



Annual Governors' Report

2023-2024



Together we aim for the stars.



VICTORIA PRIMARY ANNUAL GOVERNING BODY REPORT TO PARENTS

SCHOOL ACADEMIC YEAR 2023- 2024

ANNUAL GOVERNORS' REPORT TO PARENTS 2023 / 2024

1. Chair of Governors Introduction

Members' Details

2. Names and Status of Governing Body
3. Next Election of Parent Governors

Financial Details

4. Financial Statement (i) Out-Turn 2023/ 2024
(ii) Budget spend per pupil (iii) Use of Pupil Deprivation Grant

Organisation and Policies

5. School Mission Statement and School Aims
6. Curriculum and School Organisation
7. School Improvement Priorities 2023 / 2024 evaluation
8. School Improvement Priorities 2024 / 2025
9. School Prospectus
10. School Policies
11. Community Links
12. Term Dates and Sessions
13. School Council

Performance and Target Information

14. Attainment
15. Attendance Data / Policy

VICTORIA PRIMARY ANNUAL GOVERNING BODY REPORT TO PARENTS

SCHOOL ACADEMIC YEAR 2023- 2024

Pupil welfare

- 17. School sport and extra-curricular activities
- 18. Strategic Equality Plan Updates
- 19. School Access Plan updates
- 20. School's Approaches to Healthy Lifestyle
- 21. School Security and Site Maintenance

1. Chair of Governors Introduction

I am pleased to present the 2023/24 Report to Parents.

The past year has seen highs and lows in Victoria—most of them outside of the control of the Headteacher/ Teachers and Governors.

In November we were inspected by Estyn. I am very pleased to say that the outcome was very positive. Both the children and staff were congratulated on their achievements and the children were commended on their conduct and respect for one another and towards adults. However, because of monitory restraints we sadly lost 3 excellent teachers. We thank them for their years of service in Victoria.

Despite everything Victoria continues to be a stimulating and challenging environment—one in which the children develop socially and academically. The Governors thank Mrs Davies and the Staff.

The PTA continue their hard work and raises large amounts of money. This enables the children to have worthwhile experiences despite the restraints of funds.

A huge thank you to the PTA and to the Parents for their support.

There is no obligation to hold a Parents meeting unless one is required.

Copies of the report will be forwarded to all families.

C M O' Callaghan
Chair of Governors.

2. The School's Governing Body

The Chair of the Governing Body is a Community governor appointed by the Governing Body. The date that follows each name signifies end of term on the Governing Body.

VICTORIA PRIMARY ANNUAL GOVERNING BODY REPORT TO PARENTS

SCHOOL ACADEMIC YEAR 2023- 2024

Ms. Christine O'Callaghan	16.09.2025
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Vice chair is an LEA appointee

Cllr Mark Wilson	03.11.2025
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Other Members of the Governing Body:-

LEA representatives

Mr. Mark Petherick	23.10.2027
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Mr A Davey	16.03.2027
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Mr P Hall	16.03.2027
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Minor Authority Representative

Cllr Rhiannon Birch	15.05.2027
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Parent Governors elected by the parents of the school.

Mrs Rhiannon Slade	11.10.2026
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Mrs Beth Hales	11.10.2026
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Mrs Cerys McDonald	12.10.2025
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Ms Julie Plumb	01.10.2024
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Mr Marc Cahill	01.10.2024
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Community Governors appointed by the Governing Body

Mrs. Judith Jones	28.01.2026
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Mrs Rebecca Connor	13.07.2026
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VICTORIA PRIMARY ANNUAL GOVERNING BODY REPORT TO PARENTS

SCHOOL ACADEMIC YEAR 2023- 2024

Teacher Governors elected by the school staff

Mr. Simon Husband 06.02.2027

Mrs. Laura Halliwell 01.09.2026

Non teaching Staff Governor elected by the non-teaching staff.

Mrs Amy Warne-Jones 23.09.2028

Head teacher Mrs. S. Davies.

