

St. Gabriel's Roman Catholic Primary School

Ysgol Gynradd Gatholig Gabriel Sant



*As part of God's family, living,
loving and learning together:
striving to be the best that
we can be!*

Governors' Annual Report to Parents 2016-2017

Dear Parents and Guardians,

On behalf of the Governing Body of St Gabriel's Primary school I am pleased to present the Annual General Report for 2016-17. The report sets out the aims and objectives that the school worked towards for this period of time and also what is seen as the way forward for the school.

As you are aware, in common with all schools in Wales, each year the school has to produce a School Development Plan. This plan identifies specific areas of development and this year this has included literacy and numeracy and also incorporating systems to track and measure children's progress. These areas remain the cornerstone of the plans in the schools as we believe very strongly that unless children develop basic skills it is difficult for them to make their best progress.

You will also be aware that another area which is on the School Development Plan is the continuing development of Religious Education. We are a Catholic school and we were established to teach the faith. We recognise that a number of you are not Catholics but you have specifically requested an education for your children which is faith based. As with everything that we do we cannot help develop your children in this area unless we have your support. This year we were proud to celebrate the 50th anniversary of the opening of St Gabriel's School. Among other things, we arranged a service, picnic and music extravaganza to celebrate this special milestone. Sincere thanks to all those involved in making this memorable. To the staff and pupils, the families, past colleagues and pupils, parishioners and friends who were able to attend and support us, a very big thank you!

Miss Russell, ably assisted by all other members of staff work together to provide your children with the highest educational, social, moral and spiritual achievements possible. The children of St Gabriel's are a great credit to their parents and their school. The school cannot work alone, and as parents and guardians you are the first and most important teachers of your children, therefore, we recognise and rely on your support, without which your children will not achieve their full potential. We could not provide all that we do for the children without the hard work of the Friends of St Gabriel's, formally known as the P.T.A. We are constantly grateful for their continued support. I would also like to thank the governors of the school who work tirelessly for the good of both children and staff.

There is still categorisation of schools in Wales indicating the level of their success. Green is the highest level followed by yellow, amber and red. I am very pleased to say that St. Gabriel's remains in the highest category. This is as a result of the continued excellent leadership shown by Miss Russell supported by all the staff. As governors we are justifiably proud of everyone associated with the school children, parents, staff and governors. The majority of parents always support the school so please continue to work with us to fulfil our mission statement:

***As part of God's family, living, loving and learning together:
striving to be the best that we can be!***

Once again, please be assured of the support of the Governors and staff of St Gabriel's school to work to the best of our abilities to help all the children in our care reach their full potential.

Yours sincerely,

Mrs Hilary Cameron
Chair of Governors

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1. THE GOVERNING BODY AND SCHOOL ORGANISATION

1.1. The Governing Body 2016-17

There were 10 governors (excluding the HT) in total with a wide variety of experience, who worked closely together with the Head Teacher. The Governing Body formulate the aims and policies of the school. No individual governor has any power unless delegated to him or her by the Governing Body as a whole. The chair person, however, has the power to answer letters, deal with emergencies and liaise with the Head Teacher without constant recourse to the full Board of Governors.

Chairperson : Mrs H. Cameron, c/o St. Gabriel's R.C. Primary School, Ringland Circle, Ringland, NP19 9PQ

Clerk to the Governors – Ms Emma Taylor - Governor Support Officer, EAS

Name	Category	Term of Office Expires
Mrs Hilary Cameron	Chairperson - Foundation Governor	August 2018
Mrs Helen Gill	Vice Chairperson - Foundation Governor	August 2018
Mrs Sylvia Bevan	Foundation Governor	August 2018
Mr Antony Corten	Foundation Governor	August 2018
Mrs Ruth Christofferson	Foundation Governor	August 2018
Mrs Bree Ellsworth	Foundation Governor	August 2018
Vacant	Foundation Governor	August 2018
Mrs Joanne Crowley	Parent Governor (term ended Summer 2017)	June 2017
Mrs Claire Heath	Parent Governor (new appointment Summer 2017)	June 2021
Mrs Catherine McLeod	Elected Teacher Representative	July 2020
Mrs Lisa McInerney	Elected Non-Teaching Staff Representative	May 2019
Mr Jan Furtek	L.A. Appointed	June 2020
Miss C Russell	Head Teacher	n/a

The next scheduled election of Parent Governor is June 2021

1.2. Changes to the Governing Body

Cllr Emma Corten resigned and the LA Appointed Vacancy was filled by Mr Jan Furtek. Two new Foundation governors were appointed. Mrs Ruth Christofferson to fill the vacancy created following the resignation of Mrs Marie Tipping and Mrs Bree Ellsworth to fill a second vacancy.

1.3. Voluntary Aided Status and the Responsibilities of Governors

St. Gabriel's Voluntary Aided status means that the Governors of the school carry out their duties and responsibilities in close consultation with the Local Authority and the Archdiocesan Schools' Commission. Governors of the school are appointed to preserve

and develop the Catholic ethos and character of the school. They are responsible for the general direction of the school, its policies on organisation and curriculum and are also responsible for:

- owning and managing the school buildings, including paying for maintenance and structural improvements;
- determining the admission policy;
- the use of school premises outside normal hours;
- the appointment of all staff; and
- general oversight of spending of the delegated budget of the school.

St. Gabriel's Governing Body is made up of representatives of the parish, the Local Education Authority, parents, teachers and non-teaching staff. In order to discharge their duties, the Governors meet at least twice a term to discuss current matters and to receive the Head Teacher's report. The minutes of meetings, when approved, are published and become the official record of the manner in which the Governing Body has discharged its responsibilities. The published minutes are available for inspection at the school, as is all documentation. Governors attend training provided by Newport City Council and the Archdiocese of Cardiff.

1.4. School Staff 2016-17

Teaching and Support Staff		
	Miss C Russell	Head Teacher
Class 1	Miss A Foster Mrs D Davies Mrs L Mcinerney	Reception Teacher Teaching Assistant Level 2/ Midday Supervisor Teaching Assistant Level 1 /Midday Supervisor
Class 2	Mrs E. de Lima Miss Instone Mrs Sullivan	Year 1/2 Teacher Year 1/2 Temporary Teacher up to May Half term 2017 Teaching Assistant Level 2/ Midday Supervisor
Class 3	Mrs V Vickery Mr C Martin	Year 2/3 Teacher Teaching Assistant Level 2/ Midday Supervisor
Class 4	Mrs C McLeod	Year 4/5 Teacher, Acting Deputy Head Teacher
Class 5	Mrs L Williams	Year 5/6 Teacher
KS2	Mrs T Jones	Teaching Assistant Level 1/ Midday Supervisor/Support to School Support Officer
	Mrs N Williams	PPA Teacher
	Mrs L Pollock	L3 AEN teaching assistant/ Midday Supervisor
Ancillary Staff		
	Mrs H Harper	School Support Officer
	Mr D Wheeler	Caretaker
	Mrs J Rowlands	Cleaner
	Mrs S Thomas	Senior Midday Supervisor
Catering Staff		
	Christina Eales	Cook
	Megan Santini	Canteen Assistant

2. CURRICULAR ACTIVITIES

2.1. School Clubs

In 2016-17 the school offered a variety of clubs, these included: Netball, Art, Board Games, Criw Cymraeg (Welsh), Athletics, Choir, Pupil voice/Eco, Digital Leaders (ICT), Games, Tennis and Rainbows.

The governing body recognises and wishes to thank the staff and parent volunteers who devote their time to offer out of school and lunchtime activities.

