

Queensferry CP School

Governor's Annual Report to Parents - School Year 24/25

Please find below your copy as a parent of the Governor's Report to Parents on the running of Queensferry CP School during this academic year.

The Governing Body:

The Governors held 6 meetings this academic year 2024-25 to discharge their managerial and financial responsibilities for the school.

The Governing Body for 2024-2025 is as follows:

Name	Governor Designation
Mrs A Wyn Hughes	Head teacher/Governor
Mrs S Gregory	Teacher Governor
Mr A Jones	Community Governor
Mrs S Wynn	Minor Authority
Mr P Wilcockson	Community Governor
Miss E Davison	Parent Governor
Mrs N Joyce	Parent Governor
Mrs B Davison	Parent Governor
Vacancy	Parent Governor
Vacancy	Local Authority
Mrs H Jones	Staff Governor
Mrs K Perry	Local Authority
Miss B Conway	Community Governor
Miss R Watson	Clerk

At the first meeting of the Governing Body this academic year (AGM) we elected a Chair and Vice Chair. The Chair and the Clerk to the Governors (Miss Watson) can be contacted via school.

We have one vacancy for parent governors and two LA governors.

Governor's Meetings:

Each term the head teacher provides a written report for discussion with the Governors covering a wide range of issues which ensure reference to:

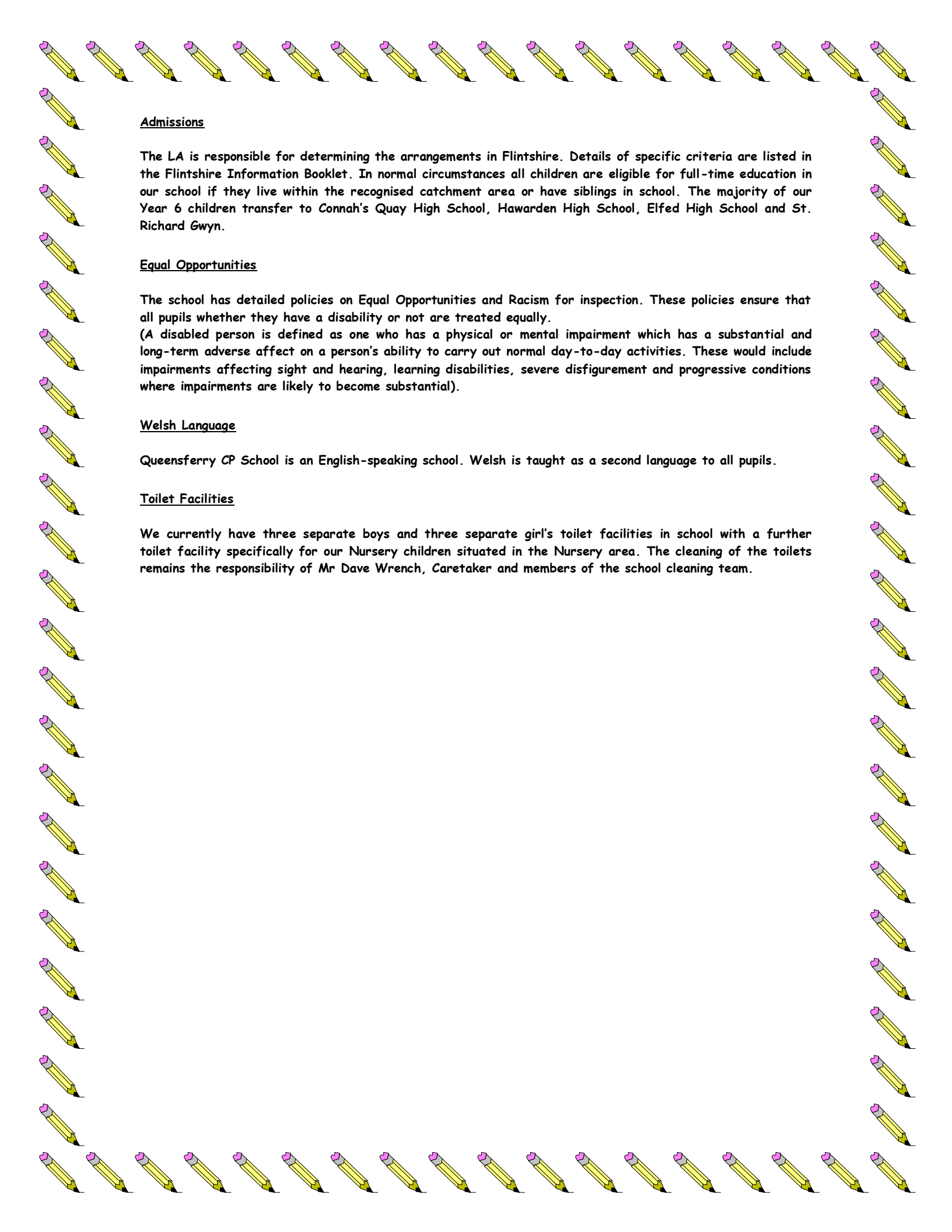
- Teaching and Learning
- Wellbeing, care, support and guidance
- Leading and improving

