

# Baden Powell Governing Body

## Report to Parents

**2023 - 2024**



**Chair of Governors**

Mr Stu Parsons

**Vice Chair**

Mr Steve Carroll

**Headteacher**

Mrs Ceri Gibbon

At Baden Powell Primary School, our aim is for all learners to be active, interested and increasingly independent. We aim to provide a curriculum that is engaging and challenging, enabling learners to achieve their full potential. Our goal is for our community to feel safe, be resilient and respectful, and well prepared for the future.

**On behalf of the Governing Body, I am pleased to present the 2023/24 Governors Report to parents and carers.**

**I know Baden Powell continues to have the commitment of its governors, senior leadership, and every member of staff, and with the support of parents and carers will continue to provide for every child's learning and wellbeing.**

**Regards,  
Stu**

Stu Parsons,  
Baden Powell Primary School, Chair of Governors

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## Governors 2023-2024

### Chair of Governors

Mr Stu Parsons

### Vice Chair

Mr Steve Carroll

### Local Authority Governors

Mrs Jane Henshaw, Mr Stuart Parsons, Ms Morgan Fackrell, Ms Neera Singh

### Community Governors

Mr Steve Carroll

Mr Geraint Probert

Mrs Jane Morris

Mr Marcello Lo Ceso



In memory of Cllr Henshaw

### Staff Governors

Mrs Laura Nel, Miss Rachel Letman, Mrs Kelly Parkins

### Parent Governors

Mrs Joanne Robinson, Mrs Natasha Williams, Mrs Jenny Ashton, Mrs Cally Campbell, Miss Emily Durham

### Headteacher

Mrs Ceri Gibbon

### Clerk to the Governors

Mrs Rachael Davies

## Governing Body Functions

Regular meetings were held in 2023 - 2024 with the full Governing Body and sub-committees. In every full meeting, the governors received a written report from the Head teacher about the school and its work.

The minutes of all of these meetings are available in the school to anyone who wishes to read them. The governors have actively assisted and supported the school.

The Chair of Governors and Clerk can be contacted via the School Office.

## School Details

The school is an English medium primary school accommodating 3-11 year old pupils living within the area of Tremorfa and Splott. Occasionally pupils are admitted from outside the area. The school has 320 pupils on roll. All pupils come from a non-Welsh speaking background.



The school has a single storey building, containing the Foundation Years (Nursery to Year 3) and Junior (Year 4 to 6) age groups.



## School Address

Baden Powell Primary School  
Muirton Road,  
Tremorfa,  
Cardiff.  
CF24 2SJ.

Tel: 029 20461894

E- mail: [badenpowellprm@cardiff.gov.uk](mailto:badenpowellprm@cardiff.gov.uk)

## Term Dates

In addition to the holiday closures below, we also close for Inset days which are teacher training days. We confirm closure dates to all parents and carers via newsletters and Class Dojo.



### School Year 2024 – 2025

**Autumn Term 1:** Monday 2 September to Friday 25 Oct 2024

**Half term:** Monday 28 October to Friday 1 November

**Autumn Term 2:** Monday 4 November to Friday 20 December

**INSET Days:** Mon 2nd & Tues 3rd September 2024

**Spring Term 1:** Monday 6 January to Friday 21 February 2025

**Half term:** Monday 24 February to Friday 28 February

**Spring Term 2:** Monday 3 March to Friday 11 April

**INSET Days:** Mon 6<sup>th</sup> January 2025

**Summer Term 1:** Monday 28 April to Friday 23 May 2025

**Half term:** Mon 26 May to Friday 30 May

**Summer Term 2:** Monday 2 June to Monday 21 July

**INSET Days:** Monday 28 April, Monday 21 July 2025

## School Times

**Foundation & Junior Years:** 8.50 am/9.00 am – 2.55 pm/3.05 pm

**Nursery:** 9.00 am – 11.30 am

## Admissions

Baden Powell Primary School is a non-selective Local Authority (LA) maintained County Primary School. It has children ranging in age from 3-11 years, which includes nursery provision.



The admission of children to Baden Powell Primary School is in accordance with LA's regulations:

- Children are admitted at the beginning of the school year in which they reach the age of 5. (i.e. they are admitted in September if they will become 5 by the following August).
- Children start nursery the academic year (September) after their third birthday. We accept children in the term following their third birthday (rising threes).

For any new admissions to the school the LA procedure must be followed.

