



**An Daras Trust**  
Igniting Curiosity Growing Capabilities

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CEO: W. T. Hermon

08/05/24

## Minutes

### Learning, Standards & Safeguarding Committee Summer 2024 Wednesday 8<sup>th</sup> May 2024 at 9.30am at central office

#### 1. Welcome and Apologies

**Present:** Margaret Savage (Committee Chair), Claire Paul, Gill Shippies, Will Hermon

**Present on Zoom:** Steve Tavener

**Not Present:** Graeme Barriball

**In attendance:** Jo Callow (Ex Officio), Toni Martin (Governance Officer)

#### 2. Declarations of Interest/Pecuniary Interests relevant to this Agenda

None.

#### 3. Confirm minutes of previous LSS Spring (7<sup>th</sup> February 2024) and matters arising

- Improvement plan update at full Board (JC). *Complete on 20<sup>th</sup> March 2024.*
- Carry forward parental engagement (WH) and move on to summer cyclical plan (TM). *See item 9b.*

No actions from confidential minutes. Committee agreed the minutes and the Chair signed a copy.

#### 4. Confidential Agenda Items

None.

#### 5. Transfer Matters

Transfer complete on 1<sup>st</sup> April 24. The work started last term is showing some impact this term. Lewannick and Boyton's curriculum was a priority and WH has reviewed this recently. **Do the Headteachers know what they need to do and do they have the capacity to do it?** Yes, and they are being supported by the trust and improvement team. **Are the staff accepting and embracing what needs to be done?** Yes, very much so. WH noted that the curriculum is underway but now needs to be put into effective operational delivery in the classroom in terms of improving teaching and learning. **Need to develop a culture of support as well as challenge with the schools to ensure that progress is made.** WH noted that the staff are trying hard to respond to the changes needed and the committee agreed this is positive. WH noted that Head at SSCA has visited Lewannick and will begin working with that school. Head at NP&W will be working with Boyton from this term. Both Heads are content to do this and will help to drive the change needed. WH discussed the transfer funding and noted the current, adjusted, plan for the expenditure of this funding. Trust Curriculum Officer (RB) will do 2 days a week for 6 months from Sep to assist with developing the curriculum. School Improvement Officers are now called Directors of Learning and are undertaking further training. The Committee Chair noted that the

provision in place seems to be focussing on developing leadership as well as the curriculum which will build in resilience going forward. **Is there a need to report to DfE on this expenditure and is the funding only for a year?** This funding is only for one year. **So the work we have discussed will take longer than a year, what do we do in a year's time to fund this?** WH noted the school improvement work is built in anyway, the Curriculum Officer and the Literacy development officer are aware that this particular work is temporary but there may be other funding that can be used. **What is the previous Duchy CEO now doing?** WH highlighted this work including governance, improvement in Callington School, working with Coads Green and so on. There is a lot of training planned for him and the other staff at the new schools.

***All items below are responsibility of this committee and can be discussed by exception***

**6. Data & Assessment**

No recent data to provide to the committee and SATs will start next week (results in July). The Trust is continuing to do the KS1 tests in Year 2 (now optional) as they provide key information about where the children are prior to their transition to KS2. No further matters to report at this stage.

**7. Improvement Plan and Improvement Officer Reports**

External review of school improvement is underway; WH discussed this and who is completing the review. This is a requirement as part of the transfer. Exceptions reports were provided to the committee as examples of what is done across the trust, with the follow up work that is required. This is being introduced into the new schools to ensure accountability going forward. JC talked through the trust improvement schedule and how the exceptions reports are fed into this as well as how actions are followed up and loops closed. Also, how this feeds into the Trust Quality Descriptors. **There are a lot of processes there, how do you know and ensure that all the relevant staff understand it and what is required?** JC explained. WH noted the Ofsted update; specifically that they are now moving away from deep dives and back to learning walks.

**8. Curriculum & Learning**

**a. SEND Overview**

SEND statistics provided to the committee showing the number of children with SEND need. Issues with funding at county level continues and our level of need across the trust is quite high, particularly in the smaller schools. We are good at trying to get extra help through the EHCP but it is a huge drain on staff time, resources and funds; but we do it because we always put the needs of the children first. There will be another external review of SEND and its impact on behaviour management in the classroom. **Do we know who is doing the review and are they effective?** Yes, very much so, we have worked with them before. This review will be complete prior to the external school improvement review so it will feed into that. The committee discussed this matter in more detail and agreed that despite the bigger picture for SEND being very challenging, we are doing the best that we can, and our work on this is sophisticated, intelligent and sympathetic.

