



Western Learning Federation

Annual Report to Parents

Academic Year 2023-24

Mr. Wayne Murphy, Executive Headteacher

Ms Bianca Rees- Chair of Governors



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Dear Parents and carers,

I hope the first term of the school year has been a successful one with your children settling back into school well. I know this can be a challenge after a long summer break, but I also know that our staff across the federation always look forward to welcoming back our learners at the start of the year.

I am grateful to have been voted back in as your Chair of Governors at our first meeting of the year back in September. Although this can be a challenging role it is also a rewarding one, I know that our role as a governing body is having a positive direct impact for not just our learners within the three schools in the Federation, but also across Cardiff. As a governing body, the positive impact for pupils is always at the forefront of any decision making.

We continue to work with the Local Authority and Welsh Government to increase Average Pupil Funding for our ALN learners. It has taken a tremendous amount of work to achieve a substantial increase to the budgets of all three schools. I would like to thank all those involved in this work, more money in the budget makes a real difference to our pupils and the provision they receive. We will continue to put our leaders into the right places to have those conversations and make a difference.

We also continue to fight for equity for Teaching Assistants, their pay and conditions. Teaching assistants make up the largest proportion of our workforce across the federation and we all know how valuable they are in class and to the well-being and education of our learners. We will continue this very important work until we feel Teaching Assistants are adequately rewarded for the incredibly important role they play.

We work with sector leading practitioners in leadership through working with Michael Baker from Insights to encourage and develop leaders throughout the school staff team. We have also been lucky enough to work with Louise Maggs of the Pyramid approach to Education to look at communication across the schools. All our schools in the federation are well on the way to becoming total communication schools.

We know the cost-of-living crisis is still very real for a lot of our community. One of our Federation targets looks at wellbeing for all and we understand that sometimes we need a little extra support. We have developed a referral route with Cardiff Food Bank to become a food bank referral agency to help support staff and families, should you need it.



There have been some brilliant achievements in each of the schools over the last academic year and there is so much to celebrate.

Ty Gwyn's bronze Duke of Edinburgh group set off on their Garwnant expedition and achieved their bronze award. This takes so much effort and commitment from staff and pupils, what an excellent achievement.

Ty Gwyn achieved a silver and bronze award for Welsh which is excellent news, da iawn pawb. This continues our ongoing work to ensure the Welsh culture and language is part of our learning and experiences.

The Ty Gwyn extension was finished providing three additional classes and an intervention space for our PMLD cohort. The feedback has been that it is an outstanding provision that allows bespoke learning for each of our learners.

We had the very tragic news that a pupil at Ty Gwyn School Daniel Nuatin sadly passed away last year. A celebration day was held for Daniel on the 15th May 2024 where pupils and staff attended to pay their respects and celebrate the life of Daniel. It was obviously an incredibly emotional celebration, but we are always here to support parents at difficult times.

All pupils at Riverbank school accessed swimming at the GLL leisure centre and enjoyed the experience of these lessons as well as having lots of fun too. Riverbank School continues to put the pupils' voice at the heart of all decisions that the school undertakes and embed the Rights Respecting Schools ethos.

It was a year of expansion for Riverbank and with increased pupil population across the Federation provision has been developed to continue to provide high quality learning and play environments.

This included a fantastic new sensory room developed by the Estates Team for pupils to not only enjoy but also as a regulation aid. The outdoor surfacing for the modular accommodation was also completed and provides further opportunities for outdoor play and learning.

As we look towards the future at Fairwater Community Campus, last year we progressed with pace towards final designs. Parent and carer engagement sessions were held and I must again thank you for your support during this time. It is a lot of work but we are committed to putting the effort in to ensure this will be the best environment for our young people. If you haven't already but would like to see what it will actually look like, the virtual tour can be found on the federation



website: [Fairwater Building Project- Riverbank and Woodlands High \(With Cantonian\) | Western Learning Federation](#)

Woodlands eSports team had a huge achievement last year. The team attended the ALN Minecraft eSports competition held in the Principality Stadium and competed in three rounds where they built Minecraft creations. They built a rugby stadium with mascots for all of the six nations including a giant chicken! The team won first prize. Woodlands School were nominated as cohort of the year and won second prize at the Dallaglio Rugby Works Award. They were nominated by the staff who run the course, another fantastic achievement!

The two classes of pupils have really settled well at the brilliant Ocean Park provision. The pupils are accessing the facilities on offer and building their independence as well as aiding their education.

Cardiff and the Vale College provision continues to develop and we are working in partnership with the college to improve the learning for all pupils using this provision.

There are always challenges in an organisation of this size, but as a team I am confident that we can keep driving the Western Learning Federation forward as a sector leader in Additional Learning Needs Education. Driving standards, sharing best practice and being a voice on a wider stage, are all part of our vision to learn, grow and achieve together to be the best we can be for all our learners.

I hope you have had the opportunity to enjoy the wonderful festive shows and fairs that have been put on across the three schools. I know I am always in awe of the productions that are put on, it's a magical time.

Sending you best wishes for a wonderful holiday time and a joyful new year.

Bianca Rees



Western Learning Federation Vision, Mission Statement, Values & Principles

Our Vision

Together we learn, grow and achieve

Our Mission Statement

Collaborate in all we do, to achieve best outcomes for all our learners in our Federation.



Our Values

- We celebrate our differences.
- We have a shared sense of belonging.
- We play, laugh, smile and celebrate success.
- We have a positive attitude.
- We learn from experiences to develop life and independent skills.
- We follow our dreams and aspirations.
- We care for our own and wider environment.
- We improve quality of life.

Definition

Values One's judgement of what is important in school life.

Principles Morally correct behaviour and attitudes.

