



ST PETER'S RC
PRIMARY SCHOOL

Governing Body Annual Report 2023-2024

grateful

attentive

compassionate

faith-filled

generous

discerning

loving

hopeful

eloquent

learned

curious

intentional

truthful

wise

active

prophetic



Chair of Governors Introduction

Dear Parents and Carers,

I am very pleased to present to parents and carers our Governing Body's Annual Report for the academic year September 2023 to July 2024. I am delighted that we have seen another year of improvement in teaching and learning, which means, most importantly, an even better standard of educational provision and learning environment for your children.

Mr Rein, the Senior Leadership team, the Teachers and all of our valued staff at the school continue to contribute enormously to our success. I would like to thank them for their hard work and it has been a delight to see concrete data that shows that the teaching practices that they put into action are bringing about much improved results. As one example, our Reading results have shown such improvement over the last four years that St Peter's has now become a leading exemplar to other schools in Cardiff and Wales, and for educational advisers and experts. Over the last year we have hosted a large number of visitors to see first-hand just how successful our educational programmes have been.

As always, I am very grateful to my fellow Governors, who work hard to provide strategic direction for the school. As a reminder, the Governor role is entirely voluntary and we are very lucky to have so many Governors who give up their own time for the good of the school and who regularly visit the school to gain first-hand knowledge. This year was the first time in many, many years that we have had a full Governing Body of 16 members, with no vacancies and I am very grateful for everyone's commitment. My fellow Governors and I continue to offer both support and challenge to the school to ensure we meet our aims and objectives.

Thank you to you, parents and carers, for your contribution to the school community life and your essential vocations as first role models, carers and educators, and the primary source for the nurturing of the Catholic faith to your children. We continue to have a very strong PTA, and thank you in particular to all those who volunteer to support the PTA. I am pleased to see that we have a thriving community environment associated with both the school and local parish.

As always, my final thanks go to the children themselves. It is because of them that everyone works so hard for the school and is so proud when we are successful, as we know our school will provide them with the best possible environment in which to grow and flourish. We hope that their time at St Peter's will be full of joy, and that they will realise their potential under our care. For our Year 6 pupils, we wish you all the very best in the next stage of your educational journey and hope that you will look back at your time at St Peter's with fondness.

Yours in Christ,

Mr Paul McManus
Chair of Governors



ST PETER'S RC
PRIMARY SCHOOL

St Peter's is a voluntary aided Roman Catholic primary school in the Archdiocese of Cardiff. It is situated close to Cardiff city centre and serves the St Peter's parish community. The school has 485 pupils, aged 3 to 11 years of age, and represents the full range of ability.

St Peter's has an extremely diverse school population. The largest ethnic groups within the school population are White British (25%), Nigerian (12%), Polish (9%) and Indian (8%). There are 38 different languages spoken by pupils as their first language, and approximately 65% of pupils speak English as an additional language (EAL). 60% of pupils are Catholic and a further 23% are Christians of another denomination.

The socio and economic backgrounds of pupils are varied, including around a quarter from economically disadvantaged families. The percentage of children in receipt of Free School Meals has risen over the past five years from 10% in 2019 to over 26% in 2024, which is higher than the national and local averages. 12% of pupils are identified as having additional learning needs (ALN) and one pupil is Child Looked After by the local authority.

The school has close links with the parish of St Peter's and pupils make regular visits to the Church to take part in the celebration of Mass, to lead and attend religious services, and to enhance the RE curriculum. The school leads the preparation of pupils for the sacraments of Reconciliation and Holy Communion. The parish priests visit the school regularly throughout the year to celebrate Masses on solemnities and feast days, to administer the sacrament of Reconciliation in Advent and Lent, to lead and take part in acts of collective worship, and to support aspects of the RE curriculum.

Following an Estyn inspection in 2018, the school was placed in Special Measures, and it was removed from Estyn monitoring in 2021. The headteacher was appointed in April 2020 and the Deputy Headteacher has been in post since November 2012.

The 2023-2024 individual school budget per pupil at St Peter's School was £4043, which compares with an average of £4631 for primary schools in Cardiff. The maximum per pupil budget for Cardiff primary schools in 2023-2024 was £16,851 and the minimum was £3,663.





