

Birchgrove Primary School



Where every child is a star!

**Governing Body Annual Report
to
Parents / Carers
2022-2023**

Birchgrove Primary School Annual Report to Parents 2022- 2023

The governors would like to begin this report by thanking the staff of the school (teaching and non-teaching) for all their hard work on behalf of the pupils of Birchgrove Primary School. They would also like to congratulate everyone (staff, pupils and parents) on another successful and busy time for the school. It has been a challenge for everyone. This report covers the 2022/2023 academic year.

Mrs Christine Salter (Chair of Governing Body)

The Governing Body is committed to supporting the school in continuing to provide the best possible education for all its pupils. Our vision is encapsulated in our school motto 'Where Every Child is a Star' and the accompanying statement: Preparing children to step confidently into their futures, a community learning together. The staff, pupils and Governors were all involved in drawing up this aim.

GOVERNING BODY

- The Governing Body and the Headteacher share responsibility for the strategic management of the school, acting within the framework set by national legislation and by policies of the Local Authority.
- While the Local Authority is the employer of staff, the Governing Body and Headteacher have separate and particular responsibilities for the selection and management of staff.
- The day to day management of the school is the responsibility of the Headteacher.
- The full Governing Body meets at least once a term, usually more frequently. In addition, sub-committees meet regularly to discuss specific issues. They report to the full Governing Body for formal ratification of proposals.
- Copies of agendas and minutes of meetings are available for inspection at the school.

The following table displays details of the Governing Body of our school with their term of office end date in brackets after their name:

Mrs Christine Salter - Chair of Governors - (care of Birchgrove Primary School)

Cllr Graham Hinchey – Vice Chair of Governors - (care of Birchgrove Primary School)

Clerk to the Governing Body – Mrs Danielle Moore (care of Birchgrove Primary School)

Parent Governors	Community Governors
Mr T Morris (30/11/25) Mrs E Lane (11/01/26) Mrs L Molloy (14/01/24) Mrs S Villarroya-Lidon (14/01/24) Mrs E Gammon (11/01/26)	Vacancy Mrs F Conlon (30/09/27) Mrs C Garland (1/7/26) Rev A Harwood (31/7/27)
Local Authority Governors	Staff Governors
Cllr M Ash-Edwards (28/9/25) Mr D Walsh (31/1/25) Cllr. G Hinchey (21/6/24) Mrs C Salter (21/5/24)	Mrs S Morgan HT Miss P Broughton (18/9/26) Miss R Oats (31/10/24) Miss S Daley (29/3/26)

The next parent governor election is due to take place in January 2024.

The Governing Body has a number of sub-committees, both statutory and non-statutory:

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Statutory

- Staff Disciplinary, Dismissal, Redundancy, Grievance and Complaints sub-committees
- Appeals sub-committees
- Pupil Discipline and Exclusions

Non Statutory

- Standards / Governor Development
To consider all curriculum matters, including policy documents and all matters concerned with the children whilst at school.
- Health and Safety / Finance
To consider all building matters including approval of budgeted works, inspection of buildings and grounds on an annual basis and compliance with the Environmental Protection Act 1990.
To consider all financial matters including budget setting and monitoring of all expenditure.
- Personnel / Pay review
To consider all senior personnel matters including pay and conditions, appointment of staff, criteria for redundancy, retirement and redeployment
- Pupil and staff Wellbeing
To consider the wellbeing of all staff and pupils
- Performance Management

These groups meet when appropriate and all recommendations are reported to the full Governing Body for ratification.

Attendance at meetings

The Full Governing Body met 5 times during the year 2022-23. It is important to mention that in addition to these meetings, all governors have additional and varying responsibilities as members of sub-committees; Link Governors to Year Groups; and as Link Governors for specific statutory requirements.

Budget

The Governors' finance sub-committee meets regularly to monitor spending and reports back to the full governing body. For a full breakdown of expenditure for 2022-23, please see attached appendix.

Gifts or Hospitality received by members of the Governing Body

None received

Travel and Subsistence paid out to members of the Governing Body

None

Any person wishing to communicate with the Chair of Governors, the Clerk or any member of the Governing Body should address their communication to the school.

STAFFING

The following table shows the composition of the Senior Leadership Team.

