

**TRINITY FIELDS SCHOOL
and
RESOURCE CENTRE**



*Learning together in a changing world, creating
success for all.*

Governors' Annual Report

Autumn 2018

I never tire of singing the praises of successes achieved by pupils and staff of Trinity Fields, which is testament to the excellent work invested by the leadership and staff teams. Our reputation has grown by sharing expertise across the county borough and such efforts have drawn praise from many sources. We work very closely with our local authority to build upon our excellent relationship and to get the best possible outcomes for our pupils.

This year we welcome more new staff to accommodate the highest number of pupils we have had at our school. This is in addition to our presence in 4 satellite classes across the authority (Pantside and Pontllanfraith Primary Schools) to extend the number of pupils we are able to support.

Trinity Fields has also seen some significant improvements to the building and grounds which include:

- a completely refurbished foundation phase playground,
- fantastic new boilers to keep everyone warm in winter.

Among the notable achievements this past year are:

- achieving flagship status for the Inclusion Quality Mark;
- obtaining the National Quality Award for healthy schools;
- achieving our second Green Flag for ECO schools.

We welcome the support and cooperation of everyone to ensure our successes continue to have a positive effect on our pupils' achievements.

There was no meeting with parents held (under Section 94 of the School Standards and Organisation (WALES) Act 2013) so we have made the full report available to all parents/carers via the school website, with paper copies being available on request.

Mike Cook

Chair of Governors

Governing body

Governor	Appointed by	Term of office ends
Mr Mike Cook (Chair)	Community	25 th March 2022
Mr Barrie Jones	Community	5 th March 2021
Mr Bleddyn Hopkins	Community	4 th March 2022
Mr Hefin David AM	Local Authority	27 th March 2019
Mrs Angela Kenvyn	Local Authority	11 th November 2018
Mr Brian Witchell	Local Authority	1 st February 2022
Mrs Ruth Seymour	Parent	8 th October 2021
Mrs Jenny Watkins	Parent	25 th September 2018
Vacancy	Parent	
Mrs Amanda Hurst	Parent	20 th January 2020
Mrs Helen Muscat	Support staff	26 th February 2021
Mr Anthony Rhys	Teacher	2 nd March 2022
Mr Ian Elliott MBE	Headteacher	

- Governors serve for 4 years from date of appointment. Currently there is 1 vacancy for a parent governor.
- The chair of governors can be contacted via the school and the clerk to the governing body is Ms. Julie Parry, who can be contacted at: Governor Support, Tredomen Gateway, Ystrad Mynach, Hengoed, CF82 7EH Telephone: 01443 863155.

National school categorisation

- The national school categorisation system gives the Welsh Government a clear and fair picture of how well your child's school is performing compared with other schools across Wales and helps identify the schools that need the most help, support and guidance to improve. The system has been developed collectively between regional education consortia and Welsh Government. The colour category of support allocated to a school will trigger a tailored support programme.
- We are very proud of the fact that Trinity Fields has been categorised in the top Welsh Government category since this system was introduced in 2014.
- Following on from our highly successful autumn term (2017) national categorisation visit by our peer reviewers our category is **GREEN**, leadership, teaching and learning is **A** and our capacity for improvement is ↑ because:

“The school leadership team (SLT) provide very strong and clear leadership through well-established whole school processes. The school has developed an effective and clear vision that is well communicated and “lived” by the whole school community. An extended SLT (additional LA funded assistant headteacher post) now supports the school’s wider work across the authority.

The SLT have well-defined roles and responsibilities; there are very clear job descriptions that are linked to the Welsh Government’s “Professional Standard’s for school practitioners in Wales; these are also linked to “Successful Futures” and there is strong focus on pupil outcomes and further improving the provision”. (Categorisation report: November 2017).

Pupil assessment

- All pupils are assessed on an annual basis using PIVATS (Performance Indicators and Value Added Target Setting). Routes for Learning and THRIVE annual assessments are also used to support our assessment procedures. Full details are available from Leanne Boardman (Assistant Headteacher).
- These assessments are used to track pupil progress and to support individual target setting.