Clerk to the Governors; Mrs. H. Moreton, School Office

The full Governing Body meets twice each term. Sub committees meet prior to each meeting and on additional dates as and when appropriate.

No resolutions were passed at last year's meetings.

No travelling or subsistence allowances were paid to members of the Governing Body in the last financial year.

3. Next Election of Parent Governors

When a vacancy exists for a parent representative on the Governing Body, all parents and guardians of pupils in the school will be informed. Should the number proposed exceed the vacancy a ballot will be held. The next election for Parent Governors' places will be held in October 2024

4. Financial Statement

Financial out-turn for 2023/ 2024 indicating how the school budget was spent.

DETAIL	ANNUAL BUDGET	TOTAL ACTUAL
CONT. TO FUNDS	3,424.00	1,456.21
CONT TO CAPITAL OUTTURN	0.00	0.00
CONT TO GENERAL RESERVE	3,424.00	1,456.21
EMPLOYEES	1,883,197.00	1,905,509.39
TEACHING EMPLOYEES	1,140,100.00	1,161,425.35
NON TEACHING EMPLOYEES	394,278.00	392,134.75
GRANT EMPLOYEES	348,819.00	351,949.29
INTERNAL RECHARGES EXPEND	154,255.00	164,188.23
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PREMISES	234,454.00	263,996.30

VICTORIA PRIMARY ANNUAL GOVERNING BODY REPORT TO PARENTS

SCHOOL ACADEMIC YEAR 2023- 2024

CLEANING AND DOMESTIC SUPPLIES	59,574.00	64,621.99
ENERGY	20,656.00	51,074.48
GROUNDS MAINTENANCE	1,873.00	0.00
RATES	26,750.00	26,750.00
RENTS	103,000.00	102,167.84
REPAIRS & MAINT OF BUILDING	16,671.00	17,191.12
WATER SERVICES	5,930.00	2,190.87
SUPPLIES AND SERVICES	-25,055.00	96,498.66
COMMS AND COMPUTING	12,716.00	3,735.22
EQUIP, FURNITURE & MATERIALS	51,581.00	82,497.04
EXPENSES	0.00	175.00
GRANTS & SUBSCRIPTIONS	0.00	0.00
MISC EXPENSES	-90,602.00	557.09
PRINTING AND STATIONERY	0.00	8,956.30
SERVICES	1,250.00	578.01
TRANSPORT	0.00	0.00
CAR ALLOWANCES	0.00	0.00
CUSTOMER RECEIPTS	-5,836.00	-69,615.40
CHARGE FOR SERVICE	0.00	-47,853.15
DONATIONS	-1,686.00	-14,009.27
RENTAL INCOME	-4,150.00	-4,650.00
SALE OF PRODUCTS	0.00	-3,102.98
GOVERNMENT GRANT	-284,019.00	-303,945.09
OTHER GOVERNMENT GRANTS	-7,436.00	-7,436.00
WG GRANTS	-276,583.00	-296,509.09
INTERNAL RECHARGES INCOME	-70,246.00	-113,191.29
INTERNAL RECHARGES INCOME	-70,246.00	-113,191.29
OTHER GRANTS	-2,652.00	-10,252.00
INCOME FROM OTHER LAs/HAs	-2,652.00	-10,252.00
Total 101285	1,887,522.00	1,934,645.01

(ii) Last year the school spent an average of £3540 per pupil.

(iii) PDG - Pupil Deprivation Grant 2023 – 2024

“The Pupil Deprivation Grant (PDG) is extra funding from the Welsh Government to overcome the additional barriers poorer pupils face that prevent them from reaching their potential. This may

VICTORIA PRIMARY ANNUAL GOVERNING BODY REPORT TO PARENTS

SCHOOL ACADEMIC YEAR 2023- 2024

include exceptionally able pupils who, because of their family background, are not achieving their full personal potential even though they appear to be holding their own in comparison with their peers."