Our Principles

Honesty

Responsibility

Positivity

Trust

Empathy

Patience

Respect

Kindness



Western Learning Federation Governing Body

Your right to request a meeting with the 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 3 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, 4 conditions will need to be satisfied:

1. Parents will need to raise a petition in support of holding a meeting.

In order for parents/carers to request a meeting with the Governing Body, 10% of the pupils registered at the school will need to do so. Should you require a meeting please contact the schools office on

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.

3. A maximum of 3 meetings can be held during the school year

The law allows parents to use their rights to request up to 3 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 address for service of a petition requesting a meeting with this school's Governing Body is:

*Chair of Governors or Clerk to the Governing Body, Ty Gwyn School, Ely, Cardiff, CF5 5AQ.
02920 838560*

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-meetingsstatutoryguidance/?lang=en>



Western Learning Federation School Governors 2022-23

GOVERNOR	NAME
Chair	Bianca Rees
Vice Chair	Doug Corp
Community Representatives	
Community (1)	Ann Cocchiara
Community (2)	Amanda Coffey
Community (3)	Doug Corp
Community (4)	Vacancy
Local Authority Representatives	
Local Authority (1)	Cllr Peter Bradbury
Local Authority (2)	Vacancy
Local Authority (3)	Bianca Rees
Local Authority (4)	Raven Hope
Parent Governors	
Parent (1)	Aidan O'Callaghan
Parent (2)	Zoe Oram-Jones
Parent (3)	Sean Ward
Parent (4)	Abdullah Nasseb
Parent (5)	Vacancy
Executive Headteacher	Wayne Murphy
Deputy Executive Headteacher	Rachel Faulkner
Teacher Representatives	Lawrence Fisher Scott Rastitis
Non-Teaching Representative	Laura Duncombe
School Representation	Jamie Brotherton- Head of School at Ty Gwyn School
School Representation	Amie Lucas- Head of School Riverbank School
School Representation	Siân Thomas- Head of School at Woodlands School
Federation Representation	Robert Monteith- Business Manager Western Learning Federation

Our Clerk to the Governors is:

Bethan Jones
 C/O Western Learning Federation
 Ty Gwyn
 Ely
 Cardiff
 CF5 5AQ



Our Chairperson of the Governing Body is:

Bianca Rees
C/O Western Learning Federation
Ty Gwyn
Ely
Cardiff
CF5 5AQ

Copies of Governing Body Minutes are available from the Clerk to Governors for parents wishing to view them.

From time to time, vacancies occur for parent representatives on the Governing Body. Any parent of a pupil registered at the three schools (Riverbank School, Ty Gwyn School and Woodlands School) is eligible to stand as a candidate. All parents of children at the schools have the opportunity to participate in the election if one is deemed necessary.

The election will take the form of a secret ballot and parents are able to vote returning the ballot paper to the respective school in a sealed envelope marked 'voting paper', with a pupil or by post. The Local Authority will make the necessary arrangements for the election. Arrangements are made for the election of parent governors one school term before a parent governor's term of office expires, or on receipt of a resignation. Information about parent elections is sent to parents via text or post.

For further information on being a governor on the Western Learning Federation governing body, and joining, [please click here](#).

Governors' Functions

Meetings of the Governing Body have taken place on a regular basis throughout the last year. At the first meeting of each term Governors receive and consider the Executive Headteacher's written report on the School and its work. We also have a number of wider issues brought to our attention by the Local Authority. Minutes of all these meetings are available for anyone who wishes to read them. Issues raised by the Local Authority for all Governing bodies to consider have included Health and Safety Management in Schools; Child Protection Policy and Procedure; Managing staff in schools – counselling and disciplinary procedures; Education workforce registration; dealing with complaints; eSafety strategy; pupil participation and rights of children and young people; Welsh education – strategic plan.

The Governing Body comprises of a number of committees which deal with such issues such as Finance and Resources, Premises, Curriculum and School Improvement, Staffing, Pay, Discipline and Health & Safety. All Governors have had the opportunity to participate in the Local Authority training programmes for Governing Bodies and school-based training for Governors was held on the use of data in special schools.

Previous APM

No request was made for a meeting in 2022/23.



Admissions

Admissions Policy

The procedure for admissions involves pupils being assessed and a Statement of their Special Educational Needs being drawn up by the Local Authority. For some pupils at Ty Gwyn School an Individual Development Plan will be developed. The Local Authority Inclusion Panel meets to discuss referrals to the School and makes a decision on the placement of pupils with ALN. Parents are encouraged to visit the School if a possible referral is being made so that they can make an informed choice. If the Local Authority recommends one of the schools within The Western Learning Federation and the parents are in agreement then the Local Authority will agree an admission date.

All parents of pupils admitted will be asked to sign a Home/School Agreement.

Copies of the Admissions Policy for each school is available at the respective school or by clicking here: [Western Learning Federation - Policies](#)

Staff

WLF Leadership Team

Role	School		
	Western Learning Federation		
Executive Headteacher	Wayne Murphy		
Deputy Executive Headteacher	Rachel Faulkner		
	Riverbank School	Ty Gwyn School	Woodlands School
Head of School	Amie Lucas (Acting)	Jamie Brotherton	Siân Thomas
Deputy Head of School	Lauren Pope (Acting)	Tammy Lloyd	Matthew Thomas (Acting)
Assistant Head of School		Tess Combstock	Lucy Board