Number on roll

- The present number on roll is 154 (September 2018), rising to 156 in January 2019. The school roll has continued to increase steadily since September 2012 when it was 123.
- There are now 21 classes, 19 of which are on the main school site. We also have a primary satellite class at Cwm Ifor Primary School and a secondary satellite class at St. Cenydd Community School.

Staffing

- Additional staff (teachers, teaching assistants and midday dinner supervisors) have been appointed since our last report; this has been to meet the increasing number of pupils on roll.
- We are fully committed to our **TEAM approach** that includes: pupils, staff, parents/carers, along with members of the wider community. Staff are our prime resource and they work together as part of a highly effective team to deliver an engaging and innovative curriculum that meets pupils’ individual needs. Governors highly value their contribution to all aspects of school life and governors remain firmly committed to the professional development of all staff.
- As part of the local authority’s additional learning needs developments the governing body has also appointed teachers to the specialist resource bases (SRB) at Panside and Pontllanfraith primary schools. Currently there are 4 Trinity Fields teachers working within the SRBs.

Health and safety (H&S)

- H&S is a standing agenda item at all governing body meetings. We also have an effective H&S sub-committee which is chaired by Brian Witchell, one of our very experienced governors.
- Rigorous risk assessments are undertaken and all aspects of our H&S procedures are monitored, evaluated and reported to the H&S sub-committee by Tracey McGuirk (deputy headteacher/health and safety officer); any issues are given immediate priority for resolution.
- We continue to have the support of Martin McCulloch through an enhanced service level agreement (SLA). He continues to support our H&S programme 1 day a fortnight.

- H&S issues are managed by RAMIS- an online management tool and we continue to use the EVOLVE recording system for planning all school visits; this logs the H&S aspects of school visits. Our Educational Visits Co-ordinator is Leanne Boardman (AHT).
- All staff continue to receive update/refresher training in manual handling, Team Teach, fire safety, administering medication, lifeguarding and first aid, as required.
- Our toilets and specialist changing areas are well equipped and ensure that all pupils have access to the highest possible standards of personal hygiene. We have staff on site throughout the school day which means that our toilets and changing facilities are checked and cleaned regularly throughout the day so as to maintain our high standards.

Continuing professional development (CPD)

- All staff have access to a wide range of training and support to develop them personally and also to support whole school development. Training this past year has included:
 - Team Teach update training
 - Successful Futures: Wales' new curriculum and assessment procedures
 - Estyn Inspector update training
 - Trauma Informed Schools
 - Graduate Diploma in SLD/PMLD
 - Digital competence
 - Literacy and numeracy framework
 - Emergency first aid at work
 - Lifeguard training
 - Mindfulness
 - Safeguarding
 - Standardisation and moderation of pupils' work
 - PIVATS
- Details of how we spend our EIG/PDG grants (Welsh Government) can be found on the school website.

Finance

- Finance governors, the headteacher and School Business Manager continue to work closely with our LA finance officer to manage all aspects of the school budget and our Welsh Government grants (EIG/PDG).
- **A copy of the school budget for 2018/2019 is included as part of this report.**

Monitoring of learning and teaching

- The quality of teaching and learning is rigorously evaluated on a termly basis against Estyn criteria and the updated EAS' Excellence in Teaching Framework. Over the past year we have continued to focus on WG priorities as well as pupils' personal and social development, as part of our commitment to THRIVE.
- Staff/governors are also involved in learning walks to monitoring the quality of the school's provision.
- We continue to work with our colleagues in the local authority to secure the very best standards in teaching and learning. As a "Green School" we also work in partnership with senior colleagues in Crownbridge Special School (Torfaen); who support and challenge us in monitoring and evaluating standards of learning, teaching and leadership across the school.
- Policies and whole school procedures are reviewed in line with our planning cycle. A comprehensive range of policies are included on the school website.

Links with parents/carers

- Parents/carers continue to make a highly valuable contribution to all aspects of school life and we value their input and support. Termly Parents' Evenings continue to be very well attended- approximately 70+%.
- Whole school events are very well attended by parents/carers, family members and friends. These include: Macmillan Coffee mornings, Harvest Festivals, Christmas events and our annual Keys to Success Assemblies.
- Our annual PTA Christmas Fayre continues to raise significant sums of money and continues to be very well attended. This is one of the school's many highlights during the year.

