

Palmerston Primary School

“Together we will Succeed”

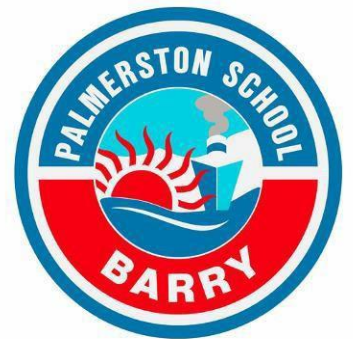


**PALMERSTON
PRIMARY SCHOOL**

Pen Y Bryn

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JULY 2024
GOVERNORS' REPORT
TO PARENTS



Dear Parents/Carers,

It has been another busy year at Palmerston with class assemblies, sharing days, after school clubs, the memo dance group, school trips and community events such as the recent summer fete, which was a real success!. We have celebrated achieving a bronze Welsh award and seen the installation of 'The Smart Space", thanks to funding by The Big Fresh Catering Company and the generosity of members of the Palmerston community. Parents and carers have had opportunities to attend training held at the school by Cardiff and Vale College and there have been regular drop-in sessions held by our school nurse. Continuing and growing our community engagement is an important part of the school ethos.

I would like to take this opportunity to congratulate the fabulous Mrs. Hopkins, who this year was awarded a Kings Honor and invited to attend the Buckingham Palace Garden party. A well-deserved recognition of the hard work, passion and commitment given daily, we are lucky to have Mrs. Hopkins as part of team Palmerston.

The year has not been without its challenges, and I would like to thank all the staff at Palmerston for going above and beyond to provide an enriched learning environment where all our children feel safe, happy and valued. Inclusivity, in every aspect, is at the very heart of Palmerston and part of the everyday so it is easy to forget how much work and dedication it takes to achieve.

We are seeing a change at the end of this term, with four long standing teachers leaving Palmerston. I am sure we all wish Mrs. Breed, Mrs. Gape, Mrs. Harrison and Miss Johnson all the best for the future. We welcome Mr Haines, Miss McCauley, Miss Roberts and Mrs Steel to the team.

I would like to thank all the parents and carers in the Palmerston community for consistently supporting the school and pupils to be the absolute best they can be. We have once again showed that "Together we can succeed".

Have a wonderful summer and I look forward to seeing you back in September for what I am sure will be another successful year.

Many thanks,

Emma Ryles

Chair of Governors at Palmerston Primary School



Our Vision and Values



Our children, regardless of **differences**, deserve the right to **access** an excellent curriculum, to have the best **attitudes** towards learning and life, and to **achieve** their very best!

Access-Attitude-Achievement

We live and breathe our Mission statement, that:

'Together We Will Succeed'

How do school leaders and Governors promote school improvement?



At Palmerston Primary School, leaders have children's safety, welfare and learning at the forefront of all decision making. Each member of staff and governor is a leader of at least one aspect of the school's life, working as a strong team to improve and raise standards. Pupil voice, through the School, Eco and Rights Respecting Team, Junior SLT and parent consultations through regular meetings and surveys, means that the whole school community is part of the consultation and decision making process.

The Head teacher and her Senior Leadership team work with all aspects of the school community to identify priorities and plan and action developments for these, and to closely monitor impact and outcomes. The Governing Body monitors school improvement priorities through regular visits to the school for meetings and learning walks. They also spend time on scrutiny of documentation and ensure that the Head teacher and staff are regularly and rigorously appraised. In all, the 'Team' ethos at Palmerston Primary School is key to the successful learning of our children.



Our Governing Body

The Chair of Governors is Mrs Emma Ryles.

The Governing Body and the Head teacher share responsibility for the strategic management of the school, within the framework set by the legislation and by the policies of the Local Authority (LA).

While the LA is the employer of staff, the Governing body and the Head teacher have separate and particular responsibilities for the selection and management of staff. The internal management of the school is the responsibility of the Head teacher.