Pupil Information - July 2024

Year Group	F	M	Total
Year N1	14	20	34
Year N2	32	41	39
Year R	28	32	60
Year 1	28	29	57
Year 2	35	25	60
Year 3	30	30	60
Year 4	25	31	56
Year 5	27	32	59
Year 6	34	26	60
Total	239	246	485

Pupil Group Three-year Averages

Pupil Category	% of pupils
Eligible for Free School Meals	23.7
Additional Learning Needs	9.8
English as an Additional Language (Category A-C)	42.1
Black, Asian and Minority Ethnic	72.9

School Prospectus

The school prospectus was not updated in the last year. It is available on the school website: <https://www.stpeters.wales/prospectus/>

ST PETER'S RC PRIMARY SCHOOL



The Role of the Governing Body

The main role of the Governing Body (GB) is to operate at a strategic level, leaving the headteacher and senior school leaders responsible and accountable to the GB for the operational day-to-day running of the school. The role of the GB is a strategic one, its key functions are to:

- Ensure clarity of the Catholic vision, ethos and strategic direction
- Set the aims and objectives for the school
- Set the policies for achieving those aims and objectives
- Set the targets for achieving those aims and objectives
- Monitor & evaluate the school's progress towards achieving its aims and objectives
- Be a source of challenge and support to the Headteacher and SLT

The Governing Body is made up of 16 members: nine Foundation Governors (appointed by the Archdiocese), two Local Authority Governors (appointed by Cardiff City Council), two parent Governors (elected by parents of the school), one Teacher Governor (elected by teachers), one Staff Governor (elected by non-teaching staff) and the Headteacher. The GB had one vacancy for a Foundation governor during the academic year under review, although by date of publication this vacancy has been filled.

Foundation governors, who are in the majority to ensure a majority vote on matters of particular Catholic importance, are specifically appointed by the Archbishop to ensure the preservation and development of the school's Catholic character, to ensure that the school is being conducted as a Catholic school, and to represent the Archbishop's education policy to the GB. However, all categories of governor in a Catholic school are required to preserve and develop the Catholic character of the school in addition to their other legal duties.

The full Governing Body (FGB) meets in each half-term (plus an additional meeting in the autumn term) and the headteacher reports on how he has discharged his responsibilities. The minutes of the meetings, when approved, are published on our website and become the official record of the manner in which the GB has discharged its responsibilities. The published minutes are available on the website and also available for inspection at the school, as is all documentation.

To be effective and to ensure first-hand knowledge, regular visits to the school take place by members of the GB, with opportunities to link closely with different staff members. Governors are linked to specific areas of school life, e.g., health and safety, attendance, additional learning needs, and each curriculum area. Link Governors meet with the relevant staff members twice per year to discuss this area in detail and gain an in-depth understanding. Link Governors produce a visit report and feedback to the full GB at their meetings.

All Governors undertake mandatory training, participating in "New Governor Induction" and "Understanding the role of Data" courses provided by the Local Authority.

Governors have access to a wide range of additional training courses via the Local Authority, with individual Governors participating in courses that are directly relevant to their Link Governor and Committee responsibilities. As part of a Local Authority supported Governing Body Development Plan bespoke training has also been provided for the Governing Body, with a "Safeguarding Level 2" course provided to all Governors on site at the school during the period.

The GB operates a system of sub-committees, reporting to the full Governing Body each term. Each sub-committee manages, supports and oversees different areas of school life at St Peter's School.

Catholic Mission, Curriculum and Standards Committee

Chair: *Julia Houlston Clark*

This committee meets six times a year to discuss various aspects including: analysis of school performance data; school improvement priorities; attendance data, school self-evaluation evidence and the Catholic Life and Mission of the school. The committee is also responsible for reviewing relevant school policies and recommending them for ratification by the full GB.

Resources Committee

Chair: *Lynne Cleary*

The Resources Committee meets four times during the year to discuss various aspects including: monitoring of finances; health and safety; premises; resources; and purchasing as well as staffing arrangements; recruitment and advertising; staff pay; and performance management. The committee is also responsible for reviewing relevant school policies and recommending them for ratification by the full GB.

Admissions Committee

The Admissions Committee met three times during the year.

Headteacher Performance Management Committee

The Headteacher Performance Management Committee met twice during the year.

Other statutory committees such as Pupil Discipline & Exclusions; Staff Disciplinary & Dismissal; Complaints; Resolution; Capability are in place and these would meet as and when required during the year.

St Peter's Governing Body 2023-2024

Name	Category	Appointment	Term of Office Expires
Louise Bassett	Foundation	13.10.21	31.08.25
Lynne Cleary	Foundation	10.01.22	31.08.25
Jo Gerrard	Foundation	26.10.22	31.08.25
Julia Houlston Clark	Foundation	01.02.20	31.08.25
Sian Lia	Foundation	09.03.18	31.08.25
Stuart Lyon	Foundation	10.09.19	31.08.25
Emma McCallum	Foundation	25.10.19	31.08.25
Paul McManus	Foundation (Chair)	24.11.16	31.08.25
<i>Vacancy</i>	Foundation		
Sophie Hayde	Local Authority	01.12.20	30.11.24
Mary Samothrakis	Local Authority	22.02.22	21.02.26
Luigi De Luca	Parent (Vice Chair)	30.03.23	29.03.27
Marga Munar Bauza	Parent	30.03.23	29.03.27
Elliot Heade	Teacher	28.09.21	27.09.25
Niall Hennessy	Staff	06.10.22	05.10.26
Gareth Rein	Headteacher	20.04.20	Ex Officio

The next parent governor election will take place in February 2027.