- Parents/carers continue to give us valuable feedback in their annual questionnaire; this information was used to develop targets for our current school development plan. This is available on the school website.
- “Teachers2Parents” texting service allows the school to keep in regular contact with parents/carers.
- CASS (Caerphilly Autistic Spectrum Service) continues to provide exceptional support and advice to pupils and their families, as well as to colleagues in other schools, social services, health and families. This service continues to be very highly regarded by other schools, parents/carers and the local authority. Michelle Fitton (AHT) takes the lead role for this service. This service is unique to our school and Caerphilly.

Parent Teacher Association (PTA)

- We have a very successful PTA. The officers are: Chair: Leanne Boardman, Secretary: Amanda Hurst and treasurer: Geraldine Smallman.
- The PTA is very grateful to Bargoed Golf Club for raising £2,600.00 for their funds. This amount will be added to over the coming months.
- The PTA can be contacted via the school. Please check the school website for further details.

Links with Caerphilly Local Authority and other agencies

- We have exceptionally strong links with the local authority, through the Chief Education Officer, Keri Cole, and with her senior officers, particularly Sarah Ellis (Lead for Inclusion and ALN).
- We hosted a very successful visit by the Interim Chief Executive, and Cabinet Members for Education and Achievement and Social Care and Wellbeing.
- We also have strong links with the Education and Achievement Service (EAS) through our challenge adviser Andy Henderson.
- Ian Elliott (HT) and Tracey McGuirk (DHT) meet with the EAS special school headteachers, deputy headteachers and the challenge adviser on a regular basis; these meetings are used to share good practice and to provide additional support and challenge.
- The HT represents special schools on the EAS Strategic Headteachers’ group.
- Our Youth and Leisure Services continue to provide exceptional support to pupils not just from Trinity Fields but from across Caerphilly. Our thanks to Geraldine Smallman and her staff for providing excellent holiday and Saturday clubs and to colleagues in social services for funding this valuable provision.
- Orangebox (via Gareth Banks) continue to donate high quality furniture to the school.
- We continue to have effective links with officers from Duke of Edinburgh Wales.
- We have excellent working partnerships with other special schools, local primary and secondary schools, colleges, local businesses, Assembly Members, Member of Parliament and Welsh Government officers.
- The above links just give you a flavour of the very well-established partnerships that exist to support pupils’ learning and achievement.

Curriculum and other developments, including the Welsh dimension

- We continue to work with other schools across Wales to develop new and innovative ways to address Wales’ new curriculum and assessment arrangements. More information about the changes in the curriculum and assessment can be found on the school website in the form of short video clips, as well as in the useful “Parents Guide” which is available in the foyer.
- Staff continue to work with other special schools to moderate and standardise pupils’ work.
- An excellent range of activities took place during our annual Welsh Week; pupils enjoyed Welsh music, art and craft activities, cookery activities and of course our school Eisteddfod. Welsh 2nd language continues to be taught across the school and “Curriculum Cymreig” is strongly reflected in all aspects of our work.
- Our THRIVE Practitioners continue to work with pupils to development all aspects of their personal and social development, including health and wellbeing. THRIVE helps prepare our pupils for life’s emotional ups and downs. More information about THRIVE can be found on the school website or by contacting Tracey McGuirk (DHT).
- Pupils, parents/carers and staff have also been working with Dr Coral Harper as part of our “Better out than in (BOTI)” work; this is a programme that supports pupils to build resilience and inspire learning through connecting with animals and nature. More details about BOTI will be found on the school website or by contacting Tracey.

- This year we are very proud that the school has achieved his 2nd ECO Flag, our thanks to Kate Thomas for leading this work with our ECO committee.
- We have also been awarded Flagship School Status as part of the Inclusion Quality Mark; this work was led by Catrin Llwyd (formerly Aubrey).
- At the end of spring term we had a rigorous 2 day assessment and we were awarded the National Quality Award for Healthy Schools. Our thanks to Katie Rupnik and Kellan Collins for leading this work.
- A quote from the Healthy School report really captures our pupil centred ethos:

“The key indicator of a healthy school is that the concept of health and wellbeing is truly embedded in the culture and ethos of the school. From the first moment of arrival to the conclusion of the NQA visit it was abundantly clear that this is truly the case in Trinity Fields School. The ‘whole school approach’ to health and wellbeing is comprehensive in nature and embraces the students, staff, parents and carers and those in the community who have contact with the school”.

