



***PEN-Y-CWM SPECIAL SCHOOL***

***Governors' Annual Report to Parents  
Autumn 2020***



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## Introduction from the Chair of Governors

What a year this has been! Little did we know at the start of the academic year what would happen next and the situation we would find ourselves in during the Summer Term 2020. As I reflect on the year, I must begin by offering a huge 'thank you' to the Headteacher and her staff for the amazing efforts that resulted in us being able to offer provision as a Childcare Hub throughout the National Lockdown. Also, a genuine 'thank you' to you our parents and carers. Your understanding, patience and support was commendable and didn't go unnoticed. Together we managed to do the best we possibly could do for our amazing learners. As we contemplate the Autumn Term and anxiously anticipate what this may look like, please be assured that Pen-y-Cwm staff will do absolutely everything possible to support your child at this exceptionally challenging time.

The Governors are absolutely delighted with all aspects of the school's performance and are very proud to support a school that is deemed to be GREEN in National Categorisation. This categorisation celebrates what we already know: the school is exceptionally well led by a skilled and visionary senior leadership team, and has a wider team of committed, dedicated and hard-working staff who seek to give learners the best of opportunities.

The Governors sincerely hope that you, as parents and carers, are as proud of the school and its achievements as we are! A vacancy has arisen on the Governing Body for a parent representative. We would welcome an additional parent into our midst and know that you will find it a positive and rewarding role. Do please consider whether you could serve and contact the school for further information and the application process.

Should you have any questions or queries that I as Chairperson to the Governing Body may be able to help with, please do not hesitate to contact me on [schooladmin@penycwm.com](mailto:schooladmin@penycwm.com). This email address is monitored by the school clerk and will be forwarded to me for a response.

The Annual Governors' Report to Parents and Carers, as well as being made available online, can be produced as a hard copy to parents who request it. If you have any comments, observations or feedback, relating to the work of the school or its staff, I should be delighted to hear from you.

Yours sincerely,

*Jennifer Morgan JP*

Chairperson  
On behalf of the Governing Body



## Head Teacher Update

I can only begin by echoing the comments of our Chair of Governors, and thank you most sincerely for the way in which you have responded to the events of the last year. This has been an unprecedented time for all schools and I am immensely proud of the way in which we have reacted to the National crisis and worked together to achieve the very best for our learners.

The Autumn term was a happy and successful one and there was so much to recognise and to celebrate. As always, our learners delighted us with their progress and the wide range of opportunities and activities was to be celebrated. The usual Christmas festivities were enjoyed by all, and we returned in January 2020 eagerly anticipating a busy and successful new term. Within a matter of weeks, news was emerging about the threat of Covid-19, but it really did appear that this was a concern for China and had little relevance to us here in Wales. Despite growing concern, nothing could have actually prepared us for its impact through the summer term, through the six week holiday and into the new Autumn term. We are committed to keeping everyone as safe as possible and so if things are not exactly as you would like them to be, please do not hesitate to speak with me and I will do my best to explain why things are as they are – so much is limited by our Covid-19 Risk Assessment.

Our pupils are supported to be the very best that they can be, and it is rewarding to see them achieving their individual educational targets as they thrive and grow into mature and responsible young adults. The school population has grown substantially and during this year we have welcomed additional pupils, taking our overall number to 144 on roll. It pleases me to see how our pupils seize the wide range of learning activities offered, (both in and out of the formal learning environment) which underpin their development into confident, well-rounded individuals. It is an honour for me, as a Head Teacher, to celebrate all that the school achieves, and I am delighted that this has been recognised in National Categorisation as a GREEN school. We continue to strive for excellence in all we do and have much to look forward to in terms of future developments.

