



## Standards and Curriculum Committee MINUTES

25<sup>th</sup> January 2023

5pm

This meeting was held via 'Teams'

**Present:** Kate Evans (Chair)  
Nicky Dunford (CEO)  
Cheryl Mathieson (CM)  
Graeme Scott (GS)

**In attendance:** Rebecca Sear (RS) - Totnes Local Board (LB) Representative  
Max Thomas (MT) - Woodleigh LB Representative  
Corinna Tigg (CT) - Raleigh Hub LB Representative

Becky Humphries (BH) - Inclusion Hub Manager

**Minutes:** Charlotte Roe (GP)

No	Item	Action
1.	<b>Welcome and apologies</b> Fiona Walters sent her apologies – these apologies were <b>accepted</b> .	
2.	<b>Declarations of interest</b> The CEO is a trustee of the Bearnas Education Foundation. Graeme Scott is Executive Chairperson of the Mario Framework. Kate Evans is Director for Education of the Good Shepherd Trust, Diocese of Guildford. There were no other declarations of interest lodged.	
3.	<b>Any other business</b> The Chair informed the meeting that there was one AOB which would be addressed under Local Board Reports (item 8)	
<b>For discussion and agreement</b>		
4.	<b>Approval of meeting minutes (circulated with agenda)</b> The minutes of the meeting held on 23 <sup>rd</sup> November 2022 was <b>approved</b> as a true record by the meeting. The Chair agreed to sign the minutes.	
5.	<b>Matters arising from minutes of 23<sup>rd</sup> November 2022 (not on the agenda)</b> 5.1 Safeguarding Policy – It was confirmed that this policy was reviewed again via email and <b>approved</b> by Full Board on 5 <sup>th</sup> December 2022. 5.9 Analysis of last year's data and gaps. The Chair raised the issue about the glitches in the data analysis and asked on the progress. The Chair said that the Trustees needed to see Reading, Writing and Maths combined on all the data. She asked for clarification on standards across the year groups and asked for a written analysis of the data for the April meeting. The Chair expressed concern that the progress data for KS2 SATs from summer 2022 had not been made available yet and asked for them again.	<b>CEO/GP</b>
6.	<b>Provision and Impact of SEND (circulated with agenda)</b> The report was circulated before the meeting and BH invited questions. CM asked whether Communication and Interaction had always had the highest percentage or was it since COVID. BH said in some schools SEMH was a higher area now due to the pandemic. Referring	

	<p>to the report around the struggle to employ skilled TAs, CM asked what was the solution. The CEO explained that the trust were up skilling existing TAs. BH added that LA had directed schools to be more inclusive which the trust was doing already. The challenge was being able to employ or up skill current TAs to specialist areas. GS asked whether the delays in getting diagnosis and EHCPs would affect the trust’s projected progress data. BH said that within the trust there were interventions in place which meant children received early unofficial diagnosis and support. Currently BH said that the trust’s response with a child with additional challenges, was to support as though a diagnosis was in place. S&amp;L was the most problematic area – as this specialism was more difficult to put in place in-house. GS asked whether the trust could employ its own S&amp;L therapist. The CEO explained this had been researched however the problem was the professional support that was needed for a S&amp;L practitioner. The CEO added that she felt that the situation would improve when the new schools join the Trust due to the skills of their staff. This would give the trust an opportunity to enhance the current inclusion provision.</p> <p>CT asked whether there was any mileage at looking at what secondary schools do – The CEO said sometimes it depends on how receptive the secondary school was. BH said that she had a good reciprocal relationship with SFiT (Special School) and with MAST. BH added that some of the skills such as ELSA was an official training course and not suitable for in-house training/sharing. BH said that the focus was around SEMH especially since the pandemic and outlined the other interventions. The Chair commented that 1:1 TAs would build up skills throughout their pupil’s journey and asked if the trust could utilise this. BH said that the trust avoided the same 1:1 TA working with a child to encourage multiple attachments and to work independently; the trust deploys TAs that were particularly skilled with more challenging children in the earlier years to provide early intervention.</p> <p>The Chair asked whether the children who had had a specific intervention were continued to be tracked. The CEO said that the schools continued tracking with case studies which also helped to fine tune the interventions. The Chair asked that if data was presented whether progress could be included. BH agreed that she needed this as well for her role. The CEO said that it would not always be academic progress and might be SEMH based.</p>	<p>CEO</p>
<p>7.</p>	<p><b>Pupil Premium Strategies and Impact (circulated with agenda)</b></p> <p>BH invited questions. GS said that there was no surprise that there was a spike of mental health difficulties in children following the pandemic, so he was pleased to read about the mental health and well-being champions and asked for more clarification. BH outlined the daily different interventions to support all the pupils’ wellbeing; with the Inclusion Hub supporting with ideas and training. The IIH was also developing a 15-minute mental health presentation as an INSET for the staffs’ own well-being. The CEO added well-being and mental health awareness was firmly embedded across the trust and the schools share successful interventions with each other. It was noted that a staff wellbeing survey was circulated in December 2022 to help understand how the trust can support its staff. GS said that it was important the message that the trust prioritise mental health was known.</p> <p>The Chair asked what national evidence-based research had supported the trust to build the strategies around pupil premium. BH listed several sources and added that any training was validated beforehand to ensure there would be an impact. The CEO added that the trust worked with the Southwest Disadvantage Forum which provided invaluable speakers and support. The CEO explained that the ASIP focus was oracy, learning behaviour and relational behaviour which had a positive impact on the disadvantaged and non-disadvantaged children.</p> <p>The Chair asked what the uptake in the enrichment opportunities was by pupil premium children. It was agreed that at the next focus of pupil premium this data would be included. CT asked whether parents of PP children engagement were tracked. The CEO said that the target for parental engagement at events such as parent’s evening was 100%; achieved either in person or virtually. It was added that every morning all the staff were at the school</p>	<p>GP</p>