Taken from 'Guidance for Using the Pupil Deprivation Grant, Welsh Government, 2013.

The allocation for the financial year 2023-24 for Victoria Primary based on percentage of free school meals was £50,600

We used this money to:

- fund small group or individual support for pupils to develop their numeracy and literacy skills e.g. catch-up literacy, catch-up numeracy, basic skills group, rapid reading, rapid writing, paired reading and booster groups.
- provide specialist programmes following liaison with outside agencies and parents.
- provide emotional literacy support for more vulnerable pupils.
- subsidise residential trips to ensure equal opportunities for all pupils.

5. Our Shared Vision

Our vision is to work together so that everyone at Victoria Primary will be happy, caring, confident individuals who have a love of learning and achieve personal success.

SCHOOL MOTTO

Together we aim for the stars.

SCHOOL AIMS

We will experience a curriculum which will be challenging, fun and motivate us to develop our skills for lifelong learning.

We are a community that cares for each other and ourselves. We respect other peoples' views and achievements and celebrate our individuality.

As global citizens we respect our community and the world to which we belong; caring and contributing to a sustainable future.

Our positive school environment encourages everyone to achieve their goals through equality and in all aspects of school life.

We expect the parents, Governors and all members of our school community to support and guide us on our journey to the stars.

6. Curriculum and School Organization

Victoria School Curriculum

Our curriculum reflects the areas of learning identified in the Curriculum for Wales. Our children's learning experiences enable them to develop competency and skill across a number of learning areas. The six areas of learning are:

- Health and well-being
- Language, literacy, and communication skills
- Expressive arts
- Humanities
- Mathematical development
- Science and Technology

The content is adapted to suit the children's needs. Regardless of the content, all children will progress through the skills at their individual pace.

Continuous provision is enhanced according to what the children need and want. Discussions with the children, and observations, inform the teachers and other classroom adults in developing the learning environment and progressing learning. The provision is flexible to cater for the children's levels of engagement and interaction. The skills are reinforced throughout the areas at every opportunity and the pupils are made aware of their whole class and individual targets.

We teach the key skills of literacy, numeracy, ICT, thinking and problem solving through all curriculum subjects, and we also develop them within the pastoral curriculum. Progression in key skills is at the heart of our curriculum planning. Children are given a variety of opportunities to develop the application of these skills in as many different ways as possible.

Progression in key skills form part of the school's long-term curriculum plan. To develop key skills, we have planned a whole school overview to ensure that they are firmly embedded into the curriculum.

Blended learning was introduced into every classroom in September 2021, in order to provide targeted support for every individual pupil. Blended learning is an opportunity to build independence and improve the engagement of all pupils.

English as an additional language ("EAL")

With pupils whose first language is not English, teachers will closely follow their progress across the curriculum to ascertain whether any barriers arise from uncertain command of English or from

additional learning needs. It is necessary to assess a pupil's proficiency in English before planning any additional support that might be required. Support and guidance will be sought from **EMAS** (Ethnic Minority Achievement Service) when necessary.

ALN Additional Learning Needs

At Victoria Primary School we have adopted a whole-school approach to ALN policy and practice. Pupils identified as having ALN are, as far as is practicable, fully integrated into mainstream classes. Every effort is made to ensure that pupils have full access to the Curriculum and are integrated into all aspects of the school. Pupils who are working significantly below their age-related expectations are taught in small targeted groups for literacy and numeracy.

All teachers are responsible for identifying pupils with ALN and, in collaboration with the Additional Learning Needs Coordinator, will ensure that those pupils requiring different or additional support are identified at an early stage. Assessment is the process by which pupils with ALN can be identified. Whether or not a pupil is making progress is seen as a significant factor in considering the need for ALN provision. The school provision map outlines the provision available, which is additional to or different from the differentiated curriculum on offer to all pupils.