I am always happy to meet with parents/carers to discuss their child, their progress, wellbeing or any issues that may arise. In the first instance, parents should contact the phase (department) lead, but in the event of a situation being unresolved, or parents feeling that a matter needs further discussion, please telephone the school to arrange an appointment with me. If I am unavailable and the matter is urgent, a consultation with the Deputy Headteacher can be arranged. I am happy to receive emails from parents via [schooladmin@penycwm.com](mailto:schooladmin@penycwm.com) if this is preferred.

I am immensely proud of each and every one of our pupils and am grateful to staff members for making this school a happy and safe place in which to learn. Diolch yn fawr bawb!



Our Governing Body have continued to be very committed to the work of our school and they show great support of all that goes on here. They all give freely of their time to attend meetings and school events and are always available for support, even at short notice.

Finally, once again my many thanks to you, our parents and carers, for the supportive and proactive part that you play in your child's education. It is also through the support of yourselves, and other friends of the school, often via our PFSA that we are able to hold various events and fundraising activities. The continued commitment of you all is a strong feature of our school and another of which I am very proud to be part.

With many thanks and all good wishes. Stay safe at this challenging and anxious time.

Darya Brill-Williams  
Head Teacher



## School Governors 2019-20

Name	Type of Governor
Jennifer Morgan JP	LA - Chair of Governors
Wayne Evans	Co-opted – Vice chair of Gov
Steve Knapik	Co-opted
Dawn Wilcox	LA
Nerys Lloyd	Teacher Rep
Iris Barrett	Non-Teaching Rep
Rebecca Chislett	Parent
Stacey Suter	Parent
Kay Parfitt	Parent
Melanie McCarthy	Parent

### IN PLAIN ENGLISH

This section has information about the work that governors do with the school.

It also gives information about who our governors are and what they do.

Who to contact if you wish to get in touch with the governing body.

It also has a list of the committees and an outline of what the committee does.

Contact can be made with each Governor via the school:	Pen-y-Cwm School Strand Annealing Lane Ebbw Vale NP23 6AN Tel: 01495 357755 Email:schooladmin@penycwm.com
Director of Education (Interim)	Lynn Phillips Anvil Court Church St Abertillery NP13 1DB
Clerk to the Governing Body	Melissa Garrett EAS - Governor Support Tredomen House Ystrad Mynach CF82 7WF



## Purpose of the Governing Body

Governors have a strategic role to provide future direction and guidance for schools, with collective responsibility for matters such as the School Improvement Plan, Defining the aims and ethos of the school, ensuring delivery of the National Curriculum, setting the budget, maintaining school premises, agreeing the staffing structure, reporting annually to parents, action planning after inspections and setting targets for improvement with the Local Authority. Parent Governors have a further role of providing a formal link between parents and the school.

The Headteacher is responsible for the day-to-day management of the school, with the Governing Body acting as a “critical friend”. Governors work in partnership with the Headteacher and Local Education Authority.

For all schools, panels and subcommittees are essential. We have ten subcommittees that look into a variety of issues during the year, with some of the panels including statutory committees. Following panel of subcommittee meetings, reports are given to the next meeting of the Governing Body.

## Panels and Sub-Committees

The panels and subcommittees are as follows:

- **Finance and General Purposes Committee** – *Discusses all aspects relating to the Financing of the School, including setting its budget, and other purposes, as necessary. The Governing Body has delegated power to this subcommittee.*
- **Discipline, Grievance, Complaints, Redundancy, Statutory Staff Dismissal & Statutory Pupil Discipline Committee** - *Considers disciplinary matters relating to staff or pupils, grievances of staff members, or formal complaints from parents. The Governing Body has delegated power to this sub-committee.*
- **Appeals Panel for Discipline and Redundancy Issues including Staff Dismissal** – *Considers any appeals against the decisions of the above subcommittee. The Governing Body has delegated power to this panel.*
- **Selection Panel for Headteachers and Deputy Headteachers** – *Conducts the selection process for a Headteacher and a Deputy Headteacher.*
- **Appointments Panel for All Other Staff** – *Discusses, selects and recommends the appointment of other members of the school’s teaching staff. The Governing Body has delegated power to this panel.*
- **Pay Review & Performance Management Panel** – *Considers Headteacher and staff pay, awards increments on the leadership spine, agrees targets and reviews Headteacher performance. The Governing Body has delegated power to this panel.*
- **Premises and Health & Safety Committee** – *Discusses matters concerning the school premises and grounds, and health and safety issues.*
- **Curriculum Committee** – *Considers any issues concerning the implementation of the curriculum and education of the children at the school. The Governing Body has delegated power to this panel.*



