



# **GOVERNORS' ANNUAL REPORT TO PARENTS**

**Adroddiad Llywodraethwyr i Rieni**

**2022/23**

**Published April 2024**



Dear Parent/Carer,

On behalf of all Governors, I have great pleasure in presenting to you our Annual Report, detailing how our community, pupils, parents and carers, staff, leaders and governors have continued to prepare our students for a successful future in an ever-challenging world.

We strive to create a supportive, inclusive environment that nurtures individual growth and personal success.

Our School Priorities set out our focus and commitment. In order to deliver them, we particularly need your support in returning to pre-Covid levels of attendance. Being present is the first stage of being engaged and will make your children successful.

We successfully set a balanced budget for 22/23 with a healthy carry forward and were also able to do so for 23/24 through prudent governance and decision making. The prospect looks less positive in 24/25 as we face education funding cuts and austerity pressures. We will continue to make the most efficient use of our budget for the benefit of the school community under the leadership of our new Headteacher, Mrs Robins.

Mrs Robins is supported by our well established and passionate Leadership team and wider staff community. All are committed to our ambitions for the school. You will have been kept up to date with progress in the weekly 'Major News' and I'm sure you've celebrated along with us while we recognise learner/pupil successes in particular.

Finally, I'd like to offer my thanks to all our governors. They're volunteers who devote their time and energy in supporting the school. They do much more during their terms of office than attend the odd meeting and nod approval to proposals and policies. Each bring a set of skills to stand the school in good stead to deliver on our commitments. My thanks to you.

We're keen to continue our collaboration with you. If you have any questions or comments, please complete the sheet at the end of the report and return it to Mrs L Tomsa, Business Manager, c/o General Office by 14<sup>th</sup> May 2024.

Mrs J Johnson  
Chair of Governors

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## 1 School Priorities

The five overarching priorities for the school in 2022/23 can be found below. At the centre of our work is a commitment to improving progress and outcomes made by pupils and raising the standard of education at the school.

### 1 Learning – what students can do. We target the:

- outcomes for the students of Years 11 and 13 to be in the top 20% of similar schools;
- outcomes for the most able 20% in Years 11 and 13 in the top 20% of similar schools; and
- outcomes for target group pupils.

### 2 Wellbeing and attitudes to learning – what students can do. We target the:

- recovery of attendance to excellent levels;
- development of aspirational learners; and
- development of personal emotional health strategies and confidence.

### 3 Teaching and learning experiences – what we provide for students. We target the:

- provision of learning experiences that immerse, challenge and develop personal responsibility in order that all students engage with school and attain well;
- introduction of Curriculum for Wales, including a new Health and wellbeing curriculum;
- introduction of an assessment model for Curriculum for Wales;
- opportunities for students to improve reading skills;
- further development of whole school bilingualism; and
- review of learning experiences to stimulate and challenge ALN pupils to make the best possible progress.

### 4 Care, support and guidance - what we provide for students. We target the:

- construction of the school wellbeing provision to deliver identified needs;
- provision of a universal offer of emotional health support for students;
- development of wider participation in pupil voice groups and opportunities to support school improvement;
- revision of the PSE learning opportunities for students; and
- refinement of electronic safeguarding procedures to enable the monitoring of patterns of concerns.

### 5 Leadership and management – what we do to make the school excellent. We target the:

- further improvement of communication and engagement between school and parents or carers;
- establishment of the new staff leadership structures; and
- enhancement of digital resources for learning.

The school development priorities for the 2023/24 academic year are as follows:

### **School Development Plan (SDP) 2023-24 Cynllun Datblygu Ysgol (CGY) 2023-24**

#### **Priority Area 1 Standards and progress in learning and skills**

Led by Darren Davies, Emma Wilson, Maria Martin and Ellie Denscombe

- 1a) Raise standards in KPIs (Key Performance Indicators) at KS4 and KS5
- 1b) Raise standards in KPIs for groups of learners (lower/middle band, MAT, eFSM, MoD)
- 1c) Improve whole-school skills provision

#### **Priority Area 2 Wellbeing and Attitudes to Learning**

Led by Emma Wilson, Mark Kennedy and Charlotte Robins

- 2a) Improve attendance across the school
- 2b) Further develop and strengthen wellbeing support for pupils
- 2c) Improve wellbeing provision for staff

#### **Priority Area 3 Teaching and Learning Experiences**

Led by Darren Davies, Maria Martin and Cath Pearson

- 3a) Review and update our current curriculum offer to ensure it is appropriate and inclusive for all
- 3b) Improve L and T by implementing whole-school approaches and common operating procedures to ensure consistency in all classrooms
- 3c) Continue to prepare the school effectively for C4Wales by further developing the new curriculum in Y7/8

