

**TRINITY FIELDS SCHOOL  
and  
RESOURCE CENTRE**



*Learning together in a changing world, creating success for all.*  
Developing all pupils as ambitious, enterprising, ethical and healthy learners.

**Governors' Annual Report to  
Parents/Carers**

**September 2023 to July 2024**

On behalf of all the Governors of Trinity Fields School and Resource Centre, I am delighted to present the latest Annual Report to Parents/Carers. The school has continued to thrive under the leadership of our new Executive Headteacher, Dave Jenkins and continues to have a reputation as a centre of excellence within Caerphilly and across South Wales. We would like to thank Dave and the huge number of staff (teachers, teaching assistants, midday supervisory assistants, office, caretaking, catering and cleaning staff) who work tirelessly to support the pupils and their families.

No meeting has been held for parents under Section 94 of the School Standards and Organisation (Wales) Act 2013. The full report is available on the school website and paper copies for parents and carers are available on request.

*Amanda Hurst*

**Chair of Governors**

### Governing body (2023 to 2024)

Governor	Appointed by	Term of office ends
Amanda Hurst (Chair)	Local Authority	
Bleddyn Hopkins (Vice Chair)	Community	March 4 <sup>th</sup> 2026
Ruth Seymour	Local Authority	
Ian Hurst	Local Authority	
Gary Powell	Community	September 6 <sup>th</sup> 2026
Cllr Alan Angel	Minor Authority	December 4 <sup>th</sup> 2027
Jenny Watkins	Parent	October 8 <sup>th</sup> 2025
David Thomas	Parent	March 23 <sup>rd</sup> 2027
Claire Swan	Parent	February 26 <sup>th</sup> 2028
Joanne Hall	Parent	February 26 <sup>th</sup> 2028
Helen Muscat	Support staff	September 22 <sup>nd</sup> 2027
Anthony Rhys	Teacher	March 2 <sup>nd</sup> 2026
Dave Jenkins (ex officio)	Executive Headteacher	
Rhian George (Clerk)	EAS	

- The chair of governors can be contacted via the school or Governor Support, Tredomen Gateway, Ystrad Mynach, Hengoed, CF82 7EH Telephone: **01443 863155**.

### Pupil assessment

- All pupils are assessed on an annual basis. The school uses B Squared to assess pupils' learning and progress made.
- Routes for Learning is used to support our assessment procedures for pupils working at very early stages of development. Further details are available from Leanne Boardman (Assistant Headteacher).
- These detailed assessments are used to track pupil progress and to support individual target setting.
- We have also introduced a range of specialist assessment frameworks to help staff set SMART targets. These frameworks include MOVE, AET, MOTIONAL and the Developmental Pathways.

### Number on roll

- The number on roll is 274 (July 2024). The school roll continues to increase.
- There are now 31 classes; 22 of these are on the main school site. We have primary age satellite classes at Cwm lfor, Deri, Ty Isaf Infants School and Pontllanfraith Primary School (2 classes) and secondary satellite classes at St. Cenydd Community School and Heolddu Comprehensive School (3 classes). In addition, we opened a new Coleg y Cymoedd satellite class in September 2023 which has been highly effective.
- Governors are very grateful to the headteachers of schools hosting our satellite classes.

## Staffing

- Since our last report (Autumn 23), additional staff have been appointed largely to meet the increasing number of pupils on roll, as well as for staff who have moved to other posts.
- The large staff team consists of 43 teachers (includes headteacher, deputy headteacher and assistant headteachers), 144 teaching assistants, 9 mid-day supervisors, 9 administrative staff and 2 caretakers.
- Towards the end of the academic year, the school also went through a restructure which was completed in a collaborative, open and honest way and which sought advice from HR. The successful postholders have been appointed as from September 2024. As a result, the changes made include:
  - Executive Headteacher
  - Deputy Headteacher
  - 4 x Assistant Headteachers
  - 2 x Associate Assistant Headteachers
  - 6 x TLRs
  - 7 x Full Time Equivalent HLTAs