- **Statutory Admissions Panel** – *Considers any issues surrounding the admission of children to the school.*
- **Disability Equality Duty Committee** – *Considers any issues concerning access, use of the school and the education of all stakeholders. The Governing Body has delegated power to this panel.*

Records of which Governors belongs to each sub-committee are at the school and can be viewed upon request. In addition to formal meetings, Governors visit the school for sub-committee and panel meetings, to discuss curriculum issues with subject co-ordinators and to attend social events.





## School Staff 2019-20

### Headteacher

Darya Brill-Williams

### Deputy Headteacher

Theresa Evans-Rickards

### Assistant Head Teacher

Sian Blackmore

### Teaching Staff

Class Morlais	Mrs S Davidson/Mrs S Rudge
Class Aberhonddu	Miss G Rees
Class Conwy	Mrs E Hurley/Mrs L Normanton-Davies
Class Caerdydd	Mrs S Hall
Class Aberystwyth	Miss S Slater/Mr J Clarke
Class Caerffili	Miss F Madler/Mr P Shopland ( <i>left Jan'20</i> )
Class Cyfarthfa	Mrs R Hodson
Class Aberdyfi	Mrs N Lloyd
Class Ogwr	Mrs S Hollett
Class Caldicot (ASD)	Miss S Jones/Mrs L Clarke
Class Fflint (ASD)	Miss J Stone
Class Harlech (Multi-Sensory Base)	Mrs T Davies
Class Raglan	Mr C Palmer
Class Carew (Post 16 Base)	Mrs S Hollett
Class Penfro	Miss B Jones ( <i>left Dec'19</i> )/Mrs N Owen
Class Y Fenni	Mrs E Brencher/Mrs A Ryle

### Teaching Assistants

K Astley	S Clist	C Griffiths	H Millard	M Tabbott
A Bailey ( <i>left Feb'20</i> )	H Collins	L Grzesica	G Milsom ( <i>left Aug'20</i> )	C Thomas
C Bailey	Z D'Arcy ( <i>left Apr'20</i> )	C Harris	M Morgan	D Watkins
T Baker	D Davies	L Hillman	J O'Connell	J Watkins
I Barrett	K Davies	J Hughes	M Owen	H Whitehouse
S Bennett	L Davies	S Isaac	S Pennells	G Wilkes ( <i>left Jun'19</i> )
L Blanchard	R Davies	C Jarrett-Lewis	D Phillips	A Williams
D Bond ( <i>left Mar'19</i> )	J Diplock	N Jenkins	M Phillips	C Williams
J Brown	C Evers	G Johns	R Phillips	S Williams
J Brown	C Flook	N Jones	G Roughton	M Wilson
J Brown	C Fox	R Jones	S Sainsbury	P Withey ( <i>left Nov'19</i> )
K Burgum	N Fry	S Jones	D Scott	V Yemm
C Carey	K Gallier-Evans	S Jones	L Sharpe	
E Charles	( <i>left Feb'20</i> )	N Keshy	T Stevens	
L Clarke	D Gilson	N Lewis	J Tabbott	