Clerk to the Governors: Victoria Carey, c/o St Peter's RC Primary School

Chair of Governors: Paul McManus, c/o St Peter's RC Primary School

Information on our current Governing Body is available here:

<https://www.stpeters.wales/governors>

Staff Information

Senior Leadership Team		
Headteacher	Mr Rein	
Deputy Headteacher	Mrs Clark	
Leaders of Learning	Mrs Ceri Holmes	Mrs Debbie O'Brien
	Mrs Frances McLister	Mr Jack Pattison

Year Group	Teacher(s)	
Nursery	Mrs O'Brien	
Reception	Mrs Coombs	Miss Fitzgerald
Year 1	Mrs Mooney	Miss Clyde
Year 2	Mrs Holmes	Mrs Kett
Year 3	Mrs McLister/Mrs Lynn	Mrs Mercer-Davies
Year 4	Mr Green	Miss Houston
Year 5	Mr Wild	Mrs Gillani/Mrs Griffiths
Year 6	Mr Pattison	Mr Heade
PPA Cover	Miss Hill	Mrs Mesoud

Teaching Assistants		
Mrs Cichon	Mrs Legge	Mrs Schiavo
Mrs Connolly	Miss Lia	Mrs So
Mrs Gibbs	Mrs McLister	Mrs Stewart
Mrs Hynes	Mrs McMullen	Mrs Wilkinson
Mr Flynn	Mrs Morgan	

THRIVE Practitioner	School Caretaker
Mrs Culshaw	Mr Hennessy

School Admin Officers	
Mrs Carey	Miss Conway

Midday Supervisors	
Mrs Leslie	Miss Ibrahim

The 2023-2024 full-time equivalent (FTE) teacher number is 18.8 and the pupil-teacher ratio is 23.

School Sessions and Times

Dates for the School Year 2023-2024

TERM	START	HALF-TERM HOLIDAY		END
Autumn 2023	Monday 4 Sept	Monday 30 Oct	Friday 3 Nov	Friday 22 Dec
Spring 2024	Monday 8 Jan	Monday 12 Feb	Friday 16 Feb	Friday 22 Mar
Summer 2024	Monday 8 Apr	Monday 27 May	Friday 31 May	Monday 22 Jul

Bank Holiday: Monday 6 May 2024

Dates for the School Year 2024-2025

TERM	START	HALF-TERM HOLIDAY		END
Autumn 2024	Monday 2 Sept	Monday 28 Oct	Friday 1 Nov	Friday 20 Dec
Spring 2025	Monday 6 Jan	Monday 24 Feb	Friday 28 Feb	Friday 11 Apr
Summer 2025	Monday 28 Apr	Monday 26 May	Friday 30 May	Monday 21 Jul

Bank Holiday: Monday 5 May 2025

Session Times

School Day	Morning	Afternoon
Nursery	9.00 am – 11.45 am	12.45 pm – 3.30 pm
Reception to Year 6	8.55 am – 12.00 pm	1.00 pm – 3.30 pm

Attendance

School attendance is grouped into three areas:

- a) Attendances
- b) Absences (authorised)
- c) Absences (unauthorised)

Unavoidable absences, such as those for illness and hospital appointments, are authorised once information is sent to the school by a parent or carer. Unauthorised absences are those that the school is not officially made aware of by parents or carers and those for which the reason given for the absence does not qualify for authorisation.

It is the policy of the school to mark all absences for holidays during term time as unauthorised unless two criteria are met:

1. The child has an excellent record of attendance during the year (over 97%)
2. There are extenuating circumstances for the term time holiday.

It is a legal requirement for parents to ensure that their child attends school regularly and that they are on time each day. We also ask parents and carers to ensure that their child is collected promptly at the end of each day. The school continues to work closely with the School Attendance Officer, who is based at Corpus Christi Catholic High School, and the Cardiff Education Welfare Service in ensuring all pupils maintain high levels of attendance.

Staff Training Days

All schools have five staff training days per year (INSET days) and in 2023-2024 the Welsh Government added a sixth INSET day to continue to prepare for the implementation of the Curriculum for Wales.

