



**MINUTES OF THE MEETING OF THE GOVERNING BODY OF THE COURT
SCHOOL HELD ON WEDNESDAY 18th MAY 2022 AT 5.00PM –
VIA MICROSOFT TEAMS**

PRESENT: G Hunt (Chair), S Jenkins, J Shimmin, G Webb, A Griffiths, S Bounds, R Cadwallader, N Pearson, and J Beesley (Headteacher).

ALSO PRESENT: C Jones (Clerk)

Minute		Action
1.	Welcome and Apologies for absence.	
1.1	The Chair welcomed governors to the meeting.	
1.2	Apologies were received and accepted for D Sargent, R Bent, and E Cousins.	
1.3	The meeting was quorate.	
2.	Declaration of interest in agenda items.	
2.1	There were no declarations.	
3.	Approval of draft full governing body minutes 30.3.22.	
3.1	The minutes of the previous meeting on 30 th March 2022 were approved as a true and accurate record and would be signed by the Chair.	GH
4.	Matters Arising 9.2.22.	
4.1	<u>Minute 6.2</u> Staff Wellbeing would be on the next Agenda at the full governing body meeting at the end of the Summer Term.	JB
4.2	<u>Minute 7</u> R Fitzpatrick would attend the next full governing body meeting to advise governors of plans to implement the New Curriculum for September 2022.	
5.	Review of governing body member/ instrument of government.	
5.1	There was nothing to discuss.	

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6.	Governor training and development.	
6.1	A Griffiths has attended Prevent Training, Introduction to Counselling, Young Carers, and Curriculum for Wales.	
6.2	S Bounds had attended Data Training and Curriculum for Wales.	
6.3		
7.	Committee Reports.	
7.1	<u>Finance Committee</u> The draft budget for 2022-23 was emailed to governors prior to the meeting. The surplus carry forward from 2021-22 was £50k. The school's Local Financial Management Officer (LFM) confirmed that the school's budget would balance in 22-23.	
7.2	It was discussed that there had been a high dependency on Agency staff which would stabilise. The Headteacher advised that Agency staff had often applied for posts which had been advertised by the school.	
7.3	Governors agreed that they were appreciative of the agreed financial assistance from the local authority.	
7.4	Having given careful consideration, the full governing body approved the budget for 2022-23 which would be signed by the Chair and return to LFM.	GH
7.5	<u>Health & Safety</u> J Shimmin had completed a Site Inspection Checklist with the local authority Health & Safety Officer assigned to the school. Many of the 'actions' had been completed. However, there was still scaffolding around the school and some other issues to be addressed by Facilities Management.	
7.6	The school had closed for a week during term time so that the issue with the heating could be addressed. There remained an issue with the hot water and the Headteacher was concerned that despite the school closure, the hot water had still not been addressed.	
7.7	The local authority had requested that the school close on the last week of the Summer Term so that repairs to the roof could commence ready for September 2022. The Headteacher felt that the request presented particular challenges and that pupils had missed enough school this	

	<p>academic year already due to COVID-19 related matters and building issues.</p> <p>The Headteacher explained that it was not appropriate to locate pupils and staff elsewhere, but the Headteacher was considering planning trips for pupils during the last week of term.</p> <p>The Headteacher had requested financial assistance from the local authority to pay for transport costs.</p>	JS/GH
	<p>Governors were concerned that the work to the roof would not be completed by the start of the new academic year. G Hunt and J Shimmin would write to the local authority on behalf of the governing body with their concerns about the roof job and ongoing issues in the school, e.g. lack of heating and problems with hot water.</p>	
8.	<p>Headteacher's Report.</p>	
8.1	<p><u>Staffing</u></p> <p>Ross Fitzpatrick was successful in securing a Deputy Headteacher position. The panel also decided to offer the other Deputy Headteacher role to Caroline Joy who is a very experienced senior leader in the ALN sector.</p> <p>Six applicants were shortlisted for the role. The Headteacher thanked D Sargent, G Hunt, and S Jenkins for their assistance with interviews.</p> <p>A new class teacher had been appointed in Dosbarth Cadno, and an agency teacher was continuing to work at the school for 3 days per week to enable class teachers to undertake work in preparation for the new curriculum.</p> <p>The Headteacher thanked the Teaching Assistants for being an important part of the school.</p> <p>The Psychology student continued to do an excellent job in the school, and another student would be starting in September 22.</p>	
8.2	<p><u>School Improvement Plan</u></p> <p>An updated version of the SIP was emailed to governors.</p>	
8.3	<p><u>Consortium/Estyn</u></p> <p>The Headteacher expected to receive a call from Estyn regarding an inspection of the school as the school had not been inspected for eight years.</p> <p>Estyn gave ten days' notice.</p> <p>Governors offered their assistance with an inspection.</p>	

