



Caerleon Governors' Annual Report to Parents & Carers

2022 - 2023



Sicrhewch Ragoriaeth
Maximising Potential

Letter from the Chair of Governors

Dear Parent/Carer,

As the Chair of Governors at Caerleon Comprehensive School, I am delighted to present the Annual Report to Parents for the academic year 2022-2023.

Despite its comparative brevity, we hope this report gives you a 'flavour' of the 2022-2023 academic year at our school.

'Maximising potential' governs all aspect of school life at Caerleon. As school governors we are proud of our school community at Caerleon. In line with our school motto, staff work tirelessly to maintain high standards. They challenge our young people to ensure that they achieve excellent results and support them to ensure they feel safe and happy. Our aim is to support all learners so that they mature into responsible, caring citizens.

If you have any questions relating to the report, then please do not hesitate to contact the school.

Dr Paul Warren

Chair of the Governing Body

Annual Report to Parents

2022 – 2023

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1 INTRODUCTION

1.1 About this report

This report is produced by the governing body for the parents and carers of students at Caerleon Comprehensive School.

The report covers the 2022-23 academic year and provides a snapshot of the school. We believe it will be of interest to you if you have a child at the school or if you are considering applying for your child to join us.

1.2 Parents' meeting

Parents are welcome to request a meeting with the governing body to discuss this report.

Parents have a statutory right to such a meeting, subject to these conditions:

- A petition with the signatures of at least 30 parents is raised.
- The meeting is to discuss school-related matters.
- There are no more than three of these meetings in a school year.
- There are at least 25 school days left in the school year.

2 SCHOOL INFORMATION

2.1 Term dates

Term	Start	Half term	End
<i>Autumn</i>	02/09/2022	31/10/2022 to 04/11/2022	23/12/2022
<i>Spring</i>	09/01/2023	20/02/2023 to 24/02/2023	31/03/2023
<i>Summer</i>	17/04/2023	29/05/2023 to 02/06/2023	21/07/2023

2.2 School prospectus

The school produces an online prospectus for the 2022-2023 school year. You may download this and other publications from the web site.

Hard copies are available on request.

2.3 Language category

Caerleon Comprehensive School is an English medium school.

3 SCHOOL LIFE

3.1 Teaching and learning

3.1.1 Curriculum – Years 7 to 9

Following a review undertaken by Professor Graham Donaldson in 2015, Wales is in the midst of educational reform for 3-16 year olds, designed to put literacy, numeracy and digital competence at the heart of the system.

Improving education is our national mission. There are four purposes of the curriculum for Wales. All our children and young people will be:

- ambitious, capable learners
- enterprising, creative contributors
- ethical, informed citizens
- healthy, confident individuals

These four purposes are the shared vision and aspiration for every child and young person.

‘Key Stages’ will disappear and be replaced with a seamless curriculum for children aged 3-16, providing more joined-up learning. Traditional subjects will still be taught but they will be grouped into six ‘Areas of Learning Experience’ (AoLEs):

- Languages, Literacy and Communication
- Mathematics and Numeracy
- Science and Technology
- Expressive Arts
- Humanities
- Health and Wellbeing

There are 27 statements of ‘what matters’ across the six areas of learning experience and these will be used to construct the curriculum for our learners.

We are in a transition phase between the need to deliver the National Curriculum and prepare for the new Curriculum for Wales. Since September 2020, departments have been trialling new learner experiences and investigating how new ‘progression steps’ will link in with this work.

The school has been and will continue to engage with stakeholders in order to prepare for this exciting change and it is anticipated that this current curriculum policy will be modified to fully embrace ongoing developments in the new curriculum.

Our current school curriculum:

- focuses on the learner

- ensures that appropriate skills development is woven throughout the curriculum
- offers reduced subject content with an increased focus on skills
- focuses on continuity and progression
- is flexible in order to meet the needs of all learners
 supports Government policy, including bilingualism, Cwricwlwm Cymreig/Wales, Europe and the World, equal opportunities, health and wellbeing, sustainable development and global citizenship, Careers and the world of work
- continues to deliver a distinctive curriculum that is appropriate for Wales

Students are expected to acquire skills in:

- speaking and listening, literacy, numeracy skills and digital competence, working with others and problem solving
- personal, social and health education reflecting the school's aims and ethos

Subjects in years 7 to 9 are taught in mixed-ability groups with the exception of D&T, PE and mathematics in year 9.

