

The Court Special School

Report to Parents

2022 – 2023



Chair of Governors
Councillor Garry Hunt

Vice Chair
Mrs Denise Sargent

Headteacher
Mr Jamyn Beesley

Contents

- Members of the Governing Body
- Overview of the School
- Term Dates
- Admission
- Attendance
- Useful Information
- Health and Safety
- Curriculum and Healthy Schools
- Parent Information
- Policies
- Staff
- Estyn and School Improvement Plan
- Links with the Community
- Financial Statement

Governing Body

Chair of Governors

Councillor Garry Hunt

Vice Chair

Mrs Denise Sargent

Community Governors

Mrs Ceri Gibbon

Ms Chloe McBratney

Local Authority Governors

Mr Ahmed Chaudhry

Councillor Jon Shimmin

Parent Governors

Mrs Sally Deverson

Dr Emma Powell

Miss Amy Griffiths

Mrs Sharon Bounds

Staff Governors

Mrs Sarah Jenkins

Mrs Glynis Webb

Headteacher

Mr Jamyn Beesley

Clerk to the Governors

Mrs Emma Gudgeon (previously Mrs Claire Jones)

Governing Body Functions

Regular meetings were held in 2022 – 2023 with the full Governing Body and sub-committees. In every full meeting, the governors received a written report from the Headteacher about the school and its work. The minutes of all these meetings are available in the school to anyone who wishes to read them and can also be found on the school's website. The governors have actively assisted and supported the school.

The Chair of Governors and Clerk can be contacted via the school office.

School Details

The school is an English medium primary school accommodating pupils from all areas of Cardiff. Occasionally pupils are admitted from outside the area. The school has 42 pupils on roll. All pupils come from a non-Welsh speaking background.

The school is made up of 3 buildings and 1 temporary structure, which is known as the library.



School Address

The Court Special School
96 Station Road
Llanishen
Cardiff
CF14 5UX

Tel: 02920 752 713

E-mail: thecourtsp@cardiff.gov.uk

Term Dates

In addition to the closures below, we also close for Inset days which are teacher training days. We confirm closure dates to all parents and carers via text message.

Term Dates & Inset Dates 2023/2024

Autumn Term 1: Monday 4th September 2023 to Friday 27th October 2023

Half Term: Monday 30th October to Friday 3rd November 2023

Autumn Term 2: Monday 6th November to Friday 22nd December 2023

Inset Days:

Monday 4th September 2023

Tuesday 5th September 2023

Spring Term 1: Monday 8th January 2024 to Friday 9th February 2024

Half Term: Monday 12th February to Friday 16th February 2024

Spring Term 2: Monday 19th February 2024 to Friday 22nd March 2024

Inset Days:

Summer Term 1: Monday 8th April 2024 to Friday 24th May 2024

Half Term: Monday 27th May 2024 to Friday 31st May 2024

Summer Term 2: Monday 3rd June to Monday 22nd July 2024

Inset Days:

Monday 6th May 2024 – Bank Holiday

Attendance and Punctuality

We take this matter very seriously at The Court Special School.

Attendance is recorded twice a day, once in the morning and once in the afternoon. If a pupil does not arrive on transport or at the agreed time, they are considered **absent**. It is very important that children arrive at school when they are supposed to.

In the case of absence due to illness, the school must be informed on the first day of absence, as soon as possible in order for us to record the absence as authorised. This can be done by a telephone call (to the office or class mobile phone) or text message (to the class mobile phone or the Headteacher). We are unable to accept messages through taxi drivers. If no message is received, the child's absence will be marked as unauthorised.

Meetings happen every half term with school leadership staff and the school attendance officer. Individual absences are scrutinised and parents/carers will be contacted to ascertain reasons for any poor attendance. If you book a holiday during term time, please fill in a holiday request form. These are available from the main office.

We ask all parents and carers to support us by sending your child to school every day. Not only does it help them to learn, it develops their social and interaction skills and makes our school a better place to be.

Attendance									
Year End	13-14	14-15	15-16	16-17	17-18	18-19	19-20	20-21	21-22
%	88.43	91.82	89.55	90.19	90.29	87.69	84.63	74.33	74.38

Useful Information

The school has six classes – Pry Copyn, Broga, Draenog, Robin Goch, Cadno and Gwdihw. Each class is a mixed class, so has pupils from different year groups.