## Health and safety (H&S)

- H&S is discussed at all governing body meetings and we have an effective H&S sub-committee, chaired by Bleddyn Hopkins, one of our very experienced governors.
- All aspects of our H&S procedures are monitored, evaluated and reported to the H&S sub-committee by David Jenkins (Executive Headteacher/H&S officer); any issues are given immediate priority for resolution.
- We continue to have excellent weekly support from Anna Fitchett through an enhanced service level agreement (SLA) who continues to support our H&S programme.
- RAMIS, an online management tool, helps staff to manage the school's H&S compliance and associated issues.
- 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) and she and the staff follow the Educational Visits policy which was updated, scrutinised and re-approved by governors this year.
- All staff continue to receive update/refresher training in safeguarding, manual handling, Team Teach, fire safety, administering medication 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 and this allows us to maintain our high standards.

## Professional learning (PL)

- All staff access a wide range of training and support to develop them personally, in addition to supporting whole school improvement. Training since our last report has included:
  - Leadership development including middle leaders
  - Newly Qualified Teacher Programme
  - New Induction Programme for all new starters
  - Total Communication Training – delivered with support from Speech and Language Therapy (SALT)
  - Vision, Values and Strategy for school improvement
  - Functions of Behaviour Training
  - TEAM TEACH Refresher and full course training
  - TEACCH – ASD specific structured teaching approach
  - Autism Reality Experience
  - Forest School Leaders
  - Advanced Trauma Informed Schools Practitioner
  - Positive Behaviour Support (PBS)
  - Sensory Processing Awareness training
  - Principles of effective play
  - Intensive Interaction
  - Signalong (all staff) and British Sign Language Level 1 (4 staff)
  - Curriculum Development Training including new Developmental Pathways
  - Assessment and progression including B Squared assessment refresher
  - Effective Target Setting for Pupils (teachers)

- Manual Handling
- Two Rhythms (was Touch Therapy)
- Coaching and Mentoring
- Team Teach/Behaviour management
- IDP Implementation
- MOVE (Movement Opportunities Via Education)
- Reading Eggs
- Emergency first aid at work
- Safeguarding level 1 and level 3
- Standardisation and moderation of pupils' work
- PREVENT
- Details of how we spend our EIG/PDG/EYPDG/PL grants (Welsh Government) is included on the school website.

## Finance

- The finance governors, 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/EYPDG/PL).
- A copy of the school budget for 2023/2024 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 through a new Monitoring and Evaluation Cycle (MER). This has been developed collaboratively with staff and includes:
  - ❖ Lesson Observations
  - ❖ Learning Walks
  - ❖ Peer Observations through the Instructional Rounds model
  - ❖ Environment monitoring
  - ❖ Planning monitoring
  - ❖ IEP monitoring
  - ❖ Work Scrutiny and moderation of assessments

## 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 are offered either in person or via Teams and are well attended.
- Our enhanced systems for communicating with parents/carers include "Seesaw", Hwb emails, Twitter, school website and Teachers2Parents texting service. These continue to be highly effective ways of communicating 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 Meredith (AHT) takes the lead role for this service. This service is unique to our school and Caerphilly.
- Our Home-School Support Worker (Donna Pugh) also provides excellent advice and support to families.
- Our close partnerships with families has been recognised through the Investors in Families diamond award.

## Parent Teacher Association (PTA)

- We have a small, but very successful PTA. The officers are- Chair: Leanne Boardman, Secretary: Deborah Sapey and Treasurer: Geraldine Smallman. The PTA is always looking for new parents/carers to join them.
- The PTA can be contacted via the school. You can also check the school website for further details.
- PTA events this year have included Bath shopping trip, Family Cinema nights and the Christmas Fayre. The PTA have funded a range of additional resources and activities for the pupils.