Date	Focus
Monday, 4 September 2023	Safeguarding, Religious Education
Wednesday, 11 October 2023	Pedagogy (Teach Like a Champion)
Friday, 27 October 2023	LLC Writing and Religious Education
Monday, 19 February 2024	Curriculum Progression
Monday, 3 June 2024	Mission, Vision and Values, Numeracy, Safeguarding
Monday, 22 July 2024	Catholic Social Teaching, Pedagogy

School Policies

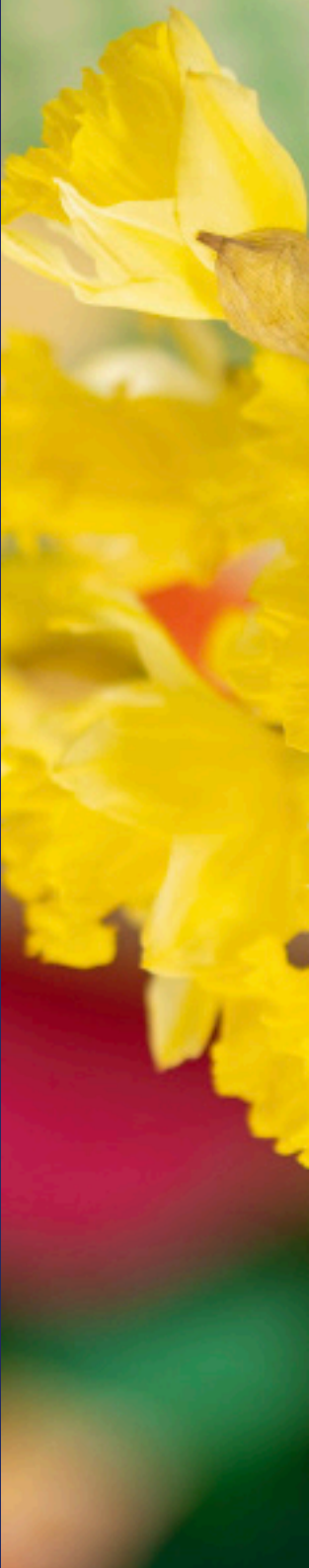
All policies relating to the school are available from the School Office. Selected policies are also made available via the school website: <https://www.stpeters.wales/policies> Policies are reviewed regularly by the Governing Body based on a planned programme of revision. Any queries regarding school policies can be discussed with the headteacher.

School Premises

The fabric of the school buildings is the responsibility of the Governing Body. Over the past three years, substantial improvements have been made to many areas of the school to provide internal learning environments in which pupils can thrive. All classrooms and shared areas, such as the library, Thrive room and staff room have been refurbished, including improvements to the lighting and acoustics. Within the past three years, four of the eight pupil toilets across the school have been refurbished. The school is working with the local authority to plan for future improvements to the toilets in Nursery and Reception and the boys’ and girls’ toilets for lower Junior pupils. The school engages a private cleaning contractor - Servicemaster - who complete the daily clean each afternoon and twice yearly deep cleans of the premises and furniture.

Security

Governors are ever mindful of the pupils’ safety and security at school, and the security of the school site is reviewed as a key aspect of physical safeguarding reviews at Resources Committee meetings. The school has a CCTV system with cameras throughout the premises and there are systems and routines in place to ensure that the school building is secure throughout the school day and when the building is unoccupied. All visitors are required to report to the general office before entering parts of the building where they may encounter pupils. No child is allowed to go home with anyone other than their parents or carers unless permission has been granted by a parent for alternative arrangements. If collection arrangements change, parents should inform the school of these changes in advance of the end of the school day. If parents or carers are late at the end of the school day, the child/children will be supervised until the parents/carers arrive. If there has been no contact with parents, carers or anyone listed on the pupil’s contact list for 45-minutes, Cardiff’s Children’s Services will be contacted.



Additional Learning Needs

All pupils in the school have an entitlement to a broad and balanced curriculum that is accessible to them and to be fully included in all aspects of school life. Therefore, the early identification of additional needs is important as it means the difficulties can be addressed as soon as possible and the correct support strategies can be put into place.

The first step is taken by the class teacher who assesses the pupil's needs in consultation with the Additional Learning Needs Coordinator (ALNCo). Parents are brought into the process at an early stage and a graduated approach of action and intervention is followed. A person-centred planning meeting will be held with the pupil and their parents, along with the class teacher and the ALNCo.

This is a very supportive meeting during which information is discussed that will help with the development of an Individual Development Plan (IDP). The IDP sets out what measures will be put in place to help to meet the pupil's needs, which might include additional support from a learning support assistance. If the appropriate stages are followed and there is still a lack of progress, then other agencies outside school will become involved.

