

The Court Special School

Annual Report to Parents

2023 – 2024



Chair of Governors - Councillor Garry Hunt

Vice Chair - Miss Amy Griffiths

Headteacher - Mr Jamyn Beesley

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Governing Body

Chair of Governors

Councillor Garry Hunt

Vice Chair

Miss Amy Griffiths

Community Governors

Mrs Ceri Gibbon

Ms Chloe McBratney

Local Authority Governors

Mr Ahmed Chaudhry

Councillor Jon Shimmin

Parent Governors

Dr Emma Powell

Staff Governors

Mrs Sarah Jenkins

Mrs Glynis Webb

Headteacher

Mr Jamyn Beesley

Clerk to the Governors

Ms Pam Cotter

Governing Body Functions

Regular meetings were held in 2023 – 2024 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 Court School is an English medium special school accommodating pupils from all areas of Cardiff. Occasionally pupils are admitted from outside the area. The school has 42 primary aged 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 2024/2025

Autumn Term 1: Monday 2nd September 2024 to Friday 25th October 2024

Half Term: Monday 28th October 2024 to Friday 1st November 2024

Autumn Term 2: Monday 4th November 2024 to Friday 20th December 2024

Inset Days:

Monday 2nd September 2024

Tuesday 3rd September 2024

Friday 13th December 2024

Monday 16th December 2024

Spring Term 1: Monday 6th January 2025 to Friday 21st February 2025

Half Term: Monday 24th February 2025 to Friday 28th February 2025

Spring Term 2: Monday 3rd March 2025 to Friday 11th April 2025

Inset Days:

1 to be confirmed

Summer Term 1: Monday 28th April 2025 to Friday 23rd May 2025

Half Term: Monday 26th May 2025 to Friday 30th May 2025

Summer Term 2: Monday 2nd June 2025 to Friday 18th July 2025

Inset Days:

Monday 21st July 2025

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	14-15	15-16	16-17	17-18	18-19	19-20	20-21	21-22	22-23
%	91.82	89.55	90.19	90.29	87.69	84.63	74.33	74.38	74.19

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 and each classroom.

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@Hwbcmru.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 2023 – 2024

Headteacher: Mr Jamyn Beesley

Deputy Headteachers: Mr Ross Fitzpatrick
Mrs Caroline Joy

Class Teachers

Sian Fowler: Pry-Copyn

James Perkins: Broga

Sarah Jenkins: Draenog

Matthew Howden: Robin-Goch

Zoe Lewis: Cadno

Carolann McIver: Gwdihw

Neil Purcell: Outreach and transition teacher

John Seaward: PPA teacher

Claire Mullett – Additional cover

Teaching Assistants

Angela Bowling

Sarah Taylor

Will Union

Jan Harries

Kelsey Davies

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.

The school was recently inspected in June 2024. The report will be released in August 2024 and will be available to read online.

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 2023 – 2024 are;

- Teaching and Learning
 - Improve writing
 - Strengthen assessment procedures
 - Wellbeing Care, Support and Guidance
 - Improve analysis of positive handling data
 - Implementation of whole school approach to mental health and wellbeing
 - Leading and improving
 - Reshape extended leadership team
 - Continue work on development of school from The Court School to Ysgol Cynefin

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.