- Governors were also very pleased with the comment from the assessor’s about our work in the school:

“Considerable credit must be given to the Governing Body which fully recognises the importance of protecting and promoting the health and wellbeing of everyone within the school community. As one governor stated, ‘Pupils are at the heart of everything we do – they have to want to be here’. From conversations that took place during the NQA visit it is clear that the Governors are well informed, fully engaged and very supportive”.

Strategic Equality Act 2010

- We are committed to ensuring equality of education and opportunity for all pupils and staff; in addition we aim to provide equality for all those receiving services from the school, irrespective of disability, race, gender, age, sexual orientation, religion or belief, gender reassignment, pregnancy and maternity, marriage and civil partnership. These are known as the “protected characteristics”.
- We promote a culture of inclusion and diversity in which all those connected with the school feel proud of their identity and able to participate fully in all aspects of school life. We have a long track record of no discriminatory incidents.
- We have developed in consultation with stakeholders a Strategic Equality Plan (SEP), the purpose of which is to fulfil the duties to promote equality for people with ‘protected characteristics’ and embed fairness and equality at the heart of our school community and in all aspects of our plans and policies.
- The governing body will:
 - seek to ensure that no individual is discriminated against when applying for jobs at our school;
 - take all reasonable steps to ensure that the school environment gives equal access to people with disabilities;
 - strive to make all communications as inclusive as possible for pupils, parents and carers;
 - ensure that no child is discriminated against whilst in our school.
- **Equality objectives for 2016 - 2020 are to:**
 - Continue to ensure “Equality of Opportunity” for all;
 - Ensure all pupils achieve their full potential;
 - Provide training and support to pupils, staff, parents/carers, governors and other stakeholders on equality issues and the protected characteristics (being mindful of the specific learning/behavioural needs of our pupils);
 - Develop with pupils, a range of pupil friendly policies.

Governing body meetings

- During 2017/2018 the full governing body met at least once per term, with many sub-committee meetings taking place in between full GB meetings.
- Matters discussed by the governors included: whole school self-evaluation, school development plan, buildings, staffing, headteacher's termly reports, performance management, school budget, Strategic Equality Plan, new curriculum developments, including the Literacy and Numeracy Framework, digital competence, health and safety, work of the school council, school organisation, H&S, safeguarding, "Successful Futures" and fundraising.

The school and the community

- Governors are very proud of Caffi Oren and all that our pupils achieve through their work in the café. It has been awarded a 5 star hygiene rating for the 4th year in a row. Please see the school website for opening times.
- School facilities continued to be used out of hours by the Youth and Leisure Service and CASS and are hired out to various community groups, such as: Water Babies Wales Branch and the National Spondylitis Society.
- Governors would like to thank Fr. Stephen for making everyone feel so welcome in Holy Trinity Church where we continue to hold some of our harvest, Christmas and Easter services.
- Once again as part of our Easter week celebrations we welcomed some very special visitors. We had some lovely new born chicks and 3 donkeys came to stay with us for the day. Pupils were able to hold the chicks and also feed, brush and stroke the donkeys.
- Tracey's dog "Bailey" and Coral's dog "Holly" make regular visits as "Pets as Therapy" dogs; pupils and staff enjoy sessions when the dogs join school to support pupils' learning and support their health and wellbeing.
- The headteacher, senior leaders and staff contribute to local and national education meetings. These include: South Wales Association of Special Schools Heads and deputies meetings, headteachers'/deputy headteachers' meetings, case conferences, EAS Special School Heads and Deputies, Welsh Government groups etc.
- We have continued to develop close working relationships with Caerphilly Learning Partnership, Touch Trust, THRIVE, BOTI, Agored Cymru, Duke of Edinburgh Wales, ASDAN and other local and national organisations, all of which contribute to Trinity Fields School having a highly successful profile within and beyond Caerphilly County Borough.

