

**MINUTES**  
**of the meeting of the Local Governing Body of**  
**Teignmouth Community School (Exeter Road and Mill Lane)**  
**held on Thursday 5 May 2022 at 4.30 pm in the Library at TCS Exeter Road**

<b>Present:</b>		
<b>Name</b>	<b>Title/Role</b>	<b>Initials</b>
Kamel Benchouiha	Staff Governor, TCS ER	KB
Polly Cox	Co-Opted Governor and Vice Chair of Finance, People and Premises Committee	PC
Karine Davies	Vice Chair of Governors and Chair of Exeter Road Committee	KD
Louise Dowler	Parent Elected Governor, TCS ER and Governor Responsible for Safeguarding	LD
Rachel England	Proposed Co-Opted Governor, ML	RE
Luke Marchant	Staff Governor, TCS ML	LM
Mark McCarthy	Chair of Governors	MMc
Jim Prior	Co-Opted Governor, Careers	JP
Katy Quinn	CEO, Osprey Learning Trust	KQ
Simon Shadbolt	Co-Opted Governor and Chair of Finance, People and Premises Committee	SSh
Annabelle Thomas	Headteacher, TCS ML and Governor (ex-officio)	AT
Samantha Tribble	Proposed Parent Governor, ML	ST
Michael Wigmore	Proposed Parent Governor, ER	MW
Gaby Willis	Trust Governance Officer/Acting Clerk	GW
<b>Apologies:</b>		
Jane Russell	Associate Member, Proposed Co-Opted Governor	JR
Maggie York	Governor Responsible for SEND and Chair of Mill Lane Committee	MY
<b>Absent:</b>		
None		

**Key to acronyms**

DSL	Designated Safeguarding Lead	CEO	Chief Executive Officer
FTE	Fixed Term Exclusion (now called Suspension)	ER	TCS Exeter Road
FAR	Finance, Audit & Risk Committee of the Trust	ML	TCS Mill Lane
DC	Dawlish College	NAC	Newton Abbot College
SEND	Special Education Needs and/or Disabilities	LGB	Local Governing Body
SENDCO	Special Education Needs and/or Disabilities Coordinator	SCR	Single Central Record
PSHE	Personal, Social, Health and Economic Education	CIF Bid	Condition Improvement Fund Bid

MMc opened the meeting at 4.30 pm and welcomed everyone. Samantha Tribble, Michael Wigmore and Rachel England attended as prospective new governors. Introductions were made around the table and it was noted that KQ was attending in her capacity as CEO and also to feed back on ER.

<b>Item</b>	<b>Content</b>	<b>Action</b>
21/5/1.1	<b>Apologies:</b> MY and JR.	
21/5/1.2	<b>Declarations of Interest in relation to items on agenda:</b> None received. Amendments to previous declarations. None.	
21/5/1.3-7	All application forms for prospective new governors have been shared in advance on the portal. A robust nomination process for parent governors was held at Exeter Road and Mill Lane and this resulted in one nominee for each school which did not exceed the number of vacancies, therefore an election was not required.  All candidates were invited to say a few words and then asked to step out of the meeting while Governors voted.	
1.3	<b>Proposal of Rachel England as a new co-opted Governor, and Safeguarding Link Governor for Mill Lane:</b> Rachel works with children's services. Interested in supporting TCS in safeguarding and ensuring they are working properly with parents. Interest in Early Help. Questions invited. None received.	

