



Govenors' Annual Report to Parents

For the school year September 2019 to August 2020



The School Governing body:

School Governing body play a key role in improving standards within school.

They also:

- ✓ Have a duty to promote the highest standards of educational environments.
 - ✓ Establish a strategic framework for the school.
 - ✓ Regularly review the progress made.
- ✓ Act as a critical friend to the school leadership team.

CORFF LLYWODRAETHWYR / GOVERNING BODY

Dear Parents ,

As another year at Ysgol Dyffryn Trannon passes, the school continues to move forward, as always, an important part of the Trefeglwys and wider community.

I would like to introduce myself very briefly. My name is Sue Wilcox and I live in Llanidloes. I retired from a career in education last Christmas, having worked in a Newtown school as a foundation phase teacher and SENco and latterly as a Special Needs Advisory Teacher for the Local Authority. On retirement, I expressed an interest in participating in a Governing Body and there was a vacancy on the Governing Body of Ysgol Dyffryn Trannon. I have only been a Governor at the school since March and I am delighted to take on the role as Chair for this academic year. I would like to express thanks to the outgoing Chair, Mr Adrian Thomas for his contribution to the school over recent years.

It has to be recognised that it has been a year of unprecedented challenge, but what is clear is that the Headteacher and the whole school staff have risen to that challenge magnificently, with the safety of pupils and the community always at heart. Staff worked tirelessly to ensure that the school complied with Covid19 guidelines and to maintain the smooth running of classes. Pupils are able to continue their learning and engage in and enjoy the curriculum, despite the restrictions imposed by the pandemic.

The school is working closely with other schools in the cluster. This will hopefully continue and will involve Mrs Harries working alongside other head teachers and myself, as Chair of the Governors, forming links with the Chairs of Governors of other local primary schools. I am sure that the collaboration that is being developed will prove very beneficial and I am hopeful that it will go from strength to strength.

During the course of the school year, Mrs Sian Richards, Deputy head has given birth to twin boys. On behalf of the Governing Body, I would like to congratulate her on this delightful news.

I would like to thank the Ffrindiau/Friends of Ysgol Dyffryn Trannon for their hard work in raising additional income that is vital for the school. This has enabled us to carry on supporting the children as we have done in the past with additional resources, most notably a "Clevertouch" interactive whiteboard. I would ask that if anyone is interested in joining this very important group, please contact the school office for more information.

Much of the life of the school, its statistics and achievements are listed in this report. The work of the Governing Body continues to operate mainly through the Standing Advisory Committees. I, as chairman, wish to thank my colleagues for their support and commitment throughout the past year.

The report also gives me the opportunity to thank you, our parents. Your co-operation in all that the school asks of you is gratifying. Ysgol Dyffryn Trannon has a great future, a school to be proud of, where every pupil is helped to achieve their full potential, for their own future and the future of our community. Working together - staff, parents, Governors and pupils - we can all face with enthusiasm the challenges which lie ahead.

Sue Wilcox
Chair of Governors

School teaching and non-teaching staff

Headteacher: Mrs Caroline Harries

Deputy Headteacher: Mrs Sian Richards

Year group	Teacher	Teaching assistants
(Welsh Stream) Reception & Year 1	Mrs Beth Jones	Miss Anna Foulkes Miss Debbie Jones Mrs Nesta Jones
(Welsh Stream) Year 1 and 2	Miss Rebecka Owen Mrs Sara Parry - Morgans	Mrs Emma Baker – Davies Miss Caryl Pughe
(English Stream) Foundation Phase	Miss Becca Hill	
(Welsh Stream) Year 3 & 4	Mrs Sian Richards	Mrs Myra Williams
(English Stream) Year 3 & 4 & 5 & 6	Mrs Jemma Davies	Mrs Nicola Macken
(Welsh Stream) Year 5 & 6	Mrs Gwenfair Owen	Miss Carwen Morgan
PPA	Leanne Jones	

Supporting Staff

School Secretary: Mrs Tracy Jones

Lunchtime Supervisors: Mrs Tracy Jones, Mrs Ann Jones.

Staff training

Full details of the courses attended by staff between September 2019 and August 2020 are available from the school. Below are the examples of the training attended by the staff.

