

# Baden Powell Governing Body

## Report to Parents

2021 - 2022



**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 2021/22 Governors Report to parents and carers.**

**It has been another academic year of challenges in the face of the COVID pandemic and we cannot underestimate the additional work that this has presented to the school's senior leadership. However, the school has continued to rise to those challenges to ensure that the safety and wellbeing of everyone continues to remain paramount. Therefore some of the measures that were in place during the pandemic have remained but it has also been great to see that school clubs have restarted, our first residential to Kilvrough Manor took place and a fantastic win by Baden Powell in the Public Speaking Competition at Howells School.**

**Over the last year both Mrs Gibbon and Miss Letman went through a rigorous recruitment process to become the permanent Head Teacher and Deputy Head Teacher respectively. It shows the confidence that the Governing Body has in our senior leadership team to deliver our aims for all learners to achieve their full potential.**

**The introduction of the new Curriculum for Wales remains a key focus, and the school has already made good progress with teaching and support staff working hard to support its introduction. Governors have been kept fully up to date with the progress, and we look forward to supporting developments.**

**I know Baden Powell has 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

## Contents

- **Members of the Governing Body**
- **Overview of the school**
  - Term dates**
  - Admissions**
- **Attendance**
- **Uniform**
- **Useful Information**
- **Health and Safety**
  - Toilets**
- **Additional Learning Needs**
- **Teaching and Learning**
- **Extra – curricular**
- **Healthy Schools / Prospectus**
- **Parent Information**
- **Policies**
- **Staff**
- **Links with the community**
- **School Priorities**
- **Financial Statement**

## Governors

### **Chair of Governors**

Mr Stu Parsons

### **Vice Chair**

Mr Steve Carroll

### **Local Authority Governors**

Mrs Jane Henshaw, Mr Stuart Parsons, Dr Abdel Khalifa, Ms Neera Singh

### **Community Governors**

Mr Steve Carroll

Mr Geraint Probert

Mrs Jane Morris

Mr Marcello Lo Ceso

### **Staff Governors**

Mrs Laura Nel, Miss Rachel Letman, Mrs Kelly Parkins

### **Parent Governors**

(Miss Emmajayne Skinner), Mrs Joanne Robinson, Mrs Natasha Williams, Mrs Jenny Ashton, Miss Cally Shanahan, Miss Emily Durham

### **Headteacher**

Mrs Ceri Gibbon

### **Clerk to the Governors**

Mrs Rachael Davies (Mrs Anne Cullen 220/21)

## Governing Body Functions

Regular meetings were held in 2021-2022 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. Additional reports were sent during periods of lockdown and periods when school was closed to face-to-face learning.

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 Nursery, the Foundation Phase and Key Stage 2.



### School Address

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

Tel: 029 20461894

E- mail: badenpowellprm@cardiff.gov.uk

## Term Dates

In addition to the 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.



### Term Dates & Inset Days 2022/2023

**Autumn Term 1:** Monday 5th September to Friday 28th October 2022

**Half-term:** Monday 31st October to Friday 4th November 2022

**Autumn Term 2:** Monday 7th November to Friday 23rd December 2022

**Inset Days:**

Monday 5th September 2022 – LA maintained school

Tuesday 6th September 2022

**Spring Term 1:** Monday 9th January to Friday 17th February 2023

**Half Term:** Monday 20th February to Friday 24th February 2023

**Spring Term 2:** Monday to Friday 31st March 2023

**INSET Days:**

Monday 9th January 2023

**Summer Term 1:** Monday 17th April to Friday 26th April 2023

**Half Term:** Monday 29th May to Friday 2nd June 2023

**Summer Term 2:** Monday 5th June to Monday 24th July 2023

**INSET Days:**

Monday 17th April 2023

Monday 26th June 2023

Monday 24th July 2023

## 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 morning/afternoon 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 disabled children.

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.

Baden Powell School Attendance										
Year end	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
%	92.6	92.9	93.5	94.2	93.8	93.0	93.5	92.3 Covid 19	88.1 Covid 19	89.5



## Useful Information

### School Organisation

We currently have 2 classes in nearly all year groups, and 1 mixed class.



### 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. (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.

- Cars – restricted between 8.30 and 3.10 pm (exemptions for the disabled)
- 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
- The site is monitored by CCTV cameras 24 hours a day

### 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. Mrs Rachael Davies supervises medication in school.

## Toilet Facilities



### Nursery

Children have access to toilets in the Nursery block.  
These are cleaned before each session.

### Foundation Phase

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

### Key Stage 2

Children have access to two sets of toilets in the Key Stage 2 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 units are located inside each toilet block.