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1.4	<p><b>Proposal of new Parent Governor, Mill Lane – Samantha Tribble:</b> Samantha attended the school and has a Masters in HR Management. She now works for the NHS. Thought opportunity played to strengths and understand independent voice and view offer. Questions invited. Have HR skills but happy to look at options and best fit.</p>	
1.5	<p><b>Proposal of new Parent Governor, Exeter Road - Michael Wigmore:</b> All Michael's children attended ER. Working with board at his own job and has relevant experience. Rationale for applying to be a parent governor is think education is often taken for granted and means responsibility. No education background but keen to learn and support the school and pupils to be best they can be. Questions were invited. Q: Do you have an interest in any particular areas of governance. MW experience mostly around finance.</p>	
	<p><i>RE, ST and MW left the meeting.</i> It was confirmed that there was no requirement for an election as the number of parent governor applications had not exceeded the number of vacancies.</p> <p>MMc proposed <b>Rachel England</b> as a co-opted Governor and safeguarding link for Mill Lane. KB seconded, unanimously <b>AGREED</b>. AT nominated <b>Samantha Tribble</b> as parent gov for ML and KB seconded. Unanimously <b>AGREED</b>. SSh proposed <b>Michael Wigmore</b> be appointed as parent governor for Exeter Road, KB seconded. Unanimously <b>AGREED</b>.</p> <p><i>ST, MW, RE rejoined the meeting.</i> MMc confirmed the LGB had unanimously <b>AGREED</b> for recommendation to the Trust Board as governors and that will go to the Trust Board for formal ratification on 17 May. <b>Action: GW to add to Trust Board agenda for approval and contact with paperwork etc.</b></p>	
1.6	<p><b>End of Term of Jane Russell as an Associate Member:</b> MMc stated that JR's one-year term of office as an Associate Member had come to an end, and was pleased to say JR has agreed to be proposed as a co-opted Governor.</p>	
1.7	<p><b>Proposal of Jane Russell as a Co-Opted Governor:</b> Application form circulated in advance and governors have met JR who has attended the Exeter Road Committee meetings, and one LGB meeting. Questions invited. None received. MMc proposed, KD seconded. Unanimously <b>AGREED</b>. <b>Action: GW to add to Trust Board agenda for approval and contact with paperwork.</b></p>	
21/5/1.8	<p><b>Proposal to Trust Board to create two separate LGBs – Mill Lane and Exeter Road:</b> MMc had circulated a suggested structure for this and spoken to most governors in advance, and confirmed the proposal to split into 2 separate LGBs as committees of the Trust. In addition, there is a recommendation to follow the circle model of governance without sub-committees, as a single governing body. The functions defined in the terms of reference for all current sub-committees would be absorbed into the single governing bodies.</p> <p>It was proposed to recommend to the Trust to split the LGB into two for the remainder of summer term, with SSh proposed as Chair of the new ER LGB, and MMc to Chair the ML LGB. <b>Action: MMc and SSh to meet to discuss mapping out of remaining actions.</b></p> <p>Next LGB meeting is 30 June and it is suggested that the separate LGBs aim for the same week.</p> <p>MMc advised Governors that there is, hopefully, a plan for a Clerk to TCS so that GW may hand over this responsibility.</p> <p>It was agreed ER will meet on 29 June at 4.30 pm and ML on 30 June at 4.30 pm. <b>Action: GW to attend both and invite new Clerk.</b></p> <p>Questions were invited on the proposed split. Q: There are some benefits of working as one. Has there been a review of what the benefits were to ensure we don't lose them? MMc stated that MY as SEND link governor is very keen on transition for SEND so both LGBs need to be aware of the fact that they can work more closely. Becoming part of a wider Trust including additional secondaries, will benefit ER. ML already has very well established links with</p>	

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	<p>the other primaries in the Trust. It was felt that the challenges facing the two schools and focus required on them would benefit from more focused LGBs. KQ advised that there was previously one Executive Headteacher that covered both schools which made it easier in lines of accountability. When the schools moved to a two headteacher model and operational separation, this made the LGB's job very difficult, and ER currently needs detailed work done in terms of its Ofsted journey and children's outcomes. A lot of time at the LGB is spent talking about ER, and ML is also due Ofsted so this will give them both the challenge and support they need for Heads and leadership teams.</p> <p>There being no other questions MMc proposed the split of the TCS LGB as per the breakdown provided. Unanimously <b>AGREED</b>.</p> <p><b>Action: GW to add to Trust Board agenda for approval and ratification at their meeting on 17 May.</b></p> <p>A formal election will be held at the June meetings for Chairs and Vice Chairs in order to have everything in place for September.</p> <p><b>Action: GW to invite nominations for Chair and Vice Chair for each LGB in line with election process.</b></p>	
