



## MINUTES OF THE MEETING OF THE GOVERNING BODY OF THE COURT SCHOOL HELD ON WEDNESDAY 6<sup>th</sup> JULY 2022 AT 5.00PM

**PRESENT:** G Hunt (Chair), D Sargent (Vice Chair), S Jenkins, J Shimmin, G Webb, A Griffiths, R Cadwallader, R Bent ONLINE, and J Beesley (Headteacher).

**ALSO PRESENT:** C Jones (Clerk) ONLINE

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 S Bounds, N Pearson, and E Cousins.	
1.3	The meeting was quorate.	
<b>2.</b>	<b>Declaration of interest in agenda items.</b>	
2.1	There was a declaration of interest from the Headteacher in item 8.	
<b>3.</b>	<b>Approval of draft full governing body minutes 30.3.22.</b>	
3.1	Minute 16.1 – A Williams should be A Griffiths.	
3.2	The minutes of the previous meeting on 18 <sup>th</sup> May 2022 were approved as a true and accurate record and would be signed by the Chair.	GH
<b>4.</b>	<b>Matters Arising 9.2.22.</b>	
4.1	<u>Minute 4.1</u> Staff Wellbeing was not on the Agenda. Staff wellbeing was a strong priority and formal wellbeing events still took place throughout the year. <b>Governors thanked staff for staff for their hard work.</b>	
	<u>Minute 7.7</u>	

*J. Hunt* 12.10.22

4.2	<p><b>Governors asked what the plan was for the school closure during the last week of term due to contractors being on-site to repair the school roof.</b></p> <p>The Headteacher advised that most pupils would be attending trips which would be funded by the local authority. However, due to the complexities with some pupils other arrangements would be put in place, e.g. home visits. All pupils will be provided with work and staff will stay in touch with families throughout the week.</p> <p><b>Staff governor G Webb had concerns about taking pupils on trips during the last week of term.</b></p> <p><b>Governors were very concerned about the school having to close and agreed that the local authority did not realise the full impact the closure had on pupils and their families.</b></p>	
4.3	<p><u>Minute 8.4</u></p> <p>Pupils were struggling due to staff absences and this was impacting their behaviour.</p>	
4.4	<p><u>Minute 8.5</u></p> <p>Trauma Informed Schools would be discussed at the Autumn 2 meeting and J Beesley and S Jenkins would share therapeutic strategies with governors, e.g. sand tray activities/therapeutic drawings etc.</p>	SJ
4.5	<p><u>Minute 8.6</u></p> <p>Attendance was around 75-77% and would increase to 77-79% due to a pupil being removed from roll.</p>	
4.6	<p><u>Minute 8.7</u></p> <p>The school car had been purchased and numerous pupils had been out in it on various educational trips etc. When pupils struggling/very anxious some staff taken children for short ride in car to regulate and reflect.</p> <p><b>Governors asked whether this sent a message that pupils displaying poor behaviour could go on a car trip. The Headteacher advised that it was an approach very much endorsed by TIS/PRRR model.</b></p>	JB

4.7	<p>A discussion took place regarding parents being asked to collect pupils early from school who were dysregulated, and whether it was an exclusion. The Headteacher advised that it wasn't an exclusion and this happened very rarely and only if pupils' mental health was having a profound impact on them. Again the Headteacher advised that all staff actions should reduce anxiety not induce anxiety.</p> <p>HT to speak with Dera Williams in LA.</p>	JB.
4.8	<p><u>Minute 11.2</u></p> <p>The agreed Traffic Management Plan was on the school website and has already been approved by Governors.</p>	
5. 5.1	<p><b>Review of governing body member/ instrument of government.</b></p> <p>There were changes to the Staff Disciplinary and Exclusion Committee. D Sargent was chair of the committee, and S Bounds and A Griffiths were also on the committee. School clerk agreed to distribute membership of committees to all Governors.</p>	
6. 6.1	<p><b>Governor training and development.</b></p> <p>A Griffiths had completed training on Equalities, Looked After Children, Hate Crimes, and Sexual Violence Against Women.</p>	
7. 7.1	<p><b>Curriculum Summary.</b></p> <p>The Curriculum Summary was presented by Deputy Headteacher R Fitzpatrick.</p> <p>Staff and pupils were familiar with the working in the summary.</p>	
7.2	<p>The school vision was created as a result of twilight and INSET days over a period of approximately 3 years.</p> <p>As part of the design process, the school combined core values and the four purposes to design a curriculum that provides learning opportunities for all pupils at different stages of their development, on an individual basis.</p> <p>The school already provided many curriculum areas.</p> <p>The new curriculum document and notes had been shared with the Improvement Partner Gethin Howells from the Central South Consortium.</p>	
7.3	<p>It was recognised that many of the pupils had:</p> <ul style="list-style-type: none"> <li>→ Difficulties with communication (including social communication)</li> <li>→ Short concentration spans</li> </ul>	

