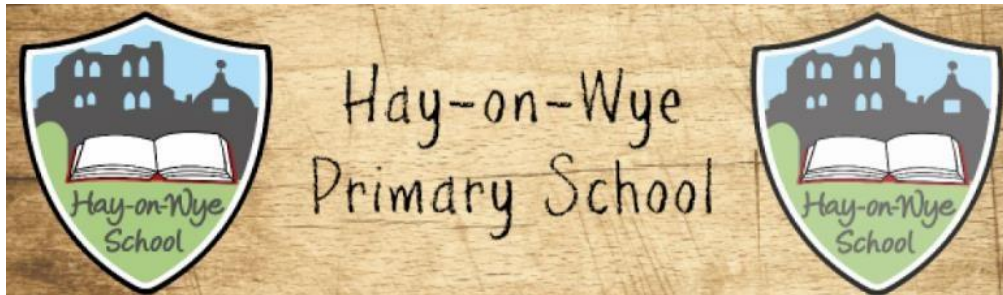


# Ysgol y Gelli Gandryll



## Governors' Annual Report to Parents 2022 - 23

"Dysgu, Cyflawni a Gofalu ar y Cyd"  
"Learning, Achieving and Caring Together"

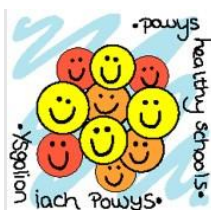
Tel/Fax: 01497 820339

E Mail: [office@hay.powys.sch.uk](mailto:office@hay.powys.sch.uk)

Website: [www.hay.powys.sch.uk](http://www.hay.powys.sch.uk)

Head: Mr Richard. Morris

Chair of Governors: Rev. Gordon J Bingham



## GOVERNORS' ANNUAL REPORT TO PARENTS 2022-23

This report is for parents and guardians of all pupils and outlines the discharge by the governing body, staff and L.E.A. of their duties and responsibilities in relation to the school.

**MOTTO:** ***Dysgu, Cyflawni a Gofalu***  
***'Learning, Achieving & Caring Together'***

### **MISSION STATEMENT**

Our family cares for itself and our environment; we are true to ourselves and to others; if we get knocked down, we help each other back up and in so doing are stronger and wiser. We are aware of our roots and respect the rich mix of people and cultures in our community. We will make a difference and be the best we can.

### **VISION**

Current generations of children face challenges like no others before them. We facilitate experiences to foster innovation so that learners are open to new ideas. Our learners are encouraged to question the way people have always done things in order to effect positive change.

We encourage all to be true and brave, to stand up for what they believe in and for what they believe to be just and good.

We are inclusive and caring. It may not be possible to help everyone, but we can all help someone in some way in our day to day lives.

Resilience is a valuable asset! We recognise that it is ok to attempt a task and to fail, as long as we learn why this happened and how to improve upon it. We know this to be a far more valuable learning journey than only to undertake tasks within our comfort zones.

Think globally, act locally! Our environment and our planet are precious. Our Eco Committee and School Council act as our voice and communicate with other agencies to seek support and advice.

We develop a wide range of skills in order to be independent, creative and valuable problem-solving members of our communities. Outdoor learning plays an integral and substantial role in this development. In our Forest School area, pupils' practical and creative skills are honed and the imagination runs free, whilst strategic thinking is strengthened and team-building skills improved by meaningful communication.

We always celebrate the best in each and every pupil, whatever the talent. We support each other's efforts, in whatever field; we have faith in our ability and believe we can make a positive impact on tomorrow's world.

We are good citizens and know we can make a difference in our own way, both here in Wales and on the global scene; everyone is important, and all small acts of kindness and care contribute to a better future for all.

Our vision is successful and effective, as it is all-inclusive; it comes from the heart of all involved. It projects the values and objectives of all stakeholders which are the aspirations and needs of this learning community for the present and the immediate future.

