

Governors' Annual Report To Parents 2024 / 2025

Introduction by the Chair

Dear Parents and Carers,

I am pleased to deliver the Governors' Annual Report to Parents which provides information about our school for the academic year 2024/2025.

It has been another busy year in the life of Willows, where change is always guaranteed. Every school year has a natural ebb and flow; welcoming new faces and waving goodbye to the young people in year 11. For those of you who are new to the school, and this report, I'd like to extend a very warm welcome.

What is the Governors' Report? Many things about the internal workings of the school including this report can be something of a mystery. Its purpose is to explain our work and the value it adds to our school. It also allows you an opportunity to reflect on the effort and commitment that everyone gives to support the school and the learning of our young people.

The report is a shared piece of work and it describes life at school, its statistics and achievements. It also allows me the opportunity to publicly thank the Headteacher and staff for their dedication to the learning and personal development of our pupils.

Last academic year saw governors even more involved than in previous years with stronger links, knowledge, involvement and freely given commitment. Although we come from all walks of life, with different reasons for volunteering, we share one vision; to help Willows provide the best possible education and develop every young person's full potential. An equal balance of challenge and support is key. This doesn't just come from me as Chair and the Chairs of the various committees, but from every committee member. We all share responsibility and actions; every one of us has a positive impact in the committee and the outcomes for the school, its staff and pupils. We were extremely pleased to read the report from the inspection carried out by Estyn in November 2024 which was testament to all of the hard work that the staff and pupils have put in to make Willows the warm, purposeful and successful environment that it is today.

Willows is a joy to be involved with and it is full of enthusiastic and engaging pupils who are allowed the opportunity to grow through independent learning, excellent teaching and the vision and leadership of the Headteacher and Senior Leadership Team. This is facilitated by the support and partnership given by parents and carers.

Thank you, enjoy a relaxing festive break with family and friends,

James Ellis

Chair of Governors

James

Summer Results 2025

We are extremely pleased with the results that our Year 11 cohort received in August. They worked extremely hard throughout and showed great resilience in the examination venues.

A table showing the Key Performance indicators for the last 6 years is shown below. It is important to note that the last time pupils sat full examinations was in 2019.

	2025	2024	2023	2022	2021	2020
Capped 9	339	315	322	327	349.7	334.3
Average Literacy Score	33.3	33.1	33.9	37.1	38.5	34.1
Average Numeracy Score	37.1	35.2	38.9	38.8	39.73	34.41
Average Science Score	28.9	28.1	27.3	29.5	31.36	29.34
5+ A*-A	10.4%	12.7%	4.5%	12.1%	12.1%	9.1%

GCSE - The Revised Capped Nine Average Points Score Explained

The Revised Capped Nine Average Points Score uses a points system to award a total number of points to each pupil for nine of their qualifications.

- These totals are then averaged to give an Average Capped 9 Score for the Year11 cohort.
- Points are assigned to grades as follows A*=58, A=52, B=46, C=40, D=34, E=28,
 F=22 & G=16.
- Three of the nine slots in the total must be the best of English Literature or English Language, the best of Numeracy or Maths and the best Science GCSE grade achieved.
- The other six slots are then the pupil's best other six results.
- So, for example if a pupil scored Cs in everything their Capped Nine Points Score would be 9x40 = 360.

GCSE - The Literacy, Numeracy and Science Average Points Measures Explained

These performance indicators also focus on average points score in the core subjects, giving a measure of the average grade achieved in each core subject across the whole cohort. The literacy measure takes into account every pupil's best grade in English Language or Literature. The Numeracy measure counts every pupil's best grade in Numeracy or Mathematics and the Science measure counts every pupil's best GCSE science grade.

Destinations

Following their GCSE results all but 9 pupils have secured either a place at an alternative institution or pathway to continue their education or training. 158 continued in education and 2 moved to employment or work-based training.