Headteacher	Mrs S Morgan
Deputy Headteacher	Miss P Broughton
Leader and Standards in Foundation Phase	Mrs B Jones
Leader and Standards in Upper Key Stage 2	Mr A Volk
Leader and Standards in Lower Key Stage 2	Miss R Oats
Additional Learning Needs	Mrs L Jones

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TEACHING STAFF

The school structure for the academic year 2022–23 is set out below:

Reception RC	Mrs L Carroll
Reception RBC	Mrs H Barrett (0.5) / Mrs P Couper (0.5)
Year 1 1W	Miss Z Jung (initially supply covering Mrs Watkins who retired at Christmas)
Year 1 1O	Miss R Oats
Year 2 2J	Mrs B Jones
Year 2 2G	Miss H Gibbon (maternity cover for Mrs Pesticcio)
Year 3 3H	Mrs J Hughes until Easter then Mrs H Naish
Year 3 3L	Miss V Lewis
Year 4 4SB	Mrs S Bertelli (0.5) / Mrs E Rees (0.5) (Mrs L Jones covered in class for most of the year due to Mrs Rees' long term absence)
Year 4 4PB	Miss P Broughton
Year 5 5W	Mr C Warlow
Year 5 5M	Mrs E McNamara
Year 6 6H	Mrs L Jacobs
Year 6 6V	Mr A Volk
PPA (Planning, Preparation and Assessment) cover	Mr L Williams (0.4) Miss R Davies HLTA Mrs S Martin HLTA (0.8)
ALNCo	Mrs L Jones
Headteacher	Mrs S Morgan

NON – TEACHING STAFF

Teaching Assistants

Reception- Miss Simmons, Mrs Pinnell (0.8,) Miss Carruthers, Mrs S Akther (20 hours)
 Year 1 – Mrs R Godden, Mrs C Lowy (0.6) Miss Dix (0.4) Mr E Williams 20 hrs
 Year 2 –Miss M Smith, Mrs R Griffin, Miss S Daley (0.5),
 KS2 - Mr D Correia, Mrs L Harrison until Christmas then Miss H Anthony, Miss S Daley (0.5) Mrs V Hughes, Miss H Abdi (0.8), Miss F Mears, Miss H Jermyn (0.4), Mrs Ogden (12 hours) Mrs Ahmed (20 hours)
 ICT support – Mrs R Miles
 Maternity leave: Mrs S Roberts and Mrs R Hunt

Admin Team

Mrs J Thorne (0.6), Mrs S Barras (0.4), Mrs D Moore (0.6), Mrs E Brady (0.4 maternity from April)

Estates Manager – Mr S Drane (20 hours)

Cleaning Team – Mrs Marchant, agency

Kitchen Team – Mrs N Goodall plus agency

Midday Supervision Team – Miss H Jermyn (3 days), Mrs Stone (2 days), Mrs Bourke, Miss H Lewis
 Miss F Mears (plus TAs on rotation)

Breakfast Supervision Team– Miss Mears, Mrs C Thorne (2 days), Miss H Lewis, Mrs S Akther

STAFF DEVELOPMENT

In order to keep abreast of developments, staff attend a wide range of courses and meetings appropriate to their responsibilities and the needs of the school. Some of these training sessions were held virtually again this year but some were held face to face.

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Each year schools must allocate days to staff training (INSET) in addition to weekly twilight sessions. This year these have been used to prepare for the new school year, receiving training from Helen Bowen on the writing process, promoting wellbeing, preparing for the new curriculum and self evaluation.

The teaching staff meet on Wednesdays after school for a twilight INSET session. Topics covered are related to priorities within the School Improvement Plan.

SCHOOL ROLL

Birchgrove is a mainstream primary school where the majority of pupils come from homes where English is spoken. Admissions are made in line with the Cardiff Local Authority admissions procedures. Every school has a published admission number (PAN) which determines the number of places available.

There are two parallel single age classes per year group from Reception – Year 6. The standard admission number for each year group is 60.

The school roll can fluctuate during the year with families moving in and out of the catchment area. The numbers, as of July 2023, are set out below:

Reception	50
Year 1	52
Year 2	61
Year 3	59
Year 4	59
Year 5	60
Year 6	61
Total Pupils	402

LANGUAGE CATEGORY

Birchgrove Primary teaches the curriculum through the medium of English. Welsh is taught as a second language. All classes have Welsh lessons. In addition, incidental Welsh is taught, role modelled and practised at every opportunity.

SCHOOL SESSION TIMES

Year Group	Timings	School Hours
Rec, Year 1 & Year 2	8:50am – 12:15pm and 1:30pm – 3:30pm	5 hours 25 minutes
Years 3 & 4	8:50am – 12pm and 1pm – 3:35pm	5 hours 45 minutes
Years 5 & 6	8:50am – 11:45am and 12:45 pm – 3:35pm	5 hours 45 minutes

ATTENDANCE

Our current attendance figures are very similar to the Welsh Government target of 95%. We will endeavour to continue to improve our attendance through careful monitoring. A 'first day response' system, which entails contacting parents of absent pupils on the first day of absence, if they haven't contacted the school regarding their child's absence, has been established. Due to the ongoing effects of the Covid pandemic and many holidays being rescheduled, attendance levels remain significantly below pre Covid figures with more holidays now being taken within term time.

