



## MINUTES OF THE MEETING OF THE GOVERNING BODY OF THE COURT SCHOOL HELD ON WEDNESDAY 14<sup>th</sup> JULY 2021 AT 5.00PM - VIA MICROSOFT TEAMS

**PRESENT:** G Hunt (Chair), R Cadwallader, J Shimmin, R Bent, D Sargent,  
S Jenkins, S Bounds and J Beesley (Headteacher).

**ALSO PRESENT:** N Purcell (Outreach Teacher), and Claire Jones (Clerk).

Minute		Action
<b>1.</b>	<b>Welcome and Apologies for absence.</b>	
1.1	The Chair welcomed governors to the meeting.	
1.2	Apologies were received and accepted for G Webb, N Pearson, and E Cousins.	
1.3	The meeting was quorate.	
<b>2.</b>	<b>Declaration of interests in items on the agenda.</b>	
2.1	There were no declarations.	
<b>3.</b>	<b>Register of Business Interests.</b>	
3.1	There was nothing to discuss.	
<b>4.</b>	<b>Minutes of the previous meeting and matters arising.</b>	
4.1	The minutes of the meeting on 19 <sup>th</sup> May 2021 were approved as a true and accurate record, with amendments to: Minute 7.2 – S Bounds had not yet completed Data Training. Minute 4.9 – The Headteacher and staff governors welcomed mixed sex pupils. Minutes 9.2 – Who, not Whom. N Purcell was working with local schools.	
4.2	<u>Matters Arising</u> <u>Minute 4</u> A paper had gone to cabinet regarding the new school building. The Headteacher would forward the plans to governors via the Clerk. The school's split sites would be near Fairwater and Llanrumney. The Headteacher had concerns about the proposed class sizes relayed to staff by the local authority. The Headteacher would contact the local authority to discuss the issues.	JB/CJ  JB

*J. Hunt 3.11.21*

<p><b>4.3</b></p> <p><b>4.4</b></p> <p><b>4.5</b></p>	<p>Governors were concerned that the information given to them by the local authority was different to what was relayed to staff.</p> <p><u>Minute 8</u> The Finance Committee had not met prior to the full governing body meeting. <b>Governor S Bounds had contacted the Chair with concerns that the actual draft budget for 2021-22 was not shared with the full governing body despite it being approved.</b> Governors agreed to appoint S Bounds, who was an Accountant, as an additional member of the Finance Committee.</p> <p><u>Minute 9.4</u> The Headteacher advised that pupils in Year 6 had struggled toward the end of the Summer Term, and that the move to High School would be difficult for some.</p> <p><u>Minute 10</u> The Headteacher would liaise with governors R Bent and S Bounds regarding the Annual Report to Parents.</p>	<p>JB/RB/SB</p>
<p><b>5.</b></p> <p><b>5.1</b></p>	<p><b>Review of governing body membership.</b> There were 2 vacancies for parent governor. Nomination letters would be sent to parents in September 2021.</p>	<p>JB</p>
<p><b>6.</b></p> <p><b>6.1</b></p>	<p><b>Governor Training.</b> The Chair had attended a Chair of Governors meeting with the Director of Education.</p>	
<p><b>7.</b></p> <p><b>7.1</b></p> <p><b>7.2</b></p>	<p><b>Presentation – Trauma Informed Schools.</b> A slideshow was presented to governors on-screen by Outreach Teacher Neil Purcell on Trauma Informed Schools. Staff governor S Jenkins had completed day 6 of the training and agreed that all staff at the school should be trained.</p> <p>The training involved reflecting on strategies and rewards that were already in place at the school. Pupils were welcomed by a 'Meet and Greet' each morning. Pupils were allowed to bring 'transition items' into school to help them to feel secure, and the training provided a better understanding of this. The school had various 'breakout' rooms to help pupils to self-regulate. Fear, anger, and trauma amongst pupils was discussed during the course, and staff were encouraged to reflect on incidents in the classroom.</p>	

