




Oakfield Primary School



Governors' Annual Report to Parents 2022/2023





 **Estyn**
Arolygiaeth Ei Mawrhydi dros Addysg a Hyfforddiant yng Nghymru
Her Majesty's Inspectorate for Education and Training in Wales

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

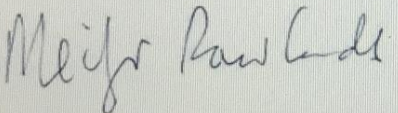
OAKFIELD PRIMARY SCHOOL


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 Rhagoriaeth**
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 2022/2023

Dear Parents/Carers,

I write to everyone on behalf of the full governing body of the school. It has been another extremely rewarding year and we should still take time to consider the significant progress and further improvements that continue to take place in the school environment. It is also important that we continue to celebrate the immense work that everyone involved with the school does to make our school such a welcoming and exciting place to learn.

This year's annual report focuses on the activity and life of the school over the last academic year. We aim to make our report as detailed as possible and we hope that you take time to read it and celebrate your children's school and progress. The school's vision statement is 'Opportunity to Achieve' and the Governing Body is extremely proud to play such an active role in the life of Oakfield Primary School and its wider community. We are also proud to support the school aims in developing the whole child by encouraging each pupil to attain his/her full potential educationally, socially, and emotionally.

The school has been proactive in initiating change, already implementing a new curriculum and Additional Learning Needs (ALN) bill. With the support and commitment of families, we know that we will see further positive improvements as we strive for continued excellence. Change remains at the forefront of our thinking as we continue to consider the implementation of the New Curriculum for Wales and in how we plan for it in our own exciting and innovative fashion; continuing to support the needs of every child as a individual.

I know that our wonderful PTA have been instrumental in arranging our summer and Christmas fayres and that all new support is welcome, so that they can continue to help make Oakfield stand out from the crowd in supporting our children and community.

Finally, and behalf of my colleagues on the governing body, I would like to thank everyone who supports us and makes our school such a wonderful place to learn. At the end of the summer term, I will be leaving my position as chair of governors of Oakfield after 12 highly fruitful years. Mrs. J Gordon - Smith, currently a governor at the school, will be taking on the role as chairperson in the new school year and I wish her every success in what I know will be both a rewarding and fulfilling role.

Diolch yn fawr,

Mrs. Sian Burgess-Hunt

Chairperson of the Governing Body of Oakfield Primary School





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

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. 490+ pupils are on roll in the school.

The proportion of pupils who are eligible to receive free school meals has fallen over recent years and currently stands at a three year average of 51.1%. 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 and a very few pupils have a statement of special educational need.

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 pre-school children's facility, which provides regular sessions for parents and pre-school children in the locality.

The individual school budget per pupil for Oakfield Primary School 2022 was £4234 and the pupil:teacher ratio was 20.5 to each pupil. A three year average of pupils in receipt of free school meals shows school figures at 51.1%. During the last year, all pupils in Reception to Year 3 have accessed free meals as part of the WG universal free school meal provision.

Last figures from WG state that 2019 attendance levels were around 94.5%. Attendance post pandemic has decreased and this is being addressed as part of school improvement planning.

[Oakfield Primary School \(gov.wales\)](https://www.gov.wales) School is awaiting the WG website to provide updated information for the end of the 2023 academic year.





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 22/23:

Mrs. Sian Burgess-Hunt, c/o Oakfield Primary School, Ferntree Drive, St.Mellons, Cardiff. CF3 0AA

Clerk 22/23:

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

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

Committee Structure & Membership 2022/2023 (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

Mrs. Mrs. Sarah Sievewright – Parent (01 09 26)

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. Sarah Sievewright – Parent (01 09 26)

Mrs. Laura Diggins - Parent

Pupil Discipline and Exclusion Committee

Mrs. Suzanne Williams - Community

Mr. Steve Todd - Community

Cllr. Joel Williams - LA

Reserve/s

Mr. Chris Locke – Parent (Summer 2027)

