

YSGOL GWENFFRWD

ADRODDIAD Y LLYWODRAETHWYR I'R RHIENI

GOVERNORS' REPORT TO PARENTS



2022-2023

EGWYDDORION YSGOL GWENFFRWD

I gydweithio a chyd-ddysgu, mewn partneriaeth, [fel Llywodraethwyr, Staff, Rhieni a Disgyblion] gan sicrhau fod pob unigolyn yn cael ei werthfawrogi a chael ei drîn yn deg. Anelwn i fagu/ meithrin y gorau yn ein gilydd, er mwyn i bob unigolyn dyfu mewn hyder, i allu gwneud penderfyniadau doeth a phwrpasol. Parchwn ein gilydd, eiddo ein gilydd, yr Iaith Gymraeg a'r traddodiad Cymreig. Credwn mewn rhoi cyfle cyfartal i bob un. Anogwn ein gilydd i gymeryd cyfrifoldebau, a bod yn aelodau llawn a gweithredol o'r gymuned ysgol, leol ac ehangach yr ydym yn rhan ohoni, fel dinasyddion cwbl ddwyieithog.

Our PRINCIPLES @ Ysgol Gwenffrwd

Together we learn; in partnership [as Governors, Staff, Parents and Pupils], ensuring that every individual is valued and treated in a fair way. We aim to nurture the best in each other, so that every individual grows in confidence, so as to make purposeful and wise decisions. We respect one another as people, as well as respecting others' property; we show respect towards the Welsh language and Welsh culture. We believe in equal opportunities for all. We encourage one another to take on responsibilities, and become full and active members of the school, local and wider community in which we belong, as bilingual citizens.

Tymor yr Haf 2023 Summer Term

Annwyl Rieni /Warcheidwad,

CYFARFOD (RHITHIOL) BLYNYDDOL i RIENI

Os ydych fel rhieni am gael cyfle i drafod unrhyw agwedd o gynnwys yr adroddiad hwn, mewn cyfarfod RHITHIOL ar TEAMS, yna anfonwch ebost i fynegi hyn erbyn Gorffennaf 14eg ogydda. Os oes 5% neu fwy o holl rieni Ysgol Gwenffrwd yn gofyn am gyfarfod, yna fe drefnir hyn ar eich cyfer 18-07-23.

Mor braf oedd gweld cymaint o rieni a theuluoedd Gwenffrwd yn mwynhau yr wythnos gawsom o foreau cwricwlaidd agored yn ddiweddar, ac wrth gwrs , dyddie Mabolgampau; diolch hefyd i 'r rhai a gefnogodd y bore Digidol- Cadw'n Ddiogel ar y We gyda Daisy Williams (Stop it now) a PC Mark Jones. Llongyfarchiadau Mawr i blant a staff yr Ysgol eeennill a derbyn gwobr ECO Platinwm eto eleni. Diolch i holl staff Gwenffrwd am roi y cwricwlwm newydd i Gymru ar waith. Rydym yn gwerthfawrogi eich gwaith caled.

Dear Parent/ Guardian;

PARENTS' ANNUAL MEETING,

If you wish to meet (virtually on TEAMS) with the Governing Body, to discuss this annual report- please send an e-mail to Gwenffrwd@hwbmail.net to inform me, by July 14th 2023. If 5% or more parents (from the whole school) request a meeting, then this will be arranged for you 18/07/23.

It was wonderful to be able to invite parents, families and friends into school during May to observe lessons/ learning opportunities- to see how the new Curriculum for Wales is being planned for and taught. Sports days were also well supported as usual. Thank you to those who attended the Digital- Keeping safe on line' with presenter Daisy Williams (Stop it Now) and PC Mark Jones. Congratulations to all pupils and staff for gaining the ECO Platinum award again this year- very well done! My personal thanks go to all staff for their commitment to delivering the new Curriculum for Wales: the initial stepstaken this year are much appreciated.

Yn gywir / sincerely,

Prof. Robert Moore (Cadeirydd/ Chair).

AELODAU O'R BWRDD LLYWODRAETHOL 2022-23

MEMBERS OF THE BOARD OF GOVERNORS

		<u>Dyddiad Gorffen</u>
		<u>Term Ends</u>
• Cadeirydd/Chair	Prof. Robert Moore	
• Pennaeth/Head	M. Iola Owen	
• Is-Gadeirydd / Vice Chair	Fiona Lambrecht + Shaun Barritt	
• Cadeirydd Cyllid/Finance	Graham Davies	
• Athro / Teacher rep	Gerallt Lyall	01.09.23
• Staff nad yw'n athrawon / School's non-teaching staff	Tina Cook	01.09.26
• Cynrychiolwyr Awdurdod Addysg Lleol	Dr G. O. Jones	21.03.24
Local Authority rep	Prof. R. S. Moore	11.06.27
	Fiona Lambrecht	29.09.26
• Cynrychiolwyr Rhieni Parent Governors	Howard Jones	01.12.24
	Shaun Barritt	01.12.22
	Mair Lloyd	16.06.26
Aelod Newydd / New Parent Governor elected Summer Term 2023; namely Mrs Gwenan Davies Turner - induction processes begun, first full GB meeting will be September 2023		
• Cyfetholwyd / Co-opted	Graham Davies	21.05.24
	Glyn Owen	14.01.24
• Clerc/Clerk	Sue Roberts	