Training	<ul style="list-style-type: none">○ Epi Pen Training○ Differentiation course○ Fantastic Practice in Foundation Phase○ Foundation Phase training & Learning in the outdoors○ Digital Meeting - coding○ Maths in the Foundation Phase○ Purple Mash training○ INCERTS training○ Creating Independent learners○ Maximising Learner Progress○ Self and Peer Assessment training○ Tric a chlic training○ Cwrs Curriculum / Curriculum course○ Science levelling training○ Curriculum update○ Fire Marshall training
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Current Governing Body Members

Type of Governor	Name of Governor	Appointment start	Appointment end	Position held
Headteacher	Caroline Harries			
Local Authority	Phyl Davies	01.02.20	01.02.24	
Local Authority	Iwan Owen	01.02.19	01.02.23	
Local Authority	Susan Hill	31.01.20	31.12.21	
Minor Authority	Nick Bennett	01.09.19	01.09.23	
Community	Sue Wilcox	31.01.20	31.01.24	Chair
Community	Jordan Davies	01.04.20	01.04.24	
Parent	Eifion Evans	01.02.20	01.02.24	
Parent	Julia Toy	14.12.17	14.12.21	
Teaching staff	Beth Jones	28.11.17	28.11.21	
Non-teaching	Myra Williams	28.11.17	28.11.21	
Clerk of Govenors	Jen Wilde			

Arrangements for the next election to the Governing Body:

The Educating Authority and the school will notify parents / guardians about any opportunities to be part of the Governing Body and the election arrangements.

School Delegated budget accounts 2019-2020

Actual Outturn 2019-2020	
Total delegated funds	£507,961
<i>Salaries and wages</i>	<i>£470,307</i>
<i>Premises cost</i>	<i>£65,419</i>
<i>Supplies, Office and other expenses</i>	<i>£44,968</i>
Total expenditure	£580,694
<i>Income (EIG / PDG etc)</i>	<i>£64,567</i>
New expenditure	£515,127
Balance B / F	£42,704
Underspend C / F	£34,538

The Governors' Annual Report to Parents is one way which Governors use to keep parents informed about the school their child attends.

The Schools Standards and Organisation (Wales) Act 2013 (The Act) removed the requirement for school governing bodies to hold an annual meeting with parents. Instead, new arrangements were introduced to enable parents to request up to three meetings in any school year with a governing body, on matters which are of concern to them. If parents wish to use their rights under the Act to hold a meeting, four conditions will need to be satisfied:

1. Parents will need to raise a petition in support of holding a meeting.

The parents of at least 10% of the school's registered pupils. If it is a paper petition, then a written signature must be given as well as the name and class of each child who is a registered pupil at the school. If the petition is in electronic format, 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.

There were 118 children registered as pupils with this school at the beginning of this academic year. Exact roll numbers at any time during the year may be obtained from the school office.

2. The meeting must be called to discuss matters which affect the school

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 clearly displayed at the top of the petition, with parents' signatures appearing below.

3. A maximum of three meetings can be held during the school year

The law allows parents to use their rights to request up to three meetings with a school governing body during the school year.

4. There must be at least 25 school days left in the school year

The law makes it a condition that at least 25 school days are left in the school year when the petition is received so that the meeting can be held. A "school day" means a day when the school is open to pupils: it does not include weekends, public holidays, school holidays or INSET days.

The address for service of a petition requesting a meeting with this school's governing body is:

The Clerk to Governors

Ysgol Dyffryn Trannon,

Trefeglwys,

Caersws,

Powys,

SY17 5PH

Further advice on how parents may go about requesting a meeting with a governing body is available on the Welsh Government's website at: <http://wales.gov.uk>

Autumn term 2020	Non- pupil days	No. of school days
Wednesday 2 nd September to Friday 16 th October	Tuesday 1 st September	33 days
Half Term – Monday 19th October to Friday 30 October		
Monday 2 nd November to Friday 18 th December	Monday 21 st December Tuesday 22 nd December	35 days