## Links with Caerphilly Local Authority and other agencies

- We continue to 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) and the Statutory Officers.

- We continue to have strong links with the Education and Achievement Service (EAS).
- Dave Jenkins (Executive Headteacher) and Tracey McGuirk (Deputy Headteacher) meet with the EAS special school headteachers and deputy headteachers on a regular basis. These meetings are used to share good practice and to provide additional support and challenge.
- The school is an active member of SWASSH (South Wales Association of Special School Headteachers)
- The school is a lead strategic member of the SWASSH Inter school moderation network
- Our Youth and Leisure Services, led by Geraldine Smallman, continue to work in partnership with social services to provide exceptional support to pupils not just from Trinity Fields but from across Caerphilly. Saturday club and holiday schemes are well attended and highly valued by pupils and their families.
- We continue to have effective links with officers from Duke of Edinburgh Wales which is offered to pupils in the 14 to 19 department.
- The school continues to have excellent relationships with Careers Wales

## Curriculum and other developments, including the Welsh dimension

- We have published our curriculum and assessment summary on the school website.
- We continue to work effectively with other schools across Wales to develop new and innovative ways to address the Curriculum for Wales and assessment arrangements.
- A lot of developmental work has been undertaken collaboratively this year to further develop our curriculum. These developments have also been tested with other special schools through moderation events, SWASSH events and EAS Headteachers forums.
- We have transformed the departments to form 5 new 'phases for learning' which are named using child led, age appropriate and motivating names:
  - **The Explorers** – mainly pupils in Nursery through to Yr 2. Led by Rachel Westren
  - **The Adventurers** – mainly pupils in yr 3 to yr 6. Led by Sian James
  - **The Investigators** – mainly pupils in yr 7 – yr 9 led initially by Jo Daniels
  - **The Researchers** – mainly pupil in yr 10 & 11 led initially by Libby Harman
  - **Aspire** – mainly pupils in yr 12-yr 14 also led initially by Libby Harman
- We have introduced new 'contexts for learning' across the school which broadly follow the same overarching theme to bring the school community together, but which are differentiated according to the phases above
- We have introduced enrichment activities which 'launch' each new context for learning
- We have introduced new 'formality of learning' information which seeks to provide differentiated learning for formal, semi-formal and pre-formal learners.
- We have introduced a new system for target setting which uses a range of specialist assessment frameworks and which draws together curriculum reform and ALN reform to ensure pupils targets are SMART
- We have re-branded and further developed our suite of interventions. Now named N-Gage, this suite is made up of highly skilled individuals who provide additional support for; families, behaviour, sensory curriculum, communication, forest schools, music, sport, travel training and Nurture
- We have further developed the cross cutting themes associated with the new curriculum in Wales which has led to new curriculum maps/schemes of work for Relationships and Sexuality Education (RSE), Digital Competence including Online Safety, Religion, Values and Ethics Education, Human Rights. These cross cutting themes also place a strong value on using our local area to create authentic learning experiences
- 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/Carers Guide" which is available in the foyer.
- Staff continue to work with other special schools to develop effective assessment and recording procedures in line with the ALN reforms.
- 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 2<sup>nd</sup> language continues to be taught across the school and "Curriculum Cymraeg" is strongly reflected in all aspects of our work.
- Our Trauma Informed Schools (TIS) programmes have a positive impact on all aspects of pupils' personal and social development, including their health and wellbeing.
- We have successfully maintained our Flagship Centre Status as part of the Inclusion Quality Mark
- We have been awarded the MOVE Gold award and are further developing our provision around the programme to support pupils with mobility needs.
- We have been awarded with the The Vision Friendly Silver Mark for our important work in this area

## 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 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.
- In consultation with stakeholders we have developed 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.
- The equality objectives for 2022 - 2025 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