Mrs. Joanne Gordon-Smith – LA

Performance Management

Mrs. Sian Burgess-Hunt - LA (30.4.25)

Mrs. Suzanne Williams - Community

Cllr. Joel Williams - LA

Curriculum and Staffing/Pay

Mrs. Karen Arkle - Parent (24.1.24) (Chair)

Mrs. Joanne Gordon-Smith – LA (Vice Chair)

Mr. Chris Locke – Parent (Summer 2027)

Mrs. Sian Burgess-Hunt – LA

Mrs. Sarah Sievewright - Parent (01 09 26)

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)

Mrs. Sarah Sievewright – Parent (Vice Chair)

Cllr. Joel Williams – LA

Mrs. Sian Burgess-Hunt – LA

Mr. Steven Todd - Community

Mr. David Harris – HT

Mrs. Donna Thomas – Community

Mr. Chris Locke – Parent (Summer 2027)

Mr. A Williams - Non-Teaching (30.9.24)

Complaints

Cllr. Joel Williams – LA (Chair)

Mrs. Sarah Sievewright - Parent

Mrs. Joanne Gordon-Smith - LA

Reserve

Mrs. Suzanne Williams - Community

Link Governors

CP & Safeguarding – Cllr. J Williams

LAC – Mrs. Karen Arkle

ALN – Mrs. O Prewett-Evans

Attendance – Mrs. S Burgess-Hunt

H&S – Mrs. Sian Burgess-Hunt

Whistleblowing – Cllr. J Williams

Staff Resolution/Grievance Committee

Cllr. Joel Williams – LA (Chair)

Mrs. Joanne Gordon-Smith - LA

Mrs. Donna Thomas – Community

Reserve

Mrs. Sarah Sievewright – Parent

Mrs. Karen Arkle - Parent

Mrs. Laura Diggins - Parent

Staff Resolution/Grievance (Appeals) Committee

Mrs. Suzanne Williams - Community (Chair)

Mrs. Carolyn Harris – Community

Mr. Steve Todd – Community

Reserve

Mrs. Sarah Sievewright – Parent

Cllr. Joel Williams – LA





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

Year Group	Male	Female	Total Pupil Numbers
Nursery	55	45	100
Reception	35	26	61
Year 1	34	24	58
Year 2	25	27	52
Year 3	33	25	58
Year 4	26	32	58
Year 5	29	16	55
Year 6	28	30	58
Total	265	225	500

Y6 Transition Information

Eastern High School - 40

St. Illtyds RC - 14

Kings Monkton – 1

St. Teilos CW - 3





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%



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 2022/23

Autumn Term – 102 pupils (21.79%)

42.41% -SEN and ALN Code

Spring Term – 118 pupils (25.21%)

50.85% - SEN and ALN Code

Summer Term – 121 pupils (24.84%)

49.48% - SEN and ALN Code

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, BESD, Traveller Education, NSPCC, EMTAS and Outreach from Special Schools.