School term dates

Spring term 2021	Non- pupil days	No. of school days
Tuesday 5 th January to Friday 12 th February	Monday 4 th January	29 days
Half Term – Monday 15th February to Friday 19th February		
Monday 22 nd February to Friday 26 th March		25 days

Summer term 2021	Non- pupil days	No. of school days
Tuesday 13 th April to Friday 28 th May	Monday 12 th April	33 days
Half Term – Monday 31st May to Friday 4th June		
Monday 7 th June to Friday 16 th July		30 days

Good Friday	Friday 2 nd April 2021
Easter Monday	Monday 5 th April 2021
May day bank holiday	Monday 3 rd May 2021
Spring bank holiday	Monday 31 st May 2021
Royal Welsh Show	Monday 19 th July to Thursday 22 nd July 2021

We kindly ask that all holidays be taken during official school holidays. Parents have a duty to inform the school of reasons for any pupil absence on the morning of the first day of absence by telephone, email or personal contact. The Headteacher or Deputy in the Headteachers absence is the only person allowed to authorise an absence. If a reason for absence is not deemed sufficient the absence will be considered unauthorised. Judgements regarding the school are made in respect of pupil attendance by Estyn inspectors and the Local Education Office.

Pupils' attendance

As a consequence of COVID-19 there are no attendance records for 2019/2020.

Oriau Ysgol / School Hours

Times	Sessions
08:55 – 10:30	Morning session 1
10:30 – 10:45	Playtime
10:45 – 11:45	Morning session 2 (Foundation Phase)
10:45 – 12:00	Morning session 2 (Year 3 & 4)
10:45 – 12:10	Morning session 2 (Year 5 & 6)
11:45 – 1:00	Lunchtime
1:00 – 3:30	Afternoon session
<i>Bus pupils leave at 3:20</i>	
<i>Foundation Phase pupils at 3:25</i>	
<i>Key Stage two at 3:30</i>	

Estyn Recommendations

Ysgol Dyffryn Trannon was last inspected in April 2013. Estyn gave the school 6 main recommendations. This is an evaluation of the progress to date.

Recommendation	Progress
Improve standards to ensure that the school's performance compares more favourably with that of other, similar schools	<p>Since 2017-18, schools are no longer compared with similar schools. Improving standards in literacy, numeracy and ICT skills was a priority in the 2019-2020 School Improvement Plan (SIP) with a particular focus on improving the standards of the more able pupils. During the autumn term 2019, a robust monitoring programme was implemented with all teachers, leaders, governors and LA officers actively involved in a range of listening to learners and work scrutiny activities. During the term, there was a clear focus on a consistent approach to rich tasks with many pupils developing a range of skills effectively to complete a range of stimulating and pupil focussed tasks. A notable example includes the designing of a fashion show by Year 5 & 6 pupils. Good progress was made with extended writing skills, for example, portrait of Hedd Wyn, a diary entry and creative story writing. Also, many Year 3 & 4 pupils write effectively in a range of forms including, a non-chronological report on Japan and Buddhism, script writing as well as personal and formal letters. Due to Covid19, all teacher assessment was suspended.</p>
Develop pupils' ability to apply their numeracy skills effectively across all areas of learning and subjects	<p>There has been a specific focus on developing the use of rich tasks across ks2. School to school support has been well utilised with modelling of good practice by an experienced teacher and school visits e.g. Ysgol Carno. Books from Ysgol Dafydd Llwyd have also been shared as well as a focussed planning session by the Headteacher of Buttington Trewern Primary School. As a result, most ks2 teachers planned and delivered a rich task for the autumn term. Examples include designing a fashion show, sharing information about Japan and planning an enterprise activity for the Christmas Fair. The rich tasks involved a range of numeracy work, for example, estimating, calculating and measuring skills in order to produce different items of clothing and calculating profit and loss following the Christmas Fair.</p> <p>There is a strong focus on ensuring that mathematical skills are taught in the lessons and that pupils have the opportunity to apply a range of numeracy activities across the curriculum.</p>