Staff list

The list below provides the staff in the schools during the academic year

Staff	Class No.	Support Staff
Riverbank		
Helen Ball	Porffor	Deborah Taylor, Marcia Silva Oliveira
Charlotte Bright	Aur	Rachel Payne
Jessica Lander	Arian	Donna Gouvía, Josie Tiley
Linda Cardiff	Coch	Maria Haines, Fran Hancock, Olivia Drew, Mahbuba Chowdhry
Christianne Schindehutte	Gwyrdd	Iffatt Hassan, Lucy Drew
Amy Barrett	Glas	Dora Sarai, Ellie McDonald, Judith Alonso
David Morgan	Melyn	Natasha Sperandeo, Anselmo Travares,
Lis Stone	Seren	Christie-Anne Jones, Leanne Ryall, Judith Simpson
	PPA	Claire Jacobs (HLTA)
	Nurture	Rebecca Miller (HLTA) Leanne Ryall
	Aspire Outreach	Rebecca Miller
Ty Gwyn School		
Jemma Harries	Enfys	Gemma Wood, Laura Butt, Lydia Tutton, Keira Jones
Georgie Bradbury Lydia Jarvis	Pili Pala	Jan Rowlands, Megan English, Ola Ganiyi

Jackie Dow Keah Munday	Eirlys	Sarah Philips, Harriet Mintowt-Czyz, Adele Redpath
Tiffany Roberts	Rhosyn	Beth Dinnick, Rachel Miser, Keira Payne
Rhian Smith	Rhymni	Cath Rowlands, Sarah Challacombe, Paul Cubbin, Paul Davies
Ellie Dooley	Melyn	Kay Khan, Richard Gibson, Zoe Goodridge
Stacey Harlton Liz Rozario	Seren	Kirsty McGuinness, Lisa James, Beth Howorth, Immogen Smith
Rhiannon James	Haul	Daisy May Sykes, Morgan Parsons, Olinki Ajuwon
Eilidh Brailey	Mor	Natalie Willets, Keira James, Niamh Morris
Tessa Morgan	Lleuad	Rhian Daniels, Hannah Ahmed, Liam Sutherland-Payne
Rebecca Ward	Tawe	Sinead Hogan, Sabina Begum, Sarah Dowson
Sallyann Davies	Ely	Lucy Hancock, Danielle Miller, Olivia Maynard, Bonita Thomas
Trish Portsmouth	Ebbw	Claire O'Sullivan, Terry Ray, Annette Alison, Olnike Iauwon
Angeliki Tzagkaraki	Usk	Bernie Fletcher, Kirsten Hurley, Bev Davies, Maria Pasqual
Leanne Jones	Arian	Chloe Hurley, Ben O'Keefe, Katy Moger
Bryoni Parry	Gwyn	Mia Pole, Claire Brown, Bilkis Chowdhury, Taylor Adams
Toni Garlick Lisa Dean	Coch	Liz Escorcio, Michelle James, Khalida Rahman
Anthony Cannon-Jones	Porrfor	Rebecca Morgan, Rebecca Crowley, Katie Griffin
Jamie Martin	Conwy	Jo Garrett, Jo Gould, Robyn Ward
Olivia Favager	Dyfi	Steph Rowlands, Rachel Barwise
Kate Taylor	Twmpa	Paul Cummings, Amy-Louise Kelly, Margeret Agunbiade, Gina Ho
Ceri Moorcraft	Snowdon	Hifzuha Aamir, Anita Walsh, Thomas Copeland-Roberts, Sarah Jones
Sarah Edwards	Hafren	Rhian Wilkes, Taylor McDiarmid, Kayleigh Nash
Fabio Ruiz Capitas	Aman	Jack Withey, Zoe Burch, Connor Cooper, Jon Pearce
Fabio Ruiz Capitas	Taff	Jack Withey, Kayla Pearce, Keira Jones
Harri Legg-Edwards	Pen-Y-Fan	Luca Berenyi, Ellie Bolt, Roxy Jones
Mazzin Al-Azzawi	Eden	Hollie Parsons, Philip Searle, Nelson Pirres
Maria Liatsopoulou	Caerphilly	Emma Williams, Hayley Hayward, Gemma Crocker
Gareth Jones	Machen	Ben Edwards, Matthew Jones, Simona Stoilva

Carys Buswell	Tryfan	Claire Mayo, Harshani Warnalulasur, Natalia Hooley
Art Instructor		Leanne Davies
HLTA		Debbie Richardson
Family Services		Debbie Tingley
Family Services		Morwenna Holman
Family Services		Mel Cummings
ICT support		Sally Backer
	FA	Jess Jenkins
	Lifeguard	Scott Rastaitis
Woodlands High School		
Miss A Cook	Maple	Miss L Baldwin
Mrs M Davies	Oak	Miss O Savage, Mr A Leigh
Miss R Tucker	Willow	Miss R Mellor / Miss J Huntley, Mr M Hafiz, Miss M Phillips
Mr L Kinsey	Rowan	Mss L McAlpine, Mr M Stevens
Miss L Jones	Elm	Ms R Begum
Mr L Fisher	Hazel	Miss M Coles
Mr T Davies	Holly	Miss L-B Lombardini
Miss A Cox	Rosewood	Miss Lewis
Mr R Payton	Hawthorn	Miss R Zilinskaite
Mrs R Bryan	Cedar	Miss J Ford, Miss M Perks
Mrs Lauren Prynne	Sycamore	Miss R Ocock, Miss C Murray, Mr M Shields
Ms L Jones	Beech	Miss B Ash
Mr H Kemp	Magnolia	Miss A Hall-Lambert
Miss A Lewis	Redwood	Mrs L Lloyd, Mrs G Kaur
Miss A Conner	Walnut	Ms H McAdorey, Mr J Dunn
Miss E Crossman	Ash	Miss K Harray, Miss R Rainbow
Miss S Hearn	Fig	Mrs R Seaward
Project Search	Cherry	

