



Oakfield Primary School



Governors' Annual Report to Parents 2023/2024





Cydnabod rhagoriaeth mewn addysg a hyfforddiant

Yn y flwyddyn academaidd 2019-2020, cyflawnodd

OAKFIELD PRIMARY SCHOOL

farn arolygu gyffredinol

rhagorol

ar gyfer:

- Lles ac agweddau at ddysgu
- Gofal, cymorth ac arweiniad
- Arweinyddiaeth a rheolaeth

Recognising excellence in education and training

In the academic year 2019-2020

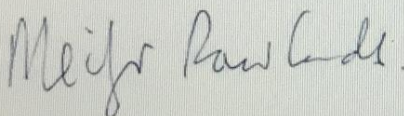
OAKFIELD PRIMARY SCHOOL

achieved an overall inspection
judgement of

excellent

for:

- Wellbeing and attitudes to learning
- Care, support and guidance
- Leadership and management



Meilir Rowlands
Prif Arolygydd Ei Mawrhydi
Her Majesty's Chief Inspector



Cydnabod
Rhogoriaeth
Recognising
Excellence

Full Report

https://www.estyn.gov.wales/system/files/2020-08/Oakfield%2520Primary%2520School_0.pdf





A message from our Chair of Governors 2023/2024

Dear Parents/Carers,

It gives me great pleasure to be writing to you at the end of my first full year as Chairperson of the Governing Body and following another immensely successful and rewarding academic year at Oakfield.

As ever, the staff and senior leadership team have worked tirelessly to ensure that the quality of educational provision provided to the children is second to none and I would like to publicly thank them all for their hard work, dedication and genuine love for what they do. It is this kind of loving community that makes schools great, and Oakfield really leads the way with this.

As ever, learning is at the forefront of everything we do, and this, coupled with the excellent extra-curricular offering and sector-leading community support really does make Oakfield a special family to be part of, as demonstrated in this year's annual report. We aim to make our report as detailed as possible and hope that you take time to read it and celebrate your child's school and progress. You will already know that the new Curriculum for Wales is now fully embedded in every child's learning pathway and the school's vision statement "Opportunity to Achieve" continues to be realised.

The Governing Body are extremely proud to work so closely with the school community to enable its continued development and I look forward to another successful year moving forward.

Finally, an enormous thanks must also go to our wonderful PTA who have been instrumental in arranging our summer and Christmas fayres. All new support is always welcome, so that they can continue to help make Oakfield stand out from the crowd in supporting our children.

Thank you for your continued support of our school and the children.

Diolch yn fawr,

Mrs J Gordon-Smith
Chairperson to the Governing Body





Our Mission Statement

'Opportunity to Achieve'

Our Aims

- To create a welcome, caring environment in which all pupils are happy, self-confident and well-motivated
- To encourage our children to take pride in themselves, their school and their environment.
- To help our children develop lively and enquiring minds' assuring them at all times equality of opportunity so that they may achieve their full potential.
- To encourage positive attitudes and good working relationships between all members of the school community.
- To provide access to a curriculum, relevant to the particular needs of children of all abilities and backgrounds, within a stimulating, enriching environment.
- To maintain and develop our partnership with parents and the local community.





Introduction & Context

Oakfield Primary School is in St. Mellons on the outskirts of Cardiff. Nearly all pupils live locally. The school provides education for pupils between three and 11 years of age. 480+ pupils are on roll (end of summer term '24) in the school.

The proportion of pupils who are eligible to receive free school currently stands at a three year average of 54.3%. This is above local and national averages. A few pupils are 'looked after' by the local authority and around 28% of pupils have additional learning needs.

Most pupils speak English at home. Around 22% of pupils come from minority ethnic backgrounds and about half of these pupils receive support for English as an additional language. No pupil speaks Welsh as a first language.

The school has continued supporting a private WG funded wrap around care facility, Little People, which provides regular sessions for children in our nursery.

The individual school budget per pupil for Oakfield Primary School 2024 was £5025 and the pupil:teacher ratio was 20.6 to each pupil.

During the last year, all pupils the school have accessed free meals as part of the WG universal free school meal provision.

WG state that 2019 attendance levels were around 94.5% pre-pandemic. Attendance post pandemic has decreased (91% 2023) and this is being addressed as part of school improvement planning.

[Oakfield Primary School \(gov.wales\)](https://www.gov.wales/oakfield-primary-school)





Governing Body

The full Governing Body ordinarily meets once a term. The finance and buildings committee, along with the curriculum and staffing committee, also meet once per term prior to the full governing body meetings. The meetings are always well attended. Each governor has a particular responsibility for a specific year group and/or other areas of responsibility.

