

# HOLT COMMUNITY PRIMARY SCHOOL



## HEADTEACHER'S REPORT TO THE GOVERNING BODY

Autumn Term 2023

## 1. PUPILS

School has on roll 52 full time pupils and 5 part- time pupils. Since September 2023 we have had 9 new pupils (excluding Nursery) join the school.

Nursery	5
Reception	7
Year One	5
Year Two	4
Year Three	6
Year Four	9
Year Five	12
Year Six	9

Currently there are 21% of pupils on FSM. This places us in the second tier of three in comparison to other schools.

## 2. ALN

There are two pupils with IDP's requiring a high level of support from both of our TA's in Dosbarth Brenig and Dosbarth Tegid.

## 3. LOOKED AFTER CHILDREN

Currently there are no LAC children in school.

## 4. STAFFING

In Dosbarth Celyn the pupils are taught by Miss Jones with Mrs Furber. Nursery children attend morning sessions only. Mrs Sturt covers Miss Jones' PPA on a Wednesday afternoon.

Dosbarth Brenig are taught by Mrs Hughes all day Monday and Tuesday and Wednesday afternoon and Mrs Piggott all day on Thursday and Friday morning. Mrs Sturt teaches this class on a Wednesday morning and Friday afternoon. Carole works as a Teaching Assistant every morning and two afternoons in Dosbarth Tegid.

Dosbarth Tegid are taught by Mrs Hancock all day on a Wednesday and Friday and Thursday morning. Mrs Cowley teaches all day Monday and Tuesday morning. Mrs Sturt teaches this class on a Tuesday and Thursday afternoon. Alison works as a Teaching Assistant in this class, mornings only.

Mrs Hancock works in school all day on a Tuesday to give learning support to pupils with additional learning needs.

## NON TEACHING STAFF

Secretary	Ms Wendy Pace
Caretaker Cleaner	Mrs Katrina Threadgold
Cook	Mrs Lindsey Godwin
Senior Mid-day Supervisor	Mrs Alison Jones

Mid-day Supervisor  
Teaching Assistants

Mrs Carole Route  
Mrs Julie Furber  
Mrs Alison Jones .  
Mrs Carole Route

## 5. PERFORMANCE MANAGEMENT

Following on from our recent visit from our SIA Sue Clisham and subsequent meetings between Mrs Sturt and the teaching staff, it has been agreed that the Performance Management Targets will focus on the following this year:

Target 1	Target 2	Target 3
To refine the self-evaluation processes for all leaders including the Governing Body	To embed numeracy across the curriculum (including assessment)	Personal Target

## 6. TRAINING

<u>Date</u>	<u>Staff</u>	<u>Course</u>	<u>Link to SIP</u>	<u>Impact</u>
4-9-23	Melanie Sturt Sally Hughes Hannah Jones Sharon Piggott Lucy Cowley	Darland INSET Feedback and Marking - Mike Gershon	All priority areas	Confirmation that the marking and feedback strategies adopted by staff are effective, as confirmed by Estyn
5-9-23	Melanie Sturt Sally Hughes	My Happy Mind Training	All priority areas	Staff upskilled in the new Wellbeing resource funded by the LA. This will be cascade to all staff with the view to commencing lessons in October 2023.

7-9-23	<p>Melanie Sturt</p> <p>Karen Hancock</p> <p>Sally Hughes</p> <p>Hannah Jones</p> <p>Sharon Piggott</p> <p>Lucy Cowley</p>	<p>My Concern Safeguarding Training - Units 1-3</p> <p>My Concern Safeguarding Training</p>	<p>All priority areas</p> <p>All priority areas</p>	<p>MS and KH to input the school data into the Admin part of the system</p> <p>Confidence in using the My Concern Safeguarding Software</p>
19-9-23	Karen Hancock	ALN Forum	All priority areas	<p>General update for all of the services</p> <p>Update on assessments and interventions based on research</p>
19-9-23	<p>Melanie Sturt</p> <p>Karen Hancock</p> <p>Sally Hughes</p> <p>Hannah Jones</p> <p>Sharon Piggott</p>	Mathematical Proficiencies Training	Priority Target 1	Understanding of the five proficiencies and how they can be addressed within school
20-9-23	<p>Melanie Sturt</p> <p>Sally Hughes</p> <p>Hannah Jones</p>	Schools Partnership Programme	Priority Target 2	Evaluation of last years' work on assessment and next steps
20-9-23	Melanie Sturt	GWE Direction and Support	All priority area	Update from GWE and support offered to schools