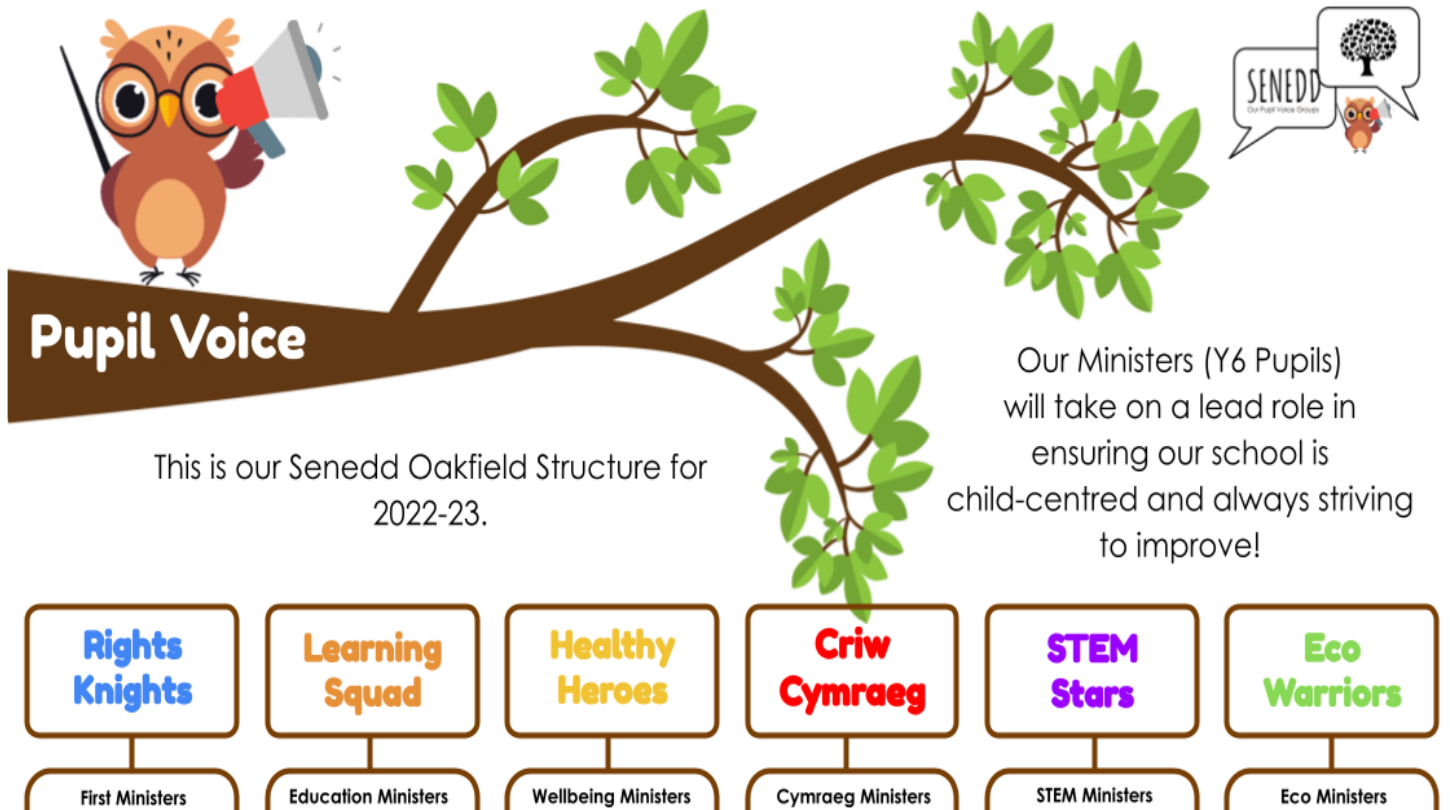
PTA

The PTA is an extremely pro-active and supportive organisation and meets regularly throughout the year. New members are always welcome.

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 2022/2023

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	1,031,986		1,022,229	
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	43,616		99,984	
Special Needs Support Staff/Staff Cymorth Anghenion Arbennig	129,326		126,618	
Nursery Assts/ Teachers Aides / Adult Helpers/Cynorthwyyr Meithrinfa/ Cymhorthion Athrawon / Cynorthwyyr	328,439		318,856	
Foreign Language Assistants/Cynorthwyyr Ieithoedd Tramor	0		0	
Technicians/Technegwyr	0		0	
Mid Day Supervisors/Gorychwylwyr Canol Dydd	31,109		33,322	
Library Staff / Attend Officer/Staff Llyfrgell / Swyddog Presenoldeb	0		0	
Administrative Staff/Staff Gweinyddol	47,690		47,611	
Non teaching supply costs/Costau llanw staff heb fod yn athrawon	0		0	
Training Costs/Costau hyfforddi	91,198		223,136	
Other Staff Costs/Costau staff eraill	428,381		371,422	
Performance Management/Rheoli Perfformiad	0		0	
Total Staffing Costs/Cyfanswm Costau Staff		2,131,745		2,243,378
Premises Related Costs/Costau Eiddo				
Caretaking Staff/Staff Gofalwyr	15,540		15,070	
Domestic Staff/Staff Domestig	19,498		20,539	
Grounds Staff/Staff y Tir	5,690		2,400	
Cleaning Costs/Costau Glanhau	62,226		64,001	
Energy Costs/Costau Ynni	27,625		22,519	
Rates/Cyfraddau	35,043		35,043	
Repairs and Maintenance/Atgyweiriau a Chynhaliadaeth	90,718		73,525	
Water/Dŵr	5,392		7,350	
Total Premises Related Costs/Cyfanswm		261,732		240,446



