

The Link Academy Trust

Meeting of the Woodleigh Local Board - Wednesday 2nd December 2020

| Present | Apologies |
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| Jo Carter, Chair (JC) | None |
| Alice Moseley, Vice Chair (AM) | |
| Rachel Smaldon, Parent Governor (RS) | Declaration of Business Interests: None |
| Max Thomas, Parent Governor (MT) | |
| Elaine Clark, Safeguarding Governor (EC) | |
| Alex Waterman, Executive Academy Head (AW) | |
| Andy Keay, Academy Head (AK) | |
| Karen Fletcher, Staff Governor – Cheriton Bishop | |
| Kristina Wright, Staff Governor – Yeoford | |
| Andrew Lee, Staff Governor - Tedburn | |

| | | ACTION |
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| W29.20 | Minutes from previous meeting held on 21st October 2020 Minutes approved by JC. | : |
| W30.20 | <p>School Updates</p> <p>Tedburn St Mary – update from AK and AL</p> <p>Attendance: around 98%, which is better than usual for this time of year. A couple of children were off briefly but Covid tests returned negative so they were back in school very quickly.</p> <p>Children’s behaviour has been good and Tedburn have just had their Wellbeing Fortnight which went very well.</p> <p>Pupils have been trained in how to use Teams and the school is set up to switched to on-line learning if required.</p> <p>Awaiting December data drop to really show how the Covid gap has closed since September. However, book scrutiny has been done they look good with children stepping up with their learning so the gaps should be closing (especially Maths). Teaching has been good and the children have been engaged and have stamina.</p> <p>Quality First Teaching (QFT) has been in place. Pupil progress meetings/reports updated next week.</p> <p>Parent forum meeting held and well received. This was held on Teams and recorded which was then sent out to all parents. Change of time at the end of the day for different bubbles has helped so parents don’t have to hang around for too long for each child.</p> <p>The PTA (FOTSMS) have been active and are coming up with fund-raising ideas including raffling Mr Keay’s job for a day which at the time of writing had sold over 200 tickets!</p> <p>Staffing – one person was off for one day. New staff have settled in well.</p> <p>Cheriton Bishop – update from AW & KF</p> <p>Attendance: 95.8% including Covid absence of 1.33%</p> <p>Behaviour – some lively playtimes especially with the older boys. KF has been involved with PSHE tactics.</p> | <p>Action: Data focussed visit due in January</p> |

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| | <p>There have been some confirmed Covid cases which have meant long blocks of time taken off school but children have been provided with home learning materials.</p> <p>Teachers have been practising giving on-line lessons.</p> <p>QFT used to help catch up. Concern over SATs (Year 6) and the school is doing everything it can to fill the gaps.</p> <p>There are a number of anxious parents but no complaints.</p> <p>A “meet the teacher” session has been organised for parents to meet RL who will be covering GM’s maternity leave.</p> <p>Staffing – there have been a number of “Covid scares” which has meant back-filling staff. KF went to Yeoford to cover for SW (broken arm in school – JC asked if all procedures were followed – there is an HR process, risk assessment and return to work process in place which has been followed).</p> <p>AW approached a couple of parents to see if they could help out in TA roles – JC asked if DBS, 2x references and HR process had been followed, which it has.</p> <p>PTFA has been active in raising money including an online quiz night.</p> <p>Yeoford – update from AW and KW</p> <p>Attendance: 94.98% including Covid absence of 1.165%</p> <p>Older boys’ behaviour tends to be unsettled so VG put in an extra week of PSHE. There are some new Y5 and Y6 children that have needed some extra help with wellbeing and behaviour.</p> <p>Blended learning is going well. VG will be teaching from home for a couple of days as isolating.</p> <p>Teachers have been using White Rose maths and Oak Academy resources, although the Oak Academy resources are by year group so if a topic is covered in KS4 the resources are not usable for KS1 or KS2. It can also be quite “dry” but useful to have available.</p> <p>Remote assemblies are being held.</p> <p>QFT used to notice and react to gaps.</p> <p>No parental concerns</p> <p>Overall</p> <p>Catch-up funding – apparently some funding is available now and some will be in April. Trust Business Manager, MM will be writing a statement from the Link. It’s thought that this might be used on IT to expand blended learning.</p> <p>The schools are buzzing, creative and fun places and are working hard to close the Covid gaps using QFT. The teachers are “working their socks off”. “It is not easy for teachers to delivery blended learning.”</p> <p>The Local Board thanked the staff for their ongoing hard work and also thanked the new Staff Governor for joining the Local Board.</p> | <p>Action: JC to check with S&C</p> |
| <p>W31.20</p> | <p>Strategic Governance</p> <p>Tedburn – Curriculum & ASIP update</p> <p>The school has a creative curriculum and is moving back to the full curriculum.</p> <p>MFL – Spanish programme has good activities for the children.</p> <p>Art – each pupil now has their own art book for evidence-based learning.</p> | |

