

Governors' Annual Report to Parents



Marlborough Primary School 2023 – 2024



Aiming for Excellence

At Marlborough Primary School we have:

<u>Strategic Aim 1</u>	<u>Strategic Aim 2</u>	<u>Strategic Aim 3</u>	<u>Strategic Aim 4</u>
<i>Excellent teaching where learners are fully engaged in the learning process and actively drive a dynamic curriculum that excites and ignites a lifelong passion for learning.</i>	<i>Pupils consistently achieving high standards with a determined focus on continuous improvement.</i>	<i>Equality of opportunity for all learners in an inclusive environment</i>	<i>A high performing team dedicated to own professional and personal growth</i>

Governing Body

Mr. A. Skinner – Chair of Governors

Mr. M. Pryce-Williams – Vice Chair of Governors

Clerk to the Governing Body – Mrs G Willmott (care of Marlborough Primary School)

Parent Governors	Community Governors	Local Authority Governors	Staff Governors
Mrs. S. Bray	Mrs. L. Doel	Cllr. R. Berman	Mrs. E. Williams
Mr. S. Akhtar	Mr. M. Pryce-Williams	Mr. J. Howarth-Brown	Miss G. Foley
Dr. Alex Southern	Mr. G. Rees	Mr. Andrew Twyman	Mr. G. Cociorva
Mr Shakil Imam-Rashid	Mr. A. Skinner	Dr. O. Tosun	Mrs. H. Cashin
Mrs. Lynn McDonnell			

The Governing Body meet at least once a term and copies of Agendas and Minutes of Meetings are available for inspection at the school.

The Governing Body has several sub-committees, both statutory and non-statutory:

Statutory

- Staff Disciplinary, Dismissal, Redundancy, Grievance and Complaints sub-committees
- Appeals sub-committees
- Pupil Discipline and Exclusions

Non-Statutory

- Teaching and Learning
- Finance
- Premises / Health and Safety
- Performance Management

These groups meet when appropriate and report back to the Governing Body.

School Improvement Priorities 2023 - 2024

Aiming for Excellence

Key Priority 1 – Equity and Inclusion

1.1 To embrace the Welsh Government's pledge to ensuring an anti-racist Wales by 2030 through a commitment and action to make Marlborough an anti-racist school community. Lead: Geraldine Foley

1.2 To reduce gaps in attainment and attendance for pupils from protected groups. Lead: Rachel Lloyd

1.3 To ensure that Marlborough's provision to support the Additional Learning Needs of pupils both in Y Galon and mainstream is inclusive and equitable. Lead: Leah Crew

Key Priority 2 - Curriculum Progress and Assessment

2.1 To develop a cohesive concept based spiral curriculum for all learners with the four purposes woven through. Lead: Cath Davies & Sally Hodges

2.2 To measure pupil progress within mainstream and ALN pupils. Lead: Kate Adams & Rachel Lloyd

2.3 To develop a curriculum that has pedagogy at its heart and embraces and provides opportunities to share best practice and supports areas for development. Lead: Michaela Sherlock & Sally Hodges

Key Priority 3 – Leadership: Amplifying the voice of the school community

2.3 To provide purposeful opportunities for pupils, staff and parents to influence the school's strategic direction. Lead: Geraldine Foley

Key Priority 4 – Teaching and Learning

4.1 To embrace the Welsh Government pledge Cymraeg 2050 through creating opportunities to work on silver targets of the Siarter Iaith Cymraeg Campus initiative. Lead: Cath Davies

4.2 Monitor Writing Journey to ensure all steps to the Writing Journey is covered age appropriately throughout the school and success criterion are used to show progression.
Lead: Megan Stanley

Progress against the school improvement priorities was carefully monitored and evaluated throughout the school year using a wide range of methods including, lesson observations and visits, book scrutiny, Listening to Learners, action research, analysis of data, professional dialogue meetings, learning walks and focus questions.

The Senior Leadership Team reported on progress each term in their written leadership Report to the Governing Body. In addition, the School Improvement Partner visited each half term and undertook monitoring and evaluation activities with the team.

Overall, progress against all key performance indicators was strong.

Staff Changes

Autumn 2023

New team members

Mrs Rebecca Morse - Receptionist

Mrs Clare Gibbs - Year 4 teacher (covering Jude Davies' secondment)

Mrs Meganne Glover - Reception Teaching Assistant

Mrs Emma Edmunds - Reception Teaching Assistant

Mrs Shahznaz Shahid– Nursery Teaching Assistant

Mrs Shelby Salerno – Y Galon Teaching Assistant

Mr Kerry Griffiths – Y Galon teacher (covering Mat leave)

Maternity Leave

Vanessa Martin Mallen, Y Galon teacher

Anna Runda, Nursery Teaching Assistant

Team Leavers

Vasco Felix, Y Galon Teaching Assistant left in September to pursue teaching qualifications at university.