The full Governing body meets at least once a term. In addition, sub-committees meet regularly to discuss specific issues. They report to the full Governing Body for formal ratification of proposals.

The minutes of Governing Body meetings are available from the clerk of Governors: Angela Rankin through the Vale of Glamorgan LA.

Type of Governor	Name
Head teacher	Miss Sarah Cason
Vale of Glamorgan County Council Representatives	Ms Rachel Nugent-Finn Ms Helen Payne Mrs Shelley Lloyd Mrs Hana Rahman
Teacher Representatives	Mr Owen David
Non- Teaching Rep	Miss Rachel Beare
Community Representatives	Ms Helen Jenkins Mrs Emma Ryles Mrs Valerie Carter
Parent Representatives	Mrs Kelly Kerlake Mrs Zoe Morrison Mrs Ceri Spence
Observer	Graeme Jones - Deputy head



Governors' links with classes and specific areas of the curriculum.

These governors visit the school regularly to work alongside teachers in their chosen subject area. Working in this way they develop a clearer idea of how our school works, forge stronger links with teachers and develop lasting relationships with children.

Staff & Governor Subject/Aspect Responsibilities

Subject/Aspect	Governor/s	Teacher/s
Languages, Literacy and Communication	Kelly Kerslake	Mrs Tracy Davies Mrs. Sarah Jones (International Languages) Miss Louise Frazer (Welsh)
Mathematics and Numeracy	Helen Jenkins	Mrs Sarah Sims
Science and Technology	Helen Jenkins Valerie Carter	Mr Graeme Jones Mr Owen David
Humanities	Hana Rahman	Mrs Rebecca Breed
Health and Wellbeing	Shelley Lloyd	Mrs Holly Gape Miss Alison Johnson
Expressive Arts	Ceri Spence	Miss S Wride

DCF	Helen Jenkins	Mr Graeme Jones Mr Owen David
Attendance	Emma Ryles	Miss Sarah Cason Mrs Julie Sinclair
Safeguarding/ Child Protection/ LAC/EAL/Equal Opportunities	Shelley Lloyd	Miss Sarah Cason Mr Graeme Jones
Additional Learning Needs	Helen Jenkins Ceri Spence	Mrs Tracy Davies Mrs Bev Hopkin Mrs Jo Rees



Governing Body Sub Committees and Working Parties

<p><u>STAFF DISCIPLINARY AND DISMISSAL *</u></p>	<p><u>STAFF DISCIPLINARY AND DISMISSAL APPEALS *</u> (to include all other appeals)</p>
<p>Mrs Shelley Lloyd Chairperson Mrs Rachel Nugent-Finn Vice Chairperson Mrs Zoe Morrison <i>Mrs Hana Rahman Reserve</i></p>	<p>Ms Helen Jenkins Chairperson Mrs Kelly Kerlake Vice Chairperson Mrs Ceri Spence <i>Mrs Helen Payne Reserve</i></p>
<p><u>PUPIL DISCIPLINE AND EXCLUSION *</u></p>	<p><u>PREMISES/HEALTH AND SAFETY</u></p>
<p>Mrs Hana Rahman Chairperson Mrs Shelley Lloyd Vice Chairperson Mrs Emma Ryles <i>Mrs Rachel Nugent-Finn Reserve</i></p>	<p>Mrs Kelly Kerlake Chairperson Ms Helen Jenkins Vice Chairperson Mr Owen David Miss Sarah Cason Mrs Emma Ryles Mr Michael Williams/ Co-opted Ms Yvonne Hawkins</p>
<p><u>FINANCE TO INCLUDE PAY REVIEW AND PAY REVIEW APPEALS</u></p>	<p><u>STANDARDS/PERFORMANCE AND CURRICULUM</u></p>
<p>Mrs Emma Ryles Chairperson Mrs Shelley Lloyd Vice Chairperson Mrs Kelly Kerlake Miss Sarah Cason Mrs Yvonne Hawkins</p>	<p>Mrs Hana Rahman Chairperson Mr Owen David Vice Chairperson Mrs Ceri Spence Mr Graeme Jones – Co-opted</p>
<p><u>HEAD TEACHER PERFORMANCE MANAGEMENT</u></p>	<p><u>COMPLAINTS/STAFF GRIEVANCE AND STAFF GRIEVANCE APPEALS</u></p>
<p>Mrs Emma Ryles Chairperson Mrs Kelly Kerlake Vice Chairperson Shelley Lloyd LA Challenge Adviser</p>	<p>Mrs Emma Ryles Chairperson Mrs Kelly Kerlake Vice Chairperson Ms Helen Jenkins <i>Ceri Spence Reserve</i></p>