#### **Priority Area 4 Care, Support and Guidance** Led by Emma Wilson and Mark Kennedy.

- 4a) Improve and develop safeguarding procedures to ensure all pupils are appropriately catered for and safe
- 4b) Improve behaviour by putting clear policies and processes in place to support staff
- 4c) Effectively implement the ALN reform, with a focus on universal provision in the classroom

#### **Priority Area 5 Leadership and Management** Led by Charlotte Robins

- 5a) Implement rigorous monitoring and self-evaluation processes across the school to ensure accountability at all levels
- 5b) Improve targeting of strategic spending/grants and increase funding streams into the school
- 5c) Strengthen links with parents through quality communication and engagement

## 2 Key Performance Data

In 2023 we saw the second year of a return to a full summer examination series.

### Key Stage 3

At Key Stage 3 the following outcomes show the percentage of pupils achieving at least the expected level (level 5+)

English	93%
Maths	95%
Science	97%
CSI (combination of all 3 Core areas)	90%

Pupils' results in national tests (locally administered) are consistently good.

### Key Stage 4

In 2023 pupils secured the following at GCSE (key Stage 4):

Capped 9 Score- 379  
Level 2 inclusive – 54%  
Level 2 – 69%  
Level 1 – 98%  
Literacy 70%/APS – 40  
Numeracy 62%/ APS – 38  
Science 65%/ APS– 37  
National WBQ skills Challenge Certificate 91% APS- 42  
5 A\*-A threshold: 18.7%

Please find below an explanation of the various performance measures:

**5A\*A Threshold** – the proportion of year 11 pupils achieving at least 5 A\*/A grades.

**Capped 9 Score** – this measure focuses on year 11 pupils' best results from nine of the qualifications available, including three specific subject requirements i.e. a pupil's grades from English Language (or Welsh First Language), Mathematics or Numeracy and their best Science Grades. The remaining six qualifications are the best six grades from their other subjects.

**APS/ Average Points Score** – For Literacy, Numeracy, Science and Welsh Baccalaureate, points are assigned to grades where A\*=58, A=52, B=46, C=40, D=34, E=28, F=22, G=16. The points are added up and this total is divided by the number of pupils in the cohort to give an average points per pupil.

The **Literacy** measure calculates the average of the scores for all individual learners in the cohort, taking the best grade from any of the following GCSEs awarded to a learner:

- GCSE English language
- GCSE Welsh language (first language only)
- GCSE English literature

- GCSE Welsh literature

The **Numeracy** measure calculates the average of the scores for all individual learners in the cohort, taking the best grade from either of the following GCSEs awarded to a learner:

- GCSE mathematics
- GCSE mathematics – numeracy

The **Science** measure calculates the average of the scores for all individual learners in the cohort, taking the best grade from science GCSEs awarded to a learner. Currently this is limited to awards in the WJEC suite of science GCSE qualifications:

- GCSE biology;
- GCSE chemistry;
- GCSE physics;
- GCSE science (double award);
- GCSE applied science (double award); and
- GCSE applied science (single award).

The **Welsh Baccalaureate Skills Challenge Certificate** measure calculates the average of the scores for the Welsh Baccalaureate Skills Challenge Certificate awards for all individual learners in the cohort, whether it is the Foundation (Level 1) or the National (Level 2) award:

- Foundation Skills Challenge Certificate (Welsh Baccalaureate); and
- National Skills Challenge Certificate (Welsh Baccalaureate).

**Level 2+Threshold (English Language or Literature and Mathematics)** – the proportion of year 11 pupils achieving at least 5 A\* to C grades including either English Language or English Literature and either Mathematics or Numeracy.

**Level 2 Threshold** – the proportion of year 11 pupils achieving at least 5 A\* to C grades.

**Level 1 Threshold** – the proportion of year 11 pupils achieving at least 5 A\* to G grades.

## Key Stage 5

Outcomes for 2023 are as follows:

A\* - A or equivalent - 32.4%

A\* - C or equivalent – 75.3%

A\* - E or equivalent – 93.7%

## 3 Pupil Behaviour

Llantwit Major School has an emphasis on consistency and routines within the classroom. We have high expectations of the pupils and are not only looking to establish behaviour for learning but behaviour for character. We think that, to enable pupils to achieve what they are capable of, teachers must establish positive relationships with the pupils and combine assertiveness with

warmth. We unapologetically enforce the authority of the teacher and have centralised detentions for pupils who fail to meet our expectations for behaviour, timekeeping, uniform and equipment. We want pupils to be masters of their fate and work hard with our learners to instil key values such as respect, ambition and resilience.