Please see the school website for the full policy or ask at the school office for a copy

7. School Improvement Priorities 2023 / 2024 evaluation

Key Area One – Standards

- To improve standards in sustained writing – **Fully met**

Key Area Two – Wellbeing and attitudes to learning.

- To embed a PACE approach across the whole school. – **Fully met**

Key Area Three – Teaching and learning experiences.

- To continue to promote the Welsh language and culture across the school. – **Objectives fully met , ongoing priority.**
- To implement a whole school tracking and assessment system in line with the AoLEs. – **Fully met**

Key Area Four – Care, guidance, and support

- To continue to strive for a fully inclusive school environment. - **Objectives fully met , ongoing priority.**

Key Area Five – Leadership and Management

- To maintain VPS high standards - **Ongoing**

8. School Improvement Priorities 2024-2025 Summary of action plans

VICTORIA PRIMARY ANNUAL GOVERNING BODY REPORT TO PARENTS

SCHOOL ACADEMIC YEAR 2023- 2024

The school has set targets under the 5 key area headings of standards; wellbeing and attitudes to learning; teaching and learning experiences; care, guidance and support and leadership and management.

Key Area One – Teaching and learning

- To ensure the Curriculum offer is relevant, engaging and robust
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Key Area One – Teaching and learning

- To develop positive attitudes to reading across the school.

Key Area Two – Well-being, care, support and guidance

- To continue to develop an awareness and understanding of diversity.

Key Area Two – Well-being, care, support and guidance

- To ensure that professional learning opportunities have a positive impact on pupils' learning and wellbeing.

Key Area Three – . Leading and improving

- To continue to promote and develop the Welsh language

9. School Prospectus

The school prospectus is available on the school website <http://www.victoriaprimaryschool.com> and hard copies can be ordered from the school office. The prospectus is updated at least once a year and more often if there are significant changes that need to be recorded. It was last updated in September 2024. Updates include: school organisation, Governing Body changes and staffing changes.

Please see the school website or ask at the office for a hard copy.

10. School Policies

The governing body review school policies annually and may amend documentation in response to your comments. Please e-mail the office or arrange to meet with myself or a member of the Governing Body if you have any queries or comments or contact the governors via victoria@valelearning.com

VICTORIA PRIMARY ANNUAL GOVERNING BODY REPORT TO PARENTS

SCHOOL ACADEMIC YEAR 2023- 2024

This is a comprehensive list of all policies that are available on the school website or hard copies can be requested from the school office.

Statutory / Non statutory Policies and Procedures other than HR

Accessibility Plan
Acceptable use Policy
Admission Policy
Attendance Policy
Behaviour and Anti-bullying
Charging and Remissions Policy
Child Protection Policy
Complaints Procedures
Data Protection Policy
Disability Equality Scheme / Access Plan
Equal Opportunities and Racial equality
Food and Fitness Policy
Freedom of Information Publication scheme
Health and Safety Policy
Healthcare Policy
Home School Agreement
Instrument of Government
Performance Management
Sex Education Policy
School Uniform Policy
Special Educational Needs Policy
Strategic Equality Plan
Sustainable Development Policy
Toilet Policy

Curriculum Policies

Learning and Teaching
Collective Worship
Curriculum Cymreig
ESDGC Education for Sustainable Development and Global Citizenship
Food and Fitness
Foundation Phase
Homework
Induction
Target Setting
Transition

School based staff – HR Policies

Absence Management Policy

VICTORIA PRIMARY ANNUAL GOVERNING BODY REPORT TO PARENTS

SCHOOL ACADEMIC YEAR 2023- 2024

Capability Procedure 2021
Dignity at Work
Disciplinary Procedure 2019
Drug and Alcohol Policy
Equal Opportunities Policy
Equal Pay Grievance Policy – Schools Support Staff
Grievance 2019
Induction Policy
Pay Policy 2021
Performance Management Policy 2019
Safer Recruitment Policy
Redundancy Policy November 2020
Schools Support Probationary Procedure 2008
Social Networking Policy
Special Leave – school based staff July 2009

All the above policies have been produced and are available to read on the school website or at the school office. All policies are agreed by the Governing Body but we are always open to suggestions from parents. We review school policies annually and may amend documentation in response to your comments. Please e-mail the office or arrange to meet with myself or a member of the Governing Body if you have any queries or comments.