TEACHERS' PERFORMANCE MANAGEMENT		WELLBEING/ALN	
APPEALS			
Mrs Emma Ryles	Chairperson	Mrs Shelley Lloyd	Chairperson
Mrs Shelley Lloyd	Vice Chairperson	Ms Ceri Spence	Vice Chairperson
Mrs Kelly Kerlake		Mrs Valerie Carter	
		Rachel Beare	
		Tracy Davies / Alison Johnson	



School Staffing Structure

Senior Leadership Team (SLT)

Head Teacher: Miss Sarah Cason

Deputy Head : Mr Graeme Jones

Assistant Head Teacher: Mrs Tracy Davies

School Business Manager: Ms Yvonne Hawkins

Foundation Phase Teachers		Key Stage 2 Teachers
Nursery	Miss Louise Frazer	Year 3 Mrs. Sarah Jones/ Mr Owen David
Reception	Mrs Sadie Harrison	Year 4 Mrs Sarah Sims
Year 1	Mrs Bettina Buckland	Year 5 Mrs Rebecca Breed
Year 2	Miss Alison Johnson	Year 6 Mrs Holly Gape
Classroom Teaching Assistants		
Miss Rachel Beare, Mrs Kelly Chamberlain, Miss Annie John, Miss Cyra Buckler , Mrs Sian Phillips, Mrs Claire Jenkins, Miss Tanya Fiddler (Clarke) , Mrs Izzy Essa, Mrs Karen Morgan		
Pupil Support Teaching Assistants		
Mrs Karen Cox, Ms Mel Forse, Mrs Ruth Collins, Mrs Debbie Jenkins, Miss Sarah Harwood, Miss Carla Freeney, Mrs Emma Ferreira, Miss Shannon Rees, Mrs Odette Wride, Miss Gwen Davies		
Agency Teaching Assistants – Miss Lien Grant, Miss Louise House, Miss Amy Buckler, Mr Adam Price, Emma Giles, Rose Jones, Kate Rimmer, Vikki Williams, Dionne Woodiwiss, Tracey Smart, Caitlin Davies		
Administration Team		
Ms Yvonne Hawkins (Business Manager), Mrs Julie Sinclair		
Midday Supervisors		
Mrs C McCourt, Miss C Freeney, Miss L Dudley , Mrs P Dimond, Mrs H Cahill, Mr D Campbell, Mrs A Wheeler		
Caretaker		
Mr Michael Williams		
Catering Team		
Mrs Tracey Smart, Mrs S. Curnick, Ms Jessica Dicks		

Financial Report to Parents 2023/24

“Together We Will Succeed”

Cumulative Expense Analysis

Financial Year – 2023/2024



LEDGER GROUP	ALLOCATED
ACCELARATED LEARNING GRANT	23015
BUDGET	-147,066.00
DOMESTIC EXPENSES	51814
EIG GRANT	95631
EMPLOYEE RELATED EXPENSES	817567
ENERGY COSTS	13308
INCOME	-337515
OTHER EMPLOYEE EXPENSES	1372
PDG GRANT	82901
PDG LAC GRANT	000
PREMISES RELATED EXPENSES	53349
SERVICES UNITS	113333
SUPPLIES AND SERVICES	66283
SUPPLY COSTS	201955