It is always our aim here at Llantwit Major to deal with poor behaviour via a restorative approach. However, there are occasions where pupils' behaviour is unacceptable, and, in those cases, it is appropriate for fixed term exclusions to be issued. In the 2022/23 academic year there were 75.5 days of fixed term exclusion involving 20 pupils.

#### **4 Attendance**

Recovery of attendance to pre -COVID levels is a national priority. At Llantwit Major, attendance across all year groups has started to improve, however this has been slower than some other schools in the Vale. Attendance is therefore a key priority area for improvement for the academic year 23/24.

	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2021/22</b>	<b>2022/23</b>
Overall attendance	91.25%	No data	No data	84.3%	87.5%
Sessions missed due to authorised absence	5.44%			8.5%	7.6%
Sessions missed due to unauthorised absence	3.31%			4%	4.9%

#### **5 Curriculum Matters**

In Year 7, all students follow a broad curriculum of core and foundation subjects in line with the Curriculum for Wales. The curriculum is underpinned by the ambition for all learners to develop in the four purposes, supported via the coverage of the 27 Statements of What Matters across 6 Areas of Learning Experience (AOLE). Content is delivered in mixed ability subject specific lessons, with links made within and across AOLES to enrich each student's understanding and experiences.

Alongside the continuing development of literacy, numeracy and digital competency skills, the curriculum also includes: human rights; diversity and respecting differences; careers and the workplace and developmentally appropriate relationships and sexual education.

Students in year 8 follow a broad and balanced curriculum of core and foundation subjects which offer the opportunity to experience a range of subjects. During year 8 students are guided into appropriate options and Learning pathways, designed to give individual students the best opportunity to succeed.

All students continue to study the core subjects of English, Mathematics, Science, Religious Studies, and Welsh. They also have a wide choice of other subjects, including: 3D Design, Art, Business, Drama, Food & Nutrition, French, Geography, Graphic Communication, Health & Social Care, History, IT, Music, Photography, Separate Sciences, Sociology, PE and L1/2 Sport. Some students also accessed L2 qualifications through partnership with MPCT Bridgend.



Around half of the 2022/23 Y11 cohort studied for a full course GCSE in Religious Studies. The remaining proportion of the year group studied the L2 SWEET Qualification endorsed by Pearson Education, with 93% of students achieving at least a L2 pass ( equivalent to a B grade at GCSE).

Sixth Form pupils can choose from a wide variety of level 3 qualifications. These include a range of traditional A level, AS level courses, L3 certificates/ diplomas in Food Science & Nutrition and Medical Science along with L3 Cambridge Technical qualifications in IT and L3 BTEC certificate/ extended certificate qualifications in both Sport and Uniformed Services.

Sixth formers are supported in their higher education or employment applications through form period. This allows specialist teachers to work closely with students to help with personal statements, applications to apprenticeships, university and jobs. Pupils also access external support from university admissions officers, who present to the students on UCAS and apprenticeship applications and student finance to ensure they are making informed decisions. Pupils are made aware of opportunities at university summer schools and projects to develop students in particular niche areas. From 2024, students will have the opportunity to complete a week of work experience when they return from their summer exam series in June. This will allow students to explore different avenues of study in further education and, again, allow them to make more informed decisions.

The school seeks to maximise outcomes for More Able and Talented (MAT) students. More Able students are defined as those who are academically high achievers across the curriculum; talented students are defined as those who exhibit a flair for a particular subject.

The More Able and Talented register identifies those students who are in the top 10% according to a variety of assessment criteria. Classroom teachers use this information to track, support and provide challenges for these students. MAT pupils participate in the SEREN network which provides a plethora of opportunities for engagement outside school.

Llantwit Major School is an English medium school where Welsh is taught as a second language. All students attend Welsh lessons in Key Stage 3 and nearly all study the full course GCSE in Key Stage 4. Students are encouraged to use the language outside of their Welsh lessons with their peers and staff members. There is a strong link between the Welsh department and the feeder primary schools through annual transition activities and regular meetings. Outside lessons, the school promotes the use of the Welsh language reflecting the Welsh Government document 'Our Language: Its Future, Iaith Pawb'.