Admin Staff

Role	School		
	Western Learning Federation		
Business Manager	Rob Monteith		
Finance Manager	Ian Roberts		
Admin Support Officer	Stacey Owen		
	Riverbank	Ty Gwyn	Woodlands
Admin Support Officer	Emma Garvey	Kate Donoghue	Laura Duncombe
Admin Assistant	Lauren Rand	Deborah Hooper	Angela McInerney
Admin Assistant		Julie Yiacoumi	Julie McDowell



Admin Assistant		Leslie Ann Kelly	Sophie Holloran
Admin Assistant		Alexis Hughes	Courtney O'Connell
Admin Assistant		Jess Evans	

Estates Staff

Riverbank School

Gary Board	Estates Manager
Jesse Barcoe	Estates Assistant

Ty Gwyn School

Steve Copeland	Estates Manager
Mark Rees	Estates Assistant
Paul O'Neill	Estates Assistant

Woodlands High School

Jeff Donovan	Estates Manager
Gary Board	Estates Manager

Midday/Kitchen Staff

Riverbank School

Nigel Emmet	Midday Supervisor
Jessey Barcoe	Midday Supervisor
Michelle McGrath	Midday Supervisor
Janet Warren	Midday Supervisor
Nicola Bowen-Smith	School Cook

Ty Gwyn School

Kelly Miller	Midday Supervisor
Lucy Cummings	Midday Supervisor
Donna Cummings	Midday Supervisor
Elizabeth Price	Midday Supervisor
Natasha Palmer	Midday Supervisor

Woodlands High School – No Midday Supervisors



School Organisation

Internal organisation - School Organisation

Riverbank School

Riverbank School is a Local Authority maintained day special school for children aged 4 – 11, with additional learning needs, specifically Severe Learning Difficulties.

We have 8 classes in the school and 80 pupil places at Riverbank School.

Each class has a teacher and at least 2 teaching assistants. We aim to keep classes to a maximum of ten pupils. As the building was built in 1974, we have two classes in an open plan classroom. We also have four classes situated in a portakabin in the school grounds.

A very flexible approach is needed because children are often absent from school due to illness, medical appointments and hospitalisation and this affects delivery of the planned curriculum, timetables and progress through topics.

Flexibility is also needed to accommodate the interruptions in classroom routine necessary for toileting, care and therapy, much of which is carried out in the classroom setting.

We utilise our outside areas to support our teaching of all areas of the curriculum. We have a forest school area including a school pond and fire pit, an allotment, a mud kitchen area, an outdoor sensory garden, a covered sand pit and a covered ball pool.

Class time is divided into group and individual sessions and subjects are taught through a cross-curricular topic approach. Each pupil has an individual programme of work to enable them to access the curriculum at their personal level.

We strive to enable the pupils to reach their full potential in all areas, educational and social.

Ty Gwyn Special School

Ty Gwyn Special School caters for 239 pupils ranging from 3 to 19 years of age who all have a range of complex learning and physical needs.

All pupils have at Ty Gwyn have a statement of special needs or Individual Development Plan (IDP). The school has seen growth primarily in pupils with autism but the school has also seen an increase in pupils with complex medical needs. Pupils with autism make up around a third of the school roll. Pupils with physical and medical difficulties (PMED) make up nearly another third with other primary learning needs making up the final third. It should be noted that many pupils primary need is not their only need and they may indeed have several of these needs. Every pupil at Ty Gwyn is treated as an individual with a unique pattern of strengths and needs.

- Our pupil population is 30% female and 70% Male.



- 39% of our pupils are eligible for free school meals (FSM) 53% of our pupils identify as being from minority ethnic groups (BAME)
- There are 40 different ethnicities represented within the school
- For 32% of our pupils English or Welsh is not their first language (EAL)
- There are 31 different first languages used or understood by our pupils
- 5% of our pupils are classified as looked after by the local authority (CLA)

Due to their complex needs the majority of pupils within the school are working between Routes for Learning and B steps on the Cross Curricular frameworks. A minority of Pupils are working above C steps and are judged to be More Able and Talented (MAT) in our context. Further details of school context and pupil data can be seen in the school data pack.

We have 29 classes with staffing of 1 teacher and at least 3 Teaching Assistants.

Woodlands High School

Pupils are allocated to classes according to their Learning Profile so that the curriculum is appropriate and meets the needs of all learners. Year groups are mixed within each Key Stage (KS) from year 7 onwards. This means that a KS3 class will have pupils from years 8 and 9, KS4 classes will include years 10 and 11 and Post 16 classes include students from years 12, 13 and 14.

Each key stage provides pupils with a broad and balanced curriculum that prepares them for the next key stage. Our key stage 5 (post 16) curriculum prepares our learners for college, work and life beyond school. It is based on their needs, interests and abilities as well as high expectations to ensure they all reach their full potential. Off-site visits and extra-curricular activities (including after-school clubs) run throughout the year.

School Hours and Attendance Data

School Hours

Riverbank School:	9.10AM-3.20PM
Ty Gwyn School:	9.15AM – 3.15PM
Woodlands High School:	8.30AM – 2.50PM

Attendance

Riverbank School:	87.95% for academic year 2023-24
Ty Gwyn School:	81.75% Whole school Average Attendance 2023-24
Woodlands High School:	84.52% for academic year 2023-24

The nominated governor for attendance is **Zoe Oram-Jones**



School Improvement and Self Evaluation

Developing the Western Learning Federation and Schools

Each School Development Plan lays out the school's priorities for improving the school, as well as the Western Learning Federation School Improvement Plan which sets out the Federation priorities.

The priorities of the School Development Plan for the Western Learning Federation and each school are listed in Appendix 1.