Llywodraethwr â chyfrifoldeb dros ADY Diogelu a Chynhwysiant

Governor responsible for ALN, Safeguarding + Inclusion

ADY/ ALN: Mrs Fiona Lambrecht a Mrs T Cook

Diogelu Plant/ Safeguarding: F. Lambrecht + Mrs T.Cook;

Defnydd diogel o TGCh + Dysgu Cyfunol / Acceptable Use of ICT + Blended Learning

Shaun Barritt, Gerallt Lyall + Prof. R Moore

Digidol + diogelu data / Digital + data protection: GB's Data Protection Officer: Mr David
Bridge

Cynllun Cydraddoldeb / Equality policy: Prof.Moore; G. Lyall, Mair Lloyd.

I&D/ H&S: Mr Howard Jones

Cyswllt â'r Siarter Iaith/ Welsh Language Charter rep: - Mr Glyn Owen

Fe allech chi gysylltu â Chadeirydd y Llywodraethwyr a'r Clerc trwy'r ysgol.

You may contact the Chair of Governors/Clerk through the school.

AGENDA : ar gyfer cyfarfod blynyddol Llywodraethwyr â'r Rhieni

AGENDA : for the Governors' Annual meeting with Parents

- a) **Croeso ac Ymddiheuriadau / Welcome and Apologies**
- b) **Cyflwyno Adroddiad Blynyddol y Llywodraethwyr i'r Rhieni / Presentation of the Governors' Annual Report to Parents**
- c) **Materion yn codi o'r adroddiad / Matters arising from the report**

CYNLLUN DATBLYGU YSGOL A HUNANWERTHUSO **SCHOOL DEVELOPMENT PLANNING AND SELF EVALUATION**

Bu eleni yn flwyddyn brysur gyda'r staff yn cydweithio fel tîm ar ein CDY gan sefydlu Blaenoriaethau a ddaeth o'n Hunan Werthuso Haf 2022. Dyma'r targedau a arrweiniodd gwaith yr ysgol, wrth i ni gyflwyno Cwricwlwm newydd i Gymru eleni. Bu i'r holl staff dderbyn hyfforddiant statudol diogelu (cadw dysgwyr yn ddiogel a " Trais yn erbyn Merched" (Llywodraeth Cymru). Bu sawl sesiwn Hyfforddiant yn y maes pwysig Iechyd Meddwl a Llês Emosiynol, gyda'r UDA wedi eu hyfforddi mewn Cymorth Cyntaf Iechyd Meddwl, ac hefyd hyfforddiant gan adain o Lywodraeth Cymru ar HR;Rheoli Staff gyda Llês mewn golwg'. Derbynwyd sawl sesiwn HMS gan GWE i gefnogi y 6 x Maes Dysgu a Phrofiad o fewn y Cwricwlwm Newydd i Gymru – yn ogystal a HMS un dydd i'r tim cyfan a'r "Sefydlu Ethos Ysgol Gyfan I hyrwyddo ymddygiad bositif a Llês Emosiynol" dan arweiniad staff Ysgol St. Christophers' Wrecsam: Tachwedd 2022. Rydym yn parhau i ddatblygu ardaloedd dysgu tu allan. Braff oedd gallu cynnig profiadau dysgu oedd yn cysylltu ^a gwaith artistiaid lleol ee prosiect BI 5/ 6 gydag artist serameg - dadorchuddwyd y gwaith yn Nyffryn Maes Glas Gorffennaf 2023. Yn ogystal gwnaed Awdit digidol 360 cadw yn ddiogel ar lein ac awdit Addysg Cydberthynas a Rhywioldeb ac mae data y ddau Awdit yma nawr yn bwydo mewn i'n CDY ar gyfer y flwydydn nesaf. Cafwyd HMS staff gan yr awdurdod addysg ar y maes newydd ' Crefydd , Gwerthoedd a Moeseg' a'r cyfleon posib ar gyfer gwau hyn o fewn thema.

Derbyniodd y Llywodraethwyr adroddiadau cyson drwy'r flwyddyn gan y Pennaeth ynglyn â Datblygiad Cynllun Datblygu / Blaenoriaethau'r ysgol a'r Hunan Werthuso cyson sy'n rhan o'r broses gylchdro hon.

