

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

Meeting Part I Minutes							
Date & Time	20/10/20 4.00		Location	Rome meeting via Teams			
Governors Present	Initials			Governors Present	Initials		
Mrs C Channon	CC	Foundation	Joined at 4.30	Mrs C Tigg Chair	CT	Foundation Governor	
Mr P Halford	PH	Headteacher		Mr A Alexander	AKA	Foundation Governor	
Rev'd M Jacques	MJ	Incumbent		Robin Scott	RS	Staff Gov	
Prof. Louise Jacques	LJ	Foundation Governor		Claire Appleby	CA	Staff Governor	

Apologies	Initials	Reason for Absence (Category of Governor)
Parent Governor		Vacant position

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: There were no apologies.	
2	Declarations of pecuniary interest: No declarations of pecuniary interest in items on the agenda.	
3	Agree minutes: The minutes of the last meeting were agreed and signed by CT (the minutes of all meetings undertaken since joining the Academy were also confirmed as an accurate record of the content of the meetings.)	
4	Update on Return to School & review risk assessment. Risk Assessment - Updated since return in September: Currently 2 bubbles in each school which keeps the safety profile and adherence to COVID guidelines high. Drop off and collection times to be reviewed to ensure all children are in school for the maximum time available. Masks are being encouraged to be worn by staff and parents. Parents evenings have taken place with the appropriate risk assessment. This has built the trust/re-established relationships with the parents who have been able to witness safety measures in place. <b>Challenge: How is safety maintained with siblings in both bubbles?</b> Children in different bubbles dealt with appropriately and different rules may apply depending on level of risk in each bubble.	

Local Board Minutes dated

Signed .....

Dated.....

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<b>5</b>	<p><b>Head Teachers Report :</b></p> <p><b>Challenge</b> how much slippage in learning has been seen. Are some subjects/ages better than others?</p> <p>CA reports that - Reception and Y1 children impacted most, older children catching up well. Robust teacher assessments have taken place to assess gaps &amp; progress. Reassured that most children have retained information. Younger children have found it difficult as learning not secure before lockdown – extra time will be needed for them to catch up.</p> <p>Accelerated reader has worked well with quizzes taking place during lockdown.</p> <p>Assessments of children returning before the summer holidays have been undertaken for phonics and maths. Key maths objectives for each groups are used to focus on core learning skills. Target set for further assessments to take place to plan to ensure gaps are closed and that appropriate interventions are made.</p> <p><b>Attendance</b> good in Drakes &amp; improving in Otterton.</p> <p>New TA appointment as an apprentice at Drakes.</p> <p>Health &amp; wellbeing a focus to ensure confident return of children &amp; continuing wellbeing of staff.</p> <p><b>Challenge</b> What measures are in place to ensure the ongoing wellbeing of staff? Measures such as not marking in books or taking books home to be marked. Online training on non-pupil days rather than physical attendance.</p> <p>OFSTED inspections will return from January. All staff preparing for deep dive subject inspections.</p> <p><b>Challenge</b> have vulnerable children returned following lockdown as planned? All vulnerable children have returned and contacts which were made &amp; maintained during lockdown have helped to keep good relationships &amp; support in place.</p> <p>It was reported that The Link &amp; HT have provided excellent support during this challenging period which has reduced stress for all teaching staff.</p>	
<b>6</b>	<p><b>School Improvement Plan.</b></p> <p>Teachers are giving each child an experience which is deaffented by needs and individuality this is referred to as <b>Quality First teaching</b>.</p> <p>Broad and balanced curriculum including physical activity. Subject leaders aware of recovery needs.</p> <p><b>Vocabulary project.</b> Following course with Babcock enthusiasm in vocabulary ignited. Recognised that young children increasingly arrive at school with limited vocabulary. Activities have been ongoing to assess need and to focus appropriate improvement. ***</p> <p><b>Challenge</b> Is there a plan to involve parents in this programme to ensure use of vocabulary is encouraged at home as well? Recognition that engagement with parents essential</p> <p>Blended learning – plans in place to use Teams to enhance remote learning and to enhance learning in the classroom.</p> <p><b>Challenge:</b> How are vulnerable children being supported to have access to laptops and internet? DFE will provide laptops through schools. Internet access continues to be an issue.</p> <p>Maths re-training for Claire Appleby &amp; Catherine Tribble.</p> <p><b>Interventions:</b> Knowledge of children has enabled teachers to identify needs. Needs &amp; interventions are being recorded more efficiently which enables external help to be accessed in a timely manner. Moving forward assessments will be very rigorous to ensure efficient use of interventions.</p> <p><b>Challenge:</b> Has the school been able to enrich the curriculum under the current COVID restraints? Planned enhancement of the curriculum before the lockdown has enabled staff to ensure the current provision is as exciting &amp; challenging for the children as possible. Thoughtful planning and tweaking of original plans has ensured children are not missing out. Going forward smart planning of the curriculum &amp; thoughtful planning for trips for curriculum enrichment will present a well balanced experience.</p> <p>CT Reports that feedback on school of Facebook page is very positive.</p> <p><b>Challenge:</b> How is music being used in school to enhance the experience in school: Singing practice continues with enthusiastic &amp; joyful singing outside whilst the children maintain social distancing, the experience is therapeutic for all concerned.</p> <p>PH reports that the support from parents has been appreciated and AKA added thanks and congratulations on current achievements from the Governors.</p>	
<b>7</b>	<p><b>Vision &amp; Values:</b> the Christian ethos is being maintained through school values. Linked through Mustard seed parable. Refreshed from the hands &amp; feet of God. Ethos committee continues to</p>	

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	meet and the aim to work with teachers and the school to embed the values in all aspects.	
<b>8</b>	<b>Agree methodology for visits:</b> Expectation that visits should take place – important to ensure that teachers are not bombarded. Need for coordinated approach using remote platforms, PH & CT to put schedule in place for next half term.	All gobs to attend visits
<b>9</b>	<b>Review website for PE &amp; Pupil Premium.</b> CT confirms that website is up to date.	
<b>10</b>	<b>Annual Safeguarding Training Level 2 20/10/20</b> Peter Halford led the training Training was undertaken by Corinna Tigg, Tony Alexander, Louise Jacques, Martin Jacques, Tony Alexander, Christine Channon & Fran Mills.	
	Close 16.47	

Draft