



BOARD:	Ruby Country Local Stakeholder Board		
TRUST:	Dartmoor Multi Academy Trust		
DATE:	20 th September 2022		
TIME:	18:00 – 19:30		
VENUE:	Remote Via Teams		
PRESENT:	J Guy - Chair (JG)	J Luxford - Principal (JL)	A Bunning - Principal (AB)
ATTENDING:	E Murphy (GP/EM), J Hooper (JH), M Greener (MG)		

Actions: RED Questions Raised: BLUE Points Agreed: GREEN
School Key: Bradford-BD; Bridgerule-BG; Black Torrington-BT

ITEM:	
1.	Welcome and Apologies: Those present were welcomed by the Chair to the meeting.
2.	Procedural Items 2.1 Apologies for absence No apologies received. 2.2 Confirmation of quorum There were not enough governors in attendance to make this meeting quorate. 2.3 Declarations of interest None declared.
3.	Minutes: Committee to ratify/approve minutes from previous meeting of Ruby Country 21st June 2022 Minutes were approved from 21st June 2022.



4.	<p>Matters arising: Update on action points/matters raised from 21st June 2022</p> <table border="1"> <thead> <tr> <th>Agenda Item</th> <th>Action</th> <th>Actionee</th> <th>Status</th> </tr> </thead> <tbody> <tr> <td>9.1</td> <td>Read LSB Report and flag any comments / questions to MG / JH</td> <td>ALL</td> <td></td> </tr> <tr> <td>10.2</td> <td>All consider ways to engage with recruitment of governors – attend summer events and initiate conversations</td> <td>All</td> <td>Ongoing</td> </tr> <tr> <td>10.3</td> <td>JG have conversation with MG re: Chair</td> <td>JG / MG</td> <td>Complete</td> </tr> </tbody> </table> <p><i>Action Log Update:</i></p> <p>9.1 Completed 10.2 Ongoing 10.3 Completed</p>			Agenda Item	Action	Actionee	Status	9.1	Read LSB Report and flag any comments / questions to MG / JH	ALL		10.2	All consider ways to engage with recruitment of governors – attend summer events and initiate conversations	All	Ongoing	10.3	JG have conversation with MG re: Chair	JG / MG	Complete
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5.	<p>Matter brought forward at the direct of the Chair Nothing brought forward.</p>
6.	<p>School Improvement</p> <p>6.1 – Achievements</p> <p>SATS results for all schools in Ruby Country hub have not been posted at the decision of the Government due to the impact of Covid. The results on the website are still from 2019 as these were the last results that were considered a true reflection.</p> <p>BG have used the data from achievements the children have made to support an AIP (academy Improvement Plan). There is also a meeting being held at BG to discuss the key performance indicators.</p> <p>Q: What are the areas of focus for the AIP?</p> <p>The areas of focus for the AIP are the FSU, Provision of Environment and Coherence of EYFS, staff deployment, SIAMS church inspection, and Inclusion charter and Behaviour principles. This supports the development of greater depth learning and base curriculum.</p> <p>BG have a SIAMS interim inspection coming up.</p> <p>Q: How are you using the covid catch-up money?</p> <p>It was noted BG had a focus on reading which has been successful however, it was recognised in previous meetings to be a cause for concern.</p> <p>There was acknowledgement that it was a worry in 2019 and reading results were not as good as others however, there remains a reading focus and reading action plans. BG have reading included in aspects of curriculum, book committees and a borrowing library to support children to achieve a higher level.</p> <p>Q: Now maths is the focus, are you going to continue with the reading focus?</p>



If you have embedded and made the focus normal for reading, so now the monetary focus can go onto maths because you know reading is continuing.

BG felt year 2 pupils, especially in SATS, required more support so the school would like to provide early support around Maths particularly vulnerable and SEND individuals. It was explained writing was an area which struggled most during the pandemic and is reflected across BG.

There was a discussion regarding the MAT having a focus on reading and writing and planning around English which will be supportive to the schools.

BG will still concentrate on reading and writing whilst Maths becomes the main focus.

It was noted that all school feels it is important to know where the gaps are in learning and ensuring what is done has a positive impact on the children.

Q: Do BD and BT have the same reading structure as BG?