### 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.

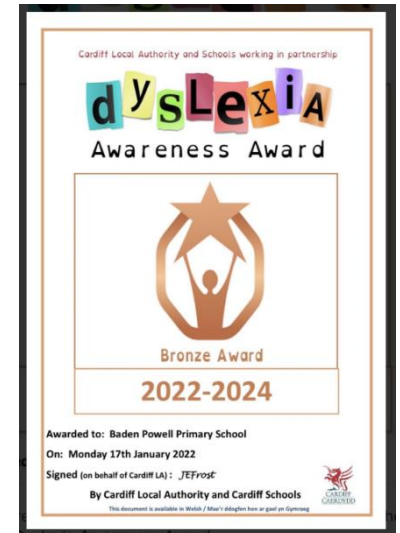
The school's ALN policy is available to all parents and outlines the school's procedures for children with additional learning needs.

The school's acting Additional 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 a termly 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 will, of course, inform you when we arrange these sessions and you will have a chance to view any material we use. You have the right to withdraw your child from these sessions.

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.

<b>Nursery and Reception</b>	<b>Years 1 to 6</b>
1. Weekly home reader  2. English or Maths tasks when appropriate	1. Home Reader  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 / carers on the class web pages at the beginning of every half term.



## 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.

**The Foundation Phase is the curriculum for 3-7 year olds. Children learn through play, outdoor learning and 'hands on' activities.**

**Key Stage 2 (KS2) is the curriculum for 7-11 year olds.**

**As a school we are trialling new methods 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. Pupils also participate in the daily '15 mins of fitness' where they participate in running, yoga, dance and Zumba sessions.



## 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

If you think you are eligible for free school meals, 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.



## 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? 2021-2022

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



<b>Class Teachers &amp; Teaching Assistants</b>	<p><b>Foundation Phase</b></p> <p>Mrs Hill - Nursery - Mrs Sage                      Miss Howard - Reception – Miss Shanahan                      Miss Gough – Reception/Year 1 – Miss Lewis                      Mr Pritchard - Year 1 - Mrs Uphill                      Miss Molloy - Year 2 – Mrs Khan/Miss Gill                      Mr Murphy - Year 2 – Mrs Cole/Miss Trubey</p> <p><b>Key Stage 2</b></p> <p>Mrs Parkes/Mrs Dolan - Year 3, Mr Davies - Year 3                      Mrs Monteiro/Mrs Chantry - Year 4, Miss S Davies - Year 4                      Miss M Davies - Year 5, Mr Booker - Year 5                      Mr Owens - Year 6, Mr Green - Year 6</p>
<b>PPA Teachers</b>	Mrs Micklewright, Mrs Plaisted, Mrs Nel
<b>Ty Cwtch staff</b>	Mrs Atkinson, Miss Paull
<b>Support TAs</b>	Mrs Lock, Miss Paull, Mrs Radford, Miss Lewis, Mrs Parkins, Mrs Niersmans, Mrs Robins, Mrs Hutchings, Mrs Lochyear, Ms Matthews, Mrs Chan
<b>School Support Staff</b>	Mrs R Davies - Finance Officer, Mrs Hamilton - Admin Officer Mr Bazzard - 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, Mrs Roi 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. Ensure the standard of teaching and learning is consistently good and meets the needs of all learners.
2. Further develop ALN procedures and provision across the school
3. Further develop procedures to monitor and improve learner progress
4. Improve standards in pupil influence and independence



## 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.

Gardening equipment was donated to school by Cardiff Council Community Improvement Team. They also helped local families in need of help at home.

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, Daisy Garland, Ukraine, and Comic Relief.

We had fun celebrating the Queen's Platinum Jubilee.

The school continued to offer a wide range of support to families following the Covid-19 Pandemic. For example, food donations, clothing bank, home visits, signposting and referrals to external agencies.



