

Newton & Teign Local Board

Minutes: 4 April 2019

Present: Mrs Lynda Cooper (Chair)
Mrs Jo Carter

In attendance: Miss Alice Eeles
Miss Olivia Gentile
Mrs Kelly Yeo

Welcome and Apologies for Absence

Apologies from Frances Swan and Ewa Ziubryniewicz

Declaration of Business Interests

There were no declarations of business interest.

1. Minutes of the previous meeting

Minutes of 05/02/2019 were approved and signed by the Chair, Lynda Cooper.

2. Matters Arising

None.

3. Procedural

.1 Safeguarding

Jo reported that she is now qualified to Level 3 Safeguarding level.

Alice reported a Section 47 safeguarding issue at Bearnas which has recently moved from Child in Need to Child Protection status. The child's behaviour is currently very poor but a CAMHs referral is in place (to be seen on 15/05/2019), Early Help are involved and Alice is briefing the TAs.

Alice noted that Bearnas has recently revamped all safeguarding files, including monthly downloads from BehaviourWatch.

Olivia flagged a recent safeguarding issue from Hennock regarding a member of a pupil's extended family. There have been no changes in the child's behaviour. Alice noted that Bearnas' counsellor may be available to provide support, if needed.

.2 SEND

Becky Humphries is now training as SENCO at Bearnas. Two EHCPs are now complete and submitted, and one is underway (parent-led). A fourth EHCP is pending. There are 14 Early Help referrals underway.

Alice noted that they may be holding back two Reception children in September 2019, which would take the class over PAN (Year 1-2 would drop accordingly). One of the children has an EHCP underway but unlikely to be completed by the new school year, which will put pressure on Reception staff. Nicky Dunford is aware of this issue.

Hennock have recently completed an EHCP review for one pupil, and have requested additional funding support. Outcome is awaited.

4. Strategic

Minutes from the Directors' Standards and Curriculum Committee (13/03/2019) were discussed. Lynda explained the process for raising concerns about procedural rather than strategic matters.

5. Governance

We discussed minutes from the Full Board Directors meeting (11/02/2019). **ACTION** Lynda to clarify the statement "Miss Cleverly questioned the level of interrogation by Local Boards into pupil attendance as this impacted on income per school".

There was discussion of SATs administration and Governors' role in this (SATs will be held w/c 13th May, and Governors should ideally be present for the opening of papers). Jo to circulate notes from

recent training on compliance to all Local Boards, and to compile an availability grid so we can cover as many sessions as possible – we agreed Director help may be needed with this. Jo noted that the key point is not to leave any individual alone with the papers. Alice confirmed that Bearnese have KS1 papers locked away with the key in a coded box. **ACTION** Lynda to check the procedure at Hennock [done following the meeting and key also in coded box there].

We discussed the role of the Local Board Governors, and the possibility of formalising a 'community Governor' role where the emphasis would be on support (particularly for extra-curricular/community events) rather than challenge, and seeking to grow the Board by one or two members to help handle Learning Walks and data analysis. Lynda confirmed that she had asked Clerk for clarification on capacity of the Local Board. **ACTION** Lynda to check whether there is a standard letter to use when seeking applications for new Governors.

Neither Bearnese nor Hennock have received the recent CiF funding, which is disappointing. The outcome of a further bid for Bearnese' nursery unit should be received this week. **CHALLENGE** Governors queried whether plans were in place to manage disruption if the work was to go ahead. Alice confirmed that the work would be fully project managed by the funding agency,

6. Focused Visits

Lynda and Jo discussed recent visits. No major concerns raised. Lynda stated that a recent Hennock visit where she had taken 5-6 children out for a focused chat had been a useful way to understand their learning in more detail. Lynda noted that she is finding it difficult to visit KS1 at Hennock where her son is a pupil. **ACTION** Olivia to produce a social story explaining that mum is also a Governor and may be in school meeting the other teachers and children.

Lynda to continue with weekly Thursday morning visits. Jo and Lynda to coordinate on dates for next term. Jo hoping to visit each school twice during this period.

7. Dates of future meetings

Lynda requested change of meeting to Thursday 27th June at Hennock. **ACTION** Lynda to check this date with Sarah Clarke and circulate confirmation.

Meeting closed 6pm