Chairperson 23/24:

Mrs. J Gordon Smith, c/o Oakfield Primary School, Ferntree Drive, St.Mellons, Cardiff. CF3 0AA

Clerk 23/24:

Mrs. A Williams, c/o Oakfield Primary School, Ferntree Drive, St.Mellons, Cardiff, CF3 0AA

School Contacts: oakfieldprm@cardiff.gov.uk 02920 799396

Committee Structure & Membership 2023/2024 (end term date in brackets)

Oakfield Governing Body Committee Structure & Membership 2023/2024 (end term date in brackets)

Staff Dismissal & Discipline Committee

Cllr. Joel Williams – LA (Chair) (29.06.25)
Mrs. Joanne Gordon-Smith – LA (25.06.27)
Mrs. Donna Thomas – Community (06.11.24)
Reserve
Mr. Guy Delong-Smith

Staff Disciplinary & Dismissal (Appeals) Committee

Mrs. Suzanne Williams - Community (Chair) (18.11.26)
Mrs. Carolyn Harris – Community (06.11.24)
Mr. Steve Todd – Community (12.03.26)
Reserve
Mrs. Crystal Madley - Parent (11.10.27)
Mrs. Laura Diggins - Parent

Pupil Discipline and Exclusion Committee

Mrs. Suzanne Williams - Community
Mr. Steve Todd - Community
Cllr. Joel Williams - LA
Reserve/s
Mrs. Marissa Mann – Parent (03.10.27)
Mr. Guy Delong-Smith

Performance Management

Mrs. Joanne Gordon-Smith - LA
Mrs. Suzanne Williams - Community
Cllr. Joel Williams - LA (25.1.28)

Curriculum and Staffing/Pay

Mrs. Joanne Gordon-Smith – LA (Chair)
Mrs. Marissa Mann – Parent (11.10.27)
Mrs. Donna Thomas – Community (Vice Chair)
Mr. David Harris – HT
Mrs. Carolyn Harris - Community
Mrs. O Prewett-Evans - Teacher (30.9.24)
Mrs. Laura Diggins - Parent

Finance and Buildings

Mrs. Suzanne Williams - Community (Chair)
Mr. Steven Todd – Community (Vice Chair)
Mr. Matthew Ford - Parent
Cllr. Joel Williams – LA
Mrs. Joanne Gordon-Smith - LA
Mr. David Harris – HT
Mrs Crystal Madley – Parent

Clerk to Governing Body

Mrs. Alison Williams

Complaints

Cllr. Joel Williams – LA (Chair)
Mrs. Laura Diggins - Parent
Mrs. Joanne Gordon-Smith - LA
Reserve
Mrs. Suzanne Williams - Community

Link Governors

CP – Cllr. Joel Williams - LA
LAC – Mrs. Donna Thomas - Community
ALN – Mrs. O Prewett-Evans -Teacher
Attendance – Mrs. Joanne Gordon-Smith –LA
H&S – Mrs. Joanne Gordon-Smith – LA
Whistleblowing – Cllr. J Williams - LA
Safeguarding – Mrs. Carolyn Harris – Community
EDI – Cllr. Joel Williams - LA

ALN Committee (Parent Challenge)

Mrs. Joanne Gordon-Smith - LA
Mrs. Suzanne Williams - Community
Mrs. Olivia Prewett-Evans - Teacher
Reserve/s
Mrs. Steven Todd - Community
Mrs. Laura Diggins - Parent

Staff Resolution/Grievance Committee

Cllr. Joel Williams – LA (Chair)
Mrs. Joanne Gordon-Smith - LA
Mrs. Donna Thomas – Community
Reserve
Mrs. Suzanne Williams – Community
Mrs. Laura Diggins - Parent

Staff Resolution/Grievance (Appeals) Committee

Mrs. Suzanne Williams - Community (Chair)
Mrs. Carolyn Harris – Community
Mr. Steve Todd – Community
Reserve
Mrs. Marissa Mann – Parent
Cllr. Joel Williams – LA

Governor Vacancies & updates:

- Non-Teaching staff governor – interim Mrs. E James
- New parent governor Mrs. Angeliki Warman





School Uniform

Our uniform gives us a real sense of identify in the community. It is very important to us. Please remember that all children will be required to wear uniform every day, including school trips, unless you are otherwise notified.

Our new supplier makes it easier for parents/carers, so you can now make an order in the following ways:-

- Using an order form available from school
- Purchasing directly from the shop
- Ordering online
- Ordering by telephone

This also means that orders can be made out of school hours and in the holidays making it easier for everybody.

Order from

YC Sports
86-90 Crwys Road
Cathays
Cardiff
CF24 4NP

or

www.ycsports.com

02920 237968

If ordering online, just go to the 'Schoolwear' tab then click on 'My School'. Then just scroll down to 'Oakfield' to view the range of items of uniform that YC Sports can provide. Look out for the new Gymsacks containing shorts & a T-shirt in house colours.

All children in Years 5 and 6 (upper school) are able to purchase a black polo shirt and red hooded top.

This is the upper school uniform



Year 5 and year 6 only

Hoodies and black polo shirts

Although the school uses YC Sports as a supplier of uniform, the school encourages families to source the correct uniform from any supplier or retailer.