Trawsnewid ADY: Mae'r broses hon yn parhau yn unol ag amseriad Llywodraeth Cymru dan arweiniad ein ALNCo : M.Iola Owen, sydd hefyd yn arwain clwstwr ysgolion Cymraeg Sir y Fflinrt. Adolygwyd ein polisiau 'Cydraddoldeb', Mynediad I Bawb', 'Defnydd Diogel o DGCh'.

Gwerthfawrogwyd gyfraniadau staff Gwenffrwd wrth iddynt gyflwyno gwybodaeth ac ateb cwestiynau ynglyn a'u meysydd meant yn arwain arnynt (cyfarfodydd is-bwyllgor cwricwlwm yn ystod y flwyddyn). Bu i'r ALNCo rannu'r asesiad ADY Blynyddol gyda'r Corff Llywodraethol.

COPI o'n HUNAN WERTHUSO Haf 2023, sy'n gosod y targedau ar gyfer Medi 2023 ymlaen
Please see a copy of our School SELF ASSESSMENT Summer 2023 which sets the targets for Sept. 2023 onwards: (attached)

SCHOOL DEVELOPMENT PLANNING and PRIORITIES: Termly reports were given by the Headteacher to the Full Governing Body meetings on the school's progress against targets within the SDP. These were relating to the 6 x Areas of Learning and Experience within the new Curriculum for Wales, as well as whole school staff training for Wellbeing. The SLT have been trained in Mental Health 1st Aid; also 'HR, Managing people/ staff with Wellbeing in Mind' (Ed.Support by Welsh Government) An audit toll 360 supported the Online Digital Safety assessment, and a WG Audit tool used to assess Relationships and Sexuality education. LA training was undertaken for the new area of

'Religion, Values and Ethics. GWE has been a provider of many curricular training. A whole school training on 'Creating a whole school ethos to support positive emotional and behavioural strategies (Nov. 2022) under the guidance of the SLT from St. Christophers' school, Wrtexham. It has been great to work with a local artist again this year (ceramic work undertaken by Years 5/ 6 Jan/Feb and unveiled to the public at Greenfield valley July 2023.

ALN Transition: processes still on track with WG guidance on timeframe: lead by our ALNCo M.Iola Owen- who is the ALNCo Lead for the Welsh Medium schools in Flintshire.

The Governing Body reviewed our Equality policy; Accessibility plan; Acceptable use of ICT policies. Different staff came to the Governing Body Curriculum sub committere to present information that they lead on: Alys W- Languages Elen MJ- Digital; Angharad R- SRE; Bethan E- Numeracy; Gerallt L- Humanities, D.Owen- Wellbeing. M.I.Owen shared the yearly ALN assessment with the Governing Body.

Polisiau a adolygwyd / Policies reviewed this year:-

- ❖ Creu Ethos Ysgol Gyfan/ Creating a Whole school Ethos to develop positif emotional and behavioural/wellbeing strategies'
- ❖ Cydraddoldeb / Equality
- ❖ Iaith/ Llythrennedd: Languages and Literacy
- ❖ Presenoldeb / Attendance
- ❖ SRE
- ❖ ADY / ALN
- ❖ Defnydd Diogel TGCh / Acceptable Use ICT
- ❖ Diolgelu / Safeguarding
- ❖ Polisi Preifatrwydd a Diolgelu Data / Privacy Policy and Data Protection
- ❖ Gweithdrefnau Cylludol / Financial Procedures
- ❖ Polisi Gwrth-dwyll a Llygredd Camddefnydd / Anti-fraud and Corruption Policy
- ❖ Polisi Chwythu'r Chwiban /Whitstleblowing Policy
- ❖ DBS
- ❖ Polisi Hurio / Hiring Policy
- ❖ Aseuadau Risg EVOLVE Risk Assessments
- ❖ Gweithdrefnau Diogelwch Tân /Fire safety procedures 2021
- ❖ Polisi Cyflog Hydref2022 Pay Policy
- ❖ Polisi Yfed Dwr: Ysgol Iach/ Healthy Schools' Drinking Water policy Hydref 2021
- ❖ PREVENT: Gwrth-Radicalieiddio : PREVENT:Anti-Radicalisation
- ❖ Polisi Cwyno / Complaints' procedure
- ❖ Atal Bwlio / Anti-Bullying
- ❖ Rheoli Absenoldebau oherwydd salwch / Sickness Absence Management Procedures
- ❖ Polisis cyfnod Mamolaeth/Tadolaeth / Maternity/Paternity cover policy

Os ydych am weld unrhyw un o'r polisiau hyn-cysylltwch â'r ysgol am gopi o.g.y.dda.

If you wish to receive a copy of any policy, then please make your request through the school office.