<p>Improve pupils' attendance</p>	<p>Due to Covid19, there is no attendance data for 2019-2020. However, the school has developed effective strategies to improve and monitor attendance. The Headteacher works closely with the Education Welfare Officer (EWO) and reviews attendance below 90% regularly. The school sends letters to parents who has a child with attendance below 90% to inform them of attendance rates. Appropriate steps are followed if attendance does not improve. In 2018-19, the school did not have to arrange AIM meetings. Very few pupils arrive at school late however, strategies are in place to note reasons why and to monitor. A 'late book' has been introduced requiring parents/carers to note a reason for lateness. Parents and carers are aware of the need to complete an official holiday form in advance. Newsletters frequently mention attendance and its importance.</p>
<p>Monitor closely the implementation of the recently adopted arrangements for planning pupils' learning experiences and evaluate their impact</p>	<p>School to school support has been utilised to review the planning across the school in line with the journey to 2022 – the New Curriculum. Examples include, visits to St Illtyd Primary School - Curriculum Pioneer school where planning was shared. Visits to the federation of schools within the area following a successful Estyn inspection. Training on the use of Incerts for effective planning (Buttington Trewern) and planning against the 4 Purposes from Llanrhaeadr ym Mochnant. Two members of staff also attended the 'Dim Dreigiau, Dim Defaid' ERW new curriculum planning event, with a key focus of utilising the resources that are part of our 'roots'.</p> <p>As a result, all teachers' mid-term planning is done against the Four Purposes and in all areas of learning and experience. Pupil voice leads the planning with all teachers ensuring the coverage in key skills, against the LNF and Incerts. Short term planning is completed on a weekly basis and uploaded to the SharePoint for monitoring purposes. The impact of the planning will be evaluated in the second half of the autumn term 2020, via a listening to learners monitoring activity. Book scrutiny will be completed as part of the 'Listening to Learners' activity and in phases, involving all teachers.</p>
<p>Ensure that the monitoring roles and responsibilities of curriculum leaders are implemented effectively</p>	<p>Due to staff changes, roles and responsibilities have been reviewed at the beginning of the autumn term 2019. All leaders are responsible for a priority in the SIP and self-evaluation activities and termly impact assessments are to be completed to ensure that strong progress is made against the agreed milestones. Support is being provided by the Challenge Adviser to lead on this work during the autumn term with the staff developing the knowledge and expertise to lead independently during the spring term.</p>
<p>Ensure that areas identified for improvement are prioritised more effectively</p>	<p>Senior leaders, with support from the Challenge Adviser work collaboratively to formulate an effective school improvement plan in line with statutory guidance. Accountability is clear with actions for improvement identified related to measurable success criteria. All leaders complete termly 'hands on' monitoring activities and evaluate the impact in termly impact assessments by identifying key strengths and further areas for improvement. These are reviewed regularly by the governing body.</p>

The 4 purposes will be at the heart of our new curriculum. They will be the starting point for all decisions on the content and experiences developed as part of the curriculum to support our children and young people to be:

- *ambitious, capable learners ready to learn throughout their lives*
- *enterprising, creative contributors, ready to play a full part in life and work*
- *ethical, informed citizens of Wales and the world*
- *healthy, confident individuals, ready to lead fulfilling lives as valued members of society.*

Review of school policies

The school revises a number of policies annually. These policies include:

- Child Protection Policy
- Complaints Procedure
- Health and Safety Policy
- Admissions Policy
- Curriculum Policy
- Performance management for all staff
- Pupil Discipline
- Sex Education
- Equal opportunities
- Additional Learning Needs
- Staff discipline, conduct, capability and grievance procedures.

Actions to be taken following the review of the school strategies

At Ysgol Dyffryn Trannon, leaders have children's safety, welfare and learning at the forefront of all decision-making. Each member of staff and each governor is a leader of at least one aspect of the school's life, working as a strong team to improve and raise standards. Pupil voice, through the School Council, Criw Cymraeg, Digital Wizards and Eco Committee and parent consultation through regular meetings and surveys, mean that the whole school community is part of the consultation and decision-making process. The Headteacher and her Senior Leadership Team, work with the school community and Local Authority to identify priorities, plan and action developments for these, and to closely monitor impact and outcomes.

The Governing Body monitors school improvement priorities through regular visits to the school for meetings and 'hands on' monitoring visits. School to school support is also utilised effectively to improve standards, provision and leadership.

