

St. Winefride's Governors' Annual Report to Parents 2023-24

Dear Parents and Carers

On behalf of the Governing Body of St Winefride's Catholic Primary School, we have pleasure in presenting our full annual report for the period **September 2023 – August 2024**. We have continued to work closely with the Head Teacher to promote and maintain high standards of achievement and wellbeing throughout the school.

In April 2024 the school was inspected by Estyn and their full report can be found on their website at www.estyn.gov.wales. Members of the governing body met with the inspectors during their inspection and we are extremely pleased to report that the inspectors reported very favorably. The inspectors noted: ***"St. Winefride's Catholic Primary School is caring, nurturing and highly inclusive. Leaders and staff work tirelessly to create a warm and welcoming environment for pupils and their families, where they can 'learn and grow together in the love of Christ'. Leaders have established excellent relationships with parents and carers and over time the school has become the heart of the community."***

The long-term effects of the disruption caused by the pandemic are still being felt within our school, both on attainment and attendance levels but perhaps more importantly upon the mental health and emotional wellbeing of students and on staff. The school has continued with its provision of counselling and therapy including a mindfulness program across the school to help our pupils. The efforts of all involved with these initiatives are most appreciated and it is hoped that they will have long-lasting effects for our pupils.

Despite a severely restricted budget, we have where possible endeavoured to carry on with some of the improvements to our buildings and grounds, including:-

- Improved fencing around the front and the side of the school to ensure our pupils' safety is prioritised.
- Safety works to the pond area including new ropes and safety signs. Further work was carried out over the school summer holiday break including a fantastic all-weather shelter for the pupils to use. This was funded by a grant secured by Miss Evans and Mrs Porter, many thanks to them for all their hard work with this.

A welcome area of improvement within the school is the full roll-out of Universal Primary Free School Meals to all pupils in classes up to and including Year 6. It's wonderful to know that all of our pupils now have access to a nutritionally balanced meal at lunchtime.

The Governors would like to take this opportunity to say a huge Thank You to our fantastic Home School Association for their continued support. Their fundraising has enabled the school to purchase several iPads for use within classes.

This report is designed to provide a summary of the steps taken by the Governing Body in the discharge of its functions for the above detailed academic year. Any feedback about the information contained in this report would be most welcomed.



St. Winefride's Catholic Primary School Governing Body 2024-25

Clerk to the Governing Body

Mr. Richardt Probert

c/o St. Winefride's Catholic Primary School, Whitford Street, Holywell, Flintshire CH8 7NJ

Chairperson of the Governing Body

Mrs. Mary Auty

c/o St. Winefride's Catholic Primary School, Whitford Street, Holywell, Flintshire CH8 7NJ

Members of the Governing Body

The following people are currently members of the Governing Body

Name	Type of Governor	Additional Role
Mrs. Mary Auty	Foundation governor	Chair
Ms. Sarah St John	Foundation governor	Vice Chair
Fr. Matthew Bond	Foundation governor	Parish Priest
Mrs. Elizabeth Murphy	Foundation governor	
Mrs. Suzi Allsopp	Foundation governor	
Mrs. Stephanie Hodby	Foundation governor	
Vacant Position	Foundation governor	
Miss Sian Jones-Evans	Head Teacher	
Mr. Daniel Williams	Parent governor	
Mr. Chris Winn	Teaching staff governor	
Mrs. Helen Allsopp	Non-teaching staff governor	
Mr. Peter Curtis	Local authority governor	
Vacancy	Community governor	

We currently have a vacancy for a foundation governor; foundation governors act on behalf of the Bishop of Wrexham to ensure the care and education in the school is provided in accordance with the ethos and standards of the Catholic faith. If you feel you would like to apply for the vacancy or you would like any further information, please email the school at swmail@hwbcymru.net

Mr Daniel Williams was appointed Parent Governor following his successful application; his term of office will expire at the end of **December 2027**.

Additionally, we also have a vacancy for a community governor and we are currently awaiting a nominee from Holywell Town Council.

The Governing body are bound by our Governors Code of Conduct which sets out the minimum standards expected from all governors. All governors must complete training provided by the Local Authority for them to understand their responsibilities.