CYNHWYSIANT + ADY
INCLUSION + ALN

Tîm ADY Gwenffrwd's ALN Team :-

- ALNCo: M.Iola Owen
- Cefnogi ALNCo support: Mrs Tina Cook
- ADY Cyfnod Sylfaen/ Foundation Phase: Miss Dawn
- Llywodraethwr/ Governor: Ms F Lambrecht
- Cyn.Dysgu ADY 1:1 ALN TAs: Mrs S. Morris; Mrs S Evans
- HLTA cefnogi gwaith ELSA: Mrs Delyth Groves

Mae'r Llywodraethwyr yn falch o'r arweiniad a geir gan ein tîm ADY a'r partneriaeth arbennig o dda sydd gan yr ysgol ag asiantaethau allannol wrth ymgynghori ar agweddau o fewn y maes pwysig hwn. M. Iola Owen yw Arweinydd Trawsnewid ADY ar gyfer Ysgolion Cymraeg Sir y Fflint. Mae'r Llywodraethwyr yn sicrhau ychwanegiad cyllid i adran ADY yr ysgol i gefnogi'r gwaith pwysig yma - yn arbennig Gwaith ymlacio, meddylfryd o Dwf, delio â Galar a Deallusrwydd Emosiynol- i gyd yn rhan o weithdrefnau 'Person Ganolog' sy'n hanfodol o dan y Ddeddf ADY Newydd.

The Governing Body of Ysgol Gwenffrwd are proud of the professional way our ALN Team work with external agencies- to gain every support possible for Gwenffrwd pupils- e.g. S&L; CAMHs; Dyslexia friendly strategies, School Nurse, EWO, Social Services, Educational Psychologists, FCC NST, CAMHs In-Reach service etc. M.Iola Owen is the ALN Cluster Transition Lead for the FCC Welsh Medium schools. Gwenffrwd Governing Body allocates extra finance for our staff to carry out specialised ALN support for various 'Wellbeing' strategies such as Growth Mindset, bereavement support, Person Centered practices, Attachment strategies, Emotional Literacy support etc. - which are essential as part of the new All-Wales ALN Code of Practice.

LLAIS Y DYSGWYR: LEARNER'S VOICE

Mae Llais y Dysgwyr bob amser yn bwysig yng Ngwenffrwd ac rydym wedi ail-afael yn y cyfleoedd ar weiniol eleni drwy weithredu Chwaraewyr Da, Mêt Grêt, Ffrindiau Ffreutur, Grŵpiau ECO acb. Mae trafodaethau dosbarth ar faterion Cyngor Ysgol / Hawliau Plant yn digwydd hefyd. Edrychwn ymlaen i griw Bl.6 Medi 2023 gymeryd mwy o rôl arweiniol.

The Learner's Voice has always been so important at Gwenffrwd and it is pleasing to note that we have been able to establish leadership roles amongst our pupils once again this year - through the 'Chwaraewyr Da' (Playmakers), Mêt Grêt, Ffrindiau Ffreutur, ECO groups etc. Class discussions take place in relation to School Council issues including the 'Rights of a Child' we feel that all Learners' Voice are equally important and we need to nurture and raise individual's self-esteem of some pupils so that they become more confident to voice their own opinion. We look forward to seeing our current Year 5 pupils take a more assertive leadership roles when in Year 6 Sept. 2023.

**CYSWLLT Â'R RHIENI/ TEULUOEDD/ Y GYMUNED: CONTACT WITH PARENTS/
FAMILIES/ THE COMMUNITY:**

- Nosweithiau Rhieni/ Parents' Evenings- Cynhaliwyd Nosweithiau Rhieni un ymhob tymor : Parents were invited to a parents meeting 1 per term
- Gwahoddwyd rhieni, teuluoedd, ffrindiau i'r dosbarthiadau i weld Cwricwlwm I Gymru ar waith Mai 2023: Parents, Families and friends invited to be part of classes during May, to see the Curriculum for Wales in operation.
- Cyfarfodydd Person Ganolog ADY / ALN Person Centered Meetings: - rhoddwyd dewis i rhieni ymuno unai ar lein drwy Teams neu wyneb yn wyneb i; parents had a choice they could take part through temas online or attend face to face meetings. (it was interesting to note that most parents chose face to face meeting).
- Mae Corff Llywodratehol Gwenffrwd yn falch o allu coresawu rhieni Blwyddyn 6 eich teuluoedd a'ch ffrindiau i Gyngerdd Ffarwelio Blwyddyn 6 diwedd y flwyddyn /The Governing Body is extremely happy to be able to invite year 6 parents friends and families to our Year 6 Leavers Concert at the end of the school year.
- Bore agored DIOGELWCH Ar-Lein: Open Morning DIGITAL On-Line Safety
- Mae Ysgol Gwenffrwd yn hapus i weithio gyda prosiectau cymunedol yn Nyffryn Maesglas: we are happy to work with various community projects at Greenfield Valley
- Cyswllt agos gyda Cyngor Tref Treffynnon wrth inni ganu caneuon Cymraeg yng nghanol y dref i ddathlu Mawrth y 1af Dydd Gwyl Ddewi/ Caneuon Nadolig neu ddathliadau eraill; Gwenffrwd pupils have a close connection with Holywell Town Council as we sing Welsh songs in town to celebrate specific/ importantsnt dates e.g. St David's Day, Christmas Carols or any other celebrationsw

