



PEN-Y-CWM SPECIAL SCHOOL

***Governors' Annual Report to Parents
Autumn 2021`***



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Introduction from the Chair of Governors

How proud I am to be the Chair of Governors at such an amazing school. The last eighteen months or so have been more challenging for us all than any I've known, and yet the school has worked tirelessly to keep open its doors and meet need as it can! I have been in touch with the Headteacher and leadership team weekly, and I am bowled over by the determination, resilience and commitment shown by the staff team.

As I reflect on the year, I must begin by offering a huge 'thank you' to the Headteacher and her staff. Also, a genuine 'thank you' to you our parents and carers. Your understanding, patience and support was commendable and hasn't gone unnoticed. Many of you have faced huge worries and anxieties as you and your families have been personally affected by the virus: your strength through these difficult and anxious times is truly amazing!

Together we managed to do the best we possibly could do for our wonderful learners. As we contemplate the future 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 delighted by the hugely positive feedback from external partners. The school has been visited by the Director of Education and the Head of School Improvement, gone through formal scrutiny by our Principal School Improvement Partner in the EAS, and has gained lovely feedback from ESTYN during an engagement visit. Together with the evidence from Governor visits to the school, it secures the identity of a very strong, well led and robustly managed school, supported by a wider team of committed, dedicated and hard-working staff that fully meets the needs of its learners.

The Governors sincerely hope that you, as parents and carers, are as proud of the school and its achievements as we are!

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. 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 continues to be an unprecedented time of uncertainty 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 school continues to grow in numbers and we have seen many changes to the school building to accommodate the additional pupil roll. We are working closely with the Local Authority to secure the best possible facilities as we move forward.

The school development plan has driven so much progress in the past year and continues to target identified need as the national priorities in education are rolled out. You will have received much information about the Curriculum in Wales and the ALN bill. We have sought to aid parents and carers understanding of these vital elements and changes in education in producing parent leaflets etc to support and underpin your understanding of where we are as a school and the national picture. I am immensely proud of the way in which we have driven progress (and gained recognition of this) despite the restrictions and external challenges we currently face. A huge thank you to the school team for their tireless efforts!

Wellbeing of learners and staff has never been more important. We have constantly addressed the wider wellbeing of these groups in our school and have been creative and innovative to ensure that everything possible is in place to support and encourage at this time. We are currently awaiting the outcome of a Trauma Informed School application for the TIS School Award. We believe that we are in a hugely strong position to gain the external accreditation and this will further underpin and support the continued mission of the school 'Gwnawn ein gorau'.

We have needed to consider so much more than teaching and learning in the last eighteen months. It has caused us all to reflect and re-set priorities. One of the captions that has firmly captured my attention during this challenging time:



How important this is! We are all seeking to do our best. We may not understand or agree with what is happening, the rules, guidance, information is so varied and vast.....but let's 'Be kind' and try to understand that rules have to be followed to keep everyone safe!



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 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.....and above all else, let's be kind!

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
Tim Baxter	LA
Kevan Lines	Co-opted
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 357758 Email:schooladmin@penycwm.com
Director of Education	Lynn Phillips Anvil Court Church St Abertillery NP13 1DB
Head of School Improvement	Dr Luisa Munro-Morris
Principal School Improvement Partner EAS	Hayley Davies-Edwards Tredomen House Ystrad Mynach CF82 7WF
Clerk to the Governing Body	Kim Houghton 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 2021-22

Headteacher

Darya Brill-Williams

Deputy Headteacher

Theresa Evans-Rickards

Assistant Head Teacher

Sian Blackmore

Teaching Staff (2021-2022)

Class Y Fenni	Mrs L Clarke	Class Kenfig	Mrs R Hodson (Phase Lead)
Class Morlais	Ms C Jones	Class Raglan	Ms J Hibberd
Class Aberhonddu	Miss G Rees	Class Aberdyfi	Mrs S Rudge/Mrs K Amos
Class Caldicot	Mrs S Hall/Mrs E Brencher	Class Powis	Mrs N Lloyd
Class Conwy	Mrs E Hurley (Phase Lead)/	Class Ogwr	Ms L Jordan
	Mrs L Normanton-Davies	Class Fflint (ASD)	Mr M Evans
Class Coity	Mrs N Owen	Class Harlech (Multi- Sensory Base)	Mrs L Dwyer
Class Caerdydd	Mrs R Bradshaw	Class Carew	Mrs S Hollett (Phase Lead)
Class Aberystwyth	Miss L Lloyd	Class Penfro	Ms J Watkins (HLTA)
Class Caerffili	Miss F Madler		
Class Cyfarthfa	Mr C Palmer		