It should be remembered that governors serve in a voluntary role; whilst the head and staff are paid by the school, no governor is recompensed for time spent attending committee meetings.

Meetings

The full governing body meet once a term; in addition, there are 4 sub committees which usually meet each term. These are as follows: -

- Finance & Personnel (currently meeting once each half-term)
- Mission & Purpose
- Buildings & Maintenance
- Curriculum & Quality Assurance

Each sub-committee reports directly back to the Full Governing Body. In addition, each governor is assigned to various statutory and non-statutory committees and to link governor roles.

Parent Meetings

During the academic year, there have been no governor meetings with parents nor any requests for meetings.

In accordance with Section 94 of the School Standards and Organisation (Wales) Act 2013, a meeting will be held to discuss the Annual Report if at least 10% of the school's parents request one. Please email school if you would like to meet with Governors to discuss this report or any other issues.

Additionally, the School Community Committee is open to all governors, staff and parents. Parents will be offered the opportunity to request meetings each term via the school gateway and school social media accounts.

In accordance with Section 94 of the School Standards and Organisation (Wales) Act 2013, a meeting will be held to discuss the Annual Report if at least 10% of the school's parents request one. Please email the school if you would like to meet with Governors to discuss this report.

Staff and Class Organisation

September 2024

Class Name	Class Teacher	Year Group
<i>Glas</i>	<i>Miss B Jones</i>	<i>Nursery / Reception</i>
<i>Melyn</i>	<i>Miss L Blackwell</i>	<i>Reception / Year 1</i>
<i>Coch</i>	<i>Miss D Rainford</i>	<i>Year 2 / Year 3</i>
<i>Dyfi</i>	<i>Miss L Darlington</i>	<i>Year 3 / Year 4</i>
<i>Tywi</i>	<i>Mrs. S Collins</i>	<i>Year 4 a.m. only</i>
<i>Clywedog</i>	<i>Mr. C Winn</i>	<i>Year 4 / Year 5</i>
<i>Menai</i>	<i>Mrs. L Taylor until January 2025 then Mrs Taylor and Mrs Owen</i>	<i>Year 5 / Year 6</i>

Mrs. Owen returned from maternity leave on a part time basis from late January 2025; Mrs. Owen teaches 2.5 days and Mrs. Taylor teaches for the other 2.5 days.

Foundation Phase PPA

<i>Dosbarth Glas – Nursery and Reception</i>	<i>Mrs. J Tallon</i>
<i>Dosbarth Melyn – Reception and Year 1</i>	<i>Mrs. J Tallon</i>
<i>Dosbarth Coch – Years 1 and 2</i>	<i>Mrs. J Tallon</i>

Key Stage 2 PPA

<i>Dosbarth Dyfi – Years 3 and 4</i>	<i>Mrs K Porter</i>
<i>Dosbarth Clywedog – Years 4 and 5</i>	<i>Mrs K Porter</i>
<i>Dosbarth Menai – years 5 and 6</i>	<i>Mr C Winn</i>

Estyn Inspection May 2024

The governing body were delighted to receive the Estyn inspectors report following their visit to school in May 2024. The report validates the hard work undertaken by all the staff, pupils and the governors, and highlights what a fantastic school community we have here at St. Winefride's. The inspectors reported that school leaders and staff have developed a broad and balanced curriculum that meets the needs of all learners successfully.

The inspectors noted "leaders and staff work tirelessly to create a warm and welcoming environment for pupils and their families". Additionally, "the positive and warm relationships that exist between staff, pupils and parents support pupils' wellbeing exceptionally well, and are a strength of the school".

The inspectors noted one recommendation, as follows:-

R1 Ensure that pupils have regular opportunities to make decisions about and be creative in their learning.

This is a target on the current School Development Plan and is being progressed accordingly.