The following table shows the list of subjects taught, and number of lessons per fortnight allocated to each year-group for the 2022-23 school year. In years 8 and 9 students have the opportunity to study German as their second modern foreign language.

Subject lessons per fortnight	Year 7	Year 8	Year 9
<i>Art</i>	2	2	2
<i>Biology</i>		2	2
<i>Chemistry</i>		2	2
<i>Design & Tech.</i>	3	3	3
<i>Drama</i>	1	1	1
<i>English</i>	7	7	7
<i>French</i>	3	3	3
<i>Geography</i>	3	3	3
<i>German</i>	N/A	1	1
<i>History</i>	3	3	3
<i>I.T.</i>	2	2	2
<i>Maths</i>	7	7	7
<i>Music</i>	2	2	2
<i>P.E.</i>	4	4	4
<i>Physics</i>		2	2
<i>RVE</i>	3	2	2
<i>Science</i>	6		

<i>Skills</i>	1	1	
<i>Wellbeing</i>	1	1	1
<i>Welsh</i>	2	2	3

3.1.2 Key Stage 4 curriculum

At Key Stage 4, students select a smaller number of subjects; the school provides guidance in order that students choose a range of subjects which is appropriate to their needs, and those in which they can do well. All pupils access one-to-one subject counselling with a member of senior staff.

The following table shows the full list of subjects that were available in KS4 in 2022-2023.

Compulsory Subjects	Option Subjects
English	Art
Mathematics	Business Studies
Science	Computer Science
PE	D&T Graphic Products
RSE	D&T Product Design
RVE	D&T Textiles
Welsh	Drama
WBQ L2	Engineering
	Food and Nutrition
	French
	Geography
	German
	Health and Social Care
	History
	ICT
	Music
	PE
	Sociology
	Welsh

In core subjects, students are taught in sets according to ability. They will be expected to take external examinations during and at the end of the KS4.

3.1.3 Post-16 curriculum

In the Sixth Form, students study either three or four subjects at AS level in year 12 (including Welsh Baccalaureate). If a course is not available in school, students may still be able to access it via another school as part of the Newport collaborative programme. The school works closely with Llanwern as its “preferred partner”.

The following table shows the full list of subjects that were offered in 2022-23.

Compulsory Subjects	Year 12 and 13 Subjects	Collaborative Subjects
WBQ L3	Art & Design	Applied Science
	Biology	Business Studies OCR
	Business Studies	Financial Studies
	Chemistry	Health and Social Care
	Criminology	Media Studies
	Design and Technology	Music Performance
	Double Mathematics	Photography
	English Language	Sport
	English Literature	
	French	
	Geography	
	German	
	History	
	ICT	
	Mathematics	
	Music	
	PE	
	Physics	
	Psychology	
	RE	
	Sociology	
	Theatre Studies	
	Welsh	

3.1.4 Additional Needs

Caerleon Comprehensive School is committed to providing an individualised, high-quality education to all our students. We believe that all students, including those identified as having additional learning needs (ALN) have a common entitlement to a broad and balanced academic and social curriculum, which is accessible to them and to be fully included in all aspects of school life.

In 2022 – 23 the interventions programme was embedded across a range of abilities, with ALN students being given the opportunity to undertake extra Literacy and Numeracy. Additionally, our small-group provision removed the need for ALN learners to study a second modern foreign language (German). Mrs Muggleton, leads our ALN team.

3.2 Wellbeing

3.2.1 Healthy eating

The school promotes healthy eating and drinking in line with 'The Health Eating in School (Wales) Measure 2009.'

Aspens, the school's catering partner, produce menus which are in line with Welsh Government's healthy eating guidelines. These menus are published in school and are also available on the school website.

Drinking water, free of charge is available in several locations across the school site.

Healthy eating and drinking is encouraged as part of the school's health and wellbeing programme and is actively supported by PE, DT food technology and enrichment activities including year-group assemblies.

The School Council offer feedback to Aspens to facilitate improved provision.

3.2.2 Welfare

The Assistant Head Teacher for Wellbeing manages the Heads of Year (HOY), and holds:

- fortnightly meetings with HOYs 7-11 (attendance and bullying/behaviour are mandatory agenda items); and
- termly full pastoral meeting
- From tutors meet with their Head of Year on a weekly basis.

The AHT Wellbeing also manages the AAHT (Learning Centre), 3 Learning Coaches and 1 Pastoral Support Officer. These staff meet regularly to support students who require additional pastoral care and interventions.