Secondments

Jude Davies remained on secondment with the literacy team at Central South Consortium.

Spring 2024

Maternity Leave

Caroline Cockram (HLTA Y Galon) returned from maternity leave in March.

Team Leavers

Emma Edmunds, Teaching Assistant

Secondments

Nathan Goodman was seconded to Cwmanan Primary School for the Spring and Summer terms 2024.

Summer 2024

Team Leavers

Mrs Donna Reece, Foundation Phase teaching assistant

Mrs Steph Ryan, Foundation Phase teaching assistant

Mrs Meganne Glover, Foundation Phase teaching assistant

Mrs Laura Bennett, Foundation Phase teaching assistant

Mrs Laura Dent, Foundation Phase teaching assistant

Maternity Leave

Vaness Martin Mallen returned to from maternity leave in July 2024

The School Roll 2023 - 2024

The Nursery accommodated 64 pupils, 32 pupil places are allocated in the morning session, and a further 32 are allocated in the afternoon.

There were two parallel single age mainstream classes per year group from Reception– Year 6. The standard admission number is 60.

The Y Galon - Local Authority Specialist Resource Base (SRB) classes for children with

Number on Roll									
	Nursery	Reception	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Total -
	59	59	59	60	60	60	57	60	474
Y Galon	--	0	3	7	7	3	4	4	31
eFSM	----	0	8	8	4	7	5	5	37

Severe and Complex Learning Difficulties had 31 pupils on roll.

Additional Learning Needs (ALN) Register			Free School Meals (FSM)	
No. of Pupils	43		No. of Pupils	37
% of school roll	9.07%		% of school roll	7.8%
Pupils with Statements / IDP			Children Looked After (CLA) Pupils	
No. of Pupils	7	35	No. of Pupils	3
% of school roll	1.5%	7.3%	% of school roll	0.6%

Y Galon	31
Nursery	59
Reception	59
Year 1	59
Year 2	60
Year 3	60
Year 4	60
Year 5	57
Year 6	60

Attendance

School Prospectus Analysis

Period : 06/09/2023 to 19/07/2024

Reg Group - DM + DC + 1C + 1M + 2C + 2M + 3M + 3C + 4M + 4C + 5M + 5C + 6C + 6M + Y Galon

Group	Total No of Pupils	Authorised Absences			Unauthorised Absences		
		No of Pupils	% of Pupils	% of Sessions	No of Pupils	% of Pupils	% of Sessions
Derbyn Melyn	30	30	100.0	5.4	20	66.7	1.7
Derbyn Coch	31	31	100.0	6.0	17	54.8	1.4
1 Coch	32	30	93.8	5.0	23	71.9	1.1
1 Melyn	31	30	96.8	5.2	21	67.7	1.1
2 Coch	30	29	96.7	3.6	17	56.7	1.1
2 Melyn	30	25	83.3	3.1	12	40.0	0.6
3 Melyn	31	27	87.1	3.5	18	58.1	2.1
3 Coch	31	28	90.3	3.1	16	51.6	1.1
4 Melyn	31	28	90.3	4.1	16	51.6	1.0
4 Coch	30	29	96.7	3.7	19	63.3	1.5
5 Melyn	30	28	93.3	3.0	16	53.3	1.2
5 Coch	30	28	93.3	3.1	18	60.0	1.5
6 Coch	31	28	90.3	3.8	19	61.3	2.1
6 Melyn	30	29	96.7	5.3	22	73.3	2.1
Y Galon	29	28	96.6	10.0	14	48.3	1.6
Totals	457	428	93.7	4.5	268	58.6	1.4

School Closure

There were no additional closure days due to inclement weather or industrial action.

School Prospectus

A school prospectus in line with Welsh Government guidelines has been published. The prospectus can be viewed on the school website.

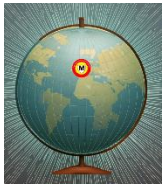
<https://www.marlbroughprimary.com/about/prospectus/>

Language Category

Marlbrough teaches the curriculum through the medium of English. Welsh is taught as a second language. All classes have weekly timetabled Welsh lessons, in addition, incidental Welsh is taught, role-modelled and practised at every opportunity.