The full report can be viewed at <https://estyn.gov.wales/education-providers/st-winefrides-r-c-school/>

Financial Statement 2023/24



ST WINEFRIDES RC (EPD225) **FINANCIAL OUTTURN 2023/2024**

BUDGET HEADING	FORMULA BUDGET 2023/2024	SCHOOLS PLANNED BUDGET 2023/2024	EXPENDITURE 2023/2024	DIFF + OR (-)
BALANCE FROM 2022/2023	79,144	20,134		20,134
EMPLOYEES	713,393	892,150	964,336	-72,186
PREMISES	65,845	75,144	164,356	-89,212
TRANSPORT	-	500	-	500
SUPPLIES	25,529	37,240	69,399	-32,159
LINK COURSES	-	-	10,585	-10,585
SERVICE LEVEL AGREEMENTS / MUSIC	43,640	45,625	43,636	1,989
INCOME		-143,242	-325,696	182,454
TOTAL 2023/2024	927,551	927,551	926,616	935

NB. This statement covers the financial year, April 2023 to March 2024, and not the academic year.

The school budget is regularly monitored by members of the Finance and Personnel committee in conjunction with the Head teacher, the school Business Manager, and the designated finance officer from the local authority. The school's budget is under ever-increasing pressure due to budget cuts and increasing costs. Up to April 2024, our school has managed to balance our budget without the need for staff cuts, as has been the case in many other schools in our area.

Policies

The school has a full range of policies on all aspects of school life, and this is maintained in line with the suite of policies prescribed by Flintshire County Council. These policies are regularly reviewed by the Governing Body and links to the most requested policies can be found on the school website.

School Calendar 2024/25

St. Winefride's Catholic Primary School

SCHOOL LEAVE DATES & TRAINING DAYS

TERM DATES - 2024/2025		
AUTUMN TERM 2024		
Training Day	Monday	2nd September 2024
Training Day	Tuesday	3rd September 2024
School Opens	Wednesday	4th September 2024
School Closes (Half Term)	Friday	25th October 2024
Training Day	Monday	4th November 2024
School Opens	Tuesday	5th November 2024
School Closes (Christmas Hols)	Friday	20th December 2024
SPRING TERM 2025		
School Opens	Monday	6th January 2025
School Closes (Half Term)	Friday	21st February 2025
School Opens	Monday	3rd March 2025
School Closes (Easter Hols)	Friday	11th April 2025
SUMMER TERM 2025		
Training Day	Monday	28th April 2025
School Opens	Tuesday	29th April 2025
May Day - school closed	Monday	5th May 2025
School Closes (Half Term)	Friday	23rd May 2025
Training Day	Monday	2nd June 2025
School Opens	Tuesday	3rd June 2025
School Closes (Summer Hols)	Friday	18th July 2025
Training Day	Monday	21st July 2025

**** Training days may alter ****

Community Links

Our school views the partnerships it has with the wider community as vital to ensuring that our pupils become responsible future community members, thus ensuring the success of our community, and it is therefore central to all we do in school.

We are fortunate to have many visitors from our community who come in and talk to the children. These include the Fire Service, the Policy Community Support Officer, as well as parents and others who form part of our community. All these visitors help to enrich the children's learning experiences. Additionally, our Senior Leadership Team have participated with the School Partnership Programme and Miss Evans has once again been a valuable member of the Flintshire Catholic Headteachers organization.

Our Church community is a vital link, and we enjoy a close relationship with our Parish Priest, Father Matthew, together with various members of our Church community.

Our school enjoys an excellent relationship with our local police officers, especially Police Community Support Officer, PC Mark Sayer who talks to the pupils on a range of issues, specifically aimed at their individual ages, such as internet security, safe havens, dangers of drugs, etc.

Attendance

	Percentage 2023 – 2024	2022/2023 for reference
Actual Attendance	91.74%	90.28%
Authorised Absences	6.37%	7.43%
Unauthorised Absences	1.89%	2.28%

At St Winefride's we aim for every child to reach their full potential; research has shown that children achieve better results if they are on time and have good attendance. To provide all our children with the best education, we strive for 100% attendance.