The full self-evaluation report and development plan are available to view at the respective schools school.



Safeguarding

A priority at the Western Learning Federation is to promote the protection and well-being of all our pupils. We have designated safeguarding officers who regularly train staff in safeguarding matters and offer advice and guidance to all staff members. Our Safeguarding Policy is available on our Federation website and on the websites of the respective schools, as well as on request.

Role	School		
	Western Learning Federation		
DSP	Wayne Murphy, Executive Headteacher		
	Rachel Faulkner-Morris, Deputy Executive Headteacher		
	Riverbank	Ty Gwyn	Woodlands
DSP	Amie Lucas Head of School	Jamie Brotherton Head of School	Sian Thomas Head of School
Deputy DSP	Lauren Pope Deputy Head of School	Tammy Lloyd Deputy Head of School	Matthew Thomas Deputy Head of School
In the absence of DSP and Deputy DSP	Helen Ball, TLR	Tess Combstock, Assistant Head of School	Lucy Board Assistant Head of School
Safeguarding Policies		Safeguarding Policy	

Across the Western Learning Federation, the nominated Governor for child protection is **Ann Cocchiara**.

Cardiff County Education Safeguarding Team

The Education Safeguarding Team can be contacted by telephone or email on:

029 2233 0876, 029 2233 0877 or 029 2233 0878

EducationSafeguarding@cardiff.gov.uk

The Designated Officer for Safeguarding (DOS) is Lynda Gallagher who can be contacted on 029 2233 0889.



Curriculum

Riverbank School

Riverbank School adopts an active learning approach to the curriculum wherever possible. The curriculum is:

- Relevant to each child's needs and reflects their interests
- Determined by the individual child's level of development
- Practical and experimental
- Stimulates children to think for themselves and develop a sense of responsibility
- Allows children to make their own choices and decisions, when appropriate
- Encourages the use of all senses to investigate, explore and imagine
- Provides opportunities for communicating, questioning, answering and problem solving
- Recognises the importance of play
- Is regularly assessed to inform planning

Ty Gwyn School

The vision for the school curriculum is aligned to the four purposes. The needs of our pupils inform our curriculum and everything they experience is in pursuit of the four purposes to help pupils become:

- Ambitious, Capable Learners
- Healthy, Confident Individuals
- Ethical, Informed Citizens
- Enterprising, Creative Contributors

TLR holders each have a responsibility for AOLEs and each teacher has a coordinator responsibility for each discipline within the AOLEs. (please see attached sheet). Ty Gwyn is a Rights Respecting Gold accredited school and we are committed to the principles and values of the United Nations Convention on the Rights of the Child (UNCRC) across all areas of our work. We provide a high quality and adaptive learning environment and a rich, diverse and meaningful curriculum to our learners.

Ty Gwyn is a Healthy School, we are an inclusive and Eco-friendly school where pupils are at the heart of everything we do. We work extremely closely with families and have maintained the Investors in Families Platinum award from many years.

Throughout the year the school has endeavoured to link pupils and classes through whole school events, games and fun learning activities.



Ty Gwyn works with a number of accrediting bodies to both develop and provide quality assurance of our practice. Ty Gwyn holds the following awards:

- Investors in People Platinum
- Investors in Wellbeing -Silver
- Investors in Families Diamond
- National Autistic Society - Autism Accreditation
- Basic skills Award
- Rights Respecting School – Gold
- Healthy Schools – National Quality Award
- Welsh Award- silver

Woodlands High School

Key Stage 3: Year 7, 8 & 9

Our curriculum offer allows students to engage in meaningful and authentic experiences, developed by the staff of Woodlands School for our pupils. We use pupil voice to help guide the learning to ensure students have ownership over their journey. Each term we focus on different 'What Matters Statements' from The Curriculum for Wales, to ensure broad balanced learning experiences that encompass the four core purposes:

1. Ambitious, capable learners ready to learn throughout their lives
2. Enterprising, creative contributors, ready to play a full part in life and work.
3. Ethical, informed citizens of Wales and the world,
4. Healthy, confident individuals, ready to lead fulfilling lives as valued members of society.

Staff ensure that learning experiences offer challenge, develop knowledge & skills and promote opportunities to develop integral skills:

1. Creativity and innovation
2. Critical thinking and problem solving
3. Personal effectiveness
4. Planning and organising

Cross Curricular Skills

Explicit skill sessions are taught four times a week to encourage the application of skills across the curriculum.

Key Stage 4/Post 16

At Woodlands, we are privileged to be able to be a part of our students taking the important step from childhood to adulthood.



With this in mind, we have tailored our careers and work experience programme to meet the individual needs of our pupils and to guide them to move on from school into further training or occupations in which they can be secure and happy and which make the most of every individual's abilities, interests and talents.

Our curriculum offer is in line with the four core purposes, Positive Behaviour Support (PBS) and the values of The Western Learning Federation and Woodlands School. We aim to provide learning experiences in line with The Federation's values and principles. We work to make community links and are currently working towards the Community engagement. We aim to create also create opportunities for enterprise, promote a healthy lifestyle, work ethically, improve our pupils skills and offer each member social role valorisation.

We work closely with Specialist Careers Advisors from Careers Wales who work in close liaison with the school, pupils and parent to plan appropriately for the transition from school to next destinations. Careers Wales work with staff and pupils to create a range of workshop opportunities in a wide range of employment. The experiences have included; Royal Mail Sorting Office, ASDA, Plymouth Arms, Miller and Carter, Tesla and Welcome Break Cardiff Gate.

Pupils who are looking to transition to Cardiff and Vale College attend a weekly transition programme. Pupils attend the weekly session with the support of Woodlands Staff and access their curriculum in the environment.