Working for others

- Pupils and staff continue to raise money for a range of local and national charities. Governors are very grateful to all parents/carers for supporting this work.
- During 2017-2018 pupils and staff raised: **£548.15** for Macmillan Cancer Support, **£159.02** for Sport Relief, **£313.53** for Children in Need, **£31.74** for Jeans for Genes, **£345.00** for Oxfam, **£265.96** for Save the Children Christmas Jumper Day, **£200.00** for Velindre and **£120.00** in memory of Chris Walters (volunteer).
- The school also donated over 12 boxes of food to the local food bank as part of our 2017 harvest festival services held at Holy Trinity Church.

Donations received

- A financial statement from 1st April 2017 - 31st March 2018 is attached to our annual report. Admiral Insurance: **£845.74** (Max Gandy's father), CRS Imaging: **£341.00**, in memory of Charlotte Evans: **£401.00**, Dan Y Graig Church, Risca: **£100.00** (in memory of Charlotte Evans), Martin, Tina's Taxis: **£20.00**, Cwmfelinfach Community Club: **£250.00**, Asda Foundation: **£500.00**, Sharon Ireland: **£400.00**, Llanbradach Over 50's Club: **£50.00**, Abercarn Community Group: **£270.00**, in memory of Megan Davies: **£700.00**.
- Miller Argent (via Jesse in Daisy Class) funded the building of a wonderful log cabin on the foundation phase playground; this really does provide a valuable outside learning area for all of our pupils.
- We are extremely grateful to all those who donate money to the school; in these difficult financial times we appreciate just how difficult it is to raise money. Some of the money that has been donated over the past year has been put towards new sensory equipment, equipment for our senior playground, Christmas presents for pupils, as well as contributing towards buying a new school minibus.

Action as a result of any resolution passed at the last meeting

- No specific resolutions were passed.

Governors' expenses

- There were no governors' expenses for 2017 - 2018.

Additional Learning Needs (ALN)

- In common with all other schools we are legally required to report on our additional learning needs provision. In line with the current Code of Practice (Wales) the school ensures that all Statements are reviewed annually and that all Individual Education Plans (IEPs) are updated following the annual reviews. This area will be updated in line with the requirements of the Welsh Government's Additional Learning Needs and Education Tribunal (Wales) Act.
- The school has developed a useful guide for pupil for annual review as well as a Parents' Carers' guide to the Welsh Government's Additional Learning Needs and Education Tribunal (Wales) Act. These guides are both available on the school website under the "Policies" section.
- Our annual review meetings follow a pupil centred approach; wherever possible pupils are involved in their annual review and contribute through a PowerPoint presentation. In line with a pupil centred approach all pupils have a one page profile which provides staff with key information.
- The school ensures that the Additional Learning Needs policy, along with whole school procedures is monitored and reviewed on an annual basis.
- We receive regular support from a range of agencies that include: educational psychologists, social services, physiotherapists, speech and language therapists, occupational therapists, teachers for VI/HI/MSI, medical staff etc. We are grateful for this multi-disciplinary approach which means that all of our pupils have access to the very best services and support.

Admission arrangements for pupils with disabilities

- The school is required by law to report on this aspect. All areas of the school and curriculum are accessible to pupils with a range of impairments (sensory, physical and cognitive).
- In partnership with the school council, pupils, local authority, community groups, governors and staff we have developed our Strategic Equalities Plan (SEP); a copy is available at the school, as well as being on the school website.

Educational visits

- A wide range of educational visits continue to be arranged throughout the year to promote and enhance pupil's learning in real life situations. These have included sporting events, opportunities to develop leisure and independence skills such as bowling, wheelchair ice skating, Celtic Manor's Winter Wonderland, museums, local fire station, Bristol Zoo, cinema trips, to name but a few!
- Some senior pupils also enjoyed a bee keeping workshop day at Sirhowy Valley Honeybee Company.
- 8 senior pupils also completed a practise and an assessed expedition, which included an overnight camp for their Bronze Duke of Edinburgh Award
- Pupils have also experienced a wide range of musical events held in school, including 'Live Music Now' concerts, a pantomime: Hunchback of Notre Dame and a theatre production of Alice in Wonderland.

Pupil achievements

- The success of our pupils continues to be the focus of all aspects of our work. At the summer 2018 Keys to Success Awards Assemblies special awards were presented to the following pupils, in recognition of their outstanding achievement throughout 2017 - 2018:

Primary Department Awards	Name
Communication	Belle Griffiths
Welsh	Luke Denham
Digital Competence	Peter Harmsworth
School Ambassador	Mason Woods

Super Start	Courtney Wright
Music	Jayden Badham
Best Friend Award	Ayla Mae Hemms/Jesse Steed
Best Academic Achievement	Rubie Mai Holpin

Age Phase	Overall Achievement- Girl	Overall Achievement- Boy
Foundation Phase	Ela Davies	Thomas Coomstock
School Curriculum	Tia Miller/Skye Evans	Floyd Bridgen/Joshua Hathaway
Learning Pathways	Chloe Carter	Nathan Lovell

Secondary Department Awards	Name
Communication	Craig Morgan/Poppy Blewitt-Silcock
P.E.	Sasha Maisey
Welsh	Kaitlyn Jones
School Ambassador	Tammy Stone
Music	Aled Smith
ECO Ambassador	Liam Bird
Digital Competence	Nathan Lowell/Danielle Kemp
Caffi Oren	Ethan Parker
World of Work Award	Iona Jones/Katie Williams
Pupil's Choice Award	Ian Wilkes-Evans
Pupil of the Year- Best Academic Progress	Harrison Prosser

Head Girl Award	Tilly Doman
Head Boy Award	Luke Pickard
Headteacher's Award	Rhian Parcell/Danielle Kemp

- Our school council is very effective and continues to make a vital contribution to school. They have again provided excellent support to the governing body this past year by supporting interviews to appoint new members of staff. School council members have taken this role very seriously and as governors we want to congratulate them on their work in this area. Our thanks to Jenny Evans and Helen Muscat for leading this work.
- The school council have also continued to work with staff and governors to develop a range of pupil friendly policies and documents. These are available on the school website.
- Members of the school council continue to work with Sally Holland, Children's Commissioner for Wales to discuss a range of issues, including work on Super School Ambassadors and children's rights.
- All of the pupils who left Trinity Fields at the end of the summer term (2018) did so with a range of recognised accreditation from ASDAN, Duke of Edinburgh and Agored Cymru. These included:
 - ✓ 8 pupils completed their Bronze Duke of Edinburgh Award;
 - ✓ 9 pupils completed the Essential Skills for Work and Life qualification at Entry Level 1;
 - ✓ 9 pupils completed the ASDAN Bronze Personal Development Programme;
 - ✓ 1 pupil achieved 2 Level 1 Agored Cymru units in ICT;
 - ✓ 33 pupils completed one or more literacy accredited programmes;
 - ✓ 26 pupils completed a numeracy accredited programme;
 - ✓ 30 pupils completed an 'outdoor learning' accredited programme;
 - ✓ All KS4 pupils completed their ASDAN Transition Challenge programme;
 - ✓ All post-16 pupils completed a Careers and the World of Work accredited programme in Work Awareness;
 - ✓ All pupils in the 14-19 department completed at least one or more accredited programmes in Personal, Social and Health related education.
- Governors are very proud of pupils' achievements and record their thanks to all the staff who support them to achieve their success.

14-19 learning pathways

- Caffi Oren continues to provide highly successful learning experiences to support the development of pupils' work related skills. Our thanks to the Caffi Oren Team, led by Angela McCauley (and supported mainly by Jayne Spinetti) for making this such a successful part of the school.
- During June all of the 14-19 Learning Pathways classes took part in another very successful Careers Week which focussed on pupils developing their understanding of the working world and the skills needed to work.
- Senior pupils have experienced a vocational themed programme of activities that included Animal Care, Catering and Horticulture.

Sporting achievements

- Our 2018 annual 6 Nations Rugby Tournament (March 2018) was another huge success and was attended by 18 schools/specialist units from across South Wales, with over 250 pupils and their staff attending. Pupils and staff were joined by Darren Carew (Operational lead for disability rugby), Gavin Jenkins (ex-Wales squad) as well as some of the 2018 Newport/Gwent Dragons squad.
- This year the WRU launched their "Disability Inclusion Strategy" at our 6 Nations Rugby Tournament. It was launched by Ryan Jones who is now the WRU Head of Rugby Participation and the Welsh Government's Minister for Culture, Tourism and Sport, Lord Elis-Thomas.
- Governors would like to thank Emma Kiss for organising and leading year's tournament and also a huge thank you to Caerphilly Disability Sports for supporting this annual event and to Orange Box for supporting the event and Just Perfect Catering for providing the lunches for everyone.
- Our sports days in the summer term were again extremely successful and well attended by parents/carers and family members; pupils enjoyed learning about other countries, cultures, foods in the lead up to the main events.

Buildings and grounds

- There has been a number of new developments since our last report that include:
 - ✓ New outdoor mud kitchen and a large log cabin
 - ✓ Brand new foundation phase playground with sunken trampoline, swings and sensory tunnel
 - ✓ Upgraded interactive whiteboards/IT equipment where required
 - ✓ Re-painting of the corridors
 - ✓ Classroom refurbishment: new flooring, kitchen areas and "tough" furniture.

Term dates for 2018/2019

- Term dates and staff training days are also posted on the school website and included in the annual planner that goes out to all parents/carers at the start of each autumn term.

Term	Term begins	Half term holidays		Term ends
		Begins	Ends	
Autumn 2018	September 3 rd 2018	October 29 th 2018	November 2 nd 2018	December 21 st 2018
Spring 2019	January 7 th 2019	February 25 th 2019	February 23 rd 2019	April 12 th 2019
Summer 2019	April 29 th 2019	May 27 th 2019	May 31 st 2019	July 22 nd 2019

Session times (Foundation/Primary Department)

Session 1	Break	Session 2	Lunch/PSD	Session 3
8.55 - 10.30	10.30 - 10.45	10.45 - 11.45	11.45 - 1.15	1.15 - 2.55

The lunch break includes feeding programmes and the development of social skills and forms an essential part of the school's Personal and Social Development (PSD) scheme of work.

Session times (Secondary Department)

Session 1	Break	Session 2	Lunch/PSD	Session 3
8.55 - 10.45	10.45 - 11.00	11.00 - 12.15	12.15 - 1.15	1.15 - 2.55

The lunch break includes feeding programmes and the development of social skills and forms an essential part of the school's PSD scheme of work.

Targets set by the governing body

- The targets set by the governing body are fully documented in the 2018 - 2019 school development plan (SDP). This document is displayed on the governors' noticeboard; there is a summary of the 2018 -2019 SDP targets on the school website and a display of our targets on the display board in the school foyer.
- There are also 2 Parent/Carers' Guides that support this area of work: SDP and SDP Priorities 2018-2019.
- Working with the staff, the local authority and the EAS we continually monitor the progress made towards these targets. Updates are given by the headteacher at termly governors' meetings.
- Targets for 2018/2019 include:
 - ✓ improving pupils' literacy, communication and numeracy;
 - ✓ extending work experiences for 14-19 LP pupils;
 - ✓ further developing pupils' involvement in all aspects of school life and developing their leadership skills;
 - ✓ enhancing links with local colleges and further extending accredited courses at post-16;
 - ✓ extending access to Caffi Oren for younger pupils;
 - ✓ enhancing staff wellbeing;
 - ✓ meeting the GDPR requirements;
 - ✓ reviewing all planning and assessment in preparation for the new 2021 curriculum;
 - ✓ continuing to develop all staff to support their individual and whole school needs.
- The recommendations from our 2012 Estyn Inspection have all been successfully addressed through our SDP.

Attendance information

Term	Attendance	Authorised Absence	Unauthorised Absence
Autumn 2017	88.5%	11.3%	0.2%
Spring 2018	88.5%	11%	0.5%
Summer 2018	88.9%	9.6%	0.5%

- As governors we continue to ask parents/carers to support the headteacher by telephoning the school to inform staff of any absences. Without this information absences **MUST** be recorded as **UNAUTHORISED**; this can have an impact on those pupils' claiming the Education Maintenance Allowance (EMA).