**Baden Powell Primary School**  
Muirton Road,  
Tremorfa,  
Cardiff  
CF24 2SJ  
29<sup>th</sup> March 2023



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 Budget / Outturn Of Expenditure				Outturn Of Expenditure			% age Expend.			
2021/22			Date Produced: 19.10.21 Based on Figures at Month: 6							
	2020/21 Outturn £'s	Gov Appr Budget £'s	Amended Budget £'s	ACTUAL (To Date) £'s	Addit. Costs (Projected) £'s	Estimated Outturn £'s	Actual plus Projected			
<b>EMPLOYEES</b>										
1001*	1,003,332	950,767	901,987	662,517	219,245	20,225	98%			
1002*	-	-	-	0	0	0	0%			
1029*	-	-	-	0	0	0	0%			
1003*	-	-	-	10,181	0	(10,181)	0%			
19136	35,505	36,711	36,711	36,406	0	305	99%			
1005*	62,394	62,964	63,721	47,723	16,035	(37)	100%			
1007*	-	-	-	0	0	0	0%			
1021*	-	-	-	0	0	0	0%			
1022*	-	-	-	0	0	0	0%			
1024*	286,966	251,697	241,995	183,838	63,678	(5,521)	102%			
1026*	-	-	-	0	0	0	0%			
1027*	117,570	115,687	124,449	82,623	36,186	5,640	95%			
1031*	-	-	-	0	0	0	0%			
1032*	-	-	-	6,439	0	(6,439)	0%			
1033*	18,885	19,405	19,678	13,684	4,419	1,575	92%			
1043*	-	-	-	0	0	0	0%			
1400*	56,787	57,628	57,628	44,213	14,397	(982)	102%			
1501*	22,253	22,584	22,584	16,925	5,640	19	100%			
1502*	-	-	-	0	0	0	0%			
1605*/Other	11,535	11,533	11,465	9,758	4,209	(2,502)	122%			
17901	12,344	22,750	37,776	53,811	15,000	(31,035)	182%			
17902	21,387	56,325	78,385	57,088	15,000	6,297	92%			
17904/5	-	-	-	19,052	0	(19,052)	0%			
191**	5,004	13,765	13,522	47,299	1,350	(35,127)	360%			
19146	-	-	-	0	0	0	0%			
<b>PREMISES COSTS</b>										
20***	7,775	9,871	9,871	3,889	3,336	2,646	73%			
20220	14,981	19,717	19,717	5,090	26,500	(11,873)	160%			
2100*	16,299	25,500	25,500	8,490	11,390	5,620	78%			
23001	23,941	23,941	23,941	23,941	0	0	100%			
24002	4,776	5,500	5,500	4,157	0	1,343	76%			
27***	53,780	44,915	45,915	38,900	10,050	(3,035)	107%			
<b>TRANSPORT AND SERVICE S</b>										
30***/63***	-	100	100	0	0	100	0%			
<b>SUPPLIES AND SERVICES</b>										
40101	-	-	-	0	0	0	0%			
40102	7,576	20,000	20,000	9,411	10,589	0	100%			
40105	-	-	-	0	0	0	0%			
40118	134	4,000	4,000	849	3,017	134	97%			
44551	1,853	2,900	2,900	0	2,900	0	100%			
40161	54	-	-	1,000	0	(1,000)	0%			
410**	93	1,000	1,000	328	300	372	63%			
43001	5,207	8,500	8,500	6,606	1,894	0	100%			
44201	-	-	-	0	0	0	0%			
450**	2,002	3,000	3,000	1,559	500	941	69%			
45501	14,877	12,465	12,465	16,002	0	(3,537)	128%			
46001	6,903	2,000	2,000	3,886	0	(1,886)	194%			
46016	7,317	1,500	1,500	6,416	0	(4,916)	428%			
46019/46508	5,656	313	313	3,335	0	(3,022)	1065%			
Other Expenses - clawbacks	2,362	7,665	7,665	0	7,665	0	100%			
46501	-	-	-	0	0	0	0%			
69002	-	-	-	0	0	0	0%			
46849	-	-	-	0	0	0	0%			
60***	100,246	64,051	64,051	47,727	16,521	(197)	100%			
<b>GROSS EXPENDITURE</b>				<b>1,929,794</b>	<b>1,878,753</b>	<b>1,867,837</b>	<b>1,473,143</b>	<b>489,821</b>	<b>- 95,127</b>	<b>105%</b>
<b>LESS INCOME:</b>										
7****	(84,422)	(15,884)	(52,742)	(36,275)	(52,953)	36,486	169%			
8****	(487,406)	(406,076)	(389,862)	(346,586)	0	(43,276)	89%			
81000	0	0	0	(69,947)	0	69,947	0%			
89002/73036	0	(5,135)	(5,135)	0	(5,135)	0	100%			
85451	11,068	(18,035)	(39,263)	(39,263)	0	0	100%			
<b>GROSS INCOME</b>				<b>(560,760)</b>	<b>(445,130)</b>	<b>(487,002)</b>	<b>(492,071)</b>	<b>(58,088)</b>	<b>63,157</b>	<b>113%</b>
<b>NET EXPENDITURE</b>				<b>1,369,034</b>	<b>1,433,623</b>	<b>1,380,835</b>	<b>981,072</b>	<b>431,734</b>	<b>- 31,970</b>	<b>102%</b>
49981/49982	(1,374,169)	34,486	87,274							
<b>PROJECTED OUTTURN</b>						<b>55,304</b>				
<b>TOTAL UNINVESTED FUNDS</b>						<b>- 5,135</b>	<b>1,468,109</b>	<b>1,468,109</b>		

Statement of Balances Held/Projected

	2019/20 Actual £	2020/21 Actual £	2021/22 Projected £
Uninvested Balance	0	0	55,304
Invested Balance	0	0	0
Total Balances held as at 31st Mar	0	0	55,304

Winter Wellbe	4,841
Foundation Ph	12,441
Rev Maint 21	33,668
Further ALP 2'	27,347
ALN System Fundii	6,947
total	140,548