

East Devon Local Advisory Committee (LAC)



Minutes							
Date & Time	1st October 2024		Location	Otterton C of E Primary School			
Members Present	Initials			Also Present	Initials		
Corrina Tigg	CT	Chair		Charlotte Roe	HR	Governance professional	On line
Claire Lister	CL	Parent Gov	On line				
Rob Williams	RW	Parent Gov					
Martin Jacques	MJ	Foundation Gov					
Louise Jacques	LJ	Foundation Gov					
Anne Pelosi	AP	Academy Head					
Tom Paddon	TP	Academy Head	On line				

Apologies	Initials	Reason for Absence	Absent without Apology	Initials	
Claire Appleby	CA	Work commitments	Kayleigh Loraines	KL	
Peter Halford	PH	Work committmnets			

In Attendance	Initials	Capacity	Minutes to
F Mills	FM	Clerk	Councillors, website, notice board

Ref item	Main meeting agenda item, comment & decision	Action Owner & deadline
1.	Welcome and apologies as above. As above.	Chair
2.	Declarations of interest. There were no declarations of interest.	Chair
3.	Election of Chair: Corinna Tigg offered herself as Chair to the LAC. Preposed by LJ Seconded by Unanimously agreed. CP Election of Vice Chair: Martin Jacques offered himself as Vice Chair. Preposed by CT Seconded by CL Unanimously agreed. Thank you to both for standing.	
4.	Approval of meeting minutes from 2th July 2024. The minutes were agreed. Clerk to send to Sue Howard for uploading.	Action Clerk
5.	Matters arising from 2th July 2024 (not on the agenda)	Chair
6.	Clerk Update: Where there is nothing to record the acronym (NTR) will be used. 5.1 Appointments/nominations: FM explained that 3 new schools are in the process of joining the East Devon Local Advisory Committee (EDLAC) namely. Broadhembury & Branscombe & Farway (join as one) & Woodbury Salterton.. All school are seeking parent Governors who will hopefully join our next meeting. All meetings will be chaired by CT with AP being the resident head but other heads will be invited & welcome to join if they so wish. 5.2 Training – Exeter Diocese are offering training for all Church of England School which is highly recommended to all East Devon Committee members. Details of training as follows: Please advise Clerk if you would like to attend on line training. Training with Christina Mabin, Senior Diocesan Education Adviser – Governance, School Admissions and School Organisation, has been secured	

Meeting of the Otterton Parish Council minutes

Signed

Dated.....

East Devon Local Advisory Committee (LAC)



	<p>for 12th November 2024 at 7 pm - 8 pm. The training will be delivered online via Zoom. The training is around Christian Distinctiveness in our CofE schools and SIAMS.</p> <p>Governors reminded they must complete L2 Safeguarding (Please send certificates to the Clerk or sign to sheet to confirm attendance at one of the online training sessions). On line training available with Alex Waterhouse & Gemma Martin. Next training 3rd October 2.00 or 7.00. Email Alex Waterman for sign up details.</p> <p>5.3 Clerk to Local Board Committee to update the governors on any local or national issues. NTR</p>	
7.	<p>Terms of Reference: Terms of reference unanimously agreed as circulated.</p>	
8.	<p>Agenda items 8. 9.12 were all discussed as part of the feedback from school visits. Standards and Curriculum Committee Focus: Analysis and evaluation of pupil outcomes and targets for the year (Visit Note Autumn 1 attached)</p> <p>Feedback from each school visit is attached. A discussion took place where it was acknowledged that due to the low pupil numbers in Otterton & Drakes & the high proportion of children with SEND in all 3 schools the summary of outcomes is skewed with individual performance masked.</p> <p>Risk assessments in all school are predominately concerned with low pupil numbers. In Otterton & Drakes these are mitigated by pre-school & afterschool care. Littleham also has a pre-school which takes from 2, as well as breakfast club.</p>	
9.	<p>Standards and Curriculum Committee Focus: Academy Improvement Planning/CPD Plan Feedback from governors on their focus visits. Visit notes attached.</p>	
10.	<p>Standards and Curriculum Committee Focus: British Values and preparing for life in modern Britain. This continues to be a challenge in small rural schools but the planned partnership with a Bristol school is moving forward and plans are in place to visit. LJ sought details of the objectives of such a visit but it is early days and detailed plans are not yet available.</p> <p>TP reported that Littleham currently has no link with another school re life in Modern Britain but keen!</p>	
11.	<p>Feedback from Ethos Committees and Community Groups.</p> <p>Rev'd Martin Jacques detailed his visit to Otterton School and the enthusiasm of the children to be part of the Ethos Committee. A Harvest Service is to take place in both East Budleigh & Otterton churches for Harvest and families have been invited to come along.</p>	