Pupil Numbers End 2023

Pupil numbers

Year group numbers (gender split and total) for each year group along with totals

Number of Y6 pupils who went to their respective high schools

Pupil Numbers – End 2024

Nursery	94
Reception	54
Year 1	60
Year 2	60
Year 3	54
Year 4	56
Year 5	60
Year 6	45

Y6 Transition Information

Eastern High School	28
St Illyds high School	11
Willows High School	3
Fitzalan High School	1
Bishop of Llandaff	1
Bassaleg High School	1





New Assessment Procedures

Rigorous, transparent and consistent methods of assessment, involving all staff are in place. All staff are aware of the expectations on them in order to raise standards across the school. Teaching staff continue to use various assessment types to track progress and show the expected end of year outcomes thus allowing staff to set challenging, yet achievable targets.

All teaching staff clearly understand how results, trends and analysis of data can help inform future support to both learning and teaching and all are pro-active in placing appropriate support for identified pupils in order to raise standards. Rigorous monitoring of planning, books and assessment data by the school management ensures consistency in approach allowing a clear focus on continuity and progression.

Current standards of attainment in all subject areas are very good in relation to pupils' age, ability and personal progress and the school is currently revising and piloting new assessment opportunities that are meaningful and relevant. In designing our own curriculum, assessment procedures remain at the heart of any new arrangements. As new concepts are being considered and piloted, previous systems remain in place. To enable this approach to assessment, aspects of the current arrangements that do not support the ethos of Curriculum for Wales will be removed and new requirements will be introduced to ensure that supporting learners to make progress is at the heart of assessment going forward.

Attendance

OUR SCHOOL ATTENDANCE TARGET FOR EVERY CHILD IS 95%

The law states that children should only be absent from school if:

- They are ill or have a medical or dental appointment.
- They are on holiday, with the school's permission. Policy can be found on the school website
- They have a recognised day of religious observance.

Attendance	What Attendance Figures Means For Your Child Over One Full Year	
100%	Excellent	Your child has the best chance of achieving their full potential.
95-99%	Good	Your child has missed up to 2 weeks in a school year.
90-94%	Unsatisfactory	Your child has missed up to 4 weeks in a school year.
85-89%	Poor	Your child has missed up to 5 ½ weeks in a school year.
80-84%	Very Poor	Your child has missed up to 7 ½ weeks in a school year- over half a term.
Below 80%	Extremely Poor	Your child has missed almost a term of school in a school year.

2012 – 2013	91.40%
2013 – 2014	93.50%
2014 – 2015	94.50%
2015 – 2016	94.80%
2016 – 2017	94.80%
2017 – 2018	94.80%
2018 – 2019	94.90%
2019 – 2020	94.50%
2020 – 2021	No recorded figures due to Pandemic
2022 – 2023	89.00%
2023 – 2024	91.00%



to 6th March (COVID)

School target 95.0%





Additional Learning Needs

The ALN Co-ordinator is Mrs. N Mears. A copy of the ALN Policy can be seen on request to the Headteacher or ALN Co-ordinator.

The Minister for Education and Welsh Language has announced the decision to extend the implementation period of the ALN Act from three years to four years.

Extending implementation means that children who were due to move to the ALN system between September 2023 and August 2024, will now move to the ALN system between September 2023 and August 2025. This will create more flexibility for bodies who are responsible for moving children from the SEN system to the ALN system.

The rights for children, and their parents, to request a child moves to the ALN system is unaffected – meaning that children who want to move to the ALN system can still ask to do so.

ALN Register 2023/24

Autumn Term – 47 pupils (11.08%)

Spring Term – 54 pupils (10.74%)

Summer Term – 49 pupils (9.97%)

Provision for pupils with ALN is effectively monitored by the Headteacher, Senior Management Team, Governing Body and the ALN Co-ordinator. Parents are active partners with the school in the best interests of their child's education. They are aware of the targets set out in their child's Individual Educational Plan / Individual Behaviour Plan / Pastoral support Plan / Individual Development Plan and take the opportunity to contribute to these.

Pupils are (with support as appropriate) involved in decisions about their learning; and set their own goals and evaluate their progress towards set targets. The school considers itself well prepared for the introduction of the new ALNCo bill. The school liaises effectively with the Local Authority and external agencies when necessary. These include: Pupil Support Service, Early Years Forum, Health Visitors, School Attendance Officers, Educational Welfare Officer, Sure Start, Team Around the Family, Action for Children, Education Psychology, CAMHS, Social Services, Looked After Children Co-ordinator, NCH, Police, Health & Wellbeing team, Traveller Education, NSPCC, EMTAS and Outreach from Special Schools.





PTA

The PTA is an extremely pro-active and supportive organisation and meets regularly throughout the year. New members are always welcome. The PTA organise a wide variety of events including the summer and Christmas fayres, themed discos and other well attended functions. The school is extremely fortunate to have so much support and thanks everyone for their generosity. The help and support of parents and friends is invaluable to us.