**Please visit the Cardiff Council Website for the full admissions policy. [www.cardiff.gov.uk](http://www.cardiff.gov.uk)**

### **Pupils with Disabilities**

The school's Admissions Policy does not discriminate against children with disabilities.

Anyone can apply for their child to be admitted to our school and places are allocated according to LA policy.



## Attendance and Punctuality



We take this matter very seriously at Baden Powell Primary.

Registers are closed at 9:30 each morning and at 1:30 each afternoon, which means that if your child arrives after these times they are considered **absent**. It is very important that children arrive on time for school. A child arriving late disrupts their continuity of learning and also, the learning of others in class. Late marks are also recorded. Please ensure your child attends school on time. The school will contact parents of children who regularly arrive late.

In the case of absence due to illness, the school must be informed on the first day of absence, by 9.30am in order for us to record the absence as authorised. This should be done by letter, telephone or in person. We are unable to accept a message from another child. Where the absence or lateness is due to medical appointments the school must be informed beforehand. If no message is received by 9.30am on the first day of absence, the school will contact the parent/carer of the child.

Fortnightly meetings are held with school leadership staff and the school attendance officers (SAOs). Individual absences are scrutinised and parents/carers will be contacted to ascertain reasons for any poor attendance and/or punctuality. If you have to book a holiday during term time, please fill in a holiday request form. These are available from the main office.

We ask all parents and carers to support us by sending your child to school every day. Not only does it help them to learn, it develops their social and interaction skills and makes our school a better place to be.

Year end	2018	2019	2020	2021	2022	2023	2024
%	93.0	93.5	92.3 Covid 19	88.1 Covid 19	89.5	90.6	91.0



## Useful Information

### School Organisation

We currently have 12 classes including 6 mixed year group classes.



### School Uniform

We ask all children to wear clean, **school uniform every day**, unless advertised as a non uniform day or VIP day. Some items can be purchased from school.

- **Please note jewellery is not to be worn to school** (we only allow **stud** earrings for health and safety reasons).
- We ask parents and carers to label all uniform and belongings.

#### All Children

Blue or white polo shirt  
Navy sweatshirt or cardigan preferably with school badge  
Navy/black/grey skirt or trousers  
White/grey/ black/navy tights or socks  
Appropriate closed, flat, footwear

#### Summer Option

Blue / white check dress  
Navy/black/grey shorts

#### PE Kit

Shorts/joggers/leggings & t-shirt



# Useful Information



## Equality and Inclusion

The school has clear policies in place and is committed to providing equality and an inclusive education.

All children have access to all activities and support is available to ensure this. We encourage respect within school and the wider community.

*Please read our policies to find out more.*

## Charging and Remissions

As part of our approach to teaching we try to link projects with educational visits. We have to ask for voluntary contributions from parents to cover the cost of these visits.

We always attempt to find ways of keeping these costs to a minimum, but if there are insufficient funds then trips may have to be cancelled.

*Please read our policy to find out more.*

## Safeguarding Arrangements

Children may disclose information to staff regarding problems with their home or personal life. All staff are instructed to inform the Headteacher who is the Child Protection Officer or in their absence the Deputy Child Protection Officer, immediately. Mr Steve Carroll is the Safeguarding Governor.

**The Headteacher may seek advice from Children's Services.**

**Please** read our policies to find out more.

## Pastoral care

Class teachers are responsible for the children in their class. The Headteacher has overall responsibility for the pastoral care and the class teacher refers matters of serious concern to the Headteacher or in their absence the Deputy Headteacher.

## School Relationships

Pupils are expected to conduct themselves in a way which demonstrates their respect for others and their concern to uphold the good name of the school. To achieve this, we require your full support. We have a policy statement on behaviour as well as strategies for dealing with bullying. As stated in the Safe Guarding Children Act 2004:

*'Teachers at school are allowed to use reasonable force to control or restrain pupils under certain circumstances. Other staff may also do so, in the same way as teachers, provided they have been authorised by the Headteacher to have control or charge of pupils.'*

**Please come and see us immediately if you have any concerns.**

## Health & Safety



### Building Security

We want to ensure that everyone in Baden Powell Primary School is kept safe and secure at all times.

Any health and safety concerns are to be reported to the Headteacher, deputy head or estate manager.

