



Minutes

Ruby Country Local Stakeholder Board

Date 22 September 2021

Meeting Ref: MLD 212201

Meeting Start: 17:00

Governors in Attendance							
Attendees	Initials	Attendees	Initials	Attendees	Initials	Attendees	Initials
Bridget Down	BD	Diedre Peterson	DP	Adam Hill	AH	Ian MacQueen	IM
Jo Luxford	JL	Davina Dimmock-Wright	DDW	Jane Colbourne	JCo	Gemma Boyson	GB

Also in Attendance			Apologies		
Attendees	Initials		Attendees	Initials	
Karen Yorke-Dunne	KYD	New Clerk	Janine Cook	JC	
			Julia Capell	JCa	

1. Welcome and Introductions

BD welcomed all to meeting, introductions made.

2. Attendance and Apologies

Apologies Jca and JC.

3. Declarations of Interest

Reminder issued, none declared

4. Minutes of last meeting

Minutes of meeting 9th June 2021 agreed and signed

5. Outstanding actions

Recruitment and Leads: Recruitment drive to undertake (4 vacancies).

Current leads: Resources (now with H&S) - IM; Safeguarding and Foundation - BD; QEC – JL confirmed; SEND - JCa

Governor links for schools - JCo - Northlew (NIW) & Boasley Cross (BC); IM - Lydford (LD) & Bridestowe (BW); BD - Highampton (HH) & Exbourne (EX) (all asked to consider taking this role – with caveat that a link governor should ideally not have a child at the schools they link with.

6. Principals reports

Governor Hub - Still issues with some emails and access, but all reminded to look in the Hub and read documents prior to meetings.

Cross-Hub:: Three staff tested positive for Covid since the report was written, and same at BW, causing significant issues.

Are we legal on ratios? Mostly. There are a couple of children with EHCPs where we are not fully compliant, but we are meeting all basic needs.

HH / EX:

Transition good. Children have settled well and there is now permanent staff for Class 2. The development of outdoor space and sacred space is underway.

Noted the amount of support from Hub Principals and beyond has been invaluable.

School has well above national average levels of SEND and vulnerability.

You have new and newly qualified (and therefore relatively inexperienced) staff, also a new curriculum. How are staff settling in to their roles, and the new curriculum?

There has been lots of change but staff are running with the new base curriculum, and tailoring it to meet individual needs.

You have no mealtime assistants at HH? HH has less staff than last year, despite an increased roll. This is not sustainable. An advert was placed internally, but no applicants by the deadline so have asked for a further two weeks.

Have new children with very high needs but no EHCP so there is no funding or staff.

Curriculum work is all being done collaboratively, with principals working as a team.

BD noted this collaborative work has been glimpsed in action.

SEND money for HH seems very low at just £500, especially compared to EX at £19K is that right? Most children with EHCPs have now moved on from HH where we now have high numbers with significant needs, but no EHCP to draw down any money, unlike EX.

How is the Covid action plan going? The plan has been rag-rated which gives an immediate picture. All has been flagged with the central team and is being treated as a high priority.

AH noted that being now in a position to reflect on time at EX, there is no other school in the MAT with such significant levels of high needs.

You have an inexperienced KS1 teacher. How can we ensure she gets to see and experience good practice? This is all in place, with other teachers as well.

LD & BW: Very positive start to the new year. Everyone happy to be back at school, children ready to learn. The atmosphere is happy despite difficulties with staff sickness, everyone dedicated to doing their best.

LD – Both TAs off sick which is challenging but moving staff between schools to ensure that PPA is in place for teachers and EHCP plans are supported. Staff must be commended for continuing to cover. Everyone is safe, which is the priority.

Are all absences due to Covid? 1 X staff tested positive; 2 X staff with negative PCR but exhibiting all covid symptoms; 1 long term unrelated to covid.

BW hosted a Summer Holiday & Food Club – how did that go? Government funded, run for FSM children to replace hamper scheme. Around 40 children signed up in total, around 20 attending each day (none from BW). Ocr sports activities through the day, and a freshly prepared lunch.

Your data figures seem really high, especially KS1 data. Is there any reason for that?

With a small school and a cohort of 10, a strong cohort really flexes numbers up. Our remote provision through covid was very strong and we had very good parental engagement, so the continuity of learning remained constant. We also benefit from having Reception separate from Yrs 1 & 2, which has a curriculum benefit which is more difficult in smaller schools. Have an excellent teacher and Tas at KS1 as well.