3.2.3 Behaviour management

In February 2023 the school published its new conduct code which defines expectations and sanctions and encourages pupils to take ownership of and responsibility for their own behaviour management. This is available on the school website.

3.2.4 Learning Pathways

The school continues to develop the options selection process at levels 2 (e.g. GCSE) and 3 (e.g. A Level). We work alongside students to make sure that they select the subjects which help them maximise their potential and prepare them for the world of work, further education and school/college and for higher education pathways.

The main features are:

- Year 9 and 11 Students are given a free choice of subjects to study the following year. The timetable is built around those choices, to maximise the number of students able to study all their preferred subjects.
- The school provides one-to-one support for every student, to help each one choose their most effective combination of subjects.

3.3 Learner and parent voice

Feedback from student surveys contributes to the school’s self-evaluation process. Learner voice groups also informs school decision making in areas such as wellbeing support, teaching and learning, nutrition and health and ecological issues.

The School Council continues to have an influence on school development. The opinions of student councillors are sought on a whole range of issues. Each form is represented by two councillors who sit on a Year Council. In turn each year group has two representatives on the School Council.

3.3.1 Parent forum

The objective of our Parent/Carer Forum is to facilitate positive and productive two-way communication between parents/carers and the school, providing a channel for consultation, feedback, and suggestions for improvement. All parents are welcome to attend. The dates of future parent forums can be found on the school web site.

3.4 Extra-curricular activities

The school offers its students a wide range of extra-curricular activities, which many take advantage of. Each year the offering is reviewed and updated.

Activity	Years	Activity	Years
String Orchestra	All	Football	All
Senior Choir	Y9-13	Hockey	All
Sixth Form Choir	Y12-13	Netball	All
Senior Orchestra	All	Cross-country	All
School Wind Band	All	Gymnastics	All
Junior Choir	Y7-8	Dance	All
Big Band	Invited players	Tennis	All
Percussion Ensemble	All	Indoor Rowing	All
Composition Club	All	Athletics	All
Rugby	All	Cricket	All
		Rounders	All
		Golf	All

Activity	Years
Library Carnegie Reading Group	Y7-8
Library – Quiz Club	Y7-8
French – National Spelling Bee Competition	Y7
Fair trade group	Y7-9
Welsh – Lunchtime Club	Y7
UK Maths Challenge Competition	All
After School Art Club	All
Duke of Edinburgh – Bronze and Silver	All

Activity	Years
Drama Club	
STEM	All
Textiles Club	Y12
Debating Club	All
History Catch Up Sessions	All
After School Youth Club	Y7-8

3.5 Community and external links

The school has numerous community and external links including:

- Links to local businesses through ‘Business Class’
- Our partnerships with a number of partner schools through the EAS Learning Networks
- Links with the police through our allocated liaison officer
- Local charities and organisations
- Our partnership with Cardiff Metropolitan University to deliver teacher training
- Our partnership with Coleg Gwent and ACT to offer curriculum support to learners who require an alternative learning pathway
- Various partnerships offering mental health support to young people

3.5.1 Educational Visits

Educational visits serve as invaluable catalysts for broadening horizons and fostering holistic development. Beyond the classroom, these experiential opportunities not only enhance academic learning but also instill essential life skills, cultural awareness, and a sense of community, empowering students to further develop confidence and resilience.

The following statistics offer an insight into the school’s commitment towards enriching student’s experiences for 2022-2023

Total number of visits – 65

- day visits - 49 with 2921 participants
- overseas visits – 8 with 485 participants
- residential visits - 14 with 668 participants
- adventurous activities visits – 7 with 437 participants

The school is fortunate to have a highly experienced team of educational visit leaders and supporting members of staff.

3.5.2 School Fundraising

The school is grateful for the support of The Friends of Caerleon Comprehensive School, the local community and businesses in making donations to the School Fund.

3.6 Facilities

3.6.1 Buildings

The 21st Century Schools Band B Programme has re-commenced (Project Manager assigned, workshops held, conditioning surveys carried out). The objective of this initiative is primarily to replace existing demountables and indoor sports facilities with a new teaching block. It is anticipated that site-work will commence in January 2024.

3.6.2 Accessibility

Where required, wheel chair ramps are fitted to building entrances. The main building and Isca block have a lift. Uneven paving slabs and loose drain covers are repaired/replaced as required.

3.6.3 Toilets

There are separate toilet facilities for male and female, students and staff. Disabled toilets are also available. Cleaning is carried out daily during and at the end of the school day. Should it be necessary, staff on site can deal with emergency cleaning during the day.

4 PEOPLE

4.1 Learner destinations

Destinations, Caerleon Comprehensive, 2022 (Careers Wales):

Year Group	Year 11			Year 12			Year 13			Total
	Female	Male	Total	Female	Male	Total	Female	Male	Total	
Destination Category	Total Client	Total Client	Total Client	Total Client	Total Client	Total Client	Total Client	Total Client	Total Client	Total Client
Continuing in full-time education - Same School	73	69	142	74	55	129	0	1	1	272
Continuing in full-time education - School	6	9	15	1	0	1	0	0	0	16
Continuing in full-time education - College	27	37	64	8	6	14	5	1	6	84
Continuing in full-time education - HE	0	0	0	1	0	1	55	50	105	106
GAP Year	0	0	0	0	0	0	0	0	0	0
Continuing in Part time Education	1	0	1	0	0	0	0	0	0	1
Entering employment outside WBYP	3	5	8	0	1	1	11	12	23	32
Entering WBYP (employed status)	0	1	1	2	0	2	1	2	3	6
Entering WBYP - (without employed status)	3	3	6	0	0	0	1	0	1	7
Able to Enter Emp, Ed or WBYP (Unemployed)	0	0	0	0	0	0	0	0	0	0
Unable OR NOT READY to enter Emp, Ed or WBYP	0	0	0	0	1	1	0	0	0	1
Known to have left the area	0	2	2	0	0	0	0	0	0	2
Not responding to follow-up and therefore unknow	1	2	3	0	0	0	0	1	1	4
Total	114	128	242	86	63	149	73	67	140	531

4.2 Staff

4.2.1 Organisation

Headteacher: Mrs L Purcell

Deputy Headteacher: Mr G Jones

Assistant Headteacher Wellbeing: Mr A Gardner

Assistant Headteacher Standards: Mr P Harriman

Associate Assistant Headteacher: Emma Muggleton

Associate Assistant Headteacher: Phil Meredith

Associate Assistant Headteacher: Matthew Evans

4.3 Governors

4.3.1 Chair

Dr Paul Warren

c/o Caerleon Comprehensive School, Cold Bath Road, Caerleon, Newport, NP18 1NF

4.3.2 Members

Community Appointed x 5

Governor Name	Start Date	End Date
Kathryn Bevis	9/1/2020	8/1/2024
Peter Clarke		1/5/2023
Claire Douglas	19/5/2017	18/5/2021
John Parfitt	2/5/2019	1/5/2023
Rev'd Sue Pratten	6/9/2018	5/9/2022

Headteacher x 1

Lana Picton	1/9/2015
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LA Additional Appointees x 5

Adelaide Dunn	10/12/2020	9/12/2024
Karyn Keane	10/12/2020	9/12/2024
Penelope Phillips	10/12/2020	9/12/2024
Katy Rees	10/12/2020	9/12/2024
Paul Warren	10/12/2020	9/12/2024

LA Appointed x 5

Brett Childs	8/12/2020	7/12/2024
Jason Hughes	5/6/2017	4/6/2021
Caroline McLachlan	10/12/2020	9/12/2024
Shaun Powell	10/12/2020	9/12/2024
Joan Watkins	25/7/2017	24/7/2021

Parent Representatives x 6

Guy Davies	19/12/2017	18/12/2021
Andrew Goddard	17/2/2020	16/2/2024
Jennifer Hando	29/3/2019	28/3/2023
Andrea Lewis Jarvis	23/1/2017	22/1/2021
Lisa Trenchard	17/2/2020	16/2/2024
Sharne Watkins	19/12/2017	18/12/2021

Staff Representative x 1

Clare Danaher	14/6/2019	13/6/2023
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Teacher Representatives x 2

Simon Meredith	8/5/2019	7/5/2023
Jemma Paull	4/7/2017	3/7/2021

4.3.3 Clerk

Clerk to the Governing Body at Caerleon Comprehensive School
Education Achievement Service for South East Wales
Tredomen Gateway
Tredomen Park

Ystrad Mynach
Hengoed
CF82 7EH

4.3.4 Governor activities

No governors claimed for travelling or subsistence expenses during the year.

4.3.5 Policy and strategy review

The Governing Body's committees consider and review changes to school policies, many of which exist to fulfil statutory requirements. Many of the school's policies are publicly available on the school's web site, and the rest are open to inspection by parents by prior arrangement.

The committee follows a review timetable to ensure every school policy is regularly reviewed and updated.

