

Rhondda Cynon Taf County Borough Council

Governing Body of Parc Primary School 2024-2025

This report is a summary of the steps taken by the Governing Body in the discharge of its functions since the last report was published.

1. Clerk to the Governing Body

The Clerk to the Governing Body is Mrs Gaynor Davies Ty Trevithick, Abercynon, Mountain Ash, CF45 4UQ.

2. Chairperson of the Governing Body

The Chairperson of the Governing Body is Mrs Janet Todd-Jones c/o Tallis Street, Cwmparc, CF42 6LY

3. Membership of the Governing Body

The following people are currently members of the Governing Body.

Name	Category of Governor	Appointed By	Retirement Date
CBC Sera Evans Mrs Claire Mackey Mrs Natalie Martin	LEA	Council Members	31/08/2028 10/11/2025
Mrs Laura Davies Ms Lesley Williams Mrs Jodi Cox Miss Laura James	Parent	Parents	27/11/2026 18/11/2028 27/11/2026 21/10/2028
Mrs Janet Guy Mrs Gill Pritchard Mrs Janet Todd Jones	Community Governors	Governing Body	13/11/2026 14/02/2027 02/09/2027
Mrs Helen Wallerus	Teacher	Teaching Staff	09/06/2028
Mrs Leanne Lewis	Staff	Non-teaching Staff	19/06/2029
Mr David Williams	Headteacher		

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
Minor Authority (if applicable)	0
Total	13

4. Resolutions

There were no resolutions passed at the last meeting.

5. Election of Parent Governors

The next election of parent governors is due to take place on November 27th 2026.

If, however, any Parent Governor(s) resign before this date arrangements will be made for an election to be undertaken at the appropriate time.

6. School Performance Data

Curriculum for Wales provides progression information for the pupils. National literacy and numeracy tests for years 3 to 6 are still undertaken. With the exception of Year 2, most pupils are in line or above the national average.

7. Financial Statement – Period Covered 2024 – 2025

Enclosed, as appendix A is a copy of the school's financial statement for the Financial Year 2024-25.

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 generally issued to parents/carers whose child(ren) is/are starting school for the first time or transferring from Infant to Junior school or Junior/Primary to Comprehensive School.

The only changes made to the prospectus during the last academic year were to the list of staff employed within the school.

9. Strategic Planning

Governors have responsibility for overseeing strategic planning within the school. This includes a three-year improvement plan which identifies the direction the school intends to take in ensuring sustained improvement. The plan is regularly monitored and revised to take account of progress made and any changes to curriculum requirements.

There is also the annual School Improvement Plan which outlines the priority areas, actions to be undertaken and success criteria for the forthcoming academic year. For the 2024-25 academic year, the School Improvement Plan was reviewed by Governors during the academic year. Further information on targets and progress made can be made available upon request. For progress against last year's School Improvement Plan, a summary can be found on the school website. If a more detailed progress report is required, please contact the Headteacher.

In terms of school organisation, nearly all classes are straight year groups and there is single form entry; this means there were eight classes for 2024-25.

Teachers vary their teaching approaches to meet the needs of the class as a whole as well as the individual needs of each pupil. Members of staff combine whole class activities with group, paired and individual work. The needs of the more and less able pupils are met with differentiated tasks to suit their varying abilities and, if applicable, in line with their Individual Development Plan (IDP).

At the end of 2024-25, there were no pupils on roll with a statement of special educational need or Local Authority IDP. However, there were 10 pupils with a school-based IDP and 61 pupils on the Additional Needs Support register.

Foundation Learning pupils undertake nearly all of their work through a thematic based approach where the emphasis is on experiential learning. As part of this, pupils undertake outdoor activities as part of their everyday learning. For pupils in Progression Step 3, learning is more formal though the use of the outdoors is still an important factor in ensuring pupils have appropriate learning experiences. Learning in Progression Step 3 is predominantly broken down into discrete English and mathematics lessons each morning and project work each afternoon. However, numeracy, literacy and digital competency skills are applied to project work.

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. The use of the Welsh language is promoted by the use of incidental Welsh with all pupils throughout the school day.

Should parents/carers request that their child is taught at this school in a language other than English this request will be given due consideration.

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

In planning for the Welsh Language, the school takes into consideration pupils' Welsh second language starting points. It monitors the progress of pupils' Welsh skills through Progression Steps 1-3.