2.2. Sporting Activities

In 2016-17, pupils were able to take part in the following sporting events:

- Games, Athletics and Tennis after school clubs were available for Foundation Phase and Key Stage 2 pupils;
- Year 5 and 6 pupils took part in the Newport School's Athletics Competition;
- Foundation Phase and KS2 Sports Day took place in the summer term;
- Class 4 and 5 pupils attended swimming lessons at the Newport International Sports Village;
- Class 4 and 5 pupils took part in the Newport swimming gala;
- Pupils were encouraged to walk to school during walk to school week in May;
- A number of pupils in Y5 and 6 attended Playmaker Training Sessions and became Playmakers in the school at lunchtime to teach pupils how to play new games;
- KS2 pupils participated in the Daily Mile and FP pupils undertook daily exercise at the start of each day;
- KS2 pupils attended events at the Newport International Sports Village:
 - Tennis Festival;
 - Football Festival (KS2 Girls);
 - Cross Country Festival;
 - Netball Festival;
 - Cricket Festival.

Sincere thanks to the parents and staff who helped organise, prepare and transport pupils to and from events last year.

2.3. Class Visits, Trips and Visitors

A range of visits were used to support class-based work. These included:

- Ringland Library, all classes
- St. Gabriel's Church, all classes
- Swimming lessons , class 4 and 5
- Playmaker days, Tennis Centre

- St. Joseph's R.C. High School Cluster Music Event, KS2
- St. Joseph's R.C. High School subject days, year 6
- Cardiff Castle Trip class 1, 2 and 3
- Caerleon Roman Barracks Trip class 4 and 5

We welcomed a number of visitors to the School, these included:

- Gwent Police - Domestic abuse talks;
- Dentist/Dental nurse visits - Fluoride varnish;
- Police School Liaison Officer, PC Lisa Mulcahy-Jones, all classes;
- Father Michael Ronan, Dean of Newport and St. Gabriel's Parish Priest;
- Staff from St. Joseph's R.C. High School;
- Rubicon Dance taster sessions;
- Jaffa Cakes Workshop encouraging eating/drinking oranges;
- Gwent Police PCSOs - First aid training, class 5;
- Communities First, punky foods workshops, class 2;
- Newport live, Tennis taster sessions.

2.4. Initiatives

Growth Mindset

Growth Mindset has been further developed in our school by focusing upon aspirational language in terms of moving away from fixed responses. By recognising what the learning pit is and the traps that lead to it, our learners are aware that if they work hard and persevere, they may learn more, learn things more quickly and view challenges and failures as opportunities to improve their learning and skills.

Meditation

Each day at a fixed point after lunch, we have whole school meditation. This enables our children to reflect on their day so far and have some time to share with God in the quiet of their own hearts. There has been a really positive response to this by our learners.

2.5. Musical Opportunities

Each pupil at St. Gabriel's has the opportunity to develop their musical skills through the delivery of the curriculum in all year groups and with the support from visiting peripatetic music teachers for pupils in KS2. Children currently have the opportunity to learn to play the flute, clarinet, guitar and a variety of other brass instruments. We provide the children with opportunities to perform individual instrumentalists during the year. In 2016-17 Gwent Music worked with classes 3, 4 and 5 to perform at the music extravaganza, and provided all classes with singing lessons.

2.6. Welsh Language

St. Gabriel's is an English-medium school where lesson instruction is given through the medium of English. However, we are very aware of our role, as a school in Wales, in promoting and developing the use of Welsh as a living language. In addition to daily practice and weekly lessons where we teach Welsh as a second language, the school tries to promote the Welsh language every day. Simple instructions (sit on the carpet / line up for worship) are given through the medium of Welsh, where pupils hear the language and respond to it through action. Staff and pupils greet each other throughout the day use the medium of Welsh and pupils are encouraged and supported to ask and answer questions they know inside and outside of the classroom. We organise events to promote the language, culture and heritage of Wales such as Celtic Festivals, and rewards and certificates are given for pupils and staff who use the Welsh language around the school. Our Welsh Coordinator and other staff run Welsh lunchtime clubs for Foundation Phase and KS2 pupils who encourage pupils on the yard and around the school to speak Welsh. They also create resources for use in the classroom and support teachers in teaching their class Welsh games.

We are conscious that many of our pupils join us at varying times during their school careers, some from outside Wales. For these pupils we recognise that it may take a little longer before they volunteer information through the medium of Welsh, however, responding through action often comes quickly when they are immersed in our school environment. Welsh is taught as a second language throughout the school. All members of staff receive training to deliver this subject. Training is supported by the school Welsh Education Officer, a specialist Welsh teacher, who assists both pupils and staff.

3. PERFORMANCE AND TARGET INFORMATION

3.1. Foundation Phase Outcomes & National Curriculum Results– 2017

At the end of the Foundation Phase and KS2 teachers carry out assessments with all pupils in Year 2 and Year 6 and outcomes/ levels are reported to parents. Summaries of the results for Summer 2017 are below.

The Foundation Phase sets outcomes for the children in the areas of Language, Literacy and Communication (LLC), Mathematical Development (MD) and Personal, Social Well-being and Cultural Diversity (PSWBCD). At the age of 7 years a child of average ability would be expected to achieve Outcome 5.

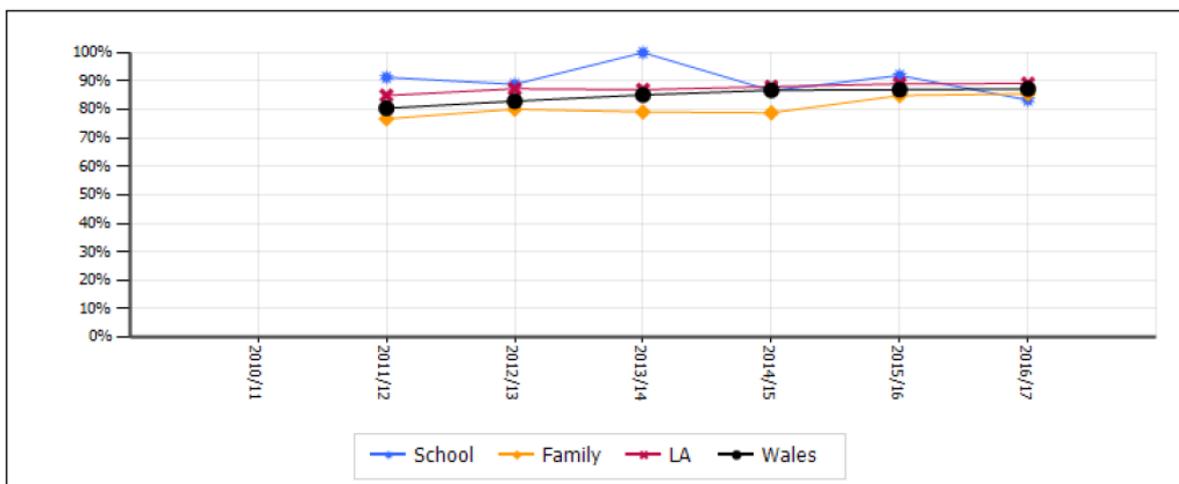
At KS2 the National Curriculum sets targets for the children in the subjects of English, Mathematics, Science and Welsh. At the age of 11 a child of average ability would be expected to achieve a Level 4. Some children may achieve higher grades while other children may not have reached the expected levels.

The Foundation Phase Indicator (FPI) and the Core Subject Indicator (CSI) refers to the percentage of pupils that achieved an Outcome 5 or above (FP) or a Level 4 (KS2) or above in all three subjects. At KS2 Welsh second language does not contribute to the CSI.

Below are the school results, which are compared with the results across Newport, Wales and our Family Group of Schools. Our Family Group consists of 11 schools that are similar to ours in terms of ethnic groups, numbers of AEN pupils and levels of deprivation.

