



Governing Body

Annual Report to Parents

Academic Year 2024-2025



Dear Parents and Carers

The following report outlines the achievements of Abbey School over the last academic year, and I would like to extend my sincere thanks to all the staff and to our Head Teacher Mr Kevin Hodder for all their hard work and commitment shown. Hours have been spent to ensure the safety and well-being of our children, and this continues to be at the heart of everything we do as a governing body.

It is Mr Hodder's second year as head at Abbey, and the school has continued to flourish and grow under his leadership. I am lucky as Chair to have such an excellent Board of Governors with different skill sets and this is so important to a school. The Governing Body and Mr. Hodder have continued to ensure that the management of the school is strong and effective, and I would like to thank my fellow governors for their support and assistance during the past year. In the past year, the budget has been challenging and in the coming year it will be even more so but working together we will face and overcome whatever challenges we have to face.

Staff and governors are committed to achieving an environment where every child is looked after and provided with the opportunity to thrive and achieve to the best of their ability in an inclusive environment.

Abbey Primary has sustained a high performance this year, alongside a strong focus on wellbeing and happiness. In line with the Curriculum for Wales, teaching is planned around the Four Purposes, helping our learners become ambitious, capable, enterprising, creative, ethical, informed, healthy, and confident. Our staff plan rich learning in authentic contexts, build learner voice and choice, and track progress through clear progression steps. I am delighted with the results and the holistic development we see in our children, and I extend sincere thanks to our dedicated staff and to you—our families—for the vital support you provide at home.

A major issue at the school since it opened has been car parking and to some extent it continues to be an issue. However, the opening of the car park on the site of the old nursery has improved things immeasurably. I would ask everyone still to think where they park their vehicles outside the school at the start and close of the school day.

The school fields continue to be an issue and have been since the school first opened. Mr Hodder and I have met with the LA on numerous occasions and work at last has started to try and resolve this issue.

There have been several coming and goings in respect of school staff in the past year. Mr Alex Davies left to become Deputy Head at Alltwen Primary, and teaching assistants Justine Hughes and Nicola Gibbings also left our school. I would like to wish them every success for the future.

New staff have also arrived at Abbey in the past year— Milla Howell, Marla Phillips, Sarah Davies, and Olivia Deavall. I have no doubt they will enjoy the experience of working at Abbey.

Lastly, I would so like to say an enormous thank you to all our fantastic pupils and parents who have worked so hard this year and have made staff and governors immensely proud with the standards they have achieved. I would like to thank the PTA for their continued hard work and fund raising, which is so important, and lastly, I extend my thanks to you parents and governors for your help.

I am still proud to say I am the Chair of Governors at Abbey Primary.

Cllr Mike Harvey

Chair of Governors

Contents

1. Annual meeting with parents
2. Governors structure
3. Staff structure
4. Attendance
5. Community links
6. School targets
7. Curriculum and additional learning needs
8. Assessment and data
9. Welsh language
10. Health and mental health and wellbeing
11. Sporting aims and achievements
12. Extra-curricular activities
13. Educational visits
14. Accessibility
15. Home / school links
16. School policies and procedures
17. School term dates for 2025-2026
18. School prospectus
19. Parent, teacher association
20. Financial statement

1. Annual Meeting with Parents

The Schools Standards and Organisation (Wales) Act 2013 (The Act) removed the requirement for school governing bodies to hold an annual meeting with parents. Instead, new arrangements were introduced to enable parents to request up to three meetings in any school year with a governing body, on matters which are of concern to them.

If parents wish to use their rights under the Act to hold a meeting, four conditions will need to be satisfied:

- 1) Parents will need to raise a petition in support of holding a meeting.**
The parents of at least 10% of the school's registered pupils. If it is a paper petition, then a written signature must be given as well as the name and class of each child who is a registered pupil at the school. If the petition is in electronic format, the 'signature' required is the typed name of the parent plus the name and class of each child who is a registered pupil at the school and the email address of each parent who 'signs' the electronic petition. There were 416 children registered as pupils with this school at the beginning of this academic year. Exact roll numbers at any time during the year may be obtained from the school office.
- 2) The meeting must be called to discuss matters which affect the school.**
The meeting cannot be called to discuss such matters as the progress of individual pupils, or to make a complaint against a member of the school's staff or governing body. The petition should contain brief details of the matter(s) to be discussed, and the reasons for calling the meeting. This information should be clearly displayed at the top of the petition, with parents' signatures appearing below.
- 3) A maximum of three meetings can be held during the school year.**
The law allows parents to use their rights to request up to three meetings with a school governing body during the school year.
- 4) There must be at least twenty-five school days left in the school year.**
The law makes it a condition that at least twenty-five 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:

*The Clerk to Abbey Primary School Governing Body,
Heol Penlan,
Longford,
Neath, SA10 7LB.*

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>

2. List of Governors and the term of office 2024-2025

Governor	Category	Term of office expiry
Cllr. Mike Harvey, Chair	LA	31.08.27 HarveyM77@hwbcymru.net
Dr. Lisa John, Vice-Chair	Community	31.08.27
Mrs. Sue Davies	Community	31.08.27
Father Chris Cole	Community	31.08.27 – resigned April 2025
Mr. Vic James	LA	31.08.27 – resigned August 2025
Cllr. Keith Davies	Community, Minor Authority	01.10.27
Cllr. James Henton	LA	31.12.27
Mr. Paul Davies	Elected Parent	27.03.26
Mrs. Jenna Hickman	Elected Parent	27.03.26
Mrs. Hannah May	Elected Parent	27.03.26
Mrs. Cerys Davies	Elected Parent	30.09.28
Mrs. Nicola Griffiths (DHT)	Teaching staff	01.10.27
Miss Sacha Jarvis (TA)	Non-Teaching staff	31.08.26
Mr. Mr. Hodder	Headteacher	
Clerk to Governing Body	Mrs. Anthea Jackson	JacksonA51@hwbcymru.net
Bursar	Mr. Rachel Richards	

3. School Structure

Class / Year	Class size	Teacher
EYAC	9 Nurs/7 Rec	Miss Lucy V. Richards
Nursery (am)	35	Mrs. Jeni Williams
Nursery (pm)	35	Mrs. Jeni Williams
Nursery/Reception	10	Mrs. Jeni Williams
Reception	29	Mrs. Sue Jones
Year 1	31	Mrs. Nicola Griffiths
Year 1	32	Mrs. Sara Powell
Year 2	24	Mrs. Victoria Ryan
Year 2	22	Mrs. Sheridan Williams
Year 3	27	Miss Katie Bowring/Miss Lois Evans
Year 3	27	Mrs. Lucy Richards
Year 4	26	Mr. Alex Davies/Miss Lois Evans
Year 4	24	Mr. Gavin Fitchett
Year 5	31	Mr. John Richards
Year 5	30	Miss Lisa Dew
Year 6	30	Mrs. Danielle Thomas
Year 6	31	Mr. Cameron Mellin

4. Attendance

Term	Attendance Years 1 – 6		Authorised Absence	Unauthorised Absence
	Annual Target %	Actual %	Actual %	
Autumn 2024	93.5%	92.18%	3.82%	4%
Spring 2025	93.5%	93.36%	3.7%	2.94%
Summer 2025	93.5%	91.44%	2.90%	5.66%

Exclusions

Term	Exclusions	Comments
Autumn 2024	2	N/A
Spring 2025	2	N/A
Summer 2025	2	N/A

The target for attendance is 93.5% for the whole school. We continue to monitor attendance and support pupils and families whose attendance is below 90%.

Every school absence must be accounted for with a satisfactory explanation. The school operates a first day response to absence, where the parent/carer will be contacted on the first day to investigate the reason for absence if no reason has been given.

The EWO works closely with the school to monitor attendance and is also involved with families in a supportive role, such as a management plan for a child's return after illness. Fortnightly meetings take place to monitor and track attendance of all pupils.

Individual classes are competing to achieve the best % of attendance, and this is announced in achievement assembly held every week. We continue to award pupils with 100% attendance termly/yearly by presenting them with certificates.

Leavers

Pupils	Destination
2	Birchgrove Comprehensive
56	Dwr-Y-Felin Comprehensive
1	LLangatwg Comprehensive
1	Ysgol Hendre
1	Ysgol Bae Baglan
2	Croeserw Primary
1	Ysgol Bro Banw
1	Ysgol Maes-Y-Coed
1	Tywyn Primary
3	Gnoll Primary
2	Blaenhonddan
1	Ysgol Cwm Brombil

5. Community Links

The school aims to create further links with other groups and industry within the community. We also recognise the need to strengthen relationships between us and everyone inside and outside of the community.