				over the next year.
26-9-23	Hannah Jones	Foundation Learning - Science project	Priority Targets 1 and 2	Developing effective practice and support with other schools, linked to topic areas (Encouraging independent exploration)
27/9/23	Sally Hughes	Senior Leadership Programme	All priority area	Opportunities to learn more about budget and finance within schools
28-9-23	Hannah Jones	Eco Schools Meeting	All priority area	Examples of evidence needed to gain the Green Flag Award
29-9-23	Melanie Sturt	Darland Cluster Heads Meeting	All priority area	Discussion of issues affecting the cluster
2-10-23	Sally Hughes Carole Route	RILL Training	Priority Target 2	Training to roll out the reading intervention programme for Year 3 and 4
3-10-23	Melanie Sturt  Hannah Jones  Sally Hughes  Sharon Piggott  Karen Hancock  Lucy Cowley	Mathematical Proficiencies Training	Priority Target 1	Understanding of the five proficiencies and how they can be addressed within school
3-10-23	Melanie Sturt	GWE - Reflective Spaces	All priority areas	Headteacher wellbeing discussions and support

27-10-23	Sally Hughes Carole Route	SAFMEDS Training	Priority Target 1	Postponed
6-11-23	Melanie Sturt  Hannah Jones  Lucy Cowley  Carole Route  Julie Furber  Alison Jones	Asthma and Allergy Training	All priority areas	Update on asthma and allergy awareness and use of Epipens
7-11-23	Karen Hancock	Autism and the Dyscalculia/Dyslexia Training	All priority areas	Awareness of the links between each learning difficulty and ways to support learners

## 7. BUDGET

The latest budget statement from our Finance Officer, Mrs Liz Morris, stands at £176,046.20 as of 30/9/23.

Grant Allocation 2023-24	
Professional Development Grant (PDG)	£6,900
Education Improvement Grant (EIG)	£2,686
Professional Learning	£1,928
Recruit, Recover and Raise Standards (RRRS)	£4,939
ALN - New System	£2,200
Foundation Phase (Employment of T.A's)	£13,727
Total Allocation	£32,380

## 8. PUPIL DEVELOPMENT GRANT

The school has £6,900 allocated to PDG. This is currently used towards funding our TA's to support pupils with intervention work as directed by the class teachers and ALNCo.

## 9. WELL-BEING (STAFF AND PUPILS)

Currently the overall school attendance is 95%. The remaining 5% has been due to a combination of illness and a small number of pupils taking holidays.

Since the start of term there have been five members of staff who have been ill, taking a total of 11 days absence.

## 10. CURRICULUM DEVELOPMENTS

The teaching staff continues to pursue a wide variety of courses to up-date their knowledge and skills as we continue our implementation of the Curriculum for Wales across the six Areas of Learning and Experience including numeracy and assessment. The following staff are responsible for the AOLE's and individual action plans which are shared with our link governors.

Mrs Sturt - Mathematics and Numeracy  
Mrs Hancock - Science and Technology  
Mrs Hughes - Health and Wellbeing  
Miss Jones - Expressive Arts  
Mrs Piggott - Languages, Literacy and Communication  
Mrs Cowley - Humanities

Mrs Sturt continues to work very closely with our new school SIA, Mrs Sue Clisham to support with this.

Staff are continuing to plan topics with an emphasis on pupil voice across the Four Core Purposes and the Twelve Pedagogical Principles embedded in the Curriculum for Wales. The current topics being taught are:

Dosbarth Celyn - Colours, Dosbarth Brenig - Rainforests/ Polar Explorers and Dosbath Tegid - Staying Alive.

Sue will continue to visit school with a focus on:

- a) School's processes for maintaining raising standards following on from the Estyn recommendations e.g. numeracy across the curriculum and refining the schools' self-evaluation processes
- b) Individual Local Authority/School and Cluster Matters including assessment

Mrs Sally Hughes is continuing with her work on the Senior Leadership Development Programme, focussing on numeracy across the curriculum.

Mrs Sturt and Mrs Hughes are continuing with their roles of Peer Reviewers within the Schools Partnership Programme within the Darland Cluster, with Miss Jones taking on the role of Facilitator. The cluster focus has been on refining whole school assessment processes and this will continue again this year. The SPP process has involved Mrs Sturt and Mrs Hughes visiting St Peter's and The Rofft to engage with staff from the Cluster schools and to share good practice. Mrs Hughes created a PPT based upon our SPP journey and the use of the Happen survey, which was shared with Holt CP staff during an INSET day, and it was also used by staff from St Peter's and the The Rofft.