PTA Fundraising

2023 Christmas Fayre	£934.47
2023 Gifts for parents	£743.20
2023 Christmas card sale	£193.65
2024 Summer Fayre	£2186.64

Parental Involvement

Meetings were held during October 2023 and March 2024. There are two evenings during each academic year and all parents are encouraged to speak with staff regularly and as required if they have specific requirement.

A third, and optional, open evening is held in July for parents to talk through end of year reports and plan follow up actions resulting from this meeting. The final meeting of the year was by prior arrangement and by phone.

A meeting for new and prospective families of Reception aged children were held in June/July. Extensive home packs were sent home to support families in their preparation for the new school year.

Further meetings for the new intake of nursery children are held each term. These are followed up with induction sessions and it is hoped that these will re-start with our new cohorts next year. These meetings, along with other events such as our, Little People wrap around care and family workshops, give the opportunity for parents to meet the teachers who will have the most immediate contact with the children and to receive useful information about the school.

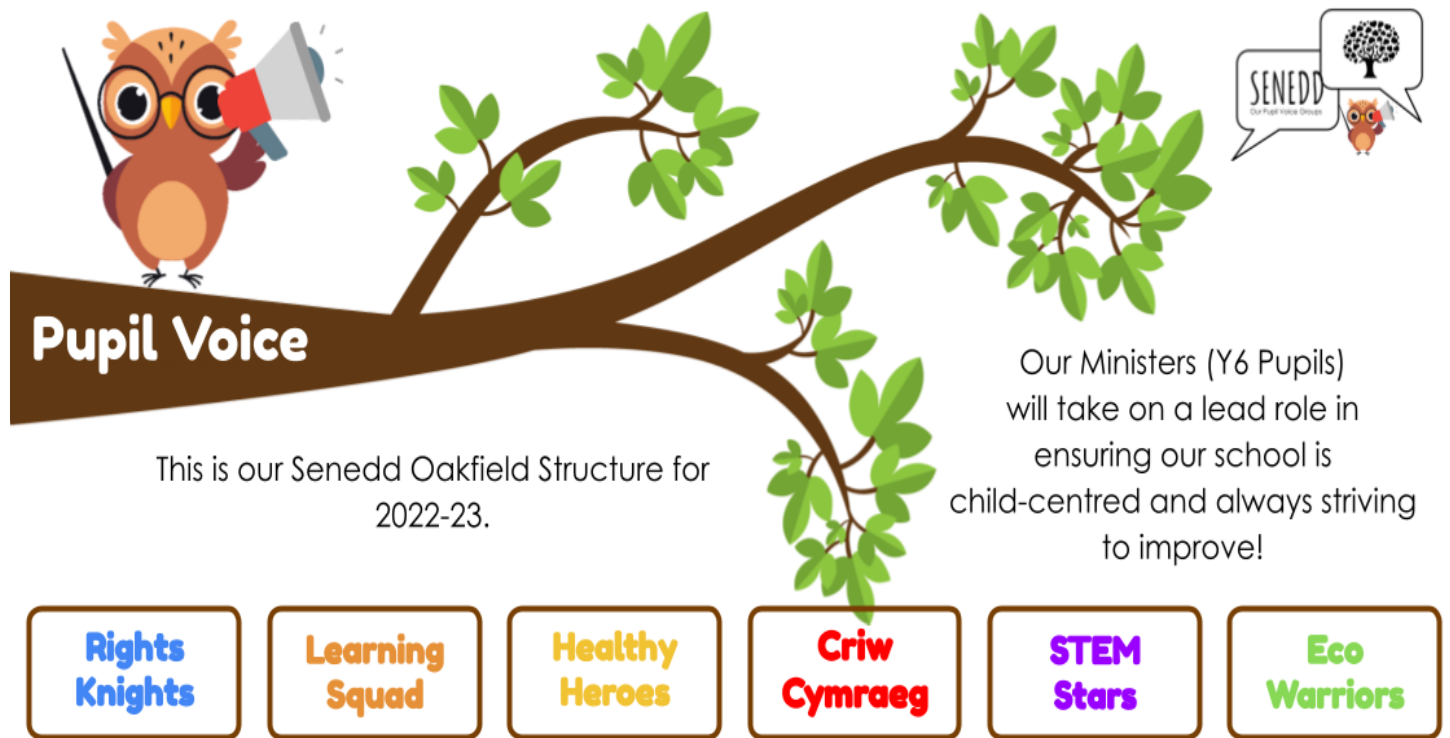




Pupil Voice – The Oakfield Senedd

Pupil voice is an extremely important part of the new curriculum. It gives us the chance to see things through the eyes of the children in order to consider, discuss and make improvements to what we are doing. This year the class elections have taken place and these groups will meet regularly, create agendas, manage a budget and run projects based on the voice of the children in each class.

The Oakfield Senedd is very much part of what we do to make our school a better place to learn! In the past the children have designed our outdoor play equipment, purchased wet play time games, supported lesson planning, recommended class trips, designed information posters and much much more. We have no doubt that this year we will see more improvements based on our wonderful pupil voices!



