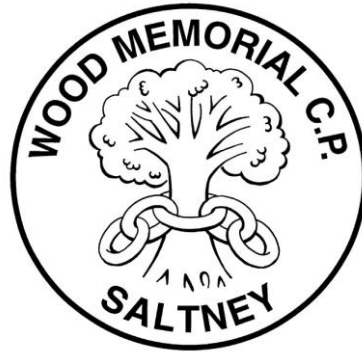
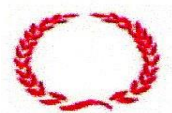


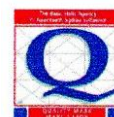
# Wood Memorial Primary School Ysgol Gynradd Wood Memorial



## Governors' Report to Parents Academic Year 2016-17



*Cyfeir pob gohebiaeth'r Prifathro  
Please address all communications to the Head teacher*



### Note from the chair

Dear Parents,

Please find enclosed the annual Governors' Report to parents which we are required to provide on an annual basis to parents/guardians of pupils in attendance at Wood Memorial C.P.

If you would like to discuss any item in this report further, please visit school reception in the first instance who will be happy to assist you with any query you may have. If reception staff are unable to answer your query they will pass this on to the relevant member of staff who is able to answer your questions or alternately if you wish to discuss in confidence please email me on [jason.hughes1903@sky.com](mailto:jason.hughes1903@sky.com).

I firstly feel the need to draw your attention to the first class efforts of all teaching and support staff in what is continuing to be an increasingly challenging education arena. As a Governing body we are very proud of the school and work hard to ensure the school meets targets and is challenged to improve further.

I am delighted to see the continued progress being made at the school. You may have also noticed in recent news headlines that schools in Wales have now been graded and banded by Welsh Government. You can view this information on the website 'My Local School'. This report has banded Wood Memorial as a yellow school which means we are a self-improving school and well on our way to excellence.

We will continue the drive to raise standards for all pupils with all abilities throughout their education at Wood Memorial and would like to say a personal thank you to the staff, parents, Governors and friends of Wood Memorial for your hard work and continued support. Together we are giving children an excellent start to their educational journey and making our school the fantastic success it is today.

Kind Regards

Jason Hughes  
Chair of Governors

## **The Governing Body**

The following people form the Governing Body of this school:

<b>Name</b>	<b>Category</b>	<b>Date Term Ends</b>
Mr J Hughes	Chair of Governors – Parent Governor C/O Wood Memorial School, Off Boundary Lane, Saltney, CH4 8LN	
Mr Marc Edwards	LEA Governor (vice chair)	
Mrs C Williams	Headteacher	
Mrs M Hussar	Parent Governor	
Mrs S Finnegan	Parent Governor	
Vacancy	Parent Governor	
Vacancy	Parent Governor	
Mrs C Evans	Community Governor	
Mr I Caulfield	Community Governor	
Mrs V Gay	LEA Governor	
Mrs E Allen	LEA Governor	
Mrs S Streeter	Community (Minor Authority) Governor	
Miss C Walters	Teacher Governor	
Mrs S Dorbin	Staff Governor	
Mrs J Windows	Clerk to Governors C/O Wood Memorial School, Off Boundary Lane, Saltney, CH4 8LN	

There are currently two parent vacancy. School will ask for nominations in September 2017.

All other vacancies will be advertised when terms of office end.

## Staff Organisation at Wood Memorial CP School ~ 2012/13

Headteacher	Mrs C Williams
Secretary	Mrs A Lalek
Dinner Money Admin	Mrs C Fowles
Foundation Phase Teachers	Mrs A Wyn-Hughes ( <b>Deputy Head/ ALNCo</b> ) Mrs M Spencer ( <b>TLR FP Manager</b> ) Mrs S Harry Mrs S Ransley Miss Walters
Key Stage 2 Teachers	Mr A Johnson (KS2 Manager) Mrs S Broome Mrs A Topham Miss L Reaney
Teaching Assistants	Mrs Warr Mrs H Berry Mrs S Dorbin Mrs L Dodd Mrs S Barber Miss S Davies Miss L Davies Miss K Williams
ASW	Mrs L Elson Mrs D Thrift Mrs C Gorman Miss V March Miss C Gawley
Midday Supervisors	Mrs S Davies Mrs R Harris Mrs S Finnegan Mrs A Shaw Mrs S Barber Miss C Gawley
School Cook	Miss M Graham
Kitchen Assistant	Miss L Attridge
Caretaker	Mrs G Atkin
Cleaners	Mrs J Evans Mrs G Atkin

