



Governing Body of Dafen School Annual Report to Parents and Carers 2016/17

This report is a summary of the steps taken by the Governing Body in the discharge of its functions during the school year, 2016/17.

1. Clerk to the Governing Body

The Clerk to the Governing Body is Mrs. Lynda Morgan, c/o Dafen School
Tel. 01554 773290

2. Chairperson of the Governing Body

During 2016/17 the Chairperson of the Governing Body was Mr. Gareth Edwards. The Vice Chair was Mrs. Tracy Price.

3. Members of the Governing Body

The following people are currently members of the Governing Body.

Name	Category of Governor	Appointed By	Retirement Date
Cllr S Cooke Mr G Edwards Cllr S Lewis	LEA	Council Members	11.10.2020 13.04.2019 02.12.2020
Mr S Jacob Mr M James Dr S Mosey Mrs T Price	Parent	Parents	02.10.2020 08.05.2019 21.09.2019 02.10.2018
Mrs T Blacklaw-Davies Cllr A Rogers Rev E Whittick	Community Governors	Governors	02.10.2020 18.05.2019 29.03.2021
Cllr S Davies	Additional Community Representative	Community	03.07.2020
Ms F Muldoon	Staff	Support Staff	31.08.2020
Mrs S Phillips	Teacher	Teaching Staff	22.04.2019
Mr J.C. Morris	Head Teacher		

When fully constituted this governing body is made up as follows:

LEA Representatives	3
Parent Governors	4
Staff Representative	1
Headteacher	1

Community Governors	3
Teacher Governor(s)	1
Additional Community Representative	1
Total	14

4. Resolutions

There were no resolutions passed at the last meeting.

5. Election of Parent Governors

Mr S Jacob was re-appointed as a Parent Governor during 2016/17.

6. Informal Federation

Swiss Valley and Dafen Community Primary Schools have been piloting an informal federation since autumn term 2015. This has been monitored by a Focus Group comprised of members of the governing bodies of the two schools.

In February 2016, an open meeting was held at the Diplomat Hotel for parents to receive a report on the pilot and to discuss the arrangements. We write to inform parents and carers that the governing bodies of both schools had agreed to continue with the current arrangements for the school year 2016/17.

During the course of 2016/17, governors have continued to receive positive feedback from both schools regarding this informal federation. Recent Local Authority and ERW monitoring visits, together with analysis of performance data on school standards, demonstrate that these arrangements are working well and are benefiting both schools.

Both schools' governing bodies have agreed to continue with the informal federation for 2017/18.

7. School Performance Data

Assessment

Moderation of pupil work has been carried out in each of the core subjects – English, Mathematics, Science and Welsh as a second language (end of KS2) and in English, Mathematics and Personal and Social Development (end of Foundation Phase). This was done as part of the very detailed Bryngwyn Family standardization programme. (This took 6 days to complete). All of the work taken for Moderation at both the end of the Foundation Phase and Key Stage 2 was either agreed upon or raised.

End of Key Stage 2 Results – Summer 2017

1 pupil = 4.5%

Subject	Level 3	Level 4	Level 5	Level 4+
English	2/22 – 9%	11/22 – 50%	9/22 – 41%	91%
Mathematics	1/22 – 4.5%	12/22 – 54.5%	9/22 – 41%	95.5%
Science	0/22 – 0%	13/22 – 59%	9/22 – 41%	100%
Core Subject Indicator				91%

End of Foundation Phase Results – Summer 2017

1 pupil = 5.9%

Subject	Outcome 4	Outcome 5	Outcome 6	Outcome 5+
LCE/English	3/17 – 17.6%	12/17 – 70.6%	2/17 – 11.8%	14/17 – 82.4%
MD/Mathematics	2/11 – 11.8%	11/17 – 64.7%	4/17 – 23.5%	15/17 – 88.2%
PSE/Personal and Social Development	0/11 – 0%	12/17 – 70.6%	5/17 – 29.4%	17/17 – 100%
Foundation Phase Outcome Indicator				14/17 – 82.4%

Benchmark analysis of these scores will be available in the autumn term 2017.

All pupils in Years 2-6 have sat the National Tests in English comprehension, Procedural Mathematics and Reasoning Mathematics. The results of these tests have been sent to the Welsh Assembly Government (WAG) for standardization. These standardized scores will be reported to parents along with the school's own annual reports towards the end of this term. Analysis of these results will be presented to Governors in the autumn term 2017.