<b>Administrative</b>	<b>Site Supervision</b>	<b>Midday Supervision</b>	<b>Poolside Assistants</b>
Michelle Trace	Kris Moremon	Jo Bashford	Jo Bashford
Esther Williams		Rebecca Bowers	Rebecca Bowers
Suzanne Williams		Helen Buckley ( <i>left Oct'19</i> )	
		Louise Jelley ( <i>left Apr'19</i> )	
		Wendy Jones ( <i>left May'20</i> )	
		Alison Phillips	
		Winifred Woolley	

## **BLAENAU GWENT CBC – THE ALN SERVICE**

The ALN Service is based in Pen-y-Cwm School and will be used to support the Local Authority to enable mainstream schools including those with resource bases to develop their capacity to meet the needs of learners with Additional Learning Needs effectively and ensuring learners with these needs make effective progress to reach their full potential.

<b>Teaching Staff</b>	<b>Teaching Assistants</b>
Julia Carmichael	Sally Jones (pt – specialist support)
Emma O'Monaigh	Melanie Wilson (pt – specialist support)



## Term Dates 2020-21

	<b>Term Begins</b>	<b>Half Term</b>	<b>Term Ends</b>
<b>Autumn Term</b>	Monday	Monday – Friday	Friday
<b>2020</b>	01/09/2020	26/10/20 – 30/10/20	18/12/2020
<b>Spring Term</b>	Monday	Monday – Friday	Friday
<b>2021</b>	04/01/2021	15/02/21 – 19/02/21	26/03/2021
<b>Summer Term</b>	Monday	Monday – Friday	Tuesday
<b>2021</b>	12/04/2021	31/05/21 – 04/06/21	20/07/2021

### Bank Holidays

Monday 3<sup>rd</sup> May 2021

### Training Days

20.11.20  
01.02.21  
28.05.21  
28.06.21

### Session Times

School Opens: 8.55am

Morning Session: 9.05am – 12.15pm

Afternoon Session: 1.15pm – 3.35pm



<b>Name of School:</b>	<b>Postal address:</b>	
Pen-y-Cwm Special School	Strand Annealing Lane, Ebbw Vale, Blaenau Gwent, NP23 6AN	
<b>Tel. No.</b>	<b>Fax No.</b>	<b>School LA No.</b>
01495 357755	-	677/7011

<b>e-mail address:</b>	schooladmin@penycwm.com
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<b>Website:</b>	www.penycwm.com
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Staffing Levels (FTEs)	Teaching	Specialist TA's (inc HLTA's)	Classroom TA's	Admin.	Cleaners	Dinner Supervisors	Canteen Staff	Total
	20	8	65	3	0	7	0	103

No. on Roll		N	R	Y1	Y2	Y3	Y4	Y5	Y6	Total
	B	3	5	2	5	4	6	7	12	44
	G	1	3	2	3	2	0	3	3	17
	T	4	8	4	8	6	6	10	15	61

No. on Roll		Y7	Y8	Y9	Y10	Y11	Y12	Y13	Y14	Total
	B	6	2	8	8	9	10	4	5	52
	G	12	1	1	4	4	0	2	3	27
	T	18	3	9	12	13	10	6	8	79

Ethnicity	White	Mixed Background	Asian or Asian British	Black or Black British	Chinese or Chinese British	Other Ethnic Groups
	136	2				2

Statemented Pupils	2019-20	
	No. of pupils	140
	% of school roll	100%



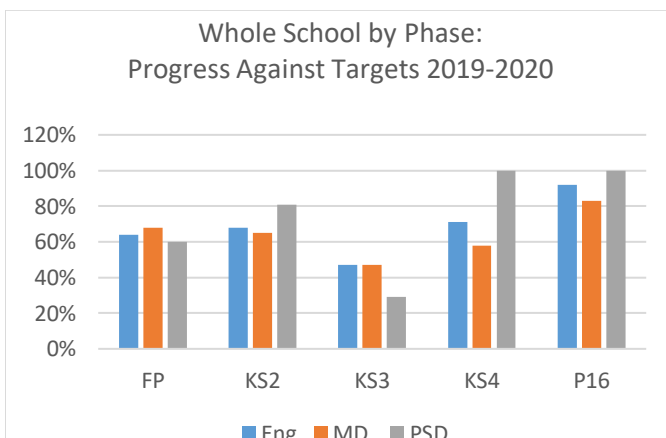
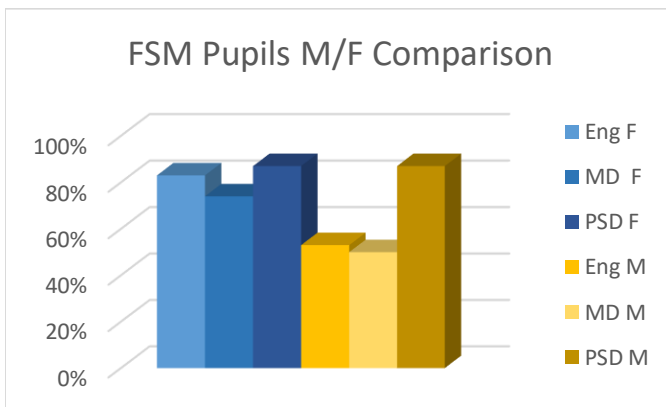
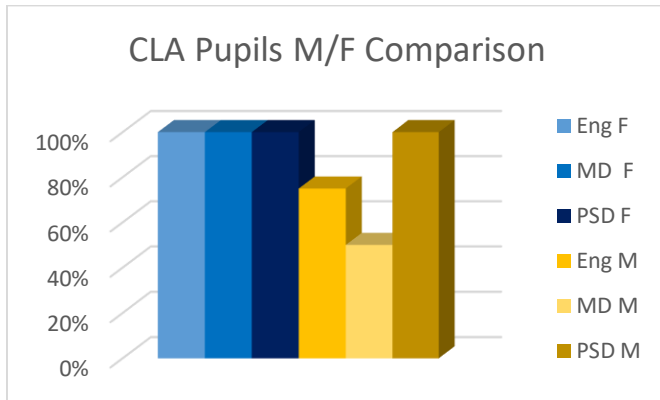
<b>Free School Meals</b>	<b>2019-20 (January 2020)</b>	
	No. of pupils: N – Yr 6 – 24 pupils	
	% of school roll	<b>17.00%</b>
	No. of pupils: Year 7 – 13 – 41 pupils	
	% of school roll	<b>38.40%</b>

<b>Attendance</b>		<b>2019-20</b>
	%	<b>91%</b>

<b>Parent-Teacher Consultations - attendance at</b>		<b>Spring</b>	<b>Summer</b>
	% of school roll	<b>73%</b>	<b>77%</b>



## Progress Academic Year 2019-20



### IN PLAIN ENGLISH

The graphs show the amount of pupils making progress as a percentage.

They each show progress for each of the subjects in the school 'core' subjects.

All graphs have boys progress in the blue column, girls in red.