- Full Governing Body and sub-committee meetings take place regularly throughout the year.
- The Governing Body now has a full membership following the successful recruitment of Joanne Hall, Claire Swann and Cllr Alan Angel. Nearly all Governors have completed their mandatory induction training
- Matters discussed by the governors have included: whole school self-evaluation, school development plan, buildings, staffing, headteacher’s termly reports, school budget, Strategic Equality Plan, Curriculum for Wales developments, assessment and pupil performance, digital competence, pupil and staff wellbeing, nursing and therapy provision, school organisation, H&S, safeguarding, fundraising and school expansion plans.
- The Governing Body has also established 2 x new committees this year
  - Quality of Life Committee – aims to discuss and improve the wellbeing of pupils and all school stakeholders
  - Governor Self-Evaluation – has supported the Governing Body to undertake a skills audit and to identify actions to further improve
- Members of the Governing Body are now aligned to Areas of Learning and Experience (AOLE) in order to help them undertake their support and challenge role
- The Governing Body has also been heavily involved with the building extension having undertaken many visits to sites and been involved in all important decisions

## The school and the community

- We are delighted to report that “The Trinity Protocol” is being shared with police forces and LAs across Wales which really demonstrates just how ground-breaking this initiative has been.
- Working with PC Deke, we have successfully established a division of Heddlu Bach in our satellite class at Cwm Ifor Primary School which also includes pupils from Cwm Ifor ensuring that our already strong partnership working is further strengthened.
- During the summer some pupils, some planted a second wheelbarrow as part of a local competition. We were very proud of the impressive display the pupils created. Our thanks to Wendy Howls and the pupils involved.
- School facilities continued to be used out of hours by the Youth/Leisure Service and CASS.
- 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.

- There are strong links with Touch Trust, Duke of Edinburgh Wales, ASDAN, AQA and other local and national organisations; these contribute to Trinity Fields School having a highly successful profile within and beyond Caerphilly County Borough.
- Our satellite provisions continue to go from strength to strength and we are delighted with how inclusive these provisions are. Of particular note, was the assembly in Cwm Ifor primary school during which our pupils taught the whole school several signalong signs.
- The school is a lead strategic member of the SWASSH sport network and links closely with Disability Sport Wales (DSW) to further develop sporting opportunities for pupils.
- The school once again enjoyed part hosting the annual Six Nations Rugby Festival and we would like to express our sincerest gratitude to Sport Caerphilly for organising such a wonderful event.
- The school has engaged well with Frozen Light Theatre and M&M Theatres to ensure pupils have experienced highly effective theatre productions.
- The school held several productions of their own including
  - Harvest Festival in the Local Church
  - Christmas carol service in the Local Church
  - Engagement with Open Orchestra leading to a concert in school
  - Establishment of a new choir leading to a performance in the church hall

### **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.
- Since our last report to parents/carers the school has donated the following: Ty Hafan £549.32, and £41.05 to Save the Children,

### **Donations received**

- We continue to be 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.
  - Tennant Lodge 1992 £100.00
  - John Davies & Sons Funeral Directors £185.00
  - Family of J Oliver £200.00
  - Donation at Christmas concert £7.00
  - £626.57 has been received from Caerphilly Miners Centre

### **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 2023 - 2024.

### **Additional Learning Needs (ALN)**

- In common with all other schools, we are legally required to report on our ALN provision. In line with the Welsh Government's Additional Learning Needs and Education Tribunal (Wales) Act (ALNET) the school ensures all Statements/Individual Development Plans (IDPs) are reviewed annually. All Individual Education Plans (IEPs) are updated following the person-centred annual reviews. These are now referred to as 'Going for Gold' targets and have been further refined this year to ensure they support the pupils' IDP and support curriculum progression
- The school has developed a useful guide for pupils for annual review as well as a Parent/Carers' guide to the Welsh Government's ALNET Act. These guides are both available on the school website.
- 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.
- Our ALN policy, and whole school procedures, are 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 that means that all of our pupils have access to the very best services and support.