We all believe in the way Hay-on-Wye school is moving forward.

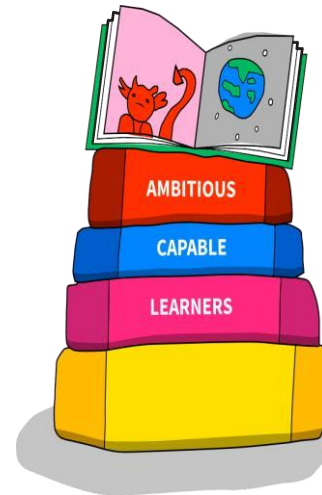
**HAE@ HAY Inspired by:**  
**(Healthy, Ambitious, Enterprising, Ethical)**

**Healthy, confident individuals**



**The Majestic River Wye**

**Ambitious, capable learners**



**Hay, the town of books**

**Enterprising, creative contributors**



**Hay Literary Festival**

**Ethical, informed citizens**



**Hay Castle**

## OUR VISION FOR HAEE@ HAY

### Healthy, confident individuals

We encourage all to be true and brave, to stand up for what they believe in and for what they believe to be just and good.

We are inclusive and caring. It may not be possible to help everyone, but we can all help someone in some way in our day to day lives.

Think globally, act locally! Our environment and our planet are precious. Our Eco Committee and School Council act as our voice and communicate with other agencies to seek support and advice.

We are good citizens and know we can make a difference in our own way, both here in Wales and on the global scene; everyone is important, and all small acts of kindness and care contribute to a better future for all.

Pupils chose the majestic river Wye as the icon to symbolize this Purpose, as it is an emblem of life and wellbeing that runs through their home town.

### Ambitious, capable learners

Resilience is a valuable asset! We recognise that it is ok to attempt a task and to fail, as long as we learn why this happened and how to improve upon it. We know this to be a far more valuable learning journey than only to undertake tasks within our comfort zones. We always celebrate the best in each and every pupil, whatever the talent. We support each other's efforts, in whatever field; we have faith in our ability and believe we can make a positive impact on tomorrow's world. Pupils decided that as Hay is known as '*The Town of Books*' and home to the Hay Literary Festival, then an open book should be the icon to symbolize this Purpose.

### Enterprising, creative contributors

We develop a wide range of skills in order to be independent, creative and valuable problemsolving members of our communities. Outdoor learning plays an integral and substantial role in this development. In our Forest School area, pupils' practical and creative skills are honed and the imagination runs free, whilst strategic thinking is strengthened and team-building skills improved by meaningful communication.

As the Hay Literary Festival in winter and spring plays an integral part to school and town life together with the artisan stalls at the town's Thursday market, pupils decided on a festival tent as an icon to represent this Purpose.

### Ethical, informed citizens

Current generations of children face challenges like no others before them. We facilitate experiences to foster innovation so that learners are open to new ideas. Our learners are encouraged to question the way people have always done things in order to effect positive change.

Our vision is successful and effective, as it is all-inclusive; it comes from the heart of all involved. It projects the values and objectives of all stakeholders which are the aspirations and needs of this learning community for the present and the immediate future. Given the history and bearing of our wonderful castle which overlooks the school, pupils chose this as the icon to represent this Purpose.

## **HOW THE GOVERNING BODY WORKS**

It is the role of governors to review school policies and to ensure they meet the requirements of the National Curriculum and to ensure the efficient day to day running of the school.

The members of the governing body, their terms of office and their status is detailed on the last page.

The governing body works both as a whole body and through five committees. These are:

Finance & Staffing  
Curriculum  
Discipline  
Appeals  
Health & Safety & Fabric

There is also a link governor with responsibility for Safeguarding.

The agendas for the full governing body consider reports of each committee and the Headteacher's report.

No governor has claimed or been paid any expenses.

The governing body has worked with the staff and Local Authority to implement the changes and activities that have occurred at Hay School during the previous academic year and which are outlined below.