In the summer term of 2023 we were thrilled to achieve the silver Siarter Iaith award which recognises the hard work of pupils and staff for their use of Welsh within their school community. The school worked extremely hard to promote the use of Welsh across the school and we feel immensely proud that we received this award during the last academic year. A big part of the Siarter Iaith award is establishing a Criw Cymraeg which is made up of learners across all year groups. We meet regularly every half term to discuss how we can continue to promote the use of Welsh across the school. This year, the Criw Cymraeg have set up awards for both pupils and staff who use Welsh as part of their everyday learning and teaching. Pupils are awarded positive points on Classcharts which contribute to a "jump the queue" dinner pass for the highest point earners in every year group once every half term. This is a hugely popular award and we have seen an increase in students' use of Welsh because of this. Similarly, staff have the opportunity to win the prestigious 'Pencampwr Cymraeg' (Welsh Champion) award every half term. The Criw Cymraeg play a pivotal role in deciding who wins this award and they really enjoy being able to nominate

and award staff for their use of Welsh also. We also celebrate Welsh culture through numerous events in the Welsh calendar throughout the year, such as 'Diwrnod Shwmae', 'Dydd Santes Dwynwen', 'Dydd Miwsig Cymru' and of course the school Eisteddfod which is celebrated amongst learners in year 7-10 around St David's Day every year. The school Eisteddfod was a huge success this year, with pupils competing in both off stage and on stage competitions in many subject areas. The music department also entered pupils into the Urdd Eisteddfod this year, which is a tremendous achievement for all involved.

Incidental Welsh is used by staff and pupils in all lessons and this year it has been made part of the school's common operating procedures which has raised the profile of Welsh across the school greatly. In addition to this, there are several fluent Welsh members of staff and also a few who are learning Welsh outside of school to further enhance their use and understanding of the Welsh language. Every year 7 form tutor is also a fluent Welsh speaker and the use of Welsh plays a big part in form periods and in assemblies.

## **6 Buildings and School Site**

The school has a robust and rolling strategic spending plan to ensure that spending focuses on improving the provision and facilities to deliver the curriculum, including the Curriculum for Wales.

The Welsh Government Governing Body Report guidelines state this report has to contain information on toilet facilities. The school meets Health and Safety Requirements for the number of toilets needed for the pupils on roll. The school also has disabled toilets in different buildings. Our Estates and cleaning team clean all toilets on a daily basis and throughout the day as required.

## **7 Pupil Roll and Staffing**

### **Numbers on Roll**

The number of pupils on roll in September 2022 was 872 for pupils in Years 7-11 and 1027 for pupils in Years 7-13.

In 2022-23 there were 57 full time and 5 part time teachers.

There were 30 members of non-teaching staff working across the Learning/ Behaviour Support Team, the Admin and Estates teams.

Governors play an active role in the recruitment of all new staff and in internal appointments to posts of responsibility. Pupils are involved in key appointments. The mature and perceptive commitment they bring to the process is impressive and highly significant in reaching decisions.

## **8 Food and Fitness**

The Governors and the school are committed to encouraging our pupils to lead active and healthy lifestyles. The partnership of home and school is critical in shaping children and young people, and their future health.

We encourage a whole school approach to food and fitness. The headteacher, staff and governing body ensure that food provided in the school canteen and advice given to pupils promotes a

healthy and active lifestyle and work closely with Big Fresh to ensure the menu is healthy and regularly reviewed. The school is also committed to providing high quality inclusive PE lessons and health related exercise. This is supported by the annual appointment of sixth form Health and Wellbeing Leaders who support the organisation and running of extracurricular sport and health activities such as sports day and role model a healthy lifestyle. By working in partnership with other Vale schools and Community Sports organisations we aim to ensure the physical literacy levels of our pupils increase. The guidelines agreed by Governors can be found in the Healthy Eating and Fitness Policy on the school website.

The school is also involved in a 'Back 2 Nature Project' which has been praised by CSC and Public Health Wales. The project provides pupils with the opportunity to grow vegetables in our onsite garden and take them home. We also donate vegetables to a local food bank on a regular basis.

The school council play a pivotal role in the food choices at school and meet with Big Fresh, our catering provider, several times a year to discuss the healthy options provided. The school council have worked closely with Big Fresh and canteen staff to ensure vegan and vegetarian alternatives feature on menus and that allergy information is easily available. The student council have also visited other schools to review their offerings and share good practice.

## **9 Links with the Community**

The school arranges a myriad of work-related education, organising industry days and key skills activities for pupils in all the key stages. A wide cross-section of industrialists help both organise and run these activities.

KS4 and KS5 pupils complete community activities as part of their Welsh Baccaulaureate course and link with representatives from Llantwit Major town hall to complete projects which support the community. Big Skills Wales visit KS3 Welsh Baccaulaureate pupils to share enterprise experience and hints and tips. Llantwit Major Rotary Club link with KS4 and KS5 pupils to assist with the assessment of the Enterprise project's pitch for creative and innovative new products.

The school has also maintained and fully utilised its excellent links with Careers Wales to continue to provide a diverse range of guidance and advice to pupils in all Key Stages.

In addition, the school's garden project has established links with Plant Llantwit, Vale Nature Partnership, Keep Wales Tidy and the National Lottery Community Fund.