- Further information about the changes associated with the ALNET (Wales) Act is available by contacting Christine Thomas (Assistant Headteacher).

### 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). The current plan runs from 2021-2025; a copy is available at the school and on the school website.

### Educational visits

- The educational Visits policy has been ratified this year following scrutiny from the Governing Body. In line with curriculum developments, there has been a renewed emphasis on the educational benefits of educational visits
- Educational Visits have included trips to the local village, Tesco, Collier's Farm Park, Jump trampoline park, Museums, Forest Schools, Principality Stadium, Caerphilly Adventures and various sporting venues including Cardiff Met University.
- All classes enjoyed a Christmas educational visit
- With the help of the private fund, we have been able to fund transport costs for all visits which has ensured parental contributions have been kept to a minimum
- A number of pupils took part in multi-sensory theatre performances by Moonbeam Theatre over a three day period.
- We have also welcomed Live Music Now into school, along with a Male Voice Choir and a whole school pantomime. Pupils in 4 classes accessed weekly glockenspiel sessions.

### Pupil achievements

- The success of our pupils continues to be the focus of all aspects of our work. We were delighted to hold three end of year pupil progress celebratory achievement events during the summer term.
- Governors are extremely proud of pupils' achievements and record their thanks to all the staff who support them to achieve their success.

### 14-19 learning pathways

- All pupils in the 14-19 learning pathways classes successfully achieved their predicted accreditation at the end of the summer 2023 term.
- Classes use the Independent Living Suite and complete accredited programmes that focus on skills for life and living independently.

Accreditation Board	Number of learners	Completed	Range of units
AQA	80	Average of 4 units per learner	Literacy, Numeracy & additional units of interest
AQA Transforming Aspirations	35 in Y10 & 11		Good Health and Friends, Relationships and Community
ASDAN 'Lifeskills'	80		10 challenges (average)
ASDAN Bronze / Silver	11	Bronze-10 Silver- 1	Moderation commended a high level of pupil engagement, meaningful learning tasks and range of evidence for each learning outcome
Dof E	All pupils in 14-19 dept engaging with skills and/or practical sessions		



## Sporting achievements

- Sport continues to play a very important part of life at Trinity Fields and the school is engaging well at a strategic level with Disability Sport Wales to drive improvements across the sector.
- Pupils had the opportunity to experience the thrills of rugby, develop new skills and make new friends, when Sport Caerphilly school staff hosted a highly successful 'Six Nations Disability Event'. The success of this event has grown in popularity over the years, with 25 schools taking part in this year's event. The event now fills the Centre for Sporting Excellence facility and provides a fantastic high-quality experience for everyone involved. The event would not run without the support of staff and volunteers and the WRU staff apprentices, Dragons community staff, students from Ystrad Mynach College and Sport Caerphilly.
- Pupils accessed successful cycling sessions led by Pedal Power. Some pupils completed cycling proficiency awards, while others experienced the thrill of a cycling experience for the first time.
- We were delighted to continue our engagement with The Cruyff Foundation. Following the installation of the new pitch, Liam Richards has attended many training events and we have received very generous grants to further develop our provision for sports.
- I am delighted that Liam Richards has been appointed as our new PE teacher. He has implemented an extensive range of exciting sporting opportunities including
  - Boccia Tournaments with local schools
  - Swimming in local leisure centres
  - Use of the Gym in Coleg y Cymoedd
  - Engagement with Cricket Wales resulting in several outstanding table cricket sessions
  - Engagement with Sport Caerphilly to arrange taster Wheelchair Rugby sessions
  - Visits to DSW INSPORT series where pupils experienced many new sports for the first time
  - Multiple Football Tournaments resulting in a victory for Trinity Fields
  - Development of new E-sports competitions resulted in second place at the Principality Stadium
  - In collaboration with our new WRU Rugby officer, the school has implemented many rugby sessions and is currently taking steps to implement the Rugby leaders programme
  - Work with the WRU Education officers to develop adapted Six Nations Schemes of Work
  - Development of the alternative curriculum by arranging activities including Skateboarding, Caerphilly Adventure Group