7. School Finances

The School is financed through a 'Fair Funding' formula allocation from Carmarthenshire County Council, the Pupil Development Grant, the Early Years Pupil Development Grant, and the Education Improvement Grant. All income and expenditure is strictly monitored by the Governors, with the assistance of the Finance and Premises Committee of the Governing Body which reports regularly to the full governing body.

We are pleased to report that the finances of the school are stable after an extended period of constraint on income which has necessitated strict control on expenditure. The school roll increased significantly during the course of 2016/17 and the school is hopeful of improved financial results in 2017/18 whilst also enhancing education provision and improving the fabric of the school.

8. School Prospectus

The School Prospectus is updated annually to include any changes required by the Welsh Assembly Government or other related bodies. A copy of the prospectus is issued to parents whose children are starting school for the first time or to the parents of those children transferring to us from other schools. A simplified version can be seen on the school's web site.

Parents are informed if any amendments are made to the existing prospectus. There have not been any amendments to the prospectus made since our last report.

9. School Development Plan

Governors are responsible for drawing up (in conjunction with school staff) the School Development Plan. The plan identifies the direction the school will take, over a three year period, in delivering the curriculum. The plan is regularly monitored and revised to take account of progress made and any changes to curriculum requirements.

The targets set include short, medium and long-term aims. Targets are regularly reviewed by the Governing Body. Further information on the current targets and progress being made is available at the school.

The main priorities for 2016/17 were:

1	<ul style="list-style-type: none">• Further improve pupils' Welsh oracy skills and further increase the use of the Welsh language outside Welsh lessons.• Attain the Siarter Cymraeg Campus Bronze Award.
2	<ul style="list-style-type: none">• Increase the percentage number of pupils attaining Level 4 in Science at Key Stage 2 so that the school finds itself in the top two quartiles. Target 93%.• Increase the percentage number of pupils attaining Outcome 5+ in PSD in the Foundation Phase so that the school finds itself in the top two quartiles. Target 95%.
3	<ul style="list-style-type: none">• Embed strategies and policies which raise attendance levels. Target 96%
4	<ul style="list-style-type: none">• Further improve the emotional wellbeing of all pupils and further improve whole school attitudes towards sustainability and global citizenship by attaining the Platinum Eco-School Award and the Quality Award for Healthy Schools.
5	<ul style="list-style-type: none">• Train all staff and purchase the necessary hardware and software in order that the school is fully prepared for the implementation of the digital competence framework.
6	<ul style="list-style-type: none">• Ensure that the informal federation between Swiss Valley and Dafen Schools continues to flourish and helps to further raise standards in both schools.
7	<ul style="list-style-type: none">• To ensure that the school's Pre-School Provision/Nursery is effectively run and organised in light of changes to the Carmarthenshire Early Years funding arrangements. (50% reduction in funding as of 1st April 2017).
8	<ul style="list-style-type: none">• To develop further the Outdoor Provision and Outdoor Learning Environment opportunities for all pupils.

10. Use of the Welsh Language - Communication

This school is an English medium school. Lessons and other school activities are communicated through the medium of English. Welsh is taught as a second language and the school is currently involved in the Siarter Iaith Cymraeg. The Cymraeg Language Charter has been created by ERW Welsh in Education officers and is the first charter specifically created to develop Welsh in English medium schools. The charter consists of three awards - bronze, silver and gold. Schools attempt to complete these awards over a three year period - one each year. Each award comprises of ten targets and these targets become more challenging as you progress from efydd - to arian - to aur (bronze – silver – gold).

In the Foundation Phase Bilingualism incorporates the teaching of Welsh. Through “Welsh Language Development” we aim to provide children with a basic vocabulary, enabling them to converse in Welsh. Initially the lessons are entirely of an oral nature and will also involve learning simple songs and rhymes to reinforce the vocabulary. As the children mature and their understanding of the language grows, they are introduced to Welsh in its written form, where they will be encouraged to read and write Welsh as well as improving their oral proficiency. At Key Stage 2 (Year 3 to Year 6) formal teaching of Welsh as a 2nd Language takes place, however bilingualism and incidental Welsh is common practice during all lessons. At the end of key stage pupils are assessed by their teacher and their Level of competency is reported to parents in line with Welsh Government assessment procedures.

Pupils for whom English is a second language are catered for according to their needs with input from appropriate personnel.

