

The Link Academy Trust

Meeting of the Woodleigh Local Board - Wednesday 4th December 2019

Present	Apologies
Jo Carter, Chair (JC)	Joanna Tripp, Staff Governor (JT)
Alice Moseley, Vice Chair (AM)	Rachel Smaldon, Parent Governor (RS)
Elaine Clark, Community Governor (EC)	Max Thomas, Parent Governor (MT)
In Attendance:	
Alex Waterman, Executive Academy Head (AW)	
Andy Keay, Academy Head (AK)	
Rob Martin, Local Board Clerk (RM)	
Jane Collings, Trustee (JaC)	

		ACTION
W9.19	Minutes from previous meeting held on 16/10/19 These were approved by JC.	
W10.19	Action List Status <ol style="list-style-type: none"> JC - register and complete - Safer Recruitment course online Not done, to be arranged. Govs - check Pod casts for Safeguarding training Completed RS/MT to complete L2 safeguarding ASAP 6th January 2020 at Tedburn School All LB govs – Prevent training 6th January 2020 at Tedburn School Ask PTAs for donations towards new books Wish-lists have been drawn up alongside a request for Maths resources 	Do Safer Recruitment online course Attend TSM on 6 January 2020 Attend TSM on 6 January 2020
W11.19	Staffing update <ol style="list-style-type: none"> Update on Current Staffing Cheriton Bishop – continues unchanged. Tedburn – the new teacher is settling in well, and will need a little time before taking on additional duties. Yeoford – a new teacher and a new HLTA will be starting in January. Staff Wellbeing and Workload No issues were brought up. 	
W12.19	Procedural <ol style="list-style-type: none"> Safeguarding No current safeguarding issues. The safeguarding governor visits have been conducted. EC, JC and AW to update the 	

	<p>safeguarding governor visit report template to include the Babcock's Terms of Reference.</p> <p>2. SEND AH and AK agreed that the half-termly SEND actions had been completed. SEND/PP Local Board visits will be arranged for the first half of the Spring term.</p> <p>3. Governor Training All Local Board governors to confirm they have read KCSiE. JC to check central record reflects this. All Local Board governors to advise which training courses they have been on.</p> <p>4. Health & Safety AW had undertaken Tree Training.</p>	Check & Update Training Schedule
W13.19	<p>Strategic</p> <p>1. Directors Standards & Curriculum Committee JC had not received the minutes of the latest meeting yet. These would be circulated when received.</p> <p>2. Local Board Working Group Meeting The next meeting would be the following day.</p> <p>3. Curriculum Update AK updated on Tedburn – he explained the 2-year rolling programme and believed they were broadly in line. For science provision, he had no science lead. He informed all about the ECO award, which required entrance by the end of the year. He would send it to JC and RM. AW updated on Cheriton Bishop and Yeoford. Cross-school roles were working well, in particular where maths provision was provided to both.</p> <p>4. ASIP Update The RAG-rated ASIPs should be provided in advance of these meetings. The RED items should be specifically added to the agenda. AM Challenge – Is any part of the curriculum not being implemented? The answer was generally Modern Foreign Languages (MFL). It was agreed that the Standards & Curriculum Committee should raise the need for a specialist MFL teacher provision across the Hub.</p> <p>5. Sports Premium Grant Over the last few years, the Sports Premium Grant has been awarded to every school to go towards sports teaching and/or equipment to make a real difference to sports. Schools need to ensure that this money makes a sustainable improvement. Local Board governors ensure that this is done.</p>	Raise possibility of MFL teacher provision for Hub with S&C Committee
W14.19	<p>Governance</p> <p>1. Communication with Parents Parent Forum Meetings in September and January each year.</p>	

	<p>It was often difficult to discuss things such as staff matters because of confidentiality matters.</p> <p>AW suggested additional ad hoc parent meetings, with Toast/Tea in the morning and Cake/Coffee in the afternoon. These meetings follow an agenda.</p> <p>All three schools' PTAs are working well. AM suggested parents' questionnaires.</p> <p>A staff, parent, children survey to be organised for early in the Spring term.</p> <p>2. Update on Pre-Schools Pre-schools are working well with all the schools.</p> <p>3. New Clerk Rob Martin had been at the meeting since the start, and was welcomed by all.</p>	Arrange Survey
W15.19	<p>Focussed visits</p> <p>1. Review of Focussed Visits to Date Governor visit reports are completed and stored on the Link's shared drive.</p> <p>2. Pupil Premium Update</p> <p>3. Annual Review to take place early in the Spring term.</p> <p>Greater Depth Update</p>	
W16.19	<p>Dates of Future Meetings</p> <p>Wednesday 26th February 2020</p> <p>Wednesday 20th May 2020</p> <p>Wednesday 8th July 2020</p>	

Meeting closed at 6.51 pm

Next meeting:

Weds 26th February 2020, Tedburn St Mary, 5pm

Signed as approved copy by Chair, Jo Carter

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26th February 2020