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8.4	<p><u>Behaviour</u></p> <p>Over the past few months, the behaviour of pupils has been very sporadic but staff are continuing to get much better at thinking about the reasons behind behaviours as opposed to reacting to the behaviour itself.</p>	
8.5	<p><u>Trauma Informed Schools</u></p> <p>The Headteacher advised that the school has three members of staff who are trained to practitioner status with Trauma Informed Schools.</p> <p>The school hoped to become a Trauma Informed School.</p> <p>Governors requested more information at the next full governing body meeting.</p> <p>Governor A Griffiths was involved with the Centre for Excellence for Childhood Trauma in Gloucester and briefly outlined her knowledge.</p> <p>Governors requested that the clerk contact Governor Services to query whether training was available on Trauma Informed Schools.</p> <p>Governor S Jenkins would share what work was done in class with governors.</p>	<p>CJ</p> <p>SJ</p>
8.6	<p><u>Attendance</u></p> <p>Attendance was being impacted due to one pupil not attending school since February 22, and another pupil only attending for a maximum of two sessions per week due to their poor mental health.</p> <p>The Headteacher advised that the pattern over the past 6 years has dropped due to the pandemic. Attendance was a national issue.</p>	
8.7	<p><u>Any Other Business</u></p> <p>The local authority had asked the school to start liaising with staff about an appropriate new name for the new school. The Headteacher made it clear that he felt quite strongly that the name of the school shouldn't change until we leave the current site. Following a discussion and some name suggestions, Governors agreed to postpone selecting a new name until staff had had more time to discuss the matter. Action – To discuss school name at the next Governing Body meeting.</p>	

	<p><u>School car</u></p> <p>The school were in the process of purchasing a seven-seater car (Citroen C4 Spacetourer) and once purchased, would find a way of disposing the minibus.</p> <p>The school had used a local authority approved supplier, and staff would attend the appropriate training with the local authority, for training purposes.</p>	
<p>9.</p> <p>9.1</p> <p>9.2</p>	<p>Governor Visits/ Open Day.</p> <p>The Headteacher felt that it was important, post pandemic, to start to invite governors back into school.</p> <p>An open day was proposed for Thursday 23rd June where Governors would have the opportunity to spend part of the day in the school. They could; Observe briefing sessions, see how we greet pupils, undertake learning walks, talk with pupils/staff, eat lunch with pupils etc. There would then be a meeting towards the end of the day to ask questions and reflect on what was working well and explore what could be working better</p> <p>Governors agreed to the date and arrangements would be made.</p>	JB
<p>10.</p> <p>10.1</p> <p>10.2</p> <p>10.3</p>	<p>Parent/Carer Questionnaire.</p> <p>The Headteacher distributed the Parent/Carer Questionnaire May 2022 and the responses.</p> <p>The vast majority of responses were incredibly positive.</p> <p>The Headteacher commended the work of the school staff.</p> <p>Governors questioned whether the question 'I believe that pupils behave well in class' was appropriate for a special school.</p> <p>The Headteacher advised that some of the questions were from Estyn and were only appropriate for mainstream schools.</p> <p>Governors agreed to remove the question.</p> <p>The Headteacher advised that bullying was addressed immediately and a discussion took place on what was classed at 'bullying'.</p>	
<p>11.</p> <p>11.1</p>	<p>Review of Policies.</p> <p>The following policies were emailed to governors prior to the meeting to be reviewed:</p> <ul style="list-style-type: none"> - E Safety - Health & Safety - Traffic Management - 	

11.2	A discussion took place regarding the importance of traffic management at the school. A traffic management system would be agreed for the new school site to ensure a robust design.	
11.3	It was discussed that the Health & Safety Policy was a 'live' document. The school liaised on the policy with the designated H&S Officer, Clive Kitchen, who had replaced Helen Godfrey.	
13.4	Governors approved all three policies and the Chair would sign them.	GH
12.	Children who are Looked After.	
12.1	There were four pupils who were looked after and all were doing well.	
12.2	The Headteacher advised that staff regularly attend meetings to support CLA pupils.	
13.	Health & Safety.	
13.1	Item 7.	
14.	Safeguarding.	
14.1	There was nothing to discuss.	
15.	Correspondence.	
15.1	There was no correspondence.	
16.	Any Other Business.	
16.1	Governor A Williams asked about provision available to Young Carers. The Headteacher advised that the local authority had emailed information on Young Carers to Headteachers and the Headteacher agreed to share the information with A Williams and would query whether any staff training was available.	JB
16.2	The Headteacher would consult with the school's kitchen staff for feedback during the planning phase of the new school sites.	JB
17.	Determination of matters to be regarded as confidential.	
17.1	Staff governors left the meeting.	
18.	Date, time, and focus of next meeting.	
19.1	The next meeting was 6 th July 2022 at 5pm.	

J. Williams 28.10.22