The School's main priorities in 2019-2020.

<p style="text-align: center;"><u>Priority 1</u></p> <p><i>To strengthen leadership at all levels.</i></p>	<p style="text-align: center;"><u>Priority 2</u></p> <p><i>Improve standards in Literacy, Numeracy and ICT skills ensuring that all pupils achieve the higher standards in line with ability.</i></p>
<p style="text-align: center;"><u>Priority 3</u></p> <p><i>Improve the planning to develop pupil's skills through active, independent learning in Foundation Phase, especially in the outdoor areas.</i></p>	<p style="text-align: center;"><u>Priority 4</u></p> <p><i>Plan and implement key strategies in order to address the national proprieties such as the Welsh Charter / Cymraeg Campus and the new curriculum – Curriculum for Wales: Curriculum for life.</i></p>

The study of the school's progress data is carried out in order to ensure that the school answers all the pupils' needs. The teachers meet regularly to plan, train and to focus on the school's improvement plans.

Target Setting

Governors have worked with the Senior Leadership Team to set targets for the forthcoming three years.

The process of agreeing targets is based on the following principles:

- Targets should be challenging, realistic and manageable;
- They should be school specific, reflecting an informed evaluation of each year group of children;
- In order to be meaningful, targets should be considered over a time span of more than one year;
- Class teachers have a crucial role to play in the setting of targets and are fully involved in the process.

In line with these principles, teachers use the wide range of information they have about each child in their class to set an individual target level in national curriculum tasks. This is a whole school initiative and teachers work hard to ensure that each individual target is challenging but realistic. The targets were set in the Autumn Term 2018, and subsequently agreed by the LA.

There is not the requirement to set targets this year, due to Covid19.

Additional Learning needs

The school addresses the needs of all children in its care by following the Code of Practice laid out by the Welsh Government and aims to provide equal access to the curriculum for all children. Pupils identified as having Additional learning needs are placed on the ALN Register and are supported in various ways according to the pupil's requirements – within the classroom, individually and in small groups. Progress is carefully monitored and tracked, intervention programmes are in place and if external support thought necessary, this is sought. The school has a close working relationship with parents/carers, as they are kept informed and involved and a review is carried out for pupils with a Statement of Additional Learning Needs, annually.

Mrs Caroline Harries has taken the role for 2020. Mrs Myra Williams has been supporting ALN since 2018 supplying additional interventions for these children. Through the academic year (2019-2020) the number of pupils ALN was 12 %. This is below the national average.

Curriculum

At Ysgol Dyffryn Trannon we offer a broad and balanced curriculum that meets all statutory requirements. Teachers continue to review the curriculum in light of the new developments. Once again, this year, the school have concentrated on introducing and promoting aspects of the 'Curriculum for Wales: A curriculum for life' by ensuring that nearly all pupils are aware of the 4 purposes and the areas of learning. Activities and topics are planned utilising the 'Literacy and Numeracy Framework' along with the 'Digital Competency Framework'. We focus on 'Pupil Voice' where the learners take an active role in the curriculum and support in generating ideas towards topics.

School links with the Community

The school is keen to promote links with local businesses and other organisations within our community and benefits greatly from their support.

We have strong links with Llanidloes High School and the cluster Primary Schools. We aim to ensure a smooth transition for our Year 6 pupils as they move to Llanidloes High School. Visits are planned each year giving opportunities to attend a range of lessons and activities. Liaison meetings take place between teachers of the cluster schools, in a number of areas including the New Curriculum, Additional Learning Needs and a number of subjects. The Head of year 7 and ALNCo from Llanidloes High School visit in the Summer Term to meet the children of Year 6 and to consult with staff. Teachers work hard to share all relevant information in the knowledge that regular liaison between teachers ensures progress and continuity during this important period of transition. Transition activities include Design Technology, sporting events and Science activities.

We have established links with a number of local sports organisations, including Llanidloes Rugby Club and Tennis Club. Established links with the Library continue to enrich our pupils with the summer reading challenge.