The school promotes oracy, reading and writing skills in Welsh Second Language in informal and structured situations. It endeavours to use similar approaches in the development of these skills in English and transfer appropriate strategies to the teaching and learning opportunities provided in Welsh.

In **Foundation Learning/Progressions Steps 1 & 2:**

- pupils are immersed in language experiences and activities with skills being developed through talking, communicating and listening;
- pupils are encouraged to communicate their needs, feelings and thoughts, retell experiences and discuss individual and group play;
- some pupils will communicate by means other than speech. Pupils will refer to their intentions by asking questions, voicing/expressing opinions and making choices through a variety of media, and by building on previous experiences;

In **Progression Step 3**, pupils build on the skills, knowledge and understanding acquired during the Foundation Phase. The progress will be achieved through an integrated programme of oracy, reading and writing.

11. English as a second language (EAL)

Should parents/carers request that their child is taught at this school in a language other than English this request will be given due consideration.

Pupils for whom English is a second language are supported appropriately according to their needs.

12. Post Inspection Action Plan

Governors are responsible for drawing up the Action Plan to address any key issues raised following an ESTYN inspection. Parents/carers are provided with a copy of the summary report produced by the inspectors.

Governors monitor progress of the plan at their termly meetings. More detailed information on the progress made can be provided upon request.

13. School Holiday Dates 2025-2026

Term	Begin	Half term		End	No. of School Days
		Begin	End		
Autumn 2025	Monday 2 Sept 2025	Monday 27 Oct 2025	Friday 31 Oct 2025	Friday 19 Dec 2025	75
Spring 2026	Monday 5 Jan 2026	Monday 16 Feb 2026	Friday 20 Feb 2026	Friday 27 Mar 2026	65
Summer 2026	Monday 13 April 2026	Monday 25 May 2026	Friday 29 May 2026	Monday 20 July 2026	55
				TOTAL	195

- i) **Monday 1st September 2025 and 20th July 2026** will be designated INSET days for all RCT schools. The remaining INSET days to be taken will be at the discretion of each individual school following appropriate consultation with staff.

All schools will be closed on **Monday 4th May 2026** for the May Day Bank Holiday.

Significant dates:	Christmas	Sunday 25 December 2025
	Easter	Good Friday 3 rd April 2026 Easter Monday 6 th April 2026
	May Bank Holidays	Monday 4 th May 2026 Monday 25 th May 2026

Welsh Government may decide to allocate additional INSET days, schools will be informed of these at the appropriate time.

The school day is organised as follows:

Foundation Learning

Morning:	8:50am to 12:00pm
Lunch break:	12:00pm to 12:45pm
Afternoon:	12:45pm to 3:00pm

Year 3 & 6

Morning:	8:50am to 12:20pm
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Lunch break: 12:20pm to 1:00pm
Afternoon: 1:00pm to 3:10pm

Year 4 & 5

Morning: 8:50am to 12:40pm
Lunch break: 12:40pm to 1:20pm
Afternoon: 1:20pm to 3:10pm

14. Community Focused Schools

A community-focused school is one that: ‘provides a range of services and activities’, often beyond the school day, to help meet the needs of its pupils, their families and the wider community. Across Wales many schools already provide some community services including adult education, study support, ICT facilities and community sports programmes.

The development of community-focused schools is not just a short-term project or initiative, but a real opportunity for schools and communities to work together in new ways for the future benefit of children, young people and adults.

Parc Primary has strong and highly effective links with its community. It participates in a wide range of events at St George’s Church, provides produce to the Rhondda Food Bank, delivers musical performances for the community, undertakes community litter picks and organises an annual memorial service in memory of the victims of the World War 2 bombing in Cwmparc. The employment of a highly effective Family Engagement Officer further strengthens community links. This includes a large range of support and services but includes the provision of financial advice and support and training opportunities for parents/carers.

The school also has strong links with the Police, with officers from South Wales Police and also British Transport Police visiting the school to provide lessons, advice through interactive presentations.

15. Review of School Policies

The school has many statutory and non-statutory Policies. These documents are reviewed and discussed by staff and governors as part of self-evaluation and also in compliance with Policy review schedules. Many of the statutory Policies can be found on the school website.

During 2024-2025, all statutory policies were reviewed by Governors and amended if necessary. All statutory and non-statutory policies are available in school; please contact the Headteacher if you require a copy of a policy.

16. 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 Additional Learning Needs Code for Wales (approved by the Senedd on 23rd March 2021) under section 4 of the Additional Learning Needs and Education Tribunal (Wales) Act 2018.

