

# The Twyn School

Annual Governor's Report to  
Parents

## 2023/24



Learning to Shine

## Annual Report of the Governing Body to Parents of The Twyn School for 2023-2024

We are pleased to present the Annual Governors Report of The Twyn School in accordance with School Governors Annual Report Regulations (Wales) 2001.

We hope you will enjoy reading about our school year. You are welcome to contact the Chair of the Governing Body or the Headteacher should you wish to have additional information or if you would like to make a comment about this report.

## TERM DATES 2024-2025

Term	Term starts	Half term starts	Half term ends	Term ends
AUTUMN	Monday 2 <sup>nd</sup> September 2024	Monday 28 <sup>th</sup> October 2024	Friday 1 <sup>st</sup> November 2024	Friday 20 <sup>th</sup> December 2024
SPRING	Monday 6 <sup>th</sup> January 2025	Monday 24 <sup>th</sup> February 2025	Friday 28 <sup>th</sup> February 2025	Friday 11 <sup>th</sup> April 2025
SUMMER	Monday 28 <sup>th</sup> April 2025	Monday 26 <sup>th</sup> May 2025	Friday 30 <sup>th</sup> May 2025	Monday 21 <sup>st</sup> July 2025

## **INSET DAYS (NO SCHOOL FOR CHILDREN)**

**INSET DAYS - Monday 2<sup>nd</sup> September 2024**

**Tuesday 3<sup>rd</sup> September 2024**

**Monday 4<sup>th</sup> November 2024**

**Friday 20<sup>th</sup> December 2024**

**Monday 6<sup>th</sup> January 2025**

**Monday 21<sup>st</sup> July 2025**

## **MAY DAY BANK HOLIDAY**

**Monday 5<sup>th</sup> May 2025**

## **CONTENTS**

1. Information about the School and the Governing Body
2. Donations to Charity
3. Curriculum Developments
4. Various Activities
5. Attendance and Absence

## **Appendices**

*Appendix A – Finance Outturn Report 2023/24*

## **1. Information about the School**

### ***Governing Body***

Chair of Governors	Cllr Stephen Kent
Vice Chair	Mrs Kate Davey
Headteacher	Mr Lee Thomas
Deputy Headteacher	Mrs Liz Williams
Clerk to the Governing Body	Mrs Glenda Genner

### **Parent Governors**

Mrs Kate Davey  
Mrs Ellie White  
Mrs Liz Iles  
Mrs Michelle Aspey

### **Teacher Governor**

Mrs Liz Latham

### **Staff Governor**

Mrs Gaynor Gierak

### **Community Governors**

Mr John Poyner

### **Local Authority Governors**

Cllr. Stephen Kent  
Mr Huw Jackson  
Mr. Matthew Lewis

## Staffing

(From September 2023 to August 2024)

Headteacher – Mr Lee Thomas

Deputy Headteacher – Mrs Liz Williams

KS2 ALNCo (Additional Learning Needs Coordinator) – Mrs Liz Latham

Foundation Phase ALNCo – Mrs Estelle Reid

School Office Manager – Mrs Nic Wiltshire

Administration Staff – Mrs Julie Hill

<b>Year</b>	<b>Teacher</b>	<b>Teaching Assistant</b>
Nursery	Bethan Marshall-Sheen	Jess Evans Megan Wright Ellie Perkins Emma Fitzgerald
Reception	Tricia John	
Reception	Lianne Davies	
Year 1	Alison Jewitt / Gaynor Gierak	Tia Walker Alexandra Kear Jess John Jade Morris Marc James
Year 1	Lauren Parsons / Suzanne Rundle	
Year 2	Charlotte George / Jess John	
Year 2	Estelle Reid	
Year 3	Erika Tippett	Helen Roffe Ann-Marie Owen Jo Owen Amy Hill
Year 3	Joanna Davies	
Year 4	Caroline Williams	
Year 4	Rebecca Bantjes	
Year 5	Lucy Corbin	
Year 5	Jason Lugg	
Year 6	Kelly Thompson	
Year 6	Liz Latham	

PPA teachers – Abi Maguire, Gaynor Gierak and Natalie Evans

Nurture – Amanda Davies

KS2 Intervention – Helen Roffe, Alysha Bryant and Megan Wright

## **Pupils on Roll – July 2023**

Rising 3's	-	15
Nursery	-	52
Reception	-	54
Year 1	-	53
Year 2	-	61
Year 3	-	56
Year 4	-	59
Year 5	-	62
Year 6	-	59

Total on roll (July 2023) - 471

## **2. Donations to Charity**

We have donated £365.40 to Children in Need  
The rest of fundraising was for the PTA who raised over £20,000 to purchase the new Twyn Tower playground.