School Uniform

The school does not have a strict uniform policy, as we understand this is the best option for our pupils. The school does have a navy sweatshirt that shows the school logo and a navy zip up hooded jacket with the school's logo on it available for purchase if parents or carers wish. These items can be ordered through the school office.

We ask parents and carers to clearly label all items of clothing and belongings.

Equality and Inclusion

The school has clear policies in place and is committed to providing equality and an inclusive education.

All children have access to activities and support is available to ensure this. We encourage respect within school and the wider community.

Please read our policies to find out more.

Safeguarding Arrangements

Children may disclose information to staff regarding problems with their home or personal life. All staff are instructed to inform the Headteacher or Deputy Headteachers, who are Child Protection Officers. Mrs Denise Sargent is the Safeguarding Governor.

The safeguarding officers may seek advice from Children's Services.

Please read our policies to find out more.

Pastoral Care

Class teachers are responsible for the children in their class. The Headteacher has overall responsibility for the pastoral care and the class teacher refers matters of serious concern to the Headteacher or in their absence the Deputy Headteachers.

Health and Safety

Building Security

We want to ensure that everyone in The Court School is kept safe and secure at all times.

Any health and safety concerns are to be reported to the Headteacher, Deputy Headteachers or Estate Manager.

All visitors must enter via reception and sign in and out.

Health and Safety inspections are carried out every half term.

At break times staff monitor pupils to ensure their safety.

We are a non-smoking site and this includes e-cigarettes.

The site is monitored by CCTV cameras 24 hours a day.

First Aid

There are designated first aiders on the school site and first aid kits are available. Should any issues arise that cause us concern, we will contact you. Having the correct emergency contact details are vital for this – please ensure you inform us if you change your number.

If a child has a bang to the head and/or they are feeling dizzy/have a headache, as a precaution, we will ring and inform parents/guardians.

Any accident that requires treatment will be recorded on an accident form and a record kept in the school office.

Medicines – administration in school

Any medicine sent to school must be handed into the school office and the parent/carer must complete a consent form which will detail what the medicine is, what the dosage is and when the dosage is to be administered. A record of when the medication has been taken is kept in the school office.

Curriculum and Healthy Schools

Curriculum

The curriculum we provide for pupils at The Court School is highly personalised. We focus on teaching pupils what they need to know using the approaches that work for them. The focus is on positive engagement and fun!

Generally, key literacy and numeracy skills are taught throughout the mornings and pupils then have opportunities to apply these skills throughout the afternoons when the focus is on topic work. The topics that are chosen for the class, usually for a half term period, are closely matched to the interests of the pupils.

We believe in 'hands on' practical and experiential learning – this is how many of our pupils learn best! We also organise regular trips out of school to enhance pupils' learning and give them opportunities to refine their skills.

The wellbeing of our pupils is our number one priority and we understand that pupils learn best when they are regulated, calm and happy. Therefore; we prioritise relationships, play lots of games and give pupils plenty of 'brain breaks' and 'time out' when they need it.

We know that (initially) many pupils who come to The Court School struggle to understand and manage their emotions so there is a strong emphasis on helping them with this. We talk about 'self-regulation' a lot and help pupils develop strategies to calm when 'in crisis'.

We have high expectations of our pupils and often find they make very good progress during their time at The Court School, both academically and in relation to their social/emotional functioning.

Our curriculum is very flexible and is continually adapted to meet the needs of pupils/classes. We are continually striving to improve and develop our offering and if we don't feel something is working we change and adapt it so it better meets the needs of learners.

Our curriculum is designed by school staff, built for all children and made for a fast-changing world.

Healthy Schools

The school follows the healthy schools programme and promotes the health and well-being of all the pupils. The pupils are encouraged to eat fruit during the day and to drink water regularly.

Parent/Carer Information

Psychotherapist

The school's psychotherapist, Dr Alyson Richards is available during school term times on Tuesdays and Wednesdays between 9:30am and 3:30pm. Dr Richards works with pupils and their families as well as staff and other stakeholder to improve the emotional wellbeing of pupils in the school. Dr Richards can be contacted through the school office or by email RichardsA289@Hwbcymru.net.

Parent/Carer Coffee Mornings

Parent/Carer Coffee Mornings are run by the school's psychotherapist, Dr Alyson Richards and run several times during the school year. Each session runs from 10am till midday and takes place at the school.

Dates of coffee mornings are shared by text message.

Policies

School Complaints

The Governing Body take all complaints very seriously as we are committed to providing high-quality education. We aim to make the schools complaints procedure easy to follow. The full version is available to view on the school's website.

Stage A – Raise concern with classroom teacher or a member of the school's Senior Leadership Team (SLT).

Stage B – Any complaint that has not been dealt with appropriately should be communicated to the Headteacher in writing.

Stage C – If you feel your complaint has not been dealt with fairly, you should write, through the school's address, to the chair of governors setting out your reasons for asking the governing body's complaints committee to consider your complaint.

Please read our policy for more information

A number of policies are drawn up or revised and accepted by the Governing Body during the year, including:

- Curriculum
- Healthcare needs, and
- Whistleblowing

Policies are available to view on the school's website

Staff

Who's Who? 2022 – 2023

Headteacher: Mr Jamyn Beesley

Deputy Headteachers: Mr Ross Fitzpatrick
Mrs Caroline Joy

Class Teachers

Sian Fowler: Pry-Copyn
James Perkins: Broga
Zoe Lewis: Draenog
Sarah Jenkins: Robin-Goch
Carolann McIver: Cadno
Matthew Howden: Gwdihw
Neil Purcell: Outreach and transition teacher
John Seaward: PPA teacher
Claire Mullett – Additional cover
Nicola Turner – Additional cover

Teaching Assistants

Angela Bowling
Sarah Taylor
Will Union
Jan Harries
Kelsey Clarkson
Richard Kiley
Owen Bullock
Alys Little
Ollie Walters
Morgan Davies
Glynis Webb
Deb Evans
Suzanne Bessell
Aly Mitchell
Jan Whittle
Rhian Hartwell
Laura Whittle
Hannah Best
Helen Greening
Amelia Pryor

Other Staff

Emma Gudgeon – Admin Support Officer

Dr Alyson Richards – Psychotherapist

Dawn Evans – Cook

Chris Hole – Caretaker

Maria Hole - Cleaner

Estyn

The school was inspected in 2014 and there were 4 recommendations made to the school. A copy of the report can be found on the school website.

School Improvement Plan

The School Improvement Plan (SIP) is a vitally important document that details the school's main priorities for the academic year. The SIP is updated continually and is available to view on the school website.

The targets for 2022 – 2023 are;

- Improve teaching of phonics
- Improve teaching and incidental use of Welsh
- Ensure pupils feel safe and secure during unstructured periods
- Deliver and refine Curriculum for Wales including Rights Respecting Schools and structured teaching and learning regarding emotions
- Become a Trauma Informed Schools accredited provision
- Ensure all staff access high quality Performance Management & Professional Learning

If you have any questions about our SIP please do not hesitate to contact the school for more information.

Links with the Community

Pupils visit a variety of places throughout the year. This year there have been visits to Techniquet, the cinema, local parks, Jump, Mambos, Fluidity, Cefn Mably, The Meadows and many more.

Year 6 pupils have had transition visits to the Secondary provisions that they will be attending, and Staff from some of these provisions have visited pupils at the school.

The community police have visited the school from time to time to talk to pupils and are available to support us when the need arises.

The school has supported various charities during the year and has raised money for Children in Need and Comic Relief.

Class parties were held to celebrate the King's Coronation.

The school has continued to offer a wide range of support to families such as food donations from Morrisons and signposting and assisting with referrals to external agencies.

