

The Link Academy Trust

Meeting of the Woodleigh Local Board - Wednesday 19th May 2021

Present	Apologies
Jo Carter, Chair (JC)	
Alice Moseley, Vice Chair (AM)	
Rachael Smaldon, Parent Governor (RS)	
Elaine Clark, Safeguarding Governor (EC)	
Max Thomas, Community Governor	
Alex Waterman, Executive Academy Head (AW)	
Andy Keay, Academy Head (AK)	Declaration of Business Interests: None
Kristina Wright, Staff Governor – Yeoford	
Andrew Lee, Staff Governor – Tedburn	
Karen Fletcher, Staff Governor – Cheriton Bishop	

		ACTION
1	Minutes from previous meeting held on 24th February May 2021 Minutes approved by JC.	
2	<p>School Updates – AW and AK – all three schools</p> <p>The children returned to the schools really well, enthusiastic, energetic and happy to be back.</p> <p>Upon return, the immediate focus was on mental health and wellbeing, re-establishing friendships, sharing, behaviour, etc.</p> <p>The staff have been “amazing” and have taught to a high standard despite being exhausted.</p> <p>Since the Easter break, learning has picked up with use of QFT.</p> <p>There was a data drop just before Easter which gave unusual results but the next data drop in the coming week will show a more accurate picture.</p> <p>Staff attendance has been good.</p> <p>Pupil attendance has been good with no major issues.</p> <p>AL and AW commented that the children that did attend school during lockdown have found it difficult when the other children returned but have now settled back into the school routine.</p> <p>The schools have been flexible with the curriculum and creative with use of staff and time.</p> <p>Cheriton Bishop & Yeoford</p> <p>KW talked about how writing had fallen behind by at least a half to a full term but the children are catching up and progressing with the bounce-back work.</p> <p>KF remarked on how surprisingly well the children returned and settled down.</p> <p>There have been some anxious children at Yeoford so the “morning move” has been introduced. As the children arrive there is music and dancing on the playground.</p> <p>AW is considering changing the staggered arrival/departure times at CB as it isn’t working very well.</p> <p>AW is also re-thinking how lunchtimes work as currently the staff are not getting a long enough break.</p> <p>KF is completing Forest School qualification so all the children will have a chance to take part in Forest School before the end of the school year.</p>	<p>Action: JC to raise at S&C as possibly not enough cover at lunchtimes.</p>

	<p>Tedburn St Mary</p> <p>An isolating teacher has been teaching from home via Teams with a TA in the classroom but this has proved to be difficult and onerous to manage. This had been tried before and did not work then either.</p> <p>AK - Writing has improved now the children are back at school and the next data drop should show this. The priorities going forward into next year will be vocabulary and writing as these have suffered the most due to lockdowns.</p> <p>AM asked how the older children have been getting on and whether the transition day to secondary was in place. AK confirmed that QE year 7 head was coming to visit the schools and that the transition day was booked in.</p> <p>AL commented that some of the year 6 pupils were more anxious than they would normally be about moving to secondary but once the transition day etc had taken place it was felt that they should feel more confident about it.</p>	<p>Action: JC to raise with S&C</p>
3	<p>Strategic Governance</p> <p>Curriculum Update</p> <p>The curriculum is being taught with a flexible and creative use of time. Spanish has been rolled out across the Trust and using a real/remote teacher is being considered by the Trust.</p> <p>ASIP Update</p> <p>These had been covered during the focused visits made over the last few days. AK and AW provided copies of the RAG rated ASIPs the main issues being around vocabulary and writing which will be priorities for the rest of the term and the next academic year.</p> <p>Data</p> <p>There will be a data drop later in the term. This will give a more accurate picture of how well the children have bounced back and where writing has dropped off.</p> <p>Websites</p> <p>ND & MM are writing a report to go onto schools' websites regarding the government catch-up funding.</p>	<p>Action: Data focussed visits due end of Summer term.</p>
4	<p>Staffing</p> <p>Staff attendance has been good. Some staff remain very anxious and this needs to be considered by everyone visiting the schools.</p> <p>Again, a teacher teaching remotely "beamed" into class does not work.</p> <p>Again, lunchtime cover needs to be considered to allow teachers a decent break.</p> <p>Staffing at CB has been re-jigged following the departure of JT. TAs/HLTAs have been re-allocated according to where they are most needed.</p>	<p>Action: JC to raise with S&C</p>
5	<p>Procedural</p> <p>Safeguarding</p> <p>CB/Yeo – ongoing cases but everything is in place.</p> <p>TSM – class "niggles books" have now moved to Forms.</p> <p>The admin staff have completed training on the Single Central Record.</p>	