All schools in Ruby Country have been working together but it was recognised BT and BD are at slightly different places in terms of reading.

The focus is around Maths and doing a forensic analysis of where gaps in learning are and what can be done to fill these gaps. BD and BT have invested in a new intervention programme, especially for SEND and vulnerable children to help at the beginning of learning Maths. Reading and writing is a Trust wide focus due to the impact of children not writing in year 2 and 3 because of covid. Children across all three schools are finding this difficult.

BT have had their KPI visit as they have not yet had the Ofsted inspection. The AIP draft was discussed the visit. This will be shared with governors once approved.

Q: How are you feeling about BT being Ofsted ready?

It is felt BT is more prepared for the inspection and there is confidence in what is happening within the school.

There is a plan for JG to visit BT to see how the new classroom is set out.

It was believed to be a good opportunity to attend the school and gather stakeholder voice from students and parents around how the new classrooms are going and their individual views of effectiveness to get objective feedback.

6.2 - Plans

Q: How has transition gone for children? Either from FSU to reception or KS1 to KS2.

It was explained it had been positive for the children and families at BG.

For EYFS, there had been site visits through summer term. Apart from one child, they were all part of the school already so transition for them was very easy. KS2 to KS3 have been between 3 secondary schools. Settings have been able to offer students school visits this year which haven't taken place previously due to covid so feedback from children and parents have been positive. There has also been enhanced visits for some children.

There was a discussion around children joining BG from a mixture of within the MAT and outside and it was said all have settled in very well. It is expected for more students to enrol due to moving into the area. Some secondaries offered a one week visit for year 6 groups going into year 7 for some of the pupils.

Q: Can you explain the HAF event for the BG?

BG organised a HAF (Holiday Action for Families) for vulnerable children within the school using grant funding. Invites were sent out before the summer holidays and transport was provided. Numbers had not been as big as first thought but vulnerable families were represented, and BG wanted to



ensure children had access to this event. The focus was healthy eating where healthy snacks were provided and the children were involved in putting their snacks together. Holsworthy were providing lunch and Opera carried out the activities.

Q: If this is offered again next year, do you think more families will be willing to attend?

The feedback from children and families were positive so this should improve numbers for next year. Some young people may have felt nervous as it was different to going to school as their friends may not have been there. It was observed in hindsight, invitations were late going out and families could have been told with more notice and provided with more information.

Q: Has BG got a display board where information and pictures can be put up, so it is more accessible for parents?

Once the event has been organised, times can be advertised and targeted by using a display board. It was also discussed about opening the event to Holsworthy Primary School but there was a concern regarding limited numbers, but it was not the case this time. It was agreed to share information in a newsletter.

Q: How did the schools work together?

It was good to have the 3 schools coming together to work, collaborate and share practices working within the MAT. BD had a comment from a member of staff to Ofsted saying, although they are working within a small school, they feel part of a big team. There is distance between the schools, but they are building a team across Ruby Country hub and are becoming part of the Trust. JL commented she has been told BT and BD can feel lonely as a principal, but this has not been her case as she feels she has been supported by the MAT.

It can be underestimated how much the settings do together. Although covid made challenges, they invested to do things together as schools. Principals are in regular contact and trying to bring the children across Ruby Country together.

This was acknowledged and congratulations passed to both principals on the work they are doing and bringing the schools together.

6.3 - Compliance

JG started by saying 2 out of 3 schools within Ruby Country have had Ofsted visits and asked if BGs report has come out?

BGs report came out around June 2022. Congratulations were passed to both AB and JL on their reports and hard work.

A comment was about that BD and BT are both low in numbers which has been the case for a long time.

Q: Are FSU and baby groups within the school working and is there anything else that can be done?

Both schools are open to any support anyone can give as it is very important. Having advertising online in particular would be beneficial. There are baby groups with regulars who come every week, FSU have just signed up one child, and is open full time so this should hopefully have an impact. Making sure the BT and BD welcoming and to increase the presence of the schools within communities are the two areas of focus.

FSU in BG needs to expand to make it more viable financially especially for 2-year-old ratio as it becomes difficult to manage costs. BG does not have a Facebook page for advertising, but the community is bigger, so the school is able to reach out.