*As parents and carers, **YOU** can help your child achieve their potential by ensuring they come to school on time and attend school unless there is a very good reason not to.*

*Although the school's attendance figures have improved slightly from last year, these are still well below pre-Covid rates (94.2% 2016/2017 and 2017/2018) and this was mentioned in the Estyn inspectors report who noted that **“despite the processes in place, attendance for a few pupils remains too low”**. Our school business manager works closely with Miss Nina Porter, Education Support Officer to help any families who need support. The governors will be undertaking a review of attendances with a view to trying to understand the causes for any regular absences or patterns of absence and to target persistent lateness.*

The Governing Body is aiming to reduce the number of unauthorised absences and we request your help to do this by:-

- Contacting school as soon as possible should the pupil be unable to attend.*
- Ensuring you inform school of any changes to the home including changes to contact numbers and addresses.*

- The school will continue to contact parents / carers should a pupil not arrive at school and no message has been received regarding any absences.
- Governors will be aiming to target persistent lateness as this has an effect not only on the individual pupil but also disrupts all their classmates.

If any parent is having any problems with their child(ren)'s attendance or persistent lateness, please speak to your class teacher in the first instance to see what help and support may be available to you.

School Prospectus

The school prospectus is available to download from the school website. The prospectus was last updated September 2024 to reflect the current staffing structures and our new year school calendar. It also includes statements of our school's approach to the key areas of learning in respect of the Welsh Curriculum for Learning.

Equal Opportunities

The Governors, Senior Leadership Team, and staff of St Winefride's firmly believe that as God's children all people are of equal value and, as such, deserve equality of opportunities, thus enabling them to fulfil their maximum potential. We are committed to providing equality of opportunities for all pupils and staff in order to create an environment in which each individual can fulfil his / her maximum potential.

Our school community will endeavor to promote equality and minimise discrimination in all aspects of school life. All members of our school community, irrespective of race, culture, religion, sex, or disability are valued and respected, and treated with courtesy and consideration, so everyone has a true sense of dignity and self-worth.

Health and Safety

The Governing body strive to achieve the highest standards of health, safety and welfare consistent with their responsibilities under the Health and Safety at Work etc. Act 1974 and other statutory and common law duties. A comprehensive Health and Safety Policy is in place and is available upon request, this includes all relevant risk assessments and procedures.

The Governors recognises its responsibilities to promote a culture where health and safety issues are discussed in an open and positive way to achieve improved standards and safe methods of work. We take all reasonably practicable steps to ensure the health and safety of persons including staff, pupils, contractors and any other person who may be affected by the school undertaking.

Summary School Improvement Plan 2024-25

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|--------------------|--|
| Priority 1: | <i>To develop prayer and Liturgy across the school.</i> |
| Priority 2: | <i>Ensure that pupils have regular opportunities to make decisions about and be creative in their thinking.</i> |
| Priority 3: | <i>To improve the progress of pupils in Maths through improved and consistent planning and teaching.</i> |
| Priority 4: | <i>To improve Science skills across the school through increased opportunities for experimenting and investigative work.</i> |

Curriculum and Organisation of Education

At St Winefride's Catholic School, Christ is at the centre of our school and all that we do. We are proud of the strong Catholic, Christian ethos and religious life which permeates daily life and the curriculum at St Winefride's, maintaining our distinctive nature as a Catholic school.

We provide a broad, balanced curriculum based on the Curriculum for Wales, where all children can develop independence and skills for life. We work with each child individually to ensure that they achieve their potential and cater for all children's unique characters, talents, needs and interests.

At the heart of the primary School life lies the holistic development of children and their skills across the curriculum. Through experiential, authentic contexts, the children practice and consolidate their learning, they experiment, take risks, solve problems and make decisions. They develop an understanding of themselves and the world around them, through first-hand experiences, in authentic contexts. Our curriculum aims to develop happy children with the skills, attitudes, and knowledge necessary for life-long education, who have the skills and experiences which will prepare them to face the challenges of the world outside school.