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| | <p>Music – the children are currently learning to play the ukulele. IT – how the children access Teams has been the focus but moving forward they will pick up more of the usual IT. All staff are in learning hubs. The 2 year rolling programme will be updated in Spring term to focus on gaps. Vocab – focus in Spring term starting with staff inset day. Eco school – no parent volunteers currently in school. Maths – Jurassic Maths hub – supply training using White Rose maths with a focus on mastery and problem solving. Forest schools have been taking place. Science – lessons held every week. SEND – additional support given where needed. Past Pupil Alumni – to help with year 5/6 workshops.</p> <p>Cheriton Bishop/Yeoford The two schools are working closely together. Mental health and wellbeing are a major part of ensuring the children are ready to learn. QFT is ongoing and embedded. Computing – staff have embraced this and are ready to go if faced with another lockdown. Broadband issues with both schools but staff work around this. Vocab – focus from January. SS has 4 days training with the Plymouth Oracy Project to assist with Early Years dialogue techniques. Curriculum Leads across the two schools are working well and have staff meeting and use of Inset days. Book scrutiny has been done. Curriculum development will start in the Spring term. Focus on subjects being Ofsted-ready using development and impact trackers – KW described how this has been used for a baking/nutrition day. MFL – Spanish and Makaton signing. KW and EM have developed “Communicate with Me” which has been well received and will be rolled out across the Link. Maths – Jurassic maths hub being used from January. Science – SS to investigate what has been missed during lockdown to get science back on track. SEND – focus on Yeoford.</p> | <p>Action – JC to keep checking broadband situation with S&C</p> |
| <p>W32.20</p> | <p>Staffing Tedburn – AL commented that there is a good rapport and everyone is rallying around each other and sharing the load. Yeoford – KW commented that the school is buzzing and that EM (who leads PSHE) has been helping the staff with their own PSHE. Having one bubble is helping share the load. Cheriton – KF commented on how there are a lot of children and that there is a different feel to Cheriton than Yeoford – there are 2 bubbles and this has an effect on the children but that they have adapted. Overall, the staff support each other and the schools.</p> | |
| <p>W33.20</p> | <p>Procedural Safeguarding</p> | |

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| <p>Safeguarding Audits completed by AW and AK with EC and JC. JC asked if there had been problem with signposting/external agencies not working together – AW and AK said that they would go to the Inclusion Hub (BH) if there were any issues. CB/Yeo – there have been safeguarding concerns which have been logged accordingly. There have also been 3 FoI requests which have been dealt with using proper procedures (legally checked, etc). These are family specific so no further detail for the Local Board. Tedburn – no current safeguarding concerns. Safeguarding training – all up to date. EC and JC attended Safeguarding Lead Governor training in November. JC also attended Safer Recruitment course. JC advised that the monthly safeguarding focus was now stored on the Local Board team on Teams/Sharepoint.</p> <p>SEND Tedburn - Support given where needed. Awaiting a couple of assessments but there is a waiting list. Yeoford – 2x EHCP submitted Cheriton – Support given where needed. Full SEND focussed visit to take place in Spring term.</p> <p>Governor Training JC advised all governors to check the emails with training details and book through Sue Howard if anyone interesting in attending any of the courses on offer. JC advised that the Team/Sharepoint Woodleigh Local Board hub now held various documents that might be of interest.</p> <p>Health & Safety Firedrills have been done. Invacuation will be practiced. Bomb Alert – info is being sent out to school with the procedures to follow.</p> <p>Sports Premium Grant – JC: Any money left over from being closed during the summer term due to Covid? JC (and the other hubs) raised this at S&C. Awaiting response from MM but if there is any money left, it will probably be spent on Ipads – discussion around how these can be used to help the children record PE/Dance, etc and also for teacher CPD to document PE lessons and provide evidence of good teaching, teacher training and sustainability.</p> <p>Communication with Parents – JC put an advert out for a Cheriton Parent Governor – no response. 1 parental complaint at Tedburn which was passed on to ND.</p> <p>Update on Pre-schools – no change at Tedburn. CB & Yeo have low numbers but this could be because parents do not want to send young children in at the moment and it is not possible to cross settings.</p> <p>Trustees Standards & Curriculum Committee – awaiting minutes.</p> | <p>Action: Full SEND focussed visit to take place in Spring term.</p> <p>Action: LB to check when invacuation training has been done and that bomb alert information has been received.</p> <p>Action: check with MM again through S&C.</p> |
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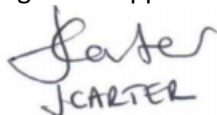
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| | Local Board Working Group – next meeting 3 rd Dec – JC to attend and report back. | |
| W34.20 | <p>Focussed visits Focussed visit notes to be saved centrally on the One-Drive to be accessed whenever required. A school visit each to be booked with a focus on the impact of teaching and learning. Local Board governors could also pick a subject to “deep dive” and talk the children and staff</p> <p>Annual cycle Next visits – Jan 2021</p> | Save notes to Local Board Woodleigh Hub on Teams |
| W35.20 | <p>Dates of Future Meetings – via Teams Wednesday 24th February 2021 Wednesday 19th May 2021 Wednesday 7th July 2021</p> <p>Dates for future school visits Suggestions for these would be sent out by email.</p> | |

Meeting closed at 6.20 pm

Next meeting:

Wednesday 24th February 2021 – via Teams

Signed as approved copy by Chair, Jo Carter



J. CARTER

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24th February 2021