Pupils who are leaving, access Travel Training in their final year at Woodlands to support

PTA

Riverbank School

Currently Riverbank School does not have a PTA

Ty Gwyn Special School

Parents and carers of children attending Ty Gwyn School are represented by the Friends of Ty Gwyn; this is an active group which is holds regular meetings and fundraisers.

Woodlands High School

Woodlands is excited to see growing interest in forming a PTA and is looking to establish a "Friends of Woodlands" group, fostering a vibrant partnership between families and the community to support the school's success.

Lunchtime Clubs and Extra Curricular Activities

Lunchtime Clubs and Extra curricular activities were:

Riverbank School

Riverbank School offers the following extra curricular activities:

- Sports events – CCFC
- Open orchestra – first special school in Wales to be involved



- Welsh National Opera – weekly visits
- Eco club
- Weekly Sports Sessions with RISE
- Student Council
- Flying bedroom
- Swimming for all pupils

Ty Gwyn Special School

Lunchtime Clubs and Extra Curricular Activities has also developed new clubs and activities

- RISE
- Variety of music sessions
- Dance
- Boxing
- Self regulation circuits
- Peddle Power

Woodlands High School

Woodlands School has worked closely with outside agencies to provide extracurricular sports during the School day. This year we have provided opportunities for pupils to take part in:

- **Cardiff Rugby-** A 12 week rugby sessions provided by Cardiff Rugby where 16 pupils from KS4/5 took part. We also joined the ALN Cardiff Rugby day in CAVC Dome where we practiced our skills and had fee games of tag rugby.
- **Glamorgan Cricket-** 8 week block of Cricket and table cricket provided by Glamorgan Cricket.
- **Welsh Rotary Gymnastics-** An in house Gymnastics Club ran in the Spring term, where our pupils participated in the regional and National Disability Gymnastics final.
- **WRU Esport Minecraft competition-** Our pupils took part in the ALN sector of the Esports competition where we the overall Welsh Winners.
- **WRU Inclusion Day-** We were thrilled to be invited to the Principality Stadium to join the Welsh Rugby Union's inclusion Day. Pupils had the opportunity to play rugby on the pitch and have photographs with some familiar faces.
- **Cardiff City Football Club Foundation-** We were luckily enough to provide our pupils the opportunity attend a stadium tour and skill sessions at the Cardiff City Football Stadium.
- **Peddle Power-** two classes from Woodlands engaged in regular pedal power sessions throughout the year. Due to pupil engagement, we now have plans to invest in our inhouse Scooter and adapted bike provision.
- **Swimming-** During the Summer Term, we held our Swimming Week- with over 120 pupils taking part in Swimming Sessions in Fairwater Leisure Centre from Cardiff Leisure Swim School instructors. The plan next year in to have 6 of these weeks and to work towards gaining a recognised swimming certificate.



Healthy Schools

Riverbank School

We are currently at Phase 4 and working towards Phase 5. Our Action Plan focuses on Mental and Emotional Health and Wellbeing.

Health and Wellbeing coordinators and have met with the regional Healthy Schools coordinator and put together an action plan for accreditation.

3 main areas of focus are

1. Leadership - (policies in place and priority of HS in SIP, staff training)
2. Pupil support- (nurture principles, ipad use, E safety, first aid)
3. School council - (pupil voice making a difference across the school, RRS, displays)

Completed actions to date:

- policies in place sent to regional Healthy School coordinator to sign off
- whole staff inset training - to inform and help embed into the school
- Health and Wellbeing coordinator attended RSE training and disseminated to all staff
- Evidence of learning folders on the hwb network for staff to access
- Folder of evidence started to collate evidence

Further actions:

- Regional coordinator attend Riverbank for pre accreditation visit
- Collation of online portfolio of evidence
- Audit and amend current practice where necessary

Ty Gwyn School

Ty Gwyn Achieved the NQA National Quality Award (Highest Award) in October 2022 after starting our healthy schools journey with the healthy schools network in 2008.

The National Quality Award comprised of seven topics.

1. Food and fitness (nutrition and physical activity)
2. Mental and emotional health and wellbeing, including staff wellbeing
3. Personal development and relationships, including sex and relationships education
4. Substance use and misuse, including alcohol, smoking, and drugs (legal, illegal, and prescription).
5. Environment, including eco-initiatives and improving the school and wider environment



6.Safety, including a variety of topics such as child protection, sun safety, internet safety, and first aid

7.Hygiene including across school and non-school setting

Woodlands High School

Following on from a recent Estyn thematic report, as a school we have been invited to participate in a pilot for Emotional and Mental Wellbeing which is being led by the Welsh Network of Healthy School Schemes (WNHSS).

The school is progressing well to achieve NQA Healthy Schools Award.

An electronic portfolio of evidence for the Healthy Schools' seven areas has been created and is updated regularly.

Anti-Bullying

Riverbank School

The School council has produced their own Anti-Bullying Policy; please visit the website to view

Ty Gwyn School

The school's ethos and vision is based on respect and equality. Wellbeing is at the core of our curriculum. Rights Respecting schools and pupil voice underpin these values. There are no cases of bullying at the school

Woodlands School

All of our staff have completed the Anti-Bullying course online, this was created by the Anti Bullying Alliance and was very worthwhile. We have a School Council being led by staff and pupils.