- Vehicles – restricted between 8.30am and 3.10pm (exemptions for the disabled)
- No e-scooters or e-bikes are to be ridden on school premises
- Dogs are not allowed on the school premises, unless with prior consent
- All visitors must enter via reception and sign in and out
- A daily health and safety inspection is carried out by the estate manager/cover staff
- The Governing Body Health and Safety committee meet termly
- At break times staff monitor the children to ensure their safety
- We are a non-smoking site, this includes e-cigarettes/vapes
- The site is monitored by CCTV cameras 24 hours a day

### Personal Safety

- We welcome visitors to our school.
- We will act to ensure it remains a safe place for pupils, staff and members of our community.
- If you have concerns we will always listen to them and seek to address them.
- Please be aware that abusive, threatening or violent behaviour will not be tolerated.
- Visitors behaving in this way are likely to be removed from the premises and prosecuted.
- School staff are not expected to answer emails or messages outside of normal school hours.

#### **The school will not tolerate:**

- Disruptive behaviour which interferes or threatens to interfere with any of the school's operation or activities anywhere on the school premises;
- Any inappropriate behaviour on the school premises; e.g. use of loud or offensive language or displaying temper; Threatening, in any way, a member of staff, visitor, parent/carer or pupil
- Damaging or destroying school property
- Sending abusive or threatening e-mails or text/voicemail/phone messages or other written communications to anyone within the school community
- Defamatory, offensive or derogatory comment regarding the school or any of the pupils, parents or staff at the school on Facebook or other social sites

**Should any of the above occur, the school may feel it necessary to take action by contacting the appropriate authorities and / or consider banning the offender from entering the school premises/consider pupil exclusion.**

## First Aid

There are designated first aiders in the building. First aid kits are placed at strategic points around the school and carried by duty staff. Should any issues arise that cause us concern, we will contact you. Having the correct emergency contact details are vital for this – please ensure you inform us if you change your number.

If a child has a bang to the head and/or they are feeling dizzy/have a headache, as a precaution, we will ring and inform parents/guardians.

Any accident that requires treatment will be recorded in our accident book and a record kept in the school office.



## Medicines – administration in school

When children are well enough to come to school but have to finish a course of medicine, please ask your doctor if he/she can prescribe a medicine which can be taken completely at home and not brought to school. Any medicine sent to school must be handed into the school office and the parent/carer must complete a consent form which will detail when the dosage. This includes throat lozenges etc.

Mrs Rachael Davies supervises medication in school.

## Toilet Facilities



### Nursery

Children have access to toilets in Nursery. These are cleaned during and at the end of each session.

### Foundation Years

Children have access to two sets of toilets in Foundation Years. These are cleaned during and at the end of the day.

### Junior Years

Children have access to two sets of toilets in the Junior building. These are cleaned during and at the end of each day.

Children are expected to wash their hands, and hand dryers are provided in each toilet block. Hand sanitiser is available as required.

### Diarrhoea and Vomiting

Any child who has diarrhoea or vomiting in school will be sent home.

Children **MUST** not return to school until they have been symptom free for 48 hours.



## Additional Learning Needs



### Additional Learning Needs (ALN)

The progress of each child is carefully monitored and assessed. Where the progress of an individual child is giving cause for concern the parents will be informed.

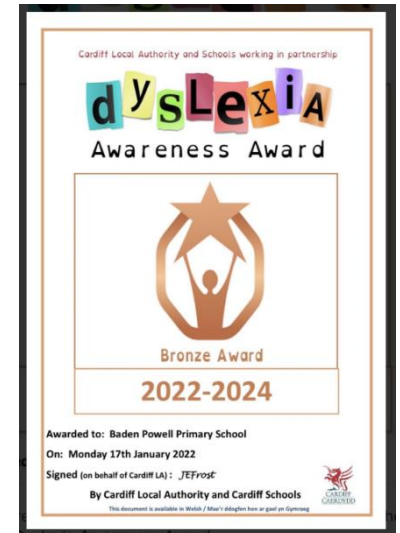
The Welsh Government ALN Code is available to all parents and outlines the school's procedures for children with additional learning needs.

The school's Additional Learning Needs Coordinator (ALNCo) is the Mrs Lisa Hill. Mrs Natasha Williams is the named governor.

Those children that are placed on the school's ALN database will receive individual development plans (IDP). IDP's are reviewed by the class teacher, ALNCo, children and parents on an annual basis.

SNAP Cymru provides information, advice and support for parents of children with additional learning needs.

**Contact details - 08451203730 [www.snapcymru.org](http://www.snapcymru.org)**



### More Able and Talented (MAT)

The school has a More Able and Talented policy. Working with the LA, the school aims to provide additional opportunities for those children that are displaying a particular talent or ability in individual areas.