School Finance Report 2023/2024

SCHOOLS OUTTURN OF EXPENDITURE

	Governor Approved Budget/Cyllideb a Gymeradwywyd gan y Llywodraethwyr		Actual Expenditure/ Gwariant Cyflawnedig	
	£	£	£	£
Staffing costs/Costau Staff				
Teaching Costs/Costau Addysgu	1,084,899		1,126,502	
Special Needs Teachers/Athrawon Anghenion Arbennig	0		0	
Teachers for statemented pupils/Athrawon ar gyfer disgyblion sy'n destun datganiad	0		0	
Short Term Supply/Llanw Byr Dymor	0		0	
Long Term Supply/Llanw Hir Dymor	43,076		104,206	
Special Needs Support Staff/Staff Cymorth Anghenion Arbennig	138,385		102,197	
Nursery Assts/ Teachers Aides / Adult Helpers/Cynorthwyyr Meithrinfa/ Cymhorthion Athrawon / Cynorthwyyr	374,245		330,199	
Foreign Language Assistants/Cynorthwyyr leithoedd Tramor	0		0	
Technicians/Technegwyr	0		0	
Mid Day Supervisors/Gorychwylwyr Canol Dydd	35,053		35,868	
Library Staff / Attend Officer/Staff Llyfrgell / Swyddog Presenoldeb	0		0	
Administrative Staff/Staff Gweinyddol	51,147		53,522	
Non teaching supply costs/Costau llanw staff heb fod yn athrawon	0		0	
Training Costs/Costau hyfforddi	179,753		165,945	
Other Staff Costs/Costau staff eraill	387,714		400,066	
Performance Management/Rheoli Perfformiad	0		0	
Total Staffing Costs/Cyfanswm Costau Staff		2,294,272		2,318,505
Premises Related Costs/Costau Eiddo				
Caretaking Staff/Staff Gofalwyr	22,625		8,780	
Domestic Staff/Staff Domestig	23,548		24,019	
Grounds Staff/Staff y Tir	2,888		2,400	
Cleaning Costs/Costau Glanhau	74,044		68,371	
Energy Costs/Costau Ynni	58,935		50,012	
Rates/Cyfraddau	35,043		35,043	
Repairs and Maintenance/Atgyweiriau a Chynhaliath Water/Dŵr	117,930		87,355	
	7,718		5,589	
Total Premises Related Costs/Cyfanswm Costau Eiddo		342,731		281,568

Transport Costs/Costau Cludiant				
Pupil Transport Costs/Costau Cludiant Disgyblion	0		0	
Staff Transport Costs/Costau Cludiant Staff	0		0	
Vehicle Costs/Costau Cerbydau	2,650		440	
Total Transport Costs/Cyfanswm Costau Cludiant		2,650		440
Supplies and Services/Cyflenwadau a Gwasanaethau				
Teaching Materials/Adnoddau Addysgu	28,000		31,857	
Equipment, Furniture, Materials & music tuition/Offer, Dodrefn, Deunyddiau a hyfforddiant cerddoriaeth	4,610		2,164	
Library Books & Materials/Llyfrau a Deunyddiau Llyfrgell	0		0	
Catering Costs/Costau Arlwyo	17,900		17,188	
Unallocated / Savings to be found/Arian heb ei ddsobarthu / Cynllion	77,786		0	
Communications Equipment and Services/Offer a Gwasanaethau Cyfathrebu	7,800		2,034	
Consultants Fees/Ffioedd Ymgynghorwyr	0		0	
Examinations Fees/Ffioedd Arholiadau	0		0	
Games & School Activities/Gemau a Gweithgareddau Ysgol	6,500		4,250	
Clerk to Governing Body/Clerc y Corff Llywodraethu	4,356		460	
Other office costs/Costau swyddfa eraill	12,710		14,543	
Printing & Stationery/Argraffu a Deunydd Ysgrifennu	8,400		5,972	
Pupil Exclusions/Gwaharddiadau Disgyblion	0		0	
Subsistence and expenses/Cynhaliadau a threuliau	0		0	
Total Supplies and Services/Cyfanswm Cyflenwadau a Gwasanaethau		168,062		78,468
Central Services/Gwasanaethau Canolog				
School Meals/Prydau Ysgol	0		0	
Service Level Agreements/Trefniadau Lefel Gwasanaeth	20,970		19,602	
Total for Central Services/Cyfanswm ar gyfer Gwasanaethau Canolog		20,970		19,602
Income/Incwm				
Additional Central Funding/Nawdd Canolog Ychwanegol	-482,898		-65,671	
Community Education/Addysg Cymunedol	0		0	
Donations/Rhoddion	0		-4,900	
Lettings/Gosodiadau	0		0	
Other Income/Incwm arall	-1,950		-4,136	
Grant Income/Incwm rhent	0		-572,299	
Sales/Gwerthiannau	0		0	
School Meals Recharge/Talu am Brydau Ysgol	0		0	
Training and Tuition Income/Incwm Hyfforddiant	-2,800		-10,507	
Total Income/Cyfanswm Incwm		-487,648		-657,512
Interest and Other/Llog ac Arall				
Interest on investments/Llog ar fuddsoddiadau	0		0	
School Investments/Buddsoddiadau Ysgol	0		0	
Withdrawal Investments/Buddsoddiadau Dileadau	0		0	
School Deficit/Gwariant Ysgol				
Temporary Loans/Benthyciadau Dros Dro	0		0	
Temporary Loans/Benthyciadau Dros Dro	0		0	
Interest/Llog	0		0	
Total Interest and Other/Cyfanswm Llog ac arall		0		0
Total Net Expenditure/Cyfanswm Gwariant Net		2,341,037		2,041,073
Less Uninvested Balance Brought Forward/Llai'r Balans na fuddsoddiwyd a ddygwyd ymlaen		-327,127		
Less earmarked Rates/Llai'r Cyfraddau a glustnodwyd		-35,043		-35,043
Contribution to / from balances/Cyfraniad i / o falansys				-27,163
Revised Net Expenditure/Gwariant Net Diwygiedig		1,978,868		1,978,868