21/5/1.9	<p><b>Recruitment for additional Governors:</b> Additional recruitment round to be conducted for another Parent Governor for ML and non-teaching staff Governors for ER and ML. Co-opted governors may continue to be recruited for both LGBs where suitable.</p> <p>It was confirmed that Jackie Jackson currently a Trustee, has elected to sit at local governor level for Mill Lane and one other possible Trustee that has come forward this week. They will be invited to the next ML LGB meeting for potential recommendation for appointment.</p> <p><b>Action: LD and RE to liaise. Meetings will be arranged for all safeguarding governors across the trust.</b></p>	LD/RE
21/5/2.1	<p><b>Matters arising from the Trust:</b> KQ gave an update on the proposed merger with Estuaries MAT which is still on track for 1 June. Deadlines here are 16 May to get all documents to the DfE. KQ was pleased to report it is going well in terms of due diligence, and that the staff TUPE consultation has had very little feedback. Meetings are arranged with unions next week and communications with staff have been done and appear to be positively received. Meetings have taken place with a final board meeting of each Academy Trust. OLT voted unanimously on Tuesday to take in the Estuaries MAT and theirs is this evening to look at due diligence around HR and any liabilities. There is nothing out of the ordinary or that would cause concern for bottom line or reserves. There is consideration around growth at Newton Abbot College and Dawlish College as part of their reserve is allocated to a building development plan at Newton Abbot and around 250 allocated for new build at Dawlish and those families will feed through to the school so there is some work to be done there. The Trust will now receive a capital allocation to manage as a Trust, instead of having to complete the previous CIF bid process for improvements.</p> <p>The first meeting of the new Board will be on 24 May and this will be to appoint Trustees. Skills based recruitment has been led by Chair of OLT. The Members board is a mixture of corporate Members and individuals. There is room for some new Trustees in addition to those who are existing from both Trusts. At this meeting, a session will take place setting the vision for next 3 years of the Trust which will be ratified at the Trust Board meeting in July. Re-visioning will come to the Chairs of LGBs and the Heads to realign with the new schools, but a lot of the same values are shared already. It will be business as usual and it is hoped to put some more events on as a Trust and arrange a launch event for September.</p> <p>Questions invited.</p> <p><b>Q: How are we taking the parents on that journey?</b> KQ advised that both Trusts have communicated with their parent body and been very clear that all schools had the same communications at the same time. Parent feedback has been very positive. ER is in a place that needs some support to improve and having DC and NAC as two good secondary schools will bring strength, and will give colleagues at NAC and DC opportunities as well.</p> <p><b>Q: Any last-minute things that might derail the process?</b> KQ stated there is nothing that is unreachable and at this stage is mostly paperwork. The RSC and DfE are very supportive of the merger as they can see the benefit of it. It is on their agenda to merge smaller trusts together. Meetings and information have been shared within the TUPE process.</p>	

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	<p><b>Q: How closely do TCS plan to work with the two secondary schools and other schools offering a wider curriculum?</b> KQ advised that logistics need to be considered, but there are already discussions about linking up with Sixth Form and sharing teaching and pupils doing different lessons at different sites. The Trust have commissioned a piece of work with Sir David Carter to advise and help shape school improvement and a working together offer. He is meeting Heads in a few weeks' time to grow this upwards. This is for the next 18 months to work with us, review, and ensure providing what schools need and opportunities for collaboration, leadership and staff development opportunities. Governors may be involved in this process as it evolves.</p> <p><b>Q: All the policies, will those stay the same?