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	Autumn 2022		Spring 2023		Summer 2023	
	Authorised	Unauthorised	Authorised	Unauthorised	Authorised	Unauthorised
Reception	6.8%	0.4%	3.8%	1%	4.6%	0.9%
Year 1	6.2%	0.5%	5.2%	1.4%	4.4%	1.1%
Year 2	4.8%	0.3%	4%	0.4%	5.6%	1.2%
Year 3	4%	0.4%	3.7%	0.1%	3.5%	0.7%
Year 4	4.6%	0.4%	3.8%	0.4%	5.2%	0.5%
Year 5	4.3%	0.4%	2.5%	0.4%	4.4%	1.1%
Year 6	3.2%	0.4%	4.3%	0.1%	3.9%	0.7%

TRANSFER TO HIGH SCHOOL

Birchgrove is a catchment school for Whitchurch High School. This is where the vast majority of pupils continue their education. Strong links have been established with the local cluster of schools (Whitchurch High School, Rhiwbina, Llanishen Fach, Hawthorn, Gabalfa, Coryton and Whitchurch Primary).

TERM DATES

2022-23 Term Dates

Term	Term Start	Half Term Start	Half Term Ends	Term Ends
Autumn	Monday 4 th Sept 2023	Monday 30 th Oct 2023	Friday 3 rd Nov 2023	Friday 22 nd Dec 2023
Spring	Monday 8 th Jan 2024	Monday 12 th Feb 2024	Friday 16 th Feb 2024	Friday 22 nd March 2024
Summer	Monday 8 th April 2024	Monday 27 th May 2024	Friday 31 st May 2024	Monday 22 nd July 2024

All schools will also be closed on Monday 6th May 2024 for May Day Bank Holiday.

SCHOOL IMPROVEMENT PRIORITIES 2022 -23

Each academic year the Headteacher and her staff produce a School Improvement Plan. This important document represents the vision for improvement in the form of targets and actions and ensures a commitment to raise achievement in all areas of school life.

Priority 1: To establish Birchgrove Primary as a Rights and Responsibility School

- Establish Birchgrove Primary as a Rights and Responsibilities School
- Support the new leader for Rights Respecting Schools to audit and write an action plan
- Create a small team to drive and implement changes linked to the action plan
- Work towards achieving the Rights Respecting silver award
- All staff and pupils have a greater understanding of what is required to be a Rights and Responsibility School

Priority 2: To continue to explore, review and refine the curriculum

- Birchgrove Curriculum continues to be reviewed, refined and curriculum documentation updated
- Continue to work with the local cluster to ensure a shared approach and vision for the curriculum.
- Continue to review and evolve assessment and teaching to reflect changes in the new curriculum
- Provide appropriate professional learning for all staff to support them in developing the new curriculum
- Evaluate the impact of curriculum changes and use this to inform next steps.

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Priority 3: To implement ALN reform

- Staff to feel confident with graduated response and be able to explain this to parents.
- School to be compliant with ALN code of practice.
- Staff to undertake CPD opportunities with ALN focus.

Priority 4: To continue to extend and develop support for improving pupil and staff wellbeing

- Pupil attendance levels to be above 95%
- Majority of pupils to demonstrate improved wellbeing and involvement in school life
- Targeted interventions have a positive impact on all pupils
- Increased opportunities for pupils' voice to have an impact on teaching and learning

Priority 5: To develop leadership capacity

- Increased opportunities for middle leaders to lead different aspects across the school
- Review and update leadership structure, roles and responsibilities
- Ensure leaders have clear and suitable accountability linked to the SIP
- Provide appropriate leadership professional learning as needed to fulfil their roles
- Ensure NQTs receive appropriate induction and support to successfully complete induction
- To include leadership targets for teachers within the performance management target

ADDITIONAL LEARNING NEEDS

The school employs an Additional Learning Needs Co-ordinator (ALNCo), Mrs Lucy Jones. Responsibilities include co-ordinating provision for Additional Learning Needs (ALN) across the school. Mrs Sarah Morgan is the Inclusion Manager.

The named Governor for Additional Learning Needs is Fiona Conlon. She meets with the Additional Learning Needs Co-ordinator (ALNCo) throughout the year. Presentations regarding Additional Learning Needs Reform were delivered to Governors and parents in February and May 2022 respectively.

