



**Fairfield County Primary School
Annual Report to Parents by the
Governing Body
2023-2024**



The Governing Body		
Name	Representing	Term of Office Expiry Date
Ms S. Lewis	Headteacher	
Mrs E. Scourfield	Community Governor	Oct 2027
Mr N. Beighton	Community Governor	Feb 2025
Mrs M. Kendall	Community Governor	Sept 2025
Ms J. Evans	Vale of Glamorgan	Nov 2026
Ms J. Griffiths	Vale of Glamorgan	Oct 2027
Mr M. Chorley	Vale of Glamorgan	Oct 2027
Mrs E. Burnhill-Smith	Teacher Representative	Nov 2027
Miss B. Hurlstone	Non-Teaching Staff Representative	Sept 2026
Ms S. Alahmed	Parent Governor	Sept 2027
Mr D. Bunker	Parent Governor	Sept 2027
Mrs E. Fairweather	Parent Governor	March 2028
Mrs H. Rouse	Parent Governor	Sept 2028
Cllr M. Wilson	Penarth Town Council	Dec 2025

Chair of Governors

Ms E. Scourfield, Fairfield Primary School

Clerk to the Governors

Mrs L. Duffy, Fairfield Primary School
Tel: 029 2070 9035

Class Organization for September 2023										
Teacher	Class	Nur	Rec	Yr 1	Yr 2	Yr 3	Yr 4	Yr 5	Yr 6	Total
Mrs B. James	Mei AM	14								14
Mrs B. James	Mei PM	0								0
Mrs L. Convery & Mrs J. MacLeod	1		21							21
Mrs A. James	3			24						24
Mrs J. Smith	4			16	6					22
Mrs J. Woolmer	5				22					22
Mrs E. Herbert	6					30				30
Mrs E. Stead	7					15	12			27
Mrs H. Williams	8						30			30
Mrs G. Loveless	9							30		30
Mrs E. Burnhill-Smith	10							14	15	29
Dr J.Edwards	11								30	30
Totals		14	21	40	28	45	42	44	45	279

The following school improvement targets had been identified as long term targets for the whole school during the school year 2023-24. Progress towards these targets is identified underneath.

Target 1: Raising standards through Action Research Anti-Racist Project.

- Lead staff involved in anti-racist action research with training disseminated to staff and Governors.
- Action plan formed ensuring a focus with steps identified to achieve targets.
- Review of curriculum by staff identified areas needing more representation of different ethnic groups.
- Governor Equalities Officer appointed to oversee school procedures and policies.
- Procedure for dealing with racist incidents identified and put in place; leads to staff being confident in dealing with incidences.
- Audit of representation displayed around school. Opportunities for improvement highlighted and resources identified.
- Ongoing review of books in classes to ensure no books highlight stereotypes and racism.
- Pupil, parent, staff questionnaires generated and shared.

Target 2: To further develop whole school strategies to improve pupil and staff wellbeing using developed positive behaviour strategies

- Review of policy and strategies used to manage and oversee behaviour. Evaluation of impact of strategies
- Continued professional development, increasing staff knowledge of new strategies to be implemented across the school.
- Learning walk monitoring by AHT shows all classes use 'emotion check -in' and 'meet and greet' with a majority of pupils using 'proud walking'.
- Scripts used with dysregulated pupils and 'I notice' statements and Recognition Stars to promote positive behaviour.
- School Council led review of school rules, with pupil voice being heard in identifying key words for rules. These are collated to form new rules.
- Specific training to staff from consultant develops understanding of strategies and how to implement consistently.
- Review of procedures through pupil questionnaires.
- Staff have wellbeing resources and training available, for their own wellbeing.
- Audit of curriculum to identify coverage of Health and Wellbeing Area of Learning.