</b> KQ confirmed that under one of the declared TUPE measures OLT policies will remain as from a legal sense that is the entity that will continue. Key policies for things such as disciplinary, capability, managing sickness absence have been looked at, and they are very similar as come from Devon framework which are union approved policies. Some terminology changes. When it is time to review, the Trust will look at both policies and take best of both and move forward.</p> <p><b>Q: Is there a union consultation body?</b> KQ confirmed that EMAT have gone to their staff, union reps and local union reps and a meeting has been offered and will be held for those who want to attend. Solicitors are having conversations and mergers are much more common now.</p> <p><b>Q: Will OLT still be here?</b> KQ confirmed that ER is still the registered office of the Trust. There are discussions around logistics and space of central team locations.</p> <p>It was noted that the collaboration with the other LGBs in the Trust has been very helpful. An invitation has gone out to Chairs of Governors at the new schools to join the lunch and Chairs' Group as OLT do and they are keen.</p> <p>No further questions.</p>	
21/5/3.1	<p><b>Matters Arising from meetings held on 27 January 2022 and 28 March 2022.</b> Minutes of these meetings were shared on the portal and MMc included a checklist of outstanding action items as a separate document.</p> <p>MMc to liaise with Paul Cornish to restart forums at ER.</p> <p><b>Action: Hand over to new ER LGB to progress.</b></p> <p>Skills audit to be carried out for the governors.</p> <p><b>Action: GW to circulate forms and collate responses. To be ready for meetings in June.</b></p> <p><b>Action for MY – MMc to follow up on this.</b></p> <p><b>Action: Performance Committee information to be shared with governors from today's meeting for ER.</b></p> <p>Pupil premium – meeting next week for KD at ER with Simon Kain. It was confirmed that ER definitely has the correct paperwork on the website.</p> <p>Questions or comments invited on the meetings. None received.</p>	<p>MMc/SSh</p> <p>GW MMc GW</p>
21/5/3.2	<p><b>AGREED</b> these are a true and accurate record of those meetings by those who were present.</p>	
21/5/4.1	<p><b>FPP Committee:</b> Minutes shared on the portal in advance. Finances for both schools are online for where they should be at this stage of the academic year. Some areas to look at were highlighted:</p> <p><b>Q: ER repairs and improvement plan is showing money not spent.</b> KQ advised money is being spent on things such as window cleaning and litter collection. Safeguarding around the front gate is the biggest priority and project.</p> <p><b>Action: SSh to follow this up with Steve Murphy.</b></p> <p><b>Q: ML nursery numbers came up again as an area of concern.</b> AT updated Governors that nursery children going into reception show 23 as their first choice, and others will be confirmed after 23 May. KQ advised the nursery funding in-year is 20% down on forecast so AT has decreased the budget for next year and staffing accordingly with the 3-4 year old room the one affected. AT confirmed Forest Tots has started up again and more is needed for the community in September such as a toddler group to show the lovely facilities at Mill Lane. An online video has been produced which will be featured on the website with a big launch. Reception is making better links with the other local nurseries.</p> <p><b>Q: Will be underspent in not replacing the Headteacher in ER and risk register reds are on school leadership readiness for Ofsted so should we look at spare money there and resources needed and see if any additional money from the Trust is available?</b> KQ advised a deficit budget next year based on school improvement priorities.</p>	<p>SSh</p>

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	<p>It was noted that ER sixth form numbers currently around 100 for September and whether this will have any impact on the curriculum being offered? Concern before that numbers were low.</p> <p><b>Q: Is there a more accurate indication of the sixth form numbers?</b> KQ has emailed the Director of sixth form requesting this. It was noted that some students came over from Dawlish last week which was very positive.</p> <p><b>Action: KQ to advise MMc of Sixth Form numbers.</b></p> <p><b>Q: 60% of Year 11. Is Sixth form lag funded?</b> KQ confirmed this was correct and it is about curriculum provision funding options required by the pupils for a year.</p> <p><b>Q: Can you apply to have it early?</b> KQ advised a growth fund can be applied for but the Sixth Form would have to be so many over planned capacity which wouldn't be the case. Sixth form is PAN of 200. There are Trust reserves that would fund this.</p> <p>Governors felt it important to keep as broad a curriculum as possible to cater for all pupils and it was agreed that the partnership with NAC and DC lends itself to offer more.</p>	KQ