Teaching Assistants

Mrs K Astley	Mrs K Davies	Ms C Jarrett-Lewis	Mr M Phillips
Miss C Bailey	Mrs L Davies	Mrs N Jenkins	Mrs R Phillips
Mrs T Baker	Miss R Davies	Mr G Johns	Mrs H Probert
Ms I Barrett	Miss T Davies	Mrs N Jones	Miss M Reis Simao
Miss J Bashford	Mrs J Diplock	Miss R Jones	Mrs G Roughton
Mrs S Bennett	Miss C Eyres	Mrs R Jones	Mrs S Sainsbury
Miss L Blanchard	Ms C Flook	Miss S Jones	Mr L Sharpe
Miss R Bowers	Miss C Flook	Miss S Jones	Mr B Sidney-Jones
Mrs J Brown	Mrs C Fox	Miss S Jones	Mrs T Stevens
Miss J Brown	Mrs N Fry	Mr R Kemp	Mrs J Tabbott
Ms K Burgum	Mrs K Gallier-Evans	Ms N Keshy	Ms M Tabbott
Mr C Carey	Mrs D Gilson	Miss N Lewis	Mrs L Tennant
Mrs K Charles	Mrs C Griffiths	Miss L Lucas	Miss A Tinelli
Mrs L Clarke	Mrs L Grzesica	Mr E Maddy	Mrs B Wall
Miss S Clist	Mr N Holloway	Ms H Millard	Miss H Whitehouse
Mrs H Collins	Miss C Hooper	Ms L Mole	Mrs C Williams
Mrs G Coughlin	Mrs J Hughes	Mr J O'Connell	Miss S Williams
Mr D Davies	Mrs S Isaac	Miss M Owen	Mrs M Wilson
		Mr C Peagram	Miss V Yemm
		Mrs S Pennells	

Administrative

Michelle Trace (SLO)
Di Scott
Suzanne Williams (Admin
Manager)

Site Supervision

Kris Moremon

Midday Supervision

Kim Manco
Veronica Morgan
Cecilia Penaluna
Alison Phillips
Winnie Woolley
Tracy Evans

Poolside Assistants



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.

Teaching Staff

Ms J Carmichael – seconded
 Ms E Hurley - seconded
 Mrs R Gittins
 Mr K Dash – Part Year
 Mrs E O’Monaigh – Part Year
 Mrs S Thomas Gough – LA EYALN

Teaching Assistants

PyC – Specialist staff on demand

Term Dates 2021-22

	Term Begins	Half Term	Term Ends
Autumn Term	Monday	Monday – Friday	Friday
2021	02/09/2021	25/10/2021 – 29/10/2021	17/12/2021
Spring Term	Monday	Monday – Friday	Friday
2022	04/01/2022	21/02/2022 – 25/02/2022	08/04/2022
Summer Term	Monday	Monday – Friday	Tuesday
2022	25/04/2022	30/05/2022 – 03/06/2022	22/07/2022

Bank Holidays

Good Friday – Friday 15th April 2022
 Easter Monday – Monday 18th April 2022
 May Bank Holiday – Monday 2nd May 2022
 Spring Bank Holiday – Monday 30th May 2022

Training Days

Thursday – 2nd September 2021
 Friday – 3rd September 2021
 Friday – 19th November 2021
 Monday – 31st January 2022
 Monday – 7th March 2022
 Monday – 16th May 2022

** Additional school closure day - Friday 22nd July 2022 Queen’s Platinum Jubilee **



Name of School:	Postal address:
Pen-y-Cwm Special School	Strand Annealing Lane, Ebbw Vale, Blaenau Gwent, NP23 6AN

Tel. No.	Fax No.	School LA No.
01495 357758	-	677/7011

e-mail address:	schooladmin@penycwm.com
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Website:	www.penycwm.com
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Staffing Levels (FTEs)	Teaching	Specialist TA's (inc. HLTA's)	Classroom T A's	Admin	Cleaners & canteen Staff	Dinner Supervisors	Site Manager	Total
	28	8	68	3	0	6	1	114

No. on Roll		N	R	Y1	Y2	Y3	Y4	Y5	Y6	Total
	B	0	2	4	11	3	6	4	9	39
	G	0	1	2	4	2	4	2	0	15
	T	0	3	6	15	5	10	6	9	54

No. on Roll		Y7	Y8	Y9	Y10	Y11	Y12	Y13	Y14	Total
	B	15	17	7	1	9	8	7	6	52
	G	4	4	11	1	1	4	5	0	27
	T	19	21	18	2	10	12	12	6	100

Ethnicity	White	Mixed Background	Asian or Asian British	Black or Black British	Chinese or Chinese British	Other Ethnic Groups
	150	3				1