## **Holidays 2016-17**

<b>SCHOOL HOLIDAY DATES 2016/2017</b>	
Thursday 1 <sup>st</sup> September 2016	<i>Training day for staff</i>
Friday 2 <sup>nd</sup> September 2016	<i>Training day for staff</i>
Monday 5 <sup>th</sup> September 2016	School reopens to the children for a new school year
Friday 21 <sup>st</sup> October 2016	Finish school for October half term
Monday 31 <sup>st</sup> October 2016	Back to school for the children
Friday 16 <sup>th</sup> December 2016	Finish school for the Christmas holidays
Tuesday 3 <sup>rd</sup> January 2017	<i>Training day for staff</i>
Wednesday 4 <sup>th</sup> January 2017	School reopens for the children
Friday 17 <sup>th</sup> February 2017	Finish school for February half term
Monday 27 <sup>th</sup> February 2017	Back to school!
Friday 7 <sup>th</sup> April 2017	Break up from school for Easter
Monday 24 <sup>th</sup> April 2017	<i>Training day for staff</i>
Tuesday 25 <sup>th</sup> April 2017	Children back to school
Monday 1 <sup>st</sup> May 2017	Bank Holiday Monday - school is closed
Friday 26 <sup>th</sup> May 2017	School finishes for May half term
Monday 5 <sup>th</sup> June 2017	Back to school
Thursday 20 <sup>th</sup> July 2017	School closes to the children for the summer holidays
Friday 21 <sup>st</sup> July 2017	<i>Training day for staff</i>

## **Holidays 2017-18**

<b>SCHOOL HOLIDAY DATES 2017/2018</b>	
<b>Friday 1st September 2017</b>	<i>Training day for staff - school is closed for the children</i>
<b>Monday 4th September 2017</b>	<i>Training day for staff - school is closed for the children</i>
Tuesday 5th September 2017	School reopens to the children for a new school year
Friday 27th October 2017	Finish school for October half term
Monday 6th November 2017	Back to school for the children
Thursday 21st December 2017	Children finish school for the Christmas holidays
<b>Friday 22nd December 2017</b>	<i>Training day for staff - school is closed for the children</i>
Monday 8th January 2018	School reopens for the children
Friday 9th February 2018	Finish school for February half term
Monday 19th February 2018	Back to school
Friday 23th March 2018	Break up from school for Easter
Monday 9th April 2018	Return to school after the Easter break
Monday 7th May 2018	Bank Holiday Monday
Thursday 24th May 2018	School finishes for the children
<b>Friday 25th May 2018</b>	<i>Training day for staff - school is closed for the children</i>
Monday 4 <sup>th</sup> June 2018	Back to school
<b>Monday 25th June 2018</b>	<i>Training day for staff - school is closed for the children</i>
Friday 20th July 2018	School finishes for the summer

## **School Session Times**

Nursery 8:50am to 11:20am

Reception to Year 2 8:50am to 12:00pm  
1:00pm to 3:10pm

Year 3 to Year 6 8:50am to 12:00pm  
1:00pm to 3:15pm

## **Pupil Numbers**

Numbers in January PLASC 2017

Nursery	13
Reception	27
Year 1	21
Year 2	20
Year 3	17
Year 4	19
Year 5	24
Year 6	23

## **Attendance Information**

We have been working hard on whole school attendance this year. We have first day of absence calls to ensure all pupils who can be in school are attending. We link in well with the inclusion welfare officer and monitor poor attendance. Parents are invited into school should a pupils attendance fall to a concerning level. We send out regular letters for all parents about the importance of pupils attending school in order to reach their full potential. Attendance percentage of possible sessions for pupils on roll and leavers of compulsory school age only shows attendance has improved but we are still working on further improving this figure.

Attendance summary for 2016-17.

Estab. Id	School	Attended (%)			Authorised absences (%)			Unauthorised absences (%)			Not required to attend (%)		
		B	G	Total	B	G	Total	B	G	Total	B	G	Total
	Saltney Wood Memorial C.P. School	92.6	94.4	93.5	6.5	4.6	5.6	0.8	1.0	0.9	0.0	0.0	0.0

## **End of year results**

2017 saw an increase to our end of key stage results. The pupil's assessments are based on teacher assessments and use a range of first hand evidence. At the end of Foundation Phase pupils are expected to achieve outcome 5. At the end of KS2 pupils are expected to achieve a level 4. The core subject indicator (CSI) or Foundation Phase

outcome indicator (FPOI) is achieved when pupils have achieved these levels in all areas assessed. Foundation Phase are assessed in Personal and Social Development (PSD), English (LCE), Maths (MTD). Key Stage Two are assessed in English, Maths and Science. We do not report on Welsh results. We moderate our results within school and with other schools in the consortium to ensure judgements are accurate.