	<p>The Open the Book Team from the Raleigh Mission Community (which covers Otterton & Drakes) who visits the schools every 2 weeks are seen as vital tools in bringing the Bible stories alive for the children.</p> <p>Children in Reception classes in Otterton & Drakes have been presented with an individual copy of 'The Story Book' Bible from the RMC</p> <p>TP reported that Littleham School visits the local church for all the key Christian events and events like Remembrance. Community always invited.</p>	
12.	<p>Risk Assessments. Declining pupil numbers and the affect this has on both children's social development and workload for teachers was seen as the greatest current risk. All school have plans in place to mitigate (pre-schools, wrap around care) and this is a nationwide picture so not particularly a reflection on the schools in question.</p>	
13.	<p>School Updates</p> <p>Governors to receive/give either verbal update on any successes or concerns to include:</p> <p>PAN (to include pupils joined/left)</p> <ul style="list-style-type: none"> • Pupil workload. It was reported that the children are working hard & positively. TP mentioned that for children attending the Nurture Hub the curriculum is adjusted to enable as much access as possible. • Staff wellbeing and workload: Staff are working hard. It was reported in one school that it is seen as beneficial that most teachers are working parttime as this enables some recovery time. The amalgamation of classes due to the low pupil numbers has made teaching challenging with the amalgam of different year groups. • Attendance. Improving but remain a work in progress. Again the small numbers skews the percentages. A culture change in Littleham is beginning to take effect but some support is needed from the HWO. • Suspensions and permanent exclusions. None • Feedback on any parent forum meetings/parents' evenings/PTFA. Activee PTFA in both Drakes & Otterton and ongoing social events & fundraisers in Littleham. • Pre-school update. Pre-schools in Drakes & Otterton with growing numbers. 	Governors/ Academy Head
14.	<p>Standards and Curriculum Trustees Meeting</p> <p>Response to draft minutes (please be aware the minutes are draft and remain confidential until approved)</p> <p>LJ queried the use of commercial curriculums in school. It was explained that some schools have yet to develop rolling programmes and monitoring tools that assess performance and development. The use of commercial</p>	Chair/

	<p>curriculums is not mandatory and can be used as needed.</p> <ul style="list-style-type: none"> • Feedback on any issues raised from local board Chairs in S&C Meeting 	
15.	<p>Next S&C Focus: Personal Development/Wellbeing – Relationship Education, PHSE & RHSE SEF Overview – Academy Head’s overview of accuracy and effectiveness of their school self-evaluation</p> <p>Meeting to discuss the next S&C Focus. Governors to share best practice and raise any questions for clarification. NTR</p> <p>The number of SEND children in local school continues to raise a challenge for all aspects of the curriculum.</p>	Chair
16.	<p>Evaluation of governance impact</p> <p>Review performance and value of the meeting - to summarise the effectiveness of the meeting and how this will positively impact on our pupils, staff and Trust. Governors to consider during the meeting where their understanding/decisions have had an impact and share a sentence.</p> <p><i>Quote of the meeting. ‘In my opinion there can never be too much safeguarding training’</i> Governors discussed their responsibility to undertake safeguarding training and be aware of the potential for concern even in communities where everyone is known to each other.</p>	Chair
17.	<p>Summary of Questions to be raised at S&C</p> <p>Challenge to ensure an inclusive curriculum in multiyear group classes with high percentage of children with additional needs. In Littleham the Nature Hub staff work hard to make the curriculum accessible for those in attendance but it is challenging.</p> <p>Small numbers in schools mean that friendship groups can be compromised If a child leaves which causes anxiety in parents.</p> <p>The cost of arranging visits to other school (see minute item 10) needs to be kept in view.</p>	

The meeting closed at 17.30