Community Links

Riverbank School

- SaLT, OT & Physio – joint workshops
- Epilepsy nurses – Buccol training
- Hearing Impaired team
- Visual Impaired team
- Educational Psychologist
- Disability & Inclusion team re outreach
- CHAD
- Cardiff Met lectures & PCGE lectures
- Local Children's Safeguarding Board
- Portal training re ILM
- Estyn



- Save the Children – Families Connect Programme
- Special Needs Health visitors
- CSC
- SOP
- LA – EY placement panel
- LA – Cardiff 2030 stakeholders
- Healthy Schools advisor
- University Stuttgart, Germany
- Investors in Families
- Clinical Psychologist
- FCE
- Open University
- Money Advice Service
- UNCRC

Ty Gwyn School

- The school links with a wide range of partners across Cardiff, Wales, the UK and beyond including:
- Cardiff Local Authority
- Central South Consortium (CSC) – Links with schools across consortium
- Cardiff Metropolitan University
- Health Professionals
- Therapy Professionals
- Social Services
- Careers Wales
- Psychology Services (Clinical & Educational)
- Sports Clubs
- Hearing Impaired team
- Visual Impaired team
- Disability & Inclusion Team re outreach
- Erasmus – International Links

Woodlands High School

As a school we have a lot to celebrate in relation to our communication and relationships with our Community. We share all our celebrations on all social media, especially Twitter to ensure our community are recognised for their hard work and commitment to our school. The school has developed excellent relationships with partners and regularly draw on their support to ensure that the needs of all the pupils are met.

Here are some of the things that took place:

- We have been approached by Cardiff Council to apply to become a School of Sanctuary. Balwinder Sandhu from School of Sanctuary met with us and mapped out our next steps as we aim to promote diversity in our school through our culture and ethos and curriculum.



- Refugee week was celebrated across the school- We looked at stories and songs. We looked at refugees who have settled in Wales we retold their stories. Children did a survey of where children in Woodlands have come from and listed all the different countries.
- Harvest collection was given to the Huggard Centre for the homeless. They were very grateful for our donations.
- Members of Albany Road Baptist Church attended School and helped us to celebrate the Harvest Festival.
- Parent Café ran once a month and parents were invited in to talk to the School nurse. There was a launch session for our new Maths scheme called Big Maths. Parents were invited in for celebrations such as the Christmas Fayre and the Christmas concert.

Parent Information Evenings

All pupils have an Individual Development Plan. This is a time for parents and any other professionals who have been involved with the pupil to meet together and discuss progress made and whether or not the placement remains appropriate or needs to be amended in any way. Individual development plans take place throughout the year. All Individual development plan meetings are offered via Teams and in person to enable parents and stakeholders to take part.

In addition to this we offer a Parents' evening in both the autumn and spring terms. This is an opportunity to meet with the class team and discuss progress towards targets and look at the "work" that has been going on within the classroom. Again, where necessary these meetings can take place remotely or via telephone.

Ty Gwyn School

Person Centred Individual Development Plan Meetings take place in person, remotely or through a combination of both depending on parents/carers preferences.

Parents & carers attend parents evening twice a year, where parents are invited to review targets and discuss progress or any concerns. Health staff are available for consultations also on these evenings. Parents are invited to regular coffee mornings to discuss pupils and have a chat with staff. There are meetings to inform parents on curriculum development and transition into key stage 3 and 4. Regular meetings for parents/carers are held to prepare for post 19 provision, these meetings are held in collaboration with Careers Wales and social Services. The school also once again held a transition event whereby post 19 providers form a 'market place' for parents & carers to have direct access to the providers

Woodlands High School

Parents are given options on how to attend the Individual development plan of on Teams or in person which enabled parents and stakeholders to take part.

Parents' evenings are usually carried out twice a year. The first parents evening was held in October, with the second in March. All Annual Reviews were completed last year.



Complaints

The Governing Body has established a procedure to consider complaints in relation to the school’s curriculum and other related matters. This procedure is available in a document available in school. A copy would be available to any parent seeking to make a complaint under these arrangements.

It is emphasised, however, that many complaints can be dealt with quickly and effectively by informal consideration based on discussions with the Head of School. An appointment can be made to discuss any complaints with the Head of Schools and also to view any curricular related documents

The Governing Body has established a procedure to consider complaints in relation to any school matter. This procedure is available in a document available in school. A copy would be available to any parent seeking to make a complaint under these arrangements.

It is emphasised, however, that many complaints can be dealt with quickly and effectively by informal consideration based on discussions with the Head of School. An appointment can be made to discuss any complaints with the Heads of School and also to view any curricular related documents

School Policies

The Western Learning Federation, individual Schools and Governing Body review school policies and progress towards implementing strategies when appropriate. These can be accessed via each individual school and by contacting the respective school office by telephone or by email:

The Western Learning Federation, individual Schools and Governing Body review school policies and progress towards implementing strategies when appropriate. Many of these are available on the school and federation websites. [Click here](#) to access each schools’ policies via the Western Learning Federation website. Policies can also be accessed via each individual school and by contacting the respective school office by telephone or by email:

Riverbank School:	02920 563 860
Ty Gwyn School:	02920 838 560
Woodlands High School:	02920 561 279
Western Learning Federation:	02920 838 560

They are also located on each school’s website: Riverbank School, Ty Gwyn School, Woodlands High School

Governing Body minutes to meetings **are held by the Clerk to Governors** and can be viewed upon request.



School Prospectus

If you require a copy of a School Prospectus, you can request a copy from the relevant school office.

Buildings

Riverbank School

- 1 main building housing classrooms, meeting room, kitchen, school hall, admin and SLT offices.
- 2 double portacabins
- 1 garage converted into learning space

Ty Gwyn School

- 1 main building housing classrooms, school hall, admin and SLT offices.
- 1 modular building housing 4 classrooms for primary ASD pupils and 1 sensory room
- 1 annexe building housing 4 classrooms, soft play, sports hall, admin offices and multiagency offices

Woodlands High School

- 1 main building housing classrooms, school hall, admin and SLT offices.
- Changing room block
- 4 double portacabins
- 4 additional classrooms housed in a two storey portacabin

Toilets

Guidance from Welsh Government requires governing bodies to report to parents on toilet facilities and the arrangements for cleaning them.

