

Governors' Annual Report to Parents



Marlborough Primary School 2021 – 2022



Aiming for Excellence

Strategic Aims

At Marlborough Primary School we have:

1. Excellent teaching where learners are fully engaged in the learning process and actively drive a dynamic curriculum that excites and ignites a lifelong passion for learning.
2. Pupils consistently achieving high standards with a determined focus on continuous improvement
3. Equality of opportunity for all learners in an inclusive and exceptional environment
4. A high performing team which focuses on continuous development and improvement.

Governing Body

Mr. A. Skinner – Chair of Governors

Mr. M. Pryce-Williams – Vice Chair of Governors

Clerk to the Governing Body – Mrs G Willmott (care of Marlborough Primary School)

Parent Governors	Community Governors	Local Authority Governors	Staff Governors
Mrs. E. Alexander	Mrs. S. Edmondson	Cllr. R. Berman	Mrs. E. Williams
Mrs. A. Booker	Mr. M. Pryce-Williams	Mr. J. Howarth-Brown	Miss G. Foley
Mrs. S. Bray	Mr. G. Rees	Mr. T. Saadi /	Mrs. N. Goodman
Mrs. L. Doel	Mr. A. Skinner	Mr. Andrew Twyman	Mr. S. Pedwell
Mrs. J. Richards		Dr. O. Tosun	

The Governing Body meet twice a term and copies of agendas and minutes of meetings are available for inspection at the school.

The Governing Body has several sub-committees, both statutory and non-statutory:

Statutory

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

Non-Statutory

- Teaching and Learning
- Finance
- Premises / Health and Safety
- Performance Management

These groups meet when appropriate and report back to the Governing Body.

The 2021- 2022 Academic Year

Tenth Anniversary Celebrations

September 2021 saw the tenth anniversary of Marlborough Primary School, following the amalgamation of the Infant and Junior schools in 2011. We celebrated by commissioning Rebecca Art to create an art piece celebrating the Marlborough community. A 10th birthday celebration party was held with the staff and children.

The Continuing impact of the Global Pandemic

The pandemic continued to have a significant impact on the life of the school, especially in the autumn and spring terms. Pupil and Staff absence rates due to Covid remained very high; this often caused difficulties in ensuring the continuity of teaching for pupils as the ability to secure supply staff was also impacted. The lifting of social distance measures and regular Covid testing eased in the summer and school slowly began to be able to invite parents and visitors back into the school.

Staff Organisation

Year 6 Melyn - Mr. Nathan Goodman

Year 6 Coch – Miss Megan Stanley (mat leave Mr. George Corciorva & Mrs Hannah Cashin)

Year 5 Coch – Mrs. Amanda Jenkins

Year 5 Melyn – Mrs. Kate Adams (Feb – July Miss Lauren Palmer)

Year 4 Melyn - Mrs Alison Hobbs (Mon – Weds) & Mr. George Cociorva (Thurs & Fri)

Year 4 Coch - Mrs. Michelle De Villiers (Mon-Tues) & Mrs. Jude Davies (Weds – Fri)

Year 3 Melyn – Mrs. Cath Davies

Year 3 Coch - Mr. Jim Fitzpatrick (Mon – Weds) & Mr. Ross Williams (full time from Spring 2022)

Year 2 Melyn – Mrs. Michaela Sherlock, Mrs Jess Towler (TA)

Year 2 Coch - Mrs. Helen Alldred (Mon – Weds) & Mrs. Natalie Nelson (Thurs – Fri)

Year 1 Melyn – Miss Alice Stephens (Mon) & Mrs. Natalie Wright (Tues – Fri), Mrs Donna Rees & Mrs Laura Bennett (TA)

Year 1 Coch – Mrs. Jane McGirr, Mrs. Steph Ryan & Mrs. Caroline Nightingale (TA)

Derbyn Melyn - Mrs. Sally Hodges (Mon – Tues) & Mrs. Anna Kosaner (Weds – Fri), Mrs. Helen Beaven & Mrs. Adrianna Bulia (TAs)

Derbyn Coch - Mrs Alex Hodges-Oakes, Mrs. Anna Mitchell & Mrs. Nicola Darwell (TAs)

Nursery – Mrs . Rachel Lloyd (Mon – Tues) & Mrs Caroline Norton (Weds – Fri), Mrs. Shahida Begum & Miss Anna Parr (TAs)