## Buildings and grounds

- The school is nearing the end of phase 1 of its major re-development works. During this phase and since September, a brand new 10 classroom extension has been built from the ground up. This is due for completion in December 2024.
- The new extension will also benefit from sensory rooms, meeting spaces, life skills flat, new playgrounds and office space.
- Whilst very exciting, this has been logistically challenging and the Governing Body would like to thank all staff, pupils, parents and wider stakeholders for their patience with the lack of car parking, the level of noise from the site and the general disruption to the daily life of the school.
- The Governing Body have sanctioned up to 3 x moving days in the 2024-2025 academic year to reflect the enormous task of moving into the new building.

## Term dates for 2024-25

- Term dates and staff training days are 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 2024	Monday 2 <sup>nd</sup> September	Monday 28 <sup>th</sup> October	Friday 1 <sup>st</sup> November	Friday 20 <sup>th</sup> December
Spring 2025	Monday 6 <sup>th</sup> January	Monday 24 <sup>th</sup> February	Friday 28 <sup>th</sup> February	Friday 11 <sup>th</sup> April
Summer 2025	Monday 28 <sup>th</sup> April	Monday 26 <sup>th</sup> May	Friday 30 <sup>th</sup> May	Monday 21 <sup>st</sup> July
Autumn 2025	Monday 1 <sup>st</sup> September	Monday 27 <sup>th</sup> October	Friday 31 <sup>st</sup> October	Friday 19 <sup>th</sup> December

## Staff training days: 2024-2025

There are 6 staff training days during the 2024-2025 school year. The school is also planning 3 x closure days to move into the new extension. These are to be taken as follows:

- Monday 2<sup>nd</sup> September – INSET – statutory training
- Tuesday 3<sup>rd</sup> September – INSET – curriculum development
- Wednesday 4<sup>th</sup> September – Moving Day **(main site only - not satellites)**
- Friday 20<sup>th</sup> December – Moving Day **(all sites including satellites)**
- Monday 6<sup>th</sup> January – INSET Day – curriculum development
- Tuesday 7<sup>th</sup> January – Moving Day – **(main site only - not satellites)**
- Friday 11<sup>th</sup> April – INSET Day – curriculum development
- Monday 9<sup>th</sup> June – INSET Day - Transition
- Monday 21<sup>st</sup> July 2021 – INSET – to be taken as twilights throughout the year
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## Session times (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 2023-2024 school development plan (SDP). This document is on the governors' noticeboard; there are also copies of the 2023-2024 SDP in various formats on the school website and a display of our targets on the display board in the school foyer.
- We continually monitor the progress made towards these targets, working with the staff, the local authority and the EAS. The headteacher provides updates at our termly governors' meetings.
- Targets for 2023-2024 include:
  - ✓ Develop further the school's strategies to meet the needs of pupils as it implements the Curriculum for Wales (Estyn recommendation).
  - ✓ Ensure all pupils make progress in line with their individual needs and abilities, including full access to our wide range of accredited programmes (ASDAN, DofE, AQA, work experience etc.) for pupils in the 14-19 learning pathways classes.
  - ✓ Whole school/departmental training (TIS, outdoor learning etc.) to support pupils' health and wellbeing.
  - ✓ Further develop strategies and resources to support the full implementation of CfW.
  - ✓ Extend provision for life skills/community learning.
  - ✓ Embed the MOVE programme in relevant classes, working towards Gold Award.
  - ✓ Upgrade calming rooms and remaining outdoor areas.
  - ✓ Full implementation of B Squared to track pupil progress.
  - ✓ Enhance links with satellite classes.
  - ✓ Review current SLT to ensure it meets the demands of increasing numbers and complexity of pupils.
  - ✓ Work with LA officers to implement ALNET, including staff access to specialist training and support.

