

Clyst Vale Academy Trust
COMPANY NUMBER: 07564519
A Company Limited by Guarantee
Registered in England
Clyst Vale Academy Trust is an exempt charity

Minutes of Full Board Meeting

Minutes of Full Board Meeting held virtually, using MS Teams software,
at 17.30 on Monday 7th March 2022

Governors in attendance					
Kevin Bawn	KB	Principal	Peter Skelton (Virtual)	PS	Parent Governor
Simon Sanger-Anderson	SSA	Member Appointed	Will Tipper (Virtual)	WT	Parent Governor
Dorf Ruscoe	DR	Member Appointed	Sophy Norris	SN	Parent Governor
Michael Davies (Virtual)	MD	Co-opted Governor	Dave Walter	DW	Co-Opted Governor
Sue Diffey	SD	Member Appointed	David Edmondson	DE	Parent Governor
Kate Offord	KO	Parent Governor	Rebekah Kyffin	RK	Parent Governor

Additional attendees	Initial	Role/Organisation
Allen Baiiley (Virtual)	ABa	Deputy Principal
Sara Jacobs (Virtual)	SJ	Deputy Principal
Paul Sutton	PSU	Deputy Principal

In Attendance	Initial	Role
Catherine Prunty	CP	Clerk

Apologies	Initial	Reason	Apologies accepted by the Board
Paul Colin	PC	No apology received	Yes
Crawford Winlove	CW	No apology received	Yes

Quorum	4	Quorum met	Yes
---------------	----------	-------------------	------------

Non-confidential minutes – part 1

ITEM NO.	Agenda Item and Notes
21/21.21	Declarations of Business Interests None
21/22.22	Attendance/Apologies SSA welcomed new members CW – no apology received PC – no apology received

Clyst Vale Academy Trust
COMPANY NUMBER: 07564519
A Company Limited by Guarantee
Registered in England
Clyst Vale Academy Trust is an exempt charity

ITEM NO.	Agenda Item and Notes
21/22.23	<p>Minutes of the last meeting, 13th December 2021 - attached The minutes of the last meeting were approved.</p>
21/22.24	<p>Matters Arising N/A</p>
21/22.25	<p>Governor Links – Update SSA outlined the role of governor links and their purpose. The new appointees were encouraged to put themselves forward.</p> <p>KO is keen to link with the SENDCO, PSU will contact KO to discuss in more detail.</p> <p>CP – to resend matrix to committee members PSU – contact KO to discuss link to SENDCo</p>
21/22.26	<p>Report from Standing Committees:</p> <p>C,L&T – Meeting held on 13th January 2022 At the last meeting the SEND action plan was reviewed, the SENDCo highlighted areas of progress made within SEND. The Head of English gave a presentation outlining proposed changes within the department which included details of a new English Language GCSE for some KS4 students to run alongside the current English Language GCSE.</p> <p>Governor’s links were discussed and whether more information should have been provided in the C & A policy, it was agreed that this will be reviewed/added at a later date.</p> <p>Workshop – Meeting held on 7th February 2022 The workshop focussed on OFSTED expectations/preparation. The school website is being updated and governors will be asked to provide/check any personal information i.e. pen portraits.</p> <p><i>Q - How much clarity has been given re the latest update to the OFSTED framework? A – It was explained that when the last inspection took place, it was within 6 weeks of the new framework being introduced.</i></p> <p><i>Every school using a alternative provider i.e. WAVES must carry out a safeguarding visit. There is a vast emphasis on Sexual Harassment/Peer on Peer Abuse.</i></p> <p><i>Subject reviews for Maths, Science, PE & Art have taken place with Richard Stewart, external consultant. Feedback from HOS is that this has been extremely valuable particularly focussed discussions around OFSTED key questions/expectations, talking around rationale and sequencing of learning, this has given them the confidence to have those conversations if challenged. On 22nd and 23rd March, Richard will meet with other subjects. The impact is already showing from those subjects that have had their reviews, for example Maths are reviewing their long-term plans. We can show and demonstrate progress made, the website is being refreshed and standardised to include all of the key information which means that it is easier for SJ to quality assure.</i></p>