Y Galon - Mr. Simon Pedwell, Mrs. Jeanette West, Mrs. Justine Ryland – Autumn term (Teachers), Miss Caroline Cockram, Miss Emma Williams, Mr. Max George, Mrs. Pat Bird, Mrs. Rebecca Lewis (TAs)

- Mrs Sue Ernest - Foundation Phase Floating TA (Tues - Fri)
- Mrs. Laura Dent (HLTA) - Pupil Wellbeing & PPA
- Mrs. Helen Coombes (HLTA) - Learning Intervention & PPA
- Mrs. Heidi Fortt - KS2 Learning Interventions (Mon - Weds)

Senior Leadership Team

Headteacher	Leader of Strategic Direction	Geraldine Foley	AHT, Admin & Estates Lead
Assistant Headteacher	Leader of Wellbeing	Leah Crew	ALN Team Lead
Assistant Headteacher	Leader of Innovation in Teaching and Learning	Sally Hodges	Reception Team Lead
Assistant Headteacher	Leader of Standards and Continuous Improvement	Rachel Lloyd	Nursery Team Lead
Senior Leader	Leader of Teaching and Learning	Michaela Sherlock	Year 1 & 2 Team Lead
Senior Leader	Leader of Curriculum Design and Delivery	Cath Davies	Year 3 & 4 Team Lead
Senior Leader	Leader of Pupil Achievement	Kate Adams	Year 5 & 6 Team Lead

Staff Changes

Autumn 2021

- **Mrs. Justine Ryland** joined the teaching team in **Y Galon** (Our specialist provision)
- **Mrs. Bex Lewis** joined the teaching assistant team in **Y Galon**.
- **Mrs. Sue Lee** joined the teaching assistant team in **Y2C**.
- **Mrs. Nicola Darwell** joined the teaching assistant team in **Derbyn Coch**.
- **Ms Adriana Bulai** joined the teaching assistant team in **Derbyn Melyn**.
- **Mrs. Laura Bennett** joined the teaching assistant team in **Y1M** (on Fridays)

In addition, we were delighted to support two Newly Qualified Teachers, **Miss Alice Stephens** and **Miss Jessica Thomas**.

They both had placements at Marlborough for the autumn term, fully funded by the Welsh Government. Jess Thomas secured a full-time job at Danescourt Primary. Alice Stephens remained for the full academic year funded by WG and secured a job at Oakfield Primary in September 2022.

Spring 2022

- **Mrs. Charlene Lijterwood** joined the admin team as the School Receptionist.
- **Mr. Jim Fitzpatrick** took early retirement after nearly 26 years at Marlborough.
- **Ms Lauren Palmer** took over teaching duties in Y5M whilst **Mrs Kate Adams** underwent cancer surgery and treatment.

Summer 2022

- **Michelle De Villiers** secured a teaching job back home in Guernsey.

The Marlborough family expanded ...

Sarah Stephanakis welcomed baby Leo in August 2021. **George Corciorva** welcomed baby Matthew in February. **Megan Stanley (Year 6)** and **Max George (Y Galon)** welcomed Isla in May. **Natalie Wright (Year 1)** welcomed baby Max in August.

The School Roll

The Nursery accommodated 64 pupils, 32 pupils attended the morning session, and 32 pupils attended the afternoon session.

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

The Y Galon - Local Authority Specialist Resource Base (SRB) classes for children with severe and complex learning difficulties expanded from two classes to three classes (from 20 places to 30 places).

2021 - 2022	Total = 529		
Nursery am	32	Nursery pm	32
Reception Coch	29	Reception Melyn	30
Year 1 Coch	30	Year 1 Melyn	30
Year 2 Coch	30	Year 2 Melyn	30
Year 3 Coch	30	Year 3 Melyn	28
Year 4 Coch	30	Year 4 Melyn	30
Year 5 Coch	30	Year 5 Melyn	29
Year 6 Coch	29	Year 6 Melyn	30
Specialist Resource Base	30		

Attendance

	Reception	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6
Attendance %	92	93.7	92.7	94.7	93.7	93	93.1
Authorised Absences	6.2	5	5.4	3.5	4.5	4.7	5
Unauthorised absences	1.8	1.3	1.9	1.8	1.8	2.3	1.8

School Prospectus

A school prospectus in line with Welsh Government guidelines has been published. The prospectus can be viewed on the school website.

<https://express.adobe.com/page/HKianuXWajLHY/>

Language Category

Marlborough teaches the curriculum through the medium of English. Welsh is taught as a second language. All classes have weekly timetabled Welsh lessons, in addition, incidental Welsh is taught, role-modelled and practised at every opportunity.