No resolutions were passed at the last annual meeting.

## **SCHOOL PROSPECTUS**

The School Prospectus will be reviewed and made available on the school's new website.

## **SCHOOL IMPROVEMENT**

The governors are committed to staff training and development and know the importance of releasing all staff for courses and for sharing good practice within our own school and with other schools.

The school is a platinum Eco School, giving us permanent Eco status.

We also have Fair Trade status and Phase 5 of Healthy Schools Award Level

To ensure continuity and progression in the core subjects we use a number of commercially produced schemes including the Sounds Write Phonics Programme, Oxford Reading Tree Reading Scheme, Numicon, TT Rockstars and White Rose Maths.

## **ATTENDANCE**

There have been no targets in place since the start of the Covid 19 Pandemic. The current EWO works with Senior Leaders to track pupil attendance where needed.

The school has a sound policy for assessing, recording and reporting pupil absences. Absences are reported to parents as part of the full school report which are sent to parents at the end of the Summer Term.

## **RESOURCES/COMMUNITY LINKS**

The Governors and staff would like to thank the many people and organisations that have helped to ensure the school is well equipped. The following is a short summary of those who have helped to provide resources and activities that are comprehensive and varied, enriching the children's experiences, offering opportunities that they may not choose or have access to out of school.

- This year we have worked with the PTFhAy to help enhance and fund school activities.
- Lynsey McCrohn from LA has conducted a series of workshops with Yr. 4 that culminated with a concert for parents.
- We have good links with Little Stars, who work with staff to ensure the transition into school is as smooth as possible. Reception staff also carry out transition activities with other local nurseries.
- The After School Club continues to offer excellent after school care Mon- Thurs from 3.30 – 5.30 p.m.
- Breakfast Club runs every morning from 7.50am until 8.30am. This is very well attended.
- Peripatetic music lessons continue: Violin, Keyboard, Drumming, Woodwind & Guitar.
- We have started using Sounds Write phonics scheme which is gradually being rolled out throughout the school.

## **FINANCIAL STATEMENTS 2022 / 2023**

### **School Budget**

Total Delegated Funds 2022/23	722,005
Income Including Grants	167,019
<b>Total Income</b>	<b>831,761</b>
Salaries & Wages	732,297
Premises	87,838
Supplies, Office & Other Expenses	52,031
<b>Total Expenditure</b>	<b>872,167 (rounded to nearest decimal point by excel)</b>
<b>Planned underspend (overspend) for the year</b>	<b>16,857</b>

No expenses were paid to Governors.

### **Hay School Fund**

#### **Statement of Income & Expenditure for period 06/04/22 to 05/04/23**

	<b>Starting balance at 06.04.22</b>		<b>£6,480.83</b>
<b>Description</b>	<b>Income</b>	<b>Expenditure</b>	
Commission	1833.75		£8,314.58
Donations	985.05		£9,299.63
Grants	2100.00		£11,399.63

Income (swimming, trips etc)	9961.45		£21,361.08
Other Income	713.00		£22,074.08
Resources / Educational		653.20	£21,420.88
Swimming lesson / Pool Hire		10404.02	£11,016.86
Other Expenditure		20.00	£10,996.86
Trip expenditure		1879.28	£9,117.58
	<b>Closing balance as at 05.04.23</b>		<b>£9,117.58</b>

## **SAFEGUARDING**

The school has a robust safeguarding policy and site risk assessment in place.

The gates to school site will be open between 08:45 – 09:00 and 15:15 – 15:30. Outside of these times they will be locked for safeguarding, child protection and security reasons, access during this time is through the school office should you need.

## **SCHOOL POLICIES**

School policies in place during 2022-23 academic year are outlined below. These are currently under review, and will be added to our website once the review is complete. During this interim period requests can be made via the school office, should you require a copy.