## **10 Additional Learning Needs**

The ALN team is currently supported by a range of well qualified and experienced teaching assistants to support students with a wide range of difficulties, both in class and on a withdrawal basis. Specialist teachers and professionals from outside agencies also work with individual students to provide advice to staff on universal provision in the classroom.

Provision for pupils with Additional Learning Needs (ALN) is led by the Additional Learning Needs Co-Ordinator (ALNCO) and the ALN department are fully committed to ensuring that pupils with additional learning needs are supported to achieve their full potential. The department provides support for a wide range of specific learning needs such as dyslexia and speech and language

difficulties, as well as providing support with literacy and numeracy progression. Support is provided by a team of staff in accordance with ALN statements, individual development plans or healthcare plans. These include the ALNCO, the DYSGU teacher, higher-level learning support assistants and learning support assistants. They provide focused intervention programmes delivered in small withdrawal groups 1 to 1 support where needed and in-class support. Intervention programmes include reading groups, maths support, emotional support, mentoring and peer mentoring.

In line with the ALN reform, all learners access universal provision in the classroom tailored to their needs. Professional development and support continues to develop this aspect of the school. In 2022/23, our onsite DYSGU provision provided support for around fifteen pupils in years 7 and 8. The aim is to support identified learners with literacy, numeracy and social skill development in preparation for moving to KS4.

English as an Additional Language (EAL) provision gives support to pupils for whom English is an additional language. Their needs vary depending on whether they are new arrivals, are in the process of acquiring English or are at the stage of developing their English.

Additional support for those with ALN includes: targeted in-class support; after school catch up/ homework clubs; provision of equipment such as chromebooks to remove barriers to learning, a “buddy” system and trauma informed support.

As the ALN reform progresses, there are students not identified as having ALN under the new definition that still require a spectrum of support, ranging from universal classroom-based support to further intervention from external specialist teams. School Action Plus students are gradually moving to a School Based IDP in line with the ALN Reform. It is the aim that by July 2024 school will be working solely within the new ALN system, this is one year in advance of Welsh Government guidelines.

Description of ALN status	11-15		16 and over		Total
	Male	Female	Male	Female	
Statements	0	0	0	0	0
School Action	No learners are identified as SA/ SA+ in line with ALN reform				
School Action +					
School IDP	47	28	15	6	96
LA IDP	1				1

Students are supported through Universal and Targeted School Provision, or Additional Learning Provision as detailed in an IDP, depending on individual needs. IDPs are managed by the school using the delegated ALN budget. Targets are learner- centred and discussed with each individual before being agreed. Some students follow a modified curriculum, which enables them to be withdrawn from lessons to work to improve their basic skills. All other students are supported in-class either through classroom-based intervention or TA support.

The school continues to access offsite provision for learners who require an alternative provision other than school on a full time basis. In 2022/23 these provisions included MPCT in Bridgend, GROW at the Amelia Trust Farm and a play centred provision “Let Me Play.”

## **11 Equal Opportunities**

The equality suite of policies is comprehensive and aims to meet statutory requirements. We equality impact assess existing school policies on a cyclical basis to ensure they uphold our strongly held belief that there should be no discrimination against any individual here at Llantwit Major School.

However, we do sometimes find it difficult to obtain accurate data from parents and request that you contact the school to notify us of any changes in personal circumstance to ensure we hold accurate records.

## **12 Extra Curricular**

### **Pupils' Extra-curricular Achievements 2022-23**

Pupils' achievements are regularly shared in the Headteacher's Report to the Governing Body, three yearly newsletters to parents and, from June 2023, in the weekly home/school communication Major News. The school website and Twitter are also regularly used to celebrate individuals' notable achievements.

## **13 Destination of School Leavers 2022/23**

Destinations data is as follows:

### **Year 11**

Returning to Year 12 at LMS- 75  
In college/sixth form/other schools- 87  
Employment/ work based training- 6  
Other 3

### **Year 13**

Placed in Further/Higher Education- 56  
Deferred University place- 0  
Taking a gap year- 10  
College- 0  
Employment/ work based training-11  
Return to Y13 - 1

## **14 The Work of the Governing Body**

All governors are unpaid volunteers and the Governing Body has a strategic responsibility for the school which it fulfils by:

- setting the school's aims and objectives
- agreeing policies, targets and priorities for achieving these objectives
- monitoring and evaluation to see whether the objectives are achieved
- setting the school budget, monitoring spending and appointing senior staff.

In addition to meetings of the full governing body, governors serve on a range of committees. In addition to the committees listed below, there are others which meet from time to time, as occasion demands. These include appointment panels for Head and Deputies as well as all teaching staff appointments, and committees dealing with disciplinary matters, grievances and possible redundancies.