The school has good links with Hope Church, St. Johns Church, and Ebenezer Church. Father Chris at St. Johns and Pastor Paul have been a valued contributor to our celebrations and school life.

PC Lewis attends school to give talks to pupils on Anti-bullying, Stranger Danger and Solvent/Drug Abuse. The school nursing service visit on a regular basis to talk about hygiene, keeping healthy, puberty and they also carry out the Flu immunisations.

- Parents, grandparents, and extended family members are welcomed not only to offer help and expertise, but to all school events.
- Parents and grandparents support groups in reading.
- Home/school visits.
- Visits to the local Church, Dwr-y-Felin Comprehensive School, Longford Memorial Hall, Tesco, Neath Abbey ruins, Skewen etc.
- Annual Summer Garden Party/Christmas Extravaganza.
- The school supports work placement and NVQ students.
- Large involvement with outside agencies e.g. local historians, health professionals.
- Welly walks.
- Assemblies with Paul Davies, Hope Church, Eunice Walters, Ebenezer Church
- Swimming

6. School Targets

In line with the new curriculum there are no tests as measures. The school uses personalised assessments twice a year from Year 2 and up year to measure pupil progress in reading, numeracy, and reasoning. Pupil's progress is discussed with parents/carers in consultation evenings, and this progress is regularly reviewed. Progress centres around pupils' development and growth in line with the new curriculum.

7. Curriculum and Additional Learning Needs

At Abbey Primary school, we feel that each child is special and therefore has individual needs. We plan to ensure that the need of each child is met, whatever their ability.

Provisions for Additional Learning Needs are made in accordance with the Additional Learning Needs (ALN) Code for Wales.

At Abbey Primary School, we are deeply committed to ensuring that every child receives the support they need to thrive—academically, socially, and emotionally. In line with the Additional Learning Needs (ALN) Code for Wales, we provide mainstream support for children registered with a School Individual Development Plan (IDP), a Local Authority (LA) IDP, or a Statement of Special Educational Needs. These plans are developed collaboratively with families, professionals, and the child, and they outline the specific strategies, resources, and interventions required to meet each learner's unique needs.

Support is delivered according to the recommendations set out in the IDP or Statement and is regularly reviewed to ensure it remains responsive and effective. Our approach is person-centred, focusing on removing barriers to learning and promoting independence, inclusion, and wellbeing. Every child identified as having additional learning needs is assessed carefully, and assistance is offered wherever possible to help them access the curriculum and reach their full potential.

Abbey Primary's Additional Learning Needs Policy incorporates the principles of the ALN Code and reflects our commitment to equity, inclusion, and high expectations for all. This policy has been formally approved by the Governing Body and is available to parents upon request from the school office.

Our provision is supported by a dedicated Additional Learning Needs Coordinator (ALNCo), who oversees the identification, planning, and delivery of support across the school. We value strong partnerships with families and external agencies, and we hold regular review meetings to ensure that parents and carers are fully involved in decisions about their child's learning journey.

Abbey Primary is proud to be a disability-friendly school, with accessible facilities and inclusive practices embedded throughout. We also host an Early Years Assessment Centre, which provides specialist support for children with more complex needs. This nurturing environment offers tailored learning experiences that help children develop essential skills, build confidence, and prepare for successful transitions into mainstream education or further specialist provision.

8. Assessment and Data

The school continues to assess pupils in line with Welsh Government Guidance.

9. Welsh Language

Welsh as a second language is taught throughout the school.

10. Health and Mental Health Well-Being

At Abbey Primary School, we continue to work towards being a Healthy School following The All-Wales Healthy School Initiative. Neath Port Talbot school meals service provides pupils with free healthy nutritious meals in Breakfast club and at lunchtimes.

Mental health is a state of wellbeing in which the individual realises his or her own abilities, can cope with the normal stresses of life, can work productively and fruitfully and is able to contribute to his or her own community. (World Health Organisation)

Mental Health affects all aspects of life and behaviour including learning. At Abbey Primary School, we are committed to promoting positive mental health and well-being to all pupils, their families, members of staff and governors.