ALN Additional Learning Needs  
 Anti-Bullying (pupil discipline) Policy  
 Complaints Procedures  
 Curriculum Policy  
 Data Protection  
 Lettings Policy & Conditions of Hire  
 Flexi School Policy & Agreement  
 Self-Evaluation Report (SER)  
 Looked After Children (LAC)/Children Looked After (CLA)  
 Secondment Policy  
 Admissions Policy  
 GDPR consent form,  
 ICT Safety Policy  
 Acceptable Use of Social Media for Staff & Governors  
 Cookie & Privacy Policy

Pupil & Parent Agreement on Acceptable Use of ICT Policy  
 Attendance Policy  
 Bereavement in Schools Policy  
 Breakfast Club  
 Dealing with Violence to Staff  
 DBS Procedure  
 Domestic Abuse (Teaching & non-teaching staff)  
 E Safety & Social Media  
 Disciplinary Procedures (Teachers)  
 Disciplinary Procedures (HT & DH)  
 Disciplinary Procedures (Non-teaching)  
 Equality Plan (Accessibility Plan as appendix)  
 EAL Policy  
 Governor Induction Policy  
 Headlice Policy  
 Health & Safety Policy  
 Inclement Weather Policy  
 Intimate Care Policy

Finance and Charging Policy	Absence Management (teachers)
Freedom of Information	Collective Worship Policy
Governors' Allowances	Equal Opportunities Policy
Governors' Annual Report to Parents	Fairness & Dignity at Work
Grievance Procedure All Staff	Relationship, Wellbeing & Readiness to Learn (Behaviour)
Mental Health & Wellbeing Policy	Safeguarding Policy
Model Code of Conduct for Governors	School Prospectus (inc session times)
Parental Responsibility Policy	School Development Plan (SDP)
Physical Intervention/Restraint	Teachers' Pay Policy
Retirement Policy for Teachers	Transition Plan (Annual review by CLUSTER)
Special Leave Guidance	Flexible Working
Healthcare Needs	Redeployment Policy (Teachers)
Instrument of Government (GB to determine)	Redeployment Policy (Non-teaching staff)
Mins of GB Meetings & committees Performance	Redundancy Procedure (support staff & teachers)
Capability Policy (head teachers & teachers)	Re-employment policy (teachers)
Relationships & Sex Education (RSE)	Supporting Working Parents
Substance Misuse Policy	Whistleblowing Policy
Voluntary Severance Scheme 2022-23	

All our school policies are regularly reviewed on a rolling 3-year programme.

### **MAIN EVENTS OF THE YEAR**

- Whole school visit to Hay Literary Festival with talks & shows relevant to age.
- All classes held a Class Assembly, Café Clebran and an open afternoon where parents were invited in to see how their children are learning, talk to staff and look at books.
- Y6 did cycling proficiency
- Y4, Y5 and Y6 Residential Trips
- World Book Day
- Whole school sports day on our school field with Sports Ambassadors leading the day • Cluster sports day organised by JG and hosted at Hay school

### **PUPIL NUMBERS**

160 Pupils - June 2021  
 167 Pupil - June 2022  
 189 Pupils - June 2023

20 children left Hay School in Yr. 6 this Summer.

15 pupils have gone to Gwernyfed High School, 4 to Fairfield High School & 1 to Christ College, Brecon