Clyst Vale Academy Trust
COMPANY NUMBER: 07564519
A Company Limited by Guarantee
Registered in England
Clyst Vale Academy Trust is an exempt charity

ITEM NO.	Agenda Item and Notes
	<p>SSA explained that following the last OFSTED inspection we were graded as requiring improvement. If following the next inspection, we receive another requiring improvement, changes would be imposed by DFE. It is therefore essential that governors support SLT in all these measures and ensure that we are organised and link with the school.</p> <p>Action: CP to email pen portraits to governors so they can review their information.</p>
21/22.27	<p>Principal's Report (Standing item)</p> <ul style="list-style-type: none"> o College Improvement Plan: Highlight Report (as appropriate) <p>KBA provided an overview of the 'Principal's Report' which was circulated prior to the meeting. Governors were asked if they had any questions/concerns regarding any of the points highlighted and have been recorded below.</p> <p>Covid High levels throughout September/October and the New Year. Today we have 16 cases, 4 staff members have covid and an additional 4 staff members have long term absence.</p> <p>School Context Our numbers have reduced by 6, since covid there has been an increase in the number of students being electively home educated. There are spaces in years 7, 9 and 10. Our new intake for 2022/2023 is full and there is a waiting list, transition work will be starting soon.</p> <p>Staffing Changes There have been a number of staffing changes, some staff members are leaving at Easter, we have made a number of new appointments.</p> <p>Bridget Adie, Maddie Nash, Ben Arthurs and Caroline McConachie were acknowledged for their hard work and contribution to the college,</p> <p>We are struggling to recruit support staff and currently have some vacancies; this appears to be a problem in local schools too. Although applications are being received and, in some cases, a formal offer made, we have been unable to secure some appointments.</p> <p><i>Q - Governors were asked if they could offer any advice regarding recruitment.</i> <i>A – Governors shared some of their successes: -</i></p> <ul style="list-style-type: none"> • <i>Job Descriptions – ask the employees to write these</i> • <i>Benefits on offer</i> • <i>Job Applications – ask staff members to review these so there is an unbiased approach</i>

Clyst Vale Academy Trust
COMPANY NUMBER: 07564519
A Company Limited by Guarantee
Registered in England
Clyst Vale Academy Trust is an exempt charity

ITEM NO.	Agenda Item and Notes
	<ul style="list-style-type: none"> • <i>Advertising – widen our search i.e. how do we advertise, are we reaching out to those looking to move to the South West?</i> <p>Curriculum, Learning & Teaching The Teaching and Learning Group have identified 6 elements of effective classroom practice. Every ½ term there is an in depth focus on one key element. In the Autumn we looked at reducing cognitive load. In the first half of the spring term, we looked at effective learning environments, attitudes and engagement and checking students level of understanding.</p> <p>We distribute fortnightly teaching and learning bulletins which includes research and practical strategies for teachers to employ in their lessons.</p> <p>We have six teaching and learning coaches, they have been delivering incremental coaching, a program of lesson observations and guidance on areas of practice that needs improvement. We are carrying out learning walks and asking staff to complete CPD evaluation forms.</p> <p><i>Q- Governors asked where are we drawing coaches from?</i> <i>A – SJ explained that coaches are being drawn from English, Maths, Science, Humanities, PE & MFL.</i></p> <p>Outcomes & Evaluation We are cautiously optimistic, several students for many reasons will not be entered for a full suite of qualifications. News coming out is that students won't be disadvantaged this year. The DFE have given a 3-year deadline to return to pre-COVID 2018/2019 results.</p> <p>Student Behaviour, Attitude & Attendance In terms of exclusion data, the raw statistics show that we have had more exclusions this year than we have in the last couple of years. Most schools locally and nationally have had a noticeable change. East Devon Heads have highlighted that years 8 & 9 in particular are proving to be more complex than in previous years.</p> <p><i>Q – Governors asked if we expect our exclusions to continue to increase?</i> <i>A – KBA/PSU explained that throughout the summer term there seems to be less suspensions. Students are returning to school having been out of the environment for a long time. Social media creates fall outs amongst peers and there is a lot of bravado from boys. We are experiencing some challenging attitudes towards staff, the main reason for suspensions is disruptive behaviour. Our values/routines are being reset and school assemblies were held last week to remind students of our expectations. There are a percentage of students who are proving to be a challenge.</i></p>