VALE CATERING	
	-1,318.19
GRAND TOTAL	1041180

Target Setting

Governors have worked with the Head teacher to set targets for the forthcoming three years. The process of agreeing targets is based on the following principles:

- Targets should be challenging, realistic and manageable;
- They should be school specific, reflecting an informed evaluation of each year group of children;
- In order to be meaningful, targets should be considered over a time span of more than one year;
- Class teachers have a crucial role to play in the setting of targets and are fully involved in the process.

In line with these principles, teachers use the wide range of information they have about each child in their class to set an individual target level in national curriculum tasks and tests. This is a whole school initiative and teachers work hard to ensure that each individual target is challenging, but realistic. These individual targets are collated to form aggregate targets for each year group.

Attendance

Regular attendance at school is essential if children are to reach their potential.

We seek to ensure that children also appreciate the importance of coming to school regularly. Extended holidays become a matter for consideration by the L.A. We also have clear guidelines from the Welsh Government which allow us to authorise absences for medical appointments, days of religious observations, external examinations etc. You are advised however, that **"extensive amounts of authorised absence can be just as damaging to continuity of learning as unauthorised absence. Schools therefore need to authorise absence sparingly and only after careful consideration, particularly where pupils have a history of irregular attendance."**

Attendance for June 24 is 89.7%. This is below our target of 91%, although this is slightly above previous years. (88.3% June 2023 and 87.3% June 2022) We are working together to increase this next year.

Where problems occur and attendance falls, we speak with parents. When attendance falls below 85% and there is no obvious reason, we work with the Vale of Glamorgan Educational Welfare Officers (EWO).

In line with the Vale of Glamorgan policy, holidays will not be authorised unless there are exceptional circumstances. Please contact the Headteacher for holiday requests.

School Links with the Community, Business and Industry

The school is keen to promote links with local businesses and other organisations within our community and benefits greatly from their support.

Palmerston have welcomed more visitors this year from the local and wider community. Some of the visitors we have had this year include: A Creative Practitioner who helped us create Wellbeing Tiles, Drumming Workshops, Taequondo workshops, Gym sessions, Welsh Wheel Chair Rugby, Barry Male Voice Choir, fire officers, police officers, and sports coaches. The children love asking these people questions to find out about what they do. It is also important for our children to make links between what we are learning in school and how this will prepare and help them in their jobs in the future. It also inspires our children and helps them see what jobs they might want to do when they are older.

This year different classes have visited places such as Cardiff Museum, Wiggly Farm, Cardiff Castle, Horse Riding in Pontcanna, Porthkerry Park, Llangaich Fawr, Manor Adventure Residential, Cardiff Castle, Cosmeston Lakes, Big Pit, Cosmeston Park, , and Barry Island.





Sporting Aims and Achievements



All children participate in a variety of team games as an integral part of Health and Wellbeing. All children are included within these sessions and we aim to ensure that each child finds a degree of personal success and enjoyment. Sport plays an important part in school life and we encourage a healthy, active lifestyle. We see the importance of helping children to keep fit and active. To enable this, staff offer a wide range of activities including dance, Boccia, athletics, hockey, rounder's, cricket, Multi Sports and football. We are very proud of our dance team who performed 2 dances at the Barry Memo this year. Our football team have taken part in interschool Matches with Gwenfo Primary and shown great co-operation and teamwork.

Curriculum Organisation and Teaching

At Palmerston Primary School we support the concept of lifelong learning, recognising that both adults at school and children learn new things every day. We maintain that learning should be a rewarding and enjoyable experience for everyone. Through our teaching we seek to equip children with the skills, knowledge and understanding necessary to be able to make informed choices about the important things in their lives.