Premises Related Costs/Costau Eiddo			
Caretaking Staff/Staf Gofalwyr	15,540		15,070
Domestic Staff/Staf Domestig	19,498		20,539
Grounds Staff/Staf y Tir	5,690		2,400
Cleaning Costs/Costau Glanhau	62,226		64,001
Energy Costs/Costau Ynni	27,625		22,519
Rates/Cyfraddau	95,043		95,043
Repairs and Maintenance/Atgyweiriau a Chynhaliath	90,719		73,525
Water/Dŵr	5,392		7,350
Total Premises Related Costs/Cyfanswm		261,792	240,446
Transport Costs/Costau Cludiant			
Pupil Transport Costs/Costau Cludiant Disgyblion	0		0
Staff Transport Costs/Costau Cludiant Staff	0		-2
Vehicle Costs/Costau Cerbydau	2,650		1,682
Total Transport Costs/Cyfanswm Costau		2,650	1,680
Supplies and Services/Cyflenwadau a			
Teaching Materials/Arhodddau Addysgu	22,000		20,658
Equipment, Furniture, Materials & music tuition/Offer, Dodrefn, Deunyddiau a hyfforddiant cerddoriaeth	13,850		11,493
Library Books & Materials/Llyfrau a Deunyddiau Llyfrgell	0		0
Catering Costs/Costau Arlyso	10,000		13,752
Unallocated / Savings to be found/Arian heb ei ddsbarthu / Cynllon	95,281		0
Communications Equipment and Services/Offer a Gwasanaethau Cyfathrebu	9,600		5,441
Consultants Fees/Ffioedd Ymgynghorwyr	0		0
Examinations Fees/Ffioedd Arholiadau	0		0
Games & School Activities/Gemau a Gweithgareddau Ysgol	5,000		19,326
Clerk to Governing Body/Clerk y Corff Llywodraethu	3,429		3,049
Other office costs/Costau swyddfa eraill	5,697		4,689
Printing & Stationery/Agraffu a Deunydd Ysgrifennu	8,000		7,382
Pupil Excursions/Gwaharddiadau Disgyblion	0		0
Subsistence and expenses/Cynhaliath a threulau	0		0
Total Supplies and Services/Cyfanswm Cyflenwadau a Gwasanaethau		172,857	86,169
Central Services/Gwasanaethau Canolog			
School Meals/Prydau Ysgol	0		0
Service Level Agreements/Trefniadau Lefel Gwasanaeth	17,633		17,164
Total for Central Services/Cyfanswm ar gyfer Gwasanaethau Canolog		17,633	17,164





Income/Incwm			
Additional Central Funding/Nawdd Canolog Ychwanegol	-417,946		-172,047
Community Education/Addysg Cymunedol	0		0
Donations/Rhodion	0		-3,764
Lettings/Gosodiadau	-2,625		0
Other Income/Incwm arall	0		-3,840
Grant Income/Incwm rhent	0		-564,149
Sales/Gwerthiannau	0		0
School Meals Recharge/Talu am Brydau Ysgol	0		0
Training and Tuition Income/Incwm Hyfforddiant	-4,200		-10,338
Total Income/Cyfanswm Incwm		-424,771	-754,139
Interest and Other/Llog ac Arall			
Interest on investments/Llog ar fuddsoddiadau	0		0
School Investments/Buddsoddiadau Ysgol	0		0
Withdrawal Investments/Buddsoddiadau Difedau	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		0	0
Total Net Expenditure/Cyfanswm Gwariant Net		2,161,845	1,834,719
Less Uninvested Balance Brought Forward/Llŷr Balans na fuddsoddiwyd a ddygwyd ymlaen		-230,575	
Less earmarked Rates/Llŷr Cyfraddau a glustnodwyd		-35,042.50	-35,042.50
Contribution to / from balances/Cyfraniad i / o falansys			36,551
Revised Net Expenditure/Gwariant Net		1,836,228	1,836,228