4.3.6 Elections

When a vacancy arises on the governing body for a parent representative, the Local Authority will inform all parents of the vacancy and arrange for an election. Every parent of a registered student at the school will be entitled to stand as a candidate and will be sent a letter with a nomination form. The form, including a personal statement, must be returned to the school by the set date. If there are more nominations than vacancies, then the election will be decided by secret ballot.

5 FINANCE

Statement for 2022-2023 academic year:

Caerleon Comprehensive		
Financial Statement for Year Ending 31st March 2023		
2021/22		2022/23
Outturn		Outturn
£	Employees	£
5,159,428	Teachers	5,428,554
1,121,276	Support Staff	1,058,486
99,467	Caretakers	106,339
34,443	Middy Supervisors	30,938
81,790	Cleaners	85,115
Other Employee Costs		
65,746	Supply Insurance Premium	82,314
144,438	Agency Staff	312,553
0	Lunch Time Meal Entitlement	0
0	Foreign Language Assistants	0
6,437	Exam Invigilators	25,150
1,950	Advertising	1,950
0	Interview Expenses	0
393	Misc Employee Costs	1,037
Energy		
36,781	Gas	41,407
64,549	Electricity	63,733
0	Oil	0
258,101	Capitation and ICT	385,277
0	SCC, EIG and PDG Expenditure	0
Premises Related		
0	Hire of Facilities	0
127,330	Rates	127,330
22,129	Building Maintenance and Alarm Lines	87,663
15,215	Grounds Maintenance	11,180
7,286	Water	8,101
0	Building Cleaning Contract	1,983
9,131	Refuse Collection	13,724
12,714	Miscellaneous Premises	10,404
Communications		
1,210	Postage/Fax/Telex	1,978
16,790	Telephones	17,950
Transport		
1,867	Vehicle Maintenance	618
0	Purchase of Vehicles	0
396	Vehicle Hire	7,334
0	Car Allowance	157
0	Travel Expenses	612
114,168	Exam Fees	220,158
External Courses		
7,387	School Funded Training	12,769
29,825	Alternative Curriculum Provision	38,596
10,000	Sixth Form	10,000
89,364	Central Services	93,767
Income		
-3,025	Lettings	-3,400
-4,412	Sales Income	-11,365
0	Music Service Income	0
-2,138	Donations	-40,045
0	Miscellaneous	0
-164,603	Supply	-146,178
-600	Exam Fees	0
3,117	Interest	2,068
-4,086	Rental Income	-4,127
0	EIG	0
0	PDG/EVPDG	0
0	Energy Compensation	0
0	Coaching Fees	-12,947
-2,255,214	Other Grant and Contributions	-1,858,305
0	Reserve Transfer	0
0	After Schools Club	0
5,108,650	Total Net Expenditure	6,212,878
5,995,556	Total Funding	6,414,754
886,906	In Year Surplus / Deficit	201,876
-607,091	Prior Year Surplus / Deficit	279,815
279,815	Accumulated Surplus / Deficit c/fwd	481,691
4.67%	Balance as % of Funding	7.51%

6 APPENDIX

6.1 Glossary

The education system is full of jargon. We have minimised our use of it in this report, however, it is hard to avoid completely. Please see the glossary below which we hope will be of use:

AfL	Assessment for Learning
AHT	Assistant Headteacher
AAHT	Associate Assistant Headteacher
BfL	Behaviour for Learning
CTG	Close the Gap; an approach to marking work that includes overall “what went well” (WWW) and “even better if” (EBI) comments.
DCF	Digital Competency Framework
EAS	Educational Achievement Service
ESDGC	Education for Sustainable Development and Global Citizenship
GCSE	General Certificate of Secondary Education
HoY	Head of Year
KS2	National Curriculum Key Stage 3; years 7-9
KS3	National Curriculum Key Stage 4; years 10-11
KS5	National Curriculum Key Stage 5; years 12-13
LSB	Learning Support Base
MAT	More Able and Talented
MOSSS	Model of Secondary Schools Support
PDG	Pupil Deprivation Grant
PSE	Personal and Social Education
SIMS	School Information Management System: a computer system which holds information about the school and its students, including targets and levels of achievement
SNAG	School Nutrition Action Group
SSSP	Summary of Secondary School Performance
STEM	Science, Technology, Engineering and Maths
Sutton 30	The 30 most-selective British universities
UCAS	Universities and Colleges Admissions Service
WBQ	Welsh Baccalaureate Qualification