

## Newton & Teign Local Board

Minutes: Wednesday 18<sup>th</sup> December 2019

**Present:** Lynda Cooper (Chair)  
Ewa Ziubryniewicz  
Olivia Gentile  
Vic Pooler

### Welcome and Apologies for Absence

Apologies from Jo Carter, Kelly Yeo, Frances Swan

### Declaration of Business Interests

There were no declarations of business interest.

### 1. Minutes of the previous meeting

Minutes of 09/10//2019 were approved and signed by the Chair, Lynda Cooper.

### 2. Matters Arising

- Lynda to circulate minutes from Directors Standards and Curriculum meeting (18/09/19). Complete.
- Early Years data on website does not tally with figures given by staff in meeting; Alice to investigate and confirm. Still to follow up with Alice.
- Lynda to re-circulate training information; Ewa to confirm attendance at DAG conference. Complete. Ewa unable to attend conference.
- Lynda to forward guidelines/checklist for online review. Complete. Ewa and Lynda to undertake for Bearnese and Hennock respectively.

### 3. Procedural

#### .1 Safeguarding

**Bearnese:** No update from Ewa (Bearnese).

**Hennock:** one family is having a challenging time; TAF due after Christmas. Audit for Directors complete. 14x Behaviour Watch forms completed; safeguarding concerns log contains 8x entries for the same family. **CHALLENGE** How is this being monitored? All staff involved are aware. Log allows for capture of low-level concerns that may ultimately paint a bigger picture.

#### .2 SEN

**Bearnese:** Ewa confirmed that she is trained to Level 3 SEN online, this was funded by the MAT.

**Hennock:** Funding received for Yr 1 child following EHCP review (February 2019). Next EHCP review meeting to be scheduled for March. Becky Humphries has been in school to assess literacy difficulties for Yrs 4/5; 1x provision map in place (child likely to have additional needs, but diagnosis pending). **CHALLENGE** Is a diagnosis necessary for us to proceed? No, BH has recommended using relevant resources anyway; team being well-supported with this. There is also 1x child in reception receiving speech and language support weekly.

### 4. Strategic

**Bearnese:** Toddler group has now started. Around 5x families involved and interest is spreading by word of mouth. Bearnese has also had architect plans approved for a new classroom to be built into the playground.

**Hennock:** Lynda queried absence of a SOAP document for Hennock; Vic confirmed this existed and would circulate after meeting. **ACTION** Vic to circulate Hennock SOAP. Lynda

gave brief explanation of SOAP and Vic discussed the difficulties of interpreting data with small cohorts such as those at Hennock.

5. **Governance**

Further discussion of the need to recruit new governors. Vic and Olivia made suggestions of Hennock parents who could potentially be approached, and suggested attending the local 'soup and puds' session at the village hall for a local connection. Ewa suggested putting a notice in Newton Abbot Library, and in local doctors' surgeries. **ACTION** Lynda to check dates for 'soup and puds' and arrange a visit, if possible.

We need to consider cover for the next round of SATS (May 12<sup>th</sup> – 15<sup>th</sup>).

6. **Focused Visits**

Lynda noted that she isn't able to undertake school visits currently due to work commitments. Focused visits will likely take place in February/March. **ACTION** Lynda to agree dates with Vic and Alice.

7. **Dates of future meetings**

- Next meeting date: Wednesday 12<sup>th</sup> February, 4pm, Hennock

Meeting closed 5pm