	<p>Pupil connections with the outside world and living things had been introduced, with some staff bringing their pets into school for pupils to enjoy. The pets had a calming influence on the pupils.</p> <p>Pupil 'Circle Time' was encouraged.</p>	
7.3	It was suggested during the training that the school's Behaviour Policy be replaced by a Behaviour and Relationships Policy. All staff and pupils would be made aware of the policy.	
7.4	The current points system, which could be ineffective, would be replaced by a rewards system. S Jenkins would advise staff that the system had changed.	SJ
7.5	Restorative conversations with pupils would happen on a more regular basis, and there would be sensory boxes in each classroom, as well as 'feelings wheels' and 'conversation cubes'. Staff would have in-depth knowledge of the pupils in their class.	
7.6	Governors thanked N Purcell for his presentation.	
<b>8.</b>	<b>Review of Policies.</b>	
8.1	<p>The Headteacher thanked governors for their comments on the draft Behaviour &amp; Relationships Policy above.</p> <p>Governors approved the policy pending the changes to be discussed by governors S Bounds and S Jenkins.</p>	SB/SJ
<b>9.</b>	<b>Update on Staffing.</b>	
9.1	Minute 4.	
<b>10.</b>	<b>Results of questionnaires.</b>	
10.1	<p>Questionnaires had been sent to pupils, parents, and staff.</p> <p>Pupils enjoyed school and gave an overall score of 4.36 out of 5.</p> <p>Pupil comments on 'What do you like?' and 'What can be improved?' were shared with governors during the meeting.</p>	
10.2	<p>Twenty questions were sent to parents and carers, with 20 responses being received. The Headteacher highlighted the positive responses, and what could be improved. Feedback overall was very positive. Pupil behaviour and bullying scored low. However, parents felt that the school dealt with any issues effectively.</p> <p>More work needed to be done on healthy eating.</p>	
10.3	The responses from staff were positive, but there were some issues to address. Staff could be given more opportunities to view good practice in other settings, and the productivity of	

10.4	<p>meetings would be addressed. Staff had the opportunity to comment on training that they would like to have. Continued Professional Development was now in place for Teaching Assistants.</p> <p>The Headteacher was keen for all staff to receive training on Trauma Informed Schools and therapeutic strategies.</p> <p><b>Governors thanked the Headteacher for the feedback and asked how many pupils would be attending The Court School in September 2021.</b> The Headteacher advised that 42 pupils would attend from September 2021, but not all information on pupils had been received from the local authority. New pupils had been sent videos of staff welcoming them to the school.</p>	
11. 11.1	<p><b>Annual Report to Parents.</b></p> <p>Minute 4.</p>	
12. 12.1	<p><b>Committee Reports.</b></p> <p><u>Health &amp; Safety.</u></p> <p>Governor J Shimmin had visited the school on 7<sup>th</sup> July 2021 to carry out a Health &amp; Safety walkabout.</p> <ul style="list-style-type: none"> <li>- The boiler was fully installed and safety boards were erected around the building.</li> <li>- The steps at the back of the school were unsafe and had been reported to the local authority via 'One Front Door'.</li> <li>- The roof had been replaced and was safe.</li> <li>- The large hole in the roof close to the school entrance would be fixed by the Caretaker.</li> <li>- The painted climbing frame was looking worn within a week of being re-painted. The Headteacher would investigate.</li> </ul>	JB
13. 13.1	<p><b>Child Protection.</b></p> <p>The Headteacher advised that there had been an incident involving a pupil outside of school hours. The pupil had come to the school for help. Children's Services and The Police dealt with the incident well.</p>	
14. 14.1	<p><b>Children who are looked after.</b></p> <p>A pupil who was looked after and who had attended the school for 7 years had excelled. The pupil would be attending a mainstream school in September 2021 in the Vale of Glamorgan.</p>	
15.	<p><b>Correspondence.</b></p>	

15.1	There was no correspondence.	
<b>16.</b> 16.1	<b>Any Other Business.</b> There was no other business.	
<b>17.</b> 17.1	<b>Confidential.</b> There was nothing to discuss.	
<b>18.</b> 18.1	<b>Date and time of next meeting.</b> The next meeting was arranged for Wednesday 29 <sup>th</sup> September 2021 at 5pm.	