The full lists of the governing body are set out below:

<b>Full Governing Body (20 members)</b>		
Carol Brown Jo Johnson (Chair) Paula Richards Cedric Burden William Moulder (Vice Chair) Mark Minchinton Edward Williams Alyson Jones Ben Faire Paula Ainsworth Bibey Mark Bainbridge Paul Fellows Julie Lynch-Wilson	Sharon Cox Mike Bell Maria Martin Alison Jones Annabel Ingram Mark Narusberg  <b>Associate Governors:</b> Hope Shakespeare and Connie Roots (Senior Prefects 2022-23) representing School Council	
<b>STATUTORY</b>		
<b>Staff Disciplinary</b>	<b>Appeals Committee</b>	<b>Pupil Discipline and Exclusions</b>
Mark Bainbridge (Vice Chair) Ms P Ainsworth Bibey Ms Alyson Jones Cllr E Williams Will Moulder (Chair)	Jo Johnson (Chair) Mrs P Richards Mrs A Ingram Julie Lynch Wilson M. Minchinton (VC)	Carol Brown Cllr E Williams M Narusberg (Chair) Mark Bainbridge Will Moulder (VC)

<b>NON STATUTORY</b>		
<b>Curriculum/Pupil Welfare (12 members)</b>	<b>Finance/Premises (incl. Health &amp; Safety) (12 members)</b>	<b>Personnel (11 members)</b>
Jo Johnson (Chair) Paula Richards (Vice Chair) Sharon Cox Martin Martin Cedric Burden Paula Ainsworth Bibey Alyson Jones Carol Brown Leanne Pownall (Observer) Mark Narusberg Mark Bainbridge Paul Fellows	Mark Minchinton (Chair) <b>VACANCY</b> Cedric Burden Mike Bell Carol Brown Eddie Williams Will Moulder (Vice chair) Julie Lynch Wilson Annabel Ingram Alison Jones Ben Faire Jo Johnson	Mark Minchinton (Chair) <b>VACANCY</b> Carol Brown Eddie Williams Alison Jones Will Moulder (Vice Chair) Julie Lynch Wilson Annabel Ingram Mr C Burden (Observer) Ben Faire Jo Johnson
<b>Complaints/Staff Grievance</b>		
Mr M Narusberg (Chair) Mrs P Richards Dr C Brown Ben Faire Eddie Williams (VC) Mark Bainbridge		
<b>Pay</b>	<b>Target Monitoring</b>	<b>Performance Management</b>
Carol Brown Jo Johnson (Chair) Mark Minchinton Mark Bainbridge Will Moulder (Vice Chair)	Carol Brown Jo Johnson (Chair) Paula Richards Ben Faire Will Moulder (Vice Chair)	Carol Brown Jo Johnson (Chair) Mark Narusberg Will Moulder (Vice Chair)

**Observers invited to meetings of the Full Governing Body and its major committees in 2022/23 include:**

Angela Kent - CSC Improvement Partner  
 Dr Martin Price - CSC Governance  
 Hope Shakespeare - Senior Prefect  
 Connie Roots - Senior Prefect

Leanne Pownall - attended Finance Sub Committee

Leanne Tomsa - attended Finance Sub Committee

### **Chair of Governors**

Dr C Brown (Ms J Johnson from September 2022)

Llantwit Major School

Ham Lane East

Llantwit Major Vale of Glamorgan

CF61 1TQ

Email: llantwitmajorhs@llantwitschool.org.uk

### **Clerk to the Governing Body**

Claire Morgan

Email: clerklantwit@gmail.com

### **Key issues considered included:**

- expenditure outturn for 2022-23 and the budget for 2023-24
- updates on attendance
- updates on actual and projected examination outcomes
- discussion of reviews carried out by Central South Consortium (CSC)
- updates on progress made against the School Improvement plan
- appointment of a new headteacher/ senior leadership team
- child protection briefings
- staff and pupil Wellbeing
- Parent/care, pupil and staff feedback

Much of the work of the Governing Body IN 2022/23 was carried out by its Committees:

- **Curriculum/Pupil Welfare**
- **Finance/Premises (incl. Health & Safety)**
- **Personnel**

The Governing Body also has Committees dealing with pupil discipline and exclusions; the head teacher's performance review; staff redundancy, dispute resolution and discipline; staff pay and performance; and complaints. These meet as required. Governors also sit on recruitment panels for the appointment of senior staff.

New governors have an induction session on appointment and governors are encouraged to undertake training provided by the Vale of Glamorgan Governor Services and the Central South Consortium. A thorough understanding of Safeguarding is essential and so Safeguarding training is mandatory for all Governors along with an understanding of data and insight.