A list is maintained and used to identify children that are more able or talented.

### Children who are Looked After (CLA)

Children who are Looked After, are several times more likely to have a statement of special educational needs, to be excluded from school, and to leave school with no qualifications compared with children in the general population.

Baden Powell aims to ensure that our children who are looked after have positive experiences in school and achieve educational success. The designated teacher for children who are looked after is Mrs Laura Nel. Mrs Kelly Parkins is named governor.

## Teaching and Learning

### Welsh

Welsh is taught throughout the school as a second language and conversational Welsh is encouraged, in each class daily, through 'Helpwr Heddiw'.



Incidental Welsh is also used in the form of greetings, instructions and commands indoors and out.

### Religious Education

All children take part in an act of collective worship each day and follow the statutory Religious Education framework.



If parents wish to exclude their children from these activities, they must inform the Headteacher in writing. Children will be provided with alternative educational activities.

### Relationships & Sexuality Education (RSE)

- Year 1: Growing and caring for ourselves
- Year 2: Differences
- Year 3: Valuing differences and keeping safe
- Year 4: Growing up – body changes
- Year 5: Puberty and hygiene
- Year 6: Puberty and reproduction

We always deal with issues in a sensitive and professional manner, however, if you have any queries then please don't hesitate to contact us.



*Our RSE Policy is available on request*



## Teaching and Learning



### Homework

Support your child by:

- Encouraging them to complete the homework tasks that are set.
- Providing a good working space at home – quiet and free from distraction.
- Taking your child to visit the library regularly.
- Discussing the work that your child is doing.
- Homework is put onto Class Dojo each week.

Nursery and Reception	Years 1 to 6
1. Weekly home reader	1. Home Reader
2. English or Maths tasks when appropriate	2. Menu of activities

**Please discuss any questions about homework with your child's class teacher.**  
(policy available on request)

### Topic Work

All classes follow a topic for half term.  
This is shared with parents and carers on Class Dojo.



## Teaching and Learning

At Baden Powell, we are determined our children will be proficient in literacy and number. To help us achieve that goal we have a phonics, reading and numeracy programmes in place across the school.



### Literacy & Numeracy

The approach:

1. Teaching and learning through a co-operative learning style: Pupils work in pairs, and in teams.
2. Grouped by ability within their classes.
3. Literacy & Numeracy every day: There is a daily literacy lesson for Years Reception - Y6.
4. Real texts: We use a wide range of fiction and non-fiction to teach pupils about phonics; spelling and grammar; comprehension and writing.
5. We follow the Welsh Government Skills Framework for Literacy and numeracy teaching to ensure coverage and progression.
6. We use a range of materials to enable children to apply their skills in practical and problem solving contexts.

Nursery programme:

This is focused on improving children's oral language and literacy as well as their cognitive, mathematical, social, personal, creative and physical development.

Reception programme: This is focused on:

- basic language, literacy and numeracy concepts and skills
- a basic knowledge of science and the world around them
- the social skills, self-reliance and confidence needed to succeed in primary school.

**As a school, we are continuously developing our teaching methods and learning experiences in line with the Curriculum for Wales and the 6 areas of learning and experience.**

## Extra Curricular

Thanks to its dedicated staff, Baden Powell offers a programme of out of school hours learning.

Details of which clubs are running will be sent home every term and include: Football, Creative, Eco, Criw Cymraeg and Choir.



### Sporting Aims and Provision of Sport

Physical Education is a fun and important part of every child's learning. It develops stamina, strength and encourages children to be aware of and maintain a healthy lifestyle. Children participate in Games, Dance, Gymnastics and Athletics. Older children participate in swimming and outdoor adventure.

Approximately 60 minutes per week is allocated to activities as part of the formal curriculum and in addition there are a variety of after school sport clubs, which last for up to 45 minutes.



## School Prospectus / Healthy Schools



### School Prospectus

The school's prospectus includes organisational changes and the names of current member of staff. Copies are available from the office for those who wish to receive a copy and it is also accessible on the school website.

### Snack and Healthy Schools

The school follows the Healthy schools programme and promotes the health and well-being of all the pupils. The pupils are encouraged to eat a piece of fruit for their morning snack and to drink water regularly.

There are also lessons prepared each year promoting healthy activities within the classroom. During lunch times pupils are encouraged to eat fruit and vegetables and lunch boxes are monitored to ensure that they also promote a healthy option. Parents/carers will be contacted if the food is considered inappropriate and we thank you for your support in this matter.