## 11. ASSESSMENT/PERFORMANCE AND STANDARDS

Staff use an online tracking system called Taith 360 for all pupils across all of AOLE's. This tracks progress across progression steps within the Curriculum for Wales which is bespoke to each pupil. In addition to this, staff use the Welsh Government Personalised assessments for

pupils in Year 2-6 in Numerical Reasoning, Procedural and Reading to track progress year on year using standardised scores.

Baseline assessments are used upon entry to school. Salford Reading tests are used to determine reading groups and phonics and high frequency spellings are also targeted. Such information is recorded on our school Tracking Sheets, and in house meetings are used to discuss the progress of individual pupils including those with Additional Learning Needs.

There is no longer a requirement to report any targets that have been set to the LA.

An overall commentary will be made following an Assessment Meeting with staff and Governors this term.

## 12. OTHER CURRICULUM DEVELOPMENTS

Having recently achieved the Bronze Award within Cymraeg Campus, Mrs Piggott is now collating all the evidence with the Criw Cymraeg to gain the Silver Award.

The Eco Committee continues to work towards achieving the Green Flag Award under the guidance of Mrs Cowley with additional support coming from Miss Jones and the School Council.

Mrs Hughes continues to work very closely with our Wellbeing Ambassadors to promote wellbeing across the school and the wider community, including intergenerational work with the local Nursing Home.

## 13. SCHOOL DEVELOPMENT PLAN (SDP)

Please see separate document SDP/SIP document for self- evaluation and monitoring.

## 14. POST INSPECTION ACTION PLAN

Please see action plans within the targets outlined in the SIP.

## 15. TRANSITION PLAN

All of the Headteacher's within the Darland Cluster work closely together to create a Transition Plan for each academic year. The current plan for 2023-4 is focussing on the following areas:

- ✓ Enhanced transition days to take place for pupils who have Additional Learning Needs or those who may be deemed as vulnerable.
- ✓ Transition meetings as required on a case by case basis for those pupils who have Additional Learning Needs or who are deemed as vulnerable.
- ✓ To hold transition meetings for year 6 teacher and Head of Year 7 to discuss class dynamics, areas of need and interests and friendship groups.
- ✓ More Able and Talented transition activities to develop and extend the challenge for these pupils.
- ✓ Activities to take place across the Areas of Learning and Experience to ensure a broad and balanced offering



- ✓ Primary schools to have access to the Darland mini bus when not required by the High School.
- ✓ Primary schools can request access to Darland facilities for specialist teaching/learning activities as required.
- ✓ Implementation of cluster competitions for sport and other Areas of Learning and Experience.
- ✓ Development of Cluster Collaboration projects to provide opportunities for pupils to work together from varying schools, both in person and virtually.

## 16. COMPLAINTS

There have been no complaints made.

## 17. BEHAVIOUR

There have been no behavioural issues.

## 18. PUPIL EXCLUSIONS

There have been no pupil exclusions.

## 19. BUILDINGS AND PREMISES & HEALTH AND SAFETY

A meeting was held between Melanie Sturt, Tina Edwards and Angela Harwell on 11/10/23. This included a discussion around the Health and Safety Checklist from the LA and a walk around school.

Actions include:

- ✓ Caretaker risk assessments - completed October 2023
- ✓ Electrical PAT Testing - email sent to FM
- ✓ Inspection Request on fixed wires - email sent to FM
- ✓ Trees - Request that the apple tree at the front of the school is hard pruned and follow up on the request for a tree survey - Email sent John Brewin
- ✓ Caretaker to maintain a log of all hazardous products including cleaning material - issued October 2023
- ✓ DSE checklist to ensure all staff are working within DSE rules - checklist to be issued to staff during the Autumn term.
- ✓ Glazing Make an urgent request to the LEA to replace or repair the windows - email sent to FM
- ✓ 7 Facia Boards Request the replacement or repair of facia boards - site visit made on 7/11/23, currently awaiting a response from FM
- ✓ Violence and Aggression Risk Assessment Investigate what other school have in place and devise appropriate RA for the school - not yet completed.

Holt School buys into the Maintenance service from the LA. Minor plumbing issues have been addressed in the Key Stage Two toilets and leaks have been repaired on the roof above the practical area in Dosbarth Brenig. There have been a few issues with the intruder alarm which are ongoing and are due to be addressed.