## SCHOOL ACTIVITY CALENDAR 2020-21

Event	Date	Comment
<b>AUTUMN TERM</b>	<b>01.09.20</b>	<b>Term begins</b>
Governing Body Meeting AGM	<b>22.09.20</b>	All Governors
Twilight session *	12.10.20	Enteral Feeding Training – group only
Twilight (1) Epilepsy Training	20.10.20	All staff
<b>Half Term</b>	<b>26.10.20</b>	<b>Happy Holiday!</b>
Remembrance Activity	11.11.20	Class based
Twilight session (2)	11.11.20	All staff
Anti-bullying Day	16.11.20	Theme Day – class based
Training Day (1)	20.11.20	All staff
Rights Respecting Schools Day	23.11.20	Class based
Governors' Meeting	01.12.20	Full Governors (with Finance sub/c)
Christmas at P-y-C	14.12.20	Decorations up
Christmas Jumper Day	14.12.20	Whole school
Carol Service	15.12.20	Virtual – class items
Christmas lunch	16.12.20	TBC
Christmas party	17.12.20	Class based activity
End of term	18.12.20	Usual finish time
<b>SPRING TERM</b>	<b>06.01.20</b>	<b>Term begins</b>
Governors' Meeting	26.01.21	Full Governors
Training day (2)	01.02.21	Curriculum - All staff
Twilight session (3)	08.02.21	
Safer Internet Day	09.02.21	Class based activity
<b>Half Term</b>	<b>15.02.21</b>	<b>Happy Holiday!</b>
Welsh Week	22.02.21	Class based activity
Eisteddfod	26.02.21	Virtual
World Book Day	05.03.21	Whole School
Twilight session (4)	18.03.21	
Annual Reports to parents	19.03.21	Whole school
Ann. Report Consultations	23.03.21	Whole school
Governing Body Meeting	23.03.21	Full Governors (with Finance sub/c)
Ann. Report Consultations	24.03.21	Whole school
End of Term	26.03.21	Happy Holiday!
<b>SUMMER TERM</b>	<b>12.04.21</b>	<b>Term begins</b>
Twilight session (5)	14.04.21	
Governing Body Meeting	20.04.21	Full Governors
Training Day (3)	28.05.21	



<b>Half Term</b>	<b>31.05.21</b>	<b>Happy Holiday!</b>
Physical Development week	07.06.21	Class based activity
IEP Parent consultations	22.06.21	Whole school
IEP Parent consultations	23.06.21	Whole school
Training Day (4)	28.06.21	All staff
Governors' Meeting	06.07.21	Full Governors (with Finance sub/c)
Twilight session (6)	08.07.21	
Leavers' assembly	15.07.21	End of year celebration
End of school year	16.07.21	Formal end of school year
<b>End of term</b>	<b>20.07.21</b>	<b>Official term end date (twilight activity)</b>

- All usual/scheduled activities – may be virtual





## COMPLAINTS

The school has an open door policy and an excellent relationship with parents and third parties. Any complaints are handled in line with the school's complaints procedure. There have been no formal complaints for 2019/20. All parental concerns are dealt with in a timely manner and are resolved in the best interests of the child.

## SCHOOL GRANT

### GRANT INFORMATION 2019/20

• PDG	-	£35,075
• EIG	-	£28,085
• LAC PDG	-	£0
• Early Years PDG	-	£0

## SCHOOL BUDGET

### Financial Information:

**2017/18 - £2,306,623      2018/19 - £2,437,165      2019/20 - £2,623,623**

There is currently an expectation the school will end this financial year with a surplus budget.

## DONATIONS RECEIVED 2019-20

<u>Donations Received From</u>	<u>Amount</u>
Masons	£1,575.00
Hafodydrynys RFC	£445.00
Just Giving Donation	£30.00
PTFSA – Minibus Donation	£31,574.47
Monmouthshire Mark Discretionary	£1,100.00 (to purchase a PA System)
Fund Masons	
BGCBC Councillor Donation	£50.00



## HEALTH and SAFETY

The school has all Health & Safety policies both school based and Blaenau Gwent in place and these are referred to and updated on a regular basis ensuring that all Health & Safety measures are undertaken and in place for all pupils, staff and visitors on site.

## SAFEGUARDING

All staff are fully trained, policies and procedures are well embedded and all processes are followed rigorously. DBS checks are current for all staff and visiting professionals. The **well-being of pupils is of paramount importance** and all concerns are noted and responded to in line with school, LA and WG Policy.

## PREMISES

The school has many policies that relate to Health & safety and the good order and maintenance of the building. All issues with the building are addressed as they occur and are managed by the LA technical services department.

## PUPIL EXCLUSIONS

There has been one exclusion.

Once again, thank you to you all for your continued support.

*Jennifer Morgan JP*

Chairperson  
On behalf of the Governing Body