Abbey Primary School encourages and supports the whole school community to be positive in its approach to mental health wellbeing. Issues around mental health and well-being will be taught explicitly through the curriculum where relevant for example during Health and Well-being lessons but the most powerful tool for the continual promotion of positive mental health and wellbeing is through our shared ethos and values.

11. Sporting Aims and Achievements

At Abbey Primary School, we fully promote all sporting activities and events, whether those are team sports or individual. We have a number of children who have excelled in their sports, becoming Welsh and British Champions.

Over the past year the pupils have taken part in numerous sporting events such as:

Penalty shootout raising £3000 for the school, Urdd Tournaments, Swansea City Tournaments, Gymnastic competitions, School Boys Rugby, Year 5 and 6 swimming lessons, the school hosted the Cluster schools Netball tournament and have taken part in NPT Pass events, the sports day was held in Cwrt Hertbert.

12. Extra-Curricular Activities

The school actively offers a wide range of extra-curricular opportunities to the pupils throughout the year and without the commitment of teaching and non-teaching staff this would not be possible.

13. Educational Visits

Abbey Primary School pupils attended Llangrannog and Lyddington on residential visits.

The pupils visited Cardiff Castle, Folly Farm, St. Fagans, the Community Farm in Swansea, walks in the community, Plantasia, Techniquet, Briton Ferry recycling centre as part of their class topic, Swansea Grand Theatre to see Room on the Broom.

14. Accessibility

The school ensures equal access for all and has a Disability Non-Discrimination Policy (available in the main office) along with a long-term Accessibility Plan which outlines its continued action.

The school provides disabled facilities and other toilets, which are serviced regularly.

15. Home / School Links

A strong link between school and home is extremely important to ensure a happy and successful education for all pupils. Parents/carers are encouraged to visit school to join in many activities, such as a Numeracy workshop in class for parents/carers. Miss Sacha Jarvis, who is our Family Engagement Officer, provides valuable support for our families through a variety of initiatives.

A home/school agreement is made with all pupils when they join our school. This encourages a positive attitude to behaviour and whole school life, and it clearly sets out the commitments which everyone has made.

- Regular newsletters
- Twice yearly meetings with parents to discuss pupil progress (Autumn and Summer Term)
- Class Assemblies throughout the year
- Christmas/Easter/Leavers Assemblies
- Achievement / Attendance Assembly
- School – Dojo messaging service
- Parent/Carer information workshops

School website:

www.abbeyprimaryschool.com

16. School Policies and Procedures

The Full Governing Body and Committees meet termly to review policies with priority given to statutory policies. All school policies are available to parents, carers from the school office or on the school website: www.abbeyprimaryschool.com

17. School Term Dates– 2025-2026

Term	Term Begins	Mid Term Holiday		Term Ends
Autumn 2025	Monday 1 st September	Monday 27 th October	Friday 31 st October	Friday 19 th December
Spring 2026	Monday 5 th January	Monday 25 th February	Friday 29 th February	Friday 27 th March
Summer 2026	Monday 13 th April	Monday 25 th May	Friday 29 th May	Monday 20 th July

Schools will be closed to pupils for [INSET/Staff Preparation \(2025/26\)](#) on up to six days between Monday 1st September and Monday 20th July 2026 these days will be set by the school.

18. School Prospectus

A copy of the most recent prospectus can be found on the school website www.abbeyprimaryschool.com
Summary of changes - Staffing, pupil numbers, Governor information, Curriculum update.

19. Parent, Teacher Association (PTA)

A dedicated group of parents continue to work tirelessly to raise additional funds for much needed equipment and resources.

FINANCIAL STATEMENT 2024/25**Abbey Primary**

	Delegated	Non-Delegated
Teachers Salaries	£1,207,371	
Non-Teaching Salaries	£844,250	
Wages inc Catering and Cleaning		
Other Employee Expenses	£873	
Other Direct Costs (Transportation)	£3,250	
Premises inc Contracts	£149,813	
Capitation	£71,256	
Capital Financing		£992
Admin, Exams, LA, Transport		
Transfer Payments		
Support Services	£266,931	
Other Activities		
Grants	-£552,695	
Other Income	-£105,392	
Contribution to/(from) reserves	£28,431	£25,471
	£1,914,088.00	£26,463