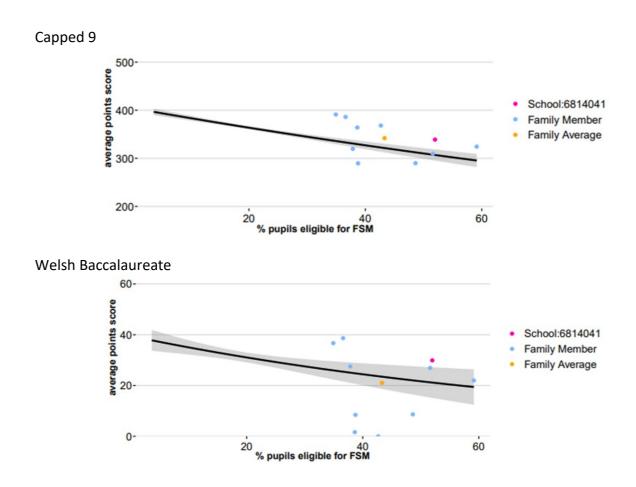
Comparison to Family Schools, Local Authority and All Wales figures

For focused comparison of school performance, schools are grouped into families based on their context and the level of challenge this represents. Individual school performance can then be considered in relation to national, local and family averages.

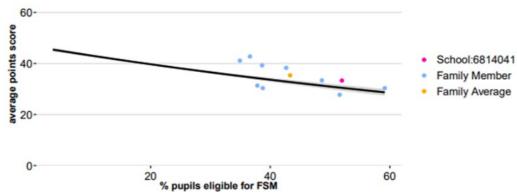
In the latest Family of Schools grouping Willows is considered the be the second most disadvantaged school in Wales. The other schools in our group can be seen below:

Cardiff West Community High School
Willows High School
Dylan Thomas Community School
Eastern High
Mary Immaculate High School
Llanwern High School
Cantonian High School
Christ the Word
Fitzalan High School
St. Illtyd's Catholic High School

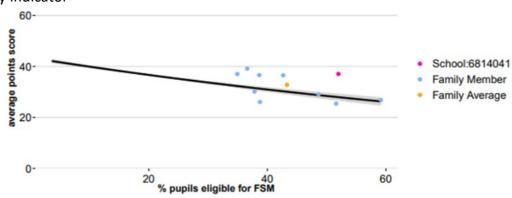
The following charts show how each school in our Family has attained in Key Performance Indicators (KPIs) for the Summer 2025 exam season compared to what was expected based on the percentage of pupils eligible for Free School Meals (the line). As can be seen Willows (the pink dot) is above what was expected in all of the KPIs.



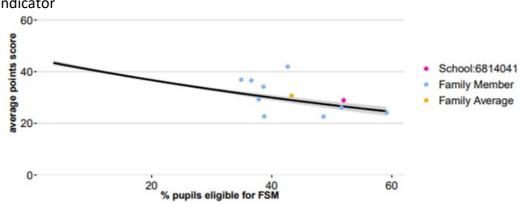
Literacy Indicator



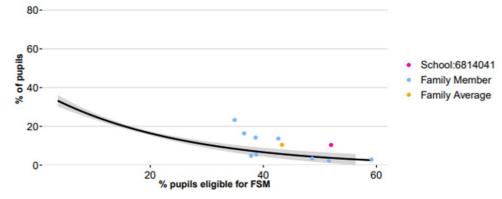
Numeracy Indicator



Science Indicator



5 A*-A or equivalent



Departmental Data Analysis

Each year, departmental performance data for all key stages is examined in detail and discussed at scheduled meetings with each Subject Leader early in the autumn term. These meetings have all taken place this year, and have focused on how we can best support our exam classes to succeed in the examinations which are due to take place in summer 2026.

Performance Management

A new regional Performance Management policy has been adopted and as such amendments have been made to the Performance Management process in school. All teaching staff have now met with their appraisers to agree targets for the forthcoming academic year 2025-2026. These targets are based on pupil progress, developing professional practice and improving leadership. The school has relaunched the action enquiry cycle where all teachers develop an aspect of their professional pedagogical practice using a research-informed approach in line with our whole school strategy which is aligned with the schools as a learning organisation national framework. Staff will be required to carry out a



four-stage approach based on a simple Read:See:Act:Review approach to structure professional learning. The school has also fully relaunched its comprehensive whole school quality assurance systems which will directly feed into the Performance Management cycle ensuring that there is a robust system of development which supports improvement at all levels.