Security

The Governing Body reviews school security. External visitors are required to produce identification and sign in the visitor's entry system. Door security locks ensure that the school secretary sees all visitors before being able to enter the main school premises. Access is via the main front gates. Each term fire drills are carried out and recorded in the Fire Log Book.

Disabled Access

The school is on one level. The main entrance, classrooms and corridors are suitable for wheel chair access and there are appropriate toilet facilities.



Admissions

The LA is responsible for determining the arrangements in Flintshire. Details of specific criteria are listed in the Flintshire Information Booklet. In normal circumstances all children are eligible for full-time education in our school if they live within the recognised catchment area or have siblings in school. The majority of our Year 6 children transfer to Connah's Quay High School, Hawarden High School, Elfed High School and St. Richard Gwyn.

Equal Opportunities

The school has detailed policies on Equal Opportunities and Racism for inspection. These policies ensure that all pupils whether they have a disability or not are treated equally. (A disabled person is defined as one who has a physical or mental impairment which has a substantial and long-term adverse affect on a person's ability to carry out normal day-to-day activities. These would include impairments affecting sight and hearing, learning disabilities, severe disfigurement and progressive conditions where impairments are likely to become substantial).

Welsh Language

Queensferry CP School is an English-speaking school. Welsh is taught as a second language to all pupils.

Toilet Facilities

We currently have three separate boys and three separate girl's toilet facilities in school with a further toilet facility specifically for our Nursery children situated in the Nursery area. The cleaning of the toilets remains the responsibility of Mr Dave Wrench, Caretaker and members of the school cleaning team.

2.

Staff

Role	Name
Head Teacher	Mrs A Wyn Hughes
Deputy Head Teacher/ Foundation Phase Manager	Mrs Sheree Gregory
Senior Teacher	Mrs L Price
Main Professional Grade Teachers	Mrs Sheree Gregory Mrs L Price Mr G Rodger-Burns Mr R Thornhill Mrs N Anker Mrs V Hughes Mrs K Jones ALNCo Mr L Ellis
Traveller/EAL Service	Ms L Kingaby Mrs H Keenan
Inclusion Coordinator Inclusion Support Assistant	Miss E Westwood
Intervention Support Assistant (KS2) Intervention Support Assistant (FP)	Mrs H Jones
FP Learning Support Assistants	Mrs E Stefanou Mrs K Warrington Mrs A Murton Miss B Bailey
Pastoral Support Assistants	Miss V Cox Miss K Jones
Key Stage 2 Learning Support Assistants	Mrs A Parry
ALNCO Support Assistant	Mrs A Glantz-Portman
School Secretary	Miss R Watson
School Caretaker	Mr D Wrench
School Cleaners	Miss E Westwood
Lunchtime Supervisors	Miss E Westwood Mrs A Portman Mrs H Jones Mrs A Murton Mrs A Parry
Breakfast Club Supervisors	Mrs H Jones Mrs D Jones Miss R Watson Mrs K Warrington

Staffing September 2024

This academic year we have 3 full time teachers, 5 part time teachers and the Head teacher. To assist our teaching staff, we have 8 support staff, secretary, Traveller and EAL staff and cleaners and caretaker.

Pupils and Class Organisation

The number on roll as at July 2025 is 123 and was 115 in September 2024. The children are organised into 5 classes:

Mrs V Hughes/Mrs N Ankers - Nursery/Reception/Year 1

Mrs S Gregory- Year 2/3

Mrs L Price/Mr L Ellis - Year 3/4

Mr G Rodger-Burns - Year 5/6

Mr R Thornhill - Year 5/6

Attendance for the Year to Date

Our attendance for this academic year is **84.8 %:** The school works closely with Education Support Service to improve attendance.