Statemented Pupils	2021-22	
	No. of pupils	154
	% of school roll	100%



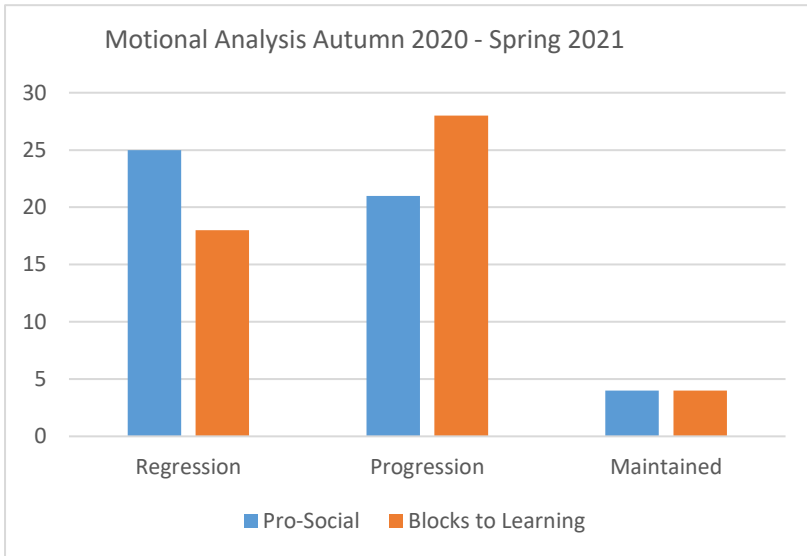
Free School Meals	2020-21 (January 2021)	
	No. of pupils: N – Yr 6 – pupils	
	% of school roll	35%
	No. of pupils: Year 7 – 13 – pupils	
	% of school roll	51%

Attendance		2020-21
	%	84%

Parent-Teacher Consultations - attendance at		Spring	Summer
	% of school roll	88%	88%



Progress Academic Year 2020-2021



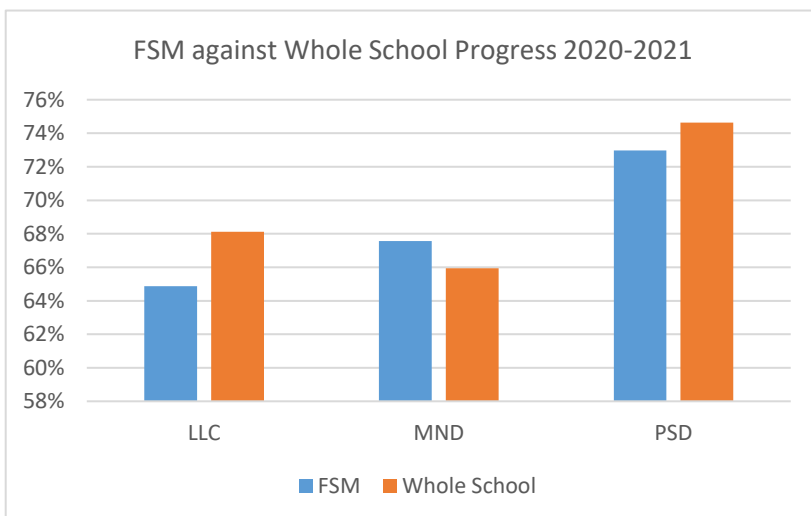
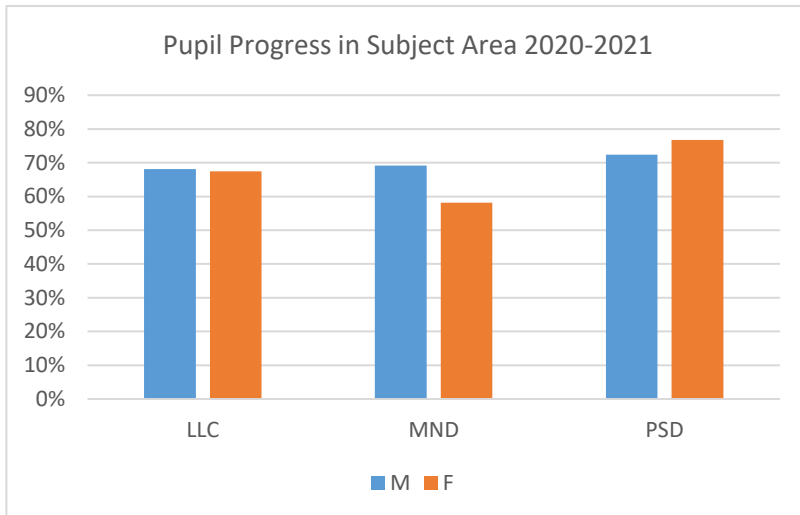
IN PLAIN ENGLISH

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.