The installation of new external door and windows is currently on hold.

## 20. DATA PROTECTION/GDPR

Annual data collection sheets are completed at the start of the year and the information maintained securely through SIMS. All sheets are destroyed after 12 months.

Child Protection information is kept securely and electronically using My Concern.

Online safety agreements for staff, pupils and visitors are signed using the SWGfL - Safe, Secure Online Policy.

There have been no data breaches or referral to the DPO.

## 21. SCHOOL ACTIVITIES

Sports Club is held every Friday this is run by the Pro Skills Team for pupils in years 3 to 6.

A Star Sports club is also held on Tuesday lunchtimes for those pupils in Dosbarth Celyn.

Chess Club is due to resume on a Wednesday lunchtime after half term.

Lego Club takes place on a Thursday lunchtime for all pupils. A big thank you to all of the volunteer mums that have supported this.

Dosbarth Brenig took place in a 'Celebrating Rainforest's' workshop to launch their topic in September.

The whole school were treated to a 'Make Some Noise' concert by the Wrexham Music Co-operative as a way to encourage more pupils to take up playing an instrument. Dosbarth Brenig have also been given an opportunity to take part in First Experiences music sessions playing the ukulele.

A small number of children attended the Gresford Memorial Service with Mrs Sturt and Mrs Hancock in September 2023.

The Scholastic Book Fair was held over three days in October 2023, raising a total of £200 which was spent on purchasing additional books for school.

The Wellbeing Ambassadors attended a Super Ambassador Event on October 12<sup>th</sup>, where they were very excited to meet the Children's Commissioner of Wales, Rocio Cifuentes.

Cool Cats held a Halloween Disco and Bingo Night to raise much needed funds for our before and after school club.

A very successful 'World of Work Week' was held during w/b October 23<sup>rd</sup>, whereby the children could experience first hand talks from a range of visitors about numeracy within different occupations. This week also included a visit to Xplore! For Years 1-4 who took part in a range of numeracy workshops with Year 3-6 taking part in rocket launches.

The children were treated to a performance of 'Snow White' from the M and M Theatre Company which was kindly funded by FOHS.

Julie Littler, an artist in residence, led line drawing workshops across the school with a focus on Wrexham landmarks. Once again, this was kindly funded by FOHS>

## 22. VISITORS TO SCHOOL

In addition to our regular visitors the following people have also visited Holt School:

Sue Slisham	GwE School Improvement Advisor
PC Stuart	School Liaison Officer
Gareth Hatten	Attendance Officer
Father Tudor	St Chad's Church
Dominka Golembowska	EAL Service
Matthew McCarthy	Pro Skills
Alistair Ross	A Star Sports
Colin Shepherd	Hertel
Shaun Jones	Hallam Heating
Gareth Taffinder	WCBC ICT Team
Ian Duncan	HSB Boilers
Katy Ellis	Piano Teacher
Will Powell	Guitar Teacher
Sophie Davies	Violin Teacher
Barry Halliwell	BH Heating
Jane Williams	Governor Support
Will Clarke	Technocamps
Pat Jones	BCUHB
Ceri Munroe	BCUHB
E Shaw	M and M
E Drisgoll	M and M
S Pullem	M and M
Julie Littler	The Little Places Art

## 23. LIAISON

Mrs Sturt continues to work closely with the Head teacher's within our cluster attending half termly meeting to discuss cluster matters. In addition to this additional meeting are scheduled to continually work on the Transition Plan.

Mrs Sturt also attends termly meetings with all of the Wrexham Head teachers led by the LA and regional GWE Conferences for all schools across North Wales.

Mrs Sturt, Mrs Hughes and Miss Jones continue to work on the SPP on a termly basis and all staff take part in half termly network meetings with teachers from other schools on all of the AOLE's including assessment.

## 24. PARENT/ COMMUNITY LINKS

A wonderful Harvest Service was held on October 27<sup>th</sup> with the children performing a range of songs and poems for our visitors. A huge donation of items was collected and delivered to the Wrexham Food Bank who were extremely grateful.

As part of our Curriculum children in Years 1 to 6 continue to work with PC Stuart, our School Liaison Officer.

Parent Evenings took place on October 25<sup>th</sup> -26<sup>th</sup> 2023. The first of these face to face and the second one virtual however from parental feedback both of these will return to face in person in the spring term.

The Friends of Holt School continue to tirelessly raise funds for school. The FOHS have generously offered support with the installation of the new bike rack at the rear of school.

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