

Wood Memorial Primary School

Ysgol Gynradd Wood Memorial



Governors' Report to Parents Academic Year 2021-22



Note from the Chair of Governors

Dear Parents,

It is that time of year again when I have the honour of writing a covering note to you, the parents and carers of our fantastic children at Wood Memorial Primary School. As ever, I hope you find the information throughout the report interesting and of use.

The Annual Report is a legal requirement but most importantly it should give you an insight into the education and involvements experienced by the children.

In my last report it detailed the staffing changes to the leadership team at Woody. I must thank each and every one of those members of staff for embracing their new roles and moving our school on to a different level yet again. This is fundamentally down to Mr Johnson who has had a great first year as Headteacher at the school, I consider us extremely lucky to have him at the helm. He leads by example, working with his colleagues to always ensure the best for your children.

You will have noticed lots of visible changes made to the school, and also have received details over the past 12 months of the investment in IT equipment in school so that your children have the best opportunities available to them. This has involved a vast amount of fundraising which you have supported us so well with and I must express my thanks to each and every one of you for that support. The children have been fully involved and to see the end of the school year out with the summer fair and the amount of money that was raised was phenomenal.

But before the end of the school year, we had Christmas. "Where there's a will there's a way" and the children did great in delivering the Christmas concert over Zoom. Da iawn pawb.

Our school began its transition back to some normality following the Covid-19 pandemic and it has been great to see so much activity again in school where parents and carers have been able to be involved. The children have adapted so well in returning to normality and they should be commended for that. Just like last year, they have amazed me with their resilience. School placed significant emphasis on the well-being of the children as they returned to school, and each member of the staff at Woody has been exceptional in their support for each child.

As a Governing Body we have resumed our meetings face to face which is good. We were also invited in for the "Dancing Through the Decades" for the Jubilee celebrations, with one of our Governors dressed as the queen, and another as a Corgi! Every child had a great time performing their chosen songs.

Despite the challenges in the transition back to normality, the school continued to strive to achieve goals and over the last 12 months we have seen the following:

- Action research and INSET as we work towards the new Curriculum for Wales. Staff, Governors, children, parents have had input into our new curriculum and staff have worked extremely hard to construct our Wood Memorial Education offer.

- Changes to the way we work in relation to the new Additional Learning Needs code
- Continuing to re-introduce enrichment opportunities, working with partners such as Chester Zoo, Food Standards Agency, Chester University, Aura and Dragon Sport.
- Held a successful Leavers Performance and Prom in the summer Term.
Re- introduction to residential trips with year groups attending Robin wood outdoor centre and Glan Llyn.

The movement in leadership at the beginning of 2021 and a slight management restructure opened doors for other members of staff at Wood Memorial. The leadership team have worked closely with Mr Johnson in order to drive the school forwards, especially in the design of the New Curriculum. I am really pleased that so many members of the team have been able to be offered opportunities which will benefit all children at school. This leadership structure will remain in place for the next academic year.

Nicola Gittins

Chair of Governors

The Governing Body 2020-21

Name	Category	Date Term Ends
Mrs N. Gittins	Chair of Governors (Parent Governor), C/O Wood Memorial CP School Off Boundary Lane, Saltney, CH4 8LN	29/11/2025
Mr M. Edwards	Vice Chairperson (LEA)	22/03/2026
Mr A. Johnson	Headteacher	Ongoing
Ms H. Ellis	Parent Governor	23/11/2024
Mrs H. Gill	Parent Governor	29/11/2025
Mrs N. Cooper	Parent Governor	18/11/2025
Mrs V. Gay	LA Governor (Appointed by Flintshire)	23/03/2026
Mrs E. Allen	LA Governor	09/02/2024
Ms S. Tudor	Community Governor	12/05/2026
Mrs T. Peers	Community Governor	TBC
Ms A. Williams	Community Governor	21/03/2023
Mrs S. Dorbin	Staff Governor (Elected by staff)	19/01/2025
Miss L. George	Teacher Governor	14/10/2025
Mr A. Roberts	Town Council / minor Authority Rep	24/06/2025
Mrs M. Higgins	Clerk to Governors, C/O Wood Memorial CP School, Off Boundary Lane, Saltney, CH4 8LN	Ongoing

Staff Organisation at Wood Memorial CP School ~ 2021-22

Staffing Organisation for 2021-2022 is as follows:

Acting Headteacher

Acting Deputy Headteacher

ALNCo

Foundation Phase Manager

Key Stage 2 Leads

Nursery

Reception

Year 1/2 - Lime

Year 1/2 - Willow

Year 3 - Rowan

Year 4 – Aspen

Year 5/6 Cedar

Year 5/6 - Oak

Family Support Worker

Classroom Assistants

Mr A Johnson

Mrs M Spencer

Mrs A Topham

Miss C Walters

Mrs M Spencer

Miss L George

Miss L Reaney

Mrs S Ransley

Miss C Walters

Mrs M Spencer

Mrs S Broome

Miss S Harry

Mrs S Harry

Miss L Reaney

Miss L George

Mrs A Ridge

Mrs S Barber

Ms L Davies

Mrs S Dorbin

Miss J Helps

Miss K Williams

	Miss A Novak
Ancillary Support Workers	Miss L Jenkins Ms S Finnegan Miss T Baldock
Teaching Assistant Apprentice	Mr R Cowap
Secretary Dinner Money Clerk Caretaker Cleaners	Mrs M Higgins Mrs C Fowles Mrs G Atkins Mrs G Atkins Miss K Loftus
Breakfast Club Assistants	Mrs G Atkin Mrs H Mason Miss L Jenkins
Midday Supervisors	Ms S Finnegan Mrs H Gill Mrs H Mason
Wraparound Person in Charge	Mrs L Elson

Holidays 2021-22

Autumn Term 2021

- 1 September 2021 - 22 October 2021
- 1 November 2021 - 22 December 2021

Spring Term 2022

- 6 January 2022 - 18 February 2022
- 28 February 2022 - 8 April 2022

Summer Term 2022

- 25 April 2022 - 27 May 2022
- 6 June 2022 - 20 July 2022

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 April PLASC 2021

- Nursery: 22
- Reception: 25
- Year 1: 25
- Year 2: 15
- Year 3: 21
- Year 4: 15
- Year 5: 25
- Year 6: 20
- Total on PLASC day: 168

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.

End of year results

There have been no requirements for End of year Teacher Assessments for Y2 and Y6 this year. sd

	Attendance
2019-20	93.0
2020-21	93.4
2021-22	90.9

School Trips, Residential Trips, Extra-Curricular Activities and Enrichment

Although some trips were still restricted we did however manage to attend or take part in the following;

- Bangor on Dee/ Chester Races trip; Manor House Stables.
- Robinwood residential for year 3-4
- Glan Llyn residential for year 5-6
- PC Woodworth has been in to school and delivered sessions to pupils across the school.

- Bikability
- Martial Arts
- Virtual Athletics
- Forest school
- Dragon sports
- Laps to Lapland
- AoLE days; High school Enrichment days.
- Flag Football
- Disney Playmakers
- Welsh Water and Chester Zoo workshops
- British Sign language
- Techniquet visits
- Triathlon
- Sports days
- Cricket sessions
- Swimming parties
- Chester University trip
- Graduation and Leavers performances

Healthy Eating and Drinking

As a school we are part of the Healthy Schools initiative and we have the NQA Award. School works hard to ensure children are made aware of how to stay healthy and safe. Children are encouraged to bring in healthy snacks . 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. Children in foundation phase are offered and encouraged to drink fresh milk daily. d

School Development Plan (SDP)

Our main priorities on the School Development Plan are as follows;

PRIORITY 1

To develop a curriculum, which engages all learners and gives them opportunities to progressively apply their cross curricular skills in every AoLE in a broad and purposeful way.

PRIORITY 2

To ensure that all statutory elements of the new ALN framework are in place to meet the needs of all learners.

PRIORITY 3

Create a climate throughout the whole school that promotes and encourages the use of everyday Welsh language and an appreciation of Welsh culture.

PRIORITY 4

To rebuild mental and emotional wellbeing by developing confidence, resilience and empathy.

Policy and Curriculum

The policy committee now meet as part of an extended Governors meeting schedule to discuss school policy and practice. Governing Body agreed to adopt all Flintshire policies in the first meeting of the school year. We have created a new Curriculum offer for Wood Memorial, which can be found on the school website. We created a Charter of Experiences that we will offer all children during their journey at Wood Memorial. These were constructed with all stakeholders. We have looked at the way we teach and how we can improve our pedagogy. Pupils were fully involved in developing our curriculum and helped decide on topics. The children will decide which direction their learning takes. We try, wherever possible, to provide rich tasks which children can get fully involved in. We start most topics with an immersion day so the pupils become fully involved in their topic.