11. Community Links

The School Community

The school community continues to enjoy wonderful parental support supporting group reading, learning and teaching sessions in different classes, 1:1 reading support, cookery, craft, gardening and sports. Many more offer their time to support the many educational trips that the children enjoy. Their time and commitment are gratefully appreciated by all children, staff and governors.

This year's school Parent Teacher Association raised a net total of £17600. A huge thank you to the hard work of the organising committee and the support of parents and all the school staff.

The Local Community.

The school continues to maintain strong community links with local businesses and industry.

Local businesses on Cornerswell Road and in the town centre are wonderful supporters of all school events, including donations for raffles etc. as well as attending functions and communicating effectively with the school.

VICTORIA PRIMARY ANNUAL GOVERNING BODY REPORT TO PARENTS

SCHOOL ACADEMIC YEAR 2023- 2024

Visits and visitors have been plentiful this year; the school works hard to maintain links and develop the children as active members of their community.

The school continues to have very strong links with Ty Gwyn nursing home.

Local clergy hold assemblies and local residents have been invited to talk to the children about school experiences and their work.

12. Term Dates and Sessions

Morning nursery 9.00 – 11.30 Afternoon nursery 12.30 – 3.00

Reception pupils 8.55 – 3.25 Year 1 and Year 2 8.55 – 3.25

All junior pupils 8.55 – 3.30

SCHOOL HOLIDAY DATES 2024/2025

Term	Begin	Half term		End	No. of School Days
		Begin	End		
Autumn 2024	Mon 2 Sept 2024	Monday 28 Oct 2024	Friday 1 Nov 2024	Friday 20 Dec 2024	75
Spring 2025	Monday 6 Jan 2025	Monday 24 Feb 2025	Friday 28 Feb 2025	Friday 11 Apr 2025	65
Summer 2025	Monday 28 April 2024	Monday 26 May 2024	Friday 30 May 2024	*Monday 21 July 2024	55
TOTAL					195

13. School Council

The School Council for 2023 - 2024 was set up in September and, once again, it was gratifying to see so many pupils standing for election. Class representatives serve for the whole year to allow more consistency and continuity. Meetings are held once a month at lunch time and additional meetings as and when needed. For the year 2023-2024, the School Council were extremely busy, with many projects.

Autumn: After school clubs (children sent out a Google Forms to see what children would want and some teachers provided these options in the Spring)

Spring: Calm area under shelter for Playtimes (children wrote a letter to parents to ask for donations and we sorted into calm boxes to use at playtime - books, puzzles, games, colouring)

Summer: School Council in wider community (Trip to the Senedd to see local parliament)

14. Attainment

With the introduction of the new curriculum and assessment procedures, schools were not requested to set targets or submit results.

However, classteachers meet with the Headteacher and ALNCo (additional needs co-ordinator) every term to discuss the progress of all pupils.

Our pupils continue to perform well in the Welsh Government Tests and make good progress from their starting points.

16. Attendance Data

The school continued to achieve very good attendance rates. The school has effective procedures for monitoring pupils' punctuality, attendance, behaviour and performance.

Attendance average for the Academic Year 2023/2024 is:

Academic Year	Average Attendance
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VICTORIA PRIMARY ANNUAL GOVERNING BODY REPORT TO PARENTS

SCHOOL ACADEMIC YEAR 2023- 2024

Academic Year 2022/2023	93.4%
Academic Year 2023/2024	94.9%

Parents appreciate the need to contact us to inform us of illnesses and therefore the unauthorised absence rate is very low. We are grateful for this and ask that parents continue in this efficient manner.

