



Our Lady & St Michaels Roman Catholic Primary School
Ysgol Gynradd Gatholig y Forwyn a Sant Mihangel
14 Pen-y-pound, Abergavenny, Monmouthshire, NP7 5UD

We live, we love, we learn, we grow in Jesus.

Governor's Annual Report to Parents 2022/23

Chair of Governors Introduction

Dear Parents and Carers,

The Governing Body is pleased to publish its Annual Report to Parents and Carers for the 2022/2023 Academic Year.

Over the past year governors have once again worked hard to ensure that the quality of education for your children is of the highest standard. This report is intended to show you as parents, and carers, some of the things we do to monitor the work of the school. As governors we have a responsibility to work with the head teacher, senior leadership team and staff to provide an exciting and vibrant learning environment for the pupils at the school.

The governors at the school come from a variety of backgrounds. Some have experience in education while others bring skills from social work, medicine, and senior management. All are committed to ensuring the school is the best it can be. Over the last year we have welcomed our new Foundation governors Mr Gareth Jones and Mrs Sue Price. We also said farewell to Ms Beth Davies, parent governor. We would like to thank her for her commitment to the governance of our school and send all best wishes for the future. All contribution to the governing body is greatly appreciated and we are always ready to welcome new governors. If you are interested in joining in the governance of the school please contact Mr Evans in the first instance.

The annual parent meeting with governors for 2022/2023 did not see any parents take up the opportunity to discuss the report. For a meeting to take place governors need at least 10% of parents to declare an interest in holding such a meeting. Therefore, should you wish to discuss this report further, please contact the school so that a meeting may be convened when it is convenient for all parties.

Our headteacher, Mr Vivian Evans, has continued to work tirelessly throughout the year to ensure that the pupils at OLSM continue to receive a broad and balanced curriculum and one that ensures that all pupils reach their full potential. Under his leadership, and with support from the Educational Achievement Service (EAS) our school continues to make progress and move forward.

With the implementation of the new Curriculum for Wales last September, both teaching and non-teaching staff have proactively engaged in the positive changes that have taken place during the past year. Furthermore, the new Code of Practice for our ALN pupils has significantly improved the provision for their learning and support.

Once again, our focus has been on the creation of the School Development and Improvement Plan (SDP) for the Academic Year 2022/23. Establishing challenging, achievable School Improvement Targets and the creation of the School Self Evaluation document (SEF).

The (SEF) document outlines how school performance is monitored and to ensure targets are met, what action must be taken. The governing body believe that the school continues to make progress towards achieving the targets set. We thank Mr Evans and the entire staff at OLSM for their hard work throughout 2022/23.

From September 2022 we saw normality returning to the school day yet there remained an acute awareness of the pandemic and the seriousness of any outbreaks. Pupils were encouraged to continue to wash hands regularly; sanitisation stations remained evident, and parents were encouraged to keep children at home if they displayed any of the symptoms of Covid 19. Good home /school links remained in place and the continued use of 'Google Classroom' activities ensured that all pupils who were unable to attend school due to self-isolation issues or symptoms of the Covid 19 virus itself, remained as fully engaged with their learning as possible.

Governors, too, were kept fully informed of all developments and were kept fully up to date with the progress made towards the SDP, through regular updates and meetings.

For this tremendous endeavour we are extremely proud and grateful to all our staff. Governors would also like to thank all our parents and carers for the help and support they provide for all our pupils and staff.

The safety of all our staff, pupils and parents remains of paramount importance to the governing body and we are constantly monitoring the use of the school car park. You will have observed the new safety measures that have been put in place to make this as safe as possible and we urge all parents who use the car park to always park sensibly using the bays provided and, where no spaces are available, to please park off site.

As a Roman Catholic school, we continue to foster the spiritual development of all pupils, not only through the Curriculum for Religious Education, assemblies and church services but also by continuing to promote Christian values of love and respect for all and for the world we live in. The school recognises the importance of the development of the 'whole person', preparing pupils to become valuable members of our society. This Christian ethos is strengthened by the OLSM 'pupil profile' that encourages pupils to

develop spiritual and moral Gospel virtues to reinforce Christ's message.

The school continues to increase its profile in the local area while maintaining local connections. In 2022/23 we saw the continued participation of many of our usual seasonal activities as outlined below.