The school's Additional Learning Needs coordinators (ALNCos) work closely with staff to ensure that individual development plans (IDPs) are developed and implemented to meet the needs of pupils, appropriate to those who require them.

The ALNCos also liaise with staff to ensure that the progress of all pupils is regularly monitored and assessed to ensure that each pupil fulfils their potential.

During the academic year 2024-25, 10 pupils were in receipt of a school-based IDP.

17. Access for Disabled Pupils

The Governing Body is mindful of the requirements of the Equality Act 2010 and the Special Needs and Disability Act (SENDA) 2001 in drawing up the School Development Plan/Post Inspection Action Plan, and the day-to-day operation of the whole site.

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

The Local Authority has an Accessibility Strategy Plan; in line with this strategy, an audit of the school site has been undertaken, to identify any potential barriers and to improve the access to the school.

18. Fabric of the Building & Provision of Toilet Facilities

The building is generally in a good state of repair.

There are suitable toilet facilities for pupils of all ages. There are two toilet blocks on the lower ground floor for nursery and reception pupils. There are two more toilet blocks on the upper floor for all other pupils—these are split into girls' and boys' toilets. In addition, there is a unisex disabled toilet on the upper floor. Responsibility for cleaning the toilets rests with SOLO Ltd.

Termly monitoring reports from the Local Authority confirm the toilets are kept clean and well maintained.

19. Target Setting

Targets for the school are noted in the School Improvement Plan.

The school has an attendance target of 93.5%.

Nearly all pupils do not have specific quantifiable targets; instead, pupils' progress and achievement are measured against Progression Steps.

20. Attendance Information

Attendance for statutory aged pupils for 2024-25 was 91.7%. The target for 2025-26 is 93.5%. Attendance of all pupils is closely monitored by the Headteacher and Family Engagement Officer.

21. Admission/Transition Arrangements

The County Borough 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 school's 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.

Pupils will usually remain in the school until they complete year six and then transfer to secondary school. This school is a feeder school for Treorchy Comprehensive School, however, pupils may apply to attend any secondary school they choose subject to compliance with the Authority's admissions policy.

21. School Leavers

In 2024-25, 30 Year 6 pupils left for transition into secondary education. Nearly all of these pupils transferred to Treorchy Comprehensive School.

22. Sporting Aims and Achievements

The school takes part in numerous sporting activities throughout the year encouraging boys and girls of all abilities to take part.

Parc Primary traditionally enters festivals or competitions in a range of sports. In 2024-25, pupils took part in rugby, football, cricket, swimming and netball festivals and tournaments. In most of these events, pupils performed well and were often the leading school.

All after-school clubs are free of charge and well-attended by pupils of abilities.

23. Healthy Eating

Healthy living is promoted throughout the school year and in a variety of ways.

Wherever possible, this is undertaken through a varied curriculum (i.e. topic work) but other ways of promoting healthy living include:

- provision of a free daily breakfast club for pupils;
- provision of fruit to pupils on a daily basis;
- all pupils are encouraged to drink water regularly during the school day;
- pupils growing and then eating their produce;
- provision of after school cookery lessons for pupils in Year 5 and 6;
- provision of healthy food cookery lessons for parents;
- Parc Primary is part of the Design to Smile scheme whereby Foundation Learning pupils brush their teeth in school.

PARC PRIMARY SCHOOL

PROVISIONAL FINANCIAL STATEMENT FOR 2024/2025

<u>EMPLOYEE COSTS</u>	<u>Total Spent £</u>
STAFFING COSTS INCLUDING SUPPLY	1,009739
<u>PREMISES RELATED COSTS</u>	
INCLUDES ENERGY, REPAIRS, CLEANING, BUILDING RELATED SLA's	103844
<u>TRANSPORT</u>	
INCLUDES INSURANCE, PETROL, TRAVEL CLAIMS	7
<u>SUPPLIES AND SERVICES</u>	
INCLUDES CAPITATION, ICT, COURSES, PHOTOCOPYING, STAFF INSURANCE, SERVICE SLA's	133252
<u>GRANTS</u>	
EIG, PDG, EYPDG, PDGCLA	212511
<u>ADDITIONAL INCOME</u>	
INCLUDES WELSH GOVERNMENT GRANTS, MISCELLANEOUS, STAFF INSURANCE CLAIMS,	77230