**b. PPG Provision & Impact Overview**

WH confirmed the processes with regards to the income, expenditure plans and reviews, and involvement with the LGB's reviewing. Presently the PPG funding will continue and is certainly needed in some of our schools with high PPG numbers.

**c. PE Funding & Impact Overview**

WH confirmed the processes with regards to the income, expenditure plans and reviews, and involvement with the LGB's reviewing. Presently the PE funding is due to continue

and this considered positive as it is very useful.

## 9. Parents, Pupils & Staff

### a. Pupils on Roll for next Academic Year

WH noted that we will be down on our PAN. This has also occurred over the last few years and seems to be a trend across other schools. NP, Wer and CG are not too bad, but most schools are currently at half PAN. Free school is having an impact but they are not full either. The board will continue to monitor this along with the financial impact.

### b. Parental Survey

WH provide the SC parental survey (others being collated), useful to consider as SC is due Ofsted. In a majority of cases the feedback is 'green' – strongly or tend to agree with the question posed. There is the odd negative comment, and the questions were generally similar to usual such as homework etc. LGBs will look at these and Heads provide feedback to parental questions.

### c. Staff Annual Survey

WH provided the positive. SC staff survey as an example (others being collated) and this was discussed.

Pupil feedback at this time are also positive.

**Action: Discuss survey feedback (parental, staff and pupil) for the new schools at the Autumn meeting (WH)**

### d. Staff Retention & Recruitment

WH noted some changes afoot in one particular school with staffing changes. Posts have been advertised but the pool is limited. WH updated the committee on further matters such as absences, recruitment and retention.

## 10. Learning Related Staff CPD/Training/Qualifications

JC is undergoing national CEO training, and has recently visited a Salisbury 28 primary school trust for immersion experience and brought back ideas to our trust. The committee would be interested to hear about this. DEO, trust improvement team and other staff training underway – much has been discussed already.

## 11. Safeguarding

Latest S157 actions were briefed by CP. An update was provided on Prevent training. It was confirmed that the new schools already use 'My Concern' which is ideal as it links into what the trust already uses.

**Given the recent news and risks of knife crime and other incidents occurring in schools, are our procedures for dealing with an incident robust?** This was discussed in detail, it is comprehensively covered in training and in the Invacuation Policy and Critical Incident Policy, and drills are rehearsed in schools.

## 12. Safety

Programme in place for continuous first aid training and it was agreed that this is very comprehensive. It was noted that there is a continuous to administer medicine to children and this has increased over time. All staff are trained appropriately to do this.

WH updated on asbestos management and some forthcoming HSE visits to the new schools.

**13. Compliance**

- a. Cyber Security – second audit complete, awaiting report. This will dictate how close we are to accreditation.
- b. GDPR – no breaches to report, all training now being completed annually.

WH wished to discuss gender questioning of children. He noted the DfE policy on *Gender Questioning Children* – no statutory guidance that is still in draft for consultation. This guidance stipulates that a primary level, children should be treated as per their natural born sex but it is still a little vague in certain areas. While this is common sense, it could still be contentious and will need to be dealt with on a case-by-case basis. Trust policies will be amended slightly to align with this new guidance.

**14. Policy Review**

- a. Attendance (WH) – changes from new DfE policy w/e Sep 24. approved.
- b. Exclusion (JC). No change. Approved.
- c. Relationship (CP). Minor amendment. Approved.
- d. Child on Child Abuse (CP). No change. Approved.
- e. Visitor Agreement (JC). No change. Approved.
- f. Invacuation (WH). Discussed in item 11. Approved. Not to be published.

**15. AOB**

None.

**16. DONM**

Date of next meeting will be Weds 18<sup>th</sup> Sep 2024 (*subject to confirmation at full Board when annual meeting plan is complete*).

Meeting closed at 11.38am

TJH Martin

ADMAT Governance Officer

**Distribution List:**

W. Hermon – CEO Director M. Savage – Director (Chair) C. Paul – Director (Committee Vice) S. Tavener – Director (Board Chair)	G. Barriball – Director G. Shippides - Director J. Callow – Ex-Officio
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