Governors noted a lack of information in Principals reports, around Community engagement and SIAMs, and in some reports, data was not included. All were asked to ensure inclusion in future reports.

ACTION: Principals include work with communities, data and SIAMs update in all future reports.

7. Safeguarding

Risk: Summer works at EX took place, but there is a huge risk around safety and sit security, with an additional H&S risk following removal of play equipment. DP has flagged the issue with Estates H&S, Safeguarding and Executive teams.

Noted that most schools in the hub have security issues to greater or lesser extent, although EX poses the largest risk.

Wall at BW – architect plans now resubmitted to comply with building regulations. Hoping work will take place during half term; staff in adjacent classrooms have offered to move if necessary and contingency classroom plans are being put in place in the event of work overrunning.

EX – Behaviour and safeguarding are being given highest priority. The school doing lots of work to engage with families, and extensive support is now in place from the Hub and the Trust teams.

BW – Peer-on-peer abuse issue is being dealt with effectively. The incident took place at previous school who did not inform us on transition; AH has had conversation with the school who acknowledged the record existed. Battle over support referrals, turned away by MASH and CAHMs but should be starting s.a. therapy soon. Police still involved but in the background with no action. The child has access to regular 1:1 sessions with the opportunity to talk. Further autism diagnosis were also underway and we have been able to push these on.

SCRs: JH working with schools to ensure that governor information is up to date. Records now very nearly complete.

Has every governor confirmed they have read the updated KCSiE ? All have confirmed and updated their records.

ACTION: BD to message DM direct regarding risk at EX.

8. Assessment outcomes

Issues discussed at Item 6

9. DMAT update

All noted the CEO report for September.

Those attending the Governor get-together on 25th will also receive a further update.

10. Governor Housekeeping

Declarations: All up to date (exception 2 X governors yet to access Hub)

DBS: All Trustees and Governors will be signed up to the automatic update system which renews a DBS check every 3 years.

Educare: Suite of 5 mandatory safeguarding modules have been identified in Educare. All governors should have received an updated log-in request from Tes. Asked to complete modules as soon as possible; will be reported at next meeting

Recruitment: Vacancies = 1 X Parent; 1 X Foundation; 1 X Staff (non teaching); 1 X Co-opted BD in conversation regarding Foundation governor.

ACTION: ALL complete mandatory training modules in Educare

11. Ofsted

Lots of work underway, with Website and SCR compliance taking priority.

All school websites are being rebuilt, and gradually going live. Compliance issues are being resolved along the way. (Noted one issue at NLW).

12. SIAMs

It has been confirmed there will be no inspection in this academic year. Training is to be made available to all CE Leads.

13. Funding

SEND / PP funding discussed at Item 6

Sports premium - £16K plus % per school numbers, so small schools really benefit. However, funding ringfenced with strict criteria so creativity required. Spending plans are being developed and must be published. Current areas identified:

EX playground equipment and markings; LD/BW swimming lessons, re-starting opportunities for competitive sport.

14. Policies

School versions of Child Protection & Safeguarding Policy; **Approved subject to Trustee approval of overarching MAT policy. Prop: BD, Sec: JL carried unan.**

Hub policies carrying individual school details:

Spiritual Development

Religious Education

Remote Learning

Equality

Behaviour

MAT Policy with local details:

Charging & Remissions (**approved subject to Trustee approval of overarching MAT Policy**)

All approved. Prop: BD, Sec: JL, carried unan.

15. Ethos

Covered in Item 6

16. Training

Reminder of Governor meeting 25th September

Reminder to all to update Gov Hub training record after completing / attending training

17. School events

None noted

18. Governor activity

Reminder to update clerk where appropriate

20. Next meeting

Wednesday 10th November

Meeting closed: 18:42

Decisions from 22 September

Item 14: Policies approved (some subject to Trustee approval of overarching MAT policies)

Action Table from 22 September 2021

No.	Lead	Action	Deadline
6	Principals	Include work with communities and SIAMs update in future reports	November
7	BD	Message DM regarding safety issue at EX	Immediate
10	ALL	Complete mandatory training modules in Educare	End October

Trustee Summary from 22 September 2021

Achievements

Good attendance
Excellent KS1 data LD / BW

Concerns

Staff recruitment at HH

Risks (Categories: Safeguarding; Education quality; Admissions; Covid recovery; Sustainability)

Education quality: Staffing levels (due to illness) to ensure all needs and EHCP needs covered.

Safeguarding: High: Site security and H&S at EX, **Medium:** site security at all hub schools

Signature of Chair:

Date: