



MINUTES OF THE MEETING OF THE GOVERNING BODY OF THE COURT SCHOOL HELD ON WEDNESDAY 15th FEBRUARY 2023 AT 5.00PM

PRESENT: G Hunt (Chair), D Sargent (Vice Chair), A Griffiths, C Gibbon, S Jenkins, G Webb, E Powell, and J Beesley (Headteacher)

APOLOGIES: S Bounds, J Shimmin

ALSO PRESENT: E Gudgeon (Clerk) and C Joy (Deputy Headteacher - observer)

Minute		Action
1.	Welcome and Apologies for absence.	
1.1	The Chair welcomed governors to the meeting.	
	C Jones was thanked for her hard work and dedication in her role as Clerk and E Gudgeon was welcomed as the new Clerk for the remainder of the academic year.	
1.2	The meeting was quorate.	
2.	Declaration of interest in agenda items.	
2.1	There were no declarations. JB asked EG to step out of the room at the end of the meeting.	
3	Approval of draft full governing body minutes.	
3.1	The minutes of the previous meeting on 30 th November 2022 were approved as a true and accurate record and would be signed by the Chair pending the following corrections: Minute 4.4 (Page 2) – 'court hearing' replaces 'court heating'.	
4	Matters Arising	
4.1	AG had not received a copy of the business interests form. EG to contact Ruth Lock to request a copy and forward on to AG.	EG
4.2	An old copy of the school's behavioural policy is showing on the website. Headteacher to action the new policy being added.	JB
4.3		

J. Hunt 12.6.23

5.3	<p><u>Complaints</u> AG and EP to join.</p> <p><u>Finance</u> 1 Vacancy</p> <p><u>Curriculum & Standards</u> CG and GH to join.</p> <p>DS requested an up-to-date Safeguarding & Child Protection policy documentation. JB to send.</p>	JB
<p>6.</p> <p>6.1</p> <p>6.2</p> <p>6.3</p> <p>6.4</p> <p>6.5</p> <p>6.6</p>	<p>Headteacher's report including updates on the implementation of the new Curriculum for Wales</p> <p>The report is lengthy but is necessary as the quality of information shared with Governors is important.</p> <p>JS is now back in work and has been for a while on a reduced timetable.</p> <p>The work of Teaching Assistants within the school is unbelievable. It is recognised that they work so hard for poor pay. Some TA's have left the profession because pay is better elsewhere. I am trying to work with SWASHH to make a change.</p> <p>Applications for advertised positions have been received from existing staff at the school who are currently supplied by agencies. The Grade 3 and Grade 4 positions will be shortlisted on the 27th February if anyone can assist. GH and AG offered to support. It is hoped to conduct interviews on 2nd March, which is a strike day. AG could assist.</p> <p>Once a re-structure has been completed, a Grade 5 position will be advertised.</p> <p>One psychology student is with us at present and it is hoped we will be able to recruit more in the future.</p> <p>Training sessions are continuing to take place with recent sessions covering Makaton sign language and Rights Respecting Schools. A 2 day Team Teach package is due to be delivered and it is likely that twilight sessions will run for the second day to free up the 24th July.</p>	

6.7	The School Improvement Plan has been included in the HT report as it is an evolving document, so is regularly updated.
6.8	<p>A consortium meeting is due to take place on March 2nd at the end of the day with G. Howell.</p> <p>GW asked if staff could attend this meeting?</p> <p>JB explained that as performance would be discussed, it would not be appropriate for staff to attend.</p>
6.9	<p>Healthy Eating is something that is difficult to encourage here. A box of fresh fruit is purchased every Monday, which is offered to pupils.</p> <p>GW challenged the weekly shopping list that is shared with every class within the school as it offers biscuits and crisps as options.</p> <p>AG shared that her child was bribed with sweets for a time, which goes against healthy eating encouragement and promotion.</p> <p>CG shared that all the school can do is promote healthy eating options and JB asked that the Governing Body explain to Estyn that the school do promote healthy eating.</p>
6.10	<p>Learning Walks & Governing Body Open Days will take place on the 13th and 17th March.</p> <p><u>13th March</u>: GH to attend.</p> <p><u>17th March</u>: AG, CG and EP to attend.</p> <p>JS and SB to be asked to attend on 13th March.</p> <p>SJ mentioned staff want to get to know the Governing Body so the open days are very welcome.</p>
6.11	The school's budget currently has a £24,000 carry forward and the most desirable staff structure has been discussed. We are pushing for a better, enhanced budget.
6.12	Pupil Progress will be reflected upon at the next meeting.
6.13	Pupil behaviour pre-Christmas was easier than it has been post-Christmas. January 31 st was a very difficult day. Members of staff were off for PPA, off site for training or off due to days owed. This impacted our pupils, and 1 pupil did receive a 1-day exclusion.

