

Annual Report to Parents

2023 – 2024



Summary version

Mr Nicola Crocker Chair of Governors
Mrs Sarah Coombes Executive Headteacher

Governing Body Membership Details as of July 2024

Mr Nicola Crocker	Chair
Mr Jonathan Fortune	Vice-Chair
Mrs Chris James	Clerk to the Governing Body

		Term of Office End Date
Mrs Nicola Crocker	Chair (Community Representative)	20.04.25
Mr Jonathan Fortune	Vice-Chair (Community Representative)	30.04.25
Mrs Sarah Coombes	Executive Headteacher	
Mrs Lesley Rees	Local Authority Representative	22.10.24
Mrs Nicola Harding	Local Authority Representative	25.01.28
Mrs Lucy Rowles	Community Representative	30.01.25
Mrs Yvonne Kripp	Community Representative	24.02.28
Mrs Alison Bates	Teacher Representative	30.01.26
Mr Peter Murphy	Non-teaching Staff Representative	15.01.27
Mrs Elizabeth Rees	Parent Representative	06.01.26
Mrs Sally Childs	Parent Representative	09.03.28
Mrs Michaela Murphy	Parent Representative	07.07.25
Mrs Jo-Dee Tame	Parent Representative	10.04.27

The next anticipated election of a Parent Governor will be in July 2025.

Annual Parents Meeting

As a result of the School Standards and Organisation (Wales) Act 2013, which came into force on 4th May 2013, a school governing body is no longer required to hold an Annual Parents meeting. However, the Act provided for new arrangements whereby parents may petition up to three meetings a year with the Governing Body, on request of the parents of at least 30 registered pupils.

In 2023-2024 no such requests were made, subsequently no parents' meetings were held.

Members of the Governing Body can be contacted c/o Pentyrch Primary School

About Our School

Pentyrch Primary School was built in 1907 and is a 'village' primary school located on the outskirts of North Cardiff. It is situated 7 miles north of the city centre in the beautiful village of Pentyrch. Its unique rural village setting is what makes it stand out from other schools in the city boundary. The school is set in extensive grounds overlooking the rolling countryside towards Creigiau on one side and the historical landmark of the Garth mountain on the other, which provide the pupils and staff with a very pleasant working, learning and playing environment.

All pupils are taught through the medium of English with Welsh taught as a 2nd language.

Pentyrch Primary has a mixture of single and split classes from Nursery to Year 6 with a Nursery / Reception split class and a Year 1 / 2 split class. All other classes are single form entry.

The children have toilet facilities in each classroom in the new building for both boys and girls with years 3-6 having toilet facilities in the new building for both boys and girls. These are cleaned every day and checked regularly throughout each day.

Our school nursery has places for 32 pupils (part time) and is currently open for a morning session daily.

The school has strong links with the community and is fortunate in having a significant amount of support from parents, governors and the PTA (known as FOPSA).

Collaboration: Pentyrch and Llanishen Fach Primary School

Llanishen Fach Primary School has supported Pentyrch Primary School for a number of years in various capacities but primarily the collaboration has been to provide leadership support and capacity for Pentyrch Primary and to provide high quality learning experiences for the children of the Pentyrch community. In addition, the collaboration has been deemed necessary by the Local Authority and Central South Consortium to support the expansion of Pentyrch Primary that has resulted from 'Section 106' funding from private developers due to local developments in the surrounding area of the school. The expansion has resulted in a nursery facility and a new Foundation Phase building which will increase in the overall capacity of the school.

The schools are aligned as one learning organisation where the engaging atmosphere and inclusive ethos are major determining factors in the schools' ability to positively impact on the health and wellbeing of all pupils and staff. The collaboration's forward-thinking and innovative curriculum, ensures pupils acquire a wide-range of skills and a caring, empathetic outlook.

An interim staffing structure is in place to facilitate the collaboration which formalises roles and responsibilities and the line management of staff. This includes an Executive Headteacher, Deputy Executive Headteacher, Business Manager and Compliance Manager across the collaboration with a Head of School in each school.

The collaboration will take place for a period of five years. Both schools have retained their own identities, Governing Bodies and budget. A Joint Committee of both school's Governing Bodies, with clear terms of reference, monitors the effectiveness of collaboration, and challenges and supports the schools.

Term Dates 2024 - 2025

Term	Term Begins	Half-Term Begins	Half-Term Ends	Term Ends
Autumn	2nd September	28th October	1st November	20th December
Spring	6th January	24th February	28th February	11th April
Summer	28th April	26th May	30th May	21st July

Session Times

	Mornings	Afternoons
Nursery	9:00am to 11:30am	N/A
Foundation Phase	8.55am to 12.00pm	1.00 pm to 3.30pm
Key Stage 2	8.55am to 12.00pm	1.00pm to 3.30pm

Some flexibility in timings of lunch breaks is currently in place to facilitate Welsh Government initiated changes to the provision of children school dinners.

Welsh Language

Our school is part of the Welsh language initiative, Siarter Iaith Gymraeg (Welsh Language Charter), which promotes the use of Welsh in schools. The aim of the charter is to promote a strong Welsh ethos in schools and to provide a range of enriching activities to help children learn Welsh and understand Welsh culture and history.

We have a well-established, and very popular, 'Criw Cymraeg', a group of pupils who lead this initiative and who were chosen for their enthusiasm in using the Welsh language.

Our home nation of Wales and the Welsh language are ever present in the work our children do, never more so than in the spring term when the school comes together for a 'Wonderful Wales' learning expedition culminating in our annual eisteddfod, a joyous and creative outpouring of pride at being citizens of Wales.

Through these activities, and many more, our pupils grow in their knowledge and love for their home and language.

Financial Details

CARDIFF COUNCIL/GYNGOR CAERDYDD					
SCHOOLS OUTTURN OF EXPENDITURE/CANLYNIAD GWARIANT YSGOLION 2023-2024					
Governing Body/Corff Llywodraethu of:			Pentyrch Primary School		
		Governor Approved Budget/Cylli deb a Gymeradwy wyd gan y Llywodraeth wyr		Actual Expenditu re/ Gwariant Cyflawned ig	
		£	£	£	£
	Staffing costs/Costau Staff				
	Teaching Costs/Costau Addysgu	533,122		524,258	
	Special Needs Teachers/Athrawon Anghenion Arbennig	0		0	
	Teachers for statemented pupils/Athrawon ar gyfer disgyblion sy'n destun datganiad	0		0	
	Short Term Supply/Llanw Byr Dymor	0		0	
	Long Term Supply/Llanw Hir Dymor	13,031		19,110	
	Special Needs Support Staff/Staff Cymorth Anghenion Arbennig	0		0	
	Nursery Assts/ Teachers Aides / Adult Helpers/Cynorthwywyr Meithrinfa/ Cymhorthion Athrawon / Cynorthwywyr	74,753		61,976	
	Foreign Language Assistants/Cynorthwywyr leithoedd Tramor	0		0	
	Technicians/Technegwyr	0		0	

	Mid-Day Supervisors/Gorychwylwyr Canol Dydd	7,070		7,321	
	Library Staff / Attend Officer/Staff Llyfrgell / Swyddog Presenoldeb	0		0	
	Administrative Staff/Staff Gweinyddol	35,154		38,877	
	Non-teaching supply costs/Costau llanw staff heb fod yn athrawon	0		0	
	Training Costs/Costau hyfforddi	4,951		3,840	
	Other Staff Costs/Costau staff eraill	28,732		57,618	
	Performance Management/Rheoli Perfformiad	0		0	
	Total Staffing Costs/Cyfanswm Costau Staff		696,813		713,000
	Premises Related Costs/Costau Eiddo				
	Caretaking Staff/Staff Gofalwyr	34,734		37,110	
	Domestic Staff/Staff Domestig	6,156		6,662	
	Grounds Staff/Staff y Tir	1,640		1,728	
	Cleaning Costs/Costau Glanhau	23,137		21,173	
	Energy Costs/Costau Ynni	30,971		32,131	
	Rates/Cyfraddau	11,636		11,636	
	Repairs and Maintenance/Atgyweiriau a Chynhaliaeth	11,614		27,243	
	Water/Dŵr	2,244		1,833	
	Total Premises Related Costs/Cyfanswm Costau Eiddo		122,132		139,515