**We ask all parents, carers and children to NOT send any nuts into school to help keep our children with allergies safe. Thank you for your cooperation.**



## Parent / Carer Information

### Visits

Parents are invited to as many functions as possible, such as Christmas Concerts, Sports Days, Open Days and other special events. It is hoped that we create a welcoming atmosphere where you can enjoy all that is good about our school.

**All visitors enter via the reception area and must sign in on the electronic system.**

Where possible, please make appointments to see staff beforehand as teaching the children and after school clubs must not be disrupted.

We look forward to working with you!

### School Dinners

Pupils in Reception to Year 6 are eligible for free meals under the Welsh Government initiative. If you think you are eligible for additional school grants, please ask Mrs Hamilton for more information.



### Volunteers

We are often looking for people to add their names to our list of helpers. If you can help or know someone who would like to then let us know.

(All volunteer positions are subject to a satisfactory DBS – safeguarding check).

### Friends of Baden Powell

The Friends meet regularly and support the school in a range of activities. We look forward to meeting with you if you are interested.

### Publication Scheme

We try to make the information on our school website as comprehensive as possible. Under the Freedom of Information Act 2001, however, you may also, if you wish, request information in the following areas:

- Governor documents – information published in the Governors Annual Report and in other Governing body documents;
- Pupil and Curriculum – information about policies that relate to pupil and the school curriculum;
- School policies – information about policies that relate to the school in general. To help us process your request quickly clearly mark correspondence 'PUBLICATIONS SCHEME REQUEST' in bold capitals.



## School Diary Extracts

<p><b>September 2023</b>  Monday/Tuesday INSET – Safeguarding/Health &amp; Safety/Planning  Year 5 swimming lessons  Electrical PAT testing  Cardiff City Celebration Event  Royal London Ballet inset and session Y3  Stay &amp; Play session for Parents/Carers and under 5s</p> <p><b>October/November</b>  PC Chris has been into Year 6 &amp; Year 5  Whole school parent/carer evening  Celebrated World mental health day  Fire evacuation test – Health &amp; Safety  Year 4 trip to Cardiff Castle  Year 3 Royal ballet  Year 6 Royal Navy workshop  Show Racism the Red Card Day  Reception Parents maths workshop  Flu vaccinations  Harvest festival and Foodbank collection  Rightsfest – Fundamental rights  Statutory Asbestos training  Year 6 Willows transition -Microbits  Year 2 and Year 5 Fire service visit  Individual and sibling photographs  Year 4 Rubicon dance  Year 1 and 2 PC Chris  Year 6 Cardiff Castle  Cardiff &amp; Vale Girls Primary Fives  Nursery &amp; Reception tooth brushing  Anti-bullying week</p> <p><b>December 2023 to March 2024</b>  Year 6 Transition activities – food tech  Friends of Baden Santa Dash Run  Year 7 Railways Gardens Visit  Cardiff &amp; Vales SFA Boys football  Christmas Concerts - all Year groups  Vaughan Gething visit – prize giving  School Consultation Process – pupils  Parent Course – Cooking on a Budget  ACT TA training meetings  ALN Strategy Group - CG  Welsh Water Workshops  Parents Evenings  Tremorfa Park Tree Planting Project – Y5  Cardiff City Football Celebration Event  Cluster DHT/HT meetings  Family Learning Course – Emotions  HT Citywide Conference  Big Welsh Rhyme Time – Nursery</p>	<p>Reception – Cardiff Castle visit  Year 6 Cycle training  Helen Woods – Opera session  Lansdowne Primary visit  Estyn HT Conference – CG  UpBeat Music workshops</p> <p><b>April 2024 to July 2024</b>  Year 5 Upbeat music – Taiko drumming  Year 4 Captain Noah musical  Health - Reception screening, MMR, fluoride  Year 6 Upbeat music – samba  Child Psychology course - parents  Howells School Debate Team  Wellbeing course – parents  Parent Nurturing training – parents  Tag rugby/cricket/football/Taekwondo/  Dip into Drama/Criw Cymraeg clubs  Carbon Literacy project– Willows new build  Cake sale fundraiser  Technocamps workshop  Goldies Cymru – intergeneration event Y6  Year 5 Willows sports project  Circus skills family workshops  Welcome meeting for Reception pupils  Class 4 Upbeat – Hola Mexico  Creative Agent  Y6 Amazon STEM project  Y5 Primary Engineers competition  Y2/3 Cardiff Museum trip  Y4 trip to Roath Park greenhouse  Y1/2 Meadows Farm trip  Y5/6 Football festival  Animal cwtch visit – Y1-3  Woodlands / Willows / Cardiff West / Eastern /  St Iltyds and Corpus transition events  Y6 Cardiff Rugby Club sessions  Seren a Sbarc day  Reception – Railway Gardens trip  Lego League Challenge  Book Fair – fundraiser  Cerebral Palsy fundraiser – Cwtch/Wellbeing  Nursery/Rec/C5/C6 – Upbeat – African drums  Llangrannog residential weekend  Sports Days for Foundation and Juniors  Year 6 Leavers party &amp; awards assembly  Barry Island trips Y2/3/6/Wellbeing &amp; Cwtch  Nursery transition – Tremorfa Nursery &amp;  Twinkle Stars  Interviews - TA Grade 5/Temp teacher  Parent Bingo activity</p>
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## Policies and Information