The ALN Code

There are four areas of ALN. A child may have ALN in one or more of these areas:

- Cognition and Learning
- Communication & Interaction
- Behavioural, Emotional and Social Difficulties
- Sensory / Physical

To assist in the early identification of children with ALN, use will also be made of the following assessment/screening procedures:

- Observations and results of the Baseline Screening for Reception class children
- Assessment within the National Curriculum and especially towards the end of each Key Stage
- Non-verbal tests
- Reading tests, e.g. National Reading Test, Salford, ART
- Spelling tests, e.g., SWST
- Core Knowledge End of Unit Assessments
- Handwriting, Fine and Gross Motor skills difficulty screening by trained staff
- Literacy Profile / Phonics screening.
- ALNCo observations

Stages of Identification of ALN

Provision for a child with ALN should match the nature of his/her needs. When a child's area of ALN has been identified, their needs will be addressed using a staged approach:

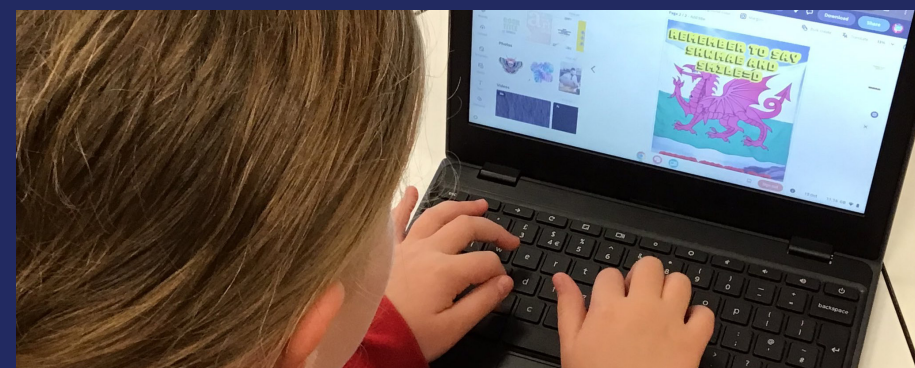
- The class teacher will submit a Record of Concern to the ALNCo
- The ALNCo makes an assessment of the child's needs
- The ALNCo will advise and support the class teacher to ensure that the child is receiving Universal Provision
- The ALNCo will implement targeted provision for the child. This will be for a period of half a term with initial / end assessment data collated, in order to measure the impact.
- The ALNCo / class teacher will inform the parents/carers of the targeted provision implemented to support their child.

The ALNCo, class teacher and specialist teachers from external agencies will attend Person Centred Meetings. The ALNCo and class teacher will incorporate the Additional Learning Provision (ALP), as specified in the IDP. Although some strategies are developed with the help of external specialists, it is vital that the strategies specified in the IDPs can be implemented as far as possible within the classroom setting through universal and targeted provision.

School's Strategic Priorities

St Peter's School, through its ethos and Mission, recognises the rights of the individual for equal treatment regardless of race, creed, colour, sexual orientation or other need. In its strategic planning, the school actively considers all aspects of providing for the individual in terms of access to the curriculum as well as the physical environment. The current strategic priorities of the school can be seen in the School Development Plan which is available on our website:

<https://www.stpeters.wales/school-development-plan/>



Disability Equality Scheme

St Peter's School is committed to ensuring equal treatment of all its employees, pupils and any others involved in the school community, with any form of disability and will ensure that disabled people are not treated less favourably in any procedures, practices, and service delivery.

The school will not tolerate harassment of disabled people with any form of impairment and will also consider pupils who are carers of disabled parents.

The General Duty

The school will actively seek to:

- promote equality of opportunity between disabled persons and other persons
- eliminate discrimination that is unlawful under the Act
- eliminate harassment of disabled persons that is related to their disabilities
- promote positive attitudes towards disabled persons – this means not representing people in a demeaning way, and it also means not pretending they don't exist and not representing them anywhere at all
- encourage participation by disabled persons in public life – It is also important to respect the wishes of disabled children in an educational setting so that they do not feel pushed into activities they do not wish to take part in
- take steps to take account of disabled persons' disabilities, even where that involves treating disabled persons more favourably than other persons.

How the School will meet the General Duty and Specific Duty

- An undertaking to adapt and change teaching areas to allow disabled pupils and parents access to the building where it is reasonable to do so.
- An undertaking to fund, through spend on ICT or other means, access to teaching and learning materials.
- Positive images are used in teaching materials.
- The use of the Pupil Senedd to hear pupil views. This is open to all children and its remit allows children with disability who are not elected in the normal way to be co-opted for specific purposes.
- Through Parish links all in the community have been invited to participate in the School's endeavours to meet its duty under the Act.
- Use of SIMS management system to identify pupils and/or their parents who have disability so that their needs can be identified and met.
- The School maintains an open-door policy which allows parents or guardians easy access to staff and governors.
- School asks for information on parent and extended family disability so that reasonable adjustments can be made.
- Relevant information relating to disability is made known to all staff.
- The school undertakes, wherever possible, to make further changes recommended by the outcomes of regular consultation.