The implementation of the Additional Learning Needs Educational Tribunal (Wales) no longer requires the school to have a separate ALN policy. The ALN Code of Practice is the document through which the school ensures that its systems and processes meet the needs of all children with ALN. The ALN Code of Practice states that children should be at the centre of any decisions made regarding their additional learning needs. Through a person-centred approach, children should be provided with equitable access to all areas of the curriculum. Documents relating to ALNET, the ALN Code of Practice and processes within Cardiff Council for supporting pupils with ALN can all be found in the ALN section of the website.

Across the period 2022-2023 there were 15 pupils on the Additional Learning Needs (ALN) register. These pupils have a school maintained IDP, one pupil has a Local Authority IDP as they are a Child Looked After (CLA). This number is significantly lower than in previous years as ALNET states that only those pupils who require provision that is 'additional to and different from' their peers should be recorded on the ALN register. All pupils who require extra differentiation in the classroom or universal interventions are recorded separately on the 'Initial Concerns' register.

INSET was delivered to staff in September 2022 and March 2023 to update systems and processes for consideration of ALN. This includes paperwork to be shared with parents and timelines to consider when requesting support from specialist teachers or educational psychology service.

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Cardiff Local Authority have recently changed funding allocation for children with ALN. Schools receive funding as a lump sum which is used to support all pupils with ALN. Funding is no longer allocated to individual children. Information regarding this change can be found in the ALN section of the website.

One pupil receives a Healthcare Plan in order to address their needs. This is written and maintained by the Local Authority and is reviewed annually.

During 2022-23 there were 12 pupils on the 'Initial Concerns' register. These pupils are carefully monitored by class teachers regarding their provision and progress. In some cases, these children will be supported by specialist teacher teams from the Local Authority.

33 pupils between year 1 and year 6 received Free School Meals. 21 pupils who received Free School Meals (FSM) have received an additional learning intervention, including ELSA, over the last academic year.

In the summer term of 2023 there were 27 different ethnicities within the school. 64 children speak a different language at home. 28 different languages were spoken throughout the school. Second to English, Arabic was the most widely spoken language amongst our families.

The total budget for SEN was 118,520.

The following priority for ALN was included in the school's development plan:

- To implement ALN Reform

This year we have continued to focus on embedding many of the interventions we have introduced within the last 3 years. This has included training another ELSA, introducing Lego Therapy and extending the successful Rainbow Readers programme into Foundation Phase with Mini Rainbows. Teaching Assistants have been proactive in sharing good practice within the school thus increasing capacity to deliver intervention. Many staff continue to prefer support for maths to be provided in the classroom rather than through specific intervention. Interventions outside of the classroom tend to be short-burst literacy activities or support for wellbeing.

Boxall profiles have continued to be used by staff in order to identify vulnerable pupils and ensure they receive appropriate intervention or support for their behaviour or emotional wellbeing. This tool is used to create action plans for individual children and track their progress.

Pupils in years 1, 3 and 5 took part in a non-verbal test. This assessed pupils' individual capabilities and highlighted children who would require extra support.

Interventions at a glance:

Year Group	Literacy	Communication	Wellbeing	Other
Rec	Precision Teach	Language Link Good Morning book Lego Club		Handwriting Motorway

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Year 1	Mini Rainbows Precision Teach Identified readers	Language Link Speech link	ELSA (as required)	Handwriting motorway
Year 2	Mini Rainbows Precision Teach Wordshark	Language Link	ELSA (as required)	Handwriting Motorway
Year 3	Rapid Readers Precision Teach Wordshark	Lego Club	ELSA (as required)	
Year 4	Rapid Readers Rainbow Readers Precision Teach	Lego Club	ELSA (as required) TalkAbout	
Year 5	Rainbow Readers Readworks	Lego Club	ELSA (as required)	Rapid Maths
Year 6	Rainbow Readers		ELSA (as required)	Rapid Maths Lego Club

Parent groups

Families Learning Together from Cardiff and Vale College delivered a series of workshops for parents and their children with a focus on Mathematics. Six parents received their certificates of achievement from the college on completion of the course.

Future plans

- To develop and implement a new tracker for pupil wellbeing.
- To further embed Birchgrove Core Values (Respectful, Honest, Brave, Curious and Vibrant) through shared expectations and positive behaviour strategy
- To develop links with parents through a Birchgrove Parent Network
- Working alongside the cluster, achieve Dyslexia Friendly Schools bronze award
- To ensure that all stakeholders are familiar with ALNET Act (Wales) and the ALN Code of Practice
- To share coaching and mentoring practice with senior management team to feed into performance development of staff

Provision for pupils with Additional Learning Needs is effectively monitored by the ALNCo, Head Teacher and senior leadership team through individual discussions, learning walks and book monitoring. Further support is available from specialist teachers or educational psychologist if universal provision is not sufficient to meet a need. Requests for additional support require evidence of intervention and curriculum modification over time as well discussions with parents.