There are 32.9% of pupils identified as Ethnic Minorities. 21.26% of pupils have English as an additional language (EAL).

Toilet Facilities

The toilet provision for pupils is as follows:

Upper Key Stage 2 – boys and girls toilet block

Lower Key Stage 2 – boys and girls toilet block

Foundation Phase – boys and girls toilet block

Nursery – toilet facilities within the Nursery

Foundation Phase SRB – toilet facilities within Y Galon

Accessible toilet – located on the admin corridor

Accessible toilet and changing facility located in the Foundation Phase corridor

Accessible toilet and changing facility located in the Key Stage 2 corridor

All toilets are cleaned daily by the Cleaning Team. An additional lunchtime clean took place throughout the year as a mitigating measure against Covid-19.

Events, Visits and Visitors

Visits and visitors were restricted during the autumn and spring terms due to the pandemic and the ongoing restrictions in place.

As restrictions lifted in March visits gradually restarted. Year 6 pupils visited Llangrannog in March. Sports Day events took place once again at NIAC.

Complaints

The governors 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. 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 procedure on complaints is available at the school and on the website.

No complaints were submitted to the Complaints Committee at Stage C during the 2021-22 school year.

Policy Review and Updates

The following policies were reviewed and adopted by the Governing Body in 2021 – 2022. Key Policies are uploaded onto the school website and notified to parents via the school newsletter.

- CSC Capability procedure for teachers and headteachers
- Complaints Policy
- Finance Regulations
- Business Continuity Plan
- School Authority List
- Charges and Remissions Policy
- Attendance Policy
- Counter Fraud and Corruption Strategy
- Child Protection Policy
- Assessment Policy
- Curriculum and Pedagogy Policy
- Pay Policy
- Volunteer Policy
- Emergency Response Plan

Budget

The Governors' finance sub-committee meets regularly to monitor spending and reports back to the full governing body. Below is a full breakdown of expenditure for 2021-22. It should be noted that the overspend on staffing is covered through additional central funding income. The Governors do not claim travelling or subsistence expenses.

Outturn of Expenditure 2021 -22

CARDIFF COUNCIL/GYNGOR CAERDYDD					
<u>SCHOOLS OUTTURN OF EXPENDITURE/CANLYNIAD GWARIANT YSGOLION 2021-2022</u>					
<u>Governing Body/Corff Llywodraethu of:</u>			<u>Marlborough Primary School</u>		
		<u>Governor Approved Budget/Cylli deb a Gymeradwy wyd gan y Llywodraeth wyr</u>		<u>Actual Expenditure/ Gwariant Cyflawnedig</u>	
		£	£	£	£
<u>Staffing costs/Costau Staff</u>					
		<u>997,349</u>		<u>1,086,657</u>	
		<u>73,216</u>		<u>73,965</u>	
		<u>157,840</u>		<u>146,477</u>	
		<u>0</u>		<u>0</u>	
		<u>44,853</u>		<u>92,001</u>	
		<u>260,497</u>		<u>260,241</u>	
		<u>249,230</u>		<u>229,094</u>	

<u>Meithrinfa/ Cymhorthion Athrawon / Cynorthwywyr</u>				
<u>Foreign Language Assistants/Cynorthwywyr Ieithoedd Tramor</u>	<u>0</u>		<u>0</u>	
<u>Technicians/Technegwyr</u>	<u>0</u>		<u>0</u>	
<u>Mid Day Supervisors/Gorychwylwyr Canol Dydd</u>	<u>44,270</u>		<u>46,981</u>	
<u>Library Staff / Attend Officer/Staff Llyfrgell / Swyddog Presenoldeb</u>	<u>0</u>		<u>0</u>	
<u>Administrative Staff/Staff Gweinyddol</u>	<u>75,428</u>		<u>61,945</u>	
<u>Non teaching supply costs/Costau llanw staff heb fod yn athrawon</u>	<u>0</u>		<u>0</u>	
<u>Training Costs/Costau hyfforddi</u>	<u>6,491</u>		<u>11,167</u>	
<u>Other Staff Costs/Costau staff eraill</u>	<u>44,496</u>		<u>133,734</u>	
<u>Performance Management/Rheoli Perfformiad</u>	<u>0</u>	-	<u>0</u>	-
<u>Total Staffing Costs/Cyfanswm Costau Staff</u>		<u>1,953,670</u>		<u>2,142,262</u>
<u>Premises Related Costs/Costau Eiddo</u>				
<u>Caretaking Staff/Staff Gofalwyr</u>	<u>33,297</u>		<u>38,082</u>	
<u>Domestic Staff/Staff Domestig</u>	<u>4,148</u>		<u>0</u>	
<u>Grounds Staff/Staff y Tir</u>	<u>0</u>		<u>0</u>	
<u>Cleaning Costs/Costau Glanhau</u>	<u>51,386</u>		<u>55,271</u>	
<u>Energy Costs/Costau Ynni</u>	<u>26,471</u>		<u>19,401</u>	
<u>Rates/Cyfraddau</u>	<u>28,890</u>		<u>28,890</u>	
<u>Repairs and Maintenance/Atgyweiriau a Chynhaliadaeth</u>	<u>5,047</u>		<u>54,789</u>	
<u>Water/Dŵr</u>	<u>54,465</u>	-	<u>3,817</u>	-