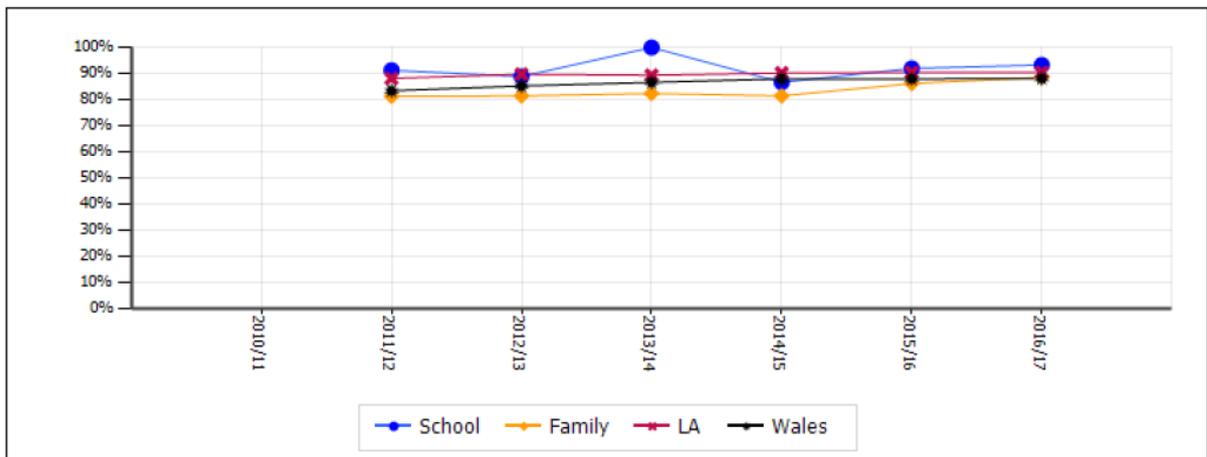
Foundation Phase - Foundation Phase Indicator

1.1a % pupils achieving



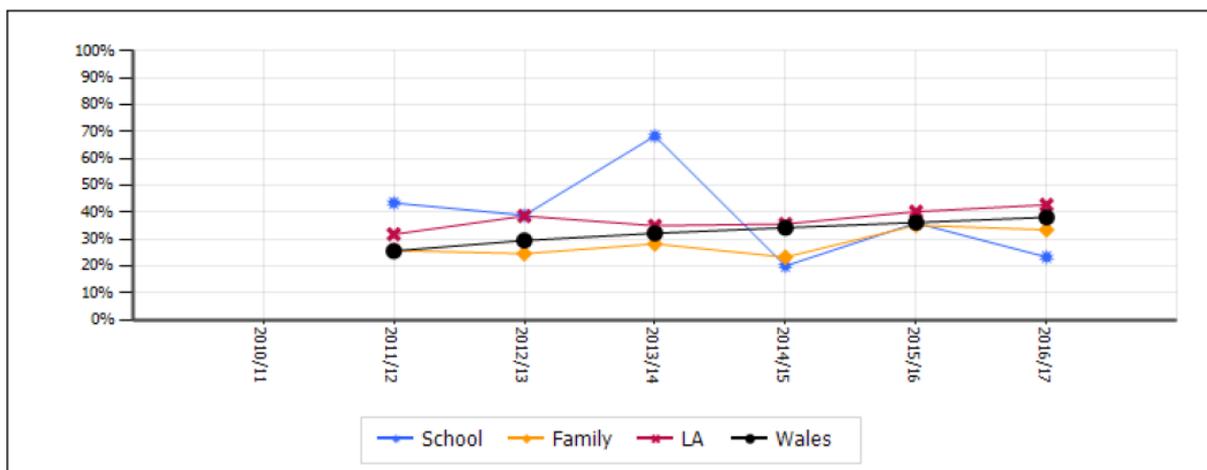
Language, Literacy and Communication – Outcome 5

2.1a % pupils achieving



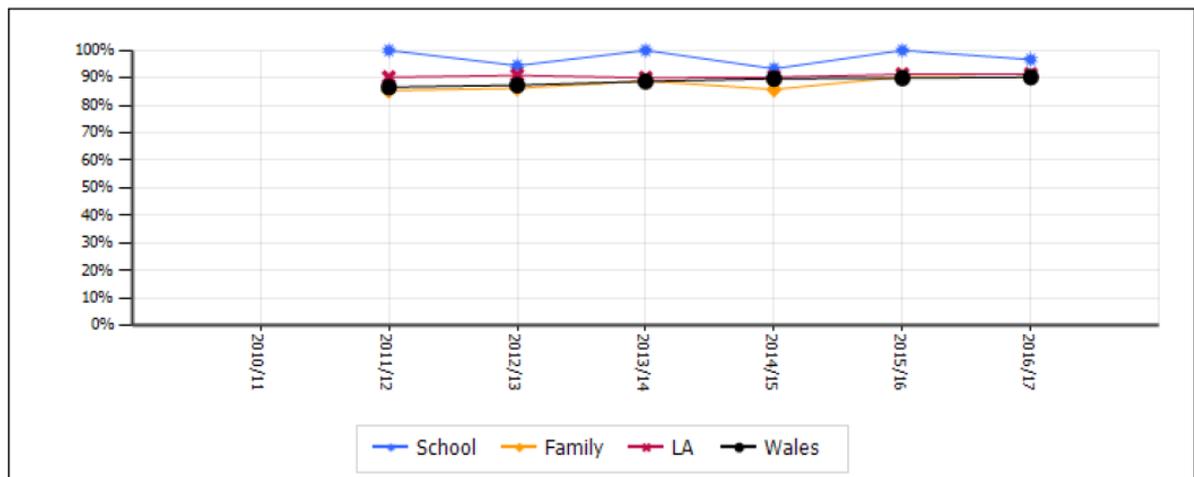
Language, Literacy and Communication – Outcome 6