### School Complaints

The Governing Body take all complaints very seriously as we are committed to providing high-quality education. We aim to make the schools complaints procedure easy to follow with three easy steps. The full version of the complaints policy is available from the school

**Step 1 – Informal Stage:** You must contact the Headteacher of the school first as the vast majority of complaints are resolved at this stage.

**Step 2 – Formal stage:** All complaints will need to be addressed to Mr Steve Carroll, Chair of Governors at the school in writing where they will be thoroughly investigated and a response made in writing.

**Step 3 – School Complaints Committee:** If you are unhappy with the investigation you must write to the school and request the Clerk to the Governing Body convenes the Complaints Committee of the Governing Body to review your complaint.

There are other statutory processes for complaints and appeals relating to the curriculum, Additional Learning Needs (ALN), religious worship, admissions, exclusions, staff grievance, teacher capability and staff disciplinary.

### ***Please read our policy for more information***

A number of policies are drawn up or revised and accepted by the Governing Body during the year, including:

- Teaching and Learning Policy
- Safeguarding Policy
- Attendance Policy
- Positive Behaviour Policy
- Health & Safety Policy

## Who's Who? 2023-2024

**Headteacher:** Mrs Ceri Gibbon  
**Deputy Head Teacher:** Miss Rachel Letman



<b>Class Teachers &amp; Teaching Assistants</b>	<p><b>Foundation Years</b>                  Mrs Hill/Miss Khalid - Nursery                  Mrs Dolan - Reception – Mrs Khan/Miss Gill                  Miss Davies – Reception- Miss Potter                  Mr Murphy – Year 1 – Miss Lewis                  Miss Gough/Mrs Dagg - Year 2 - Mrs Parkins                  Mrs Nel/Mrs Chantry - Year 2/3 – Mrs Campbell                  Mr Owens - Year 3 – Mrs Niersmans</p> <p><b>Junior Years</b>                  Mr Davies - Year 4, Miss M Davies - Year 4                  Miss D Green - Year 5, Mrs Monteiro- Year 5                  Mr Davies - Year 6, Mrs Griffiths - Year 6</p>
<b>PPA Teachers</b>	Mrs Micklewright, Mrs Plaisted
<b>Ty Cwtch /Ty Calon staff</b>	Mrs Atkinson, Mrs Sage, Miss Trubey, Mrs Richards, Miss Alqwal, Ms Matthews
<b>Support TAs</b>	Mrs Lock, Miss Paull, Mrs Radford, Mrs Cole, Mrs Robins, Mrs Hutchings, Mrs Chan, Mrs Uphill,, Miss Helen, Mrs Letman, Mrs Probert, Miss Jalal, Miss Jones
<b>School Support Staff</b>	Mrs R Davies - Finance Officer, Mrs Hamilton - Admin Officer Mr Cole, Mr Seager - Estates Manager
<b>Breakfast/ Midday Supervisors</b>	Mrs Curtis B'Fast, Mrs Rodd B'fast/MDS, Mrs Prosser B'fast MDS, Mrs Hardy MDS, Mrs Smith B'fast/MDS, Miss Morton MDS

## Estyn

The school was inspected in 2017 and the school had 6 recommendations where improvements were required. The results of the monitoring in Spring 2019 saw us removed from Estyn monitoring

Estyn Report 2017/Estyn Update 2019:

[www.estyn.gov.wales/provider/baden-powell-primary-school](http://www.estyn.gov.wales/provider/baden-powell-primary-school)

The report is also available on the school website.