Riverbank School

We have one class with their own toileting area and changing bed.

Four classes share two sets of toilets, boys and girls, and a changing area with two changing beds and a large disabled toilet.

Two other classes then share a separate toileting and changing area with two toilet cubicles and a changing bed. The four portacabin classrooms with four toilet cubicles.

Ty Gwyn School

Green Corridor	10 staff toilets 2 accessible toilets 2 showers
Blue Corridor	5 classroom toilets, 1 staff toilet, 7 accessible toilets, 3 showers
Red Corridor	3 staff toilets, 6 accessible bathrooms, 6 accessible toilets. Changing rooms – including 4 toilets, 4 showers & wet room
Grey Corridor	5 classroom accessible toilets, 6 classroom toilets, 3 showers



Annexe	3 staff toilets, 7 accessible toilets, 5 showers
Modular	

Woodlands High School

Main Building		Changing Room Block	Portacabins
Ground Floor	(Boys) 3 Stalls	(Boys) 2 Stalls	(Unisex) 3 Toilets
	(Boys) 1 Urinal	(Girls) 2 Stalls	3 Disabled Toilets
	(Girls) 5 Stalls	1 Disabled Toilet	
	1 Disabled Toilet	(Boys) 2 Showers	
First Floor	(Boys) 2 Stalls	(Girls) 2 Showers	
	(Boys) 1 Urinal		
	(Girls) 2 Stalls		
	1 Shower Room		

Toilets are cleaned every day by the Cardiff County Council Cleaning Services.

Term Dates – 2023/2024

Autumn Term Dates		
First Day of Term	Last Day of Term	Return to School
Monday 2 nd September	Friday 25 th October	Monday 4 th November
Monday 4 th November	Friday 20 th December	Monday 6 th January
Spring Term Dates		
First Day of Term	Last Day of Term	Return to School
Monday 6 th January	Friday 24 th February	Monday 3 rd March
Monday 3 rd March	Friday 11 th April	Monday 28 th April
Summer Term		
First Day of Term	Last Day of Term	Return to School
Monday 28 th April	Friday 23 rd May	Monday 2 nd June
Monday 2 nd June	Monday 21 st July	

Final return statement financial year 2023-2024

Summary – Riverbank School

Summary	
Total resources available in 2023-24	£
	1,684,370
School balances Brought forward from 2022-23	
School Loans Brought forward from 2022-23	80,517
Prior Year Adjustment	0.00
Total delegated resources	
Total	1,764,887
Actual Expenditure	1,677,284
Less change in investments	0.00
Less Movements in Temporary Loan	0.00
Less variance in earmarked rates	0.00
Total balance carried forward to 2024-23	87,603
Statement of Balances Held	£
Uninvested Balance as at 31st March 2024	87,603
Invested Balance as at 31st March 2024	0.00
Outstanding Loans as at 31st March 2024	0.00
Total Balances held as at 31st March 2024	87,603

Final return statement financial year 2023-24

Summary - Ty Gwyn School

Summary	
Total resources available in 2023-24	£
	6,008,690
School balances Brought forward from 2022-23	110,838
School Loans Brought forward from 2022-23	
Prior Year Adjustment	0.00
Total delegated resources	
Total	6,119,528
Actual Expenditure	5,919,144
Less change in investments	0.00
Less Movements in Temporary Loan	0.00
Less variance in earmarked rates	0.00
Total balance carried forward to 2024-25	200,384
Statement of Balances Held	£
Uninvested Balance as at 31st March 2024	200,384
Invested Balance as at 31st March 2024	0.00
Outstanding Loans as at 31st March 2024	0.00
Total Balances held as at 31st March 2024	200,384

Final return statement financial year 2023-24

Summary – Woodlands High School

Summary	
Total resources available in 2023-24	£
	3,144,980
School balances Brought forward from 2022-23	98,956
School Loans Brought forward from 2022-23	0.00
Prior Year Adjustment	0.00
Total delegated resources	
Total	3,243,936
Actual Expenditure	3,136,108
Less change in investments	0.00
Less Movements in Temporary Loan	0.00
Less variance in earmarked rates	0.00
Total balance carried forward to 2024-25	107,828
Statement of Balances Held	£
Uninvested Balance as at 31st March 2024	107,828
Invested Balance as at 31st March 2024	0.00
Outstanding Loans as at 31st March 2024	0.00
Total Balances held as at 31st March 2024	107,828

Appendix 1

School Improvement Plan Priorities

Priority's	School		
	Riverbank	Ty Gwyn	Woodlands
Priority 1: Leadership	All staff are clear of their roles and responsibilities to ensure all pupils make progress and are kept safe	All staff and partners at Ty Gwyn understand their roles and how they contribute to make my school better so that I am safe, happy and make progress.	I understand what my roles and responsibilities are in Woodlands and the WLF so that pupils are able to make progress.
Priority 2: Curriculum, Teaching and Learning	I am able to access key areas of the curriculum which helps me to make progress in all areas of my learning	Our curriculum helps me develop key skills and is underpinned by enabling adults, effective environments and engaging experiences.	I can use the curriculum which helps me develop my key skills.
Priority 3: Wellbeing, Equity and Inclusion	I am able to attend school, keep myself safe and ensure that I am ready to learn.	School helps me to enhance my quality of life by working together with an individualised approach that ensures I am safe and ready to develop new skills	I am ready to learn. I engage in my learning, attend school and keep myself safe.

End of report.