• Gwyl CAD I HA

- Fel rhan o'n Gwaith ECO mae disgyblion Gwenffrwd yn hapus i gydweithio gyda pobl yn y Gymuned e.e Project Cadw Cymru yn Daclus / Our pupils as part of their ECO targets take pride in their local community and enjoy being part of a project like "Keeping Wales Tidy".
- Cyswllt ag elusen: Charity links: Dyma gyfraniadau Ysgol Gwenffrwd eleni / These are the contributions made by Ysgol Gwenffrwd this year.

Hydref / October 2022 -

Rhagfyr / December 2021 - Plant Mewn Angen / Children in need -£200

Gwanwyn / SPRING TERM 2023: Hats for Hydrocephalus

Elusen	Dyddiad a Chyfraniad Date and Contribution	Charity
Cefnogi Wkrain (Cymorth Cristnogol)	Ebrill / April 2022 £250	Supporting Ukraine (Christian Aid)
Diolchgarwch – cefnogi y Gymuned Leol – cyfranniadau i'r Banc Bwyd	Hydref / October 2022 127 Kg	Thanksgiving – supporting the local community – donations to the Foodbank in Holywell

Gweithio gyda y Tad Dominic o'r Eglwys leol i ddosbarthu offer + nwyddau i deuloedd lleol.	Rhagfyr / December 2022 Hamper plus Slow Cooker donations	Working with Father Dominic, St Peter's Church Holywell – to distribute resources to support local families.
Cefnogi trychineb Syria / Twrci (Apel Daeargryn)	Mawrth / March 2023 £500	Supporting Turkey / Syria Disaster (Earthquake Appeal)
SHINE : Diwrnod gwisgo 'Het ar gyfer Hydrocephalus'	Ebrill / April 2023 £240	SHINE Appeal – Hats for Hydrocephalus

CLYBIAU ar ôl rysgol 3.15-4.30 yp/pm : penderfynwyd eleni i gyfuno amrywiol glybiau a chael un clwb a oedd yn agored i bob disgybl Bl. 3,4,5 a 6. Bu'n llwyddiant mawr gyda 86% o ddisgyblion CA2 yn bresennol : CLWB HWYL A FFITRWYDD oedd yr enw.

This year we experimented by joining different activities in a FUN and FITNESS CLUB for all year 3,4,5,and 6 pupils , with a 86% attendance for this after-school club.

FINANCE

Bu i M.I.Owen GL / SR a G Davies (Cadeirydd y Pwyllgor Cyllid) fonitro'r cyllid bob hanner tymor - gan wirio'r cofnodion Sirol.

Rhoddyd adborth rheolaidd o'r sefyllfa i'r Llywodraethwyr ym mhob cyfarfod Llywodraethol. Gweler Trosolwg cyllideb Ysgol Gwenffrwd 2022-23 - cofnod gan Stephen Roberts, Swyddog Cyllid Sir y Fflint.

M.I.Owen, GL, SR & Mr G.Davies (Chair of Finance Sub-Committee) hold half-termly finance checks, and forward information to the Full Governing Body.

See below Ysgol Gwenffrwd's financial statement 2022-23 - by Stephen Roberts, FCC Finance Officer for Ysgol Gwenffrwd.

Also FCC Financial Audit Report Summer 2022 (shared previously, for your reference)

**YSGOL GWENFFRWD AMCANGYFRIF DATGANIAD CYLLIDEB
2022/2023**

PENAWD	CYLLIDEB WREIDDIOL GAN Y SIR	AMCANGYFRIF CYFANSWM GWARIANT	GWAHANIAETH + NEU (-)
ARIAN DROS BEN O 2021/2022	178,738	0	178,738
CYFLOGAU	482,225	725,530	(243,305)
EIDDO	81,937	65,287	16,650
CLUDIANT	0	0	0
CYFLENWADAU A GWASANAETHAU	22,006	19,491	2,515
PRYDAU BWYD - DISGYBLION & STAFF	0	14,951	(14,951)
CYTUNDEBAU LEFEL GWASANAETH	28,197	28,197	0
INCWM YSGOL A GRANTIAU	0	(127,121)	127,121
CYFANSWM 2022/2023	793,103	726,335	66,768