At St Winefride's, we:

- *Know and respect each child as an individual*
- *Nurture each child*
- *Value and celebrate progress and success*

Within the curriculum for Wales, we have four main purpose which encourage our children to become:

- *Ambitious, capable learners*
- *Healthy, confident individuals*
- *Enterprising, creative contributors*
- *Ethical, informed citizens*

Pupils are taught within the key areas of learning (AOLES):

- ◇ *Religion, Values and Ethics*
- ◇ *Literacy, Languages and Communication*
- ◇ *Mathematics and Numeracy*
- ◇ *Science and Technology*
- ◇ *Health and Wellbeing (Mental and Physical)*
- ◇ *Humanities*
- ◇ *Expressive Arts*

We will continue to review and refine our curriculum through regular monitoring, collaborative planning by all staff allowing for professional dialogue about what is having a positive impact on engagement, enjoyment and progress of learning.

Although the first language of most of our pupils is English, in line with the new Curriculum for Wales the Welsh language is embedded into the daily life of the school. The school actively encourages the use of the Welsh language on all occasions and rewards the pupils using the Seren Yr Wythnos scheme. The school was recently awarded the Cymraeg Campus Bronze Award, da iawn to Miss Rainford and the Criw Cymraeg for all of their hard work towards this award.

Additional Learning Needs

Every child at St Winefride's, whatever their abilities or needs, has access to the whole curriculum. We have a policy of total integration and equal opportunities for all.

Our school ALN coordinator (ALNCo) is our Head Teacher, Miss S Jones-Evans who works closely with class teachers, parents and other professionals to identify and support all pupils who have additional learning needs. The school's teaching and support staff work with individuals and small groups of children on specific skills. The school has continued with its targeted intervention programmes, which consist of small group or individual support, delivered by a teacher, teaching assistant or an external provider.

Provision for Pupil Participation in Sport at School

All pupils have physical education timetabled each week. Additionally, all the pupils in the Upper School (Years 3-6) had the opportunity to attend swimming lessons at Holywell Leisure Centre for a minimum of 10 weeks. Equipment is also available at lunchtimes for pupils to enjoy a wide range of activities including sports and members of years 5 & 6 have been trained as PlayLeaders.

Extra Curriculum clubs, including sports, offered over the year include: -

Football in conjunction with Football Lab

Netball

Hockey

Athletics

Running Club

Yoga & Dance

Street Dance

Enterprise Troupers

Eco Club

Tennis

ICT

Lego

Chess

Sewing

French Club

Conversational Italian

AmaSing

Craft

Healthy Eating and Drinking

At St Winefride's we are committed to promoting a healthy lifestyle. We have a Food and Fitness policy in place and the pupils have opportunities within the curriculum to study healthy eating and its benefits. We encourage the children to eat fruit as part of their diet by only having either fruit or vegetable sticks for break time snack. These can either be brought from home or will be provided by school for a small cost paid annually. Additionally, the lower school pupils (Nursery to Year 2) are provided with a bottle of fresh milk daily.

A free breakfast club is provided daily from 8:20 to 8:50; breakfast is available during this time in line with the provisions of the Welsh Assembly Government legislation, i.e., milk-based drinks or yogurts, non-coated, non-flavoured cereals, fruit or toast with butter.

The school dinner provision has recently been reviewed by our catering providers in line with the latest nutrition guidelines available. All school meals are nutritionally balanced and are complimented by a salad bar available daily

together with a dessert bar where children can choose from a selection of yogurts and are able to top these with a wide selection of fresh seasonal fruits.

Where pupils have any food related allergies or any religious or ethical beliefs which restricts their diet, then these should be discussed with the school cook, Mrs. Debbie Peace, or with Mrs. Allsopp to ensure all provisions meet the individual's needs.

Toilet Provisions

The lower school (Nursery to Year 2) have access to a total of 6 toilets; the upper school (years 3-6) have 8 girls' toilets, 6 boys' toilets plus 2 urinals and there is an additional accessible toilet plus changing area.

All toilets are thoroughly cleaned at the end of each school day by our cleaning staff. Where additional cleaning is required throughout the school day to maintain hygiene, then this is attended to by the school staff.

Complaints

A formal complaints procedure exists and may be obtained from the school website or from the school office directly should the need arise. However, it is hoped that parents would contact the Headteacher with any concerns well before it becomes necessary to instigate a formal complaint.