29 pupils have entered Reception in September 2023

10 Pupils are currently using flexi school provision

### **Staffing Structure as of September 2022:-**



<b>Member of Staff:</b>	<b>Role:</b>
Mr Richard Morris	Head Teacher
Mrs Menna Wright	Deputy Head Teacher + Class teacher – full time
Mrs Alison Green	Class Teacher - part time
Mrs Nicola Hammond	Class Teacher - part time
Mrs Kath Jackson	Class Teacher – full time
Mrs Sharon Gregory	Class Teacher - part time
Mr James Griffiths	TLR Holder + Class teacher – full time
Miss Kayleigh Young	Class teacher – full time
Mrs Sian Rees	Class teacher – part time
Miss Gemma Waring	Class teacher – full time
Mrs Yvonne Scofield	Class teacher – part time
Mrs Julie Williams	TA – part time
Ms Marianne Seymour	TA
Mrs Louise Ayling	TA – part time
Ms Paula Bedford	TA
Mrs Bethan Davies	TA
Mrs Angie Wells	TA – part time
Mrs Sally Peel	TA – part time
Mrs Alex Jones	TA – part time
Mrs Megan Turner	TA – part time
Mrs L. Llewellyn	School Secretary – part time
Mrs P. Hill	School Secretary – part time
Mrs. S. Winfield	School Cook
Mrs. A. Edwards	Assistant Cook / Cleaner
Mrs. S. Davies	Midday Supervisor
Mrs. Lindsey Davies	Midday Supervisor

**Staffing Structure as of February 2023:-**

<b>Member of Staff:</b>	<b>Role:</b>
Mr Richard Morris	Head Teacher
Mrs Menna Wright	Deputy Head Teacher + Class teacher – full time
Mrs Alison Green	Class Teacher - part time
Mrs Nicola Hammond	Class Teacher - full time
Mrs Kath Jackson	Class Teacher – full time
Mrs Sharon Gregory	Class Teacher - part time
Miss Bethan Cadmore	Class Teacher – full time - covering
Mr James Griffiths	TLR Holder + Class teacher – full time
Miss Kayleigh Young	Class teacher – full time
Mrs Sian Rees	Class teacher – part time
Miss Gemma Waring	Class teacher – full time
Mrs Julie Williams	TA – part time
Ms Marianne Seymour	TA
Mrs Louise Ayling	TA – part time
Ms Paula Bedford	TA
Mrs Bethan Davies	TA
Mrs Angie Wells	TA – part time
Mrs Sally Peel	TA – part time

Mrs Alex Jones	TA – part time
Mrs Megan Turner	TA – part time
Mrs L. Llewellyn	School Secretary – part time
Mrs P. Hill	School Secretary – part time
Mrs. S. Winfield	School Cook
Mrs. A. Edwards	Assistant Cook / Cleaner
Mrs. S. Davies	Midday Supervisor
Mrs. Lindsey Davies	Midday Supervisor

## **FRIENDS AND HELPERS OF HAY SCHOOL**

The governors and staff would like to thank all the friends, parents and volunteers who find time to support the school in financial and social terms. Without their support many of the events outlined previously would not have been possible

## **LESSON TIMES**

3 – 5 years                      21 hours per week.  
8 – 11 years                    23.5 hours per week.

## **GENERAL REMARKS**

The Governing Body would like to bring the following points to your attention:

- The school’s uniform is attractive and serviceable. We would like as many pupils as possible to wear it. We are rightly proud of our school and hope that you will share this view and send your child or children to school in our chosen uniform. The PTFhAy run a wonderful pre-loved uniform shop for a nominal amount, which is both sustainable and very reasonable.
- We would request that, if your child is going to be absent, you phone the school on the morning of the absence and give the reason why they are away that day.
- Please note that pupils wear appropriate clothing on days when P.E. sessions are held. (T Shirts, shorts for indoor P.E. and trainers for outdoor sessions. Tracksuits can be worn for colder outdoor sessions)
- If it is necessary that your child needs medicine during school hours, please can parents/carers make arrangements to attend school to administer the correct dose. We are unable to store medicines in school.
- If parents wish to discuss an issue with the class teacher or Head Teacher please do not hesitate to contact the member of staff concerned, who will then arrange a mutually convenient time for a meeting to take place.
- If any parent has an issue for discussion by the Governing Body would they please contact a Parent Governor, the Head or the Clerk to the Governors, Mrs. Louise Llewellyn

## **PUPIL EXCLUSIONS**

In line with our Relationship, Wellbeing and Readiness to learn policy Hay-on-Wye CP School is a nurturing, ‘relationship first’ school where everyone has a right to feel valued, included, safe and treated with respect.