Home Languages, (other than English)

Albanian / Shipp	1	Kurdish	1
Arabic	10	Other	1
Bengali	3	Punjabi	2
Chinese (Cantonese)	3	Pashto	2
Chinese (Mandarin)	1	Persian / Farsi	2
French	4	Polish	2
Hindko	1	Sinhala	1
Kannada	1	Spanish	2
Telegu	1	Urdu	3



Marlborough children and staff have roots in the countries below

Sudan	Lithuania	Czech Republic	Egypt		
Somalia	Poland	Afghanistan	Turkey	America	
Kurdistan	China	Sri Lanka	Ghana	Hong Kong	
Bangladesh	Romania	Iran	Wales	Algeria	
Pakistan	England	Caribbean	Nigeria	India	
Mauritius	Spain	Saudi Arabia	Portugal	Angola	Kenya

Toilet Facilities

The toilet provision for pupils is as follows:

- Upper Key Stage 2 – boys and girls toilet block
- Lower Key Stage 2 – boys and girls toilet block
- Foundation Phase – boys and girls toilet block
- Nursery – toilet facilities within the Nursery
- Foundation Phase SRB – toilet facilities within Y Galon
- Accessible toilet – located on the admin corridor
- Accessible toilet and changing facility located in the Foundation Phase corridor
- Accessible toilet and changing facility located in the Key Stage 2 corridor

Events, Visits and Visitors

Below is just a flavour of the rich calendar of events that took place during the academic year.

Autumn 2023

Tuesday 10th October-World Mental Health Day- Dress for yourself day!

Monday 16th October - Shw Mae Day!

Friday 13th October- PLACE Meeting

Monday 16th - Friday 20th October - Y6 Llangrannog trip

Friday 20th October - Show Racism the Red card Day

Monday 23rd October - School photos (individual and siblings)

Tuesday 24th October - PTA Halloween discos Foundation Phase Children KS2 Hall

Thursday 26th October- Developmental Language Disorder Day- Wear purple/yellow

13-17 November-Restorative Approaches Week

20th November- World Children's Day- Wear something blue

Friday 8th December - Wear White for Peace

Wednesday 20th December Seasonal Enterprise Extravaganza for all classes in the KS2 hall.

Christmas Concerts

Monday 11th December

MM in Nursery Classroom

2:30 Year 6 KS2 Hall

Tuesday 12th December

9:15 Year 1 FP Hall

2:30 Year 3 KS2 Hall

Wednesday 13th December

9:15 Reception FP Hall

MC 1:10 in Nursery Classroom

2:30 Year 5 KS2 Hall

Thursday 14th December

9:15 2M FP Hall

2:30 Year 4 KS2 Hall

Friday 15th December

9:15 2C FP Hall

Spring 2024

Friday 2nd February - Wear red to raise awareness of the Children's Heart Federation

Monday 5th - Friday 9th February 6M Cycling proficiency training.

Thursday 8th February - 6C (am) and 6M (pm) visit to the Senedd.

Friday 23rd February - Y3 trip to the National Museum

Thursday 29th February 4C Class Assembly

Friday 1st March - St David's Day -Eisteddfod information to follow.

Monday 4th March KS2 Science workshops.
Tuesday 5th March FP science workshops.
Thursday 7th March World Book Day theme -Snuggle up with a good book
Wednesday 13th March 3C class assembly
Thursday 14th March - International Day of Maths
Thursday 21st March 3M class assembly
Friday 22nd March - Mad Hatter, Easter Bonnet Parade

Summer 2024

Thursday 25th April 5C class assembly
Thursday 2nd May- 2M class assembly
Thursday 9th May- 2C class assembly
Wednesday 15th May -4M assembly
Thursday 16th May- Morning Nursery assembly and afternoon Nursery assembly
Tuesday 21st May - 5M class assembly
Wednesday 22nd May -4C class assembly
Wednesday 5th June - Sports Day at NIAC. Foundation Phase (Reception - Year 2) in the morning and Keys Stage 2 (Years 3 -6) in the afternoon.
Wednesday 3rd July Y Galon trip Antz inya Pants
Wednesday 3rd July Y6 leavers Party - St Peter's Rugby club
Thursday 4th July DC Class assembly
Friday 5th July Y2 trip to Mountain View Ranch
Tuesday 9th July Rock Steady Concert
Thursday 11th July - Wednesday 17th July Book Fayre
Friday 12th July - Whole school transition afternoon
Friday 12th July - PTA BBQ on the playground
Monday 15th July - Whole school transition morning
Wednesday 17th July Y6 Leavers video premiere
Thursday 18th July Y6 trip to Mountain View Ranch
Thursday 18th July Choir performance

Complaints

The governors hope that any concerns and problems can be addressed by discussion with the Headteacher and staff prior to becoming an issue for the attention of the governing body. The first point of contact in the event of a concern is always, out of courtesy, the Headteacher.

If there are however, issues which cannot be resolved then a copy of the school's procedure on complaints is available at the school and on the website.

Two formal complaints were submitted to the Complaints Committee at Stage C during the 2023 - 2024 school year.

Policy Review and Updates

The following policies were reviewed and adopted by the Governing Body in 2023 – 2024.

Key Policies are uploaded onto the school website.