	gates across the whole trust to meet the children and have informal chats with parents to build relationships.	
8.	<p><b>Local board reports</b></p> <p>It was noted that the timings of the meetings meant that the reporting from Local Boards was not in line with S&amp;C annual agenda themes.</p> <p>RS (Totnes Hub) said that safeguarding audit was the focus for governors, and they had been completed. In some schools, governors reviewed actions from the previous year (2020-2021) to track progress. There was only one issue flagged which had since been resolved. RS shared the data for 2 schools and highlighted the areas of concern. SIAMs and curriculum learning walks had also taken place in 2 schools and RS outlined the findings. RS added that Diptford was grateful that the building works was progressing. The SENCO support received by 2 schools had been welcomed. The CEO updated RS on the building works/plans for Diptford and Broadhempston.</p> <p>CT (Raleigh Hub) reported that their previous hub meeting had focussed on a recent Mock Ofsted and how beneficial it was. She further reported that the action plans from previous inspections had been reviewed by the governors and the school in question was in a much stronger position.</p> <p>The minutes from the Woodleigh Hub had been circulated before the meeting. It was noted that MT was not the Chair at the time. No questions were raised. The Chair emphasised that it was important that the Chairs of Local Committees attended the S&amp;C meeting to ensure communication between the trust board and local governors was maintained.</p> <p>The Chair invited the Governance Professional to update the meeting on her proposal around S&amp;C cycle of business. The GP said that she had met with some of the Chair of LB, clerks and trustees. The GP explained that she felt there was a discrepancy between the S&amp;C committee and the hub boards' meeting dates and proposed by rearranging them it would ensure a more cohesive approach when reviewing the agenda themes. It was noted that this could not be put in place until September 2023. She also added that to reduce the Chair of Local Board's workload that she was looking at utilising the trust clerks more effectively. It was noted that this would be discussed more on 31<sup>st</sup> January 2023 at the Local Board Review. The Chair asked the GP to present a report to the next S&amp;C meeting</p>	GP
9.	<p><b>Action Plans</b></p> <p>Two action plans from the previous term were circulated to Trustees. The Chair asked about the action plans from Autumn term, though there were comments from it in the Spring plan. The CEO confirmed that the EIT look at the plans every fortnight and the shared document was a summary. The CEO said that she was not involved in the mechanics and her discussions were around the impact of the plans. The Chair said that the success criteria with barriers should be added to the plans – this was agreed. MT said that he had reviewed the action plan with one of the academy heads and questioned the inconsistency of judgements made by Ofsted. The CEO confirmed that CST were challenging HMCI about this. GS questioned whether the impact column should be more focussed on the impact of pupil learning rather than the teaching. It was <b>agreed</b> to change the success criteria to reflect this. The Chair thanked the EIT and academy heads for sharing their actions plans and asked for them to come back to the next meeting to show the progression.</p>	CEO  CEO
10.	<p><b>Safeguarding</b> (reports circulated with the agenda)</p> <p>GS explained that the RAG rated document giving an overview for trustees had been developed to include evidence and next step. The report circulated was a summary of the safeguarding incidents. It had highlighted anomalies which had been picked up by the Safeguarding Lead. It had transpired that the anomalies were more about inconsistent reporting rather than spikes in safeguarding issues. GS and the Safeguarding Lead were going to meet again to discuss a more consistent form of reporting. The Chair raised a point that she was more interested in the nil results and questioned whether it was due to lack of staff safeguarding awareness or pupils were too frightened to report issues. The Chair welcomed that the data was being questioned.</p>	