<p>During recent visits to the schools, EC had asked whether any significant safeguarding matters had arisen that might prompt a change in policy – none reported.</p> <p>SEND SEND focussed visits have taken place. The main issue is with DCC 0-25 team and this has been raised with S&C Committee. CB/Yeo – annual reviews of the EHCPs are taking place and referrals are in but the 0-25 team are very slow. TSM – annual review of EHCP is taking place. From September 2x EHCPs are expected and work has started on these. AL commented that some referrals to the 0-25 team are expected to take “years”. Discussion around SENDCo time – AW commented that SENDCos should ask for additional time if it is required. SENDCos should be fully trained-up/upskilled. The Inclusion Hub can supply additional support and the IHH should be increasing their capacity to support heads. In practice, the class teacher should be supporting the SEND children as “every teacher should be a teacher of SEND”. SENDCos should be used for referrals, holding the register, TAF meetings, etc. not day to day issues. The Trust SEND action plan includes upskilling heads and staff. TSM - the SENDCo is retired – AL commented on whether extra time might be required by the new SENDCo.</p> <p>Pupil Premium, Looked After Children & Service Children and Greater Depth Update No Looked After Children on roll. Pupil Premium children are following the QFT pathway with provision mapping in place to enable interventions to be set up quickly and reviewed half termly although the class teacher will hold working documents which are updated and referred to daily.</p> <p>Governor Training JC discussed governor training falling in line with focussed visits to allow more robust discussion.</p> <p>Health & Safety Firedrills have been done. Invacuation will be practiced in summer term.</p> <p>Sports Premium Grant The money cannot be carried forward this year. All three schools have spent a lot on iPads, sports equipment, climbing frames, etc. The PE lead will be working with the heads to provide an impact statement at the end of this school year. AM asked whether some of the sports grant could be used to provide after school clubs to help with wrap around care. Discussion around this (AW has send a parent survey) – only a few children would sign up which would mean it was unequitable. Also, a member of staff would be required to stay on site. If ran by parents, safeguarding checks, insurance, etc. would need to be in place. KF commented that ad hoc use was difficult to manage.</p>	<p>Action – JC to mention this again at S&C and is considering writing to MP!</p>
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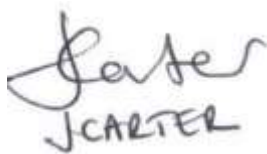
	<p>Communication with Parents No complaints. Parent Forum meetings planned for June.</p> <p>Update on Pre-schools CB and Yeoford are both running well within the school setting. TSM – would still like to build a designated Foundation Stage Unit!</p> <p>Trustees Standards & Curriculum Committee – minutes on Sharepoint and feedback from meeting had previously been provided by JC.</p> <p>Local Board Working Group –JC attended and reported back.</p> <p>Chair/Vice Chair for next academic year – JC and AM will remain in post.</p>	<p>Action: AM to ask SH at the Link about the constitution for Local Boards</p>
6	<p>Focussed visits Focussed visit notes to be saved centrally on the One-Drive to be accessed whenever required. A school visit each to be booked with a focus on the impact of teaching and learning. Local Board governors could also pick a subject to “deep dive” and talk the children and staff</p> <p>Annual cycle Next visits – June/July 2021 to cover how well the Recovery Curriculum has worked and the final data picture.</p>	<p>Save notes to Local Board Woodleigh Hub on Teams</p>
7	<p>Dates of Future Meetings – via Teams Wednesday 7th July 2021</p> <p>Dates for future school visits Suggestions for these would be sent out by email.</p>	

Meeting closed at 6.30 pm

Next meeting:

Wednesday 7th July 2021

Signed as approved copy by Chair, Jo Carter



J. CARTER

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