### Our School Improvement Priorities

This year our school improvement plan (SIP) will focus on raising standards and making strong to good progress:

1. Further develop oracy skills in Welsh and English.
2. Further develop cross curricular numeracy skills across the school.
3. Improve the quality of outdoor learning across the school.
4. Develop leadership skills at all levels.



## Community Links



The pupils visited the local area as part of their topics.

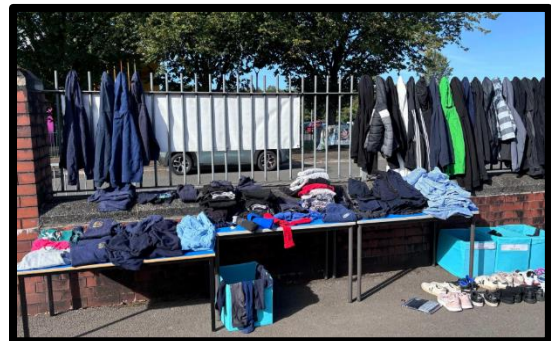
Pupils have had sessions with local High Schools as part of the transition process.

Pupils supported the local community and took part in events with the Railways Gardens volunteer team.

The community police visit the school from time to time and are available to support us when the need arises.

The school has supported various charities during the year and has raised money for Children in Need, the Poppy Appeal, Cerebral Palsy, Cancer Research and Comic Relief.

The school continued to offer a wide range of support to families: for example, food donations, clothing bank, home visits, signposting and referrals to external agencies.



Baden Powell Primary School  
Muirton Road,  
Tremorfa,  
Cardiff  
CF24 2SJ  
21<sup>st</sup> November 2024



Dear Parents / Carers,

### Your right to request a meeting with the school's Governing Body

I am writing to you on behalf of the governing body to remind you of the regulations and arrangements to meet with the school Governing Body. The Schools Standards and Organisation (Wales) Act 2013 (The Act) removed the requirement for school Governing Bodies to hold an annual meeting with parents, instead arrangements are now in place to enable parents to request up to 3 meetings in any school year with a Governing Body, on matters which are of concern to them.

If parents wish to use their rights under the Act to hold a meeting, 4 conditions will need to be satisfied:

#### 1. Parents will need to raise a petition in support of holding a meeting

The parents of at least 10% of the school's registered pupils / parents of 30 registered pupils will need to sign the petition. If it is a paper petition, then a written signature must be given as well as the name and class of each child who is a registered pupil at the school. If the petition is in electronic format, the 'signature' required is the typed name of the parent plus the name and class of each child who is a registered pupil at the school and the email address of each parent who 'signs' the electronic petition.

#### 2. The meeting must be called to discuss matters which affect the school

The meeting cannot be called to discuss such matters as the progress of individual pupils, or to make a complaint against a member of the school's staff or Governing Body. The petition should contain brief details of the matter(s) to be discussed, and the reasons for calling the meeting. This information should be clearly displayed at the top of the petition, with parents' signatures appearing below.

#### 3. A maximum of 3 meetings can be held during the school year

The law allows parents to use their rights to request up to 3 meetings with a school Governing Body during the school year.

**4. There must be at least 25 school days left in the school year**

The law makes it a condition that at least 25 school days are left in the school year when the petition is received so that the meeting can be held. A “school day” means a day when the school is open to pupils: it does not include weekends, public holidays, school holidays or INSET days.

The address for service of a petition requesting a meeting with this school’s Governing Body is:

Chair of Governors,  
c/o Baden Powell Primary School, Tremorfa, Cardiff, CF24 2SJ

Further advice on how parents may go about requesting a meeting with a governing body is

available on the Welsh Government’s website at:

<http://wales.gov.uk/topics/educationandskills/publications/guidance/parents-meetings-statutoryguidance/?lang=en>