Teaching and Learning

The Curriculum for Wales (CfW) was fully implemented in primary schools in Wales from September 2022. Prior to the implementation of CfW, the School prepared a Curriculum Vision and Model that was initially developed by staff members and was shared with governors, pupils and parents. All stakeholders were consulted about the knowledge, skills and experiences they wished pupils to develop and be immersed in, and the information received informed the development of the curriculum areas. The Curriculum Vision and Model can be viewed on the school website: <https://www.stpeters.wales/curriculum/>

The School has made excellent progress with the implementation of CfW across all six curriculum areas, and in the key skills of literacy, numeracy and digital competence. Future areas for development include the embedding of the Integral Skills and Cross-cutting themes. Information about the areas can be found on the Hwb website: <https://hwb.gov.wales>.

The School's curriculum and teaching methods are based on the best available research evidence, from fields including education, cognitive science and child development. Professional learning for staff members is a key priority and, as a result, teaching and learning standards are high and pupil outcomes are very good. In addition to internally developed lesson materials, the School uses a range of curriculum programmes, schemes of work and commercially produced resources. These include:

These include:

- Core Knowledge Curriculum
- Complete Mathematics
- Teach Like the Champion
- Expressive Writing
- A Fertile Heart and Life to the Full





School and Parish Links

Governors continue to develop links between the home, school and parish – The Golden Triangle. All pupils are invited to attend and participate in Masses, liturgical services and prayers at St Peter's Church and in the school throughout the year. This provides the children with the opportunity to plan and take part in the celebration of Mass, including Solemnities and special dates throughout the year.

Preparation for the Sacraments of Reconciliation and First Communion was led by school catechists and many pupils received the Sacraments of Reconciliation during the spring term and Holy Communion during the summer term.

School-Parish links included a Harvest Collection for the Parish SVP, Advent and Lent Confessions and Masses led by members of our clergy, including for St David's Day and the Solemnity of SS Peter and Paul.

Health and Well-being

The school continued to support and promote health and wellbeing through a wide variety of curricular and enrichment activities. There was a focus on healthy living in the curriculum through Science, RSE and PE lessons, and well-being was a focus in assemblies and daily Christian Meditation.

In pupil voice surveys, including RRSA Questionnaires, children highlighted positive attitudes to school life and reported that they feel safe and happy at school.

During break times, pupils bring a healthy snack of fruit or vegetables, and school meals comply with Welsh Government nutrition guidelines. The school is aware of pupils' individual dietary needs, including allergies, intolerances and religious obligations. St Peter's is a nut free school.

ST PETER'S RC
PRIMARY SCHOOL

Sporting Activities

All pupils take part in a weekly PE session with a specialist teacher and daily physical development sessions (SAQ) with class teachers and teaching assistants. The Speed and Quickness Training (SAQ) sessions are planned to develop pupils' agility, speed, quickness, coordination, strength and gross motor skills, and they are an important and popular aspect of our curriculum. During 2023-2024, pupils in Year 4 and Year 5 attended swimming lessons at the Cardiff International Pool in Cardiff Bay.

In PE lessons, pupils are introduced to a variety of sports, including gymnastics, athletics, invasion games, and net and wall games. Sport specific skills are developed, and pupils gain a knowledge of the rules and tactics of the game. Pupils who enjoy participating in sporting activities are encouraged to join in-school and out-of-school clubs.

Extra-curricular Activities

In 2023-2024, the School delivered a wide range of extra-curricular clubs and activities to broaden pupils' experiences and inspire them to further develop their interests and skills. Clubs and activities included: rugby, netball, baseball, football, athletics, and chess.

Healthy Eating

At break times, pupils throughout the school are permitted only healthy snacks that comply with Welsh Government guidance.

The Welsh Government Universal Meals scheme continued its roll out with Year 3 pupils in September 2023 and by June 2024 all pupils from Reception to Year 6 were provided with a universal free school meal.

In the curriculum, pupils are taught to understand the relationship between food, physical activity and related short- and long-term health benefits. They explore factors influencing food choices, such as media impact through advertising, marketing, labelling, and packaging, and learn about food production, including farming and its environmental impact.

Pupils from Nursery to Year 2 are offered free, subsidised milk daily. Refrigerators are regularly cleaned, and milk packaging is recycled when possible. Milk is promoted in the school as a healthy drink, highlighting its benefits. All pupils throughout the school have access to clean drinking water during the day. They are encouraged to bring a water bottle to school, which can be refilled from classroom taps.

Travel Plan

The School's Travel Plan, which was written in collaboration with the Cardiff Council Active Travel Team, promotes safe and active travel to and from school, including walking, scooting and cycling. The pedestrianisation of Southey Street at drop-off and pick-up times is also included in the Travel Plan and this has improved pupil safety at the Southey Street gates at these key times of the school day. Pupils take part in travel surveys twice during the year and the data collected is shared with the Active Travel Team.

