

## Standard & Curriculum Committee

Minutes: 30 January 2019

**Present:** Mr Jason Hayward Jones

**In attendance:** Mrs Nicola Dunford – Chief Executive Officer  
Mrs Alex Waterman – Executive Academy Head  
Totnes LB Representative – Cat Radford  
Woodleigh LB Representative – Alexis Saffin  
Newton & Teign Representative – Lynda Cooper  
Matt Matthew – Trust Business Manager

### Welcome and Apologies for Absence

Apologies from Simon Niles. Alexis Saffin arrived at 1720.

### Declaration of Business Interests

There were no declarations of business interest.

### 1. Minutes of the previous meeting

Minutes of 7 November 2018 were approved.

### 2. Matters Arising

#### 2.1. IT issue

The committee were presented with the Internet connectivity and filtering within the Link Academy Trust. The CEO updated the committee on internet connectivity with the only issue now remaining at Cheriton Bishop which is down to faulty switches. All filtering is in place. A review of service providers is underway with a view to changing in August. Note about a costs benefit analysis to assess whether its worth having an internal IT capacity.

#### 2.2. Terms of Reference

The committee reviewed the Terms of Reference. The amendments were agreed with further amendments suggested:

- The Totnes LB suggested having a rolling representative on the S&C committee and this was felt to be a suitable arrangement.
- The invitation of other Trust Officers was agreed on an as required basis.
- The number of S&C meetings within the year would increase to 5 with local board meetings to be in advance. **Action – CEO to provide suggested dates.**

The committee agreed and accepted the revised Terms of reference.

### 3. Local Boards

As the committee had not been presented with an update by the Totnes LB, CR verbally updated the committee. A written electronic version was forwarded post meeting. The point was raised that it had been fed back to the Totnes LB from the working party that much of the information was Part II and therefore could not be fed back. The CEO expressed that the main discussion point was concerning the recent Ofsted visits and that certain action points could have been passed along **Action – CEO to raise the matter with working party.**

CR explained that the Totnes LB were taking action in putting together a file of evidence should they receive a further Ofsted inspection. The other LB's asked if this could be shared once complete. **Action – Totnes LB to share with Woodleigh and N&T LB's.**

The online safety policy was not fit for purpose and questioned when this policy would be reviewed. **Action – CEO to investigate**

The Totnes LB raised an opinion that the Local Governors report proforma for the S&C committee duplicates effort. A revised proposal for ensuring information exchange with Directors is efficient and targeted was provided to the CEO.

The N&T LB provided an update. The only concern raised was that the LB felt that not enough support existed for mental health issues even with the support of the inclusion hub. **Action - CEO tasked with investigating and speaking to Young Devon**

The Woodleigh LB provided an update with nil urgent issues with the exception of the ongoing issue of IT, internet and filtering. The Governors remain concerned about the quality of food provided by Devon Norse. **Action – TBM to be tasked with raising the issue with Devon Norse.**

All LB's requested that the implementation of ParentPay be expedited.

JHJ explained to the Committee his experience of the Ofsted inspection at Stoke Gabriel.

The Local Boards questioned whether they would be involved in a Trust level inspection by Ofsted. The CEO explained that it was early days and unclear of exactly what the process might be.

#### **4. External Auditor**

The committee were informed that the Trust accounts were completed, audited and submitted to the Education & Skills Funding Agency (ESFA) on time.

#### **5. School Improvement**

ND updated the Committee on the individual school feedback following the three recent Ofsted inspections. The committee discussed each inspection and agreed the areas of focus for future development and actions required. The CEO explained the support that has subsequently been provided back into the schools inspected and described the staffing changes that have been implemented.

#### **6. Safeguarding**

The Academy Trust Safeguarding & SEND Lead (ATSSL) updated the Committee on the issues being faced across the Trust with the majority of issues being recorded at an individual school. The attendance data was presented but further work is required to ensure consistency in reporting by the schools. The ATSSL has also shadowed two recent Safeguarding audits and reassured the committee the level of detail being inspected.

The ATSSL has produced an action plan following the individual academy level safeguarding self-assessment which will be disseminated to LBs and is currently being worked on by Academy Heads. The priorities are:

- 1 – Training
- 2 – LGBT
- 3 – Early Help, links to websites to be provided for parents
- 4 – Policy, a few policies to be agreed
- 5 – LB members completing safeguarding visits. Agree a standard format.

Totnes LB raised a concern that Stoke Gabriel lacked the manpower to transport pupils requiring access to the Inclusion Hub. This was discussed and it was felt that the school needed to take a more proactive approach in accessing the facilities available.

The Chair congratulated the ATSSL on her approach she has taken with this role and is a very good example of collaborative working.

The Chair of the Woodleigh LB stated she was very pleased with the level of support being offered across the schools and was delighted with their decision to join the Trust. **Action suggestion – collect comments from all Link Academy Trust stakeholders to be used when marketing to other schools seeking to join.**

The Chair of the Totnes LB raised a question on what RAG ratings were employed on what descriptors were applied. **Action – CEO to provide clarification.**

7. **Data and SATS**

The CEO described the level of data available to the schools and Trust and proceeded to brief the committee on the published data for each individual Academy using Analysing School Performance (ASP). This was followed by the actions required across the Trust and it was explained how this would set the improvement targets for the remainder of this year and next. The committee were found the generated reports to be extremely helpful and agreed they would form the basis of future discussions. **Action – CEO to provide a copy of the school performance comparison tables to be sent to LBs including instructions on how to create the reports.**

8. **Policies**

The following policies were presented to the committee, agreed in principle but any further changes were to be brought back to the attention of the CEO before the Directors meeting on 11<sup>th</sup> Feb where policies would be ratified:

- Missing Child
- Equal Opportunities
- The Curriculum

**Action – Committee members to review the policies and provide feedback ahead of next Directors meeting**

9. **Date of future meeting**

Consideration of additional meeting  
02/19 – 1 May 2019 – Agreed

Meeting finished at 7.05pm

**Signed as approved copy by Chair of meeting, Jason Hayward-Jones**

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**Date 13.3.19**