Target 3: Further embed New Curriculum, with a focus on H&WB, IL, IT, Welsh

- Review of International Language being taught across the school. Nursery - year 2 introducing languages linked to their topics.
Year 3 - 6 learning French (Use of free scheme to introduce French)
- Review of provision for IT, using scheme highlighted by Cornerstones.
- Audit of curriculum to identify coverage of Health and Wellbeing Area of Learning.
- New resource purchased to support teaching and learning of Health and Wellbeing in years 5 and 6.
- Welsh leader outlines Siarter Iaith Silver Award, familiarising staff with all ten targets and evidence folders set up on school drive.
- Welsh leader led INSET to familiarise staff with the continuum of Welsh language patterns, ensuring progressive pupil learning across the school (resources on drive).
- Shwmae day took place to highlight and celebrate the Welsh language, resulting in increased incidental Welsh across the school.
- Tocyn Iaith awarded to children using incidental Welsh.
- Sqwad Cymraeg appointed who meet weekly. Regular announcements made in Achievement Assembly, identifying the class using the most Welsh each week.
- Playground conversation in Welsh displayed around the school.
- Audit of resources and visibility of Welsh around school to highlight areas for development.

Behaviour/Discipline

The school continues its policy of Positive Behaviour Management with Restorative Practice in line with the school's aims. The school also has whole school policies on Anti-Bullying, and Safeguarding, which are regularly reviewed. Problems relating to behaviour are dealt with by the class teacher/teacher on duty initially. If the problem is considered serious, the Headteacher or Assistant Headteachers become involved. Where behaviour issues are persistent, parents will be asked to meet the class teacher or Headteacher to discuss this. As a final resort, exclusion will be considered if pupil safety is a concern.

Fairfield Primary School Aims

Fairfield, through the Curriculum for Wales, aims to develop all children to be:

Ambitious, Capable Learners:

Ready to learn throughout their lives

Enterprising, Creative contributors:

Ready to play a full part in life and work

Healthy, Confident Individuals:

Ready to lead fulfilled lives as valued members of society

Ethical, Informed Citizens:

Ready to be citizens of Wales and the World

Additional Learning Needs

The ALN Bill for Additional Learning Needs provision is being adhered to in school and our policy has been adapted in the light of this. Further information is available on the website.

Support groups for reading and maths are in place in school. These small groups are obviously very beneficial to children who are working below the expected level as more individual work can be done.

Children who are more able in the areas of literacy and numeracy are provided with differentiated work within lessons.

Committees

The following committees have been established by the Governing Body: - Standards Committee, Teaching and Learning Committee, Leadership Committee, Determining and Staff Dismissal Committee, Appeals Committee; Pupil Discipline Committee; Grievance/Discipline Committee;

Links with the Community

- The School Council has been involved in numerous activities within school and joint meetings with cluster schools.
- A variety of local businesses have been supportive of the raffles at the PTA's Christmas and Summer Fayres.
- The school has provided work experience opportunities for students within the local community, as well as placements for student LSAs.
- The school has been involved in a number of fundraising events.
- Parents have continued to support the school through school and PTA events.
- Collaboration with BearPak childcare provider to increase wraparound provision for Nursery children and Fairfield Out of School Club.
- Collaboration with local community clubs, such as pilates, ballet and Rock Choir.

Sporting Aims

The aim of the school with regard to sport is to offer the children as wide a range of experiences as possible both in our planned curriculum activities and in extracurricular activities. Basic skills are taught from an early age in P.E. Games and OAA lessons. These can then be applied through a range of sports. At present, as the children progress through school, they are able to take part in netball, rugby, tennis, performing arts, football, karate, athletics, cricket and swimming. We are an official Dragon Sports school and staff have undergone training out of school hours in order to qualify for this. This opens up competitions and resources for us. As well as learning and applying skills, a sense of fair play and team spirit is encouraged by the creation of school teams and taking part in inter-school events. We now have sports teams for each of the above fully kitted out.

Disability

The school is fortunate that, being on one level, access for disabled pupils is made a little easier. Generally movement around school is not restricted, unless the child is wheelchair bound then measures from the LEA as to access will have to be employed. Every effort is made to ensure equal access to disabled pupils wherever possible.