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Provision for all pupils is developed regularly and all staff adopt an inclusive approach to their classroom environments. The curriculum is differentiated and adapted to ensure all pupils have the opportunity to make progress.

All Individual Development Plans (IDPs) are developed through a person-centred meeting and include the needs of the child alongside their parents, teachers and other professionals. Pupils individual needs are described in line with the four areas of additional need outlined in the ALN Code of Practice: Cognition and Learning; Sensory and/or Physical; Emotional Health, Wellbeing and Behaviour; Communication and Interaction. All pupils with Statements of SEN have now been transferred to the new ALN system.

All IDPs have a regular review period of a year however, parents are often invited to meet with the ALNCo and/or class teachers to discuss ongoing progress. The ALNCo is always available to discuss concerns relating to a child's ALN and can be contacted through the school office or ClassDojo.

The school website provides a platform for parents and carers to access information related to ALN including documentation from Welsh Government and well as the Local Authority.

The school work closely with Whitchurch High School cluster with Mrs Jones taking Cluster Lead responsibilities. This provides an opportunity to discuss provision for learners across the cluster, share best practice and offer training opportunities.

Consultations and support from LA staff have been invaluable throughout the year. Services used include: Educational Psychology Service; Specialist Teachers for Learning Support; Emotional Health, Wellbeing and Behaviour; Autism; Disability and Speech, Language and Communication.

School also regularly shares information and resources with: Speech and Language Therapists; the EMTAS team (Ethnic Minority and Travellers Advisory Service); Paediatricians; the Primary Mental Health Team, SCIP (Social Communication Interaction and Play); Occupational Therapy; and Health Visitors.

Although many families continue to work closely with SALT (Speech and Language Therapy). Therapists did not visit school to support pupils through the period 2022-23.

FIXED TERM EXCLUSIONS

There were 0 permanent exclusions in 2022-23.

There were 3 fixed term exclusions in 2022-23.

SCHOOL PROSPECTUS

A school prospectus in line with Welsh Government guidelines has been published and is updated annually. This can be found on the school website or is available from the school office on request.

EXTRA-CURRICULAR ACTIVITIES

Following Covid restrictions a number of clubs and extra-curricular activities re-established themselves this year. They included:

Choir

This very popular club run by Mrs Jones and Mr Williams is open to any child in years 3-6. During the year, they have learnt a wide repertoire of songs and had a busy and successful year. They have sung for members of our local community as well as holding a delightful Carol Service and summer concert in aid of City Hospice.

Drawing Club

This club run by Mrs Couper is held after school on Thursdays for pupils in years 4 -6. It is a fun and informative club to develop a wide range of drawing skills and to experience using a range of materials.

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Sewing Club

Mrs Barrett ran an introductory sewing club for children in year 2 where the children have enjoyed sewing various items whilst improving their skills.

Chess Club

Chess Club is available at lunchtimes for years 5 and 6 pupils and run by Mr Volk. it is very popular and extremely successful.

Wellbeing Club

This club provides an ideal opportunity for pupils to relax and focus on a healthy mind whilst completing wellbeing activities including Lego and drawing. Pupils choose activities which focus on relaxing and creating a positive mindset.

Journalism Club

Journalism club met to allow pupils to research relevant topics to produce a student newspaper.

Football Club

Our Boys' and Girls' Football clubs, led by Mr Volk, unfortunately had a disjointed season due to bad weather and staff absence. Both teams however enjoyed playing when they had the opportunity.

Sign Language

Mrs McNamara ran a new club for year 5 pupils teaching them the important skill of sign language. This was an excellent opportunity for them to learn and practice new signs.

Criw Cymraeg (Welsh Club)

A lunchtime club for pupils run by Mr Warlow, to explore and develop Welsh language skills through activities, games, art and music.

AFTER SCHOOL CLUB

Superstars Wales run an after school club for all children in the school. The club runs on site daily, from 3.30p.m. until 5.30p.m., offering a range of activities including sports, drama and craft. The cost per session is £8:50 which includes a snack. Superstars also offer clubs in the school holidays although these usually take place at another local school.

Running alongside our Breakfast Club, which is free and open to children from 8.05am each morning, these clubs offer working families safe, familiar and well-organised daily child care.

SCHOOL VISITS, VISITORS AND EVENTS

The school is very fortunate to welcome many visitors and attend many visits throughout the year. The following is not an exhaustive list.

