

**Minutes: 13<sup>th</sup> June 2019, Diptford, 6pm**

**Welcome:**

**Apologies:**

**Declaration of Business Interests:**

**T1.19      Minutes of the previous meeting**

Minutes of meeting held on 4<sup>th</sup> April 2019 - for approval by Vice Chair

Minutes agreed and signed by CR.

**T2.19      Matters arising**

.1      Link governors requested to arrange interim PP focus visit

AN has updated monitoring/focused visit templates with key questions.

Question raised – where can we find the updated templates? TBC

.2      AN voice concern at the S&C meeting that SoD is not being followed in relation to recruiting new parent governors

AN has raised concerns with Sarah Clarke. Local Board recruitment is underway, following further schools becoming part of The Link. More information to follow

.3      AN/CW/JW to ask S&C/Working party what training is available for our new governors

There are a number of websites that AN has looked into, including:

-DAG (Devon Association of Governors). Regular updates are emailed (free). SR to email NE a copy so he can look into subscribing.

-The School Bus

-Governor Space – AN to investigate how to subscribe first.

-The Key for Gov has some excellent resources but is not free. Awaiting further information re: subscribing as a Trust.

Free DAG training on the new Ofsted framework is available, Wed 26<sup>th</sup> June 6pm.

JW brought up a statistic that schools are missing out on funding due to people not applying for free school meals. AN will bring it up at the working party meeting. Is there more that can be done by schools?

**T3.19      Procedural**

.1      Safeguarding

Report on any issues relating to safeguarding - AN

Training Focus: MASH referrals

The 1 minute guide was useful for the Board and led to a discussion:

JW asked about parental consent for a MASH. LL and AN explained, where a MASH referral is made, consent should be sought from parents, unless where there is a concern that a child is at risk of immediate harm.

The Inclusion Hub is a good support when making a referral and a sounding board, as well as having the expertise and knowledge to signpost to support.

Anyone can make a MASH referral but the usual route goes through the school DSO (Designated Safeguarding Officer).

The LB will have an overview of MASH referrals but not details. The LB monitors processes and procedures.

AW is the SEND and Safeguarding lead.

AN will look into dates of the next Level 2 training to ensure the LB are informed in good time.

## .2 SEND

### Report on any updates relating to SEND – LL

Discussion around LL's report: The SEND hub has worked hard to streamline paperwork, individual pupil 'My Plans', provision maps, SEND registers, practice and access for support.

#### N4.19 Strategic

##### Directors Standards and Curriculum Meeting

- .1 Draft minutes from meeting held on 1<sup>st</sup> May 2019 for discussion
- .2 Feedback from Working Party meeting held on 9<sup>th</sup> May 2019 – AN/JW

Feedback about Pupil Premium.

Clarified that 'grouping pupil premium pupils' was for the purpose of data.

AN clarified that some questioning was recommended for their focused monitoring visits within the formats used.

AN met with SL (Landscope) to link up regarding Church Schools – this resulted in more focus for the Church schools in terms of reporting and updating monitoring records. Monitoring forms have been updated.

AN and JW discussed any monitoring requiring follow up – will be recorded in red and followed up.

Covering SATs – need to ask for Director involvement as it's a large commitment needed from the LB. JW and AN had an input on SATs maladministration.

A need further clarity on monitoring the SCR was raised again (carried forward) – good quality training is needed in order to monitor effectively. AN has requested training.

The Link MAT action plan for safeguarding 2018-19 states that the Trust will work with LB on safeguarding issues to ensure quality focused visits and monitoring.

#### N5.19 Governance

- .1 Any comments arising from Directors meetings held, draft minutes for note:
  - Audit Committee – 8<sup>th</sup> May 2019
  - Finance and GP – 17<sup>th</sup> May 2019
- .2 Training – Chair to advise on free online training

Clarification is needed about the point around 'FW agreed to remain part of the committee until another representative can be co-opted' Who is needed to be on it? What is the process? Do they want a representative from the LB?

ASIPS – how is our school financially? At our next focused visit, SR suggested the LB check with the AH on the financial status of their school.

Re: training, see 'matters arising, bullet point 3.

#### N6.19 Focussed Visits

- .1 Focus on IT (Key Priority 2 – Delivering a high quality computing curriculum)
- .2 Evaluating 2018-19 ASIP
- .3 Check procedures, protocols and effectiveness of Attendance monitoring to ensure good outcomes

Hold fire on focused visits until the next working party meeting where templates will be developed, in order to ensure consistency. IT continues to be a priority following the purchase of new hardware and the development of networking.

AN asked CR to look at the attendance policy to familiarise.

AHs have been directed to follow policy to the letter.

#### T7.19 SIAMS

##### Update on SL's new position

SL (Landscope) is taking a new position across the Trust leading the Church School, RE and SIAMs hub across the Trust.

Q: What impact will that have on the church schools and RE leads across the Trust? Yes on supporting schools, including potential new schools. SL will lead the hub and continue to develop the new RE curriculum. Impact will be ongoing,

T8.19

### **Community and Church Links**

Governors to feedback any issues for the Local Board's attention from the school committee meetings they have attended

Diptford have recently updated our mission statement and vision

Landscope – SL explained the 7 strands within the new SIAMS statement and are reviewing their own vision, values admission statement. They are using their school logo to link. Scrap books are successful and encourage reflection. Their trip to Buckfast Abbey was captured in scrap books. Landscope call RE 'FAB' – faith and belief. Children have elicitation tasks at the start of each block of learning.

Harb had a successful SIAMS, with a 'good' outcome. CR has spoken to the Chair of Diptford's ethos group 'school committee' to share expertise and experience of the SIAMS process. CR reinforced that the forum should be proactive, positive and about the ethos of the school. She was questioned on how ethos could be monitored and she recommended knowing the school well. The school committees are essential in questioning, monitoring, supporting and upholding Christian distinctiveness.

All schools, including church schools, have a new 'World Faith' curriculum to embed next year. There is now a 50/50% split between Christianity and other world faiths.

The chair of FOS (Stoke Gabriel) attend the parish council meeting to represent school. Community is a key part of school life and school values the links.

T9.19

### **Dates of Future Meetings**

Thursdays work well. (Not the last Thurs in each month.) Date TBC.