



OLCHFA SCHOOL

**SUMMARY OF THE
ANNUAL REPORT
OF THE GOVERNING BODY**

2019-2020

Dear Parent/Carer

This Summary of the Annual Report of the Governing Body gives you an insight into some of the key features of the school.

Hugh Davies
Headteacher

Mission Statement

The School's mission is defined by the School motto *Dysg Dawn Daioni (Learning Talent Goodness)*. We aim to provide a secure and caring learning environment in which all young people can achieve their full potential and where they can explore opportunities for involvement in both the school and its wider community. The School and Governors try to make this statement a reality through the twin themes of partnership and participation, working closely and actively with pupils, parents, the Local Authority and support agencies, local businesses and our local community.

At Olchfa we try to foster:

- respect and tolerance
- active participation in the life of the school through a wide range of extra-curricular activities
- spiritual awareness and shared values of care and concern
- a quality and demanding, inclusive learning environment in all subject areas
- academic achievement and endeavour
- the personal and social development of each pupil to prepare them for lifelong learning
- a commitment to the welfare, care and professional development of all colleagues.

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The summary report contains details of the following aspects of school life:

- Introduction – Cllr Mary Jones, Chair of Governors
- Information relating to meetings held/not held with parents
- Governing Body details
- Information about the arrangements for the next election of Parent Governors
- Provision made for pupils to participate in sport including extra-curricular activities

Please note that some information normally included in the report does not appear this year because of changes in requirements due to Covid-19.

Introduction

Dear Parent/Carer

As Chair of the Governing Body, it is my pleasure and privilege to introduce this report to you.

This year has been a strange year. We started off the Christmas Term and the first half of the Spring Term as normal then Covid-19 struck. Schools were left trying to ensure all pupils were educated and safe during the lockdown. In the early days there were real concerns about how badly the pandemic may affect everyone in the community. How would we be able to help pupils with free school meals and those that required extra assistance. The school, along with all the others in Swansea, worked extremely hard to address these issues.

Then came the worries about the external exams. Pupils were extremely concerned that they had not had enough time to prepare. The announcement that the exams had been cancelled brought welcome relief to them. Unfortunately, we then had the problem with the results which brought more anxiety. This was finally resolved and I would like to pay tribute to the staff who had to deal with all the challenges this brought. They worked extremely hard to ensure that the pupils were given a grade that reflected the amount of work that they had put in.

We then had a return to school. Originally we were told this would be for four days, but it was then changed to three. The school had to adapt to make sure that pupils and staff would be safe. These were called "check in days" as there was limited time for teaching but it was also a way of checking a pupil's welfare.

In the summer term, apart from exams, there is usually a transition week for Year 6 pupils who are intending to come to Olchfa. Once again staff came to the rescue and produced a video. This was well received by many parents/carers with the school receiving numerous compliments.

Finally, I would like to thank my fellow Governors for their support during this time, Mr Davies for his leadership and communication throughout the pandemic and all the staff and pupils for making Olchfa as safe and successful as possible during unprecedented times.

I am proud to be Chair of a school that has shown so much commitment and dedication in dealing with extremely difficult circumstances.

CLlr Mary Jones, Chair of Governors

Governing Body Meeting with Parents

A letter from the Chair of Governors setting out how to request a meeting with the Governing Body was distributed to all parents/carers in October 2019. The text is reproduced below. (No meeting with parents was requested/held in the academic year 2019-2020.)

October 2019

To: Parents/Carers of Pupils at Olchfa School

Your right to request a meeting with the school's 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, new arrangements were introduced to enable parents to request up to three 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, four 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 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.

There were 1716 children registered as pupils with this school at the beginning of this academic year. Exact roll numbers at any time during the year may be obtained from the school office.

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 three meetings can be held during the school year

The law allows parents to use their rights to request up to three 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 name/address for service of a petition requesting a meeting with this school’s governing body is:

Mrs Jan Platt
Clerk to Governors
Olchfa School
Gower Road
Sketty
Swansea
SA2 7AB

Email: jpt@olchfa.org.uk

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-statutory-guidance/?lang=en>

Please note that, in the current circumstances, any requested meeting is likely to be held online.

Yours faithfully



Cllr Mary Jones
Chair of Governors

OLCHFA SCHOOL GOVERNORS 2020-2021

Chair of Governors: Cllr Mary Jones
Headteacher: Mr Hugh Davies
Clerk to Governors: Mrs Jan Platt

Correspondence for the attention of the Chair and Clerk should be forwarded to:
 Olchfa School, Gower Road, Sketty, Swansea, SA2 7AB

TYPE OF GOVERNOR	NAME	DATE APPOINTED	DATE TERM EXPIRES
LOCAL AUTHORITY	Cllr M Day	24.8.2017	23.8.2021
	Mr J L Ellis	23.5.2019	22.5.2023
	Cllr J Jones	3.8.2020	2.8.2024
	Cllr M Jones	26.2.2020	25.2.2024
	Cllr J Raynor	3.8.2020	2.8.2024
PARENT	Prof G Aarts	11.5.2017	10.5.2021
	Mrs C Gosby	10.11.2017	9.11.2021
	Mrs A Iftikhar	26.11.2016	25.11.2020
	Mr R Middleton	26.11.2016	25.11.2020
	Mrs T Nash	9.5.2016	8.5.2020*
	VACANCY	<i>Election to take place October 2020.</i>	
COMMUNITY	VACANCY		
	Mrs R Frew	24.2.2017	23.2.2021
	Mrs K Holland	11.10.2017	10.10.2021
	Mrs J Howells	1.9.2018	31.8.2022
	Mrs B Jones	3.9.2018	2.9.2022
TEACHER	Mr M Jones	3.9.2018	2.9.2022
	Mr R Williams	7.11.2018	6.11.2022
STAFF	Mrs H Murray	2.9.2017	1.9.2021
HEADTEACHER	Mr H Davies	1.9.2017	31.8.2021

*Extended due to Covid-19. Election to take place October 2020

Election of Parent Governors

An election for two Parent Governors will take place in October 2020. Another will follow in November 2020. Parents/Carers will be notified via letter and on the school's website/social media platforms when the next vacancy arises.

Physical Education

The aim of Physical Education at Olchfa is to provide appropriate opportunities and experiences for individuals to achieve their optimum potential. Physical Education at Olchfa encompasses not only pupils' physical capabilities, but the associated aspects of knowledge and understanding; these are vital components for all young people. Planning, performing and evaluating, therefore, are pursued according to each individual's strengths. Our objective in Physical Education is to encompass enjoyment and satisfaction and thereby encourage a lifelong commitment to an active and healthy lifestyle. We usually play regular inter-school fixtures in football, rugby, netball, cricket, hockey, rounders and athletics. Many of our individual players go on to represent county and district sides. The department normally runs a broad programme of extra-curricular activities and encourages links with local sports clubs which we hope will continue when the situation surrounding Covid-19 changes.