



MINUTES OF THE MEETING OF THE GOVERNING BODY OF THE COURT SCHOOL HELD ON WEDNESDAY 30th NOVEMBER 2022 AT 5.00PM

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

APOLOGIES: Ceri Gibbon

ALSO PRESENT: C Jones (Clerk – online) and C Joy (Deputy Headteacher - observer)

Minute		Action
1.	Welcome and Apologies for absence.	
1.1	The Chair welcomed governors to the meeting. New governor E Powell was welcomed to the meeting and introductions were made.	
1.2	HT advised that R Cadwallader had resigned from the Governing Body due to work and family commitments.	
1.3	The meeting was quorate.	
2.	Register of Business Interests.	
2.1	The clerk would email an electronic register to governors who had not yet completed it.	CJ
3.	Declaration of interest in agenda items.	
3.1	There were declarations from staff governors for items 17 and 18.	
4.	Approval of draft full governing body minutes.	
4.1	The minutes of the previous meeting on 12 th October 2022 were approved as a true and accurate record and would be signed by the Chair pending the following corrections: Minute 1.1 – Apologies from G Webb Minute 19.1 – on 'TIS' Self-Evaluation.	
4.2	<u>Matters Arising</u> <u>Minute 12.5</u> The Headteacher confirmed that the heating in school was now working.	

G. Hunt

<p>4.3</p> <p>4.4</p>	<p><u>Minute 12.10</u></p> <p>The Headteacher advised that the school are trying to address some issues with pupil behaviour. Governors asked the reason for the issues. The Headteacher advised that two pupils in particular have challenges. Staff were meeting after the school day to discuss the issues. Staff governors made it clear that they felt well supported by the Headteacher.</p> <p><u>Minute 11.4</u></p> <p>A discussion took place regarding International Law in terms of the Sex Education rollout in schools. Governor A Griffiths advised that the topic could be taught across the curriculum rather than a stand-alone lesson, and offered information on court hearing dates and the consultation process.</p> <p>The Headteacher advised that pupils would not be introduced to topics that they were not ready for.</p> <p>It was discussed that that school's curriculum was anxiety-reducing, not inducing.</p>	
<p>5</p> <p>5.1</p> <p>5.2</p>	<p>Governor Vacancies.</p> <p>Community Governor R Cadwallader had resigned as community governor due to additional work commitments. Governors thanked R Cadwallader for his support during his time on the governing body.</p> <p>The Headteacher advised that there were vacancies for a parent governor, a local authority governor, and two community governors. The Headteacher advised that recruiting parent governors was a challenge due to the size of the school. The clerk suggested advertising for the two community governor roles on eTeach.</p> <p>The Chair would contact the local authority to check the progress of a local authority governor being appointed.</p>	<p>GH</p>
<p>6.</p> <p>6.1</p>	<p>Review of committee structures/ link governors.</p> <p>The committee structure was reviewed and would be reviewed again in light of there being four vacancies on the governing body.</p>	

<p>7.</p> <p>7.1</p> <p>7.2</p> <p>7.3</p>	<p>Governor training and development.</p> <p>A Griffiths had attended training on Online Safety, Finance, Level 2 Safeguarding, IDP Writing, and Ethnic Minority and Pupils with English as a Second Language.</p> <p>A Griffiths would meet with Deputy Headteacher C Joy to discuss the IDP Writing training.</p> <p>C Gibbon had completed the mandatory Induction Training. The clerk would contact Governor Services to arrange mandatory training for new governor E Powell.</p> <p>D Sargent had completed Level 3 Safeguarding as link governor.</p>	<p>AG/JB</p> <p>CJ</p>
<p>8.</p> <p>8.1</p> <p>8.2</p> <p>8.3</p>	<p>Committee Reports.</p> <p><u>Finance</u></p> <p>The Finance Committee advised that the Governor approved Budget had not taken account of the pay award of 1925 for support staff from April 22 to March 23, and 5% for teaching staff from September 22 to March 23, and had only budgeted a 3% increase. The budget had now been updated and the unallocated surplus balance had reduced to 12k.</p> <p>Governors would continue to monitor the budget.</p> <p>The Chair of the Finance Committee advised that the LA finance officer Paul Mellin had said that the budget was well managed by the HT.</p> <p>The school's Local Financial Management Officer had advised the committee that school budgets looked 'dire' from 23-24 due to the pay award not being fully funded by the local authority, and the increase in energy costs.</p> <p>A discussion took place regarding the protocol for setting a deficit budget.</p> <p>The Headteacher felt well supported by senior officers in the local authority in terms of funding.</p>	
<p>9.</p> <p>9.1</p> <p>9.2</p>	<p>Review of policies.</p> <p>The following policies were emailed to governors for review:</p> <ul style="list-style-type: none"> - Behaviour and Relationships - Performance Management - Complaints - Menopause and the Workplace Guidelines <p>The Behaviour and Relationships Policy was not a local authority policy. The Headteacher advised that the policy would be reviewed if it did not work and would be flexible bases on the pupils' individual needs. Positive handling was recorded on</p>	