Reception	Visits from Guide dogs for the blind, School nursing team, local police officers and a range of people who help us. Visit to Barry Island
Year 1	Visits to the Wetlands, RNLI Penarth, local community and St Thomas's church for a Christingle service. Visits from paramedics and Animal Zone.
Year 2	Visits to Porthkerry Park, Cefn Mably farm and St Thomas's church for a mock wedding. Visits from Spectrum, fire service, local nurse, radiographer and physio.

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Year 3	Visits to Cardiff Castle, St Marks church, Bute Park, Bryngarw Country Park, St Fagans and St Thomas's church for a mock wedding.. Visits from Technocamps, PC Hocking and audiology department.
Year 4	Visits to the Royal Mint, Cardiff Castle, St Marks Church, Ogmere for a beach clean and the local area for litter picks. Workshops from Technocamps, Lloyds Bank, and Show Racism the Red Card
Year 5	Visits to Heath Park, NDEC Ebbw Vale, Llancaiach Fawr, Techniquet, University of South Wales, Bethesda church. Visits from Animal Zone, fire service, local police officers, Technocamps.
Year 6	Visits to Crucial Crew, Gurdwara, Cardiff Arms Park, WHS for a range of sports tournaments, Senedd, Bethesda church, NDCE Ebbw Vale, Quad Kids athletics, Coles funeral home and Morfa Bay residential trip. Visits from Julie Morgan, Tax Facts ambassador, PC Hocking, Technocamps, Lush, Magistrates in the community, Lloyds Bank representatives. Mr Byfield to discuss choices in taking the positive path in life, Spectrum and Cycling proficiency training.
Small Group, Whole School or Key Stage Events	<p>Class Assemblies, Christmas plays, Christmas parties and discos, St David's Day, Sports Days, Christmas jumper day, Easter bonnet parade, Children in Need, Red Nose Day, Technocamps working with the Digidudes, rugby, Tesco carol singing and assisting with Foodbank collections, Families Learning Together project, Big Foot theatre company Christmas panto.</p> <p>South Wales police have worked with pupils throughout the school on topics such as people who help us, stranger danger and drug awareness Ministers from local churches regularly visit to hold assemblies and talk to the children as did Parish opticians. A range of parental workshops and open door sessions including a focus on literacy and numeracy.</p> <p>We were also very fortunate that Governor Cllr Graham Hinchey in his capacity as Lord Mayor visited the school on numerous occasions for different events.</p> <p>A new venture this year was developing our link with Llys Enfys nursing home which saw groups of pupils go to the nursing home to entertain the residents with a range of musical items before chatting to them over a glass of squash and a biscuit.</p>

COMMUNITY LINKS

The Birchgrove PTFA exists to bring children, staff, parents and friends together socially in support of the school, to enhance the education of our children. All parents and members of the school community are encouraged to get involved, even if they only have a small amount of time available. All families are automatically members of the PTFA when their child joins Birchgrove

Not all of our events are held as fundraisers, some are provided with the aim of giving the children a good time and as a way of thanking families for their continued support for the PTFA. Our biggest fundraisers are the two fayres at Christmas and in the summer which make up the major part of our annual fundraising efforts. Funds are also raised through activities such as Bingo-Gingo night, discos, film night, prize draws, parent entertainment evenings, preloved uniform sales and our Friday Tuck Hub.

Despite the extremely difficult economic climate this year has been another fantastic year with £12,000 donated to the school through the PTFA. This has helped to finance the KS 2 sports day at NIAC, Microbits, electronic crumble kits, standing desks, gym mats, lego kits, tricycles, large buildings blocks for reception and

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year 1, storage units, new fruit tuck trolley, Beebot mats, library books, reading books, choir T shirts and a new main noticeboard for by the gate.

The school also has strong links with the local PCSOs and PC Rachel Hocking who visit the school regularly to talk to and educate pupils. 2 local councillors are active members of the Governing Body.

DONATIONS AND FUND RAISING

Thank you for all your unstinting support in all our fund-raising efforts.

The following charities were supported this year:

- Children in Need
- Red Nose Day
- Guide Dogs for the Blind
- City Hospice
- Poppy Appeal
- Maggie's House

The generous spirit and caring attitude of Birchgrove pupils (and their parents) continues unabated. The children enjoy planning events, bringing in items to sell, running cake stalls etc. for a variety of fun fundraisers. Many children continue with their independent fund-raising outside school.

EQUALITY

We aim to provide a happy, caring environment in which all children can feel confident and able to learn. We seek to foster an environment of mutual respect and support between all staff, pupils, parents and carers and the wider community.