6.14	<p>It is worth stating that changes to pupil's medications do make a difference and we do recognise that positive handling does happen a lot.</p> <p>AG is happy to visit school to discuss this and learn about the systems the school uses and the techniques that have been taught.</p> <p>Dates for the next Governing Body Meetings 23rd March 10th May 28th June</p>	
7. 7.1	<p>Committee Reports</p> <p>JS provided a H & S report via email as he was unable to attend this meeting. The email mentions the following points that were raised during a recent walk around of the school site.</p> <ul style="list-style-type: none"> • There is still water ingress into the staff room. JB reports the council say they need warmer weather to fix it, but it really could do with being properly patched in the short term. Nothing forthcoming from the council on that matter. • Council as landlord still not acted on some things, e.g. fixing the fence along the playground. • Throughout the site there are some small things which need to be fixed, i.e. light fixings, finger guards on doors. The council need to be called for some but others can be done in house. Might take a little longer with temporary caretaker. • Temporary caretaker is doing a good job, but time is limited and there are certain legal checks they need to use that time on. • 2 new wooden playground pieces are a big hit with the pupils. • Generally the site is in a good shape (well, considering! Nothing big to worry about). 	
7.2	A site inspection checklist from C. Kitchen is shared with the school.	
8. 8.1	<p>Review School Improvement Plan (SIP)/Self-Evaluation (SE) Plan Progress</p> <p>This has been covered within the Headteacher's report</p>	
9. 9.1	<p>Safeguarding</p> <p>On Friday prior to an inspection the police were called using the 999 number (as opposed to 101) to report a Parent who was</p>	

	<p>abusive. No charges were brought against the Parent and there was no damage to property.</p> <p>CJ added the situation was dealt with very well and Staff were fantastic.</p> <p>CG asked if the school has a lockdown policy.</p> <p>JB explained the school does, but it is a little different to what may be expected as the school site has magnetic locks on all entrance/exit doors already.</p>	
10.	Policy Review	
10.1	AG requested copies of the policies be sent to her.	
10.2	<p>The policies are:</p> <ul style="list-style-type: none"> - Accessibility Plan - Complaints - Curriculum - Healthcare needs - Whistleblowing 	
10.3	The accessibility plan has been worked on by CJ.	
10.4	<p>The complaints procedure is a Welsh Government policy that has had information such as the school's details added.</p> <p>The Governing Body confirmed they were happy to adopt the Welsh Government's policy.</p>	
10.5	<p>The curriculum policy is an approved document that CJ & RF have worked on.</p> <p>The Governing Body confirmed they were happy to accept this policy.</p>	
10.6	<p>The healthcare needs policy is a local authority policy that CJ has worked on.</p> <p>The Governing Body confirmed they were happy to accept this policy.</p>	
10.7	The Governing Body confirmed they were happy to accept the Whistleblowing policy.	
11.	Governor Training and development including compliance with mandatory training.	
11.1	EG is to liaise with R. Lock regarding SJ & DS Level 2 safeguarding.	EG
11.2	<p>AG has completed the following training:</p> <ul style="list-style-type: none"> - HT Performance - ALN 	

	<ul style="list-style-type: none"> - Developing Welsh in Education - Enabling Equality & Excellence 	
12.	Correspondence	
12.1	JS provided an email which contained his report from the previous Health and Safety walkaround	
13	Any Other Business	
13.1	AG has met with CJ to discuss IDP's and was reassured that school IDP's are more robust. There are plans for a database to be created that will log any changes that are made, and every pupil will have their own profile.	
13.2	<p>AG discussed the matter of domestic abuse support and mentioned meeting with Lesley from Spectrum. Previous training which was offered approximately 6 years ago upset children greatly and was deemed to be very triggering.</p> <p>It would be possible for training to be offered to Parents and/or Governors and asked if training could take place during one of the school's Parent and Carer coffee mornings.</p> <p>It was felt that it would be more appropriate to offer a session separate to the coffee morning. The deputy head will action this.</p>	CJ
13.3	A Directors briefing with the Chair of Governors is due to take place on the 7 th March and the 8 th June. GH will report back if anything arises.	
13.4	Governors Annual Training set for 25 th March.	
13.5	The Governors Annual report will be shared within a meeting.	
13.6	<p>Suggestions for new school names</p> <ul style="list-style-type: none"> - Ysgol Afon/Elas (River/Blue) - Ysgol Cynefin (Habitat, Safe, Home) <ul style="list-style-type: none"> o Ysgol Cynefin West o Ysgol Cynefin East <p>The general consensus was for Ysgol Cynefin West/East</p>	
13.7	CJ reported on the looked after children within the school. CJ explained that where there was an unauthorised absence it was generally because there had been no communication from the pupil's family, and so no reason had been provided for the absence. EG provided a report to CJ each week showing which pupils had been absent that week and if a reason for absence had been given.	
13.8		

	<p>GH thanked AG, CG and SB for their recent attendance at a staff disciplinary hearing and shared that a report has been submitted. There are some measures that need putting into place and will be acted upon.</p> <p>DS asked why there was such a delay. GH stated there were a number of factors and was very conscious that a lot of time had passed.</p>	
<p>14. 14.1</p>	<p>Calendar of meeting. 23rd March 2023 10th May 2023 28th June 2023</p>	
<p>18. 18.1</p>	<p>Determination of matters to be regarded as confidential. HT Pay Decision</p>	

J. L. 23.6.23