<u>Performance Management for Support Staff</u>

Although there are still no statutory requirements in place for school support staff in terms of Performance Management, Willows remains committed to equality in the development of all staff. In light of this, the school effectively carried out the Local Authority's Performance Management protocol for support staff last year and has begun its next cycle in September 2025. Every member of the non-teaching staff is involved in this improvement planning cycle which we firmly believe contributes significantly to the on-going professional development of all non-teaching staff, to the smooth running of the school and to the support of our learners. We have expanded the provision this year to include both asynchronous and synchronous opportunities for professional learning delivered both in-house by Willows staff as well as external providers.



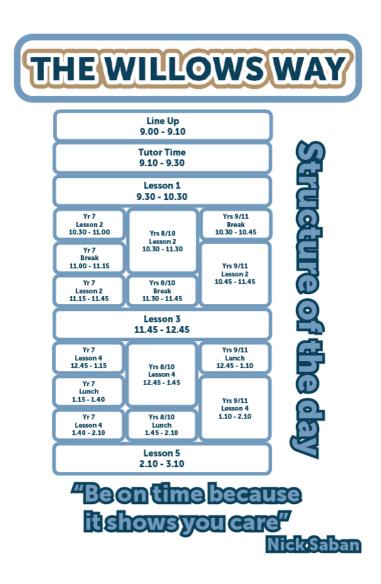
Attendance

As a school we have continued to set, track and robustly monitor attendance and will make the best endeavours to achieve the Welsh Government secondary attendance target of 95%.

Admissions

Arrangements for admission of all pupils is detailed in our school admission policy which is available in school for parents to see.

The School Day



Complaints

The Authority's and School's Policy Document on the complaints procedure is available on the school's website and from the school.

Health and Safety

The Governing Body works with the school staff to ensure all aspects of this important area are complied with in school. If parents/guardians have any comments regarding Health & Safety, they are encouraged to pass them on to the Headteacher.



Wellbeing

Our focus upon wellbeing continues to be a key priority.

We pride ourselves on our comprehensive approach to enhancing pupil wellbeing at Willows High School. We continue to provide and develop a wealth of wellbeing support including:

- The PAWB Nurture provision
- Counselling via the Local Authority and Willows High School counsellors
- Restorative Practices
- Talkabout Sessions
- Regular Wellbeing Assemblies
- Animal Assisted Therapy
- Music Therapy
- Thrive Training
- Mindfulness



Staff Development

In order to keep up to date with national and local priorities, staff attended a wide range of courses and meetings appropriate to their responsibilities and the needs of the school. Each year schools must allocate 6 days to staff training (INSET Days). The staff have also met for twilight sessions on Wednesdays in lieu of two INSET days. The priority for these meetings relates to the school development plan and other important educational developments.

Estates Department

In order to ensure statutory compliance all checks have been completed by contractors around the school estate and any remedial works required carried out to ensure a safe learning and teaching environment.

<u>Finance</u>

The school has ensured that all spending remains within the allocated budget set whilst still achieving best value for our pupils. The financial outturn statement for 2024/2025 is shown on the next two pages.