	Behaviour Watch. Governors agreed to rename the policy as 'Relationships' Policy and approved it. The Chair would sign the policy.	
9.3	It was agreed that the Headteacher would check the local authority's Complaints Policy before the policy was reviewed.	JB
9.4	The Headteacher advised that Menopause and the Workplace Guidance was guidance from the local authority. Governors queried the policy particularly in relation to asking staff questions about their personal health concerns The Headteacher explained he would not be asking intrusive questions but explained most staff were open about their concerns/support that may be required.	JB
9.5	The Performance Management Policy was a local authority/ Central South Consortium Policy. It was approved by governors and would be signed by the Chair.	
10.	School Improvement Plan (SIP).	
10.1	The SIP had been emailed to governors prior to the meeting. It was a 31-page working document and was updated regularly, The Headteacher reiterated that the SIP was an important statutory document with 5 priorities. 'SIP on a page' captured an overview of the school and gave contextual information. The school's values were discussed with staff who were very open.	
10.2	The Self-Evaluation Summary was discussed during the meeting and highlighted areas for development which included Phonics, Attendance, Behaviour, and Welsh. The SIP addressed what was to be done, by whom, and when. Completed actions would be recorded on the plan, and the self-evaluation section would be completed at the end of the academic year.	
10.3	The Court School was an accredited Trauma Informed School (TIS). Few schools were accredited. Governors asked how schools became accredited. The Headteacher advised that schools were required to apply, undertake self-evaluation process and then be 'inspected' by an external member of the TIS team. The Headteacher said that the school was now featured on the TIS UK website.	

10.4	S Jenkins advised that the school were aiming for the Rights Respecting Schools Bronze Award and she would be meeting with Baden Powell School who were aiming for the Silver Award to share good practice.	
10.5	Governors agreed that they already had a good overview of Behaviour and Attendance. Attendance was improving following Covid and the number of pupil exclusions had decreased dramatically over the years (over 80% reduction in use of fixed term exclusion). The importance of pupils having enough sleep was discussed and would be a target to improve (priority for next academic year – develop knowledge of pupils and staff).	
10.6	The Headteacher asked governors for feedback on the SIP. Governors asked whether any of the school's self-evaluation would be 'green'. The Headteacher advised that he was constantly self-evaluating and that there would always be strengths and areas to improve. A prospective Estyn Inspection was discussed.	
11. 11.1	Children who are looked after. There were 5 pupils at the school who were looked after. All were doing well. C Joy would provide a more in-depth update at the next meeting.	CJ
12. 12.1	Health and Safety. Link governor J Shimmin was due to conduct a site visit with the Headteacher to highlight any issues (8 th December).	JS/JB
13. 13.1	Safeguarding. There was nothing to discuss.	
14. 14.1	Calendar of meeting. 1st February 2023 15th March 2023 10th May 2023 28th June 2023	
15. 15.1	Correspondence. Minute 5. Resignation email from R Cadwallader.	
16. 16.1	Any Other Business. The Headteacher and Chair had received an email of resignation from clerk C Jones. C Jones would have increasing work commitments and offered to continue clerking online until the end of the academic year.	



16.2	<p>Governors thanked C Jones for her work over the past decade.</p> <p>The Headteacher advised that the Caretaker would be off work for 2-3 months following significant pain in his shoulder and neck. Governors wished him well.</p> <p>An ex-member of staff, Duncan Evans, was covering the caretaker's work.</p>	
17. 17.1	<p>Headteacher Performance Management.</p> <p>Item 18.</p> <p>The Headteacher and staff governors left the meeting.</p>	
18. 18.1	<p>Determination of matters to be regarded as confidential.</p> <p>Item 17.</p>	

J. Hunt 17.2.23