We recognise that people learn best in different ways. Therefore, we aim to provide a rich and varied learning environment that supports children in developing their skills and abilities in a range of ways, in order to achieve their full potential. Through our teaching we aim to:

- Challenge and support children in becoming confident, resourceful, enquiring and independent learners;
- Foster children's self-esteem and help them build positive relationships with other people;
- Develop children's self-respect and encourage them to respect the ideas, attitudes, values and feelings of others;
- Show respect for all cultures and, in so doing, promote positive attitudes towards other people;
- Enable children to understand their community and help them feel valued as part of this community;
- Help children grow into reliable, independent and positive citizens by celebrate the achievements of both children and staff.
- The Additional Learning Needs Policy incorporates the statutory Code of Practice for Special Needs and aims to provide equal access to the curriculum for all children. This is overseen by our Governor ALN Committee.
- This year we continue to develop our new curriculum which meets the required elements as set out in the national framework, with the 4 purposes as a starting point. Please see a summary on our website that explains our curriculum journey, how we approach assessment and progression and how we will continue the process of review and refinement.

Welsh Language – Yr Iaith Gymraeg



The ambition of the Welsh Government is to have 1 million Welsh speakers by 2050. Developing Welsh enriches knowledge and understanding of the culture and heritage of Wales. It develops their personalities and ability to contribute to the community giving them a sense of place and identity. We completed our Siarter Iaith Bronze award and will build on this next year. We recognise that very few children at Palmerston Primary School speak Welsh at home and that school is often their only contact with the language and culture of Wales.

The aims of teaching Welsh are:

- to develop pupils' knowledge, understanding and skills within an integrated programme of speaking and listening, reading and writing;
- to create a Welsh ethos within which to promote the teaching of the Welsh language;
- to create opportunities for children to enjoy the rich heritage of Wales;
- celebrate the traditions and culture of Wales;
- to offer children opportunities to perform and compete in Welsh during school assemblies, concerts and Eisteddfodau.



School Term Time Dates

2025/2026

Term	Begin	Half term		End	No. of School Days
		Begin	End		
Autumn 2025	Monday 1 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	55
Summer 2025	Monday 13 April 2026	Monday 25 May 2026	Friday 29 May 2026	*Monday 20 July 2026	65
TOTAL					195



School Term Time Dates

2024/2025

Term	Begin	Half term		End	No. of School Days
		Begin	End		
Autumn 2024	Monday 2 Sept 2024	Monday 28 Oct 2024	Friday 1 Nov 2024	Friday 20 Dec 2024	75
Spring 2025	Monday 6 Jan 2025	Monday 24 Feb 2025	Friday 28 Feb 2025	Friday 11 Apr 2025	65
Summer 2025	Monday 28 April 2025	Monday 26 May 2025	Friday 30 May 2025	*Monday 21 July 2025	55
				TOTAL	195

Monday 2 Sept 2024 and *Monday 21 July 2025 will be designated INSET days for **all** LEA Maintained Schools. The remaining three INSET days to be taken will be at the discretion of each individual school following appropriate consultation with staff. ***It is intended that this INSET Day will either be taken on Mon 21 July 2025 or at an alternative time for example in the form of twilight sessions.**

All schools will be closed on **Monday 5 May 2025** for the May Day Bank Holiday.

Significant dates: Christmas Wednesday 25th December 2025

Easter Good Friday 18th March 2025
Easter Monday 21st April 2025

May Bank Holidays Monday 5th May 2025
Monday 26th May 2025

Anti- Bullying



Palmerston Primary School is committed to ensuring that bullying does not negatively impact upon the wellbeing and educational standards of the children who attend our school. The anti-bullying policy includes sections on cyber bullying and to offer sources of support and relevant advice to parents, should they believe that their child is the victim of bullying.

The school is determined to ensure that Palmerston Primary school is a supportive environment that has an open and transparent attitude to bullying and the measures that we are taking to eliminate it.

How do we make sure that our pupils are healthy, safe and well supervised?