The school's policy on admitting children with additional learning needs is that ***they will be welcome at this school and not treated less favourably than other pupils.*** Resources can be provided for children with physical disabilities with modifications to toilets and ramps etc. whenever they are needed. The school would require additional resources should a particular child's need make it necessary in order that they achieve their potential in Fairfield.

Attendance and Lateness

In accordance with statutory requirements a careful check is kept on attendance and lateness. Children were required to arrive at school between 8.50am and 9.00am, for the start of the school day.

When a child is absent, school must be informed by phone, letter or orally on the first morning of absence before 9.30am, explaining the reason. Persistent absences were also investigated. The school is required to keep a record of individual absences both authorised and unauthorised and periodically registers are inspected by the school's Educational Officer.

Holidays in term time are unauthorised in line with the Vale of Glamorgan Policy, as this interrupts the children's learning and children quickly fall behind their peers. For this reason we are unable to authorise absences during term time unless it is for exceptional circumstances or an emergency. All other absences will be recorded as unauthorised, unless a valid reason is given.

Attendance Data %			
	Attendance	Unauthorised Absences	Authorised Absences
Autumn Term 2023	92.5%	2.5%	5%
Spring Term 2024	91.4%	2.2%	6.4%
Summer Term 2024	91.5%	3.5%	5%

General Matters

- We held virtual and face to face Parents Evenings in the autumn and spring term. Revised Annual Reports were completed in the summer term.
- Online transition arrangements have taken place with both St. Cyres and Stanwell as we have Year 6 children attending both schools.
- The Year 4 children took part in the Learn to Swim Scheme once again this year and Year 6 children completed their Road Safety Cycling Course successfully.
- Fairfield Out of School Club has had a good year and continues to be a useful resource for many parents.
- Charitable appeals supported included Vale Foodbank, British Legion Poppy Appeal, Children in Need, Comic Relief.
- Governors, staff and parents as a whole must be grateful to the PTA who work so hard to support the school. They have raised a significant amount of money for us over the last year or so which has enabled us to buy both essential and luxury items.
- This year the John Birch Literacy Award was presented to Owen Edwards.
- The Sue Landeg Citizen Award was presented to Logan Evans.

PTA

The amount of money contributed by the PTA since September 2023 was significant funding resources across the school. This was achieved through several events throughout the year such as; Summer Fayre, Christmas Fayre, Break the Rules Day, Sponsored Pen y Fan walk, cake sales and many more. All were well supported by the school community.

The Governing Body would like to record their appreciation of the marvellous contribution made by the PTA.

Extra Curricular Activities

The school offers a wide range of extra curricular activities as follows:- Sgwad Cymraeg, Eco-Team, Expressive Arts Committee, Health & Wellbeing, Netball, Cycling Club and Choir. Outside providers run other clubs such as Karate, Chess, Board Game Club and Art Club.

The Governing body wish to take this opportunity to record their appreciation to the staff of the school who give their own time to organise extra curricular activities and take part in after school, evening and some weekend activities.

The Governing body would also like to take this opportunity to record their appreciation to all the teachers, staff, parents and children of Fairfield, for their continued commitment and support in ensuring the collective optimal provision for pupils at Fairfield.

Term and Holiday Dates

School Holiday Dates 2024/2025

Term	Begin	Half Term Begin	Half Term End	End	No of School Days
Autumn 2024	Mon 02 Sept 2024	Monday 28 Oct 2024	Friday 1 Nov 2024	Friday 20 Dec 2024	75
Spring 2025	Monday 06 Jan 2025	Monday 24 Feb 2025	Friday 28 Feb 2025	Friday 11 Apr 2025	65
Summer 2025	Monday 28 April 2025	Monday 26 May 2025	Friday 30 May 2025	*Monday 21 July 2025	55
				Total	195

i) Monday 2 Sept 2024 AND *Monday 21 July 2025 will be designated INSET day for all LEA Maintained Schools. The remaining four INSET days to be taken, will be at the discretion of each individual school following appropriate consultation with staff. ***It is intended that this INSET Day will either be taken on Mon 21 July 2025 or at an alternative time for example in the form of twilight sessions.**

All schools will be closed on Monday 5 May 2025 for the May Day Bank Holiday.

