

Standards & Curriculum Committee

Meeting – Part I Minutes

Date/Time	15 September 2021 5pm	Location	Conducted using the online platform MS Teams due to the Covid-19 pandemic. The meeting was also recorded.
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Attendees	Initials		Attendees	Initials	
Jane Collings	JCO	Co-Chair	Nicola Dunford	ND	CEO
Cheryl Mathieson	CM	Trustee	Fiona Walters	FW	Trustee

Apologies	Initials
Cat Radford	CR
Corinna Tigg	CT

Absent Apology	without	Initials

In Attendance	Initial	(anyone who is not a Trustee)
Sue Howard	SH	Interim Clerk
Sarah Clarke	SC/ ATSIL	Academy Trust School Improvement Lead
Jo Carter	JC	Woodleigh Representative
Lynda Cooper	LC	Moorland Representative

Minutes to
Attendees
Absent
School Website

	Agenda	Led by
	Welcome and Apologies	Chair JCO
	Declaration of Business Interests	Chair JCO
	Minutes of the previous meeting	Chair JCO
1	Matters Arising	Chair JCO
2	Election of Chair	JCO/CM
3	Terms of Reference	Chair
4	Local Board Reports	LB Chairs
5	ATSIL & CEO Report	ATSIL/CEO
6	ASIP and ATSIP discussion	ATSIL
7	KCSiE 2021 update and Safeguarding	CEO
8	SEND and Pupil Premium	CEO
9	Ofsted	CEO
10	Policies	

	Details of discussion	Action
	<p>Welcome and Apologies:</p> <p>Apologies from Cat Radford and Corinna Tigg were sanctioned.</p>	
	<p>Declaration of Business Interests:</p> <p>The CEO is a Director of South Dartmoor Academy during the closure of this empty MAT. The CEO is also Trustee of the Bearnas Education Foundation.</p>	
	<p>Part 1 Minutes of the meeting dated 16.06.2021:</p> <p>The Part 1 minutes of the meeting dated 16.06.2021 were confirmed as a true and correct record and will be signed at the next face to face meeting.</p>	

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1	<p><u>Matters Arising from meeting dated 16.06.2021:</u></p> <p>1.1 <u>Progress of Sports Premium Impact</u> The CEO advised the Committee that the PP statement is not released until 31.12.21, so any reports will be produced at that time and the Committee of course updated at their next scheduled meeting. The Trust PE Lead is currently writing the next one and completing all the necessary evaluations in relation to it.</p> <p>1.2 <u>Moorland Schools</u> The CEO reported that Alex Waterman is now in post as Academy Head at Moretonhampstead and all staff there are settled well into the new academic year.</p> <p>1.3 <u>Update on SENDCO provision and comparison with national data sets</u> This item will be covered under section 8</p>	
2	<p><u>Election of Chair</u> Current Chair JCO advised the Committee that she is stepping down from the role with immediate effect, but will remain a member of the Committee. It is proposed for CM to take over as interim Chair until such time as more Trustees are recruited. All in favour. CM took over the chairing of this meeting from this point. LC gave thanks to JCO for all her support.</p>	Action Clerk to update website
3	<p><u>Terms of Reference</u> The Chair asked for feedback on ToR. The CEO proposed that under section 2 – membership, there should be a requirement to include an educational specialist with education experience.</p>	Action - Clerk
4	<p><u>Local Hub Reports:</u></p> <p><u>Woodleigh</u> JC had provided a report prior to the meeting and summarised some points including: She had visited Yeoford and spoken to AK looking at how to read data and understand how it is reflected in the individual schools. Woodleigh Local Board Governors will be sitting in on some subject leader meetings to be able to challenge and learn more effectively about individual subjects. JC highlighted that the Trust Premises Officer is finding it challenging to get around and cover all those little jobs that need doing. She questioned whether local people could be used to cover any little jobs. The CEO said that she would rather the Trust Premises Officer carried out the work as this should result in cost savings. She said that she has highlighted to AHs the need to be more specific with items that need doing and not 'surprise' AT with extra jobs when he turns up as he may not have the right materials with him. The other main item JC wanted to raise is around Swimming lessons in our schools, which is always a challenge every year. The CEO will pass the discussion onto the Trust PE Lead to take forward across the academies and feedback to the Committee. JC added a bit of Good news in that the Woodleigh hub finally have a clerk, coming on board from Morchard Bishop.</p> <p><u>Moorland</u> LC had provided a report prior to the meeting and summarised some points including: Academy Head at Bearnese is keen to reflect on progress data rather than on achievement. This isn't readily available to him and he has to do quite a lot of work around this himself. Also it is complex to pull out data for SEN and PP pupils. The CEO said that for the last year, this was mainly down to there being no national data to compare against and clarifying judgements made by teachers of varying levels. Following the lockdown periods the data had indicated that overall the children had not regressed as much as anticipated, despite only online learning being conducted. ATDSL is working hard with the AHs and on request is doing a deep dive into disadvantaged children. Good News item - LC gave thanks to the Trust for the fence at Hennock.</p> <p><u>Totnes</u> No report provided and Chair absent from this meeting</p> <p><u>Raleigh</u> No report provided and Chair absent from this meeting</p>	Action CEO/MT