The School has benefited from the Cardiff Council Bike Fleet scheme this year, with the installation of a bike storage unit and the receipt of free bicycles and balance bikes to meet the needs of older and younger pupils. These bikes were used by pupils in physical development lessons and during the Year 6 cycling proficiency programme.

Welsh Language

Pupils are encouraged to use Welsh every day and the school works hard to develop a strong sense of our Welsh heritage. Incidental Welsh is spoken daily in all classes throughout the school and incidental opportunities to practise Welsh skills are promoted by all staff members. There was a particular focus on Welsh heritage and culture in the weeks leading to St David's Day and this culminated in the annual eisteddfod in which pupils have the opportunity to apply their knowledge and understanding of the cultural, environmental, historical and linguistic characteristics of Wales.

The aims of teaching Welsh at School are:

- To develop pupils' knowledge, understanding and skills within an integrated programme of speaking and listening, reading and writing
- To create a Welsh ethos within which to promote the teaching of the Welsh language
- To create opportunities for children to enjoy the rich heritage of Wales
- To offer children opportunities to perform and compete in Welsh during the Eisteddfod.

School Liason Officer

PC Rhys Cadwallader is a frequent visitor to the School, and he delivers workshops to classes throughout the academic year. The workshops cover a range of topics, including Internet Safety and Cyberbullying, Drug and Alcohol Awareness and Anti-bullying.



Visits and Visitors

The School welcomed several visitors during the year to enhance and inspire learning and to provide exciting experiences. These included:

- Professor Ian Knight, who joined the Eco Group to provide information about energy efficiency
- Tim Hill, who worked with Junior pupils in helping them to prepare music for liturgies
- The Chaplains of Corpus Christi and St Illtyd's Catholic High Schools, who worked with the Chaplaincy Group and Year 6 pupils
- Animal Zone, who brought animals for Reception pupils to support their Animals Domain
- Science Made Simple, who worked with Year 6 pupils for the Curiosity Project
- Glamorgan County Cricket Club, who worked with Year 4 pupils on developing cricket skills

Pupils throughout the school took part in off-site educational experiences to develop their knowledge and skills in a broad range of areas, including:

- Year 1 visit to Cardiff Castle for their Kings, Queens and Leaders Domain
- Year 2 visit to Penylan Library and soft play
- Year 3 visit to the Shree Swaminarayan Temple to enhance their learning in their India Domain
- Year 4 visit to St Peter's Church to deepen their learning at the Catholic Mass
- Year 5 visit to Big Pit to enhance learning about Industrial South Wales
- Year 6 visit to the Cardiff Aqua Park

Residential Visits

Pupils in Year 5 visited the Manor Adventure centre at Abernant Lake, where they had a wonderful time taking part in a range of adventurous activities including paddle boarding, abseiling and zip-lining. Year 6 pupils visited the Urdd Centre at Llangrannog where they had the opportunity to participate in skiing, grass tobogganing and horse riding. The school co-ordinated both visits with Corpus Christi partner primary schools and for many of the children it was their first time staying away from their family for overnight.



St Peter's Pupil Senedd

The St Peter's Senedd empowers pupils and gives them a voice to make a difference and promote positive change. Each of the 12 Senedd Groups creates an action plan in the autumn term with three overall aims of improving the school, developing links with the community and helping the United Nations to achieve the Global Goals. At an early meeting, each group selects for a Chair and Secretary by pupil vote and these pupils represent their group in fortnightly Cabinet meetings. The Cabinet is chaired by the Senedd First Minister who is voted for by pupils and staff members following a hustings event in September.

St Peter's Senedd aims to:

- Ensure that the school is a safe and happy place for pupils and all stakeholders.
- Provide pupils with knowledge and understanding of democracy and public service.
- Create opportunities for pupils to articulate and express their concerns and to ensure that these are listened to and acted upon where appropriate.
- Encourage pupils to suggest improvements and areas for development.
- Extend the role and voice of pupils in school leadership and decision making.
- Create an opportunity for older pupils to engage and represent the views and voice of younger pupils.
- Provide opportunities for pupils to develop their confidence and public-speaking experiences as well as language skills when writing for an audience.
- Provide new experiences.

The Senedd groups are:

Chaplaincy
Community
Criw Cymreig
Curriculum
Digital Leaders
Eco

Healthy Schools
Learning Spaces
Justice and Peace
Mission
Playground Pals
Well-being

Year 6 Summer Production

Year 6 pupils were excited to perform 'Aladdin' in July 2024. This was a terrific show filled with magical music, amazing acting, superb singing and dazzling dancing. The back stage roles were also undertaken by Year 6 pupils who worked tirelessly on their set design and prop creations and Year 5 pupils who formed a wonderful choir.

St Peter's Parent and Teacher Association

The PTA plays a vital role in developing the school community and the committee performs their role with great energy and commitment. The Governing Body is grateful to committee members for their excellent efforts. During the year, the PTA organised many fundraising events including the Christmas and Summer Fayres and highly successful Sponsored Bounce.