2.2a % pupils achieving



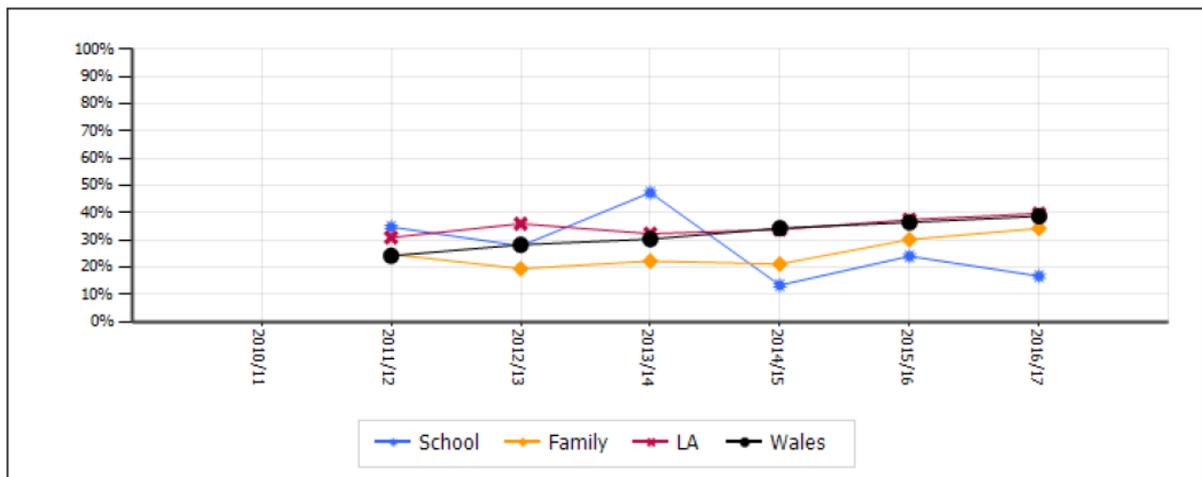
Mathematical Development – Outcome 5+

4.1a % pupils achieving



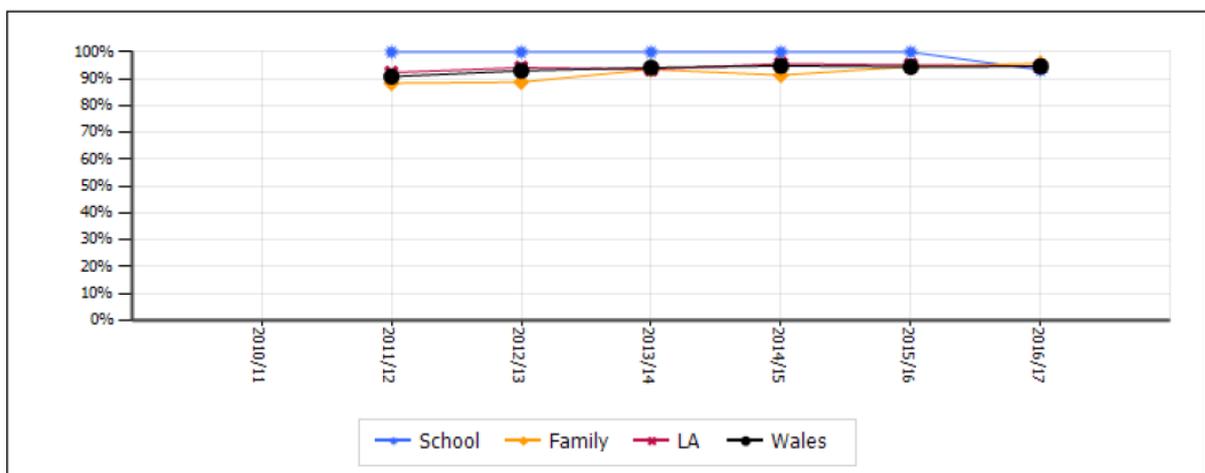
Mathematical Development – Outcome 5

4.2a % pupils achieving



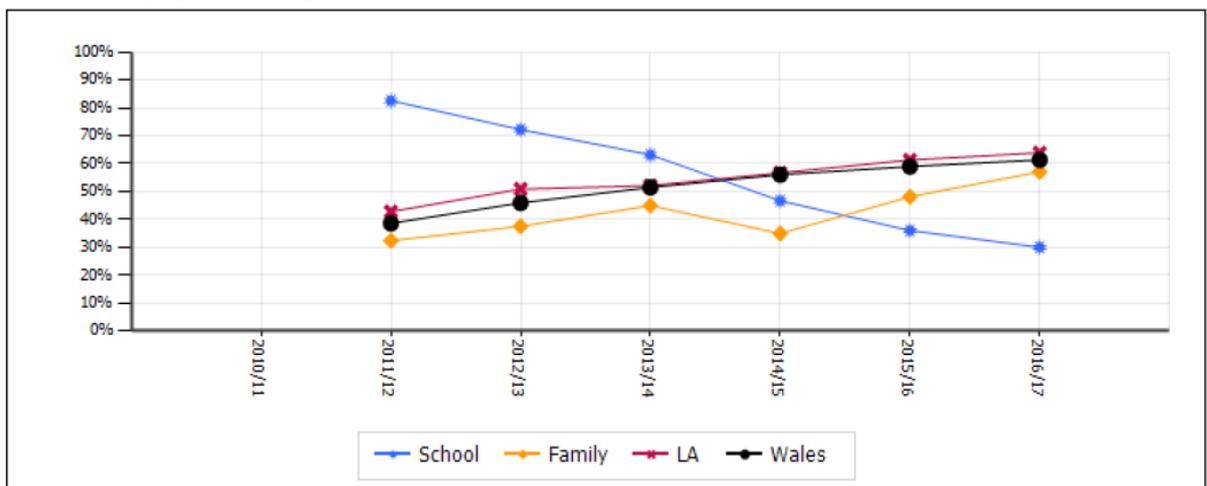
Personal Well-Being and Cultural Diversity – Outcome 5+

5.1a % pupils achieving



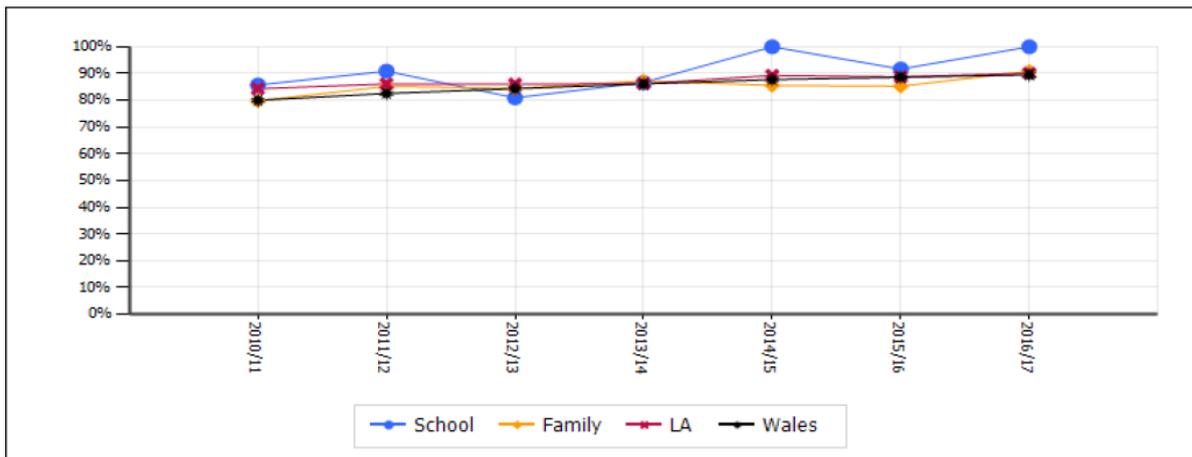
Personal Well-being and Cultural Diversity – Outcome 6

5.2a % pupils achieving



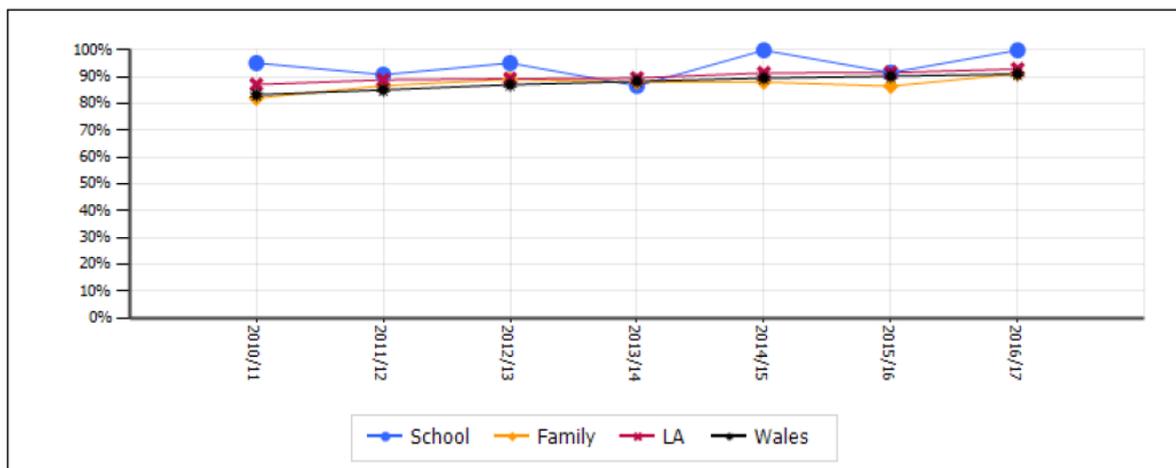
Key Stage 2 - KS2 – Core Subject Indicator

