challenged in lessons through explicit planning opportunities. Further opportunities for year 5/6 MAT learners are provided in conjunction with Ysgol Emrys Ap Iwan.

Daily session times

We teach for a total of **24 hrs 20mins per week**. 9:05 am to 10.30 am; 10.45 am to 12.00 pm; 13.05 pm to 15.15 pm. There is a sheet entitled "The School Day" at the back of the 'School Session Times' whole-school Policy.

Welsh Language Developments

The teaching and learning of the Welsh language continues to be at the forefront of Curriculum planning across all lessons as suitable. The school has embraced the 'Campus Cymraeg', has achieved the Bronze Award and continues to work towards the Silver Award assessment.

School Language Category

Maes Owen is an 'English-Medium School'. This means that English is the main medium of teaching Key Stage 2, but Welsh is taught as a second language. Some aspects of some subjects are also sometimes taught through the medium of Welsh.

Healthy Eating and Fitness Developments

"There is no doubt that Ysgol Maes Owen has embedded the principles of the health promoting school into the everyday life and culture of the school."

~ Welsh Network of Healthy School Schemes NQA Report, November 2016

We were delighted to be awarded the NQA Healthy Schools Award in November 2016. The assessors were complimentary about the care, support and guidance that the pupils receive.

We encourage children to drink water from bottles throughout the school day. Bottles for all Year 3 pupils are bought by the PTA. We have a fruit tuck shop that is run by Year 6 pupils. We have a separate whole-school policy which outlines these developments and aims in more detail.

Nurture & Emotional Support

The emotional wellbeing of the pupils is a key priority. The school's caring and nurturing ethos ensures that children's emotional well-being is carefully monitored and any issues dealt with promptly. The school has close working relationships with the Behaviour Support service. A record of pupils to monitor and support is updated and shared with all staff for the yard duty. Any identified learners needing additional behavioural support have a clearly written Individual Behavior Plan and/or Individual Reactive Strategy in place.

We ran nurture and support groups to target emotional health and wellbeing for those who needed additional support, such as Drawing and Talking, Anger Management sessions, Social Skills groups, Unearthing and ELSA sessions. We also ran a Year 6 Transition Club with pupils and their parents. Clubs have now resumed since ceasing during the COVID 19 period. These have included a Young Carers Club and a Confidence Club.

A named Teaching Assistants continues to work in a family liaison role to support families and make communication between home and school clearer.

Toilet Provision

Pupils have use of a set of boys' and a set of girls' toilets. All toilets have been refurbished 10 years ago and are routinely maintained and upgraded as necessary. There is also a separate wheelchair accessible toilet. All toilets are cleaned on a daily basis and cleanliness checks are made during the day.

Equal Opportunities

We strive to provide equal opportunities for all and have a Strategic Equality Plan in place.

Pupils with Disabilities

At present we believe that we are meeting the needs of pupils with disabilities through a variety of strategies. If however a parent or guardian seeks admission for a child whose needs are more than we can provide for, we will do our utmost, in consultation with the Local Authority, to meet those needs wherever possible.

Sports and Extra-Curricular Activities

We continue to offer and develop an excellent programme of physical education, sport and games to keep learners active and fit. Opportunities for play have also resumed and increased once more, with physical activities on offer at lunchtimes in various "zones". Lunchtime and after school Clubs will have also now resumed this academic year.

We have a trim-trail for use at break and lunchtimes as well as children enjoying ball games. Outside groups have also provided after school clubs, including transition clubs led by Ysgol Emrys Ap Iwan.

The Woodland trail is used during curricular lessons and also by our nurture groups. All classes have benefitted from End of school year Beach Visits resumed during the Summer Term with a focus of literacy and/or numeracy and havinf fun! Pupils continued to go on trips to enhance their learning.

Our School Council continues to make further links with our local community. The pupils have been involved this year more and more in decisions regarding whole school policies and teaching and learning.

Our Eco Council have been active in directing adults and children in school in improving their habits regarding recycling and generally looking after our school and grounds. They have continued to meet regularly and work hard to achieve the targets and priorities on their action plan. This will increase once more in 2022/23 with the lifting of COVID-19 restrictions.

Community Links

As a school we have worked hard to develop the 'open door' policy and ethos. Our Nurture and Family Liaison TA works alongside teachers when parents and guardians have needed support. Members of the Senior Leadership Team have monthly Wellbeing Meetings with the School Nurse to discuss pupils who are of concern and whose families may need support. Our local PCSO links with the school to help educate any individual learners and/or families should any issues arise. PC Gareth has visited the classes on numerous occasions over the

School newsletter and planners inform families of forthcoming events as well as successes in the school. Copies are emailed to parents who are on a mailing list as well as being sent home with pupils. We have an active PTA Facebook site as well as a school Twitter feed. We also communicate via texting service when necessary. We have regular volunteers from the local community that help out in school. This will widen once COVID-19 guidance allows.

All parents/guardians were invited to a parents'/guardians' after the end of year reports were issued. This was carried out face to face.

Ysgol Maes Owen PTA play an important part in the life of the school and raise money to enhance our children's education. Most events have now started back up slowly.

We have excellent links with both Ysgol Y Foryd and Emrys Ap Iwan and have worked hard to improve transition for our pupils. Our Infant to Junior transition has been highlighted as excellent practice and has been shared with numerous other schools across the Conwy.

The majority of our face-to-face links and visits have now started to slowly go ahead this year due to COVID-19 restrictions.

Destination of School Leavers

Pupils enjoyed a smooth transition to Emrys Ap Iwan this academic year. Teachers and Year Group Leaders from Emrys Ap Iwan came to Maes Owen to work with Year 5 and 6 throughout the year and pupils also attended the high school for transition days and lessons in the Summer Term.

All 65 pupils in Year 6 last year made a successful transition to their chosen high school. 59 transferred to Ysgol Emrys Ap Iwan and 6 have transferred to other local High Schools.

Term Dates for 2023-2024

Autumn Term 2023	
Staff Training Days	Friday 1st September Monday 4th September Friday 27th September Friday 22nd December
Beginning of term for learners	TUESDAY 5 TH SEPTEMBER 2023
Half term closes for learners	THURSDAY 26 TH OCTOBER 2023
Return after half term for learners	MONDAY 6 TH NOVEMBER 2023
End of term for learners	THURSDAY 21 ST DECEMBER 2023

Spring Term 2024	
Staff Training Day	Monday 19th February
Beginning of term for learners	MONDAY 8 TH JANUARY 2024
Half term close for learners	FRIDAY 9 TH FEBRUARY 2024
Return after half term	TUESDAY 20 th FEBRUARY 2024
End of term	FRIDAY 22 ND March 2024

Summer Term 2024	
Staff Training Day	MONDAY 1ST JULY 2024
Beginning of term for learners	MONDAY 8 TH APRIL 2024
May Day Bank Holiday	MONDAY 6 th MAY 2024
Half term close	FRIDAY 24 TH MAY 2024
Return after half term	MONDAY 3 rd JUNE 2024
End of term for learners	FRIDAY 19 TH JULY 2024