Significant dates: Christmas

Wednesday 25 December 2024

Easter

Good Friday 18 April 2025

Easter Monday 21 April 2025

May Bank Holidays

Monday 5 May 2025

Monday 26 May 2025

Vale of Glamorgan Council Fairfield Primary School Outturn Report 2023-24 Revenue Summary

COST CENTRE CODE	COST CENTRE DESCRIPTION	DETAIL	ANNUAL BUDGET	TOTAL ACTUAL
101055	Fairfield Primary	CONT. TO FUNDS	1,171.00	1,351.55
101055	Fairfield Primary	CONT TO CAPITAL OUTTURN	0.00	180.75
101055	Fairfield Primary	CONT TO GENERAL RESERVE	1,171.00	1,170.80
101055	Fairfield Primary	EMPLOYEES	1,273,790.00	1,285,810.48
101055	Fairfield Primary	TEACHING EMPLOYEES	877,822.00	878,105.08
101055	Fairfield Primary	NON TEACHING EMPLOYEES	204,628.00	208,700.83
101055	Fairfield Primary	GRANT EMPLOYEES	191,340.00	199,004.57
101055	Fairfield Primary	INTERNAL RECHARGES EXPEND	102,869.00	109,960.85
101055	Fairfield Primary	INTERNAL RECHARGES EXPEND	102,869.00	109,960.85
101055	Fairfield Primary	PREMISES	101,198.00	105,338.89
101055	Fairfield Primary	CLEANING AND DOMESTIC SUPPLIES	42,782.00	43,252.52
101055	Fairfield Primary	ENERGY	14,495.00	33,314.30
101055	Fairfield Primary	GROUNDS MAINTENANCE	2,830.00	3,197.40
101055	Fairfield Primary	RATES	14,579.00	14,579.00
101055	Fairfield Primary	REPAIRS & MAINT OF BUILDING	19,612.00	8,224.72
101055	Fairfield Primary	WATER SERVICES	6,900.00	2,770.95
101055	Fairfield Primary	SUPPLIES AND SERVICES	-31,485.00	23,116.63
101055	Fairfield Primary	CATERING	0.00	7.88
101055	Fairfield Primary	COMMS AND COMPUTING	2,988.00	2,041.16
101055	Fairfield Primary	EQUIP, FURNITURE & MATERIALS	18,562.00	20,652.26
101055	Fairfield Primary	EXPENSES	585.00	135.00
101055	Fairfield Primary	GRANTS & SUBSCRIPTIONS	0.00	0.00
101055	Fairfield Primary	MISC EXPENSES	-55,160.00	280.33
101055	Fairfield Primary	SERVICES	1,540.00	0.00
101055	Fairfield Primary	CUSTOMER RECEIPTS	-18,100.00	-33,294.76
101055	Fairfield Primary	CHARGE FOR SERVICE	0.00	-11,882.35
101055	Fairfield Primary	DONATIONS	0.00	-1,675.43
101055	Fairfield Primary	RENTAL INCOME	-18,100.00	-17,684.00
101055	Fairfield Primary	SALE OF PRODUCTS	0.00	-2,052.98
101055	Fairfield Primary	GOVERNMENT GRANT	-194,378.00	-207,754.76
101055	Fairfield Primary	OTHER GOVERNMENT GRANTS	-6,426.00	-6,426.00
101055	Fairfield Primary	WG GRANTS	-187,952.00	-201,328.76
101055	Fairfield Primary	INTERNAL RECHARGES INCOME	-66,245.00	-91,075.62
101055	Fairfield Primary	INTERNAL RECHARGES INCOME	-66,245.00	-91,075.62
101055	Fairfield Primary	OTHER GRANTS	0.00	0.00
101055	Fairfield Primary	INCOME FROM OTHER LAs/HAs	0.00	0.00
		Total 101055	1,168,820.00	1,193,453.26