Destination of school leavers: summer 2018

- 8 pupils left at the end of the summer term; 4 have moved on to Social Services Day Provision, 2 have moved on to local college provision and 2 to specialist colleges. As governors we wish them every success for the future.

Financial Statement

Estimated Pupil Numbers	148	158
Delegated Budget	3,357,000	3,455,184
EXPENDITURE AREA	2017/2018	2018/2019
	ACTUAL	PROJECTED
SALARIES and WAGES		
Teachers	1,465,453	1,883,473
Supply teachers	218,818	133,632
Teaching assistants	1,320,141	1,440,604
Clerical & IT Technician	123,841	153,561
Mid-Day Supervisors & Maintenance Staff	126,396	137,935
Employee Expenses/Hospitality/Long Service Awards/Medical Appointments	1,053	1,399
Training	6,786	2,500
Legal Fees	59	0
GASS Admin Charges	3,912	202
Staff Car Allowances/Expenses	2,554	3,030
PREMISES RELATED		
Building and Equipment Repairs and maintenance	187,846	68,585
Grounds maintenance	1,781	1,817
Swimming Pool maintenance	5,747	12,120
Cleaning Contract and Materials	58,487	61,002
Electricity & LA Leasing Lights	26,828	27,368
Gas	40,341	41,151
Water/Water Dispensers	7,894	8,011
Insurance	24,451	25,574
Offsite Travel Insurance	103	105
Premises H and S	1,015	1,058
Refuse/Hygiene Rental Units	8,034	8,196
Alarms	3,497	3,567
Vehicle Running Expenses	4,783	6,031
CRC Allowances	5,926	6,046
SUPPLIES,OFFICE and OTHER EXPENSES		
Capitation	29,294	20,200
Whole School Stationery	5,026	5,127
Telephone/Mobile Phones	9,635	9,828
Postage	365	373
OT/Physio Equipment/Other	22,462	33,014
IT Equipment/Leasing/Micro Repair	22,994	19,280
Furniture	30,974	10,000
TV Licence/Copyright Licence/Data Protection	389	395
Premises H and S	1,015	1,058
Photocopying	1,460	1,490
Subscriptions	6,372	7,000
Transport Hire Costs	7,417	7,567
Medical Expenses/Reports	1,458	1,500
Clubs Adjustment	15,397	27,011
Pupils School Uniform	105	107
SLA's	47,342	48,767
School Improvement Plan	29,787	20,000
Miscellaneous	207	211
Music Support Services	1,870	1,908
EIG Overspend	1,365	0
TOTAL EXPENDITURE	3,848,871	4,240,744

INCOME		
Reimbursement School Meals Admin etc	2,629	2,630
Hire of Premises	7,210	7,210
GTC/NQT Income	597	0
Former KS2 Grant	30,000	30,000
Reimbursement for Grow your Own	13,600	0
Sale of Vehicle	1,602	0
Use of Premises Y and L	5,910	5,910
PDA Training	1,350	0
Wellbeing Project	2,149	0
Heads Strategy	5,000	0
EIG/PDG linked to spend	15,064	0
Support in SRB - Estyn	50,000	0
Additional staff funding from LA	66,568	73,066
Miscellaneous	9,394	0
Devolved Income	70,313	70,313
Donations	705	0
Inclusion Reimbursement, including Panside and Pontllanfraith & Income from MCBC/Cumbria	86,449	242,562
TOTAL INCOME	372,809	431,691

TOTAL EXPENDITURE	3,848,871	4,240,744
TOTAL INCOME	372,809	431,691
TOTAL NET EXPENDITURE	3,476,062	3,809,082
TOTAL CARRIED FORWARD FROM PREVIOUS YEAR	395,215	276,154
TOTAL FUNDING	3,752,216	3,731,336
ESTIMATED SURPLUS/DEFICIT FROM PREVIOUS YEAR	395,216 surplus	276,154 surplus