Summary/Crynodeb	
Total resources available in 2023-2024 / Cyfanswm adnoddau ar gael yn 2023-2024	£
School balances Brought forward from 2022-2023/Balansau ysgol a ddygwyd ymlaen o 2022-2023	327,127
School Loans Brought forward from 2022-2023/Benthyciadau Ysgol a Ddygwyd ymlaen o 2022-2023	0
Prior Year Adjustment/Cyn Addasiad Blwyddyn	0
Total delegated resources/Cyfanswm adnoddau dirprwyedig	2,013,910
Total/Cyfanswm	2,341,037
Actual Expenditure/Gwariant Cyflawnedig	2,041,073
Less change in investments/Llai'r newid mewn buddsoddiadau	0
Less Movements in Temporary Loan/Llai'r Symudiadau â Benthyciadau Dros Dro	0
Less variance in earmarked rates/Llai'r amrywiant â chyfraddau a glustnodir	0
Total balance carried forward to 2024-2025/Cyfanswm Balans a ddygwyd ymlaen i 2024-2025	299,964
Statement of Balances Held/Datganiad Balansau	£
Uninvested Balance as at 31st March 2024/Balans na fuddsoddwyd ar 31 Mawrth 2024	299,964
Invested Balance as at 31st March 2024/Balans a fuddsoddwyd ar 31 Mawrth 2024	0
Outstanding Loans as at 31st March 2024/Benthyciadau dros ben ar 31 Mawrth 2024	0
Total Balances held as at 31st March 2024/Cyfanswm Balansau ar 31 Mawrth 2024	299,964





Enhancing the Curriculum

Events & Visitors

- Sports days
- Celebration assemblies
- Trips and visitors
- Y6 Swimming
- Y5 Swimming
- All Upbeat Music Glockenspiel / Samba
- LA music service – N/R and Y3
- Y2/Y4 Superstars Creative Workshops
- Families working together
- PTA meetings
- GB meetings and panels
- MacMillan Coffee Morning
- Parents' Evenings
- Y4 Parent/children project afternoon
- Nursery/Reception and Y4 Harvest Festival
- Y6 Remembrance Service
- Y2 Community exploring – Tesco/Hub and library
- Forest Schools – Daily
- Nurture Classes – Daily
- Collective Worship – Steve Harris
- WATES Building Services / Competitions and assemblies
- Individual photos
- Flu vaccinations – nasal sprays
- Eisteddfod
- Cardiff journey trip Y2
- Castell Coch Y1
- School Pantomime Y1 – Y6
- Cefn Mably Farm Reception and nursery
- Cardiff Castle Y6
- Llanciach Fawr Y4
- Techniquet Y3 & Y5
- Locality visits Various
- Best attendance cinema Y5 and Y3
- Y5 Cycle proficiency

Mixed year groups

- Pantomime
- Christmas Tree collection
- Rotary Club / Rhondda Heritage Park

Other Activities

- Ukele
- African drumming
- Dance and movement studies
- Pupil voice meetings
- Zoolab
- Welsh Brass Band Trio
- Carl Gough – Welsh Story Teller
- Song Writing Doctor
- Attendance cinema trips
- Children in Need
- Comic Relief
- Summer and Christmas Fayres
- Launch and landing days
- Open your eyes week

Extra-Curricular Provision / Clubs

- Art Club
- Mindfulness
- Sewing Club
- Forest School
- Choir
- Football
- Art
- Netball
- Drama
- Rugby
- Construction





The Curriculum @ Oakfield

Relationship & Sexuality Education (RSE) @ Oakfield

Welsh Government (WG) requires all schools to offer a programme of Relationships and Sexuality Education (RSE) to all children. These lessons play a crucial role in enhancing learner's well-being and safety. RSE creates a safe environment to build upon learners' own formal and informal learning experiences offline and online. Our children will be able to reflect and express their views and feelings on a range of RSE issues.