Yours sincerely,

**Stu Parsons**

**Chair of Governors for Baden Powell Primary School**

Cardiff County Council Baden Powell EA005				Outturn Of Expenditure			% age Expend.
Budget / Outturn Of Expenditure		2024/25		Date Produced: Based on Figures at Month:			
	2023/24 Outturn £'s	Gov Appr Budget £'s	Amended Budget £'s	ACTUAL (To Date) £'s	Aditt. Costs (Projected) £'s	Estimated Outturn £'s	Actual plus Projected
<b>EMPLOYEES</b>							
1001*	978,029	1,046,409	1,038,890	0	0	1,038,890	0%
1002*	-	-	-	0	0	0	0%
1029*	-	-	-	0	0	0	0%
1003*	11,403	-	-	0	0	0	0%
19136	39,375	41,344	41,344	0	0	41,344	0%
1005*	23,134	145,258	81,245	0	0	81,245	0%
1007*	71,986	-	-	0	0	0	0%
1021*	-	-	-	0	0	0	0%
1022*	-	-	-	0	0	0	0%
1024*	319,069	314,180	322,083	0	0	322,083	0%
1026*	-	-	-	0	0	0	0%
1027*	190,847	208,570	194,082	0	0	194,082	0%
1031*	-	-	-	0	0	0	0%
1032*	3,134	-	-	0	0	0	0%
1033*	19,317	19,584	17,880	0	0	17,880	0%
1043*	-	-	-	0	0	0	0%
1400*	70,882	72,376	73,565	0	0	73,565	0%
1501*	32,610	29,169	29,674	0	0	29,674	0%
1502*	-	-	-	0	0	0	0%
1605*/Other	13,718	11,875	10,242	0	0	10,242	0%
17901	98,588	15,000	64,720	0	0	64,720	0%
17902	41,980	10,000	21,630	0	0	21,630	0%
17904/5	1,355	-	-	0	0	0	0%
191**	21,354	17,215	16,939	0	0	16,939	0%
19146	33,198	10,000	54,820	0	0	54,820	0%
<b>PREMISES COSTS</b>							
20***	8,700	3,000	3,000	0	0	3,000	0%
20220	6,875	14,887	14,887	0	0	14,887	0%
2100*	46,380	60,200	65,612	0	0	65,612	0%
23001	23,941	27,538	27,538	0	0	27,538	0%
24002	5,052	5,305	4,870	0	0	4,870	0%
27***	50,970	56,853	56,853	0	0	56,853	0%
<b>TRANSPORT AND SERVICES</b>							
30**/63***	725	150	1,000	0	0	1,000	0%
<b>SUPPLIES AND SERVICES</b>							
40101	-	-	-	0	0	0	0%
40102	25,112	20,000	20,000	0	0	20,000	0%
40105	-	-	-	0	0	0	0%
40118	2,716	2,800	2,800	0	0	2,800	0%
40161	500	-	-	0	0	0	0%
44551	-	-	-	0	0	0	0%
47102	6,150	2,500	9,395	0	0	9,395	0%
410**	2,113	1,500	3,000	0	0	3,000	0%
43001	9,622	9,653	9,653	0	0	9,653	0%
44201	-	-	-	0	0	0	0%
450**	713	1,129	1,129	0	0	1,129	0%
45501	4,023	-	-	0	0	0	0%
46001	626	700	700	0	0	700	0%
46016	1,329	1,500	1,500	0	0	1,500	0%
46019/46508	19,753	10,000	4,165	0	0	4,165	0%
	-	-	-	0	0	0	0%
46501	5,284	-	-	0	0	0	0%
69002	-	-	-	0	0	0	0%
60***	17,529	18,940	18,940	0	0	18,940	0%
<b>GROSS EXPENDITURE</b>							
	2,205,872	2,177,635	2,209,955	-	-	2,209,955	0%
<b>LESS INCOME:</b>							
7****	(32,082)	(1,500)	(6,600)	0	0	(6,600)	0%
8****	(418,494)	(387,549)	(409,994)	0	0	(409,994)	0%
81000	(23,649)	0	0	0	0	0	0%
89002/73036	0	0	0	0	0	0	0%
85451	(5,481)	0	0	0	0	0	0%
<b>GROSS INCOME</b>							
	(479,706)	(389,049)	(416,594)	0	0	(416,594)	0%
<b>NET EXPENDITURE</b>							
	1,726,166	1,788,586	1,793,361	-	-	1,793,361	0%
49981/49982	46,862	10,185	5,410				
<b>PROJECTED OUTTURN</b>							
						1,798,771	
<b>TOTAL UNINVESTED FUNDS</b>							
	1,773,028	1,798,771	1,798,771			1,798,771	

Statement of Balances Held/Projected

	2021/22 Actual	2022/23 Actual	2023/24 Actual	2024/25 Projected
Uninvested Balance	£ 0	£ 0	£ 0	£ 1,798,771
Invested Balance	0	0	0	0
Total Balances held as at 31st Mar	0	0	0	1,798,771

This Financial Report is based on actual reconciled accounts as at (insert date here) and projected expenditure to the Financial Year End