

## Newton & Teign Local Board

Minutes: Thursday 27<sup>th</sup> June 2019

**Present:** Lynda Cooper (Chair)  
Jo Carter  
Sarah Clarke  
Vic Pooler

### **Welcome and Apologies for Absence**

Apologies from Frances Swan, Ewa Ziubryniewicz, Kelly Yeo, Olivia Gentile

### **Declaration of Business Interests**

There were no declarations of business interest.

#### **1. Minutes of the previous meeting**

Minutes of 04/04/2019 were approved and signed by the Chair, Lynda Cooper, with one amendment: Becky Humphries is training as SENCO for the MAT, Becky Hawling is SENCO at Bearnas.

#### **2. Matters Arising**

- .1 Lynda had been asked to clarify a comment from the Full Board Directors meeting (11/02/2019) "Miss Cleverly questioned the level of interrogation by Local Boards into pupil attendance as this impacted on income per school". Lynda noted that she had raised this at the Standards and Curriculum meeting and Miss Cleverly had confirmed the quote had been mis-transcribed.
- .2 Lynda had been asked to check the procedure for securing KS1 papers at Hennock. Lynda confirmed she had done this and the steps in place were more than adequate.
- .3 Lynda had been asked to check whether there was a standard letter to use when approaching new Governors. Lynda confirmed that she had now discussed the process with the Clerk and had all relevant paperwork. Clerk had advised waiting until the new school year before seeking applicants as there would be new parents to approach.
- .4 Olivia had been asked to produce a social story for a child in her class – agreed this was no longer necessary.
- .5 Lynda had requested a change of meeting date – this was agreed and paperwork circulated in time.

#### **3. Procedural**

- .1 Safeguarding  
Both Bearnas and Hennock have recently reviewed their lockdown policies should there be an emergency on-site. This highlighted challenges with the evacuation/evacuation procedures. Hennock has a particular vulnerability with fencing and communication around the school. Reports have now been passed to the MAT CEO for consideration.  
There are two families causing concern at Hennock regarding support for the summer holidays. **CHALLENGE** Governors asked what plans were in place. Sarah confirmed that the family with financial concerns had a Job Centre link, and that other parents knew the process to initiate a MASH referral where necessary. Lynda asked whether information on 'what to do if you're concerned' could be added to the school website. **ACTION** Sarah to investigate this. Bearnas have recently had Operation Encompass visits, which have been useful for joining up support across the community.
- .2 SEN  
Hennock have one EHCP outstanding. MAST training has been undertaken by staff, and the Inclusion Hub continues to be used for low level SEN and behaviour support. Becky Humphries has been an excellent resource.  
Bearnas pupils have been using the new Forest School site with great success.

#### **4. Strategic**

None to circulate.

5. **Governance**

Sarah noted that we have had interest in joining the Board from David Glennie, ex-Headteacher of Highweek Primary who now runs an outdoor education business. He could be available to start from September, DBS check pending.

Discussion of funding requirement for new play equipment at Hennock. Jo noted that Tedburn have secured National Lottery funding for a similar purpose. They were supported by Tam at Bearnas. Other sources include: Devon Council (Section 106: Building funds), Calor Rural fund, PFTA charity funding, Viridor. **ACTION** Lynda to follow up opportunities with Tam.

6. **Focused Visits**

Jo provided an update on her recent conversation with Becky Humphries regarding the tracking of support for Pupil Premium children at Bearnas. Jo shared a report being used and confirmed this was to be rolled out to all other schools. Governors asked when the core offer would be made live on the school websites? Sarah and Vic confirmed they should written in September and live soon after. **ACTION** Lynda to check this is in place for both schools.

7. **Dates of future meetings**

Proposed 2019-20 meeting dates as follows:

- Wednesday 9<sup>th</sup> October
- Wednesday 18<sup>th</sup> December
- Wednesday 12<sup>th</sup> February
- Wednesday 22<sup>nd</sup> April
- Wednesday 1<sup>st</sup> July

Meeting closed 6pm