Parents can request up to 3 meetings with the governing body in a school year. The purpose must be to discuss issues which relate to the school - not individual pupil progress or individual grievances. Further information is contained in Welsh Government guidance document 104/2013. Equality Issues. The Governing Body approved the Strategic Equality Plan report for 2022/23.



The school's budget for 2022/23 can be viewed in section 17. It was only possible to set a balanced budget because of the high level of carry forward from 2021/22. Careful monitoring of income and expenditure combined with late receipt of grants and savings from a mild winter resulted in a balanced budget at year-end with a healthy carry-forward figure for 2023/24.

### **15 Term Dates and Contact Details**

<b>Autumn Term 2022</b>		
<b>Starts</b>	<b>Half-Term</b>	<b>Ends</b>
05/09/22	31/10/22 – 04/11/22	23/12/22
<b>Spring Term 2023</b>		
<b>Starts</b>	<b>Half-Term</b>	<b>Ends</b>
09/01/23	20/02/23 – 24/02/23	31/03/23
<b>Summer Term 2023</b>		
<b>Starts</b>	<b>Half-Term</b>	<b>Ends</b>
17/04/23	29/05/23 – 02/06/23	24/07/23

### **School Dates – 2023/24**

<b>Autumn Term 2023</b>		
<b>Starts</b>	<b>Half-Term</b>	<b>Ends</b>
04/09/23	30/10/23 – 03/11/23	22/12/23
<b>Spring Term 2024</b>		
<b>Starts</b>	<b>Half-Term</b>	<b>Ends</b>
08/01/24	12/02/24 – 16/02/24	22/03/24
<b>Summer Term 2024</b>		
<b>Starts</b>	<b>Half-Term</b>	<b>Ends</b>
08/04/24	27/05/24 – 31/06/24	22/07/24

### **INSET Days 2022/23**

- Inset Day 1 - Monday 5th September 2022
- Inset Day 2 - Tuesday 6th September 2022
- Inset Day 3 - Friday 23rd December 2022
- Inset Day 4 - Monday 27th February 2023
- Inset Day 5 - Monday 24th July 2023

## 16 Miscellaneous Facts

In the academic year 2022/23, various policies were reviewed and updated where necessary, and new ones adopted. The initial discussions on all of these would be with the appropriate committee members before acceptance by the Full Governing Body. All statutory policies are on the school's website. If you cannot find the policy you are looking for, please contact the school.

## Prospectus Changes

The Prospectus is updated annually and agreed by the Full Governing Body. It is available on the school website under the section 'School Information'.

## 17 School Budget 2022/23

<b>COST CENTRE</b>	<b>BSLEVEL3</b>	<b>OPENING BALANCE</b>	<b>MOVEMENT</b>	<b>CLOSING BALANCE</b>
910004 - Llantwit Major Comprehensive	VAT	-15,553.89	26.88	-15,527.01
910004 - Llantwit Major Comprehensive	Schools Debtor Control Account	30.00	-30.00	0.00
910004 - Llantwit Major Comprehensive	Secondary Schools Petty Cash	-154.30	-22.22	-176.52
910004 - Llantwit Major Comprehensive	Reserve Creditors	0.00	71,387.65	71,387.65
910004 - Llantwit Major Comprehensive	Receipts in Advance	81,697.20	-77,031.11	4,666.09
910004 - Llantwit Major Comprehensive	Schools Creditor Control Account	-168.43	361.28	192.85
910004 - Llantwit Major Comprehensive	Schools Balances-Total Held	748,438.54	-138,879.56	609,558.98

Vale of Glamorgan Council Llantwit Major Comprehensive School Outturn Report 2022/23 Revenue Summary