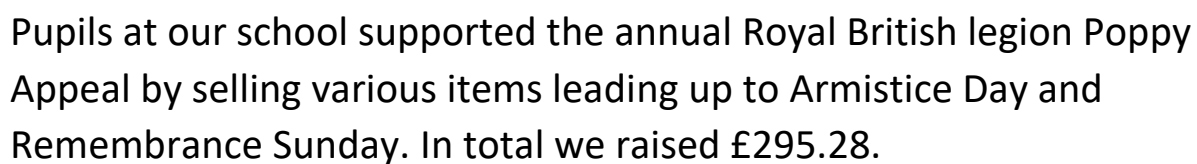
Sadly, in September 2022 our late Queen Elizabeth the second passed away. A special assembly occurred where children from all classes lit a candle in remembrance of the late Queen's unwavering service to the United Kingdom.



The 2022/23 year saw the governor education subcommittee restart their visits to the school, supporting the school to complete its self-evaluation activities. Often the committee would have lunch with the pupils.



(Governors joining the pupils for lunch)



The autumn term saw our pupil council groups restart with some leading assemblies based on the focus for the year. School trips both in the local area and wider afield also resumed.



Christmas saw the reintroduction of the school disco and the celebration of school concerts for both Foundation Phase and Key Stage 2, preparing us all for the wonderful Christmas festival. This year the children also performed an assembly that celebrated the ethnic diversity of our school entitled 'OLSM around the World.'



During the spring term the pupils and staff engaged in the annual 'Abergavenny in Bloom' project planting and growing a variety of flowers in readiness for the competition final, held during the summer term. We are extremely grateful for the shared expertise, and time given by our parents, grandparents, and carers in this endeavour. On behalf of the governors, I thank you sincerely for all your hard work and commitment that culminated in another second place in Wales for the school during the summer term 2023. Congratulations to all, llongyfarchiadau i gyd!

(Preparations for the annual Abergavenny in bloom competition)



This year we also held an upper phase Passion Play that proved to be a very moving experience to all who attended. We also continued to learn about how other cultures celebrate certain times of the year with an assembly about how Eastern European countries such as Poland and Ukraine celebrate Easter.



Many thanks must be extended to families, staff, and the Friends of OLSM who continue to provide items for the 'New to Me' service. In a time of economic hardship and difficulty we, as governors, are delighted to be associated with such a loving and caring community.



During the Spring and summer terms some classes started to prepare for the Coronation of King Charles. Year 6 worked with a local artist group to produce a coronation flag that was displayed in Abergavenny market.



Once again, we must extend our thanks to our amazing PTA (Friends of OLSM) who continue to support us in a variety of ways.

Through their support and fundraising activities, we can provide our pupils with many 'extras' and for this we are very grateful. This year they funded the new netball and football resources, including the medals and trophies presented to our pupils at the end of the year. They organised school discos, set up iced lolly sales and in the summer, they arranged the school fete, which was a huge success.



On behalf of the governors, I wish to thank all parents and carers for the tremendous support you have continued to show in supporting the school during the last year. Support from families, individuals and the fantastic support provided by the PTA (OLSM Friends group) is truly much appreciated. We are all aware of the annual budget constraints upon all schools, with increasing reliance upon fundraising activities to support essential resources. Thank you!

Yours Faithfully,

Mrs Bev Bannon (Chair of Governors)

Arrangements for the next annual parents meeting.

TBA

The Governing Body

The current table below shows the category of each member, as well as identifying governor vacancies within each category. As a Voluntary

Aided school, Foundation Governors are required to outnumber all other governors by two members.

Category	Name	Appointed by	Term of Office
Chair – Foundation	Beverley Bannon	Archdiocese of Cardiff	31/08/25
Head teacher	Mr Vivian Evans	N/A	N/A
Foundation	Fr Mathew Carney	Archdiocese of Cardiff	20/07/27
Foundation	Mrs Janet Battersby	Archdiocese of Cardiff	31/08/25
Foundation	Dr Monica Chidgey	Archdiocese of Cardiff	31/08/25
Foundation	Mr Gareth Jones	Archdiocese of Cardiff	31/08/26
Foundation	Mrs Jane Sibanda	Archdiocese of Cardiff	29/06/25
Foundation	Mrs Sue Price	Archdiocese of Cardiff	31/08/26
Staff (Teaching)	Miss M McCarthy	Staff	10/02/24
Staff (Non-Teaching)	Mrs Evelyn Duggan	Staff	10/02/24
Parent	Vacancy	Parent	
LEA	Anthea Fairey	Monmouthshire CC	21/03/27
Community	Mr Anthony Konieczny	Abergavenny Town Council	08/10/25
Chair of Governors Mrs Bev Bannon- 01873 735080 Clerk to Governors governor.support@sewaleseas.org.uk			

Parents are reminded that practising Catholic parents can apply to become a Foundation Governor. Any parent can also apply to become an LEA Governor; the Local Authority Application Form requires evidence of the applicant's involvement in community service activity. Archdiocesan Foundation Governor and LEA Governor Application Forms can be provided by the Chair of Governors.

Governing Body Structure

Our governing body operates a system of sub-committees and panels reporting in turn to the full Governing Body. Each sub-committee manages, supports, and oversees different areas of school life at OLSM. Link Governors are appointed for core AOLE (Area of learning experience), Additional Learning Needs (ALN), Child Protection and Safeguarding, Looked After Children (LAC), Closing the Gap, More Able and Talented, Health and safety, Attendance and 21st century schools.

Strategic Governance

The role of the Governing Body is to provide strategic direction for the school. This includes the strategic aims of both the Welsh Government's Education Department and those specific to the Catholic Ethos and Identity of the School on behalf of the Archdiocesan Trustees, as administered by its Schools Commission. Fundamental to these aims, is the generation and approval of all School Policies. It is the responsibility of the governing body to support the head teacher and staff in their roles to achieve these aims.

Governor Support

Through the roles of our sub-committees and Link Governors, we participate in the generation of the School Development Plan and conduct various activities to monitor progress against the agreed objectives and targets. The governors raise their own Self Evaluation Action Plan and frequently conduct regular visits into the school, e.g.,

‘Learning Walks’, where governors observe teaching and learning in progress, scrutinise pupils’ books and talk to the pupils about their learning experiences. Each governor records the activities that take place and completes a summary of the event, noting any specific observation and recording any action that may be agreed. The governors’ Self Evaluation Action Plan and OLSM monitoring schedule, provides evidence of our monitoring activities and of our knowledge of how well the school is performing.

In addition, regular Health and Safety tours are conducted and areas of concern highlighted. These areas then become a focus on the SDP and remedial action taken. Parents and Carers will be aware of the concern over traffic flow during ‘drop off’ and ‘collection’ times. Governors have monitored the flow of traffic at peak times and have been greatly concerned at the speed and double parking that takes place. As a result, and with help from the Archdiocese, we have seen the implementation of traffic calming measures, taken on the support of a traffic enforcement company and implemented a ‘one way’ system to reduce the illegal parking and congestion that occurs at these peak times. We would urge families to please park safely in the bays provided and when the car park is full to please find alternative ‘off site’ places to park. This issue remains a high priority for us all and we continue to monitor the situation carefully for the safety and well-being of our pupils. Further measures are to be implemented.

Staff News

This year we said goodbye to Mrs Katie Bowden, Mrs Kerri Martin and Mrs Hazel Evans. All three teachers were a great asset to our teaching staff and are sorely missed. I would like to take this opportunity to thank them sincerely for all their hard work and the dedication shown to the teaching of our children throughout their terms of office at our school. I would also like to wish them every happiness and success in their new career pathways.

Financial Statement

A statement of finances to the end of the 2022/2023 financial year can be found at Annex 1 (attached).

Adoption of New Policies and Procedures

During the 2022/2023 school year, the Governing Body worked diligently to ensure business continuity for the school continued. MCC policies were reviewed when needed.

School Improvement Targets

The Welsh Assembly government continued to suspend all school targets in the academic year to allow schools to focus on the effective support of pupils after the pandemic.

School Development Plan

Priorities for 2022/23

Priority 1 Equity and well being

Ensure school processes support pupil and staff enabling all to achieve to their best ability.

Priority 2 Standards/teaching and Learning

Plan engaging and developmentally appropriate learning opportunities that impact on pupil attainment.

Priority 3 Curriculum for Wales 22.

Refine planning and processes that continually support the delivery of a rich purpose driven curriculum.