You will find our New Curriculum offer by clicking on this link; ade6bc_2f6380e3219d431f9183a506a0f69bf5.pdf (woodmemorial.co.uk)

Finance and Personnel

School Budget was shared twice during the school 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 positive however reductions in core budgets means we need to ensure we are making efficiencies. School used the pupil deprivation grant to deliver initiatives such as Nessy, a reading programme. It also funds the daily reading programme, ELSA and our family engagement officer. We write a plan each year and this is published on the school website.

Building Development/Health and Safety

As well as conducting health and safety audits in school, Governors looked at areas of the school that needed general repairs and maintenance;

- New signage and window wraps were applied around school
- Security lighting was installed at the front of school
- Extensive drainwork was undertaken.
- The main school building roof was repaired.
- ALN, SALT and ELSA rooms were created, decorated and furnished.
- Outdoor gardening/classroom areas for KS2 developed.
- Ongoing painting throughout the main communal areas.

Additional Learning Needs

ALN, or Additional Learning Needs, is the term used in Wales for pupils who need extra support in school. A new Additional Learning Needs (ALN) system replaced the previous Special Educational Needs (SEN) system in September 2021. Staff have completed training in this new system and are aware of the changes that will be happening over the next four years.

We are determined to deliver a fully inclusive education system for learners in Wales, a system where needs are identified early and addressed quickly, and where all learners are supported to reach their potential.

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. Children will move over to the new system in 2022.

Mrs Walters and Mrs Topham took over the role of ALNCO in September 21 and have been supported in school by Mrs Dorbin and Mrs Novak who withdraw children for small group support. This year we trained two members of staff to deliver the ELSA and Talk Boost Programme.

Parental Involvement

As a school we believe our relationships with parents is a strength. We are actively encouraging parental involvement through the use of book and board game cafes. We also seek the views of parents once a year in our parent surveys.

We have developed a Parent Support programme which was led by our Family Liaison Officer, Mrs Ridge; Unfortunately we were unable to run any of these courses due to COVID

restrictions in 2021 but we have put plenty of opportunities in place for 2022 to include an 8 week course 'Empowering Parents, Empowering the Community', First Aid, Digital skills etc.

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. This year we had a 'planted adult' support pupils in school over a term. This initiative was introduced by Flintshire EAL service to provide more intensive support for pupils who have English as an Additional Language.

We are a school in Wales so we promote the development of Welsh as a second language. This has been a school focus over recent years and a number of staff have now taken part in the Welsh Sabbatical Scheme. We have established a Criw Cymraeg and are undertaking the 'Cymraeg Campus' initiative to develop Welsh across the school.

Welsh is taught through structured play activities and Welsh puppets and books in the Foundation Phase and through an advised scheme in Key Stage 2. 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 close links with Saltney Town F.C., local business support our curriculum work and we take part in the Remembrance Service at Hawarden Memorial, collecting for the Royal British Legion. We supported a number of charities this year and families have proved to be very generous. We are still involved in the School Police Liaison programme and PC Woodworth visits school regularly to work with pupils on topics such as e-safety, stranger danger and substance misuse.

Pupil's destination upon leaving Wood Memorial School

The destination of our Year 6 pupils were as follows:

- St David's High School, Saltney
- Other

Disability Accessibility

School continues to work with children and families who have disabilities to ensure school meets all of their needs. Over recent years 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 Reception pupils have their own set of toilets. Year One and two pupils have a shared set of girl and boy toilets available which has been partitioned. KS2 pupils have one set of girl and boy toilets located along the junior corridor. We have sanitary bins in the junior girl's toilets, staff toilets and the changing area in years one and two. We also have two nappy bins in school which are maintained and collected by an external company. All toilets are cleaned by the school cleaners at the end of every school day. 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 2021/2022

WOOD MEMORIAL PRIMARY SCHOOL (383)

FINANCIAL OUTTURN 2021/2022

BUDGET HEADING	FORMULA BUDGET 2021/2022	SCHOOLS PLANNED BUDGET 2021/2022	EXPENDITURE 2021/2022	DIFF + OR (-)
BALANCE FROM 2020/2021	66,915	36,804		36,804
EMPLOYEES	529,033	730,363	832,394	102,031 -
PREMISES	58,325	42,737	49,490	6,753 -
TRANSPORT				-
SUPPLIES	23,773	37,894	46,564	8,670 -
PUPIL & ADULT MEALS/LINK COURSES			10,968	10,968 -
SERVICE LEVEL AGREEMENTS / MUSIC	36,093	36,643	36,065	578
INCOME		170,302 -	-335,587.00	165,285
TOTAL 2021/2022	714,139	714,139	639,894	74,245