As a reassurance, the school will share the content of each group of lessons with parents/carers prior to these lessons taking place.

The Curriculum for Wales is now in place and this will include the teaching of RSE as a mandatory part what our children learn. RSE will focus on three broad areas:

- Relationships and identity
- Sexual health and well-being
- Empowerment, safety and respect

All information about what will be covered is found in the following link: [220804-rse-leaflet-en.pdf \(gov.wales\)](#)

Example of RSE work @ Oakfield in the Autumn Term 2023

Being Me In My World

This is our RSE focus for Autumn one, this will cover a wide range of topics, including a sense of belonging, welcoming others and being part of a school community, a wider community, and a global community; it also looks at children's rights and responsibilities, working and socialising with others, and pupil voice.

Celebrating Difference

This will be our RSE focus for the second part of Autumn Term where we will look at and discuss similarities and differences and teach about diversity, such as disability, racism, power, friendships, and conflict; children learn to accept everyone's right to 'difference', and most year groups explore the concept of 'normality'. Anti-bullying will be important aspects of these lessons.

If you require any further information please do not hesitate to contact your child's class teacher. They will be able to discuss the learning with you.





The school day includes extensive work with children's health and well-being along with literacy and numeracy tasks. This work was completed through 'themed' approaches.

We also continued to place key staff in areas to support catch up learning and well-being needs. In addition to our class teachers & teaching assistants, we continued to re-deploy our Planning/Preparation/Assessment (PPA) staff to offer additional support groups of learners.

Our lesson focus has been:



- Health & well-being: learning will support learners' mental, emotional, physical & social well-being as well as recognising the importance of outdoor learning and play



- Purpose: all learning will have a clear purpose in mind, focused around what is important for learners now and in the longer-term



- Literacy, numeracy and digital competence: learners will have opportunities to develop and apply these skills across the curriculum



- Broad and balanced: learners will have learning experiences which span a broad curriculum and which includes opportunities to develop a breadth of understanding and a range of knowledge and skills



- Progression and assessment: staff will support learners to make meaningful progress throughout this period. Learning will be designed to support increasing depth and sophistication of learning over time. Assessments will be maintained to help learners move to the next steps in their learning



- Partnership with parents, carers & learners: schools will maintain a common understanding and language with parents, carers and learners, this can help underpin learning & support learning experiences.





Safeguarding

Schools have a duty to safeguard & promote the welfare of pupils under the Education Act 2002. They should create & maintain a safe learning environment for children & young people, & identify where there are child welfare concerns & take action to address them, in partnership with other organisations where appropriate'.

Working Together To Safeguard Children 2010

Oakfield Primary School is committed to ensuring all children are safeguarded and that pupil welfare is paramount. As a consequence, Oakfield Primary School will:

- ❖ Establish and maintain an ethos where children feel secure and are listened to with an open and positive school atmosphere.
- ❖ Ensure that children know that there are adults in school who they can approach if they are worried or in difficulty
- ❖ Include in the curriculum activities and opportunities which equip children with the skills they need to stay safe from abuse.
- ❖ Will make any referrals necessary to ensure the wellbeing of a pupil is safeguarded.
- ❖ Ensure that children's identities and images are protected with regard to published information, particularly on web sites and in the media.
- ❖ Ensure that the school is always a safe environment.



School Security Arrangements

All visitors are to report to the reception area on arrival where they will be issued with a visitors badge. All contractors undertaking any form of work must comply with the policy as set out by Facilities Management and School Organisational Departments within the Local Authority.

The school car park is only for the use of staff and visitors during the school day. The school site has four pedestrian access points. These gates are closed or locked during the school day.

Access to the school is by key fob which is operated on all the majority of external doors. All other doors are locked and monitored.

An emergency evacuation plan is in place.

A comprehensive colour CCTV system is functional and used to maintain safety.





Session Times

Times

Nursery Classes

09.00am	11.30am	Morning Nursery
12.45pm	15.15pm	Afternoon Nursery

Reception

08.55am	10.00am	First Session
10.15am	12.00pm	Second Session
12.00pm	13.15pm	Lunch
13.15pm	14.15pm	Third Session
14.15pm	15.15pm	Fourth Session

Year 1 & 2

08.55am	10.45am	First Session
10.45am	12.00pm	Second Session
12.00pm	13.15pm	Lunch
13.15pm	14.10pm	Third Session
14.25pm	15.15pm	Fourth Session

Years 3, 4, 5 & 6

08.55am	10.45am	First Session
11.00am	12.15am	Second Session
12.15am	13.00am	Lunch
13.00pm	14.00pm	Third Session
14.15pm	15.15pm	Fourth Session



See the current school prospectus for details of the usual daily timings.