Priority 4 Leadership and professional learning.

Develop self-improving systems where the most reluctant practitioners can be drawn in and fully engaged in professional learning.

School Attendance Targets

<u>2022/23</u>	-	<u>%</u>
LA average	Whole school	90

Cluster average	Whole school	92.65
OLSM School	School target	93%
	Levels Pre covid (Autumn 19)	94.6%
Whole School Year	Whole school	92%
	Authorised	7.7%
	Unauthorised	0.3%

<u>Category</u>	<u>Attendance-%</u>	<u>Authorised absences-%</u>	<u>Unauthorised absences -%</u>
Whole school	92	7.7	0.3
Whole school-girls	91.2	8.0	0.3
Whole school-boys	91.6	7.7	0.3
FSM-girls	89.7	9.7	0.6
FSM-boys	90.9	8.4	0.6
ALN/medical-girls	91.2	8.2	0.7
ALN/medical-boys	92.8	6.3	0.9
LAC-girls	91.9	7.5	0.5
LAC-boys	87.6	11.0	2.5
EAL-girls.	91.2	7.6	0.8

EAL-boys	92.5	6.8	0.2
Young carers-girls	82.0	11.8	0.9
Young carers-boys	92.3	6.8	0

Actions to Promote Healthy Eating and Drinking

The school continues to promote healthy eating and a healthy lifestyle, that is based on a model policy from MCC entitled 'The food and fitness policy' (available on the OLSM website) and is linked to the 'National Appetite for Life' agenda.

The lower phase children have fruit tuck daily in the morning break, which has a lovely selection of fresh fruit to choose from. The school also encourages upper phase children to either use the fruit tuck or to only bring in healthy snacks for morning breaktime.

- **Healthy Lunch boxes:** as a school we encourage the pupils to bring in healthy lunchboxes. Healthy lunch box information leaflets are regularly distributed alongside the weekly newsletter.
- **Water:** the school encourages all pupils to bring in water bottles filled with water and for those children without, bottles are provided in the day. The pupils are given access to fresh water throughout the day.
- **Fresh Milk:** FP have free fresh milk each day at morning breaktime.

The governors wish to remind parents and carers that at OLSM school no nut or chocolate products should be brought to school due to several of our pupils having severe allergies. Additionally chocolate bars, crisps and sweets do not fulfil the Healthy Schools agenda and we would urge families to refrain from providing such snacks. In addition, all parents and carers should ensure that their children bring water bottles to school.

Parents should themselves be aware of the 'Change for Life' agenda recommended by the NHS. Further information on this is available at www.change4life.co.uk

Sports and Extra Curriculum Activities

All pupils have access to sports lessons in the week, including an indoor PE lesson and a sports lesson outdoors, weather permitting. Juniors also take turns in having swimming lessons. A variety of after school clubs are in place including among them netball and football for junior aged pupils.

School Timings for the 2022/2023 year.

	FP		KS2	
	Start	End	Start	End
AM	9.00am	12.00pm	9.00am	12.30pm
PM	1.00pm	3.30pm	1.30pm	3.30pm

Within a normal working week, the number of hours spent on teaching is:

- Lower Phase 26 hours and 30 minutes.
- Upper Phase 26 hours and 30 minutes.

OLSM School Curriculum and Teaching

From September 2022 the New curriculum for Wales was introduced in all primary schools. In Wales this new curriculum saw a radical change in the principles behind the way pupils are taught, while still ensuring a broad and balanced curriculum for all pupils.

Fundamentally, the new curriculum centres on four purposes and six areas of learning. The four purposes ensure that learners are:

- ambitious, capable learners ready to learn throughout their lives.

- enterprising, creative contributors, ready to play a full part in life and work.
- ethical, informed citizens of Wales and the world.
- healthy, confident individuals, ready to lead fulfilling lives as valued members of society.

In addition, the six areas of learning and experience ensure that pupils are provided with opportunities to develop their learning through:

- Expressive Arts.
- Health and Well-being.
- Humanities.
- Languages, Literacy and Communication.
- Mathematics and Numeracy.
- Science and Technology.

All teachers provide these opportunities through creative management of the lessons they teach yet always with the four purposes at the core. The school now has teams of staff responsible for ensuring progression throughout the six areas of learning and experience that allow all our pupils to achieve their full potential.