FSM pupil outcomes against overall whole school progress.





SCHOOL ACTIVITY CALENDAR 2021-22

Event	Date	Comment
AUTUMN TERM	02.09.21	Term begins
Training Day (1)	02.09.21	School Planning and organisation
Training Day (2)	03.09.21	School Planning and organisation
Governors' Meeting (AGM)	03.09.21	Full Governors
Roald Dahl Day	13.09.21	Whole School
Half Term	25.10.21	Happy Holiday!
Outdoor Classroom Day	04.11.21	Whole School
Remembrance Assembly	11.11.21	Phase based
Anti-bullying week	15.11.21	Whole School
Training Day (3)	19.11.21	All staff
Governors' Meeting	07.12.21	Full Governors (with Finance sub/c)
Christmas begins at P-y-C	08.12.21	Decorations up and class activities begin
Carol Service	09.12.21	Phase affairs
Christmas Jumper Day	13.12.21	Whole school
Christmas lunch	15.12.21	Learners – buffet provided for staff
Christmas parties	16.12.21	Phase affairs
End of term	17.12.21	Usual finish time
SPRING TERM	04.01.22	Term begins
Governors' Meeting	18.01.22	Full Governors
Santes Dwynwen Day	25.01.21	Whole School
Training day (4)	31.01.22	
Safer Internet Day	08.02.22	Whole School
Half Term	21.02.22	Happy Holiday!
Welsh week	28.02.22	Whole School
Dydd Gwyl Dewi	01.03.22	Whole School
Eisteddfod	04.03.22	Whole School
Training Day (5)	07.03.22	
National Science Week	14.03.22	Whole School
Reporting to parents	01.04.22	All classes
Parent consultations week	04.04.22	All classes
Governors' meeting	05.04.22	Full Governors (with Finance sub/c)
World Book Day	08.04.21	Whole school
End of term	08.04.22	Happy Easter!
SUMMER TERM	25.04.22	Term begins
Outdoor learning week	25.04.22	Whole school
Training Day (6)	16.05.22	



World Bee Day	20.05.22	Whole School
Governors' Meeting	24.05.22	Full Governors
Half Term	30.05.22	Happy Holiday!
World Ocean Day	08.06.22	All classes
Parent consultation	27.06.22	All classes
Sports Day	06.07.22	Primary Phase
Sports Day	13.07.22	Secondary & Post 16
Beach Party themed day	19.07.22	Whole School
End of term	21.07.22	Happy Holiday!
*Additional BH Queen's jubilee	22.07.22	Congratulations Your Majesty!



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 2020/21. All parental concerns are dealt with in a timely manner and are resolved in the best interests of the child.

SCHOOL GRANT

SCHOOL GRANT INFORMATION 2021/22

- PDG - £50,600
- EIG - £29,621
- EYPDG - £10,350

SCHOOL BUDGET

Financial Information: *(Actual Expenditure 2020/21 shown under Financial Management Reporting)*

2018/19 - £2,437,165

2019/20 - £2,623,623

2020/21 - £2,878,452

DONATIONS RECEIVED 2019-20

Wycombe Lodge of Mark Masters - £300.00

Mr & Mrs Davies - £30.00

Ms E Howlett - £100.00



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.

TOILET FACILITIES

Toilet facilities at Pen-y-Cwm School meet Disability Access requirements and are fit for purpose and also meet building regulations.

PUPIL EXCLUSIONS

None.

SCHOOL DEVELOPMENT PLAN

Please see below our school's 2021-22 SDP.



SDP leaflet
2021-2022.pdf



FINANCIAL MANAGEMENT REPORTING

The school and governors have a responsibility to ensure there is good financial management practice in the school and that we provide 'good value for money'. The information below shows the budget and actual spend for the academic year 2020-2021.

STATEMENT OF ACTUAL EXPENDITURE 2020/21 FINANCIAL YEAR

	Total Net Expenditure
	£
Teaching Salaries	1,279,729
Salaries	1,559,282
Other Employee Costs	6,286
Utilities	63,021
Premises	87,288
SLA's	145,374
Supplies & Services	50,671
Gross Expenditure	3,191,652
Income	-148,044
Net Expenditure	3,043,608

RESERVES	£
Final Budget Allocation 2020/21	3,006,685
Total Net Expenditure 2020/21	3,043,608
Transfer From Reserves	36,923
Opening Reserve Balance as at 01/04/2020	214,295
Closing Reserve Balance as at 31/03/2021	177,372

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

Jennifer Morgan JP

Chairperson

On behalf of the Governing Body