Q: Does the physical space at BG allow for increasing capacity for FSU?

It had been discussed with the Trust a while ago. Year 6 have been moved into the mezzanine as they are the smaller year group but next year, there will be 20 children which means there may not be capacity due to limited space. It's felt at BG the small space would not allow children to learn comfortably.

Q: Is it would be possible to expand mezzanine itself?

This has been discussed previously but it would not be considered financially viable due to the expansion needing to go over the school roof. Previous conversations have also been had about having huts to create a year 6 classroom. This would need to be planned now if it was to become a reality for next September. AB will be contacting Trust leaders again to prompt discussions of expansion.

BG has a Health and Safety Audit coming up soon and expressed concerns regarding the speed of traffic driving past the school. AB has met with local councillors to discuss the traffic issue and the risks and has been asked if she could do some research into flashing lights and having a 20mph speed limit to minimise the risks. AB informed the board she is on traffic duty during the morning and afternoon. The local council has a meeting next week as finances may not be there to source the speed control measures. AB feels this is becoming very dangerous especially with small children at BG.

JG asked this could be passed onto Trustee's within the MAT to enquire if there are funds to help with speed control.

ACTION: GP to communicate with trustees to enquire about funds for speed control at BG

There may be some funds within the local council at BG, but investigation into the actual cost will need to be done.

JL mentioned solar powered flashing lights which may be an option.

Q: Are there were any risks identified at BD and BT?

The main risks within the schools are the number of pupils as there are only 15 children in each school.

6.4 – Culture

Staffing remains consistent at BG although a member of staff has retired and another going on maternity leave. A part time teacher has been brought in to cover part of the maternity leave.

Q: Have BG had a parent's evenings or forums and how did it go?

Parents had been in school last term which was combined with a social event. Combining the upcoming Macmillan Coffee Morning with a parent forum should be a positive experience. Behaviour principals and attendance will be discussed as parents would need to be informed sooner rather than later about the Government's stance on attendance and the impact on parents. The parent forum starts at 10:30am and the coffee morning starts at 11am.

Q: Are there Mental Health Meetings held at BG?

It was explained meetings are open for all children across the school, but some children are invited if the school feels it would be beneficial to that individual. The meetings are often based around craft or building things to allow the children to talk whilst they are doing an activity they enjoy.



	<p>Q: Are there any wellness programmes for staff? BG has a workload and wellbeing action plan for staff. Part of this is around regular social events that were attempted monthly but were stopped due to covid however, the school is keen to start up again this term. It had been noticed that staff are keen for this to start up again as it creates a good atmosphere. The board were notified that staff are aware of mental health services that the MAT has invested in should they need it.</p> <p>Q: What are BT and BD doing around mental health? BD and BT stakeholder are having a staff meeting to organise some dates for parent forums and coffee mornings. Once dates are set, the board will be notified. Regarding mental health, the schools are currently behind with mental health due to not having a trained individual at BD or BT however, JL may be taking on this role. Due to having a small number of pupils, the staff have relationships with individuals who have vulnerability and are able to support them accordingly. JL acknowledged AB has been very supportive in this area by offering age-appropriate texts such as story books and picture books for children to look at and have a conversation around the issue. At BD and BT, this is done in an individualised way rather than an event children can come and attend, and it is thought the schools are offering a similar level of provision for the children as BG. However, it was mentioned the school would like staff to train in mental health. The Trust has put things in place for staff mental health by asking individuals to not send out emails during the weekend or evenings which is believed to be positive. There have been some social things at the end of the academic year which came from the staff to build relationships between BT and BD. There have been discussions around plans for the Christmas period.</p>
7.	<p>Community</p> <p>7.1 – Potential activities/events/plans for engagement and outcomes Please see 6.4 for information for stakeholder voice opportunities.</p> <p>Q: Are schools welcoming parents back in to help with things such as reading or school trips. At BG there are 2 or 3 parents currently awaiting DBS checks and Safeguarding training. During the pandemic, parents were stopped coming into the building, and since then children are finding drop off a more positive experience. Listening to pupil voice and their lived experience in the school is very important.</p> <p>BD and BT have benefited from not having the parents back into school at drop off time as it means the children are more settled, focused, and happy. There have been some events where parents come into the building which they enjoyed so the school is going to continue that this year. BT are trying to become more visible in community and to the church by doing activities such as cooking pudding for the village church group, so the school is meeting the community.</p> <p>7.2 Community Leads update Currently, Ruby Country does not have a Community Lead.</p>
8.	<p>Inclusion and Social Justice</p> <p>8.1 – SEND SEND information can be found within the principal reports.</p>