Curriculum

Queensferry CP School offers a broad balanced curriculum with Literacy and Numeracy skills taught through all aspects of the curriculum. National Literacy and Numeracy Tests from Year 2-6 are undertaken early in the Autumn Term and again in the Summer by pupils in Y2-6. All pupils take part in an enhanced baseline in September and progress reviews are held termly between class teachers, the Headteacher and ALNCo. The school continues to support children with basic maths and language skills through a variety of programmes, RM Easi Maths and TT Rockstars for Numeracy, IDL and Accelerated Reading for Literacy. We also use the Read, Write Inc Literacy Programme and White Rose Maths.

Our school curriculum policies are being reviewed on a rolling programme and full details are available on request.

Teaching Time

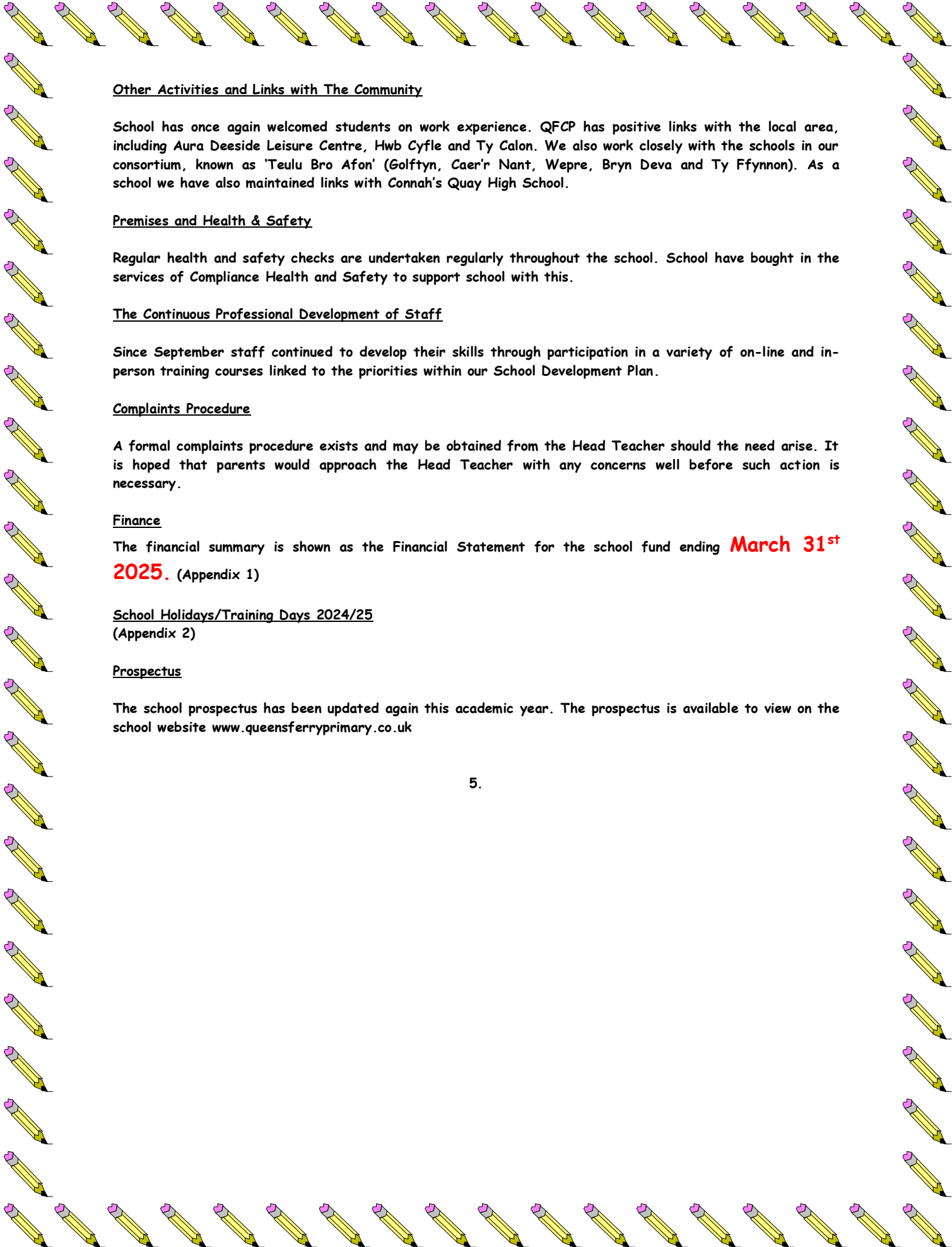
Sessions (excluding breaks and lunch time)	Foundation Phase	Key Stage 2
Session 1	8.50-10.30	8.50-10.30
Session 2	10.45-12.00	10.45-12.00
Session 3	1.00-3.00	1.00-3.05

Attainment Summary

There was no requirement this academic year for Governors to present information showing details of Foundation Phase and National Curriculum assessments for children at Queensferry CP School for 2024/25

Estyn Inspection

The school was last inspected in November 2023. A copy of our inspection report is available via the school website.



Other Activities and Links with The Community

School has once again welcomed students on work experience. QFCP has positive links with the local area, including Aura Deeside Leisure Centre, Hwb Cyfle and Ty Calon. We also work closely with the schools in our consortium, known as 'Teulu Bro Afon' (Golftyn, Caer'r Nant, Wepre, Bryn Deva and Ty Ffynnon). As a school we have also maintained links with Connah's Quay High School.

Premises and Health & Safety

Regular health and safety checks are undertaken regularly throughout the school. School have bought in the services of Compliance Health and Safety to support school with this.

The Continuous Professional Development of Staff

Since September staff continued to develop their skills through participation in a variety of on-line and in-person training courses linked to the priorities within our School Development Plan.

Complaints Procedure

A formal complaints procedure exists and may be obtained from the Head Teacher should the need arise. It is hoped that parents would approach the Head Teacher with any concerns well before such action is necessary.

Finance

The financial summary is shown as the Financial Statement for the school fund ending **March 31st 2025**. (Appendix 1)

School Holidays/Training Days 2024/25 (Appendix 2)

Prospectus

The school prospectus has been updated again this academic year. The prospectus is available to view on the school website www.queensferryprimary.co.uk

Voluntary School Fund Certificate

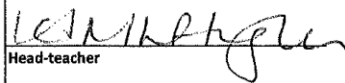
Queensferry C P School, Private School Funds

Year Ended 31st March 2025

Balances b/f	£	Balances c/f	£
Current A/c	3,809.16	Current A/c	7,884.34
Total Funds b/f	<u>3,809.16</u>	Total funds c/f	<u>7,884.34</u>
Payments			
Expenditure for the year	13,817.99		
Total payments in the year	<u>13,817.99</u>		
Receipts	17,893.17		
Total income in the year	<u>17,893.17</u>		

Reconciliation	£
Total funds b/f	3,809.16
Payments in year	13,817.99
Income in year	<u>17,893.17</u>
Total funds c/f	<u>7,884.34</u>

Certifications

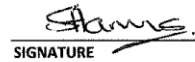

Head-teacher


Treasurer

Auditor Certification

I have examined the voluntary school fund accounts and certificate for Queensferry C P School in line with 'Voluntary School Funds - Guidance for Schools and School Governors'. In my view, they show a true and fair view of the transactions of the voluntary school fund for that financial year.

26.06.2025


SIGNATURE

Governing Body Approval

Chair of Governors Name Alan Jones

Signature AC Jones Date 10.7.25



School Holiday Dates

September 2024 – July 2025

	AUTUMN	
Staff Training Day	Monday	02/09/24
Staff Training Day	Tuesday	03/09/24
School Opens to Pupils	Wednesday	04/09/24
School Closes (Half Term)	Friday	25/10/24
School Opens to Pupils	Monday	04/11/24
School Closes (Christmas)	Friday	20/12/24
	SPRING	
Staff Training Day	Monday	06/01/25
School Opens to Pupils	Tuesday	07/01/25
School Closes (Half Term)	Thursday	20/02/25
Staff Training Day	Friday	21/02/25
School Opens to Pupils	Monday	03/03/25
School Closes (Easter)	Friday	11/04/25
	SUMMER	
School Opens to Pupils	Monday	28/04/25
School Closed (May Day)	Monday	05/05/25
School Closes (Half Term)	Thursday	22/05/25
Staff Training Day	Friday	23/05/25
School Opens to Pupils	Monday	02/06/25
School Closes (Summer)	Friday	18/07/25
Staff Training Day	Monday	21/07/25