21/5/5.1	<p><b>Safeguarding Link Report:</b> Circulated via the portal. LD visited ER and ML and reported the visit to ML had a behaviour focus, and SCR check and monitoring form taking a sample of two teachers and one member of support staff. There was also a discussion about how contractors are checked.</p> <p>Behaviour – most frequent incidents at the time involved ignoring instructions. Met with the DSL who gave further information on this. AT confirmed this has been resolved due to pupils no longer being in bubbles as shown in the report from the Headteacher.</p> <p>PSHE system had a detailed discussion. Safeguarding challenges at ML at the moment talked a lot about building relationships with outside agencies being an issue, but good relationships with local police and housing agencies. Biggest safeguarding issue at present is neglect and early help support is being provided. Next visit aims for staff and pupil voice to check training is going through but feels like a robust system.</p> <p>It was noted that relationships with MASH are difficult. AT stated that Devon is a difficult area at the moment with safeguarding and MASH referrals are constantly coming back as “no further action” so the school is ensuring they maintain a good record of following through and challenging.</p> <p><b>Q: Are there elements of relationship building that would help?</b> AT stated the communication is only on phone, not in person, and is a different person every time. Don't always agree with how their outcomes come about.</p> <p>At ER LD met with Sarah Minty-Dyke who had recently been appointed DSL having previously been DDSL. A SCR check was done and where there appeared to be a typo on the year of a record, that was to be followed up.</p> <p><b>Action: LD checking this with SMD.</b></p> <p>Discussed behaviour, with the highest category in autumn being ignoring instructions. New behaviour system has improved figures. Talked a lot about biggest need in safeguarding at the moment being mental health which has seen a large increase and is a big concern. LD voiced concern over the capacity of the safeguarding team and capacity for HOYs being involved in safeguarding for next year. KQ confirmed the school has appointed 2 people to the behaviour team who can pick up the parts that are over spilling into safeguarding and welfare. Recruitment to the safeguarding team has been tried and there is resource to pay for that which the school is aware of.</p> <p><b>Q: Is there capacity for wellbeing support for the DSL and DDSL in their roles with expansion of Trust?</b> KQ confirmed the DSLs meet together with the Trust DSL and each other. The Trust buys into EAP support which gives online counselling and support to every member of staff and there is specific support for DSLs that they can access if they wish. Staff can self-refer and posters are up all over school. A Trustee has raised this with Devon County and a presentation will be made to Trust Board later in the year on what is being done to rectify the issues and problems. KQ reassured Governors that the Trust board are well aware of the issues facing schools and all staff following return from lockdown.</p>	LD



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	<p>Q: Is there a concept of mental health first aiders? They could recognise some of the issues and signpost and try to capture things before they escalate. KQ commented in a wider trust it would be good to fund something ourselves for welfare and wellbeing and do this collaboratively.</p> <p>Q: At what point do the Trust have to consider our own person to support within school. Is this something being discussed?</p> <p>KQ replied this has been discussed at the Vulnerable Children Committee and raised at the Trust Board. In the past, there was money from Paul Hamlyn Foundation which funded a support provision. Agreed need to look at something like this again, but there is a question of how far do we go as educators? There is a need to challenge Devon and they need to be better, quicker. The CEO Network are talking to Devon about mental health, support, SEND, exclusions, and that they need to be better across the board as Devon is a particular situation with massive overspending for years.</p> <p>Q: Did you try to find out what was the trigger with the mental health? Home, pressure of exams?</p> <p>LD confirmed this was looked into and discussed and the feeling seems to be a lot of it is still the after effects of lockdown, exam stress as GCSEs happening for first time this year. Students who felt safe at home and now have peer group pressure, and also anyone with a chaotic home situation struggling to be back in school.</p> <p><b>Action: LD to request data on this next time.</b></p>	LD
