

Directors
Nicola Dunford
Jason Hayward-Jones
Simon Niles
In Attendance:
Clerk – Sue Howard and Tanya Jeffery
Totnes LGB Representative – Anna Neville
Woodleigh LGB Representative – Alexis Saffin
Executive Academy Head – Lizzie Lethbridge

Minutes

Welcome: SN agreed to Chair the meeting in the absence of a Chair, all were in agreement.	
Apologies: Apologies had been received from Charlotte Power.	
Declaration of Business Interests: SN declared his employment with Devon County Council.	
S1	<u>Minutes of Previous Meeting</u> The Minutes of the meeting held 23 May 2018 were approved and signed by the Chair, Nicola Dunford. Part I had been made available to the Committee via the Google drive prior to the meeting.
S2	<u>Matters Arising</u> .1 S2.18 ND updated the Committee in relation to the structure of the Local Boards going forward. She summarised the induction pack that has been produced and provided to all Governors, including their roles and responsibilities and the annual cycle of focussed visits to the schools. The Committee decided that there is no need for each individual visit report to be provided as supporting documents for this Committee. The Chairs of the Local Boards will provide a brief report for each meeting and any issues that need to be highlighted will be discussed during their agenda item. We need to ensure that Governor visits have an impact and that the Academy Heads (AH) and CEO are monitoring the effectiveness of these in relation to supporting, understanding and challenging our schools with regard to Teaching & Learning.
S3	<u>Scheme of Delegation and Committee's Terms of Reference</u> Suggestions for SoD: <ul style="list-style-type: none"> • All wording changed from Head of School (HoS) to Academy Head (AH) and Local Governing Board (LGB) to Local Board (LB) • Executive Principal (EP) column needs to be removed • New column for Distributive Leadership Team (DLT) replacing the EP's delegations identifying if one individual only responsible • Add description of DLT at beginning Suggested amendments to Terms of Reference: <ul style="list-style-type: none"> • Addition of a LB Representative as a member at point 2 and amend LGB to LB throughout. • Proposal of Academy Trust Improvement Lead (ATIL) to also sit on Committee. • Also state at point 4, 'normally meet a minimum of 3 times per year'. • 6.3 Replace EP with ATIL and HoS with AHs.
S4	<u>Local Boards</u> AN from the Totnes LB reported the loss of some Governors from the Board and possible recruitment of a new Foundation Governor, who is already familiar with the three Church Schools. Focussed visits

	<p>have taken place with the Trust Online Safety Policy being highlighted as unfit for purpose and this is being reviewed.</p> <p>AS from the Woodleigh LB was present at the meeting. The Vice Chair of the Woodleigh LB had provided a brief report for the Committee. This was available prior to the meeting via the Google Drive and was summarised at the meeting. It was reported that there are attendance issues, but the school are addressing these. Another particular issue was highlighted regarding the new Internet provider for the Trust and filtering issues in our schools. The CEO reported that this is being addressed as a matter of urgency.</p> <p>The Committee expressed their concerns and asked the CEO to update the AHs that this issue is being taken very seriously and the full Board will be advised and Contingency plans need to be in place whilst this is being rectified. Action ND</p> <p>The representative from Newton & Teign LB was absent from the meeting. The CEO reported that there are no particular issues for the Committee to be aware of.</p>
S5	<p>School Improvement</p> <p>.1 ND updated the Committee on the new DLT model that is now in practice. All the AHs have been asked to take on a specific role within the Trust and will report to the CEO. The Committee would like to formally thank the AHs for taking on these additional roles and offer their full support. The AHs have been asked to present at the next Directors Away Day scheduled for 26 November at Dartmoor Lodge.</p> <p>.2 At the end of last academic year, the School Improvement Plans (SIPs) were evaluated and from that, an Academy Trust Strategic Improvement Plan (ATSIP) was produced with five key areas of focus and feeding from that, individual Academy Strategic Improvement Plans (ASIPs) were drafted. The CEO has then met with each AH to discuss their targets and objectives for the forthcoming year in their new roles within the DLT. Continuing Professional Development (CPD) plans for the year were also discussed.</p> <p>.3 With her new role, LL as ATIL is working on the ATSIP and the Academy Operational Lead (AOL) is monitoring some of those aspects, alongside LL, in relation to the Improvement Plans. Systems are now in place for efficient monitoring.</p>
S6	<p>Safeguarding Procedures</p> <p>.1 The CEO advised the Committee on the role of the Academy Safeguarding Lead (ASL) and arrangements in place. All schools are completing their Babcock Safeguarding Audits for submission by the deadline of 30 November 2018 and action plans will be produced if necessary following these.</p> <p>.2 There are no significant issues to be aware of. Accurate logs are kept by the CEO and within all the schools.</p> <p>3. The Committee requested that a more detailed report from each school is available for future meetings.</p>
S7	<p>Data and SATS</p> <p>.1 Analyse School Performance (ASP) not available at the present time, will be carried forward.</p> <p>.2 Summary of 2017-18 outcomes for next meeting</p> <p>.3 Updated performance for each school with progress report and predictions for 18-19</p>
S8	<p>Policies</p> <p>The following policies were due for review by the Committee:</p> <p>Curriculum – further amendments to be made by the CEO Action ND</p> <p>Equal Opportunities – to be carried forward following further review Action ND</p> <p>Missing Child – To be reviewed further by the AHs</p>

Link Academy Trust
Meeting of Standards & Curriculum
Committee

03/2018
7.11.2018

S9	<u>Dates of Future Meetings</u> 01/2019 - 30 January 2019 02/2019 - 1 May 2019
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Meeting Closed 7.35pm

Signed as approved copy by Nicola Dunford

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Date 30.01.2019