

East Devon Local Advisory Committee (LAC)

16th November 2023 16.00
Minutes



Invited attendees: Peter Halford(PH), Anne Pelosi(AP), Claire Appleby (CA), Corinna Tigg(CT), Claire Lister(CL), Louise Jacques (LJ), Martin Jacques (MJ), Rob Williams (RW).

In Attendance Charlotte Roe (CR), Fran Mills (clerk))

Minutes: All

In attendance Peter Halford (PH), Rob Williams (RW) Martin Jacques (MJ). Fran Mills as clerk

No	Item	Action
1.	<p>Welcome and apologies PH Introduced Rob Williams (RW) to the LAC. Rob is a parent Governor for Drakes with 2 daughters in the school and was warmly welcomed by all attendees. RW confirmed that he has completed all reading and training as per his induction including KCSiE & Level 2 safeguarding and this has been reported to Sue Howard. Apologies were received as follows: Anne Pelosi & Claire Appleby who were attending a staff meeting. Louise Jacques – Work Commitments Claire Lister – unwell. Charlotte Roe – Personal commitments</p>	
2.	<p>Declarations of interest: there were no declarations of interest in any items in the agenda</p>	
3.	<p>Approval of meeting minutes from 17th October 2023. This meeting was not quorate and no minutes were offered for approval:</p>	
4.	<p>Matters arising from 17th October 2023 (not on the agenda) Dates for future meetings: Attendance at LAC meetings has become challenging for some Governors and this is compounded by the split between 2 LACs of PH who is not now available on a Tuesday. For this reason, it was agreed that FM would contact Charlotte Roe to seek agreement that ED meetings are alternated between a Tuesday & Thursday so that each AH can take it in turns to attend and Governors should be able to attend more meetings. Terms of Reference: These were circulated and agreed.</p>	Chair
5.	<p>Clerk Update 5.1 Appointments/nominations. Due to the resignation of Lizzy Doorbar a vacancy has arisen on the LAC. PH suggested that a parent at Drakes School may be interested. It was agreed that FM would check with Charlotte Roe if further parents would be approved for the LAC as originally only the 2 elected parent governors were to be on each committee. 5.2 Training - Update on training</p>	

	<p>Governors reminded they must complete L2 Safeguarding. It was confirmed that all Governors have received level 2 safeguarding training however as for LJ, MJ & CL these were in their other employment. it was agreed that they would also attend the mop up session on 18th January 2024</p> <p>5.3 Clerk to Local Board Committee to update the governors on any local or national issues.</p> <p>FM explained that clerks were meeting termly to discuss issues and to share best practice. Commencing 2024 Clerks would be appraised by CR on performance with input sought from the Chair, & HT with evidence based on the quality of minutes and record keeping. It was agreed that the clerk's objectives would be circulated to interested parties when confirmed.</p> <p>Charlotte Roe the Link's Governance Professional aims to attend each meeting.</p>	
6.	<p>Standards and Curriculum Committee Focus: Vision and values with a <u>LEARNING WALK</u> to evidence that the vision and values and (for CofE schools) Christian distinctiveness are present.</p> <p>RW & MJ conducted a learning walk at Drakes School before the LAC meeting and were able to share their findings. In summary: The values of the school are everywhere and can be seen in each classroom, they could be 'felt' in the atmosphere. RW stated that he knew from his own children that the pupils are aware of the vision and values and are encouraged to 'live them'. Everyone in the school is encouraged to flourish & grow as individuals and as a community and the language used by the children supports the values. The needs of individuals are recognised within the community with teaching and pastoral care tailormade to encourage and develop any areas of challenge.</p> <p>RW recognised that 'small school/l big opportunity' was the mantra and from his own experience both teachers and pupils thrived.</p> <p>Evidence to support this included the continuity of teachers within the school, promotion & growth of teachers & staff within the Academy.</p> <p>The number of children leaving the school is minimal and with the recent addition of pre-schools in both schools it is hoped that numbers will grow.</p> <p>The curriculum supports the Vision and Values by an imaginative curriculum which included sports events and visits to the local church and the mosque in Exeter.</p> <p><i>Challenge: With such a small number of children how do the children experience diversity & inclusivity.</i></p> <p>PH explained that by linking with other school the experience of the children was growing. He also offered that he is currently working with a school in Bristol which has a much more multi- cultural cohort to develop a 'partnership' for activities.</p> <p>Evidence that the children progressing to secondary schools in the area which are typically much larger settle in quickly and well with few social issues. Older children are caring and supportive of younger pupils and enjoy leading CW & other sessions.</p> <p>SEF Overview – An EIT overview of accuracy and effectiveness of school self-evaluation.</p> <p>RW reported that PH had introduced him to the SEF toolkit. This is always a 'work in progress' and will be officially updated at the beginning of the spring term. The remarks made by OFSTED in the inspection of May 23 form a focus for updating knowledge and evaluating performance.</p> <p>Anne Pelosi the AH at Otterton provided a report for Otterton which is attached to these minutes.</p> <p>Otterton School: <i>The vision serves the community by acting as a clear link between our school and the wider context. It enables the wider community to feel welcomed into school to work with the children and their families, as we enact a vision of growing, stronger together.</i> This is evidenced by the promised attendance at the 'Love my School' event planned for next week and by the good numbers of parents attending church services for the Harvest Festival and other special events. The school has a representative on the local Parish Council to share news with the community.</p>	Chair