	<p>→ Poor fine motor skills</p> <p>→ Difficulties with regulating their behaviour</p>	
7.4	<p><b>Governors asked how pupil progress would be tracked how staff would be monitored and supported.</b> R Fitzpatrick advised that a program called 'Taith 360' will be used to track pupil progression. <b>Governors asked whether performance data would then be passed onto the pupil's secondary school.</b> R Fitzpatrick advised that it would. Governors asked why the curriculum in might be different in different classes. J Beesley and R Fitzpatrick advised the importance of teachers teaching the groups of children in front of them each of whom have very different needs.</p>	
7.5	<p><b>Governors staff would be monitored and supported</b> The Headteacher advised that there are Monitoring, Evaluation and Review (MER) mechanisms that would continue. For example; performance management, learning walks, planning checks, moderation etc.</p>	
7.6	<p>A discussion took place regarding pupils having bespoke learning opportunities to meet their individual needs.</p>	
7.7	<p><b>Governors agreed that it was important to monitor the new curriculum</b> and the Headteacher would report back to governors.</p>	
7.8	<p>Governors approved the curriculum summary/Court School approach to Curriculum for Wales and thanked R Fitzpatrick for his presentation.</p>	
8.	<b>Headteacher's Report.</b>	
8.1	Headteacher's Performance Management – item 19.	
9.	<b>Governor Visits/ Open Day.</b>	
9.1	D Sargent had a brief visit to a class and she stated that pupils were calm and engaged during the lesson.	
9.2	G Hunt also felt that pupils were engaged and that the Open Day was well organised.	
9.3	J Shimmin advised that the class he visited was engaging for pupils and the was a fun 'play-element' to the lesson.	
9.4	It was discussed that the presence of governors had not distracted pupil and that pupils were respectful and well-behaved.	
9.5	A discussion took place regarding the Headteacher's presentation on Trauma Informed Schools. Governors were keen to find out more about TIS in future meetings.	

<b>10.</b> 10.1	<b>Governor Questionnaire.</b> The Headteacher distributed the governors questionnaire during the meeting and requested that the completed questionnaires be returned to the school.	FGB
<b>11.</b> 11.1  11.2  11.3	<b>Pupil Progress – Share ‘learner profiles’.</b> The Headteacher distributed example of learner profiles during the meeting. Personal information had been redacted. The Headteacher advised that the second page of the two-page profile gave some context to the data on page one.  The profiles captured pupil progress which could be shared with stakeholders, e.g. parents/carers, children’s services, LA, consortium, Estyn etc.  <b>Governors asked whether schools outside Cardiff gave background information on pupils who had moved from out of county.</b> The Headteacher advised that they did provide some information but not necessarily attendance, exclusion etc. This is something he will be looking at more closely moving forwards.	
<b>12.</b> 12.1  12.2	<b>School Improvement Plan SIP – Summary.</b> The summary was emailed to governors prior to the meeting. It gave a summary of targets and actions. It was a snapshot of the School Improvement Plan.  Rights Respecting Schools was discussed by the Headteacher who advised it would feature in School Improvement Plan next academic year.	
<b>13.</b> 13.1  13.2  13.3	<b>Name of school.</b> Staff had been consulted on the new name for the school. It was suggested that the new names linked the two new sites. <b>Governors liked the idea.</b>  Some staff felt that a Welsh name for the school was not appropriate as the school was an English medium school. However, the Headteacher advised that lots of special and mainstream schools had Welsh names, e.g. Ysgol Ty Coch and Coed Glas.  Given that the draft plans of the two new sites had not been shared with the Headteacher and governors, it was agreed that it was too early to choose a new name. <b>Governors agreed to defer the name change.</b>	

<b>14.</b>	<b>Children who are Looked After.</b>	
14.1	There were four pupils who were looked after and all were doing well.	
14.2	Governors asked if there would be new CLA pupils in September 22. The Headteacher advised that there were new CLA pupils due to start but that he couldn't be sure of numbers etc (didn't have information to hand).	
<b>15.</b>	<b>Health &amp; Safety.</b>	
15.1	J Shimmin advised that some aspects of health & safety around the school site had been addressed.	
15.2	J Shimmin advised that he had written to the local authority on behalf of the governing body to raise their concerns over outstanding issues and the school closures due to repair work being carried out.	
15.3	J Shimmin advised that in order to resolve the heating issue in the school, the ground would have to be excavated. Concerns were raised by J Shimmin at the issue with the water not heating up was a legionnaires risk.	
15.4	It was discussed that the local authority had promised regular meetings with the school to address the health & safety issues. However, the Headteacher had not met with anyone from the local authority. J Shimmin would contact the local authority.	
15.5	The Headteacher advised that health & safety issues took up a lot of his time, and he felt that work carried out by contractors was often poor with poor safety measure in place, e.g. debris left in school car park.	
<b>16.</b>	<b>Safeguarding.</b>	
16.1	There was nothing to discuss.	
<b>17.</b>	<b>Correspondence.</b>	
17.1	There was no correspondence.	
<b>18.</b>	<b>Any Other Business.</b>	
18.1	A Griffiths had requested copies of certain policies. The Headteacher would contact her via email.  A Griffiths advised that the uptake of Sexual Violence Against Women was poor across schools. However, 75% of staff at The Court School had undertaken the training which is very good	JB

	<p>compared to many schools across the LA. All staff must complete the training.</p> <p>A Griffiths would provide training details from 'Spectrum' via the local authority.</p> <p>The Headteacher requested to spend approx. £9k from the school's unallocated surplus (of £50k) to purchase an assault course/dens to self-regulate . The supplier offered a discount of 10%.</p> <p>The majority of Governors were supportive of this spend and felt it would help with implementation of TIS approaches and support the development of pupils' play skills. Staff governor G Webb felt that quite a lot of money had already been spent on Dosbarth Gwdihw/younger classes and that money should be spent on older classes. Th Headteacher advised that money would also be spent on the older classes and that older classes would also be able to access the assault course.</p> <p>Following a discussion, governors approved the spend and asked the Headteacher to seek quotes for canopies.</p>	<p>AG</p> <p>JB</p>
19. 19.1	<p><b>Determination of matters to be regarded as confidential.</b></p> <p>Staff governors and the Headteacher left the meeting.</p>	
20. 20.1	<p><b>Date, time, and focus of next meeting.</b></p> <p>A meeting would be arranged for the Autumn Term. Dates have been suggested by the Headteacher but the Chair of the GB needs some time to confirm his availability.</p>	

J. Webb 12.10.22

