

## Newton & Teign Local Board

Minutes: 5 February 2019

**Present:** Mrs Lynda Cooper (Chair)  
Mrs Sarah Clarke  
Mrs Frances Swan  
Mrs Ewa Ziubrynowicz

**In attendance:** Mrs Nicola Dunford – Chief Executive Officer  
Mrs Sue Howard – HR Officer  
Miss Olivia Gentile – Staff Hennock  
Mrs Jo Carter – Woodleigh Local Board Vice Chair

### Welcome and Apologies for Absence

Apologies from Kelly Yeo, staff member at Bearnas and Tanya Jeffery, Clerk

### Declaration of Business Interests

There were no declarations of business interest.

#### 1. Minutes of the previous meeting

Minutes of 4 December 2018 were approved and signed by the Chair, Lynda Cooper.

#### 2. Matters Arising

##### 49.18 Safeguarding Action Plans

Safeguarding Actions Plans have been uploaded to the GD for Governors to view.

##### 53.18 Ofsted

Following recent Ofsted visits at other Trust Schools, the CEO discussed with the Governors expectations of them during an inspection and what they should expect. This included the Governors responsibilities, the impact and outcomes for our children, pupil premium reporting, safeguarding and SEND.

The Governors discussed specifics regarding Hennock in light of their pending inspection scheduled for 6<sup>th</sup> February 2019.

Strengths – Small School, individual attention for our pupils. Positive atmosphere and respect between staff and pupils. Polite, friendly and helpful pupils.

Challenges – Remoteness of school. Small numbers are difficult for data results. Large class sizes of whole key stages.

Weaknesses – Governance, with lots of new Governors, but is being addressed.

A Pupil Premium Progress report was provided for Governors and the Academy Head summarised. The Governors challenged – ***Q Is the focus too heavy on pre-teaching, and this disadvantages middle attainers?*** No, the pre-teaching is such a quick exercise, it doesn't affect other learners, but just gives those children that little piece of advance help.

***Q – Do you mix and match partner children around?*** Yes, lots of systems including pirate partners, KS2 partnering KS1 pupils and mentoring them.

The Academy Head added that she looks at the individual child and their needs within the school.

***Q – What communications do you have with parents.*** We are outside at pick up every day most importantly and there are regular newsletters and emails to parents. There is good support from parents at Hennock.

Sports Grant income and expenditure for 2018/19 was explained to the Governors and a full report is being written by the Academy Head. The Governors questioned how the income has been spent and the impact on the pupils at Hennock.

### 3. **Procedural**

#### .1 Safeguarding

No particular updates for Safeguarding. As in matters arising, Safeguarding Action Plans have been provided for Governors and these will be monitored regularly for progress. Jo Carter from the Woodleigh Local Board is taking on the Lead Safeguarding Governor role for the Newton & Teign Local Board and is booked on Level 3 training for March. Jo will visit Bearnas and Hennock to review the Single Central Record regularly alongwith policies and practices.

The Governors queried the efficacy of the perimeter fencing. The school are aware of this and considering a replacement, although are mindful of the need to maintain a welcoming environment. Children understand and respect school boundaries, and staff monitor behaviour appropriately

#### .2 SEND

No particular updates in relation to SEND. The Governors had a general discussion around how the schools cater for children with SEND in the classrooms. Each child has a specific 'toolkit' that is related just to that child and enables them to learn in the way they need to. Provision Mapping exists and is reviewed termly, with Teaching Assistants involved in this process.

### 4. **Strategic**

LC attended the Directors Standards & Curriculum meeting on the 30<sup>th</sup> January 2019 and summarised the key points from that meeting. The minutes were provided on the GD for the Governors to view.

### 5. **Governance**

Minutes were provided for the Governors on the GD for the Full Board meeting held on 10<sup>th</sup> December 2018 and Audit Committee meeting held 28 January 2019. No issues were raised in relation to these minutes.

### 6. **Focussed Visits**

The Chair had undertaken two visits to Hennock since the last meeting, as well as one visit to Bearnas, The Hennock visits focussed on safeguarding and on Administration responsibilities and duties and a report detailing this has been filed for Governors.  
SEND is the focus for this term's visits.

### 7. **Policies**

The following policies were presented to the Local Board, following review by the Academy Heads. The Governors agreed these in principle, with any suggested amendments or comments to be with the Chair by the 8<sup>th</sup> Feb.

Early Years

Exclusion

Home School Agreement

SEND

Spiritual, Moral, Social and Cultural Dev

### 8. **Dates of future meetings**

2 April 2019 – Bearnas

18 June 2019 – Hennock

The Chair requested a change of day, Governors will liaise with each other and advise accordingly.

Meeting closed 5.45pm

**Signed as approved copy by Chair, Lynda Cooper**

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**Date 2.4.19**