## Attendance information

	2021-2022	2022-2023	2023-2024	Change from 2022-2023
<b>Attendance</b>	82.21%	84.5%	85.7	+1.2%
<b>Authorised absence</b>	17.72%	15%	13.8%	-1.2%
<b>Unauthorised absence</b>	0.06%	0.5%	0.5%	0%

- 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, any absence must be recorded as unauthorised. This can have an impact on those pupils claiming the Education Maintenance Allowance (EMA).

## Destination of school leavers: Summer 2023

Destination of Leavers 2023-2024	
Provision	Number of pupils
<b>F.E. College (local)</b>	3
<b>F.E. College (STAR)</b>	3
<b>Day Service</b>	0
<b>Residential College</b>	1
<b>Other (includes private sector)</b>	1 (Sense)

## Financial Statement

	2023/2024
Estimated pupil numbers	274
Delegated budget formula allocation	6,690,441
<b>EXPENDITURE AREA</b>	
Teachers	2,598,147
Supply staff	1,138,253
Teaching assistants	2,583,875
Clerical and IT technicians	198,477
Mid-Day supervisors and maintenance staff	153,461
Hospitality	4447
Training	27,702
Long service awards	1000
GASS admin charges	2307
Staff car allowances/expenses	1920

Medical appointments	345
Building and equipment/repairs and maintenance	93342
Grounds maintenance	3470
Swimming pool maintenance	228
Cleaning Contract and Materials	113,730
Electricity	92,599
Gas	107,047
Water/water dispensers	12,221
Insurance (theft, vandalism)	14,574
Offsite travel insurance	394
Building insurance	8004
Premises H&S	2284
Refuse/hygiene rental units	13692
Alarms	2825
Vehicle running expenses	4049
CRC Allowances	
Capitation	136202
Micro repair	0
Stationery	3030
Telephone/mobile phones	10,494
Postage	299
OT/Physio equipment/other	32,583
IT Equipment/Leasing/ Computers	35,394
Furniture	15,482
TV Licence/copyright licence/data protection	0
Photocopying	11,075
Subscriptions	
Transport hire costs	13,179
Medical expenses/reports	75
Clubs' adjustment	30,090
SLAs	59,216
School development Plan	64,668
Miscellaneous	926
Grant overspend	4152.17
<b>TOTAL EXPENDITURE</b>	<b>7,712,257</b>

<b>INCOME</b>	
Reimbursement school meals admin	1231
Hire of premises	1783
Covid Hardship Fund	0
ALN grant	10,293
Use of premises (Youth and leisure services)	5910
Accelerated Learning Grant	0
Remote Asynchronous Learning	0
Transition Fund 11 - 13	0
Winter of Wellbeing	0
Arts Council for Wales	0
ALP allocations	0
Additional RRRs Allocation	20,263
Revenue maintenance allowance	5098
Children Looked After (CLA) grant	7216
EWC	26,473
NQT Grant	0
Curriculum for Wales	0
AHT funded by KC	103,992
Indicative salary increase from WG	40,591
Emotional and Mental Health Pilot	0

ALN new systems in schools	43,717
Miscellaneous	
Staff reimbursements	0
Devolved income	237,406
Donations	6,636
Inclusion reimbursement (Merthyr Tydfil, Panside, Pontllanfraith)	44,381
<b>TOTAL INCOME</b>	<b>623,236</b>

<b>TOTAL EXPENDITURE</b>	<b>7,712,257</b>
<b>TOTAL INCOME</b>	<b>623,236</b>
<b>TOTAL NET EXPENDITURE</b>	<b>7,089,021</b>
<b>TOTAL CARRIED FORWARD FROM PREVIOUS YEAR</b>	<b>812,961</b>
<b>TOTAL FUNDING</b>	<b>7,503,402</b>

**PROJECTED SURPLUS 2023/2024- £414,261**

**PROJECTED SURPLUS 2024/2025- £229,673**