## **3. Curriculum Developments**

### **Additional Learning Needs**

Many children have additional learning needs during their time at the school. Some children have specific learning needs, physical disabilities or specific talents (more able and talented) which need to be enhanced. Our aim is to cater for every pupil's needs by careful planning and using various visual, audio and kinaesthetic strategies which enable all pupils to reach their full potential.

### **Visits and Visitors**

#### **Visits**

- Reception - Cantref Farm and Barry Island. Visit from rep at Cylfynydd.
- Year 1 - Tourist Information Centre, Fablas Ice-cream parlour, Caerphilly Library, Cefn Mabley Farm and Mountain View Ranch
- Year 2 - Sherman Theatre, Wesley Church, Caerphilly Art Gallery, Royal Mint, Caerphilly Library, Cilfynydd and Van Road Church.
- Year 3 - Christmas Cinema, Big Pit,
- Year 4 - West Midlands Safari Park, Christmas Cinema
- Year 5 - Library visit to meet author, Josph Coelho, Longleat Safari Park, Christmas Cinema and Cylfynydd.

Year 6 - Gilwern Residential, Caerphilly Library, Cinema, Crucial Crew, Mount Carmel Church, Liverpool, Heatherton,

### Visitors

Guitar and Violin lessons  
Educational Psychologist  
Governors  
MyBnk (Finance)  
Cylfynydd Rep  
Fuji Rugby Player  
Matthew Seamons (Dance tutor)  
School Improvement Officer  
History Theatre Group  
Fire Safety  
Jimmy Stoke (Author)  
Flourish Project  
Salvation Army  
Handwashing Team  
Centenary Interviewees  
St. Martin's A Level Drama Students  
Dogs Trust  
Team Teach  
Photographer  
Liaison Police Officer  
Cardiff City Foundation  
Health and Safety Officer

### **Equality and Diversity**

We believe that each individual, of whatever ability, race, religion or background deserves equality of opportunity to succeed in this school. We are proud to be a school that welcomes pupils, staff and parents from different social backgrounds, race, sexuality, disability, religion, language, sexual orientation and age.

### **Accessibility Plan**

As a school, we understand the importance of effective teaching and learning which ensures that we deliver the best experiences possible to every pupil in the school. We ensure that every pupil with a disability has the same experiences as everybody else in the school. We evaluate our performance regularly to ensure that every child's needs are being met. The school has a strategic policy and an accessibility plan.

### **Policies**

The school reviews and assesses the success of the strategies used at the school regularly. A list of the school's policies is available at the school. If you would like to

see or discuss any policy you are welcome to make an appointment to see Mr Thomas.

## **Health and Safety**

The external doors are secured by the use of a fob to gain entry. Every visitor goes to the school office to sign in and obtain a visitor's badge.

The school yard is suitable for pupils and adults with disabilities. The school has a comprehensive Health and Safety policy to ensure a safe environment for everybody within the school. The toilets are in good condition and are monitored regularly.

## **School Information**

The school is situated in the heart of Caerphilly with the children being educated in the medium of English in addition to teaching Welsh as a second language. Children are encouraged to use Welsh with confidence and pride. All school information is available on the school Website and all communication is through Class Dojo.

## **Our Last ESTYN Inspection**

Our last ESTYN Inspection was in May 2024. The report was published in July 2024.

Our areas identified for improvement were:

- Improve self-evaluation processes and ensure that they influence improvement priorities more effectively;
- Improve the quality and effectiveness of teaching to ensure that all pupils are challenged and supported consistently;
- Ensure that the curriculum supports all pupils to develop their knowledge, skills and understanding systematically and consistently.

Appropriate action plans were drawn up to act upon these recommendations. We have been addressing these issues since the Inspection through a Post Inspection Action Plan.

## **4. Various Activities**

### **Links with Parents**

We forge close links with our parents and offer three parent consultation meetings throughout the academic year. We invite parents to celebrate special events and occasions with the children and ensure all parents and carers are invited to each musical performance. A very effective parent council is also active at the school and a group of parents / carers meet with the Headteacher on a termly basis to discuss issues relating to the school.