In addition to the changes in approach to teaching and learning, we also saw a change in the way the pupils are organised. Now, instead of Foundation Phase (Reception to Year 2) we have Progression Stage 1/2 (Lower Phase). Similarly, Key Stage 2 has made way to Progression Stage 2/3 (Upper Phase) for Year 3 to Year 6.

Despite all these changes, all schools in Wales have had ample opportunity to prepare for them and while updates and revisions to approaches are to be expected, the staff at OLSM are fully conversant with and are enjoying this new approach to teaching and learning. This new approach to planning and delivery ensures that schools are empowered to design their own curriculum, tailoring to

each individual learner's needs, while supporting their wellbeing. Every pupil will benefit from learning that supports them to become confident and creative, with the life skills and knowledge needed to help them reach their potential.

Welsh Government Personalised assessments for English and Maths continue to be via 'online assessments' and these along with ongoing teacher assessments, allow teachers and the school to monitor individual pupil progress, tailoring learning directly to the needs of the pupils.

For further information and updates on the New Curriculum for Wales please visit: [Curriculum for Wales - Hwb \(gov.wales\)](https://gov.wales/curriculum)

Additional Learning Needs (ALN)

The school takes this area of provision very seriously and has an appointed Additional Learning Needs Co-ordinator (ALNCo). The ALNCo assists teachers in assessing need and offering advice, whilst arranging external agency support as and when appropriate always involving parents / carers and arranging reviews of those children with potential needs. One Page Profiles (OPP) and Individual Development Plans (IDPs) are formulated to ensure that pupils receive the best support for their needs. There is a link governor appointed to ALN who reports back to the governing body. Pupils who have English as a second language are supported by GEMS, an outside agency that assists in teaching and translating for these pupils through the medium of their own first language.

Planning for Monitoring and ensuring progress.

In a normal year regular scrutiny of lessons and progress is monitored through a wide range of different methods. These include formal observation, informal learning walks, monitoring of pupil books, teacher planning and discussion with pupils about their learning. Pupil voice is an essential part of children's development and is heard through both the school pupil's council groups and at the beginning of topics. Senior staff are supported in the process of

monitoring school progress via support from the Education Achievement Service (EAS) and dedicated School Improvement Partners (SIP). Teachers now have a very clear understanding of the published progression steps expected to be seen throughout the school. To ensure consistency across the school, governors regularly participate and support the process of monitoring through the involvement of the Curriculum Sub Committee that meets on a regular basis.

Welsh as a second language.

OLSM RC Primary School is an English medium school where lesson instruction is given through the medium of English. As a school in Wales we are very aware of our role in promoting and developing the use of Welsh as a living language. In addition to sessions where we teach Welsh as a second language, the school tries to promote the development of bilingualism of the language using incidental requests e.g. Good morning, how are you? Stop! Listen! Sit on the carpet, what's the weather today? through the medium of Welsh. When pupils hear the language they respond to it through appropriate action. Staff and pupils greet each other throughout the day using the medium of Welsh and pupils are encouraged and supported to use the short sentence patterns they know outside of the classroom in the playground. Phrases of the week are evident throughout the school and pupils are encouraged to use these at every opportunity. In addition, pupils are encouraged to write in Welsh through Welsh display and 'scribbling' boards, 'Sgriblo Sydyn', found in the progression phase 2/3 corridor. Furthermore, words and phrases of the week are included in the school's weekly newsletter that is sent home each week to assist families in developing the Welsh language.

We are conscious that many of our pupils join us at varying times during their school careers, several from outside Wales. For these pupils we recognise that it may take a little longer before they volunteer information through the medium of Welsh. However, responding through action often comes quickly when they are

immersed in our school environment. Welsh is taught as a second language throughout the school. All members of staff have been trained to deliver this subject.

Parent/Teacher Association (Friends of OLSM) and support for the school.

Even though the pandemic stopped the PTA from functioning normally, when the opportunity arose some activities were able to resume, always following safe covid practices. Money raised by the PTA has enabled the school to buy much needed additional educational resources for Progression Stages 1,2 and 3 This year they have helped the school to provide new netball and football equipment. These have already made a huge difference to the children's learning opportunities. The PTA has also supported many events by helping to provide and serve refreshments. In addition, the governing body wishes to thank all those parents, carers, families, friends, and parishioners who have shown their support for the school throughout the year.