CARDIFF COUNCIL/GYNGOR CAERDYDD SCHOOLS OUTTURN OF EXPENDITURE/CANLYNIAD GWARIANT YSGOLION 2024-2025

Governing Body/Corff Llywodraethu of: Willows High School

	Governor Approved Budget/Cyllideb a Gymeradwywyd gan y Llywodraethwyr		Actual Expenditure/ Gwariant	
	£	£	Cyflawnedig £	£
Staffing costs/Costau Staff		-	<u>-</u>	
Teaching Costs/Costau Addysgu	3,488,682		3,521,340	
Special Needs Teachers/Athrawon Anghenion Arbennig	0		0	
Teachers for statemented pupils/Athrawon ar gyfer disgyblion sy'n destun	0		0	
datganiad	0		0	
Short Term Supply/Llanw Byr Dymor Long Term Supply/Llanw Hir Dymor	35,000		217,997	
Special Needs Support Staff/Staff Cymorth Anghenion Arbennig	0		0	
Nursery Assts/ Teachers Aides / Adult Helpers/Cynorthwywyr Meithrinfa/	409,041		419,860	
Cymhorthion	0		0	
Athrawon / Cynorthwywyr Foreign Language Assistants/Cynorthwywyr leithoedd Tramor				
Technicians/Technegwyr	130,052 0		78,802 8,891	
Mid Day Supervisors/Gorychwylwyr Canol Dydd	149,023		147,895	
Library Staff / Attend Officer/Staff Llyfrgell / Swyddog Presenoldeb	455,691		364,424	
Administrative Staff/Staff Gweinyddol	0		0	
Non teaching supply costs/Costau llanw staff heb fod yn athrawon	69,894		65,574	
Training Costs/Costau hyfforddi	793,603		658,160	
Other Staff Costs/Costau staff eraill	0		0	
Performance Management/Rheoli Perfformiad				
Total Staffing Costs/Cyfanswm Costau Staff		5,530,986		5,482,945
Premises Related Costs/Costau Eiddo		-	•	
Caretaking Staff/Staff Gofalwyr	131,401		133,169	
Domestic Staff/Staff Domestig	182,182		149,925	
Grounds Staff/Staff y Tir	7,000		6,276	
Cleaning Costs/Costau Glanhau	149,162		144,436	
Energy Costs/Costau Ynni	253,400		153,247	
Rates/Cyfraddau	75,870		75,870	
Repairs and Maintenance/Atgyweiriau a Chynhaliaeth Water/Dŵr	138,139 10,192		64,403 10,723	
Total Premises Related Costs/Cyfanswm Costau Eiddo		947,346		738,049
Transport Costs/Costau Cludiant		-	•	
Pupil Transport Costs/Costau Cludiant	4,000		0	
Disgyblion Staff Transport Costs/Costau Cludiant Staff	600		82	
Vehichle Costs/Costau Cerbydau	0		1,770	
Total Transport Costs/Cyfanswm Costau Cludiant		4,600		1,853
Supplies and Services/Cyflenwadau a Gwasanaethau			•	
Teaching Materials/Adnoddau Addysgu	250,000		139,313	
Equipment, Furniture, Materials & music tuition/Offer, Dodrefn, Deunyddiau a	18,500		11,663	
hyfforddiant cerddoriaeth	4,500		1,654	
Library Books & Materials/Llyfrau a Deunyddiau Llyfrgell Catering Costs/Costau Arlwyo	148,200		162,096	
Unallocated / Savings to be found/Arian heb ei ddosbarthu / Cynilion	133,361		0	
Communications Equipment and Services/Offer a Gwasanaethau	42,500		46,666	
Cyfathrebu	0		0	
Consultants Fees/Ffioedd Ymgynghorwyr	175,000		187,662	
Examinations Fees/Ffioedd Arholiadau Garnes & School Activities/Gernau a Gweithgareddau Ysgol	10,000		1,315	
Clerk to Governing Body/Clerc y Corff Llywodraethu	1,925		820	
Other office costs/Costau swyddfa eraill	25,200		16,314	
Printing & Stationery/Argraffu a Deunydd Ysgrifennu	50,000		54,864	
Pupil Exclusions/Gwaharddiadau Disgyblion	0 200		0 0	
Subsistence and expenses/Cynhaliaeth a threuliau	200		U	
Total Supplies and Services/Cyfanswm Cyflenwadau a Gwasanaethau		859,386		622,367
Central Services/Gwasanaethau Canolog			<u> </u>	
School Meals/Prydau Ysgol	145,730		150,436	
Service Level Agreements/Trefniadau Lefel Gwasanaeth	21,055		20,461	
Total for Central Services/Cyfanswm ar gyfer Gwasanaethau Canolog		166,785		170,897

Additional Central Funding/Nawdd Canolog Ychwanegol Community Education/Addysg Cymunedol Donations/Rhoddion Lettings/Gosodiadau Other Income/Incwm arall Grant Income/Incwm rhent Sales/Gwerthiannau School Meals Recharge/Talu am Brydau Ysgol Training and Tutton Income/Incwm Hvfforddiant	-991,245 0 0 -15,000 0 0 -247,500 0		-179,386 0 -19,822 -29,669 -64,258 -963,306 -236,716 0 -4,464	
Total Income/Cyfanswm Incwm		-1,253,745		-1,497,620
Interest and Other/Liog ac Arall				
Interest on investments/Llog ar fuddsoddiadau	0		0	
School Investments/Buddsoddiadau Ysgol	0		0	
Withdrawl Investments/Buddsoddiadau Dileadau School Deficit/Gwariant Ysgol	0		0	
Temporary Loans/Benthyciadau Dros Dro		0		0
Temporary Loans/Benthyciadau Dros Dro		0		0
Interest/Lloa		0		0
		0		0
Total Interest and Other/Cyfanswm Llog ac arall				
Total Net Expenditure/Cyfanswm Gwariant Net		6,255,358		5,518,490
Less Uninvested Balance Brought Forward/Llai'r Balans na fuddsoddwyd a ddygwyd ymlaen Less earmarked Rates/Llai'r Cyfraddau a glustnodwyd Contribution to / from balances/Cyfraniad i / o falansys		-406,118 -75,870		-75,870 330,750
Revised Net Expenditure/Gwariant Net Diwygiedig		5,773,370	:	5,773,370

Summary/Crynodeb	
Total resources available in 2024-2025 / Cyfanswm adnoddau ar gael yn 2024-2025	£
School balances Brought forward from 2023-2024/Balansau ysgol a ddygwyd	406,118
ymlaen o 2023-2024 School Loans Brought forward from 2023-2024/Benthyciadau Ysgol a Ddygwyd ymlaen o	0
2023-2024 Prior Year Adjustment/Cyn Addasiad Blwyddyn	5,849,240
Total delegated resources/Cyfanswm adnoddau dirprwyedig	
Total/Cyfanswm	6,255,358
Actual Expenditure/Gwariant Cyflawnedig	5,518,490
Less change in investments/Llai'r newid mewn buddsoddiadau	0
Less Movements in Temporary Loan/Llai'r Symudiadau â Benthyciadau	0
Dros Dro Less variance in earmarked rates/Llai'r amrywiant â chyfraddau a	0
glustnodir	
Total balance carried forward to 2025-2026/Cyfanswm Balans a ddygwyd ymlaen i 2025-2026	736,868
Statement of Balances Held/Datganiad Balansau	£
Uninvested Balance as at 31st March 2025/Balans na fuddsoddwyd ar 31 Mawrth	736,868
2025 Invested Balance as at 31st March 2025/Balans a fuddsoddwyd ar 31	0
Mawrth 2025 Outstanding Loans as at 31st March 2025/Benthyciadau dros ben	0
ar 31 Mawrth 2025	736,868

Income/Incwm

Structure of the Governing Body

- 1. Five LA Governors, appointed by the Local Authority
- 2. Six Elected Parents
- 3. The Headteacher
- 4. Two Elected Teachers
- 5. One Elected Non Teacher
- 6. Five Community Governors, appointed by the Governing Body

All the above to serve for four years from their individual date of election/appointment, with the exception of the Headteacher.

Sub-committee Structure and Chairperson

1. Resources Chair, Mr. Joseph Redmond

2. Curriculum and Standards Chair, Mr. James Ellis

3. Care Support and Guidance Chair, Mr. Andrew Cooksley

Membership of Governing Body

Forename	Surname	Position	Category	Term of Office Ends
Beatrice	Allen	Vice Chair	Community	22/03/2027
Andrew	Cooksley		Community	29/10/2029
Joseph	Redmond		Community	13/05/2026
Lucy	Williams		Community	31/07/2028
Honor	Young		Community	22/03/2027
Chris	Norman	Headteacher	Headteacher	
Karen	Dummett		Local Authority	27/09/2026
James	Ellis	Chair	Local Authority	23/07/2028
Jodie	Greenway		Local Authority	23/07/2028
Edward	Stubbs		Local Authority	30/01/2026
Ope	Adesina		Parent	29/09/2029
Rumena	Begum		Parent	30/09/2029
Lanka	Dassanayake		Parent	05/10/2027
Sarah	Davies		Parent	07/03/2028
Sara	Fender		Parent	05/10/2027
Fiona	Hewett		Parent	28/11/2026
Omoruyi	Aideyan		Staff	04/07/2028
Helen	Amos		Teacher	31/07/2028
Jane	Crawshaw		Teacher	30/11/2027