**YSGOL GWENFFRWD ESTIMATED BUDGET STATEMENT
2022/2023**

0

HEADING	ORIGINAL BUDGET FROM FCC	ESTIMATED TOTAL EXPENDITURE	DIFFERENCE + OR (-)
BALANCE FROM 2021/2022	178,738	0	178,738
EMPLOYEES	482,225	725,530	(243,305)
PREMISES	81,937	65,287	16,650
TRANSPORT	0	0	0
SUPPLIES & SERVICES	22,006	19,491	2,515
MEALS - PUPILS & STAFF	0	14,951	(14,951)
SERVICE LEVEL AGREEMENTS	28,197	28,197	0
SCHOOL INCOME & GRANTS	0	(127,121)	127,121
TOTAL 2022/2023	793,103	726,335	66,768

Flintshire Internal Audit

Audit Report

Title: 21/22 Risk Based Thematic Review
- Ysgol Gwenffrwd Holywell

Portfolio: Education & Youth

Issued Dated: May 2022

Report No: 12.3 - 2021/22

Report Status: Final

Audit Opinion



Internal Audit engagements are conducted in conformance with the Public Sector Internal Audit Standards.

Executive Summary:

Introduction and Scope:

An audit of Ysgol Gwenffrwd was undertaken as part of the annual internal audit plan for 2021/22.

The school has circa 157 pupils on the register. The total school budget for 2021/22 was £807,186.

The audit considered compliance with appropriate policies and procedures, and the adequacy and effectiveness of the controls in place to manage risk to the achievement of service / system and organisational objectives. Focus was placed on;

- Strategic Planning and Performance Management
- Financial Governance
- Budget Management
- Procurement
- Information Governance
- School Fund
- Fraud
- Safeguarding

The findings of this review established that there are procedures and systems in place to manage the operation of the school. However, there are opportunities for improvement to controls around the School Fund account, financial governance, information governance and budget management. **Addressing these issues will further enhance the controls already in operation at the school.**

Audit Opinion:

In each report we provide management with an overall assurance opinion on how effectively risks are being managed within the area reviewed.

Appendix A of the report details our assurance levels:

Assurance:	Explanation
Amber Green – Reasonable	<p>Reasonable Assurance – Key Controls in place but some fine tuning required</p> <ul style="list-style-type: none">• Some refinement or addition of controls would enhance the control environment.• Key objective could be better achieved with some relatively minor adjustments. <p><u>Conclusion: key controls generally operating effectively.</u></p>

The table below highlights the number and priority of agreed actions to be implemented.

Priority	High (Red)	Medium (Amber)	Low (Green)	Total
No.	0	1	3	4

Summary Findings:

Areas Managed Well	Areas for Further Improvement
<p>Strategic Planning and Performance Management</p> <ul style="list-style-type: none">• A Schools Development Plan is in place. <p>Financial Governance</p> <ul style="list-style-type: none">• The school holds appropriate full governor and finance meetings which are evidenced. <p>Income & Budget Management</p> <ul style="list-style-type: none">• Budget monitoring reports are received and reviewed by the Headteacher and Governing Body on a regular basis. <p>Information Governance</p> <ul style="list-style-type: none">• The school is registered with the Information Commissioners Office.• The school has a designated Data Protection Officer in place. <p>School Fund</p> <ul style="list-style-type: none">• School Fund Constitution documents are in place.• The School Fund account has been externally audited on an annual basis. <p>Fraud</p> <ul style="list-style-type: none">• The Anti-Fraud and Corruption Policy (2022) and Whistleblowing Policy (2021) are in place.• There are adequate controls in place to deter, prevent and detect fraud.	<p>School Fund</p> <ul style="list-style-type: none">• The School Fund Regulations Policy is compliant with Council guidance issued in 2017, however the latest guidance is 2019 which will require reviewing and adopting by the school.• The annual audit certificate is not currently provided to the full Governing Body for review / approval. (only approved by the Chair of Finance – this must be extended to full governing Body).• The appointment of the external Auditor is not reviewed on an annual basis.• One School Fund purchase was not in line with the School Fund Constitution. (One payment was identified for the annual cost for registration with the Information Commissioners Office (£40), which is not in line with Council School Fund Regulations)• School Fund conditions for expenditure are not reported to parents – please send out Ysgol Gwenffrwd’s School Fund Constitution Policy which shows conditions for expenditure. (see policy as an attachment to this report) <p>Information Governance</p> <ul style="list-style-type: none">• The schools Privacy Notice does not include sharing information with Catering / Leisure Providers – this has now been amended with NEWydd Catering and Holywell Swimming Baths named in the policy.• The school was aware of but has not signed up to the Wales

Areas Managed Well

Safeguarding

- Appropriate DBS checks are in place for all staff at the school.

Areas for Further Improvement

Accord on the Sharing of Personal Information (WASPI).

Financial Governance

- The Scheme of Delegation is not reviewed on an annual basis.

Budget Management

- **One** error (of £21) was identified in the reconciliation process for income from the School Gateway account.