Our school is committed to eliminating any unlawful discrimination on grounds of Race, Gender, Transgender, Religion or Belief, Disability or Sexual Orientation, Pregnancy or Maternity, Marriage or Civil Partnership by creating an environment where every individual, regardless of ability or background, is able to participate and is valued fully as a member of the school community. Being opposed to all forms of discrimination and prejudice we promote a positive attitude towards differences and expect respect for people of all backgrounds.

Stereotyped ways of thinking are the result of ignorance and may result in low self-esteem and limited aspirations. The school values and encourages involvement of people from all sections of the local community and through this involvement aims to provide positive images, which challenge stereotyped thinking.

Any language or behaviour which is racist, sexist, homophobic, disablist or potentially damaging to any group will not be tolerated and will be challenged and monitored. All incidents are reported and logged and reported to the Governing Body.

THE SCHOOL CURRICULUM

Our school curriculum is designed in line with the Curriculum for Wales guidance. Staff plan learning opportunities through referring to the statements of what matter and descriptors on learning, ensuring challenge and progression. There are three progression steps. Progression steps are part of the descriptors of learning. They describe how learning should progress within each statement of what matters across the learning continuum.

Progression Step 1 = Nursery and Reception age pupils

Progression Step 2 = Year 1, Year 2 and Year 3 age pupils

Progression Step 3 = Year 4, Year 5 and Year 6 age pupils

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The six areas of learning and experience (AOLE) and the four purposes underpin our curriculum design.

The six AOLEs are:

- Mathematics & Numeracy
- Humanities
- Expressive Arts
- Health & Well-Being
- Languages, Literacy & Communication
- Science & Technology

A school's curriculum is everything a learner experiences in pursuit of the four purposes. It is not simply what we teach but how and why we teach it. Our curriculum design ensures that it meets the needs of our learners and the context in which the school is set.

The Four Purposes:

- Ethical informed citizens
- Healthy, confident individuals
- Ambitious, capable learners
- Enterprising, creative contributors

The mandatory areas of the Curriculum for Wales that span the learning continuum are:

- The cross-curricular skills of literacy, numeracy and digital competence
- The six areas of learning and experience (AOLE)
- Relationships and sexuality education (RSE)
- Religion, values and ethics (RVE)

Our underlying philosophy will always be that we strive as best we can to cater to each pupil's individual needs. This may lead to planning individual programmes of study and will certainly involve the grouping of children at times, in mixed ability groups or otherwise, according to needs. Flexibility is essential to give the child our best possible support.

HEALTHY EATING AND DRINKING

The school actively promotes healthy eating and drinking. Water is readily available for all children throughout the school day. Children are encouraged to bring healthy snacks to school and milk is provided for all pupils in reception, years 1 & 2. Fruit tuck is available throughout the school at a reduced cost.

SCHOOL SPORTING AIMS AND PROVISION FOR SPORT

At Birchgrove Primary we are very pleased to give sport and physical development a high priority. Our main aim is to meet the requirements of the Curriculum for Wales through our teaching and to extend our provision for sport through a planned involvement in voluntary extra-curricular activities. During the academic year, we were able to offer a range of clubs facilitated by school staff.

Throughout the year pupils were able to compete against other schools in a range of different sporting activities. We were also pleased to offer cycling proficiency training for year 6 pupils and safe scooter lessons for year 1 pupils.

We believe that physical activity is important because it promotes:

- A healthy lifestyle and develops positive attitudes to help cope with both successes and failures.
- An understanding of working within a safe environment to prevent injury to themselves or others.

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- The development of interpersonal skills by helping pupils to be aware of their roles as members of teams or groups.
- Development of the personal qualities of commitment, fairness, and enthusiasm.
- Physical development and physical competence.

COMPLAINTS

The governors sincerely hope that any concerns and problems can be addressed by discussion with the Headteacher and staff prior to becoming an issue for the attention of the governing body and the Local Authority. The first point of contact in the event of a concern is always, out of courtesy, the Headteacher. If there are however, issues which cannot be resolved then a copy of the school's procedures on complaints is available at the school or on the school website.

PREMISES

The last year has seen further improvements and refurbishment to the school environment, always a challenge with such an old building. The most significant improvement was repairs to the main roof and the installation of a ramp into the demountables.

TOILET FACILITIES

There are 7 sets of toilets available to the pupils; and 3 sets of staff toilets, including 1 disabled toilet. These are cleaned daily by cleaners employed by the Local Authority. The site manager is responsible for ensuring that toilet paper, soap etc. is available for use by pupils and staff and inspects. They are replenished as necessary. During PSE lessons we reinforce the need to wash hands after using the toilet, and pupil posters to promote hand washing are displayed throughout the school.

Finally the Governing Body wish to place on record their appreciation of all staff, teaching and non-teaching, permanent, temporary and supply, who have made a valuable contribution to the running of the School during the year.