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	<p>The Committee would propose that this first meeting of the new academic year be pushed back by a week to enable more content in the reporting from the Local Boards at the start of the year.</p>	<p>Action – Clerk to note for future date setting</p>
5	<p><u>ATSIL & CEO Verbal Summary Report:</u></p> <p>ATSIL had provided a report prior to the meeting and this was made available via SharePoint. She advised that the Executive Improvement Team (EIT) met last week and discussed their risk register which includes RAG rating. There are 5 schools with Ofsted preparation days planned – Broadhempston, Ilsington, Tedburn St Mary, Bearnas (more around data rather than imminent Ofsted visit) and Morchard Bishop as a light touch due to the school joining the Trust on 1 October. LC asked if Governors can help with the above – ATSIL said that it may be useful for the Governors to be part of the Learning Walks, she will get dates out to the Local Boards so they are aware when they are taking place.</p> <p>JC would be grateful for any SIAMS guidance as Morchard Bishop is only Church School on Woodleigh Board and her expertise or knowledge in this area is limited. SC said that Sharon Lord would be able to provide information. FW also offered her support.</p> <p>CEO gave a verbal report to the Committee, this included....</p> <p>Peer to Peer review is a new pilot scheme that is running for Trusts to go in and support each other in preparation for MAT reviews. The Link has been paired up with the Bridge MAT in Cornwall. It has worked really well with the Link visiting Bridge last term to carry out a review of ??????. Bridge will be visiting The Trust this term, when the focus of their review will be on Growth and what we have in place for this, e.g. systems and protocols. ATSIL and CEO will feedback to the Committee following the visit and hope to continue the arrangement following the pilot scheme.</p> <p>INSET Day – held on 6th Sept at South Dartmoor College who kindly provided a great space for all our Teaching and Support staff to meet and provided lunch. A comprehensive risk assessment had been carried out prior to the day and all staff were asked to do a Lateral Flow test before attending. Any vulnerable staff were asked not to attend and staff were encouraged to wear masks if they wanted to. Staff were sat in their school groups with space between each school and windows and doors were kept open to allow air flow. It was a great reflection of just how big our Trust has grown over the years. Positive feedback via evaluation sheets and general responses was really good. It was a good starting point, but the Trust may look at another possible venue for next time with a better sound system and refreshment facilities. Feedback had highlighted that some sessions could be held to focus on TAs and how they impact on the pupils in the classroom and their importance in our schools. The ATSIL reported that termly meetings with TAs that had been suspended because of Covid, will be starting again soon. The Trust also runs an HLTA development programme in-house.</p> <p>Growth – Morchard Bishop are joining the Trust as of 1st October 2021 following a long and successful Managed Partnership. The CEO has been speaking to Wolborough Primary School in Newton Abbot and the aim is to enter into a managed partnership as soon as possible with them. This would be a very positive move to possibly be able to expand on the Inclusion Hub.</p> <p>JC asked about their Governors – the Wolborough Head had confirmed they are very favourable for the move. She also asked about pupil recruitment given that this would mean a very close proximity school to Bearnas. The CEO confirmed they are both almost at capacity, so doesn't feel that there would be any detriment in that area for either school. Conversations have also taken place with Moorsway Federation which is made up of The Erme, Shaugh Prior and Cornwood and this may be a possibility for future growth also. The Diocese are working with the Trust on this.</p> <p>Trust Capacity Fund (TCaF) – the Trust Business Manager (TBM) and CEO have completed an application to expand the Central Business Unit enabling the strategic future growth of the Trust. This provides £100k to fund additional specialised people for a period to March 2022.</p>	<p>Action - ATSIL</p>