11. Estyn Inspections of School

Following an inspection by Estyn, governors are responsible for drawing up an Action Plan to address any key issues raised by Inspectors during an (external) inspection of the School. Parents are provided with a copy of the summary report produced by the inspectors. Our next Inspection is likely to be during the academic year 2017-18.

12. Term Dates and Holidays 2017/2018 Academic Year

	Terms Begins	Half Starts	Term Ends	Half Ends	Term Ends
Autumn 2017	5 September 2017	30 October 2017	3 November 2017	22 December 2017	
	74 days				
Spring 2018	8 January 2018	19 February 2018	23 February 2018	29 March 2018	
	54 days				
Summer 2018	17 April 2018	28 May 2018	1 June 2018	24 July 2018	
	65 days				
	2 designated INSET Days				
	TOTAL 195 days				

Schools will also be closed on Monday 4 September 2017 and Monday 16 April 2018 for LA designated INSET days.

There will be three further INSET days during the year. These are likely to take place in line with training courses yet to be announced. In previous years, these have taken place in October, January and July.

School Timings:

Foundation Phase

Morning	9.00am to 12.00pm
Lunch break	12.00pm to 1.00pm
Afternoon break	2.15pm to 2.25pm
Afternoon	1.00pm to 3.00pm

Key Stage 2

Morning	9.00am to 12.15pm
Lunch break	12.15pm to 1.00pm
Afternoon	1.00pm to 3.05pm

13. Review of School Policies

The school has a large number of Policy documents covering both curriculum and non-subject areas. These documents are regularly reviewed/revised by staff/governors to incorporate changing trends and legislation. Further information is available by contacting the Head teacher during school time.

14. **Additional Learning Needs**

The School's Policy for the Assessment of and Provision for, pupils with additional learning needs is summarised as follows:

The School's policy for the identification, assessment and provision for pupils with Additional Learning Needs is consistent with the requirements of the Special Educational Needs Code of Practice for Wales issued by the Welsh Assembly Government in January 2002.

The School's Additional Learning Needs Co-ordinator (ALENCO) works closely with all other members of staff to ensure that individual educational plans are developed and implemented to meet the needs of pupils, appropriate to those who require them.

There were no changes to the policy during the 2016-2017 academic year.

Pupil Deprivation Grant

In 2016-17 Dafen School was provided with a Pupil Development Grant allocation of £34,650.

The Pupil Deprivation Grant (PDG) is allocated to schools with pupils who come from low-income families and are currently known to be eligible for free school meals (e-FSM) and pupils who have been looked after continuously for more than six months (LAC). Schools are expected to make the best use of this funding to implement sustainable strategies that will quickly bring about changes for learners eligible for free school meals or who are LAC. As a school we have agreed the following three steps:

1. to identify the target group of pupils, its characteristics and needs
2. to plan interventions which make the most effective use of resources
3. to monitor and evaluate the impact of resources

Schools are expected to make the best use of this funding to implement sustainable strategies that will quickly bring about changes for learners eligible for free school meals or who are LAC.

At Dafen School we have a comprehensive plan, agreed and monitored by Carmarthenshire Local Authority and ERW, to promote progress and remove barriers to learning for students eligible for this funding.

In 2016 - 2017 the school has used the funding available to:

- enhance teaching and learning by providing programmes of support aimed at developing literacy/numeracy and reading skills. These skills are developed from extra support provided within the classroom and also within a small group situation. Baseline assessments will be made and pupil progress monitored. End of year assessment to be carried out to measure progress made.
- enhance teaching and learning by providing programmes of music and sports skills provided by Peripatetic Music Unit Services and SGILIAU, a sport club focusing on physical and social development.
- enhance provision of ICT hardware to support further teaching and learning.

15. Access for Disabled Pupils

The governing body is mindful of the requirements of the Disability Discrimination Act (DDA) 1995 and The Special Needs and Disability Act (SENDA) 2005 in drawing up the School Development Plan, and the day to day operation of the whole site.

The school is committed to ensuring that all pupils are able to participate in the school curriculum and (where they desire) in activities such as after school clubs, leisure/sporting events and educational visits. All aspects of accessibility, including access to written information are included in the planning process.

The Authority has in place an Accessibility Strategy and in line with this strategy has had an audit of the school site undertaken, as part of an Authority wide brief, to identify any potential barriers and (ultimately) improve the access to the school.