COST CENTRE CODE	COST CENTRE DESCRIPTION	DETAIL	ANNUAL BUDGET	TOTAL ACTUAL
102095	Llantwit Major Comprehensive	CONT. TO FUNDS		230.00
102095	Llantwit Major Comprehensive	CONT TO CAPITAL OUTTURN		230.00
102095	Llantwit Major Comprehensive	EMPLOYEES	4,701,202.00	4,715,742.40
102095	Llantwit Major Comprehensive	TEACHING EMPLOYEES	3,665,957.00	3,700,350.74
102095	Llantwit Major Comprehensive	NON TEACHING EMPLOYEES	689,006.00	643,643.08
102095	Llantwit Major Comprehensive	GRANT EMPLOYEES	253,956.00	286,131.67
102095	Llantwit Major Comprehensive	OTHER DIRECT EMPLOYEES	90,283.00	85,616.91
102095	Llantwit Major Comprehensive	INDIRECT EMPLOYEES EXPS	2,000.00	0.00
102095	Llantwit Major Comprehensive	INTERNAL RECHARGES EXPEND	125,530.00	126,019.00
102095	Llantwit Major Comprehensive	INTERNAL RECHARGES EXPEND	125,530.00	126,019.00
102095	Llantwit Major Comprehensive	PREMISES	520,149.00	508,208.41
102095	Llantwit Major Comprehensive	CLEANING AND DOMESTIC SUPPLIES	149,970.00	157,751.86
102095	Llantwit Major Comprehensive	ENERGY	80,000.00	76,575.76
102095	Llantwit Major Comprehensive	GROUNDS MAINTENANCE	11,986.00	832.30
102095	Llantwit Major Comprehensive	RATES	148,463.00	148,463.00
102095	Llantwit Major Comprehensive	REPAIRS & MAINT OF BUILDING	121,230.00	117,536.93
102095	Llantwit Major Comprehensive	WATER SERVICES	8,500.00	7,048.56
102095	Llantwit Major Comprehensive	SUPPLIES AND SERVICES	1,108,031.00	854,798.83
102095	Llantwit Major Comprehensive	CATERING	100,148.00	291,763.39
102095	Llantwit Major Comprehensive	COMMS AND COMPUTING	46,418.00	51,703.55
102095	Llantwit Major Comprehensive	EQUIP, FURNITURE & MATERIALS	383,588.00	166,092.90
102095	Llantwit Major Comprehensive	EXPENSES	3,000.00	2,419.41
102095	Llantwit Major Comprehensive	GRANTS & SUBSCRIPTIONS		15,709.75
102095	Llantwit Major Comprehensive	MISC EXPENSES	420,877.00	92,366.76
102095	Llantwit Major Comprehensive	SERVICES	154,000.00	234,743.07
102095	Llantwit Major Comprehensive	TRANSPORT	9,334.00	7,138.08
102095	Llantwit Major Comprehensive	CAR ALLOWANCES	450.00	58.26
102095	Llantwit Major Comprehensive	CONTRACT HIRE AND LEASING OF VEHICL	2,000.00	1,031.55
102095	Llantwit Major Comprehensive	DIRECT TRANSPORT COSTS	2,000.00	1,164.27
102095	Llantwit Major Comprehensive	VEHICLE RECHARGES	4,884.00	4,884.00
102095	Llantwit Major Comprehensive	CUSTOMER RECEIPTS	-20,348.00	-232,494.67
102095	Llantwit Major Comprehensive	CHARGE FOR SERVICE	-3,644.00	-4,817.45
102095	Llantwit Major Comprehensive	DONATIONS	-3,804.00	-16,550.12
102095	Llantwit Major Comprehensive	RENTAL INCOME	-12,900.00	-22,391.00
102095	Llantwit Major Comprehensive	SALE OF PRODUCTS		-188,736.10
102095	Llantwit Major Comprehensive	GOVERNMENT GRANT	-518,332.00	-643,119.13
102095	Llantwit Major Comprehensive	OTHER GOVERNMENT GRANTS	-113,014.00	-113,013.76
102095	Llantwit Major Comprehensive	WG GRANTS	-405,318.00	-530,105.37
102095	Llantwit Major Comprehensive	INTEREST (RECEIVABLE)	-2,500.00	-197.29
102095	Llantwit Major Comprehensive	INTEREST (RECEIVABLE)	-2,500.00	-197.29
102095	Llantwit Major Comprehensive	INTERNAL RECHARGES INCOME	-45,308.00	-46,559.49
102095	Llantwit Major Comprehensive	INTERNAL RECHARGES INCOME	-45,308.00	-46,559.49
102095	Llantwit Major Comprehensive	OTHER GRANTS	-2,823.00	-24,390.12
102095	Llantwit Major Comprehensive	INCOME FROM OTHER LAs/HAs	-2,823.00	-24,390.12
		<b>Total 102095</b>	<b>5,874,935.00</b>	<b>5,265,376.02</b>

## Governors' Expenses

No claims for expenses were submitted in the 2022/23 academic year.

## 18 Responses to the Report

### Response Sheet

If you have any queries regarding this Report, please complete the form below and return it to General Office, clearly marked for the attention of Mrs L Tomsa, Business Manager, no later than 14<sup>th</sup> May 2024, Alternatively, please email for the attention of Mrs Tomsa via [llantwitmajorhs@llantwitschool.org.uk](mailto:llantwitmajorhs@llantwitschool.org.uk)

#### Questions

1.
2.
3.

From: \_\_\_\_\_

Parent/Carer of: \_\_\_\_\_ Form: \_\_\_\_\_

Signed: \_\_\_\_\_