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6	<p>ASIP and ATSIP Discussion - ATSIL</p> <p>Development of the ATSIP is ongoing and comes out of the EIT working closely together. The ATTSEOL will be focussing her visits this term on Ofsted preparation for those schools highlighted as 'imminent' for visits. ASIPs have to show they are responding to Covid and the challenges from this. Ofsted will be scrutinising these and that schools have responded to what has changed as a result of Covid. ATSIP priority this year is our People Strategy around Mental Health & Wellbeing, again responding to Covid. SC will update the Committee further at the next meeting following her ASIP meetings this term.</p>	
7	<p>KCSiE 2021 update and Safeguarding:</p> <p>The CEO advised that Annex G (uploaded in SharePoint) provides the substantive changes applicable to this year's Keeping Children Safe in Education (KCSiE) publication. There is a higher profile on Peer-on-Peer Abuse, Child Exploitation, Record Keeping and a whole school approach on Safeguarding procedures in our schools. Big focus on schools to inform parents on the importance of online safety. The CEO said that she is going to look at the possibility of having a specific suitable person within the Trust to focus on Online Safety to ensure compliance and awareness is accurate, informative and up to date. JC suggested that Teams could be used more consistently around all our schools for reporting any online safety issues. The CEO added there is also a new section on unsubstantiated and false/malicious reports.</p>	
8	<p>SEND and Pupil Premium:</p> <p>The CEO reminded the Committee of long discussions held last term around our SENDCos having/need an official SEND qualification. She has worked with the ATSSL (AW) on this together with the AH at Stoke Gabriel, Alice Eeles (AE) and the Inclusion Hub (IIH). The Trust will have a number of SENDCo's with the qualification who will work across a small number of schools, clarifying that the guidance for small schools allows this. Each individual school will then have a SEND lead, these may not be qualified, but will be experienced in this area. The Chair asked if the CEO is satisfied that the Trust complies with the regulations. Yes and the Trust will continue to explore other suitable staff who can complete the official SEND qualification to expand further.</p> <p>AE has been assigned a half day around our Gifted & Talented children and what we can provide for them as a Trust, she will coordinate this across all our schools. The IIH have also added a Teaching Assistant to their team for 2 days per week. The CEO added that in time, the IIH will need to look at other areas of expertise needed and the Trust will employ to fill any gaps.</p>	
9	<p>Ofsted:</p> <p>The CEO reported that it seems finally Ofsted have taken notice that Trusts are different to maintained schools in the governance structure and how this works regarding visits and who would be called upon to attend. A plan of action needs to be in place ready for the first inspection. The ATSSOL is focussing on Ofsted, the preparations needed and guidance on the day. JCO feels that a partnership of Trustees and Local Governors at an inspection is key.</p>	
10	<p>Policies to be reviewed and recommended to the Board of Trustees for approval:</p> <p><u>Administering Medicines and Medical Conditions Policy</u> – agreed to put forward for Trustees approval.</p> <p><u>Early Years Policy</u> – agreed to put forward for Trustees approval.</p> <p><u>RSE</u> – agreed to put forward for Trustees approval.</p> <p><u>Teaching and Learning</u> – to be circulated via email for agreement to put forward for Trustees approval.</p> <p><u>Safeguarding and Child Protection</u> – to be circulated via email for agreement to put forward for Trustees approval.</p>	Action - Clerk
Date of next meeting		
Date/Time	24 November 2021	Location
		Online