	<p><i>The curriculum is carefully planned to embed the school vision by providing opportunities and experiences that encourage reflection and growth. Every subject within the curriculum lends itself to enable the children to develop, grow and become stronger in their knowledge and skills. Progression is carefully planned through rolling programs offering opportunities for revision of previous knowledge. Coverage of key objectives are structured within the rolling program to cater for mixed year group classes. The curriculum allows time for reflection and coming together as a whole school to emphasise and celebrate when and how our vision and values are evidenced. Pupils are given opportunities to become part of groups such as the school ethos group, who discuss, plan and act out change for us at school, those in our wider community and beyond. This helps to develop them as agents of change, who have an outlook of growth and strength, working together to achieve this.</i></p>	
7.	<p>School Updates <i>Governors to consider and discuss the Academy Head's Report to Governors and to feedback any issues/successes from their school visits.</i></p> <ul style="list-style-type: none"> • PAN (to include pupils joined/left) 36 Drakes • Pupil workload. Currently OK but will build with the Christmas Activities • Staff wellbeing and workload: Everyone working hard - Currently OK but will build with the Christmas Activities • Attendance: Drakes 94.7% Otterton 96.6% <i>Challenge: Are there any particular problems with attendance in Drakes School & if so how are they being monitored /rectified. PH reported that one child has experienced some absence but not thought to be a problem and the EWO has not been contacted. PH working with parents to restore attendance. (It was noted that given the small number of children in the school each pupil absence has a greater affect on the % attendance.</i> • Suspensions and permanent exclusions. None • Feedback on any parent forum meetings/parents' evenings/PTFA. Parents evening have taken place in both schools and were well attended. Love my school event planned for Otterton. • Pre-school update: Preschool now running in both schools MTW @ Drakes WTF at Otterton with 10 children attending across two schools. Some children attend both settings. <i>Challenge: How does attendance at both pre-schools affect school funding. PH reported that funding can be split between the 2 schools and that some children attend both settings. Numbers across the provision is growing.</i> <i>Challenge: Do any children in either school attend alternative settings and if so how are checks made to ensure provision meets welfare standards</i> PH reported that children attending an alternative setting do so as part of an EHCP. The provisions are selected from a list of approved settings supplied by DCC. The school would pay initially and is refunded from DCC. As Anne Pelosi (AH Otterton) was not at the meeting a report was submitted for circulation and challenge at the next meeting. 	Governors/ Academy Head
8.	<p>Current Year's Trust Focus – Relational Approach <i>Chair to update governors on Relational Approach training at the Trustee Away Day.</i> The Chair of the LAC was unable to attend the recent training day but was able to introduce the LAC to the Relational Approach through her experience in another school.</p>	Academy Head/Staff Governor