<u>Total Premises Related Costs/Cyfanswm Costau Eiddo</u>		<u>203,704</u>		<u>200,250</u>
<u>Transport Costs/Costau Cludiant</u>				
<u>Pupil Transport Costs/Costau Cludiant Disgyblion</u>	<u>1,000</u>		<u>0</u>	
<u>Staff Transport Costs/Costau Cludiant Staff</u>	<u>0</u>		<u>0</u>	
<u>Vehicle Costs/Costau Cerbydau</u>	<u>0</u>	-	<u>0</u>	-
<u>Total Transport Costs/Cyfanswm Costau Cludiant</u>		<u>1,000</u>		<u>0</u>
<u>Supplies and Services/Cyflenwadau a Gwasanaethau</u>				
<u>Teaching Materials/Adnoddau Addysgu</u>	<u>35,000</u>		<u>48,061</u>	
<u>Equipment, Furniture, Materials & music tuition/Offer, Dodrefn, Deunyddiau a hyfforddiant cerddoriaeth</u>	<u>5,100</u>		<u>0</u>	
<u>Library Books & Materials/Llyfrau a Deunyddiau Llyfrgell</u>	<u>0</u>		<u>0</u>	
<u>Catering Costs/Costau Arlwy</u>	<u>0</u>		<u>0</u>	
<u>Unallocated / Savings to be found/Arian heb ei ddsbarthu / Cynilion</u>	<u>82,863</u>		<u>0</u>	
<u>Communications Equipment and Services/Offer a Gwasanaethau Cyfathrebu</u>	<u>16,300</u>		<u>15,118</u>	
<u>Consultants Fees/Ffioedd Ymgynghorwyr</u>	<u>0</u>		<u>0</u>	
<u>Examinations Fees/Ffioedd Arholiadau</u>	<u>0</u>		<u>0</u>	

<u>Games & School Activities/Gemau a Gweithgareddau Ysgol</u>	<u>17,000</u>		<u>170</u>	
<u>Clerk to Governing Body/Clerc y Corff Llywodraethu</u>	<u>1,100</u>		<u>1,554</u>	
<u>Other office costs/Costau swyddfa eraill</u>	<u>2,740</u>		<u>2,538</u>	
<u>Printing & Stationery/Argraffu a Deunydd Ysgrifennu</u>	<u>16,000</u>		<u>17,937</u>	
<u>Pupil Exclusions/Gwaharddiadau Disgyblion</u>	<u>0</u>		<u>0</u>	
<u>Subsistence and expenses/Cynhaliath a threuliau</u>	<u>0</u>	-	<u>0</u>	-
<u>Total Supplies and Services/Cyfanswm Cyflenwadau a Gwasanaethau</u>		<u>176,103</u>		<u>85,378</u>
<u>Central Services/Gwasanaethau Canolog</u>				
<u>School Meals/Prydau Ysgol</u>	<u>13,430</u>		<u>13,430</u>	
<u>Service Level Agreements/Trefniadau Lefel Gwasanaeth</u>	<u>16,467</u>	-	<u>16,862</u>	-
<u>Total for Central Services/Cyfanswm ar gyfer Gwasanaethau Canolog</u>		<u>29,897</u>		<u>30,292</u>
<u>Income/Incwm</u>				
<u>Additional Central Funding/Nawdd Canolog Ychwanegol</u>	<u>-223,148</u>		<u>-507,099</u>	
<u>Community Education/Addysg Cymunedol</u>	<u>0</u>		<u>0</u>	
<u>Donations/Rhoddion</u>	<u>-15,000</u>		<u>-3,828</u>	
<u>Lettings/Gosodiadau</u>	<u>-12,000</u>		<u>-11,562</u>	