	Transport Costs/Costau Cludiant				
	Pupil Transport Costs/Costau Cludiant Disgyblion	0		0	
	Staff Transport Costs/Costau Cludiant Staff	0		0	
	Vehicle Costs/Costau Cerbydau	0		0	
	Total Transport Costs/Cyfanswm Costau Cludiant		0		0
	Supplies and Services/Cyflenwadau a Gwasanaethau				
	Teaching Materials/Adnoddau Addysgu	10,000		8,860	
	Equipment, Furniture, Materials & music tuition/Offer, Dodrefn, Deunyddiau a hyfforddiant cerddoriaeth	108		0	
	Library Books & Materials/Llyfrau a Deunyddiau Llyfrgell	0		0	
	Catering Costs/Costau Arlwyo	2,200		1,561	
	Unallocated / Savings to be found/Arian heb ei ddsbarthu / Cynilion	-85,748		0	
	Communications Equipment and Services/Offer a Gwasanaethau Cyfathrebu	2,500		2,760	
	Consultants Fees/Ffioedd Ymgynghorwyr	0		0	
	Examinations Fees/Ffioedd Arholiadau	0		0	
	Games & School Activities/Gemau a Gweithgareddau Ysgol	2,300		4,910	

	Clerk to Governing Body/Clerc y Corff Llywodraethu	1,100		0	
	Other office costs/Costau swyddfa eraill	0		627	
	Printing & Stationery/Argraffu a Deunydd Ysgrifennu	1,850		2,505	
	Pupil Exclusions/Gwaharddiadau Disgyblion	0		0	
	Subsistence and expenses/Cynhaliaeth a threuliau	0		0	
	Total Supplies and Services/Cyfanswm Cyflenwadau a Gwasanaethau		-65,690		21,223
	Central Services/Gwasanaethau Canolog				
	School Meals/Prydau Ysgol	0		0	
	Service Level Agreements/Trefniadau Lefel Gwasanaeth	12,840		11,665	
	Total for Central Services/Cyfanswm ar gyfer Gwasanaethau Canolog		12,840		11,665
	Income/Incwm				
	Additional Central Funding/Nawdd Canolog Ychwanegol	-83,251		-33,093	
	Community Education/Addysg Cymunedol	0		0	
	Donations/Rhoddion	0		-2,151	
	Lettings/Gosodiadau	0		0	
	Other Income/Incwm arall	-4,500		-6,750	
	Grant Income/Incwm rhent	0		-94,671	

	Sales/Gwerthiannau	0		0	
	School Meals Recharge/Talu am Brydau Ysgol	0		0	
	Training and Tuition Income/Incwm Hyfforddiant	-700		-2,500	
	Total Income/Cyfanswm Incwm		-88,451		-139,165
	Interest and Other/Llog ac Arall				
	Interest on investments/Llog ar fuddsoddiadau	0		0	
	School Investments/Buddsoddiadau Ysgol	0		0	
	Withdrawal Investments/Buddsoddiadau Dileadau	0		0	
	School Deficit/Gwariant Ysgol				
	Temporary Loans/Benthyciadau Dros Dro	0		0	
	Temporary Loans/Benthyciadau Dros Dro	0		0	
	Interest/Llog	0		0	
			0		0
	Total Interest and Other/Cyfanswm Llog ac arall				
	Total Net Expenditure/Cyfanswm Gwariant Net		677,645		746,238
	Less Uninvested Balance Brought Forward/Llai'r Balans na fuddsoddwyd a ddygwyd ymlaen		21,475		
	Less earmarked Rates/Llai'r Cyfraddau a glustnodwyd		-11,636		-11,636

	Less Movements in Temporary Loan/Llai'r Symudiadau â Benthyciadau Dros Dro	0				
	Less variance in earmarked rates/Llai'r amrywiant â chyfraddau a glustnodir	0				
	Total balance carried forward to 2024-2025/Cyfanswm Balans a ddygwyd ymlaen i 2024-2025	-68,593				
	Statement of Balances Held/Datganiad Balansau	£				
	Uninvested Balance as at 31st March 2024/Balans na fuddsoddwyd ar 31 Mawrth 2024	-68,593				
	Invested Balance as at 31st March 2024/Balans a fuddsoddwyd ar 31 Mawrth 2024	0				
	Outstanding Loans as at 31st March 2024/Benthyciadau dros ben ar 31 Mawrth 2024	0				
	Total Balances held as at 31st March 2024/Cyfanswm Balansau ar 31 Mawrth 2024	-68,593				

Performance Information

Pentyrch Primary is a happy and successful school with so much to offer our pupils, their families and the wider community. We are proud of what our children achieve and the value-added progress each child makes from their individual starting point to when they leave Pentyrch to move on to secondary education.