	<p>GS reported that there was a meeting planned with himself, Safeguarding Lead and the GP to discuss the interface between local governance and Trustees to ensure that nothing was being overlooked.</p> <p>GS reiterated that the safeguarding practice across the trust was exemplary, and this was being recognised by Ofsted, however the trust must not become complacent.</p> <p>The Chair asked what type of feedback or actions had arisen following the safeguarding audits and were there any themes that ran across the trust? GS said that was one of the agenda items for his next meeting and a report on patterns and trends would be presented to the trustees.</p> <p>The Chair asked about the trust's expectation around part-time timetables. The CEO said that it was difficult to give a comprehensive answer as it was according to the individual child.</p> <p>GS added that the increase in challenging behaviour from children was a national trend.</p>	GS
11.	<p><b>Trust Risk Register</b></p> <p>The CEO reported that this had been picked up by the Internal Auditors who were providing training for the trustees to link the school risk registers to the trust risk registers and filter out the operational risks for trustees. CM confirmed that it was a work in progress.</p>	
12.	<p><b>Strategic Plan</b></p> <p>This was deferred.</p>	
13.	<p><b>Policies</b></p> <p>It was noted that there were various comments from The Chair, GS, MT and CM on the policies below.</p> <p>13.1 First aid in schools <a href="#">First Aid Policy 2023.docx</a> With the inclusion of the comments made by the meeting, it was <b>agreed</b> to recommend the policy for Full Board approval.</p> <p>13.2 Attendance <a href="#">Attendance Policy 2023.docx</a> With the inclusion of the comments made by the meeting, this policy was <b>approved</b>.</p> <p>13.3 Missing child <a href="#">Missing Child policy 2023.docx</a> This policy was asked to be returned for another look and presented again for recommendation unless it was ready in time for the Full Board on 6<sup>th</sup> February 2023. The CEO agreed to co-ordinate.</p> <p>13.4 Supporting pupils with medical conditions and administering medicines <a href="#">Medical Conditions and Administering Medicine 2022 .docx</a> With the inclusion of the comments made by the meeting, this policy was <b>approved</b>.</p> <p>13.5 SEND policy <a href="#">SEND Policy update December 2022.docx</a> With the inclusion of the comments made by the meeting, this policy was <b>approved</b>.</p>	GP CEO
14.	<p><b>Theme of Next Meeting</b></p> <p>The themes for the next meeting were mid-year pupil outcomes and progress towards targets.</p> <p><b>Questions/documentation for this focus</b></p> <ul style="list-style-type: none"> <li>• A detailed analysis of nationally reported data on EYFS, Y1 Phonic check, Y4 multiplication check, KS1 SATS and KS2 SATS, SEND and PPG analysis.</li> <li>• Any identifications of concerns or additional adaptations that might be needed that arose from the analysis.</li> <li>• Broad overview of other groups on their progress and expectations to targets.</li> <li>• The Chair reiterated that the governors only need to consider the data for this year only.</li> </ul> <p>The other focus was to look at the progress through the ASIP.</p>	
15.	<p><b>Evaluation of governance impact</b></p> <p>The Chair invited any comments around the value of meeting. The following comments were made:-</p> <ul style="list-style-type: none"> <li>• The Chair would like to thank everyone for their contributions</li> </ul>	

	<ul style="list-style-type: none"><li>• CM commented that BH’s presentation was insightful and helpful.</li><li>• The Chair added that there was also a strong balance of contribution from all the attendees.</li></ul>	
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The meeting finished at 18:55

**Dates of next meetings**

**26 April 2023**

**14 June 2023**