The development of healthy lifestyles is a high priority for our school. Palmerston Primary School continues to drive forward the Healthy Schools initiative and actively promotes healthy eating. Pupils have access to drinking water throughout the day.

The children take part in a range of activities to ensure that they feel safe and staff and governors receive annual child protection training. We have a comprehensive PSHE curriculum addressed through class sessions, and circle times. In surveys children report that they feel happy and safe at Palmerston Primary. The school has robust safeguarding and child protection procedures including safe recruitment. Please see our website for our RSE curriculum.



Provision of toilet facilities

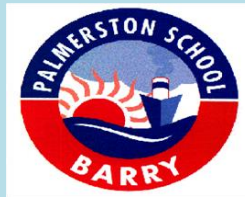


The school provides sufficient toilets for the number of pupils and staff on roll. These toilets are cleaned on a daily basis. Our toilets were refurbished last year.

What activities and options are available to pupils?

We are always seeking to improve and enrich our provision to develop children's enthusiasm for learning. This includes the use of and development of ICT skills across the curriculum. Visits out and visitors in are widely used to support the curriculum and to make learning relevant to our children. This includes linking with our local and wider community.

The school provides a range of sporting and extra-curricular activities and children are consulted about choices of after school clubs. Some of those which are offered include School Choir, Art club, STEM, Football, Multi Sport, Hockey, Netball, Dance club, Eco club, Welsh and Makaton club. We have been able to access our horse-riding sessions for our pupils in our resource base again this year.



Cardiff
Partnership

for Initial Teacher Education

Partneriaeth
Caerdydd

ar gyfer Addysg Gychwynnol i Athrawon

We continue to build on our successes as a Lead Partner School Alliance for the Cardiff Partnership and have trained another 7 PGCE students in 23/24. We regularly host and run Student Led Training Days enabling our teaching students to observe live teaching, listen to learners and have an opportunity to combine Theory and Practice.

How are we making sure that every child gets teaching that meets their individual needs?

As a school we wish to continue to build on high standards through exciting learning. The school identifies and supports children with specific needs including More Able & Talented children. The school has named Additional Learning Needs Co-ordinators (ALNCOs) who are actively supporting the school in line with the ALN Bill. Progress is carefully monitored and tracked, intervention programmes are in place and external support is accessed where necessary. The school has a close working relationship with parent/carers as they are kept informed and involved. The Personal Centred Pupil meetings have continued to run this year and feedback has been highly positive. From the PCPs, IDP's are written if there is a barrier to learning. Pupil voice is sought in developments at Palmerston, including those in the curriculum. Teaching Assistants reinforce and support learning effectively, working with groups and/or individuals depending on the needs identified. Teachers assess all pupils' learning both formally and informally and targets are discussed and regularly reviewed with pupils. Minority and underachieving groups are supported and their progress is specifically tracked so that they attain their potential.



Our Successes 2023-2024

School Success!

Congratulations to Mrs Bev Hopkin who was awarded a British Empire Medal for her services to Education, particularly her dedication to supporting our wonderful pupils with additional needs. She also attended the Royal Garden Party and had a fantastic time despite the heavy rain!

Congratulations to Mrs Hopkins' horse riders on their achievements – they gained their level 1 certificates in horsemanship and horse care. Well done to Year 5 for gaining confidence and skills in your swimming sessions this year.

We have had another very successful year welcoming CAVC (Cardiff and Vale College) who have worked with our parents in a range of weekly workshops in the school every Tuesday, including 'Bright Sparks', 'Play and Learn' and 'Math's through Play!' Thanks for your positive feedback and enthusiasm in the sessions. More to come next September!

Thanks to all the children and families who have taken part in our WOW days! Walk to school Wednesdays have been really well attended. We will start again September!

Palmerston Primary July 2024

**Thank you for all your ongoing support.
Together we will succeed!**



Access Attitude Achievement