

Link Academy
Local Board meeting
Raleigh Hub – Otterton & Drakes School.

Meeting Part I Minutes							
Date & Time		18/5/21 14.00		Location		meeting via Teams	
Governors Present		Initials				Governors Present	
Prof. Louise Jacques		LJ		Foundation Governor		Anthony Alexander	
Mr P Halford		PH		Headteacher		Christine Channon	
Corinna Tigg		CT		Foundation Governor			

Apologies	Initials	Reason for Absence (Category of Governor)
Robin Scott	RS	Conflicting commitments
Claire Appleby	CA	Conflicting commitments
Rev'd M Jacques	MJ	Presiding at a funeral

Absent without Apology	Initials	Category of Governor

In Attendance	Initials	Capacity
F Mills	FM	Clerk

Minutes to
All Governors

Ref	The meeting opened in prayer Action or Decision	Action Owner & deadline
1	Apologies as detailed above:	
2	Pecuniary interests register: No pecuniary interests in items on the agenda were registered	
3	Minutes from last meeting: It was agreed that the minutes of the meeting held on the 23.2.21 were an accurate record & were signed accordingly.	

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Signed

Dated.....

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4	<p>Head teachers report: CC commended PH on the way the school, teachers & children have coped with the last lockdown. PH reported that many pastoral care activities have taken place to support both children & parents and that the many online classes have helped to stay connected. Hardship cases have been supported through the B/S COVID support fund and technology has been provided when appropriate.</p> <p>Safeguarding incident – logged & resolved. Follow up action has been taken but no further action necessary. Behavioural issues also logged but no further actions necessary.</p> <p>Safeguarding – teams good for children to stay connected. House rules in place to ensure privacy for teaching staff. Feedback has enabled additional one to one session if a child is struggling.</p> <p>PH reported that the workload for teachers has been greater & different from previous lockdowns with more children in school whilst others remain dependant on online offering. Lessons learned from these adaptations will inform future planning to ensure that beneficial ways of working are not lost.</p> <p>Several staff changes across the 2 schools which are detailed in the HTs report.</p> <p>‘Kick start’ funded personnel currently in place which supports teaching (6- month initiative so they will leave in July) also 2 PGCE students all working well.</p> <p>3-week period before Easter spent on resettling the children after lockdown & assessing progress and addressing concerns.</p> <p>Challenge: CC reminded the meeting of previous concerns regarding writing achievement in both schools and questioned progress now made. PH reported that it was hard to gauge progress whilst in lockdown but assessments have now taken place and action plans drawn up.</p> <p>Challenge: re Vocabulary project. - also difficult to assess but has been picked up now children are back in school</p> <p>Challenge: re progress seen in Maths: PH reported smooth and ongoing progress due to live lessons, engagement with children and follow up strategies. Feedback is recognised as vital in ensuring that support is specific and targeted towards areas of need.</p>	
5	<p>Recovery Curriculum – COVID Catch up fund paper give guidance.</p> <p>Education endowment fund gives guidance on use of pupil premium fund & methods to support recovery curriculum.</p> <p>Areas of guidance are:</p> <ol style="list-style-type: none"> 1. Teaching & strategy, transitional support, targeted approaches & interventions. 2. Supporting parents & carers. 3. Impact of interventions recorded to inform further curriculum planning. <p>PH reported that the use of Teams has been beneficial for children with SEN as technology provides additional support. These findings will inform future planning.</p> <p>Emotional recovery for all to be focus of next Governor visit.</p> <p>Teams can be used as teaching aid if a family/child has to isolate.</p> <p>Challenge re use of technology for those SEN children who prefer remote learning.</p> <p>PH reported that attendance is being monitored again to ensure children in school. For those children whose style of learning benefitted from the use of teams, class room learning will be adapted where possible to respond to the need.</p> <p>Technology has also enabled Parent’s evenings to happen via teams which has been vital in keeping in touch with parents and discussing concerns.</p> <p>Moving forward teams to play a large part of learning.</p> <p>Health & wellbeing has been emphasised throughout lockdown by prioritising outside activities for those in school and (Jo Wicks) type indoor workouts on line when appropriate.</p> <p>Challenge: Has the school noticed a change in the children's mental and physical health?</p> <p>Response: No but the staff have prioritised health and well- being activities since the return to school. There are more daily physical activities in the daily timetable.</p> <p>Praise from AA regarding use of technology</p>	
6	Ethos committee: Feedback next meeting.	MJ to feedback
7	<p>Sports & pupil premium money. Review of sports premium fund & pupil premium fund can be found on school website. Governors all encouraged to look at this. (£16k plus).</p> <p>PE specialist employed using sports money and specialist will evaluate impact. Specific sports skills included as well as general fitness.</p>	Govs to review website

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	PH reported that as children are now able to leave the school visits to the recreation ground for orienteering & allotment have already taken place and will continue as the weather improves. These visits improve social skills & confidence.	
8	Agree dates for next school visit 26th May 1 – 2.30. CC & CT – to attend via Teams.	Clerk to book
9	School Structure. From September 3 year olds will start in a Foundation Stage class in Otterton & the following year in Drakes. Age range in school from 3 – 11. PH has experience from last teaching position. This should enable the numbers to grow from the current under 50 position. Level 3 qualified person necessary to set up unit and current teaching commitment allows that. Challenge re use of apprentice to support new nursery provision. PH reported that due to skill set of current teaching staff this was not necessary but would be reviewed on an ongoing basis.	
10	Safeguarding update: Update PH shared latest Safeguarding Focus slides and a discussion ensued. PH Safeguarding lead for both schools. Deputy CA in Drakes or CT in Otterton. PH talked through (recognise, Reassure, Respond, Record/Report) slide. Contextual Safeguarding / Peer on Peer abuse also discussed. Challenge CT asked if the use of a bespoke safeguarding package which is available would be useful. It was thought not to be appropriate for small schools. AA confirmed that he has attended Level 3 safeguarding training.	
11	Parent Gov update - NTR	
12	OFSTED Visit Preparation. It was agreed that the Head, Chair & clerk would meet on Friday 21 st followed by a meeting for the full board later in the term.	PH, CT & FM

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