	<p>Relational & Restorative Approach. CT reported that this approach depends on a dialogue between teaching staff and the child/children aimed to developed recognition of required behaviour and an agreed set of actions to 'restore' and progress. It is important that boundaries are recognised so good decisions can be made and that the consequence of a 'bad' decision is understood.</p> <p>This approach works hand in hand with the school values and understanding of these together with developing spirituality underpins the restorative dialogue.</p> <p><i>Challenge: Does this approach put an unduly high commitment on teachers in terms of time and managing improved/ongoing behaviour issues.</i></p> <p>PH reported that the challenge is dealing with situations in a timely manner without having an impact on other activities or the other children. However given the small number in the school and the way in which the teaching/support staff know each cohort it is really formalising what has always happened.</p> <p><i>Challenge What do you see as the greatest challenge.</i></p> <p>PH Familiarising new staff and temporary staff with R &R and ensuring the approach is consistent.</p>	
9.	<p>Standards and Curriculum Trustees Meeting</p> <ul style="list-style-type: none"> • Response to draft minutes (please be aware the minutes are draft and remain confidential until approved) • Feedback on any issues raised from local board Chairs in S&C Meeting. <p>None</p>	Chair/ Governance Professional
10.	<p>Next S&C Focus: Wellbeing/PHSE and Safeguarding Audit with a <u>LEARNING WALK</u> to evidence the practice within the school.</p> <p>Dates for learning walk to be agreed on confirmation of the date of the LAC next meeting.</p>	Chair Clerk
11.	<p>Feedback from Ethos Committees</p> <p>Rev'd Martin reported that the Christian distinctiveness was evident in every classroom and that the children took delight in sharing prayers and thoughts with the school at Collective worship (CW) and others are encouraged to make the prayers their own by saying Amen. The teaching of the school is imbedded with the vision and values which are in turn linked to the Christian Distinctiveness and all teachers confirm this. The RMC Open the Book team are welcomed into CW on a 2 weekly cycle which the children enjoy</p> <p><i>Challenge: How does this the link to Christian Values manifest itself.</i></p> <p>In collective worship the sessions starts with a simple liturgy and is followed by the Lords prayer which many of the children appear to know and join in. A candle is lighted. Nothing is presumed or any beliefs expected, the session is inclusive and seems to be enjoyed by all. The school has quiet places that the children can go for reflection which ties in with the Rationale & Restorative teaching.</p> <p><i>Challenge: Whilst this is a CofE school how are different faiths represented.</i></p> <p>Subjects covered in Collective Worship such as the felling of the tree on Hadrians wall give the opportunity for discussion about growth and restoration in all faiths. The Diocese have provided a disc with music from around the world which is included in CW and the children's Ethos Group plan the CW on Mondays.</p> <p>Currently the children are thinking about robots and AI and how this change what we do.</p> <p>Rev'd Martin confirmed that he had observed an interesting CW run by PH based on Truthfulness which is one of the school values.</p>	Chair

	<p>MJ – reported that 37 children attended the ‘Bun’ event at All Saints church which gave an opportunity to share the history of the church within the community. EBRIN were thanked for sponsoring this event.</p> <p>Otterton School</p> <p><i>The trust vision resonates with an emphasis on togetherness. The trust vision talks about people matter, every interaction, every moment and this filters down to the individual schools. Otterton’s vision of growing stronger together reinforces that every aspect of our time together is important and impactful. The school’s curriculum is enhanced by the strong community of schools within the trust who come together to share good practice, resources, expertise and support which in turn helps to shape the curriculum on offer. Sporting and enrichment events allow children and staff to practice the vision and values amongst larger groups.</i></p> <p><i>The vision is the basis of the inclusive school culture where everyone can flourish and grow. The learning experiences are shaped to give the opportunity for all within our school community to grow, this could be in any area of their learning and development. The provision offered is tailored to eliminate the barriers in place for vulnerable or disadvantaged children. Sometimes more needs to be altered to just get to a starting point for some children, but best endeavours are always used to ensure this is offered.</i></p> <p><i>With Christian distinctiveness at the heart of our vision and values, children are encouraged to embrace growth in all aspects whether physically, mentally or spiritually. This is achieved by giving them opportunities to express themselves and learn about reflection. At Otterton we aim to equip the children to develop their own World Views, giving them an understanding of British Values to help prepare them for life in Modern Britain. The children find the parable of the mustard seed very relatable as they see themselves as small but have a strong sense of belief in being able to flourish and grow into something bigger. Adults adopt and live our vision daily through their interactions with children, daily practices and procedures. To allow staff to feel confident and comfortable, they are encouraged to reflect and develop skills in a range of ways. The culture of togetherness provides an environment for them to flourish in whatever is important to them, on their own journey.</i></p> <p><i>The vision allows us to discuss and share our thoughts, opinions and beliefs in a respectful way together. Through the practice of learning, reflecting and praying our strong vision and values demonstrate our Christian foundations.</i></p>	
12.	<p>Evaluation of governance impact</p> <p><i>Review performance and value of the meeting - to summarise the effectiveness of the meeting and how this will positively impact on our pupils, staff and Trust. Governors to consider during the meeting where their understanding/decisions have had an impact and share a sentence.</i></p> <p>CT – Good to share her experience of Rational & Restorative teaching and will be interested to see it’s development locally.</p> <p>RW – As a new Governor delighted to witness the checks and balances brought to the meeting and looks forward to more learning walks and contributing to school development. CT said that all questions were welcomed as new experiences ensured reflection on embedded practices.</p> <p>MJ – Useful to reflect on how the R & R approach will work in CW and other aspects going forward.</p> <p>PH – Commended Governors on a meeting with good challenges which enable reflection on performance.</p>	Chair & all