- Data Protection Policy
- Data Protection Incidents Policy
- Freedom of Information Policy
- Privacy Notice
- CCTV Policy
- School Workforce Annual Census Policy Privacy Notice
- Finance Regulations
- School Authority List
- Business Continuity Plan
- Counter-Fraud, Bribery and Corruption Strategy
- Emergency Response Plan
- Complaints Policy Procedure
- Vexatious Complaints Policy
- Charging and Remissions Policy
- Child Protection Policy
- Healthcare Policy

Budget

The Governors' finance sub-committee meets regularly to monitor spending and reports back to the full governing body. Below is a full breakdown of expenditure for 2023 – 2024. The Governors do not claim travelling or subsistence expenses.

Outturn of Expenditure 2023 – 2024

CARDIFF COUNCIL					
SCHOOLS OUTTURN OF EXPENDITUR 2023-2024					
Governing Body of:			Marlborough Primary School		
		Governor Approved Budget			Actual Expenditure
		£	£		£
Staffing costs					
	Teaching Costs	1,198,181			1,206,163
	Special Needs Teachers	83,831			83,328
	Teachers for statemented pupils	150,996			160,222
	Short Term Supply	0			0
	Long Term Supply	57,618			133,133
	Special Needs Support staff	393,040			337,038
	Nursery Assts/ Teachers Aides	268,112			258,816
	Foreign Language Assistants	0			0
	Technicians	0			0
	Mid Day Supervisors	46,631			47,409
	Library Staff / Attend Officer/Staff	0			0
	Administrative Staff	82,566			67,689
	Non teaching supply costs	0			0
	Training Costs	11,290			20,886
	Other Staff Costs	72,787			172,189
	Performance Management	0			0
	Total Staffing Costs		2,365,052		2,486,871
Premises Related Costs					
	Caretaking Staff	43,155			44,180
	Domestic Staff	0			0
	Grounds Staff	0			0

	Cleaning Costs	72,131		62,440	
	Energy Costs	64,959		42,606	
	Rates	28,890		28,890	
	Repairs and Maintenance	27,464		15,380	
	Water	5,563		5,219	
	Total Premises Related Costs		242,162		198,715
	Transport Costs				
	Pupil Transport Costs	0		0	
	Staff Transport Costs	0		2,414	
	Vehicle Costs	0		0	
	Total Transport Costs		0		2,414
	Supplies and Services				
	Teaching Materials	25,000		17,372	
	Equipment, Furniture, Materials & music tuition	0		6,365	
	Library Books & Materials	0		0	
	Catering Costs	0		0	
	Unallocated / Savings to be found	-67,564		0	
	Communications Equipment and Services	2,748		5,541	
	Consultants Fees	0		0	
	Examinations Fees	0		0	
	Games & School Activities	17,000		779	
	Clerk to Governing Body	1,100		957	
	Other office costs	2,740		2,916	
	Printing & Stationery	19,467		13,166	
	Pupil Exclusions	0		0	
	Subsistence and expenses	0		0	
	Total Supplies and Services		491		47,096
	Central Services				
	School Meals	0		0	
	Service Level Agreements	18,559		18,175	

	Total for Central Services		18,559		18,175
	Income				
	Additional Central Funding	-334,171		-57,379	
	Community Education	0		0	
	Donations	-15,000		-1,455	
	Lettings	-12,000		-21,798	
	Other Income	-4,000		-78,575	
	Grant Income	0		-362,321	
	Sales	-10,000		0	
	School Meals Recharge	0		0	
	Training and Tuition Income	0		-1,250	
	Total Income		-375,171		-522,778
	Interest and Other				
	Interest on investments	0		0	
	School Investments	0		0	
	Withdrawal Investments	0		0	
	School Deficit				
	Temporary Loans	0		0	
	Temporary Loans	0		0	
	Interest	0		0	
			0		0
	Total Interest and Other				
	Total Net Expenditure		2,251,093		2,230,492
	Less Uninvested Balance Brought Forward		-66,323		
	Less earmarked Rates		-28,890		-28,890
	Contribution to / from balances				-45,722
	Revised Net Expenditure		2,155,880		2,155,880
	Summary				

	Total resources available in 2023-2024	£			
	School balances Brought forward from 2022-2023	66,323			
	School Loans Brought forward from 2022-2023	0			
	Prior Year Adjustment	0			
	Total delegated resources	2,184,770			
	Total	2,251,093			
	Actual Expenditure	2,230,492			
	Less change in investments	0			
	Less Movements in Temporary Loan	0			
	Less variance in earmarked rates	0			
	Total balance carried forward to 2024-2025	20,601			
	Statement of Balances Held	£			
	Uninvested Balance as at 31st March 2024	20,601			
	Invested Balance as at 31st March 2024	0			
	Outstanding Loans as at 31st March 2024	0			
	Total Balances held as at 31st March 2024	20,601			
	for Corporate Director Resources				