Clyst Vale Academy Trust
COMPANY NUMBER: 07564519
A Company Limited by Guarantee
Registered in England
Clyst Vale Academy Trust is an exempt charity

ITEM NO.	Agenda Item and Notes
	<p><i>Q - Do you offer managed moves?</i> <i>A – Yes and these tend to be successful, unfortunately some have come through admissions not via the formal managed move process. Demographically managed moves don't happen too often, Exeter have asked us to sit with Exeter schools, we are resisting this change, however.</i></p> <p><i>Q – How do fixed term exclusions compare to other schools?</i> <i>A – Comparably we are all in the same boat. We are not concerned from an OFSTED perspective; we are more concerned re our attendance figures. We had several non-attenders pre the pandemic, there is a lot of work to do. We are identifying those that need support and those that we need to pursue, this is work in progress.</i></p> <p>Strategic and Other Issues MATS – The white paper is imminent; the direction of travel is towards MATS.</p>
21/22.28	<p>Safeguarding PSU gave a presentation, a copy of which will be distributed to governors.</p> <p>Areas highlighted are: -</p> <ul style="list-style-type: none"> ● OFSTED – what you need to know ● KCSIE – this document is key. Governing Bodies should ensure that those staff working directly with children read at least Part One of the guidance. Governing Bodies working with their SLT and particularly the designated safeguarding lead should ensure that those staff who do not work directly with children read either Part one or Annexe A of this document. <p>Q – Governors asked if they are chosen or need to volunteer to meet to meet with OFSTED inspectors? A – KBa explained that as there is very little notice it will be down to who is available.</p> <p>The main priorities are:</p> <ul style="list-style-type: none"> ● Peer on peer abuse and sexual harassment ● Online risks – what do we do to keep students safe online. We have a super robust system at school to prevent students accessing inappropriate websites and a mobile phone policy. ● Understand risks ● How did we keep children safe during lockdown? <p>Although not essential it is good practice for governors to use Clyst vale email addresses.</p> <p>Action: PSU – distribute presentation to governors CP - to arrange for school email addresses to be made available to governors and ensure that they are used for all school business CP – send a link to governors for the KCSIE Guidance.</p>

Clyst Vale Academy Trust
COMPANY NUMBER: 07564519
A Company Limited by Guarantee
Registered in England
Clyst Vale Academy Trust is an exempt charity

ITEM NO.	Agenda Item and Notes
	PSU/CP - Safeguarding training, what courses are available to governors'. Check Educare/Babcock. Safer recruitment – recommended that governors complete the training.
21/22.29	Policies – Governor’s Code of Conduct Action:- CP to distribute for approval
21/22.30	Items at the discretion of the Chair / AOB New governors were asked to volunteer for sub-committees, the following was agreed: - C L & T – WT, DE Finance – KO, RW

The meeting ended at 7.22 pm

Signed CHAIR:-

.....

Approved as a true and accurate record of the Meeting on Monday 7th March 2022.

Date of Next Meeting: Thursday 5th May 2022

Membership: 14 Governors – Quorum 4

Name	Position	Name	Position
Kevin Bawn	Principal	Will Tipper	Parent Governor
Michael Davies	Co-Opted Governor	Simon Sanger-Anderson	Member Appointed
Dorf Ruscoe	Member Appointed	Crawford Winlove	Member Appointed
Paul Colin	Member Appointed	Dave Walter	Parent Governor
Peter Skelton	Parent Governor	Susan Diffey	Member Appointed
Sophy Norris	Parent Governor	David Edmondson	Parent Governor
Kate Offord	Parent Governor	Rebekah Kyffin	Parent Governor

References:

Clyst Vale Academy Trust
COMPANY NUMBER: 07564519
A Company Limited by Guarantee
Registered in England
Clyst Vale Academy Trust is an exempt charity

AS – Additional Support

ASCL - Association of School and College Leaders

DCC – Devon County Council

HOD – Head of Department

KCSIE – Keep Children Safe in Education

MAT- Multi Academy Trust

PAN - Pupil Admission Numbers