We currently have no vacancies on the Governing Body. Please look out for future vacancies in our Weekly Newsletter.

Governors' Expenses

No claims for expenses were submitted.

Clerk to Governor

Ms Eluned Evans Clerk to the Governors c/o Willows High School, Willows Avenue, Cardiff, CF24 2YE

School Information

Address - Willows High School, Willows Avenue, Tremorfa, Cardiff, CF24 2YE Type - Comprehensive

Age Range - 11 – 16

Number of pupils on roll (Dec 2024) – 811

Number of full-time equivalent teaching staff - 46.2

Pupil:teacher ratio – 17.5: 1

Contact ratio – 72.16% (excluding Headteacher)

Teaching time per week - 25 hours.

Term Dates

Autumn Term

Starts: Monday 1 September 2025

Half term: Monday 27 October 2025 to Friday 31 October 2025

Ends: Friday 19 December 2025

Spring Term

Starts: Monday 5 January 2026

Half term: Monday 16 February 2026 to Friday 20 February 2026

Ends: Friday 27 March 2026

Summer Term

Starts: Monday 13 April 2026

Half term: Monday 25 May 2026 to Friday 29 May 2026

Ends: Monday 20 July 2026

Monday 4 May 2026 is the May Day Bank Holiday so all schools will be closed.

Additional Learning Needs

The terms 'Special Educational Needs (SEN)' and SENCo have been replaced by 'Additional Learning Needs (ALN)' and ALNCo.

In line with The Additional Learning Needs and Educational Tribunal Act (ALNET), the school is now in the final stages of changing all previous Statements of Educational Need to Individual Development Plans. Unlike statements, which stop when a young person leaves school, IDPs will continue up to 25 years of age if the young person continues into further education.

Due to the size of the work needed, the Welsh Government has extended the deadlines for the removal of School Action and School Action Plus from the school's registers until the end of 2025.



Currently, there are 57 learners at Willows High on the top level of the ALN register, with approximately a further 60 receiving literacy and numeracy support and 93 receiving support with their behaviour and wellbeing. When the work is complete all pupils on the ALN register will have a statutory Individual Development Plan regardless of the severity of need. These IDPs are reviewed and updated annually to ensure their relevance and the appropriateness of the additional learning provision (ALP).

Our pupils with IDPs have a variety of needs. The majority will be in mainstream classes supported by an additional adult. They are sometimes dis-applied (in line with their IDP provision) from Welsh, and, occasionally, Modern Foreign Languages, as well as other subjects deemed appropriate. During these sessions, targeted interventions are put in place, as directed by the pupils' Individual Development Plans. This ranges from literacy and numeracy lessons to behaviour support.

The learning support provision is overseen by a specialist teacher in literacy and numeracy and delivered by a small team of Higher-Level Teaching Assistants (HLTA).

In addition to this, several pupils require 'checking-in' and reassurance from key members of staff. This may take place during one-to-one mentoring/Learning Support sessions, or access to our nurture classroom. The team provide bespoke interventions, during one-to-one or small group sessions, e.g. THRIVE and the highly successful 'Talkabout Teenagers' social skills programme.

In addition to all this work, the Local Authority provides support via several specialist teams, e.g. visual or hearing impairment.

Willows' Specialist Resource Base (SRB)

We have developed a specialist resource base for complex needs pupils situated on site.

A specialist resource base is similar to a small 'special school' but attached to a mainstream school such as ours and each SRB focuses on a specific area of additional learning needs.