21/5/5.2	<p><b>SEND Link Report:</b> Apologies were received from MY for this evening but her report from a visit to Mill Lane had been circulated for the meeting. Feedback points picking up widened gap in SEND students and that was discussed with the Head and SENDCO. Further CPD is required to help for the in-class provision to narrow the gap between SEND pupils and expected development. AT presented data to Trust Performance Committee this morning. Biggest thing from spring term was that the school was worst hit by covid from November onwards so staff and pupil absence was high and unfortunately children already behind are further behind. Staff were off so were unable to perform SEN interventions but this is big push now. A SEN action plan is in place. SEN learning walk took place recently and quality of teaching there is good. Last year SEN children outperformed non-SEN children who benefited from small group teaching during lockdowns.</p> <p><b>Action: MMc to follow up report on meeting at ER with SENDco.</b></p>	MMc
21/5/5.3	<p><b>Careers Link Report:</b> Circulated in advance. JP advised this is still suffering from effects of Covid and employer engagement in respect of coming into the school and providing work experience places. Careers programme is very good and a new member of staff is involved. Careers week took place recently and there were some issues around teacher engagement with this which JP will pick up with the careers officer at a meeting on Monday. Careers week seemed to be dominated by agencies or companies with links to education so some work needs to be done on employer engagement.</p> <p>PC stated her employer has an Outreach board and asked if there is anything the careers person can do.</p> <p><b>Action: JP and PC to liaise on this and JP to ask Careers officer to contact PC.</b></p> <p>Q: For careers provision have you considered stronger links with ML and ER? AT advised that Claire Fleming is linking with the ER Careers officer. JP talking about careers in primary is totally different which is more aspirational and holistic than careers advice at secondary. AT confirmed ML are taking quite a few ER students on work experience this year.</p> <p><b>Action: AT to share JP report with Claire Fleming.</b></p> <p>Q: Do you use the parents to come and tell their stories?</p> <p>JP stated it is very hard to get any engagement from anyone that isn't an agency or educational and not always easy for people to give their time if they are working. Discussion took place around possible avenues and it was noted that more around work experience for Year 10s will be known on Monday.</p> <p>Q: Is this an area where could be some benefit and economy of scale for 3 secondaries? KQ stated the onus is on the school/Careers Officer to push work experience out there again following Covid.</p> <p>AT careers week at the primary last year and some parents came in via Zoom. Agreed not just careers, but to give some aspiration or a different idea.</p>	JP/PC  AT/JP
21/5/5.4	<p><b>Pupil Premium Link Report:</b> MMc visited ML and that report is on the portal. Followed up with learning walk seeing what had been discussed. Further monitoring visit during summer term is to be arranged to hear some pupil voice around their experiences of things such as outdoor learning. AT has provided a review of the PP programme and data for this meeting. Challenge</p>	

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	<p>of identifying PP spend as a budget as strategy is provisions that are benefiting all children in the school. ML is 50% pupil premium.  Questions invited. None received.  It was noted that KD is meeting pupil premium champion at ER next Friday.  <b>Action: KD to report on this at the next meeting.</b></p>	<p style="text-align: right;"><b>KD</b></p>
21/5/5.5	<p><b>Behaviour Link Report:</b> PC had been asked to feedback from a recent exclusion review panel where some procedural points arose. It was felt that ER is lacking in a reintegration policy and procedure for managed moves and coming back from exclusions and settling back into school. Also, communication between primaries and secondary when coming into Year 7 needs to be improved (often information is not forthcoming from the primaries but there needs to be a process to push for this and ensure nothing is missed). AT advised from a ML perspective from primary to secondary last year, they had requested an additional meeting.  <b>Action: PC to catch up with MY.</b>  Also, there is a slight lack of pastoral plans being evidenced in data, and pupils who are performing averagely slipping behind and not necessarily having early intervention.  <b>Action: PC to follow up with MY and KD.</b></p> <p>KD met this afternoon with Martin Lewis, the Behaviour Lead for ER, and there is emphasis on getting the new Behaviour policy embedded. KD will meet with him again. KQ advised a lot of the items PC picked up are on the action plan for ER and these are now being looked at to be more robust. Big part for September about defining roles of behaviour lead and SENDco.  <b>Action: PC to cross check specific issues flagged up and advise KQ ready for Ted Wragg return visit.</b></p>	<p style="text-align: right;"><b>PC/MY</b></p> <p style="text-align: right;"><b>PC/MY/KD</b></p> <p style="text-align: right;"><b>PC/KQ</b></p>