Appendix A – Audit Opinion:

The audit opinion is the level of assurance that Internal Audit can give to management and all other stakeholders on the adequacy and effectiveness of controls within the area audited. It is assessed following the completion of the audit and is based on the findings from the audit. Progress on the implementation of agreed actions will be monitored. Findings from **Some** or **Limited** assurance audits will be reported to the Audit Committee.

Assurance	Explanation
Green - Substantial	<p>Strong controls in place (all or most of the following)</p> <ul style="list-style-type: none"> • Key controls exist and are applied consistently and effectively • Objectives achieved in a pragmatic and cost effective manner • Compliance with relevant regulations and procedures • Assets safeguarded • Information reliable <p>Conclusion: key controls have been adequately designed and are operating effectively to deliver the key objectives of the system, process, function or service.</p>
Amber Green – Reasonable	<p>Key Controls in place but some fine tuning required (one or more of the following)</p> <ul style="list-style-type: none"> • Key controls exist but there are weaknesses and / or inconsistencies in application though no evidence of any significant impact • Some refinement or addition of controls would enhance the control environment • Key objectives could be better achieved with some relatively minor adjustments <p>Conclusion: key controls generally operating effectively.</p>
Amber Red – Some	<p>Significant improvement in control environment required (one or more of the following)</p> <ul style="list-style-type: none"> • Key controls exist but fail to address all risks identified and / or are not applied consistently and effectively • Evidence of (or the potential for) financial / other loss • Key management information exists but is unreliable • System / process objectives are not being met, or are being met at an unnecessary cost or use of resources. <p>Conclusion: key controls are generally inadequate or ineffective.</p>
Red – Limited	<p>Urgent system revision required (one or more of the following)</p> <ul style="list-style-type: none"> • Key controls are absent or rarely applied • Evidence of (or the potential for) significant financial / other losses • Key management information does not exist

- | | |
|--|---|
| | <ul style="list-style-type: none">• System / process objectives are not being met, or are being met at a significant and unnecessary cost or use of resources. <p>Conclusion: a lack of adequate or effective controls.</p> |
|--|---|

Corff Llywodraethol YSGOL Gymraeg Gwenffrwd Governing Body

Cadeirydd / Chair:- Fiona Lambrecht

Cadeirydd Cyllid / Finance Chair: Graham Davies

Voluntary School Fund Constitution

Purpose of the Voluntary School Fund

This Voluntary School Fund has been set up to provide additional materials and opportunities to enhance children's learning experiences. The Fund provides items over and above those provided for through our school's delegated budget.

Examples of what we will use the Fund for

- ✓ Additional classroom materials and equipment – to support learning experiences for pupils
- ✓ Subsidising possible educational visits / drama performances etc i.e. we may ask pupils for £2-3 per pupil and cover the final £50 - £80 (of the total cost)
- ✓ Lunchtime play equipment for our "Chwaraewyr Da / Play Makers"
- ✓ Contribute towards Children's parties and other social activities e.g. Christmas parties

Examples of what we will NOT use the Fund for

- ✗ Gifts for Staff – other than the approved Governing Body acknowledgment and Best Wishes (on behalf of the pupils and school) to any members of staff who might be on long term sickness, suffering bereavement, celebrating the birth of a baby etc – as the Governing Body value every member of Staff, see them all as equal part of Ysgol Gwenffrwd team and treat them all equally. (However, there is a cap on this expenditure of no more than £30 excluding delivery.) Please see our Anti-Fraud and Gifts Policy.

✘ Payments relating to playgroups, breakfast clubs etc.

✘ Courses and training expenses for teachers and other members of staff - these are paid through Coded School Budget Plans.

Administration of the Fund

The official title of the voluntary school fund is the **YSGOL GWENFFRWD CRONFA**.

The Fund will be operated using the Voluntary School Funds Guidance for School provided by Flintshire County Council and is the day to day responsibility of the Head Teacher + SLT, **although overall responsibility lies with the Governing Body.**

Day to day administration of the Fund is the responsibility of the Treasurer, Mrs Susan Roberts, approved by the Governing Body.

The Fund's Auditor is Mr Don Lloyd, approved by the Governing Body.

The Governing Body has approved the following expenditure authorisation limits for the Fund:

** The Governing Body has delegated the responsibility to the Headteacher plus Treasurer to arrange and pay for our yearly extra curricula activities for Year 4 – Glanllyn, Year 5 – Cardiff Urdd Centre, Year 6 – Llangrannog Urdd Centre – transition activities with Ysgol Maes Garmon. This means that the Headteacher and Treasurer ensure that all payments made by parents are correct and have been paid in through Digital School Gateway in good time i.e. before the school has to make the first payment of a deposit, and then all full payments correct before the school receives the final invoice for the balance of the extra curricula experience.