17. School Sport and Extra-Curricular Activities.

Pupils enjoy a variety of sports as part of the school curriculum and have access to equipment at playtimes and lunchtimes. In addition, the school runs a range of sport clubs after school. Pupils who participate in these clubs often successfully represent the school in competitions across the Vale.

The 5 a day exercise programmes is a daily fixture in every class across the school.

After school sport clubs include netball, football, rugby, dance, gymnastics, cricket, and tennis. Staff often take teams to other events too, even if there is no specific club for that sport e.g. hockey.

The school prides itself on the many extra –curricular opportunities on offer.

Peripatetic staff come in to teach strings, woodwind, brass, keyboard, guitar, ukulele and voice. Parents need to pay for these lessons but the school endeavors to pay for the instruments for pupils to use whilst at Victoria.

In addition, all year 3 pupils learn to play an instrument; the PTA fund these lessons so that every child learns to play at least one instrument in school.

Please see the school website / prospectus for the full range of extra-curricular activities available.

18.School Accessibility Plan

The physical nature of Victoria school makes it very difficult to provide acceptable disabled access for every year group.

Although the nursery and reception classes have ramps and accessible doorways, the numbers of steps in all other areas of the school would make disabled access very difficult for any child in full time education at the school.

The financial cost of improving the physical environment is too excessive for the school budget.

It is not deemed a priority for the county council because there is a nursery school and two primary schools in close proximity that have accessible buildings and grounds.

Although we are limited in physical adaptation, the school is proactive in ensuring equal access to the curriculum as exemplified in the school strategic equality plan.

Please see the school website for the school strategic equality plan (to be reviewed April 2026).

19. The School's Approach to Healthy Lifestyles

We wish to establish an effective approach to the promotion of food and fitness as we are aware that diet and physical activity have positive effects on children's physical, mental and emotional well-being.

We believe we have a duty to encourage everyone in the school community to lead active and healthy lifestyles by providing knowledge and skills to establish and maintain lifelong active lifestyles and healthy eating habits.

We will ensure that food provided in school is healthy and promotes a healthy lifestyle. Further, we are committed to providing high quality PE lessons and health related exercise.

The Vale catering service complies with the Welsh Government Initiative of Appetite for Life and ensures all school dinners are nutritionally balanced.

All children are provided with a free school meal; however, some children chose to bring in their own packed lunch from home. We strongly encourage parents to provide healthy sandwich boxes and snacks for their children when at school.

Currently the school adopts the following to promote a healthy lifestyle.

- physical activity within the curriculum
- extracurricular physical activity clubs
- outdoor education
- school meals
- free school meals for all children
- food and nutrition in the curriculum
- healthy breakfast club
- fruit snacks
- free school milk
- drinking water
- oral health care
- weekly mental and physical health sessions

20.Site Management

Security: School security includes entry doors on the main building. The building and playground is secure. All red security gates are locked at 9.00am when the school is in session and reopened at 3.20pm for the collection of the children. Staff open and lock gates for the nursery parents at the appropriate times.

VICTORIA PRIMARY ANNUAL GOVERNING BODY REPORT TO PARENTS

SCHOOL ACADEMIC YEAR 2023- 2024

Cleaning: The Vale cleaning service undertakes high quality morning and evening cleaning at the school.

School Toilets: There are adequate numbers of toilet cubicles in all buildings. Each day the caretaker ensures that there is an adequate supply of bacterial hand soap and toilet rolls for all age groups.

The toilets are cleaned daily and also checked throughout the day; any necessary additional cleaning is undertaken at lunchtime by school support staff. Hot water is available in all toilet areas for children to wash their hands and the Governing Body asks parents to train their children to ensure they use all washroom facilities appropriately.

A word of thanks

The Governing Body wishes to thank all members of the whole school community for their dedication and commitment to the personal, social, emotional, physical and intellectual development of the children at Victoria Primary School.