	<p>There is a new a new system in place at BG for recording the plans for children and provisions for individuals with SEND. AB is having a meeting with the Trust Champion of SEND to discuss regular CPD for all staff around children with SEND.</p> <p style="text-align: right;">ACTION: Principals to send GP SEND reports.</p> <p>SEND reports can be found on school websites.</p> <p>Q: Is there a report for Sports Premium? This is being updated across all 3 schools from last year. An interim report was done in April/May and there will be new ones written however, they have not yet had a budget or funding.</p> <p>8.2 – Engagement Please see item 6</p> <p>8.3 – Interventions and Outcomes Please see item 6</p>
9.	<p>Safeguarding</p> <p>9.1 – Safeguarding Summary, DSL report, Lead Governor Report BT and BD had annual Safeguarding training during the inset day at the beginning on term with all staff. The response was very positive when staff were asked to keep up to date with their training. They have also been asked to provide evidence of their training. There was a discussion around some challenging circumstances some families may face with the current cost of living and staff were open to the face they need to be aware some children may become vulnerable for a variety of reasons.</p> <p>9.2 – Safeguarding Lead update Currently, there is not a Safeguarding Lead for Ruby Country.</p>
10.	<p>Trust Update</p> <p>10.1 - LSB Report LSB report was noted.</p> <p>10.2 - Chairs Update It was advised the meeting was held on 15th September 2022.</p> <p>It was stated the role of Stakeholder Champion was discussed during the Chairs meeting. A Trust Governance Professional has taken on this role. In the first instance, they will be working with secondaries and then once established, they will work with the primaries. This role will include coordinating what is happening around stakeholder voice, mapping some trends, and looking at where the Trust can improve. They will also look at removing communication barriers but as time progresses the role will develop. Governors were encouraged to involve the Stakeholder Champion in any element or events.</p> <p>10.3 – Weekly Governance Update Uploaded to Governorhub.</p> <p>10.4 - Feedback for Trustees (Achievements / Risks / Concerns)</p>



	Please see item 6.3
11.	<p>Housekeeping</p> <p>11.1 – Refresh declarations of interest, reading updated KCSiE, School Safeguarding Policy, Code of Conduct and Register of Business Interest. Ruby Country is up to date.</p> <p>11.2 – Lead Roles It was discussed between all that there should be a real focus on recruitment for school governors and staff governors. Currently not enough governors on board to fill lead roles.</p> <p>11.3 School Visits JG confirmed she is arranging school visits with principals.</p> <p>11.4 – Review LSB Terms of Reference Terms of Reference Noted.</p> <p>11.5 – Governor vacancies and recruitment Please see 11.2</p> <p style="text-align: right;">ACTION: JH to circulate document for recruitment.</p>
12.	<p>Policies for Approval</p> <p>12.1 – SEND Policy ratified by CHAIRS ACTION</p>
13.	<p>Training</p> <p>13.1 – Safeguarding Inset day/ refresh by Educare module. Training completed.</p> <p>13.2 – Training dates upcoming The first Tuesday of every month, there will be a Governors Guidance meeting which provides opportunity to governors to seek support before or after an LSB meeting.</p>
14.	<p>School Events and impact of Governor activity Please see item 6</p>
15.	<p>Date of Next Meeting Dates have been uploaded on to Governorhub calendar. The next Ruby Country LSB meeting will be held on 8th November 2022.</p>
	The meeting ended at: 19:26

Action Log from 20th September 2022 Ruby Country LSB



Agenda Item	Action	Actionee	Status
6.3	GP to communicate with trustees to enquire about funds for speed control at BG	GP	
8.1	Principals to send GP SEND reports to put onto Governorhub	JL/AB/GP	
11.5	JH to circulate document for recruitment.	JH	