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CARDIFF COUNCIL/GYNGOR CAERDYDD				
SCHOOLS OUTTURN OF EXPENDITURE/CANLYNIAD GWARIANT YSGOLIION 2021-2022				
Governing Body/Corff Llywodraethu of: Birchgrove Primary School				
	Governor Approved Budget/Cyllideb a Gymeradwywyd gan y Llywodraethwyr		Actual Expenditure/ Gwariant Cyflawnedig	
	£	£	£	£
Staffing costs/Costau Staff				
Teaching Costs/Costau Addysgu	906,838		919,122	
Special Needs Teachers/Athrawon Anghenion Arbennig	60,225		60,837	
Teachers for statemented pupils/Athrawon ar gyfer disgyblion sy'n destun datganiad	0		0	
Short Term Supply/Llanw Byr Dymor	3,000		0	
Long Term Supply/Llanw Hir Dymor	32,861		39,614	
Special Needs Support Staff/Staff Cymorth Anghenion Arbennig	64,201		50,977	
Nursery Assts/ Teachers Aides / Adult Helpers/Cynorthwyrwr Meithrinfa/ Cymhorthion Athrawon / Cynorthwyrwr	288,917		307,639	
Foreign Language Assistants/Cynorthwyrwr Ieithoedd Tramor	0		0	
Technicians/Technegwyr	0		0	
Mid Day Supervisors/Gorychwylwyr Canol Dydd	23,166		19,951	
Library Staff / Attend Officer/Staff Ulyfrell / Swyddog Presenoldeb	0		0	
Administrative Staff/Staff Gweinyddol	51,373		45,518	
Non teaching supply costs/Costau llanw staff heb fod yn athrawon	0		0	
Training Costs/Costau hyfforddi	4,789		3,916	
Other Staff Costs/Costau staff eraill	29,252		32,364	
Performance Management/Rheoli Perfformiad	0		0	
Total Staffing Costs/Cyfanswm Costau Staff		1,464,622		1,479,937
Premises Related Costs/Costau Eiddo				
Caretaking Staff/Staff Gofalwyr	14,932		13,939	
Domestic Staff/Staff Domestig	14,168		9,819	
Grounds Staff/Staff y Tir	0		0	
Cleaning Costs/Costau Glanhau	38,450		39,865	
Energy Costs/Costau Ynni	19,500		15,058	
Rates/Cyfraddau	19,394		19,394	
Repairs and Maintenance/Atgwyweiriau a Chynhaliadau	4,100		34,604	
Water/Drôr	26,773		3,883	
Total Premises Related Costs/Cyfanswm Costau Eiddo		137,317		136,561
Transport Costs/Costau Cludiant				
Pupil Transport Costs/Costau Cludiant Disgyblion	0		0	
Staff Transport Costs/Costau Cludiant Staff	0		0	
Vehicle Costs/Costau Cerbydau	0		0	
Total Transport Costs/Cyfanswm Costau Cludiant		0		0
Supplies and Services/Cyflenwadau a Gwasanaethau				
Teaching Materials/Adnoddau Addysgu	15,000		4,707	
Equipment, Furniture, Materials & music tuition/Offier, Dodrefn, Deunyddiau a hyfforddiant cerddoriaeth	5,569		361	
Library Books & Materials/Uyfrw a Deunyddiau Ulyfrell	0		0	
Catering Costs/Costau Arhwy	5,000		0	
Unallocated / Savings to be found/Arian heb ei ddosbarthu / Cynllion	37,319		0	
Communications Equipment and Services/Offier a Gwasanaethau Cyfathrebu	13,800		8,061	
Consultants Fees/Ffioedd Ymgynghorwyr	0		0	
Examinations Fees/Ffioedd Arholiadau	0		0	
Games & School Activities/Gemau a Gweithgareddau Ysgol	4,000		395	
Clerk to Governing Body/Clerc y Corff Llywodraethu	1,260		999	
Other office costs/Costau swyddfa eraill	8,700		23,585	
Printing & Stationery/Argraffu a Deunydd Ysgrifennu	5,000		4,370	
Pupil Exclusions/Gwaharddiadau Disgyblion	0		0	
Subsistence and expenses/Cynhaliadau a threuliau	0		0	
Total Supplies and Services/Cyfanswm Cyflenwadau a Gwasanaethau		95,648		42,477
Central Services/Gwasanaethau Canolog				
School Meals/Prydau Ysgol	12,200		12,200	
Service Level Agreements/Trefniadau Lefel Gwasanaeth	15,712		15,402	
Total for Central Services/Cyfanswm ar gyfer Gwasanaethau Canolog		27,912		27,602

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