1.1a % pupils achieving



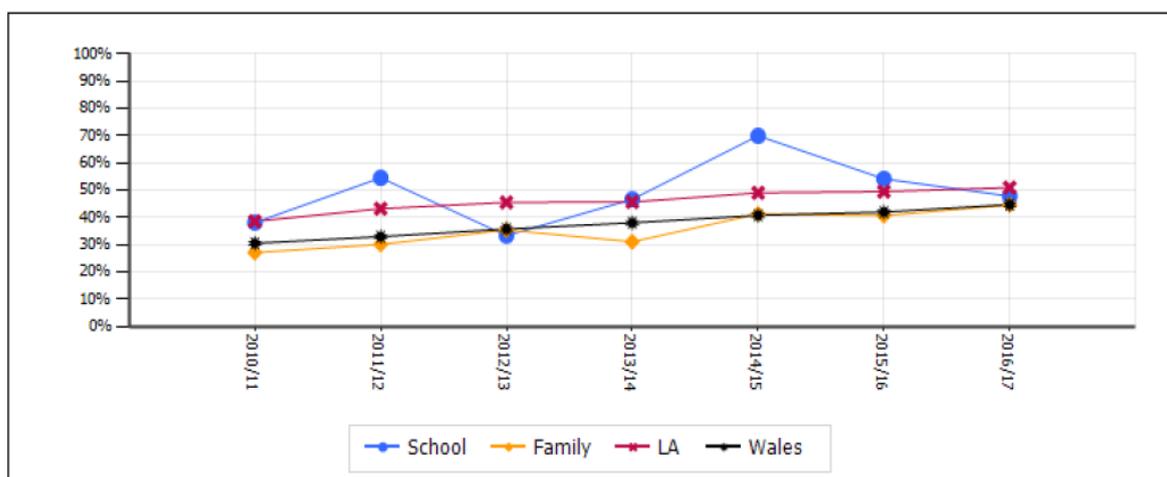
English – Level 4+

2.1a % pupils achieving



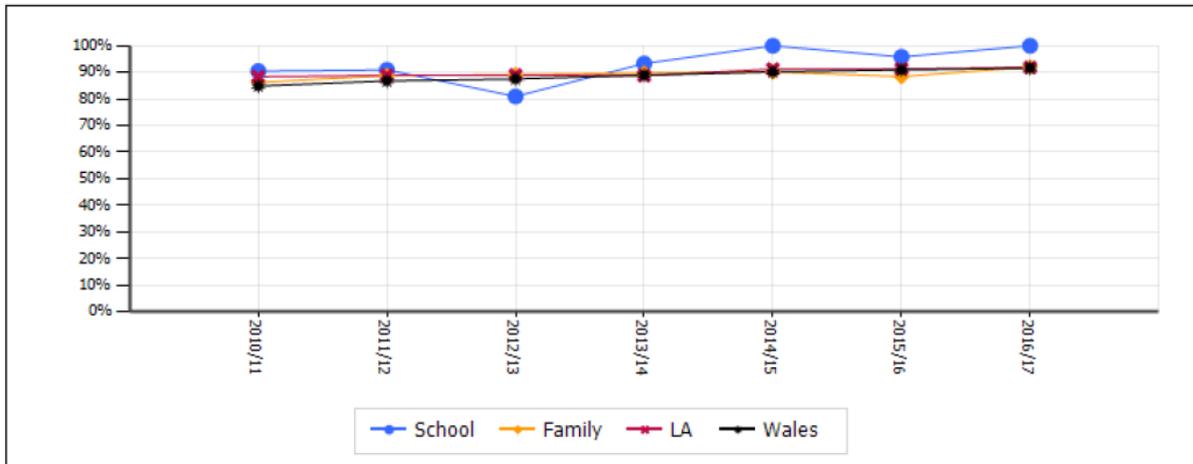
English – Level 5

2.2a % pupils achieving



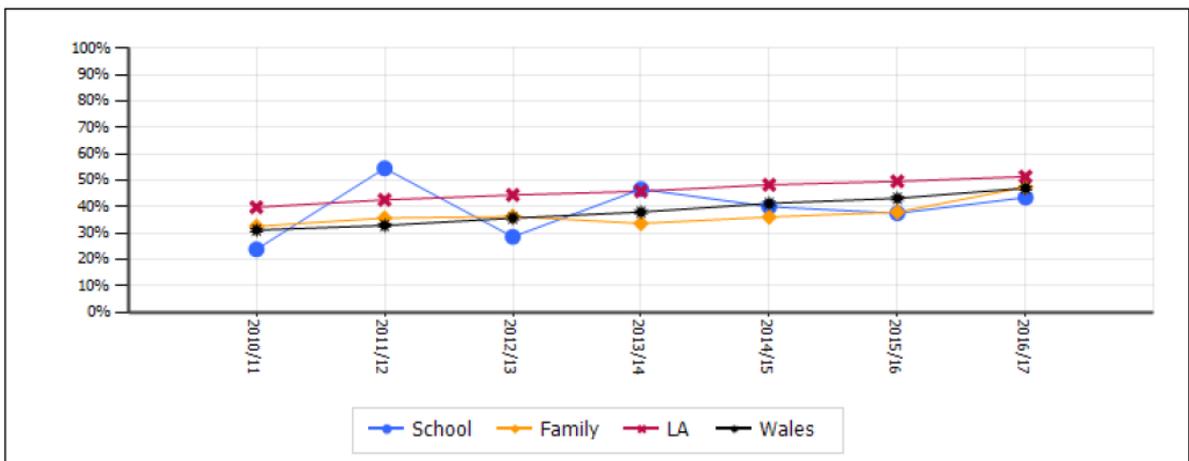
Mathematics – Level 4+

4.1a % pupils achieving



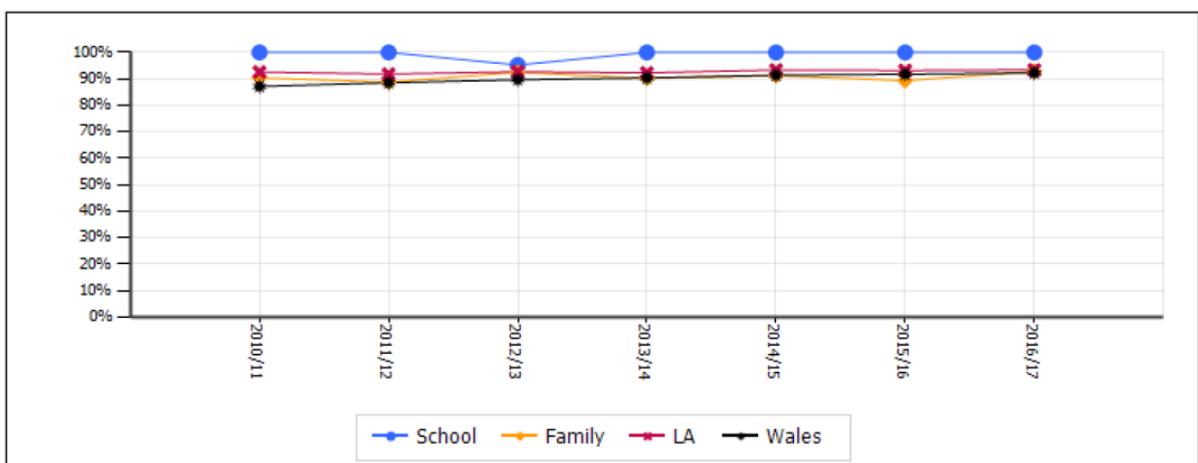
Mathematics – Level 5

4.2a % pupils achieving



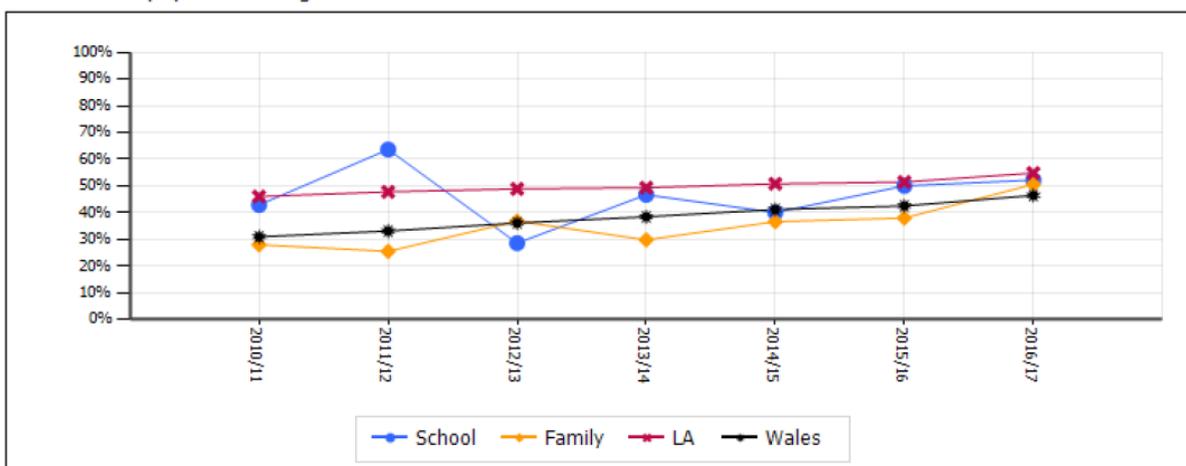
Science – Level 4+

5.1a % pupils achieving



Science – Level 5

5.2a % pupils achieving



3.2. Target Information

Below are the targets that were set at the beginning of the Autumn Term 2016 and the actual results that were achieved in June 2017.