The next page shows the Budget/Outturn of Expenditure for 2022/2023

Cardiff County Council The Court EA150 Budget / Outturn Of Expenditure				Outturn Of Expenditure			% age Expend.
2022/23				Date Produced: Based on Figures at Month:			
	2021/22 Outturn £'s	Gov Appr Budget £'s	Amended Budget £'s	ACTUAL (To Date) £'s	Addit. Costs (Projected) £'s	Estimated Outturn £'s	Actual plus Projected
EMPLOYEES							
1001*	-	-	-	0	0	0	0%
1002*	-	-	-	0	0	0	0%
1029*	-	-	-	0	0	0	0%
1003*	-	-	-	0	0	0	0%
19136	-	24,050	24,050	0	0	24,050	0%
1005*	-	-	-	0	0	0	0%
1007*	-	705,590	705,590	0	0	705,590	0%
1021*	-	-	-	0	0	0	0%
1022*	-	-	-	0	0	0	0%
1024*	-	-	-	0	0	0	0%
1026*	-	343,684	343,684	0	0	343,684	0%
1027*	-	-	-	0	0	0	0%
1031*	-	-	-	0	0	0	0%
1032*	-	-	-	0	0	0	0%
1033*	-	-	-	0	0	0	0%
1043*	-	-	-	0	0	0	0%
1400*	-	24,077	24,077	0	0	24,077	0%
1501*	-	23,756	23,756	0	0	23,756	0%
1502*	-	-	-	0	0	0	0%
1605*/Other	-	3,043	3,043	0	0	3,043	0%
17901	-	21,690	21,690	0	0	21,690	0%
17902	-	86,130	86,130	0	0	86,130	0%
17904/5	-	-	-	0	0	0	0%
191**	-	28,472	28,472	0	0	28,472	0%
19146	-	42,000	42,000	0	0	42,000	0%
PREMISES COSTS							
20***	-	12,844	12,844	0	0	12,844	0%
20220	-	17,095	17,095	0	0	17,095	0%
2100*	-	14,975	14,975	0	0	14,975	0%
23001	-	-	-	0	0	0	0%
24002	-	2,499	2,499	0	0	2,499	0%
27***	-	25,012	25,012	0	0	25,012	0%
TRANSPORT AND SERVICES							
30***/63***	-	17,060	17,060	0	0	17,060	0%
SUPPLIES AND SERVICES							
40101	-	2,575	2,575	0	0	2,575	0%
40102	-	27,000	27,000	0	0	27,000	0%
40105	-	-	-	0	0	0	0%
40118	-	5,500	5,500	0	0	5,500	0%
44551	-	2,781	2,781	0	0	2,781	0%
40161	-	-	-	0	0	0	0%
410**	-	13,905	13,905	0	0	13,905	0%
43001	-	4,917	4,917	0	0	4,917	0%
44201	-	-	-	0	0	0	0%
450**	-	8,937	8,937	0	0	8,937	0%
45501	-	3,000	3,000	0	0	3,000	0%
46001	-	-	-	0	0	0	0%
46016	-	1,200	1,200	0	0	1,200	0%
46019/46508	-	-	-	0	0	0	0%
Other Expenses - clawbacks							
46501	-	-	-	0	0	0	0%
69002	-	-	-	0	0	0	0%
46849	-	-	-	0	0	0	0%
Service Units							
60***	-	13,557	13,557	0	0	13,557	0%
GROSS EXPENDITURE							
	-	1,475,348	1,475,348	-	-	1,475,348	0%
LESS INCOME:							
7****	0	(73,000)	(73,000)	0	0	(73,000)	0%
8****	0	(128,821)	(128,821)	0	0	(128,821)	0%
81000	0	0	0	0	0	0	0%
89002/73036	0	0	0	0	0	0	0%
85451	0	0	0	0	0	0	0%
GROSS INCOME							
	0	(201,821)	(201,821)	0	0	(201,821)	0%
NET EXPENDITURE							
	-	1,273,527	1,273,527	-	-	1,273,527	0%
49981/49982	0	55,290	55,290				
PROJECTED OUTTURN							
						1,328,817	
TOTAL UNINVESTED FUNDS							
	-	1,328,817	1,328,817			1,328,817	

Statement of Balances Held/Projected

	2019/20 Actual £	2020/21 Actual £	2021/22 Actual £	2022/23 Projected £
Uninvested Balance	0	0	1,328,817	0
Invested Balance	18	0	0	0
Total Balances held as at 31st Mar	0	0	1,328,817	0