Musically, the school encourages children actively to participate in a wide variety of activities within the Urdd movement and our local Trefeglwys Eisteddfod. Instrumental lessons are given on a weekly basis by the peripatetic staff for pupils to learn piano, guitar and singing. Many of our pupils who have lessons develop their skills and become proficient musicians. We are always pleased to celebrate the music examination successes of many of our pupils during the year.

Children have many opportunities to listen to a wide range of speakers from various agencies. These include our community police liaison officer, Pupil Voice groups, school nurse, the fire brigade, and Open the Book assemblies. We have good links with the local church, St Michael's, with our children participating in the Harvest Thanksgiving and Christmas Carol Services. We welcome local ministers into school assemblies. Charities that we regularly support include the Children in Need, Christmas Jumper Day, Operation Christmas Child, Marie Curie Appeal, Poppy Appeal and Comic Relief.

Sporting Aims and Achievements

Sport plays an important part in school life and our Bronze Ambassadors support many activities. Children participate in a variety of team games as an integral part of the P.E. curriculum. The children also benefit from the work of the WRU sports coach who teaches them on a rota basis. Other opportunities include, football, tennis, athletics, gymnastics and swimming. There has been notable success in many of these areas at local, area and national level.

We are mindful too of the need to help children to keep fit and active and encourage all to participate in the Daily Mile.

Admission arrangements for pupils with disabilities

We are keen to ensure that the needs of each individual in the school, regardless of ability or disability, should be met as far as possible. The head teacher will discuss the needs of each pupil wishing to be admitted to the school with their parents/carers and with any other agency involved.

The governing body is committed to planning for the needs of people with disabilities – whether pupils, teachers or visitors when making alterations to the school building, but in the meantime, we have the flexibility to make arrangements and cater for particular needs, as far as we possibly can.

Healthy Eating and drinking

Ysgol Dyffryn Trannon is committed to the aims of the Healthy Schools Network and to promoting the health and wellbeing of all in its school community. The school has a "Food and Fitness Policy" which has been agreed by Governors and staff. As part of the school's curriculum pupils have the opportunities to develop a good understanding of healthy eating and drinking and are encouraged to eat a range of healthy foods. The school also promotes healthy eating and drinking through the following activities:

- Fruit snacks in Foundation Phase
- Milk provision
- Promoting Health lunch boxes
- Encouraging children to drink plenty of water
- Breakfast club available
- A range of after school activities
- A range of outdoor learning activities and opportunities

Breakfast club

The Breakfast Club has been running in school for a few years. The doors open for children to enter the club at 7:55 each day. The club is very popular. Cereal, toast and water is available for the children to have. A variety of activities are also available in a happy and safe environment.

After School Club

The After-School club – Tree Tops opened in Ysgol Dyffryn Trannon in 2011. It has now been running for a number of years now which has proven a popular choice for parents. It is open between 3:30pm and 5:30pm Monday to Friday. Healthy snacks are offered to the children whilst in club. The pupils also enjoy being involved in a variety of after school clubs.

Pre-school: Mês Bach

At Mês Bach, 3-year-old provision is offered through the medium of Welsh. Mês Bach is open four mornings a week with the potential to open on a fifth morning depending on numbers on roll. The sessions run from 9am through to 11:30. During this time, children are given the opportunity to access a variety of different learning activities from playdough, computer skills and learning in the outdoor to develop their independence, confidence and social skills. Making the transition to mainstream school is easier as children are more familiar of their surroundings.

Toilets

We have excellent toilet facilities here at Ysgol Dyffryn Trannon. We have staff toilets by the main entrance, male and female. We also have a disabled toilet to meet the needs of all. There are two cloakroom areas – one is Foundation Phase and one is Key Stage 2. These cloakrooms lead to the Foundation Phase toilets and the Key Stage 2 toilets (3 girls toilets, one disabled toilet, one boys toilets, one urinal and one disabled toilet). Mês Bach (3+ Provision) have direct access from their classroom to the toilets, one disabled toilet is located here too. The English stream Foundation Phase class also have direct access to these too. Catering staff have access to one toilet by the school kitchen for staff only.

All toilet facilities provide privacy for the user and have properly maintained supplies at all times of warm and cold water, soap, hand drying facilities and toilet tissue dispensers are provided at a convenient height to suit the children.