Foundation Phase: Year 2

Number of Pupils	Boys	Girls
30	19	11

Actual results are based on 30 pupils

		Target	Actual
Outcome 5+	Language, Literacy & Communication (LLC)	93%	93%
	Mathematical Development (MD)	27%	23%
	Personal & Social Development, Well-being & Cultural Diversity (PSWBCD)	97%	97%
	Foundation Phase Indicator (FPI)	17%	13%
Outcome 6	Language, Literacy & Communication (LLC)	93%	93%
	Mathematical Development (MD)	13%	30%
	Personal & Social Development, Well-being & Cultural Diversity (PSWBCD)	87%	83%

Key Stage 2: Year 6

Number of Pupils	Boys	Girls
22	14	8

Actual results are based on 23 pupils

		Target	Actual
Level 4+	Welsh 2 nd Language	90%	100%
	English	43%	48%
	Mathematics	86%	100%
	Science	52%	43%
	Core Subject Indicator (CSI)	100%	100%
Level 5	Welsh 2 nd Language	52%	52%
	English	95%	87%
	Mathematics	38%	35%
	Science	81%	100%

3.3. Attendance and Punctuality

During 2016-2017 the school continued to work in close partnership with the Education Welfare Service and parents to improve attendance and punctuality.

Absences are categorised as authorised and unauthorised:

Authorised absences are illness, special occasions e.g. attendance at a wedding or funeral of a family member, religious observance days, exclusion.

Unauthorised Absences are holidays, shopping, birthdays, late attendance after closure of the register, any other reason which is considered by the school to be unacceptable.

The percentage of attendance absences (authorised/unauthorised) is as follows from September to July of each year. The absences are recognised as authorised and unauthorised according to the Pupils Attendance Records Regulations 1991.

	2015-16	2016-17
Overall attendance	94.4%	95%
Authorised absences	3.1%	2.7%
Unauthorised absences	2.5%	2.3%

3.4. 2017-18 Targets

The 2017-18 targets for improvement and for reducing absences:

School Local Targets

Foundation Phase	
Target 1:	Improve the performance of pupils at O5+in Mathematical Development through targeted intervention. PI - Result in Teacher Assessments 2018 3/24 targeted pupils to achieve O5- MD Result 100%
Target 2:	Improve the performance of pupils at O6 in Mathematical Development through targeted intervention. PI - Result in Teacher Assessments 2018 2/24 pupils to achieve O6- MD Result 33%
Target 3:	Maintain the close differential between performance of boys and girls at O6 in PSWBCD. PI - Result in Teacher Assessments 2018 2/8 boys to achieve O6 - PSWBCD result - 29%
Key Stage 2	
Target 1:	Improve the performance of e FSM pupils in Maths L4+through targeted intervention. PI-Result in 2018 Teacher Assessment One targeted eFSM pupil to achieve L4 - 3/3 pupils- Maths result range 90%-95%
Target 2:	Improve the performance of pupils in Maths at L5 through targeted intervention. PI-Result in 2018 Teacher Assessment 10/21 pupils to achieve L5 48%
Target 3:	Improve the performance of pupils in Writing at L5. PI-Result in 2018 Teacher Assessment 12/21 pupils to achieve L5 overall in English 57%

School Attendance Targets

	2017-18	2018-19	2019-20
Overall attendance	95%	95.3%	95.5%
Authorised absences	4.5%	4.0%	3.6%
Unauthorised absences	0.5%	0.7%	0.9%

4. FINANCIAL DETAILS

4.1. Financial Statement

St. Gabriel's RC Primary		
Financial Statement for Year Ending 31st March 2017		
2015/16		2016/17
Outturn		Outturn
£	Employees	£
301,557	Teachers	332,976
116,530	Support Staff	106,559
16,116	Caretakers	17,029
2,934	Midday Supervisors	2,970
5,755	Cleaners	6,071
Other Employee Costs		
7,267	Supply Insurance Premium	6,469
25,655	Agency Staff	14,280
0	Lunch Time Meal Entitlement	0
0	Foreign Language Assistants	0
0	Exam Invigilators	0
0	Advertising	552
0	Interview Expenses	0
0	Misc Employee Costs	0
Energy		
4,081	Gas	3,664
2,932	Electricity	3,543
0	Oil	0
27,268	Capitation and ICT	29,360
35,923	SCC, EIG and PDG Expenditure	32,073
Premises Related		
942	Hire of Facilities	673
0	Rates	949
10,145	Building Maintenance and Alarm Lines	19,480
5,021	Grounds Maintenance	6,457
3,332	Water	3,300
620	Building Cleaning Contract	863
708	Refuse Collection	692
2,766	Miscellaneous Premises	3,819

	Communications	
0	Postage/Fax/Telex	0
3,970	Telephones	4,495

	Transport	
0	Vehicle Maintenance	0
0	Vehicle Hire	280
0	Car Allowance	0
0	Travel Expenses	0

0	Exam Fees	0
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	External Courses	
1,249	School Funded Training	3,585
0	Sixth Form	0

29,500	Central Services	30,439
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	Income	
-1,950	Lettings	-1,950
-9	Sales Income	0
-2,124	Music Service Income	-2,697
-2,324	Donations	-9,674
0	Miscellaneous	0
-10,626	Supply	-17,290
0	Exam Fees	0
-94	Interest	-140
0	Rental Income	0
-64,179	EIG	-59,904
-24,150	PDG/EYPDG	-20,442
-1,933	Energy Compensation	-1,933
0	Coaching Fees	0
-2,353	Other Grant and Contributions	-5,515
0	After Schools Club	0

494,529	Total Net Expenditure	511,031
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504,345	Total Funding	512,367
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9,816	Current Surplus / Deficit for Year	1,337
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18,848	Previous Year's Surplus / Deficit	28,664
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28,664	Accumulated Surplus / Deficit c/fwd	30,001
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5.68%	Balance as % of Funding	5.86%
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4.2. Financial Statement from the PTA

Chairperson	Christina Maynard
Treasurer	Jane Hopkins
Secretary	Claire Broadfield

The Parents, Teachers Association (PTA) play a big part in supporting the school. The PTA of St. Gabriel's had another very successful year 2016-17. They have organised many events, such as Discos, Cinema Nights, and a Christmas Fayre. The funds raised were used to purchase a projector, tables and a donation was made for the end of year school trip to Barry Island.

The parents always give generously and without their support the school would not have been able to buy the much needed equipment to help our children's education. The Governing Body wishes to record its thanks to both the PTA for the work undertaken on behalf of the children and to the Parents who provide invaluable support which we are so grateful for.

The Treasurer of the PTA has provided a detailed summary of funds raised in 2016-2017 and description how the funds were utilised **See Appendix.**

5. ACTIONS TAKEN BY THE GOVERNING BODY & SCHOOL

5.1. Progress on School Improvement

School Development Plan Priorities 2016-17

EVALUATION OF PRIORITIES 2016-17
To embed and continue to raise standards of English and Literacy, focusing on Writing.
<ul style="list-style-type: none">• Staff attended a range of courses• Long term planning for specific types of writing was introduced• 'Short burst' writing was monitored• An INSET Day was held on Spelling, Punctuation and Grammar• A Literacy Toolkit was developed• A revised system of reading to adults was introduced in Key Stage 2• Parent Spelling workshops were held• There was an improvement in Writing at Level 5
To continue to raise standards of Maths and Numeracy, focusing on mental recall and reasoning, particularly for more able pupils.
<ul style="list-style-type: none">• Staff attended several courses• A cluster INSET day was held focusing on Developing Reasoning• The school held a 'Maths Day'• Books were monitored• Staff meetings addressed the development of Numeracy skills across the curriculum• 'Big Maths' was introduced in all classes• Standards in Maths have improved
To continue to raise standards in RE, focussing on assessment and collective worship.
<ul style="list-style-type: none">• Collective worship was planned for in each topic• Whole school liturgies improved• Meditation in the afternoon was very successful across the school• The Chaplaincy group updated Prayer Tables• RE was assessed on a termly basis to ensure that there was sufficient coverage

To develop thinking skills to extend pupils learning across the curriculum and raise achievement for all pupils (Thinking Schools).
<ul style="list-style-type: none"> • Staff attended a 'Growth Mindset' INSET Day • A cluster 'Growth Mindset' training session was held • Teachers developed the use of thinking maps in their lessons • Children across the school developed a very good understanding of Growth Mindset, Thinking Skills and Thinking Hats
To further raise standards in Welsh Second Language/ Welsh Language Development, focusing on bilingualism.
<ul style="list-style-type: none"> • A Clwb Cymreig promoted the Welsh language ethos across the school • Lessons were monitored for the use of incidental Welsh • New teaching packs were introduced in Class 4 • Staff introduced Welsh Guided Group Reading • Staff collected evidence to develop a Welsh Learner Profile
To continue to improve well-being for pupils, particularly those from vulnerable backgrounds.
<ul style="list-style-type: none"> • Resources were purchased • The Cwtsh Nurture Provision was reviewed and changed • Two teaching assistants attended training as Emotional Literacy Support Assistants • A drop-in coffee morning started • Parent workshops were well supported • Forest Friday started for outdoor learning

5.2. Term Dates and Sessions Times

School Holiday Dates 2016/17

Term	Start	Half Term Starts	Half Term Ends	Term Ends
Autumn	01 Sept 2016	24 Oct 2016	28 Oct 2016	16 Dec 2016
Spring	03 Jan 2017	20 Feb 2017	24 Feb 2017	7 Apr 2017
Summer	24 Apr 2017	29 May 2017	02 Jun 2017	21 July 2017
May Day: Monday 1 st May 2017 (school closed)				

Session Times

The school gate closes at 8.50 a.m. and classes start at 8.55 am prompt.

Morning break: KS2: 10.30 am – 10.45 am

Lunch break: FP: 12.00 pm – 1.30 pm

KS2: 12.00 pm – 1.00 pm

Foundation Phase 'Over to you' Time held between 10.15 and 11.00 am incorporates pupil's morning break and snack time. The day ends at 3.20 pm for Foundation Phase pupils and 3.30 pm for KS2 pupils.

The time spent on teaching during the normal school week, including RE but excluding the daily act of collective worship, registration and breaks is 21 hours for KS1 and 23 hours 30 minutes for the FP.

School Holiday Dates 2017/18

Term	Start	Half Term Starts	Half Term Ends	Term Ends
Autumn	04 Sept 2017	30 Oct 2017	03 Nov 2017	22 Dec 2017
Spring	08 Jan 2018	19 Feb 2018	23 Feb 2018	29 Mar 2018
Summer	16 th April 2018	28 th May 2018	01 Jun 2018	24 th July 2018
May Day: Monday 7 th May 2018 (school closed)				

5.3. Links with the Church and Community

Over the past year, children throughout the school have been given many opportunities to meet adults both in school and in the community. Staff at St Gabriel's organised numerous events throughout the school year 2016-2017. Artists and other cultural groups were invited to the school and involved children in workshops and exhibitions of children's work. Parent, grandparents and other family/friends came into the school to work with the children on special projects, especially at Christmas and Easter. Staff, children and governors organised other events such as class assemblies, an Advent Liturgy, celebrations of Feast days as well as autumn and summer fetes. The school celebrated its 50th Anniversary with a variety of events; a service in church, a musical extravaganza and a big picnic.

The school received visits from school governors, students on work experience, Newport LA, local Education Achievement Advisers, the Educational Psychology and AEN service throughout the year. The police liaison officer visited classes and will continue to do so on a regular basis in order to strengthen links with the community and teach pupils how to stay safe. All classes participated in at least one visit to the local library. Some of the children in the juniors have also formed an SVP group. Children in Years 5 and 6 visited St Joseph's R.C. High School and the school leavers took part in a Leavers' Mass in July 2017.

Father M Ronan, the parish priest of St Gabriel's, visited the school to meet with the Head Teacher and visit classes. The parishioners were invited to attend services and assemblies in the school and Father Ronan led whole school services at the church. Each term the school children were invited to attend the Sunday parish Mass.

Visitors often comment on how warm and friendly the school is. Our aim is to encourage the children to see how the community works in supporting others. The school maintains close links with 'Little Angels' Nursery, St Joseph's R.C. High School and with the parish.

5.4. School Prospectus

The school prospectus is updated annually. The prospectus is a very informative document and has been amended to include end of key stage results, changes on the Governing Body, staff changes, and term dates and school clubs. Copies of the prospectus were printed and distributed to all new parents and is available on our school web site www.stplearn.net/stgabriels.

5.5. School Policy Reviews

The Governing Body is continually reviewing and updating policies on a rolling programme. Many policies can be viewed on our school web site or can be requested from the office.

5.6. Specific School Strategies

Health & Safety:

There is a named member of staff in charge of health and safety matters and a named governor.

Provision of Toilet Facilities:

The school has separate toilets for Class 1 and Class 2, which are situated outside their classroom. Class 1 pupils (Reception) have one room with three cubicles, while Class 2 have separate toilets for boys and girls. Two sets of boys and girls toilets on the junior side of the building are shared by Class 3, 4 and 5. Pupils are taught and reminded to wash their hands after using the toilet and before eating. All toilets have liquid soap

available and hand driers. Toilets are cleaned every evening by the caretaker and cleaner and any issues reported immediately. All toilets were audited by the Local Authority last year and meet set criteria.

School Security:

We make every effort to ensure a safe and secure environment for your children, staff and visitors to our school. External doors are kept locked throughout the day and access to school can be obtained by ringing the door buzzer at the main entrance or via a fob system on the other main entrance doors. All visitor sign in and out of the building and are provided with Visitor passes.

Racial and Bullying Awareness:

Last November, the school held the annual Anti-bullying Week and a Safer Internet Day in the summer term where lessons were taught about these specific issues through areas of the curriculum. Assemblies, activities and competitions are held throughout these sessions. The school has an Equality Policy and Action Plan as required by the 2010 Equality Act. The plan sets out our equality commitments to promote equality of opportunity and eliminate discrimination against the protected characteristics. The local authority introduced the recording of incidents of bullying and discrimination in January 2014 and so all incidents of this nature are recorded into the computer system with data regularly sent to the local authority.

Behaviour:

The pupils' behaviour in the school is of a high standard. We have a strong Christian ethos and are keen to build relationships of trust and respect. We have a positive behaviour policy which is regularly reviewed and revised. Our policy praises and encourages good behaviour with many opportunities to reward and celebrate this.

6. ADMISSIONS POLICY

6.1. Admissions Policy

Most children start St. Gabriel's R.C. Primary School at the age of 4 years old in our Reception class. Some join older classes if places are available. Children in the Reception class start school in September. Parents are welcome to visit the school before, during or after applying for a school place. The Governing Body of St. Gabriel's R.C. Primary School is the Admissions authority for this school. The Governing Body meets in February to consider applications. Should there be more applications than places available then the following over- subscription criteria will apply to St. Gabriel's R.C. Primary School.

6.2. Over-subscription Criteria 2018-19

It is important to note that first consideration in all cases is given to parents expressing a preference for St. Gabriel's R.C. Primary School, and therefore it is important to ensure that your list of preferences is properly considered before an application is submitted.

The indicated admission number for the school is 27. Where the number of applications is equal to or less than the number of places available, all applications will be successful. However where the number of applications exceeds the number of places available, the Governing Body will apply the following over-subscription criteria and allocate places accordingly.

Where St. Gabriel's R.C. Primary School is named in a statement of Special Educational Needs, the Governing Body has a duty to admit the child to the school before the over-subscription criteria is applied against applications received.

In each category below:

- Priority will be given firstly to applications made on medical needs (see Note ii).
- Priority will next be given the siblings of those pupils who will be registered at the school at the time the child is to be admitted.
- Priority will next be given to multiple births.

The criterion will be applied in rank order:

(1) Looked after Children (LAC - children in the public care) or previously Looked After children who are baptised as Roman Catholics or have been formally accepted into the Roman Catholic Church.

(2) Children who are baptised as Roman Catholics or have been formally accepted into the Roman Catholic Church.

(3) Looked after children (LAC -children in the public care) or previously Looked After children who are not of the Roman Catholic Faith.

(4) Children of other Christian denominations whose parents have demonstrated a wish for a Catholic education.

(5) Children of other Faith traditions whose parents have demonstrated a wish for a Catholic education.

(6) Other children whose parents have demonstrated a wish for a Catholic education.

After considering the above categories, or if the number of applications in any one of the above categories exceeds the indicated admission number, priority will be based on those residing closest to the preferred school. For further information on how distances are measured, please refer to the paragraph entitled 'Home to School Distances' within the 'Other Relevant Information' section.

Notes:

- i. The Governing Body will consider the child's home address to be the place where the child permanently resides for the majority of the school week, as at the stipulated closing date for applications. This would normally be at the same address as the person who has parental responsibility for the child and is the main carer. Where the child spends equal time with both parents/carers, the place of residence of the person who receives the child benefit will be considered the child's home. Evidence may be required to support this.
- ii. Applications on medical need must be supported by a medical consultant's report, obtained by parents, specifying the medical need of the child attending the school. Please note that reports from family doctors are not accepted for this purpose.
- iii. Siblings are: brothers and sisters, whether half, full, step, adopted or fostered will be considered relevant where living in the same household and where an older child will still be registered at the school when the younger child will be eligible to attend.

7. ADDITIONAL EDUCATIONAL NEEDS

7.1. Additional Educational Needs

Our Additional Educational Needs Coordinator (AENCo), Mrs Vickery, continued to raise standards by providing teachers and Teaching Assistants with support, training and guidance in identifying pupils with additional educational needs and in reviewing and writing Individual Development Plans (IDPs). Mrs Pollock supported pupils with additional education needs in the classroom and by withdrawing individual or small groups of pupils from class to work on pupils' specific targets. All teaching assistants support pupils with AEN within the classroom.

Mrs Vickery worked closely with class teachers, teaching assistants, others AEN coordinators in Newport and the Catholic Cluster of Schools and the member of the local authority SEN team to meet the needs of the children. Children whose difficulties are perceived to be severe were referred for a full educational assessment. This involved assessment and testing in school with input from the Local Authority and other agencies, as appropriate. Parents were consulted and kept informed throughout the assessment process. This resulted in 7 pupils receiving additional support from outside agencies, 3 pupils receiving additional tuition from the Local Authority Specific Learning Difficulties team and 1 pupil receiving additional hours for a statement of educational needs.

As in the previous year, IDP review meetings were held to review old IDPs and discuss the new ones with parents, pupils, teacher and teaching assistants giving feedback and input. This proved to be very effective and successful. Miss Russell and Mrs Vickery met twice in the year with an AEN advisor and Educational Psychologist from Newport to discuss the needs for the school and concerns about individual pupils. Also, teachers met with staff from the Newport AEN Advisory team to gain advice and support.

7.2. Equal Opportunities

The Governors and School is committed to a policy of equality to ensure that no pupil or family is treated less favourably on grounds of protected characteristics. We aim to provide equal and open access to the curriculum and to the school to ensure that everyone feels that they are a valued member of the school community.

Equality of opportunity cannot be realised without the involvement and commitment of all members of the school community and a common understanding of the pivotal role of equal opportunities in the context of the School's ethos and values.

8.1. PTA Financial Statement

	Opening Balance 25.8.2017			3064,96
INCOME/EXP	MONTH	METHOD	DESCRIPTION	
Expense	6.10.2016	Cheque 100692	Purchase of Projector	-2681,96
STATEMENT	Balance			383
Expense	25.11.2016	Cheque 100693	C Broadfield Disco	-16,4
Expense	5.12.2016	Cheque 100695	C Maynard Xmas Fete	-140
Expense	7.12.2016	Cheque 100694	C Maynard Xmas Disco	-137,21
Expense	14.12.2016	Cheque 100696	C Maynard Xmas Fete	-184,95
Income	7.12.2016	Cash Dep	Xmas Disco	394
Income	7.12.2016	Cash Dep	Xmas Fete	1323,44
STATEMENT	Balance			1621,88
Expense	3.1.2017	Direct Debit	PTA Subs	-101
STATEMENT	Balance			1520,88
Expense	15.2.2017	Cheque 100698	C Maynard Valentines Disco	-156,38
STATEMENT	Balance			1364,5
Expense	6.3.2017	Cheque 100697	St Gabriels (Tables)	-1311,9
Expense	16.3.2017	Cheque 100699	C Maynard (Easter Eggs)	-108
Income	28.2.2017	Cash Dep	Valentines Disco	407,24
Income	6.3.2017	Reversed Cheq	St Gabriels (Tables)	1311,9
STATEMENT	Balance			1663,74
Expense	31.3.2017	Cheque 100700	St Gabriels (Tables)	-1311,9
Expense	24.4.2017	Cheque 100701	C Maynard (Mothers Day Gifts)	-235,95
Income	31.3.2017	Cash Dep	Mothers Day	398
STATEMENT	Balance			513,89
Expense	25.4.2017	Cheque 100702	C Maynard (Fathers Day Gifts)	-200
STATEMENT	Balance			313,89
Expense	1.6.2017	Cheque 100703	C Maynard (Sports Day BBQ)	-190,32
STATEMENT	Balance			123,57
Expense	5.7.2017	Cheque 100705	Mr Bevam (Sports Day Gas)	-32
Expense	5.7.2017	Cheque 100706	C Maynard (Movie night drink top up)	-9,4
Expense	5.7.2017	Cheque 100707	C Maynard (Cakes for mini fete)	-13,4
Expense	5.7.2017	Cheque 100709	Donation - Barry Island Trip	-120
Expense	7.7.2017	Cheque 100704	C Broadfield (Ink Cartridge)	-27
Income	30.6.2017	Cash Dep	Sports Day	568,7
Income	30.6.2017	Cash Dep	Movie & Popcorn afternoon	269,15
Income	30.6.2017	Cash Dep	Fathers Day	294,12
Income	30.6.2017	Cash Dep	Mini Fete	611,98
Income	4.7.17	Direct Deposit	YSL Deposit (Lotto)	7,6
STATEMENT	Balance			1673,32
Expense	25.7.017	Cheque	NCC Lotto License	-40
STATEMENT	Closing Balance 25.8.16 to 24.8.2017			1633,32
<i>Recent transactions for latest bank balance</i>				
Income	5.9.2017	Direct Deposit	YSL Deposit (Lotto)	116,8
Income	1.9.2017	Cash Deposit	Extension to Mini Fete on Picnic	119,4
	30.8.2017	Direct Deposit	YSL Deposit (Lotto)	10,8
			Balance as of 20.9.2017	<u>1880,32</u>

Xmas Disco Profit	240,39
Xmas Fete Profit	998,5
Valentines Disco Profit	250,86
Mothers Day	162,05
Fathers Day	94,1
Sports Day	346,38
Movie & Popcorn	259,75
Mini Fete	597,58
Additional Sales (Picnic)	119,4

Purchases/Donations

Projecter	2682
Easter Eggs	108
Tables	1311,9
Barry Island	120

Other Expenses

PTA SUBS	101
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