We believe that our pupils want to behave well and that, with the right support and guidance, all children can get better at managing their behaviour. We believe that our pupils are happy when they behave well and when this is recognised and celebrated by other members of the school community.

We also recognise that occasionally in line with the above mentioned school policy, a fixed term exclusion is required to keep our learners and staff safe. There have been 7 fixed term exclusions during the last academic year. We continue to work with all stakeholders to support our learners with positive behaviour management.

### **ADDITIONAL LEARNING NEEDS**

At Hay School we value the abilities and achievements of all our pupils and are committed to help them to realise their full potential. To achieve this, it is important that early identification is made of any additional learning needs or of any accelerated learning requirements. Through Individual Development Plans these needs can then be met.

The integration of children with additional needs is a natural occurrence, as for the majority of time they will work with their peer group. Where appropriate children may be withdrawn for some time with a learning support teacher, and these sessions will be incorporated into the normal school day.

It is important to Hay School that everyone is treated equally and has the same opportunity for access to the curriculum. The physical environment of the school is perfect in ensuring access to disabled pupils and adults. There is a disabled toilet in both the main part of the school and the library and disabled changing facilities are available.

Our Strategic Equality Plan outlines how provision is made to ensure inclusion and actions for further improvement.

### **INSPECTION**

The school was inspected in March 2020 and the Judgements are as follows

Standards	- Good
Wellbeing and attitudes to learning.	- Good
Teaching and Learning experiences	- Good
Care, Support and Guidance	- Good
Leadership and Guidance	- Good

The recommendations and planned action were as detailed below.

#### **R1. Ensure greater consistency in the quality of teaching and assessment between classes** **Monitor and review practice in assessment and recording.**

This recommendation ensures that new staff are fully aware of all the policies and procedures and all staff are following the assessment policy consistently

#### **R2. Make targets in pupils' individual learning plans more specific in order to make them more measurable and achievable.** Review IEP targets

This recommendations ensures that targets are as specific as possible in order for pupils to make maximum progress

**R3. Identify the most important priorities for improvement and focus monitoring activities more robustly on these identified priorities** Review monitoring activities

This recommendation ensures that the senior management team focus on a smaller number of priorities in order to secure improvement against the school development plan.

**Hay on Wye CP School Governing Body 2022-23**

Name	Status	Term of Office
Chair: Mr. Gordon J Bingham Hay CP School, Oxford Road, Hay on Wye HR3 5BT	Lea Appointed Governor	13/03/2026
Mrs. L. Llewellyn, Hay CP School, Oxford Road, Hay on Wye HR3 5BT	Clerk	
Mrs Bethan Davies	Staff Governor	27/09/2026
Mr Gareth Ratcliffe	LEA	13/07/2025
Mrs Lisa Howard	Parent	29/09/2025
Mr. James Griffiths	Teacher Governor	01/09/2026
Mrs. Menna Wright	Teacher Governor	31/08/2025
Mr Richard Morris	Head teacher	
Mrs Elena Farnham	Parent	27/09/2026
Mr Jeff Morgan	LEA	22/11/2024
Mrs Trudy Stedman	Community	16/03/2025
Mr Charles Goddard	Parent	28/02/2024
Ms. Lucy Bourke	Parent	28/02/2024
Ms. Hannah Offord	LEA	02/11/2024
Mrs. Diana Rutter	Community	08/11/2026
Ms. Jane Dodds	Community	12/12/2026
Mrs Louisa Hogan	Community	06/03/2027
Mrs Phoebe Jenkins	Parent	28/03/2027
Vacancy	LEA	

\*During September/October 2023 two parent governor resignations were received, triggering an election for two parent governor places. This election is due to be resolved on 20<sup>th</sup> December 2023