## **Foundation Phase**

<b>Subject</b>	<b>School % achieving outcome 5 or above</b>	<b>National %achieving outcome 5 or above</b>
FPOI	85	89
PSE	95	96
English	85	89
Maths	90	90

## **Key Stage Two**

<b>Subject</b>	<b>School %achieving level 4 or above</b>	<b>National %achieving level 4 or above</b>
CSI	92	91
English	92	93
Maths	92	93
Science	92	90

## **Targets**

Individual targets for improvement are identified during lessons and the school will target the levels for each cohort of pupils in the school for the end of Foundation Phase, key stage two and attendance.

<b>Foundation Phase</b>	<b>LLC</b>	<b>MD</b>	<b>PSWCD</b>
2016-17	90.5	95.2	95.2
2017-18	86.4	86.4	90.9
2018-19	85.2	85.2	85.2

<b>Key Stage 2</b>	<b>English</b>	<b>Maths</b>	<b>Science</b>
2016-17	90.5	95.2	95.2
2017-18	84.6	84.6	84.6
2018-19	85.7	85.7	85.7

	<b>Attendance</b>
2016-17	94
2017-18	94.5
2018-19	94.5

## **School Trips, Residential Trips and Extra-Curricular Activities**

Junior children were involved in a wide range of trips and workshops including the following:

Technique Lab Skills Day  
Chester Racecourse Numeracy & Literacy Project  
Saltney Methodist Church Remembrance Workshop  
Drumming Workshop @ St David's High School  
Lego Programming MAT Workshop  
Chester University Aspirational Futures Project  
Google Expeditions Day linked to Topic work

It was the most successful year in memory at Wood Memorial as we participated in a wide manner of tournaments and competitions. Junior children were involved in the following sporting events:

Area Football League [Winners]  
Hardwick Shield Football Final [Joint 3<sup>rd</sup>]  
Elwyn Owen and Tom Roberts Football Cups  
Area Girls Football Tournament [Winners]  
Flintshire Dragon Sport Hockey [Winners]  
Area Netball League [Finalists]  
Flintshire Cheerleading Competition  
Area Swimming Gala [Winners]  
Area Cross County [Runners Up]  
Dragon Sport Small Schools Area Athletics [Winners]  
Flintshire Small Schools Athletics [Winners]  
North Wales Athletics Finals [Runners Up]  
Area Athletics Small Schools Finals [Winners]  
Dragon Sport Dodgeball Tournament  
Race for Life [Staff and Children]  
Jump Rope for Heart [BHF Fundraiser]

We also participated in a variety of activities at St David's High School including glow in the dark dodgeball and football.

In addition to the demands of the day, some staff are able to organise and manage additional learning opportunities for the children of Wood Memorial during lunch breaks and/or after school. This is completely voluntary and I offer my sincere thanks on behalf of the Governing Body to all staff who are able to show this regular level of commitment, above and beyond their expected roles and responsibilities.

Activity	Member of Staff
Choir	Mrs Spencer
Gardening	Mrs Harry
Cheerleading/Streetdance	Mrs Broome
Football	Mr Johnson
Netball	Mrs Topham/ Miss



	Reaney/
Sports Clubs including handball, cricket, athletics, rugby and hockey	Mr Johnson

## **Healthy Eating and Drinking**

As a school we are part of the Healthy Schools initiative and we have recently gained the NQA. School works hard to ensure children are made aware of how to stay healthy and safe.

Children are encouraged to bring in healthy snacks in key stage 2 or use the pupil led fruit tuckshop. Pupils are provided with fruit in Foundation Phase. School has implemented elements of the Healthy Eating in School Standards which ensure all food given to children in school meets strict nutritional guidelines. This includes food served in the school kitchen.

We have a water cooler in school and all pupils are encouraged to drink water throughout the day.

## **School Improvement Plan (SIP)**

Following the School Self-evaluation we set 4 key targets for

### **1. Improve standards in all curriculum areas – with particular focus on groups of learners (MAT/ALN)**

School is carefully monitoring the progress of pupils in all year groups and almost all pupils are on track to achieve their targets. There have been some changes to pupils and therefore targets and projections differ slightly however standards at the higher levels have exceeded all targets. We have seen our ALN pupils make good progress and in particular some impressive data for our reading interventions.