The UNCRC and Rights Respecting Schools

St Peter's School is committed to developing pupils' knowledge of and celebrating the United Nations Charter for the Rights of the Child. Work on the UNCRC takes place during curriculum lessons and in Senedd Group sessions, through which pupils across the Juniors have gained a deeper understanding of their rights which are enshrined in law.

The UNICEF UK Rights Respecting Schools Awards (RRSA) scheme supports schools across the UK to embed children's rights in their ethos and culture. The RRSA is based on principles of equality, dignity, respect, non-discrimination and participation, and the Award celebrates schools who place the UNCRC at the heart of their practice to improve wellbeing and help all children and young people realise their potential. The analysis of the RRSA Pupil Questionnaires in October 2023 confirmed that nearly all pupils state that they enjoy being at school, feel safe at school and like the way they are treated by adults in the school. The school was delighted to achieve the RRSA Silver Award in September 2023 and is currently working towards the Gold Award.

Wrap Around Care

Before and after school care was provided on the premises by the St Peter's Out of School Club (OSC). The OSC provides care for up to 50 children aged 12 and under at St Peter's Out of School Club. The service is located within St Peter's School and benefits from having access to the school's grounds and buildings. The service operates between 7.45 a.m. to 8.55 a.m. and 3.30 p.m. to 6.00 p.m. Monday to Friday, during term time only. Care is delivered through the medium of English. The Out of School Club provision is delivered and managed by St Peter's Out of School Care Limited, an independently run third-party. The service is operated under a Service Level Agreement with the school and receives a brief annual summary report to assist with ongoing monitoring of the service.



Financial Information

Parents and carers will all be aware of the dual squeeze on school finances in the current climate, with rising inflationary costs and a meaningful fall in educational funding expected over the next few years. As you can see from the financial statements below St Peter’s has maintained a strong financial position, whilst ensuring the necessary investment in the school environment and personnel. We moved into the current academic year (2023-2024) with very healthy cash balances and expect to continue to deliver a balanced budget in 2024-2025.

During 2023-2024, no claim was made by governors for travel or subsistence.

Financial Statement April 2023 - March 2024	Governor Approved Budget	Actual Expenditure
	£	£
Staffing costs		
Teaching Costs	1,232,144	1,205,608
Special Needs Teachers	0	0
Teachers for statemented pupils	0	0
Short Term Supply	0	0
Long Term Supply	38,107	56,286
Special Needs Support Staff	116,729	123,254
Nursery Assts/ Teachers Aides	256,176	238,783
Mid Day/Supervisors	28,005	11,748
Administrative Staff	58,674	55,955
Training Costs	35,211	47,337
Other Staff Costs	85,070	125,975
Total Staffing Costs	1,850,116	1,864,947
Premises Related Costs		
Caretaking Staff	47,938	36,749
Grounds Staff	2,134	1,297
Cleaning Costs	62,349	63,525
Energy Costs	55,539	62,186
Rates	0	0
Repairs and Maintenance	69,260	44,469
Water	5,414	6,378
Total Premises Related Costs	242,634	214,604
Transport Costs		
Pupil Transport Costs	1,800	0
Staff Transport Costs	0	0
Vehicle Costs	0	0
Total Transport Costs	1,800	0
Supplies and Services		
Teaching Materials	39,496	70,010
Equipment, Furniture, Materials & music tuition	24,345	8,643
Unallocated / Savings to be found	27,568	0
Communications Equipment and Services	24,900	24,368
Games & School Activities	3,500	15,130
Clerk to Governing Body	4,528	4,419
Other office costs	19,815	15,285
Printing & Stationery	10,000	13,404
Subsistence and expenses	5,500	5,978
Total Supplies and Services	159,652	157,238

School Admissions

The Governing Body sets the Admissions Policy and is the admissions authority for the school. In line with Cardiff City Council school admission policies, application for admission to St Peter’s Roman Catholic School is made in line with parental preference. The indicated admission number for the school is derived from the physical capacity to accommodate pupils’ learning needs, using a formula set out in the Welsh Government Circular 021/2011. The Admissions Number is 60. In September 2023, 56 children were admitted to the Reception year group.

The Admissions Policy for 2024-2025 is available on the school website:
<https://www.stpeters.wales/admissions/>



Diolch yn fawr iawn

The Governing Body would like to thank all stakeholders associated with the school and those of the wider community for all the support given throughout the year.

We are proud of our school, its traditions, values and achievements. We hope that through our continuing mutual support, the children of St Peter’s School will continue to benefit and grow using their talents and abilities for themselves and others.

We are all here for the children of our school and feel privileged to support parents in the spiritual, educational and social development of their children.