Standards of behaviour

The conduct of pupils in the school is of a high standard and visitors to our school frequently comment on pupils' exemplary behaviour. However, for the 2022/23 academic term 2 pupils were excluded- both for 1 day each from school, for unacceptable behaviours and behaviour that fell far short of our expectations and values.

Exclusion, whether it is for a fixed term or on a permanent basis, is always a last resort and the school staff does its utmost to prevent such happenings. Pupils are supported with their behaviour, when necessary, with the emphasis placed on the consequences of their actions, so that pupils understand why they need to be disciplined. The school has a strong Christian ethos, and we are all keen to build relationships of trust and respect. Our positive behaviour policy praises and encourages good behaviour with many opportunities to reward and celebrate this.

Provision of toilet facilities

The school has toilet facilities for both boys and girls in Progression Stages 1,2, and 3. These are also separate toilet facilities for boys and girls for Progression stage 1 and unisex facilities in Progression Stage 2 and 3. Each toilet area also has washbasins, liquid soap and paper towels. The toilets are thoroughly cleaned daily by our cleaners and refreshed at other times as required. The provision of all toilet facilities is hygienic and appropriate.

Complaints

We pride ourselves on our home-school-church partnership and 'open door' policy. We therefore anticipate that complaints / concerns will be resolved informally and amicably via parent/teacher communication.

Parents /carers should initially discuss concerns with individual class teachers in the first instance then bring any unresolved complaints / concerns to the Head teacher. Parents who remain dissatisfied should then contact the Chair of Governors who will deal with the complaint and, if necessary, raise the matter with the Governing Body.

We remind all parents that the use of social media platforms for any complaints or grievances about the school is inappropriate. We would ask that you always approach the school in the first instance.

All complaints including matters relating to the Curriculum for Wales or collective worship follow a formal complaints procedure.

A copy of this procedure is available at the school or on the school website. www.olsm.co.uk

Facilities for the disabled

OLSM is a fully inclusive school. There is a ramp in the main front entrance for wheelchair access. Within the junior area is a disabled toilet. The school has a 'Cluster Strategic Equality Plan' and a 'Policy for supporting pupils with healthcare needs,' in place, that gives clear

guidance to ensure that we do not in any way discriminate against disabled pupils / pupils with health needs, either preventing them accessing the school or the curriculum.

Public access to documents

Parents and carers are entitled to have access to the following documents, copies of which are held in the school and are available on request from the headteacher:

- a) The Local Education Authority's Statement of Curriculum Policy.
- b) All Welsh Government Statutory Instruments, Circulars or Memoranda.
- c) All published Estyn reports that refer expressly to the school.
- d) All current Schemes of Work used by teachers at the school.
- e) A full copy of the Complaints Procedure.
- f) A copy of that part of the Trust Deed which governs the provision of Religious Education in a Voluntary Aided school.

For our School, the relevant section states that 'Religious Education shall be in accordance with the tenets of the Roman Catholic Church'. In addition to the above statutory documents, the following are always available from school: relevant Curriculum For Wales documents, a copy of the prospectus, governors policies, constitution of the PTA, latest agreed minutes of the meeting of the governing body and PTA.

Support for charities and donations to the school

During the year our children and their families have supported the School, CAFOD, Rotary Clubs International, Saint David's Hospice, Royal British Legion and the Food Bank. Food bank boxes are available in the school reception for donations to be placed for distribution in the local area.

Term dates for the 2023-2024

Term	Start	Half term start	Half term end	Term End
Autumn	01/09/2023	30/10/2023	03/11/2023	22/12/2023
Spring	08/01/2024	12/02/2024	16/02/2024	22/03/2024
Summer	08/04/2024	27/05/2024	31/05/2024	19/07/2024

Annex 1 - Financial Statement Summary 2022/23

E090 Our Lady & St Michael's (OLSM) RC Primary School (VA)			
Year End Outturn Report for 202200 to 202213			
Account Description	Actual	Budget £	Variance on Budget £
SUMMARY			
TOTAL INCOME	-1,138,194.00	-965,934.00	-172,260.00
TOTAL EXPENDITURE	1,213,920.00	954,736.00	259,184.00
NET	75,726.00	-11,198.00	86,924.00