16. Fabric of the Building

The building is generally in a good state of repair. Due to budgetary restraints new work was again limited during 2016/17. During the past year the following refurbishment/repairs have been carried out. Priorities for 2017/18 are shown below:

Item	Repairs/Refurbishment
1	Security fencing at the top of the staff car park has been installed.
2	Plans for the use of the £12,000 Tesco grant have been presented to the contractor and the front of the school will be modified and improved. (This area will be landscaped and an outside classroom area and sensory garden will be installed).
3	New yard markings have been painted onto the school yard. Two new sheds have been erected on the school yard. The larger of the two is used to store PE equipment, whilst the smaller shed houses the equipment needed for the development of social play.
4	Sections of corridors have been painted and further painting is scheduled for the summer holidays 2017. Some re-wiring and renewing of the school's flat roofs is also planned for the summer vacation. whole school is to be re-wired over the next year or so.
5	A mosaic, created by children and adults of Dafen School, has been installed above the windows in the centre of the front façade of the school. This displays the name of the school.

The school employs its own cleaning staff and caretaker. Cleaning is monitored and inspected by the Local Authority. Any observations please raise and discuss with the Head teacher.

17. Target Setting

All Teachers set challenging targets for the children in their care. Pupil progress is monitored closely using the INCERTS tracking programme. These targets are discussed with parents during parental consultation evenings.

18. Attendance Information

Listed below are the pupil attendance figures for the last academic year 2016/17.

The Target for 2016/17 was set at 96%. Despite embedding a number of whole school strategies aimed at improving attendance, this ambitious target was not reached.

Whole School Attendance Rate: 92.79% (0.1% unauthorised)
Year 1 – Year 6 Attendance Rate: 92.89% (0.13% unauthorised)

8 children of statutory school age had attendances of 100%.

13 children in total had attendances 85%-90%

11 children in total had attendances below 85% (Statutory School Age Yr1 – 6). Nearly all of these low absentee records are the result of illnesses, holidays or long standing medical issues.

The school continued to implement a number of measures to reduce unauthorised absences and pupil lateness during 2016/17 e.g.

- If there wasn't any notice of absence on the 1st day, the Admin. Officer would contact the home to check as to why the child was absent. (The texting service has continued to help in this process).
- Any child with an attendance below 90% is closely monitored.
- Any child below 85% is referred to the Educational Welfare Officer (unless there are clear circumstances to explain such absence).

Absence from school is a contributing factor in low pupil achievement, so just like the Welsh Assembly Government we are continuing to target improved attendance. Parents can help this situation by informing the school if they feel that there are any problems that are preventing pupils from attending or causing the pupil to feel that they do not want to attend school. Please contact the school on 01554 773290 before 9.10 am on the morning of the absence.

19. Admission/Transition Arrangements

The County Council is the Admissions Authority for all schools (other than Church schools where the schools governing body is the admissions authority) within the Authority's boundary. The schools admission arrangements are, therefore, operated in line with the Authority's policy on school admissions which is contained in the publication Starting School book. The book is made available to parents at the point of their application for their child's admission to school. The contents of this book can also be accessed online on the Authority's website. Admission applications are now encouraged to be made on line via :- www.carmarthenshire.gov.uk/schooladmissions

Pupils will usually remain in the school until they complete year six and then transfer to secondary school. This school is a close partner with Bryngwyn Comprehensive School, however, pupils may apply to attend any secondary school they choose subject to compliance with the Authority's admissions policy. The school also works closely with St. John Lloyd Comprehensive School.

20. Nursery Provision

From April 2017, the Local Authority introduced part time nursery provision for the under 4s. Prior to this Dafen School had offered full time provision. The Governing Body continues to liaise with the Local Authority in the hope that the School may be able to return to providing a full-time provision.

21. Sporting Aims and Achievements

The school encourages all pupils to participate in a wide range of sporting activities throughout the year. Pupils take part in numerous sporting activities and festivals throughout the year including football, hockey, rugby, cross country, indoor-athletics, netball and cricket.

In addition to these, pupils in Years 5 and 6 are encouraged to go on a Residential visit to either Manor Park Adventure or the Urdd Centre in Llangrannog. These visits help pupils develop many life skills whilst also giving them wonderful opportunities to experience a wide range of outdoor adventurous activities which would not be available at school. E.g. archery, kayaking, climbing, abseiling, skiing, quad biking, horse riding, etc. Many thanks to the staff who gave up their own time to accompany the children on these important visits.