Pentyrch Primary School was last inspected in July 2017 by ESTYN, the full report may be found on their website: www.estyn.gov.wales.

Organisation of 'Additional Learning Needs'

The Welsh Government has changed the way that children and young people with special educational needs (SEN) will be supported.

The Additional Learning Needs and Education Tribunal (Wales) Act 2018 made provision for a new statutory framework for supporting children and young people with additional learning needs (ALN) from the age of 0-25:

“To support the creation of a **fully inclusive** education system where **all learners** are given the **opportunity to succeed and have access to an education** that meets their needs and enables them to participate in, benefit from, and enjoy **learning**.”

The ALN system aims to transform the expectations, experiences and outcomes for children and young people with ALN placing learners' views at the heart of the process.

From September 2021, this system came into force, with an extended four-year phased implementation period following Covid.

The Additional Learning Needs Code (2021) sets out the aims that underpins the inclusive Additional Learning Needs (ALN) system. It gives information to parents, teachers and governors about the way individual pupils can be supported, how barriers to learning can be overcome and enables all learners to reach their full potential regardless of their starting points. It sets out its aims that underpin an

An ALN Implementation Guide was subsequently published by the Welsh Government outlining the rollout programme for IDPs (Individual Development Plans) in each cohort. This rollout is now complete and the school has full regard for the Additional Learning Needs Code 2021 and adheres to current statutory guidance.

A series of links and documents, providing additional information, may be found on our school website.

To discuss anything relating to Additional Learning Needs, please contact Mrs Amanda Reynolds, the school's ALNCo (Additional Learning Needs Coordinators), via the school office.

Pupils with Disabilities

When a community school is named in a child's statement of Special Educational Needs (SEN), or Local Authority maintained Individual Development Plan (IDP), a child must be admitted to that school.

All pupils identified as having ALN, regardless of the severity or complexity of their learning difficulty or disability, will be entitled to a statutory support plan called an 'Individual Development Plan' (IDP). Children and young people with ALN will receive support called additional learning provision (ALP) which will be set out in their IDP.

At Pentyrch Primary, pupils who have disabilities are included in every aspect of school with inclusion being at the heart of our school ethos. The school has always adopted an inclusive policy that operates for all our pupils.

Pupils with diagnosed medical needs hold an Individual Healthcare Plan (IHCP). The plan identifies support required in an emergency situation, medical professionals from health working with the pupil, processes to be undertaken during the school day and any medication required in an emergency.

Most areas of the school are accessible to wheelchair users. There are identified disabled and modified toilet facilities. Handrails have also been installed to assist pupils who have mobility problems along with potential areas of difficulty e.g. steps painted yellow to assist children with visual impairments.

'Looked after children' (CLA)

The 'Additional Learning Needs' coordinator (ALNCo) oversees and promotes the educational achievement of looked after children (CLA) by working closely with colleagues across the school. Our ALNCo supports and promotes children who are looked after with all aspects of their education, monitoring their achievements, and assisting them in overcoming any barriers to success, ensuring they achieve their full potential. Additionally, we liaise closely with a wide range of relevant agencies to support these pupils, and nurture them on their road to success.

On starting at Pentyrch, a looked after child can expect to have an effective, high quality personal education plan (PEP) initiated as part of their Care Plan. The PEP sets clear targets related to academic achievement, out-of-school activities, and personal/behavioural targets. The PEP adopts a holistic view, placing the child at the centre of the process and taking on board their views and opinions. Parents and/or family members and carers are also fully involved.

Changes to the School Prospectus

The school prospectus is reviewed annually. It is available to download from the school website.

This report has been prepared in accordance with the requirements of the School Governors' Annual Reports (Wales) Regulations 2011 and 2013.