## **Links with St Martins Comprehensive School**

We aim to make the transition between The Twyn School and St. Martin's School as seamless as possible. We have a very good relationship with the school and ensure all transition projects and visits are successful.

## **Sporting Activities and Competitions**

The school takes part in various activities and competitions including the cluster school events.

## **Extra-Curricular Clubs**

The school provides Extra Curricular clubs for the children. These range from Football and Rugby to IT and Choir. The clubs are aimed at specific year groups and the children are then able to apply for the club at the beginning of each term.

## **Breakfast Club**

The school operates a Welsh Assembly funded Breakfast Club. This runs from 8.10am until the start of school. Free breakfast is provided to all of the children.

## **School Communities**

We pride ourselves at the school in ensuring all pupils have a strong voice and are able to share and express their opinions in school council meetings. We also have School Council, Eco Committees, Heddlu Bach and Criw Cymraeg.

## **5. Attendance and Absence**

Overall attendance is consistently high for the vast majority of pupils. In 2023-24, the attendance rate was 92.2%. We work closely with the Attendance Officer, Nurture support staff and parents to improve the attendance of pupils who are persistently absent. Very few children are late for school, and lessons start promptly.

SCHOOL: Twyn School

**OUTTURN REPORT 2023/24**

OLAS	OUTTURN BUDGET 2023/24	
<b>EMPLOYEES</b>		
Teachers	£1,317,941.00	
Support Staff	£527,599.39	231725.39
Other Staff related costs	£30,734.00	
<i>Sub Total</i>	<b>£1,876,274.39</b>	
<b>PREMISES RELATED</b>		
Building Maintenance	£27,626.00	
Grounds Maintenance	£1,841.00	
Gas	£28,513.00	
Electricity	£42,919.00	
Rates	£23,353.00	
Water	£5,581.00	
Cleaning Costs	£36,753.00	
Insurance	£14,151.00	
Refuse	£9,291.00	
S.Units/H. Driers/C. Hygiene	£7,578.00	
Alarms	£5,969.00	
<i>Sub Total</i>	<b>£203,575.00</b>	
<b>SUPPLIES &amp; SERVICES</b>		
Computer Costs	£7,618.00	
Postage	£183.00	
Capitation/Stationary	£22,984.39	3460.39
Medical	£568.00	
Licences	£10,577.00	
Telephone Charges	£3,533.00	
Photocopying	£16,804.00	
Music Support	£2,136.00	
<i>Sub Total</i>	<b>£64,403.39</b>	
<b>SERVICE LEVEL AGREEMENTS</b>		
All Services	<b>£30,151.00</b>	
<b>SCHOOL DEVELOPMENT PLANS</b>	<b>£8,776.22</b>	
<b>TOTAL EXPENDITURE</b>	<b>£2,183,180.00</b>	
<b>INCOME</b>		
Energy and Admin Catering	£24,848.00	
Compensation/Insurance	£27,463.00	
Early Years	£18,949.00	
Miscellaneous (Not vatable)	£3,308.00	
Devolved/LA Funding	£46,900.00	
Music Tuition Income	£3,399.00	
Secondment Income	£50,804.00	
EIG PDG	£229,027.00	-229027
Car Park Hire	£150.00	
Welsh & EAS Gov Grants	£99,094.00	
<b>TOTAL INCOME</b>	<b>£503,942.00</b>	-£229,027.00
<b>NET EXPENDITURE</b>	<b>£1,679,238.00</b>	
<b>TOTAL SURPLUS/CONTINGENCY</b>	<b>£170,238.00</b>	£0.00
<b>TOTAL</b>	<b>£1,849,476.00</b>	6158.78 -£6,158.78
<b>TOTAL FUNDING FOR SCHOOL</b>		
<b>FUNDING</b>		
Formula Allocation (net of retro. adj)	£1,636,893.00	
Retrospective Adjustment from prev yr.	-£13,615.00	
<b>Total Formula Allocation</b>	£1,650,508.00	
Total Carried Forward from prev. yr.	£198,968.00	
<b>TOTAL FUNDING</b>	<b>£1,849,476.00</b>	
<b>BUDGET SHORTFALL</b>		