<u>Other Income/Incwm arall</u>		<u>-3,000</u>		<u>-28,664</u>	
<u>Grant Income/Incwm rhent</u>		<u>0</u>		<u>-17,798</u>	
<u>Sales/Gwerthiannau</u>		<u>0</u>		<u>0</u>	
<u>School Meals Recharge/Talu am Brydau Ysgol</u>		<u>0</u>		<u>0</u>	
<u>Training and Tuition Income/Incwm Hyfforddiant</u>		<u>0</u>	-	<u>0</u>	-
<u>Total Income/Cyfanswm Incwm</u>			<u>-253,148</u>		<u>-568,951</u>
<u>Interest and Other/Llog ac Arall</u>					
<u>Interest on investments/Llog ar fuddsoddiadau</u>		<u>0</u>		<u>0</u>	
<u>School Investments/Buddsoddiadau Ysgol</u>		<u>0</u>		<u>0</u>	
<u>Withdrawal Investments/Buddsoddiadau Dileadau</u>		<u>0</u>		<u>0</u>	
<u>School Deficit/Gwariant Ysgol</u>					
<u>Temporary Loans/Benthyciadau Dros Dro</u>		<u>0</u>		<u>0</u>	
<u>Temporary Loans/Benthyciadau Dros Dro</u>		<u>0</u>		<u>0</u>	
<u>Interest/Llog</u>		<u>0</u>	-	<u>-38</u>	-
			<u>0</u>		<u>-38</u>
<u>Total Interest and Other/Cyfanswm Llog ac arall</u>					
<u>Total Net Expenditure/Cyfanswm Gwariant Net</u>			<u>2,111,226</u>		<u>1,889,194</u>
<u>Less Uninvested Balance Brought Forward/Llai'r Balans na fuddsoddwyd a ddygwyd ymlaen</u>			<u>-222,556</u>		

<u>Less earmarked Rates/Llai'r Cyfraddau a glustnodwyd</u>			<u>-28,890.00</u>		<u>-28,890.00</u>
<u>Contribution to / from balances/Cyfraniad i / o falansys</u>					<u>-524</u>
<u>Revised Net Expenditure/Gwariant Net Diwygiedig</u>			<u>1,859,780</u>		<u>1,859,780</u>
<u>Summary/Crynodeb</u>	-	-			
<u>Total resources available in 2021-2022 / Cyfanswm adnoddau ar gael yn 2021-2022</u>		£			
<u>School balances Brought forward from 2020-2021/Balansau ysgol a ddygwyd ymlaen o 2020-2021</u>		<u>222,555.66</u>			
<u>School Loans Brought forward from 2020-2021/Benthyciadau Ysgol a Ddygwyd ymlaen o 2020-2021</u>		<u>0.00</u>			
<u>Prior Year Adjustment/Cyn Addasiad Blwyddyn</u>		<u>0.00</u>			
<u>Total delegated resources/Cyfanswm adnoddau dirprwyedig</u>		<u>1,888,670</u>			
<u>Total/Cyfanswm</u>		<u>2,111,225.66</u>			
<u>Actual Expenditure/Gwariant Cyflawnedig</u>		<u>1,889,193.75</u>			
<u>Less change in investments/Llai'r newid mewn buddsoddiadau</u>		<u>0.00</u>			

Less Movements in Temporary Loan/Llai'r Symudiadau â Benthyciadau Dros Dro		0.00			
Less variance in earmarked rates/Llai'r amrywiant â chyfraddau a glustnodir		0.00			
-		-			
Total balance carried forward to 2022-2023/Cyfanswm Balans a ddygwyd ymlaen i 2022-2023		222,031.91			
-		-			
-		-			
Statement of Balances Held/Datganiad Balansau		£			
-		-			
Uninvested Balance as at 31st March 2022/Balans na fuddsoddwyd ar 31 Mawrth 2022		222,031.91			
Invested Balance as at 31st March 2022/Balans a fuddsoddwyd ar 31 Mawrth 2022		0.00			
Outstanding Loans as at 31st March 2022/Benthyciadau dros ben ar 31 Mawrth 2022		0.00			
-		-			
Total Balances held as at 31st March 2022/Cyfanswm Balansau ar 31 Mawrth 2022		222,031.91			
-		-			
for Corporate Director Resources		-	Matthew W. Jones		
Prif Cyfarwyddwr Corfforaethol Adnoddau					