- Maximum expenditure level for the Treasurer – at Ysgol Gwenffrwd the Treasurer has authority to pay all termly swimming charges after reconciling with the Teacher in charge of swimming; the Treasurer has the authority to keep the spend on stamps on-going (which is never more than £50 per purchase of sets of stamps); all other payments will be authorised to the Treasurer from an SLT member.
- Approved maximum expenditure level for the Head Teacher – is £1,000
- For purchases over £1,000, the Governing Body's approval is required.

The Governing Body has approved the following people as cheque signatories.

- M Iola Owen
- Tina Cook
- Alys Williams

Reporting Requirements

The Headteacher will provide the Governing Body with:

- The Audited reports on a Yearly basis (after AGM meeting);
- G Davies (Finance sub-committee chair GB) comes into the school office on a termly basis following a morning of general budgetary checks at Gwenffrwd and will spot check the Digital Cashbook and ask treasurer / headteacher for any explanations if needed.

**CYNNAL A CHADW : IECHYD A DIOGELWCH
REPAIR AND MAINTENANCE : HEALTH AND SAFETY**

- ❑ Awdit Blynyddol Haf 2022 / Yearly audit undertaken Summer 2022
- ❑ Adnewyddu gorchudd lloriau mewn mannau penodol yn dilyn awdit I&D: Planned renew of flooring in Changing Rooms, 2 x stair platforms (as part of our on-going renewal system; also LED upgrade for 4 x lights
- ❑ Projector digidol newydd i'r Neuadd Fawr : New Digital Main Hall projector planned for Summer 2023
- ❑ Gwaith I&D/Cynnal a Chadw cyffredinol tu allan i'r adeilad, a amlygir mewn gwiriadau tymhorol: General yearly/ termly repairs on outside paving slabs; re-painting of external yellow markings (parking; edge of steps etc)
- ❑ Gwiriad system larwm mwg/ gwres ychwanegol mewn mannau e.e. cyntedd/toiledau a chyntedd Clwb Gwenffrwd / Checks on the additional Smoke/heat detectors installed in areas such as toilets/cloakroom and Clwb Gwenffrwd cloakroom areas.

Cwmnïau allanol sy'n dod i Gwenffrwd yn flynyddol i wirio materion I&D; external companies that come to Gwenffrwd every year to check H&S matters, as follows:-

- Contental Sports: Safety (yearly) checks on all PE / outside equipment
- KDE Consultants: P.A.T. testing (gwiriad offer trydanol)
- HERTEL: gwiriad yr dŵr yn fisol/ monthly water checks
- KDE : Gwiriad offer tân bob 6 mis/ 6 monthly Fire Checks (equipment and practice)

Diogelwch Tân

Systemau a offer yn cael eu gwiriad'n gyson (gweler llyfr log yr ysgol)

Ymarferion tân llwyddiannus bob hanner tymor o fewn yr ysgol- a gwiriad'r gweithdrefnau ymysg staff (gan gofio am y staff/ pobl sy'n defnyddio ac yn hurio'r ysgol).

Ymarfer LOCKDOWN wedi digwydd gyda Compliance Education - Aura Treffynnon.

LOCKDOWN drill carried out with Compliance Education

Fire safety checks carried out regularly. Successful fire drills at school at least once a half term (This includes all parties e.g. Kitchen Staff, Cylch / Meithrin+ who hire the schools' premises).

Cymhwyster Digidol: / Digital Competency :TGCh / ICT :

Mae CYMHWYSTER DIGIDOL wedi cael cryn sylw gyda dyfodiad Cwricwlwm I Gymru eleni- diolch am arweiniad Mrs Elen Mai Jones a Mr Gerallt Lyaall. Maent yn gwiriad offer a gwariant grantiau digidol L.I.C. ac yn arwain cynllunio'r cwricwlwm i ateb y gofynion. Maent hefyd yn arwain clwstwr Ysgolion Cymraeg Sir y Fflint.

Digital Competency planning has been focused on this year as a driver to all aspects within the new Curriculum for Wales, as we prepare learners for the digital world. Many thanks go to Mrs Elen Mai Jones and Mr Gerallt Lyall for their leadership skills when supporting staff to plan the curriculum, when undertaking digital audits etc, planning digital grants, and they also lead the FCC Welsh Medium cluster of schools.

Gwefan yr ysgol / school website : gwenffrwd@weebly.com

****Welsh Government ICT Support for schools through FCC's Wave 5 grants- copies available: contact school office if you would like a copy.**

Gobeithio fod ein hadroddiad yn rhoi ychydig o flas i chi o'r cyfleuon dygsu diddorol gaiff eich plant yma yn Ysgol Gwenffrwd. Fel Llyodraethwyr, rydym ni'n falch iawn o'r Ysgol hon.
We hope that this report gives you a snapshot of the various learning opportunities, provided for your children, which are varied and interesting - we as Governors are very proud of Ysgol Gwenffrwd.

Thank you for your co-operation,
Prof. Robert Moore (Cadeirydd / Chair of Governors)
Gorffennaf / July 2023