### **2. Raise standards of Welsh in KS2**

We have a shared drive on Welsh throughout the school. Mrs Wyn-Hughes has completed her sabbatical and is now in the process of developing Welsh across the school. She will lead PPA in all classes to introduce language patterns and work with staff to develop use of Welsh. Results have improved this year and 83.3% of pupils achieved level 4+, 8 % L4 and one pupil at L7

### **3. To improve standards in Literacy with a focus on writing**

Staff have been involved in literacy training and have completed staff meetings looking at marking and AFL. We have looked at how we redraft and how this is supporting the pupils. Writing standards have improved this year with 92% achieving L4+ however. We will complete a more detailed analysis in September.

As a staff we are focussing on basic skills work and have changed the way we deliver English and develop literacy skills. We are focussing on pupils having the structures in place to complete work effectively.

### **4. To improve levels of attendance for all pupils but with particular focus on eFSM and ALN**

Family support worker is doing daily absence calls and meeting with parents to improve those with persistent absence problems. She is holding a variety of parent workshops

and these are proving to be successful with parents getting more involved with school. We now have a group of parents who attended a reading workshop and as well as it impacting on how they read with their child they are also coming into school as volunteers to read with our daily readers. Attendance has improved from 92.2% to 93.53%.

## **Wood Memorial Primary School Committees**

### **Policy and Curriculum**

The policy committee meet once a term to discuss school policy and practice. The statutory policies which were ratified this year included ALN, Complaints, safeguarding, pay, staff sickness absence, capability, health and safety, child protection, equality and acceptable use. A new rolling programme for monitoring and reviewing school curriculum policy has been established.

### **Finance and Personnel**

The finance committee met twice during the year and the LA finance officer attended. We approved small purchases and staffing changes as well as looking at budget forecasts and current spends. The overall budget is in slight deficit and we will be meeting more regularly with the finance officer to try to make efficiencies. School also looked at spending linked to grants such as the education improvement and pupil deprivation grant. This requires school to write a detailed plan which focussed on raising standards in literacy and numeracy as well as tackling poverty and disadvantage. These are published on the school website.

### **Building Development/Health and Safety**

As well as conducting health and safety audits in school the building committee looked at areas of the school that needed general repairs and maintenance. These included the KS2 classrooms and the outdoor environment.

The following committees were also set.

- Staff Discipline and Dismissal Committee
- Pupil Discipline and Exclusions Committee
- Disciplinary and Dismissal Appeals
- Complaints

## **Additional Learning Needs**

It is the responsibility of the school to do all it can to maximise the learning opportunity for every child regardless of their level of ability. Removing the barriers that would otherwise hinder levels of achievement is seen as very important to us. As a school, we are constantly looking for ways to improve our resources, teaching strategies and environment to allow all children to be able to pursue their potential.

This year we have continued to draw up and maintain relevant Individual Education Plans for children at School Action or School Action Plus. This involved regular meetings and reviews taking place between class teachers, parents, pupils and outside agencies. The Behaviour Support Specialist, Educational Psychologist, School Nurse, Inclusion Welfare Officer have been close at hand to offer specific advice and support for individual children and families.

Mrs Wyn Hughes is supported in school by Mrs Dorbin who withdraws children for small group support and supports staff in the writing of literacy targets. As a trained counsellor Mrs Dorbin also works with our nurture group in the afternoons. Mrs Sian Davies also supports children with Basic Skills support in literacy. She uses the Headsprout programme which is aimed at pupils in year one. This was initially done as a pilot in conjunction with Bangor University and we have seen it dramatically improve pupil's confidence and abilities in reading.

We also have an active Parent Support programme led by our Family Liaison Officer, Mrs L Dodd. She works with families on a range of issues which may affect the wellbeing of their children. She offers guidance on parenting active children and has been trained to deliver the 'Challenging Years' Programme which was first run in school by Youth Justice. She is able to provide foodbank vouchers and refer families to external support agencies such as Y Teulu Cyfan and Team Around the Family. She hosts our parent's forums and will try to facilitate courses parent requests – such as Paediatric First Aid or Cook and Eat Sessions.

## **Language Development**

The first language of the majority of our pupils is English. For those pupils whose first language is one other than English we access support through the EAL team (English as an Additional Language). This might take the form of an EAL teacher visiting and working with pupils or through support for class teachers.

We are a school in Wales so we promote the development of Welsh as a second language. This is done through structured play activities and Welsh puppets and books in the Foundation Phase and through an advised scheme in Key Stage 2, taught for 90 minutes per week. School also promotes Welsh around the school using Welsh greetings and commands. Wherever possible, signs will be bilingual.

## **Community Links**

We have strong links in the community and try to be involved in many aspects of life in Saltney.