22. Projects and Initiatives

Teaching and Learning Initiatives/Visits and Visitors:-

- All pupils learnt a great deal about bees when Mr. Paul Davies brought the “Bee Experience” to Dafen school
- Mr. Gwion Jenkins, Mrs. Michelle Lloyd and Rev. Emma Whittick have been regular guest speakers at morning assembly
- Joanna Penberthy the new Bishop of St. David’s visited the school
- The PDSA visited the school and talked about caring for sick animals
- Year 6 pupils attended a Scarlets and TATA Steel project at Parc Dewi Sant
- The Pro12 trophy was brought to Dafen
- Staff have received science training from Mr. Stuart Jacob
- “Design to Smile” have taught pupils how to look after their own teeth
- Colorfoto photographers have taken class and individual portraits
- Groundwork Wales have regularly visited the school and have helped set up very successful regular sustainable play sessions during lunch times
- Mrs. Ann Lewis has regularly come into school to work with the school’s “Criw Cymraeg”.
- Rainscape engineers have visited the school and informed us about future water saving projects at Dafen school
- Year 6 pupils have been given a talk about growing up and puberty by the school nurse – Mrs. Jacqueline Jones.
- PC Ruth Courtney will teach the whole school about :- Stranger Danger, Drug and Alcohol Abuse, Anti-Social Behaviour, Cyber Bullying and Safety on the Internet.
- Year 3 pupils will have intense swimming tuition over a three-week period. During this period, they have had the opportunity to swim every day.
- Year 5 and 6 pupils have been given a series of cricket coaching sessions.
- The cricket team were joint winners of the Llanelli cricket tournament
- The team played very well at the County cricket final
- The Fire Brigade have spoken to pupils regarding the dangers of mountain fires etc.
- Pupils in years 3 and 4 have had a series of rugby training sessions

- Pupils from Years 5 and 6 have attended taster days at Bryngwyn, St. John Lloyd, and Coedcae Comprehensive Schools.
- An ERW Core visit 2 took place on Tuesday 23rd May. (Mr. Steffan Griffiths - Challenge Advisor).
- Year 5 and 6 pupils took part in a STEM investigation at Glan y Mor Comprehensive School
- The Year 5 and 6 pupils took part in the Trostre football tournament
- A Ju-Jitsu martial arts club has been running throughout the term
- A Summer Fayre was held at the school – this raised over £500 for the school – many thanks to the hard-working Friends of Dafen School members
- Year 6 pupils will be visiting Heatherton for their end of year class visit
- This year's Sports Day will be held at the Scarlets Barn on Friday 14th July
- The annual Leavers' service has been scheduled for Tuesday 18th July – all governors are welcome to attend this celebration.

Bible Studies Initiative

Pupils in Years 5 and 6 were involved in a bible studies programme of study. Over a 5-week period pupils in year 5 were taught all about the Old Testament whilst pupils in year 6 were taught the New Testament. The lessons were very well taught by a volunteer, Mrs. Janet Hawking, and at the end of the programme all the children within KS2 were all presented with a bible.

23. Parents and Teachers Association/Friends of Dafen School

The School continues to receive invaluable support from Friends of Dafen School which is run by a hardworking, enthusiastic and dynamic group, led by Mrs Sarah Mosey. Many events were held throughout the school year, including a Christmas and a Summer Fete, discos, various sales, an Easter event, and Santa's Grotto at Christmas time. Friends of Dafen School have raised a significant sum of money, all of which is used to enhance the educational opportunities of the children attending Dafen School. On behalf of the children, staff, and governors, I thank Friends of Dafen School most sincerely for their vital contribution to the school community.

24. And Finally:

The Governing Body would like to thank and congratulate the children and the staff for all their many efforts and successes throughout the year, who have been very ably led by Mr Morris and Mrs Greville. We also wish to thank all parents and carers for their support and assistance during the year. We will be pleased to discuss this report or any aspect of the school's activities with you, if you require. In the event that a meeting is held, should you wish to raise any relevant business at the meeting, I should be grateful if you would advise me in advance by telephoning the Head Teacher on 01554 773290 or e-mail admin@dafen.ysgolccc.org.uk in order that a reply may be given. However, I must point out that this will not preclude you from discussing any other relevant matters raised at the meeting.

Gareth Edwards

(Chairperson of the Governing Body of Dafen School).