

The Link Academy Trust

Meeting of the Woodleigh Local Board - Wednesday 20th May 2020

Present	Apologies
Jo Carter, Chair (JC)	Rob Martin, Clerk (unable to log in meeting)
Alice Moseley, Vice Chair (AM)	
Joanna Tripp, Staff Governor (JT)	
Rachel Smaldon, Parent Governor (RS)	
Max Thomas, Parent Governor (MT)	
Elaine Clark, Safeguarding Governor (EC)	
Alex Waterman, Executive Academy Head (AW)	
Andy Keay, Academy Head (AK)	

		ACTION
W7.20	Minutes from previous meeting held on 26th February 2020 Minutes approved by JC.	
	<p>Covid 19 Effects</p> <p>JC directed attention to the documentation sent out prior to the meeting which included the following. All agreed that these were good, comprehensive documents:-</p> <ul style="list-style-type: none"> The Link Academy Trust response to Covid 19 Pandemic and the period of Shutdown – Full Trustee Board 18/5/2020 Summary of Arrangements to admin Early Years, Reception, Year 1 and Year 6 on 1st June 2020 – for CB, Yeo & TSM Risk Assessments for CB, Yeo & TSM dated 13/5/2020 <p>Questions raised:</p> <ul style="list-style-type: none"> AM – what will the schools be able to do re. gaps in education? RS – how will schools address the problem of some children having leapt ahead in their learning while others have fallen behind? JT – PPE Training on how to put on PPE in case of emergency? <p>Discussion points:-</p> <p>AW – mental health issues; behaviour, how to socialise, etc.</p> <p>AK – gaps will need to be plugged but will not be able to access until back to school.</p> <p>Families with limited IT – work has been printed out and distributed. Link issuing some families with computers.</p> <p>Teaching Unions may help develop a consistent approach re. PPE, keeping child numbers manageable, etc.</p> <p>Going back to school is a tricky balancing act. Parents of those children due to return on 1st June (Pre-school, Reception, Year 1 and Year 6) have been asked whether their child will be attending. Not all children will return at once but if everyone that is due to go back does go back then it may mean that they have to alternate and only do half a week for distancing reasons. Also, there are no spare members of staff so if someone is off, then that will have a similar effect. No one really knows how this will pan out until they children start to return but there is a positive attitude, and the schools have set out clear procedures (“bubble” groups of children, one way systems in schools, hand washing routines, use of allocated equipment, etc.) and this</p>	JC to check NHS England website for training material

	<p>will be communicated to parents by the end of this week.</p> <p>Local Board conveyed their thanks to all the staff and the Link MAT for all the work that has been going on behind the scenes and the positivity they have shown. We too are here to support and help in any way we can.</p>	
W8.20	<p>Strategic Governance</p> <ol style="list-style-type: none"> 1. Curriculum update – schools have been working on rolling curriculum from September. TSM – Spanish will be taught going forward (CB & Yeo already learning Spanish). Staff at CB/Yeo have been working on curriculum intent for each subject. 2. ASIP update – prior to lockdown, all schools were on amber/green on their ASIPs and nothing has slipped back. Teachers have been using their time effectively which has included lots of development and TA training. 3. September intake in September: TSM - 9-10 children CB – 9 children Yeo – 10 children (which is great news for Yeoford as its pupil numbers had been low but are steadily growing). 4. SATs – no SATs took place due to lockdown and no grades will be allocated. 	
W9.20	<p>Staffing</p> <ol style="list-style-type: none"> 1. Update on Current Staffing From September TSM will need a TA for 1:1. New EHCP at CB from September may also need a TA. 2. Staff wellbeing and workload Staff from across all 3 schools have been on a rota for working at the hub school of CB. All staff have been in contact or have been contacted and everyone is very positive. 	
W10.20	<p>Procedural</p> <ol style="list-style-type: none"> 1. Safeguarding – weekly returns have been submitted to the Link. Vulnerable children are identified by the schools who have a good handle on who is vulnerable for whatever reason. All families are contacted by the school especially if they have not been in contact via the e-schools or email, etc. Families will stay on the vulnerable list until everyone is back to school properly. Families have communicated that they feel supported. 2. SEND – not always classed as vulnerable but have been contacted more often. 3. Governor Training – all Safeguarding training up to date. Governors reminded to inform JC and Sue Howard at the Link if they have done any training so the log can be kept up to date. 4. Health & Safety – the Risk Assessment document for each school had been circulated. These are comprehensive and robust. Minor repairs during half term:- Yeoford – taps are being replaced. 	

	<p>CB – water heater is being replaced. TSM – broken toilet being fixed. Has there been any Covid specific training? No, but government guidance is being followed.</p> <p>5. Sports Premium Grant – the grant is definitely being paid for next school year. The Link are employing a PE teacher to work at each school one day a week which will also provide teacher CPD (for those that need extra PE teacher training). About half of the PE grant will pay for this.</p> <p>6. Communication with Parents –no parent forums or PTA meetings due to lockdown but communication re. Covid, going back to school, Facebook updates, general catch up calls, etc. have been ongoing from the schools and from the Link. This has been appreciated by parents who have been supportive and there have been no complaints.</p> <p>7. Update on Pre-Schools – CB has been working very closely with Pre-school as this now falls under the Link. TSM pre-school (private) is due to re-open in mid June and continues strong links with the school. Key worker children from TSM Pre-school have been attending the hub school. Yeoford childminder has strong links with the school and are trying to forge a way forward for assisting key worker children.</p> <p>8. Directors’ Standards & Curriculum Committee – minutes had been circulated</p> <p>9. Local Board Working Group – not yet been able to meet.</p>	<p>LB to check teacher CPD from dedicated PE teacher to provide sustainability</p>
W11.20	<p>Focussed visits</p> <ol style="list-style-type: none"> 1. SATS 2. Review of Focussed Visits to Date 3. SEND Update 4. Pupil Premium Update 5. Greater Depth Update <p>Focussed visit notes to be saved centrally on the One-Drive to be accessed whenever required. A school visit each to be booked with a focus on the impact of teaching and learning. Local Board governors could also pick a subject to “deep dive” and talk the children and staff</p>	<p>No visits due to lockdown</p> <p>Save notes to One-Drive</p>
W12.20	<p>Dates of Future Meetings Wednesday 8th July 2020 – Cheriton Bishop or via Teams</p> <p>Dates for future school visits Suggestions for these would be sent out by email.</p>	

Meeting closed at 6.10 pm

Next meeting:

Wednesday 8th July 2020 – Cheriton Bishop or via Teams

Signed as approved copy by Chair, Jo Carter

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8th July 2020