Enhancing the Curriculum

Nursery

Cefn Mably Farm
Locality visits

Rec

Cefn Mably Farm
Romilly Park
Locality Visits

Year 1

Cardiff Museum
Castle Coch
The Meadows Farm

Year 2

Library
Local walk
Cardiff Castle and Bus Tour

Year 3

Techniquet
Cardiff Museum
St Fagans
Tesco
Cineworld
Cefn Mably Farm

Year 4

Llancaich Fawr
Tehniquest
Cardiff Bay

Year 5

Cardiff Story Museum
Techniquet
Cardiff Uni
Cineworld
Cycle training
Swimming - Cardiff Metropolitan University

Year 6

Oakwood
Storey Arms
Camp Out - (onsite)
Wates Site
Cardiff Castle
Willowbrook Care Home
Swimming - Eastern Leisure
Hollywood Bowl

Mixed year groups

Pantomime
Christmas Tree collection
Rotary Club / Rhondda Heritage Park
Wates building/construction

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 2022

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 has continued to provide a full educational experience whilst catching up for lost time, post pandemic. The school day included 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

9.00am	11.30am	Morning Nursery
12.45pm	15.15pm	Afternoon Nursery

Reception

8.55am	10.00am	First Session
10.15am	12.00pm	Second Session
12.00pm	13.15pm	Lunch
13.15pm	14.15/14.30pm	Third Session
14.15/14.30pm	15.15pm	Fourth Session

Year 1 & 2

8.55am	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

8.55am	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

Nursery	Mrs. M Wheeler Miss A Stephens	Mrs. E Fish
Reception	Mrs. A Doyle Mrs. J Horwood	
Year 1	Mr. S Johnson Mrs. N Morgan	Mrs. E Fish
Year 2	Miss A Rafferty Mrs. K Moucher	(Maternity cover Miss S James)
Year 3	Mrs. H Thomas Miss L Toyne	Mrs. R Harris
Year 4	Mrs. S Hoskins Mr. G Vanstone	Mrs. J Lovett
Year 5	Mrs. O Prewett-Evans Miss L Newson	
Year 6	Miss M Poley Miss E Parle	
Planning, preparation and assessment cover		
	Miss T Brett Mr. P Davies	





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 2022/23

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.

Overarching – Continuation of the Recovery Curriculum

To support all pupils in their return to school through well-considered systems that support emotional and physical well-being
To support all pupils in 'catching up' with their work, with bespoke strategies over specific timeframes.

SCHOOL TERM DATES ACADEMIC YEAR 2022/23

Autumn Term 2022

Starts:

Monday 5 September 2022

Half term:

Monday 31 October 2022
to Friday 4 November 2022

Ends:

Friday 23 December 2022

INSET Days

Monday 5th September '22
Tuesday 6th September '22

Spring Term 2023

Starts:

Monday 9 January 2023

Half term:

Monday 20 February 2023
to Friday 24 February 2023

Ends:

Friday 31 March 2023

INSET Days

Monday 9th January '23
Friday 17th February '23

Summer Term 2023

Starts:

Monday 17 April 2023

Half term:

Monday 29 May 2023
to Friday 2 June 2023

Ends:

Monday 24 July 2023

INSET Days

Monday 5th June '23
Monday 24th July '23





The future continues to be bright!

The end of a school year is always a good time to reflect and look forward. The support and resilience 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 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.

There continue to be exciting changes and transformational developments ahead of us, so we hope that this report will once again reassure parents 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 2023/24 by keeping up to date with 'The School App', School newsletters, the School website, Class Dojo and our Twitter feed.

Sincere thanks,

Mrs. Sian Burgess-Hunt

Chairperson of Governors, on behalf of the Governing Body.