Our SRB focuses on complex learning needs, a catch-all term for pupils with significant needs that don't fall into some of the broader ALN categories. The area is secure with access to outdoor provision for the pupils to play, learn and hopefully grow plants in the early spring.

Pupils access select mainstream lessons and have been incredibly successful.

Our pupils are enjoying the learning activities and setting up their own individual learning spaces. Some pupils have been accessing one or two carefully selected mainstream lessons (PE and Art) to broaden their experiences.

School Achievements

Through our weekly newsletters to parents, all the major achievements of the school have been identified and recognised. Of note, during this year we received an extremely pleasing Estyn Inspection Report which highlighted the great work of our staff to ensure that Willows provides a safe, enjoyable learning environment for our pupils.



Summary of Changes to School Prospectus

The School Prospectus is updated annually. It is available on our school website <u>here.</u> Paper copies are available on request.

Action taken to Review School Policies

The Policies and Procedures Handbook is an integral part of the Staff Handbook. All policies have been updated as necessary by the Headteacher and Leadership Team. All policies are available from the School.

School's Links with the Community

The school offers a comprehensive range of activities, both curricular and extra-curricular. There are strong links with a multitude of organisations who support these activities which include

academic institutions, creative industries, and a range of work-based organisations.



A number of Community Organisations including the police and the health service continue to work with the school and provide inputs into Personal and Social Education, Skills Challenge and the broader school curriculum. The school has also maintained and fully utilised its excellent links with Careers Wales to continue to provide a diverse range of Careers and

Education Guidance Services, to pupils in all Key Stages. A wide cross-section of employers help to both organise and run these activities.

Sporting Opportunities

The school has a comprehensive range of sporting and extra-curricular activities for pupils to participate in. Information regarding these activities is contained within our Weekly Newsletters which are sent to all parents through Classcharts and can be found on our website.



Health and Wellbeing

Health and wellbeing are paramount at Willows High School, not only for our pupils but also for our staff. Now, more than ever, we are conscious of the vitally important role that this plays in our school community.

We continue to strive to ensure that the school environment is safe, happy and inclusive where all members of the community demonstrate mutual respect whilst celebrating and embracing diversity. Despite current challenges, we have enhanced provision in relation to both physical and mental health and wellbeing. Specialist staff, employed by the school, provide bespoke and often unique and highly successful intervention to support positive mental health, to develop

mindfulness, to enhance restorative approaches and to highlight behaviour intervention strategies. They also deliver high quality professional learning in these key areas.

We are delighted to report that there continues to be an extensive range of extra-curricular sporting clubs offered to all pupils. The take up of these opportunities continues to be strong. Health and safety protocols surrounding the provision are adhered to at all times.



The school has, for some years now, run and managed its own catering service. The staggered lunch has allowed us to offer a range of hot meals to all pupils since the start of this academic year. The school offers a comprehensive menu selection, in line with relevant Welsh Government guidance, and has expanded its daily provision, responding to pupil voice and feedback. The school provides a free breakfast to all pupils who want it as well as free fruit for pupils during morning break.

As the school continues to progress each year with the staged Healthy Schools assessment programme, the curriculum provision is also reviewed each year to ensure that health, fitness and wellbeing are key areas which are delivered across a whole school personal and social education programme which is delivered to each year group on a weekly basis.

Disabled Pupils

The school is committed to ensuring full access to all facilities and opportunities at Willows High School for all pupils and visitors with special requirements.

The school has a ramp for wheelchair users.

The school has a lift which gives access to all areas of the school.

Toilet Facilities

The school meets Health and Safety requirements for the number of toilets needed for the pupils on roll. The school also has disabled toilets in the main building and the canteen. All toilets are cleaned daily and as required throughout the day.

Welsh Language Provision



Willows High School is an English medium comprehensive school with a rich cultural mix. The school celebrates the fact that amongst its school population, are a total of 63 different first languages spoken. Formal Welsh Second Language provision in the school is different at KS3 and KS4. Outside of lessons the school promotes the use of the Welsh language reflecting the Welsh Government document 'Our Language: Its Future, laith Pawb'. Our Criw Cymraeg support in promoting the use of the Welsh Language throughout the school.