We have a youth worker from St Marks Church visit the school every other Tuesday to deliver an assembly to our Foundation Phase pupils. We also used the church for our wonderful Christingle.

We take part in the Remembrance Service at Hawarden Memorial and collect for the Royal British Legion.

We have once again taken part in the Racing to School initiative which links school to local racecourses. Pupils are able to attend a race day and use numeracy skills to explore this topic.

We have taken year six pupil on a visit to Chester University to look at life beyond school – they all got to graduate!

We have an active consortium who have worked together to moderate work and take part in local events such as the Eisteddfod. This is held at St David's School and involves pupils from all local schools. We were winners in the Art and Handwriting competitions this year.

We use the community for curriculum links as much as possible. For example, we wanted our nursery pupils to experience being in a café as this was a role play which was being introduced. We took all pupils to Café Nora in the high street and the pupils enjoyed a snack and a drink!

We once again took part in the Mayors parade at Christmas and the pupils sang for the community.

We have met with local foodbanks and school is now able to give foodbank vouchers to families who are in need.

We supported a number of charities this year and families have proved to be very generous. We completed race for life and raised an amazing £1763!

We held a 'pop up' restaurant and the children used local companies to source products.

We also invited members from the community to attend. It was a superb event and all who attended were very impressed!

We are still involved in the School Beat programme and PC Ashton visits school regularly to work with pupils on topics such as stranger danger and substance misuse.

## **Pupil's destination upon leaving Wood Memorial School**

The destination of our Year 6 pupils were as follows:

23 - St David's High School in Saltney

1 - Other

## **Disability Accessibility**

School continues to work with children and families who have disabilities to ensure school meets all of their needs. Over the past year we have had ramps fitted to all exit doors and have had the fire alarm changed so it also now lights up (as required for pupils with hearing loss). We have had doors widened within the school so that they are accessible for all.

## **Toilets**

In Wood Memorial School there are toilets allocated for both Foundation Phase and KS2 pupils. The Nursery and Year 2 pupils have their own set of toilets. Reception and Year One pupils have a shared set of girl and boy toilets available. KS2 pupils have one set of girl and boy toilets located along the junior corridor. All toilets are cleaned by the school cleaners at the end of every school day. During the school day all staff ensure the toilets are kept to a reasonable standard and they have access to cleaning equipment should the need arise. All toilet facilities are subject to a regular daily check by the Caretaker and an annual Health & Safety check is carried out by the Health & Safety committee.

## **Prospectus**

Staffing and Governance was updated in the current prospectus.

# Financial Reports

## Saltney Wood Memorial CP (383)



### FINANCIAL OUTTURN 2016/2017

BUDGET HEADING	BUDGET 2016/2017	EXPENDITURE 2016/2017	DIFF + OR (-)
BALANCE FROM 2015/2016	7,712		7,712
EMPLOYEES	517,802	704,494	-186,692
PREMISES	50,066	33,316	16,750
TRANSPORT	-	-	-
SUPPLIES	29,364	36,158	-6,794
ADULT MEALS/LINK COURSES		3,445	-3,445
SERVICE LEVEL AGREEMENTS	39,156	42,034	-2,878
CAPITAL FINANCING	-	-	-
INCOME	-	-171,746.72	171,747
<b>TOTAL 2016/2017</b>	<b>644,100</b>	<b>647,701</b>	<b>-3,600</b>

Detailed records of all financial transactions, including School Funds, are available at school for your perusal.

**SUMMARY OF TRANSACTIONS OF SCHOOL PRIVATE FUNDS**  
**Period 1st April 2016 to 24th March 2017**  
**Wood Memorial CP School**  
**FORM D**

£ <b>Receipts</b>	£ <b>Payments</b>
<b>Balance Brought Forward</b>	
<b>Bank</b>	<b>Payments</b>
Community Account                    6,542.72	Community Account            14,798.85
Adjustment Card P'mt 2015/16                                    -24.00	
<u>6,518.72</u>	
<b>Receipts</b>	<b>Balance Carried Forward</b>
Community Account                    11,714.76	<b>Bank</b>
	Community Account            3,434.63
<b>Total</b>	<b>Total</b>
<u>18,233.48</u>	<u>18,233.48</u>
Certified..... Treasurer	Head Teacher.....
I have examined the books and, vouchers and other documents relating to the Wood Memorial CP School Fund and in my view the above account gives a true and fair view of the transactions for the period 25th March 2016 to 31st March 2017 and of the balances in hand at that date.	
Date                    09/07/2017	Signed Auditor