21/5/5.6	<p><b>Curriculum Maths visit by MY and report provided:</b> MY needs to revisit for Early Years. LM stated the school has been embedding White Rose Hub to get greater consistency across the school. Invested lots of time in professional development and having teachers working in peer planning groups to share expertise. Maths deep dive since he has joined has shown advancement with staff confidence and progression. Looking at Timestable Rockstars as a multiplication check for Year 4 for the first year this year. Making space in the school day for children to enjoy the programme and make better progression with it. AT confirmed data from reception to Y5 using White Rose Hub every day shows impact. SATS take place next week.</p>	
21/5/6.1	<p><b>Mill Lane Headteachers report:</b> Documents shared on the portal and taken as read. Pupil wellbeing survey conducted and staff happy with feedback. Huge focus on quality of education and working hard to get trips organised and visitors back in like artists and authors. Behaviour and attitudes feedback has been addressed. Behaviour incidents for girls decreased significantly following student profiling which has been really beneficial. New green behaviour cards are valued. Biggest impact is exclusions have significantly reduced term on term and also year on year now with only one last half term. Recent workshop has given great feedback and a parliament event is planned as part of the Trust at ER with debate; and a careers week is planned. Banners have been placed around Teignmouth to better advertise school spaces and the outside of the school entrance is being worked on. The Trust have funded a promotional video and a Maths moderation workshop is being hosted at ML for the Trust in May. A visit is planned to look at another nursery to share best practice.  Questions invited.  <b>Q: What was the response to the parent survey?</b> AT confirmed 11 responses were received and that parent forums will be started again. Plan shows this is what was said and this is what we did which will show there is an impact from them. Noted that perhaps school should offer a paper version. Also, previously offered parents/carers entry into a prize draw if they completed the form. Next review day will be an opportunity to catch people in person. It may also be beneficial to include an idea of how long the survey completion will take so people are more encouraged.  <b>Q: Outcomes predictions – can you explain what that is saying?</b> AT that is predictions for this summer, assessing reception, year 1, Year 4 for first time and Y6 SATS.  MMc confirmed the old EOC (Educational Outcomes and Curriculum) meeting will now be done as a link governor role.  <b>Action: MMc to feed into discussions on the remaining business for the year.</b></p>	<p style="text-align: right;"><b>MMc</b></p>
21/5/6.2	<p><b>Exeter Road Headteacher's Report:</b> KQ circulated the action plan document which was RAGd and highlighted and any questions were invited by email to KQ. It was suggested this plan be reviewed again after the external review from Ted Wragg. KQ carried out SCR checks this term and ER was the best they have ever done so have more confidence now. ER sat top in the</p>	

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	<p>county for exclusions in terms of suspensions for every half term this year and KQ was pleased to report from this week ER is fifth in the county, and on reviewing the data has gone down again. Suspensions 58, 56 and 73 and now down to 35 in last half term. Suspensions will be first measure of impact. Number of behaviour incidents around the same but reduction in suspensions reflects the system is improving and Escalate is being used more now as internal exclusion. Important to set expectations with new Year 7s and extra capacity will help. Current Year 11 is a big year group over PAN so will create some space around the school when they leave.</p> <p><b>Q: Pupils with ER as first choice?</b> KQ confirmed 167 and will see more shift before September. Recruitment into sixth form is hopefully showing some green shoots coming through.</p> <p><b>Action: SSh to liaise with SM to provide data and KQ will attend also for 29 June.</b></p> <p><b>Meeting moved to Part II</b></p>	<p><b>SSh/KQ</b></p>