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 2023/2024

Cardiff County Council THE COURT EA150 Budget / Outturn Of Expenditure				Outturn Of Expenditure			% age
2023/24				Date Produced: 16/01/2024 Based on Figures at Month: Month 9			% age
	2022/23 Outturn £'s	Gov Appr Budget £'s	Amended Budget £'s	ACTUAL (To Date) £'s	Addt. Costs (Projected) £'s	Estimated Outturn £'s	Actual plus Projected
EMPLOYEES							
1001*	-	-	-	198	0	(198)	0%
1002*	-	-	-	24,663	2,274	(26,937)	0%
1029*	-	-	-	0	0	0	0%
1003*	-	-	-	0	0	0	0%
10136	24,060	24,127	24,127	24,127	0	0	100%
1006*	698,614	829,355	821,889	742,730	135,572	(86,313)	107%
1007*	-	-	-	0	0	0	0%
1021*	-	-	-	0	0	0	0%
1022*	-	-	-	0	0	0	0%
1024*	-	-	-	0	0	0	0%
1026*	307,522	427,212	435,786	290,553	80,814	58,399	87%
1027*	21,722	-	-	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*	24,314	28,589	28,185	23,430	4,820	(65)	100%
1501*	25,605	26,250	26,802	23,029	4,380	(607)	102%
1502*	-	-	-	0	0	0	0%
1606*/Other	3,234	3,402	3,487	2,918	532	37	99%
17901	23,240	20,000	6,000	4,354	1,710	(79)	101%
17902	152,788	80,000	124,250	110,295	63,062	(49,127)	140%
17904/5	-	-	-	0	0	0	0%
191**	52,924	22,067	22,957	12,516	4,269	6,181	73%
19146	-	36,000	38,000	17,604	11,700	6,396	82%
PREMISES COSTS							
20***	10,741	17,497	17,487	9,196	3,290	5,021	71%
20220	13,078	20,000	15,509	10,783	4,300	446	97%
2100*	13,785	40,404	40,404	20,406	11,814	8,184	80%
23001	-	-	-	0	0	0	0%
24002	4,470	2,623	1,800	0	1,800	0	100%
27***	26,768	28,162	26,028	19,735	6,753	(481)	102%
TRANSPORT AND SERVICES							
30***/83***	19,121	19,829	4,829	2,192	480	2,157	55%
SUPPLIES AND SERVICES							
40101	2,100	3,500	3,500	336	-	3,164	10%
40102	41,833	30,000	29,000	10,100	9,248	843	98%
40105	-	-	-	0	0	0	0%
40118	12,146	13,205	13,205	9,970	3,235	(9)	100%
40161	110	-	-	0	0	0	0%
44551	1,575	2,920	2,920	2,299	1,000	(309)	113%
47102	4,194	1,650	1,650	3,010	0	(1,360)	182%
410**	12,783	15,304	15,304	7,906	6,376	1,022	93%
43001	6,389	7,518	7,518	6,696	2,333	(1,810)	120%
44201	-	-	-	0	0	0	0%
450**	8,224	9,909	9,909	6,497	2,303	1,109	89%
45501	360	-	1,000	1,376	1,255	(1,631)	263%
49001	580	-	-	1,128	0	(1,128)	0%
48018	876	1,320	1,320	430	890	0	100%
48019/48508	872	-	-	0	0	0	0%
Other Expenses - clawbacks	-	-	-	0	0	0	0%
Home / Hospital tuition	-	-	-	0	0	0	0%
School Investments / Cont To Sch Reserve	-	-	-	0	0	0	0%
60***	13,194	14,370	14,370	358	14,370	(358)	102%
GROSS EXPENDITURE							
	1,857,890	1,706,133	1,735,324	1,404,651	378,597	47,324	103%
LESS INCOME:							
7***	(11,938)	(1,500)	(1,500)	(618)	-	(682)	41%
8***	(260,560)	(172,629)	(207,478)	(111,219)	(85,257)	(11,002)	95%
81000	(30,697)	0	0	(12,782)	(7,500)	20,292	0%
89002/73006	(2)	0	0	0	0	0	0%
85451	0	0	0	0	0	0	0%
GROSS INCOME							
	(293,227)	(174,129)	(208,978)	(124,619)	(102,757)	8,409	104%
NET EXPENDITURE							
	1,254,663	1,531,804	1,526,346	1,279,421	286,840	38,915	103%
49981/49982	(1,254,663)	(68,665)	(63,497)	-	-	-	-
PROJECTED OUTTURN							
	-	-	-	-	-	(102,412)	-
TOTAL UNINVESTED FUNDS							
	-	1,463,139	1,462,849	-	-	1,462,849	-

Statement of Balances Held/Projected				
	2020/21 Actual £	2021/22 Actual £	2022/23 Actual £	2023/24 Projected £
Uninvested Balance	62,325	125,347	74,149	(102,412)
Invested Balance	0	0	0	0
Total Balances held as at 31st Mar	62,325	125,347	74,149	(102,412)

This Financial Report is based on actual reconciled accounts as at (insert date here)
and projected expenditure to the Financial Year End