

The Link Academy Trust

Meeting of the Woodleigh Local Board - Wednesday 8th July 2020

Present	Apologies
Jo Carter, Chair (JC)	Joanna Tripp
Alice Moseley, Vice Chair (AM)	
Rachel Smaldon, Parent Governor (RS)	Declaration of Business Interests: None
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 20th May 2020 Minutes approved by JC.	
	<p>Covid 19</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> <ol style="list-style-type: none"> Key Worker Children/Children returning to school over last few weeks <ul style="list-style-type: none"> Good turnout across over all three schools; TSM around 90%, CB nearly all children had return but now down to about 70% for the last 2 weeks of term (when year groups have changed), Yeo nearly all children returned. Families of those children that have not returned to school have been contacted and everyone has been accounted for. Parental concerns/survey results <ul style="list-style-type: none"> Slightly frustrating as the survey didn't really address the problem of families unable or unwilling to engage. Staffing arrangements & effects and staff wellbeing <ul style="list-style-type: none"> Staff childcare has been a problem for some teachers. Staff are in need of a break. The schools will not be open over the summer holidays. Pupil assessments for secondary school (as no SATs) <ul style="list-style-type: none"> No official assessments but forms have been completed for transition to secondary who will have their own assessment systems. Closing the Gap - Covid 19 education gap - how will the schools be assessing where the children are with their education and what gaps there are? <ul style="list-style-type: none"> - How will these gaps be filled? - Will there be a need for extra interventions (lunchtimes, after school, etc)? - Will there be a need for extra IT for families that have struggled? - Will planning for a similar lockdown situation be included? 	

	<p>Discussion:</p> <p>The children will need to get used to going back to school then build on the education. The children's mental health will be a focus as some will have had a tough time during lockdown.</p> <p>Extra money promised by government will need to be explored and spent accordingly.</p> <p>IT – all pupils will be getting an Office 365 login so that the work can be set consistently (across the MAT). Training for teachers, parents and children will be required. IT at home will be an issue. Will all children get their own device so that parents can still work? Broadband issues, etc. This is a major undertaking but would be worthwhile in case of another lockdown.</p> <p>Returning to school – a letter will be sent out to parents with draft plans for the returning to school with a final letter closer to the time re. bubbles, start/end times, etc. Staff will be back at the end of August to set up for September. Risk assessments to be forward to the Local Board.</p>	
W8.20	<p>Strategic Governance</p> <ol style="list-style-type: none"> Curriculum update – schools have been working on rolling curriculum. The curriculum will be updated from September. Work on this has been ongoing through the lockdown. MFL – Spanish being taught across the MAT from September. PE – specialist teacher in school one day a week from September (across the MAT). IT – to be in place for when the children return (Office 365 logins, training, etc.) Mental Health – priority due to lockdown. ASIP update – prior to lockdown, all schools were on green (other than amber items due to lockdown) on their ASIPs and nothing has slipped back. The ASIP priorities for next academic year have been distributed. ASIP reflection questions: <ul style="list-style-type: none"> What has gone particularly well this year and why? <p>AK - Embedding new staff initially, ensuring good progression for all learners in school and developing new curriculum across school. The opportunities that as a small school we continue to be able to offer the children. Staff work really well as a team and contribute to the successes that we do have. This shown really well during the lock down period, working together to manage this unprecedented time.</p> <p>AW - Extremely challenging year with endless changes especially since Covid. The staff teams at CB and Y have been superb, flexible, dedicated, positive. Working as a pair of schools has been good around sharing subject leads. I am delighted that we invited back the other children and feel that was most definitely the right thing to do.</p> <ul style="list-style-type: none"> Where your biggest 'learn' has come from? <p>AK - The biggest learn this year has come throughout the period since March, managing home learning initially during the first part of lock</p> 	

	<p>down for all the children, then balancing the reopening of school for some year groups and keeping those not in school engaged. Developing online learning has been huge in terms of resourcing what we have been using and how we have interacted with the children when not in school.</p> <p>AW - Biggest learn has been around the complexities of multi agency meetings virtually. This has been painful as each sector (NHS/S&L/ C&I/ parents) are able or not able to use a certain platform e.g. some can use Skype, some Teams and some zoom, but not always the same. However, these meetings have been effective and I will plan meetings like this in the future to save time and fuel (environmental).</p> <p>I think I also learnt the essentialness of school holidays to stop the brain from spinning. As a school leader, I have not been able to switch my brain off since early March and it is now exhausted. I think we need to be aware and prepared for the possibility of 'burn out' for some staff.</p> <ul style="list-style-type: none"> • What you might be taking forward in terms of strategy to next year? <p>AK - Embracing technology - use of TEAMS within the classroom and how it can be used in future should we have to lock down again at any point. Being able to switch between the two if needed. Already part of ASIP for next year and will be at forefront of what we do, alongside supporting children when they are fully back in September.</p> <p>AW - Certainly IT links will need to further improve around home learning and video calls as mentioned above. I think there will need to be a big focus on staff wellbeing as working in bubbles is very isolating for staff and they do not get a break from the children. Other focus on Quality First teaching and supporting catch up.</p> <p>4. September numbers from September: TSM - 103 children CB – 115 children (including preschool) Yeo – 60 children (including preschool)</p>	
W9.20	<p>Staffing</p> <ol style="list-style-type: none"> 1. Update on Current Staffing TSM - 2 new TAs and 1 new job-share teacher CB – 1 new TA Yeo – 1 new TA 2. Staff wellbeing and workload Discussion around who the teachers can talk to, especially the AH's as everyone goes to them. Everyone has built on their own resilience. They are aware that they have support available via the Inclusion Hub but that this has not been required. When CB was the hub school (prior to the schools opening up to non- 	

	<p>keyworker children), staff commented on how good it was to get to know the staff from the other schools.</p> <p>Training – Level 2 training for all staff (including new starters) to take place early in September.</p>	
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. There have been IT issues when dealing with outside agencies as not all groups use the same IT. 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 – Risk assessments to be completed prior to September return. TSM received money from CIF bid but this can only be spent on re-wiring electric, plumbing overhall. 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. 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. Survey undertaken across the MAT. 7. Update on Pre-Schools – TSM preschool has reopened. TSM would need £170k to build its own preschool on the school grounds. 8. Directors’ Standards & Curriculum Committee – minutes had been circulated. 9. Local Board Working Group – minutes to be circulated when available. 	<p>JC – raise at S&C as this is a Devon-wide issue.</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>

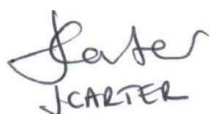
W12.20	Dates of Future Meetings – via Teams Wednesday 21 st October 2020 Wednesday 2 nd December 2020 Wednesday 21 st February 2021 Wednesday 19 th May 2021 Wednesday 7 th July 2021 Dates for future school visits Suggestions for these would be sent out by email.	
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Meeting closed at 6.10 pm

Next meeting:

Wednesday 21st October 2020 – via Teams

Signed as approved copy by Chair, Jo Carter



J. CARTER

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21st October 2020