21/5/7.1	<p><b>Risk Register Updates: ER:</b> Red risk on the revised ER is teaching and learning.</p> <p><b>Q: We have extensive reviews on behaviour and exclusions, what is review process for that?</b> KQ advised the risk sitting there at the moment is not necessarily around quality in classroom it is due to number of children in the classroom due to attendance and behaviour. The school has a revised T&amp;L strategy for September which will be simplified with clearer expectations. When the Deputy Head returns in September they will restart the curriculum deep dives and this will tie into the work around quality of teaching around what is going on in classroom and how children are taught and assessed. Risk is posed as acknowledging we have not got to the T&amp;L yet.</p> <p><b>Q: Other risk was Ofsted. Had activity earlier in the year. Is this to follow up with new ER LGB and Steve Murphy?</b> KQ advised this sits as a risk as if ER had Ofsted now it would be another 3 so this is realistically recognising that is where it is sitting at the moment.</p> <p><b>Q: As local governors acknowledging and being able to articulate how it will come out of that.</b> KQ SIP with paul and steve summer work with governors to monitor.</p> <p><b>ML:</b> One boiler condemned since the LGB last met but awaiting CIF bid. KQ confirmed if the bid is unsuccessful the Trust have said they will fund it from reserves and this will be done in the summer holidays when children are not in school.</p>	
21/5/8.1	<p><b>Behaviour Policy – ER:</b> Changes have been made to this and KQ gave thanks for work that has gone into this. KD requested a conversation around vaping to monitor how the operation of the policy ties in with real practice.</p> <p><b>Action: KD to touch base with Paul Cornish.</b></p> <p><b>Q: Staff and parent voice – has that been considered?</b> KQ stated that the bulk of this behaviour policy came in January and there is a perception this is sitting well. These changes are a terminology and compliance update and don't change the essence of the policy. It is acknowledged that parent forums need to review what parents are thinking.</p> <p><b>Q: Are students aware?</b> KQ confirmed there are assemblies every day with Paul Cornish or Steve Murphy and that is being communicated in terms of increased expectation, and through tutor time.</p> <p><b>Q: Could we provide support on vaping and acknowledge there has been a change in the past few years of usage?</b> KQ commented that the policy is catching up with practice and that the update in January was not as robust as it should have been. If students are in school uniform they are representing the school.</p> <p>KB confirmed changes to behaviour policy have been communicated to parents and students and time given to apply it.</p> <p><b>Q: At the start of term, understanding that with the previous Headteacher gone, he said he would keep the policy as was for time being. Is there a chance that policy will be adjusted again in September?</b> KQ replied that the Trust leadership have discussed this in depth and have made some of the changes as a tweak rather than rewrite. Stakeholder review is required and this might lead to a change or not. It was awaiting a new headteacher in September with new ideas but that will not be the case so the people currently leading the school will take the opportunity to review this over the summer term, with parent forums etc. Students should be taking responsibility for their peers and having ownership of their own behaviours and actions.</p> <p><b>Action: Feed back to Steve Murphy.</b></p> <p><b>Q: How often does it happen students caught outside school vaping? Do staff patrol areas?</b> KQ advised that some local residents fed back on students vaping so an evening walk around took</p>	<p><b>KD</b></p> <p><b>KQ</b></p>



Item	Content	Action
	<p>place. KB pre-Covid staff were around at the end of the day in certain areas. Vaping is easy to conceal. Pastoral system to support students who need it, which will improve when system is back in place from Covid.</p> <p><b>Action: Request that Steve Murphy include this in parent update, along with parent forums and request for feedback.</b></p> <p>Q: 3.5 restorative justice – could this word be amended to restorative practice.</p> <p><b>Action: GW to amend before uploading to website.</b></p> <p>Policy unanimously <b>ADOPTED</b> subject to that amendment.</p>	<p><b>KQ</b></p> <p><b>GW</b></p>
21/5/8.2	<p><b>ML Behaviour policy:</b> Some more work is required on the Exclusions Policy and it was agreed that approval would be done electronically via the portal by this time next week.</p> <p><b>Action: AT to send updated version to GW for portal.</b></p>	<b>GW</b>
21/5/8.3	<p><b>Drugs Policy for ER:</b> This is not a statutory policy but is chosen by the Headteacher. As part of a policy review with the previous Headteacher last June it was flagged for an update, along with some other older policies which are a work in progress.</p> <p>Unanimously <b>ADOPTED.</b></p> <p><b>Action: GW to upload to school website and feedback to Paul Cornish and Steve Murphy.</b></p>	<b>GW</b>
21/5/9.1	<p><b>Training and Governor Visits:</b> Feedback on events attended of interest to the LGB and any visits not covered in agenda already. None reported. <b>It was agreed that Governors visiting schools for any reason flag any safeguarding concerns on the visit form.</b></p> <p>Meeting closed 7.10 pm.</p>	<b>All</b>