Staffing 2023/2024

Class	Class Teachers
Nursery	Mrs. N Morgan/ Mrs. E Fish Mrs. M Wheeler/ Mrs. E Fish
Reception	Mrs. A Doyle Mr. S Johnson
Year 1	Mr. P Davies Miss S James
Year 2	Miss A Stevens Miss A Rafferty
Year 3	Mrs. H Thomas/ Mrs. R Harris Miss L Toyne
Year 4	Mrs. S Hoskins/ Mrs. J Lovett Miss S Buckland
Year 5	Miss O Prewett-Evans Miss A Patrascu
Year 6	Miss M Poley Miss E Parle

Miss T Brett & Mr. R Hawkins will lead learning support, class cover and learning interventions.





Equal Opportunities

Race Equality and Equal Opportunities

Oakfield Primary School has an Equalities, Equal Opportunity and Race Equality Policies which are closely followed. The school is committed to working towards race equality, promoting positive approaches to difference and fostering respect for people of all cultural backgrounds. The school values encourage involvement of people from all sections of the local community.

Pupils with Disabilities

Applications from pupils with disabilities to attend Oakfield Primary School are welcomed. As a ground floor site with a ramp, we can accommodate physically disabled pupils. Following comprehensive risk assessments of individual needs we ensure that pupils with disabilities have equal access to the curriculum and we seek guidance and support from outside specialists and agencies as appropriate to ensure this.

The school is opposed to all forms of racial prejudice and discrimination, language or behaviour, which is racist, or potentially damaging to any ethnic or racial group. The school recognises that Welsh society is made up of people from many different racial, cultural, religious and linguistic backgrounds. It is important that all pupils are fully prepared to live in such a diverse society.

Staff work hard to ensure that all pupils have equal access to the curriculum whatever their sex, race, faith, disability or social background. We also endeavour to challenge traditional stereotypes and provide children with positive role models. Any racist incidents are recorded and communicated to the Local Authority in line with Council policy. Any racist incidents are recorded. If a problem did arise then staff would use the Personal and Social Education Curriculum to address it.

Arrangements for Disabled Access (DDA)

Arrangements to suit individual requirements will be made as necessary. These will ensure that disabled pupils will be treated on equal terms with other pupils. Any new works being undertaken in the school will be considerate of the needs of the individual. All facilities to help with improved access to the school will be reviewed as appropriate.

The member of staffs who are the point of contact for parents, staff and pupils with disability concerns or issues are Mr D Harris and Mrs. N Mears.





Focus Areas of Improvement 2023/24

Each academic year the Headteacher, governing body and staff produce a School Improvement Plan. This important document represents the vision for improvement in the form of targets and actions which ensures a commitment to raise achievement in all areas of school life. Each year the school focuses on areas of improvement. The priorities for this academic year were:

PRIORITY 1 - Health and Well-being

To continue to improve the status of health & well-being within the school community in order to support the specific emotional and physical needs of all pupils through the continuation of well-considered & bespoke provision.

PRIORITY 2 – New Curriculum for Wales

To successfully & effectively implement the school's vision for the New Curriculum for Wales.

PRIORITY 3 – Assessment and Progression

To further develop effective assessment practices that take into account knowledge, consolidation and progress of all learners.

PRIORITY 4 – ALN and Appropriate Challenge

To maintain present practices and further consider relevant support & appropriate challenge for all learners in accordance with new ALN legislation.

SCHOOL TERM DATES ACADEMIC YEAR 2023/24

Autumn Term 2023

Starts:

Monday 4 September 2023

Half term:

Monday 30 October 2023
to Friday 3 November 2023

Ends:

Friday 22 December 2023

INSET Days

Monday 4th September 2023

Friday 27th October 2023

Spring Term 2024

Starts:

Monday 8 January 2024

Half term:

Monday 12 February 2024
to Friday 16 February 2024

Ends:

Friday 22 March 2024

INSET Days

Monday 8th January 2024

Friday 9th February 2024

Summer Term 2024

Starts:

Monday 8 April 2024

Half term:

Monday 27 May 2024
to Friday 31 May 2024

Ends:

Monday 22 July 2024

INSET Days

Monday 3rd June 2024

Monday 22nd July 2024





The future continues to be bright!

The end of a school year is always a good time to reflect on what has been and to look forward to new developments. The genuine support and care of the staff and working relationship with the school community have continued to be an outstanding feature of everything that the team endeavour to achieve; demonstrating how lucky we are to be associated with the East of the capital city.

Notwithstanding this, the Governing Body would like to thank all parents/carers, and everyone involved with Oakfield, who continue to support the school in providing the best of starts for each individual child.

We continue to grow and go from strength to strength and we should be excited about the new changes and challenges that lie ahead of us. We all hope that this report will once again reassure parents/carers that the Governing Body and management of the school have the plans and ambition to build on this year's success and that future pupils will leave as happy and confident individuals who are ready for the challenges that life may present them.

Please watch this space for some exciting developments in 2024/25 by keeping up to date with 'The School App', School newsletters, the School website, Class Dojo and our 'X' (Twitter) feed.

Sincere thanks,

Mrs. J Gordon-Smith

Chairperson of Governors, on behalf of the Governing Body.