

Directors
Iain Grafton
Antony Callcut
Nicola Dunford
Charlotte Power
In Attendance:
Clerk – Sue Howard
Totnes LGB Representative – David Gay
Newton & Teign LGB Representative – Yvonne Short
Woodleigh LGB Representative – Alexis Saffin

Minutes

<p>Welcome: Chair IG welcomed everyone to the meeting Apologies: Apologies were accepted from Simon Niles Declaration of Business Interests: AS declared her business interest in relation to her profession with the Devon Audit Partnership</p>	
S1	<p>Minutes of Previous Meeting The Minutes of the meeting held 7 February 2018 were approved and signed by the Chair, Iain Grafton. Part I had been made available to the Committee via the Google drive prior to the meeting. Part II was distributed by the Clerk for the Committee to read at the meeting; the minutes were agreed and returned to the Clerk for confidential disposal. One copy will be filed by the Clerk.</p>
S2	<p>Matters Arising .1 S2.18 YS reported that she found the bespoke training session, held in March, very interesting. However, she felt that there was confusion from all that attended about the title of 'Governor'. The Committee discussed this and ND then explained about the Working Party that has been set up by the Board of Directors, which will involve representatives from the three Local Governing Boards (LGB). The purpose of the Working Party will be to look at the structure, role and monitoring responsibilities of the LGB's going forward. It was noted that the Trust Scheme of Delegation and Articles of Association will be referred to during the meetings of the working party to ensure compliancy. Action IG to provide template monitoring form as example</p> <p>ND updated the Committee following the visit by Local MP, Anne Marie Morris, to Bearnas School regarding the Mezzanine floor proposal. The Capital Improvement Fund (CIF) bid was unsuccessful in the recent round of applications, but an appeal has been lodged and Anne Marie Morris is keen to support.</p>
S3	<p>School Improvement The EP had provided various documents in relation to School and Trust Improvement, these included:</p> <ul style="list-style-type: none"> An update on the Link Academy Trust Improvement Plan Monitor which highlighted the training and support for Newly Qualified and Early Career Teachers, through a Trust Wide programme. The EP also explained about the IRIS Connect programme, a video based professional learning platform, where recordings are made of lessons. He is concerned for this to continue in relation to General Data Protection Regulations (GDPR) coming into force effective 25 May 2018. Action CP to seek legal advice regarding this and update the Committee. Two of the Trust's Heads of School (HoS's) are delivering Teaching Assistant training and have sessions arranged. Following the review and discussion of the Trust Improvement Plan Monitor, the Committee asked the EP for the next meeting to focus on Key Priorities:

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	<p>2 – In particular the area of writing, key teachers with expertise in writing to share knowledge 4 – In relation to the Numbers on Roll and particularly leavers and the reasons for 5 – An Audit of Curriculum</p> <ul style="list-style-type: none"> School Improvement Plan (SIP) update 2018 – This was summarised at the meeting by the EP and the Committee focussed on the SIP's of the Woodleigh Hub. It was identified that the areas of concern are attendance at Cheriton Bishop and KS2 data at Tedburn. The Chair reported that at a recent Regional Schools Commissioner meeting, the focus was on how the HoS are held to account for any weak areas within their schools and we as a Trust must be shown to be doing this. EP reported that he has met with the Education Welfare Officer (EWO) regarding attendance issues and has then met with the HoS's. <p>The Committee requested that the Woodleigh LGB focus on attendance when carrying out monitoring visits in their schools and the reasons for absences.</p>
S4	<u>Safeguarding Procedures</u> Part II
S5	<u>Data and SATS</u> EP provided the Committee with a report on Data for the Woodleigh Schools and summarised at the meeting. The Committee noted good progress for two of the schools, but there are concerns over absence in relation to traveller children at the third. Overall Data predictions for all the schools within the Trust were also provided.
S6	<u>Local Governing Boards</u> YS – Concern over the change in staffing at Bearnas and any issues this may cause. ND reassured that this is being addressed and is confident this will have no impact on the school or pupils. IT concerns at Hennock and Bearnas, with hardware issues and quality of work. AS – In her capacity as Chair, AS stated that she had received an email advising that one of the schools within the Woodleigh Hub had not submitted their Babcock Safeguarding Audit return by the deadline. She advised the Committee that this has now been submitted and a copy is being presented at next LGB meeting for Governors to review. Yeoford School are currently in a consultation process regarding extending the school age range to include a Foundation Stage Unit (FSU). DG –Landscope School were awarded 'Outstanding' in their recent SIAMS inspection. The Committee gave thanks to the HoS, staff and Governors involved for their hard work. The Totnes LGB have received two resignations. Monitoring around Behaviour & Safety and SEND are taking place this term.
S7	<u>Policies</u> Attendance – The Committee agreed , following recommendation from the LGBs', the Attendance Policy. To be recommended for approval by the Full Board at their meeting on 9 July 2018.
S8	<u>Dates of Future Meetings</u> The Committee had considered the schedule of meeting dates and agreed on three meetings during the year. Clerk to fix dates and update members via email. The Committee would like a HoS from each Hub to attend a meeting during the year to give a data presentation for the schools within their Hub.

Meeting Closed 7.18pm

Signed as approved copy by Nicola Dunford

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Date 07.11.18