



**Abbey School Local Governing Body
Teaching, Learning & Wellbeing
Tuesday 6th October 2020 at 12:00
via MS Teams**

Those Present:		
Luci Windle	Exec. Headteacher	LW
Wayne Askham	Head of School	WA
Alison Warner	Governor – Chair	AW
Janine Brullo	Parent Governor	JB
Ivy Dorchester-Brown	Governor – Wellbeing Link Governor	ID-B
Sue Hodgkinson	Parent Governor	SH
Peter Macaulay	Support Staff Governor	PM
Jim McIntosh	Governor – Finance Link Governor	JMcI
Sonia Seymour-Thackery	Governor – Vice Chair	SS-T
Marion Tapp	Governor	MT
Also Present:		
Warren Carratt	Chief Executive Officer	CEO
Joel Hardwick	Assistant CEO – Strategy & Partnerships	JH
Jill Newbolt	Assistant Headteacher	JN
Emma Sheedy	Governance Clerk	ES
Apologies:		
Zoe Berry	Teaching Staff Governor	ZB
No Apologies:		

1. APOLOGIES FOR ABSENCE	Actions
<p>1.1. To receive apologies for absence</p> <p>Apologies were received from ZB and LW advised that ID-B would be joining the meeting shortly.</p> <p>JH introduced himself and was welcomed to the meeting.</p>	
<p>1.2. To accept apologies for absence</p> <p>Apologies were accepted from ZB.</p>	
2. ITEMS OF URGENT BUSINESS	
<p>2.1. Chair to determine any items of urgent business</p> <p>2.1.1. Re-appointment of LGB member – JMcI The LGB resolved and accepted JMcI’s re-appointment as Governor.</p> <p>2.1.2. Covid-19 LW provided an update regarding a confirmed Covid case and explained that all appropriate action had been taken. [ID-B joined the meeting].</p>	
3. DECLARATION OF INTERESTS	
<p>3.1. Individual Governors to declare any personal, business or other governance interests on any item on the agenda</p> <p>There were no declarations received.</p>	
4. ABBEY SCHOOL LOCAL GOVERNING BODY MINUTES	
<p>4.1. To approve the minutes of the following meeting:</p> <p>The minutes of the meeting held on 28th January 2020 were reviewed and the following amendments agreed:</p> <p>Page 18 Item 6.3. Change wording to, “LW reminded Governors that Abbey had been recommended for the Gold Award for Anti-Bullying”.</p> <p>Page 19 Item 6.6. Change wording to, “A Governor queried the data as Page 1 indicated 12 LAC but Page 2 indicated 11 and WA explained this was due to one pupil moving schools”.</p> <p>Page 19 Item 6.6. Change wording to, “A Governor asked for more information regarding the voice of LAC and WA explained that LAC have their own Student Voice Council plus a LAC Advocate”.</p> <p>ACTION: Clerk to amend the minutes of 28th January 2020.</p>	<p>CLERK COMPLETED</p>

<p>4.2. Review of Action Tracker</p> <p>The outstanding actions on the tracker were reviewed and updated.</p>	
<p>4.3. Matters arising from the Minutes</p> <p>There were no matters arising.</p>	
5. POLICIES	
<p>5.1. Policies for Review</p> <p>LW forewarned Governors of several policies due for review at the next LGB. The CEO provided input regarding completion of the Policy Update Report.</p> <p>The CEO queried the RSE policy and WA advised it would be tabled at the next meeting.</p>	
<p>5.2. New Policies</p> <p>None.</p>	
6. ITEMS TO BE CONSIDERED	
<p>6.1. Teaching & Learning Report</p> <p>The T&L Report had been shared with Governors in advance of the meeting and discussion/challenge was as follows:</p> <p>The CEO queried whole school total 148 on Page 2 and WA explained about Post 16's assessment method. LW provided further input. The CEO queried the possibility of including Post 16 on track in future reporting and it was agreed for WA/LW to do this.</p> <p>ACTION: WA/LW to include Post 16 on track in future reporting.</p> <p>The CEO queried Page 3 and PP data - 22% were below expected progress and WA explained he anticipated this % would have been lower had pupils attended for the full year, if the school year had not been as affected by Covid-19.</p> <p>The Chair queried ring fenced grants with regards Covid-19 catch-up and LW advised of the anticipated amount and Abbey's proposal to spend the money on Maths to upskill; improve confidence and target specific pupils. The Chair further asked if Parents/Carers are supported with the online curriculum and WA provided an update.</p> <p>A Governor asked about online learning when a pupil is isolating and LW spoke about the online curriculum and passport system.</p> <p>JN provided an overview of the Sports Premium and the 3B's; believe, belong and butterflies.</p> <p>A Governor queried Landmarks and LW provided context.</p>	<p>WA/LW 26/01/21</p>

<p>6.2. Behaviour Log</p> <p>Governors had received the Behaviour Log in advance of the meeting and commented positively regarding the data provided. The CEO commented positively that the document is a display of a well-managed return to full-time education.</p>	
<p>6.3. Wellbeing Report</p> <p>The Chair queried how much fluctuation there is regarding current attendance of 91% and LW provided context, explaining it is currently 92%.</p> <p>Following discussion, it was agreed that LW should compose a letter to Parents/Carers regarding attendance and outline the safety measures implemented within school. ACTION: LW to compose a letter to Parents/Carers regarding attendance and Covid-19 safety measures.</p>	<p>LW 01/12/20</p>
<p>6.4. LAC Report</p> <p>The Chair queried engagement and WA commented there is work to do regarding Carer engagement. A Governor commented that she felt short term Foster Parents have a level of dis-engagement.</p> <p>A Governor thanked WA and his team for contacting LAC children weekly during lockdown and WA commented this facilitated developing better relationships.</p> <p>The Chair asked how many LAC across the Trust and CEO advised of the qty. It was agreed for the CEO to liaise with Jacky Tattershall – Assistant CEO for School Improvement regarding Trust wide LAC Carer engagement. ACTION: CEO to liaise with JT regarding Trust wide LAC Carer engagement.</p>	<p>CEO 26/01/21</p>
<p>6.5. Pupil Premium Plan</p> <p>WA provided Governors with an overview of the Pupil Premium Plan.</p>	
<p>6.6. SIP/SEF</p> <p>The SIP/SEF had been shared with Governors in advance of the meeting and discussion/challenge was as follows:</p> <p>JN provided an overview of Steam Street and asked Governors for their assistance with identifying potential partners.</p> <p>The Chair asked of any further updates regarding Horizon and LW provided this. There are currently 18 pupils at Horizon in Y7/8. A Governor asked for more information regarding start times and LW provided this.</p> <p>It was outlined that the Governing Body will be actively involved in evidence seen on the SIP.</p> <p>LW overviewed the SEF, which captures the school's response to Covid-19.</p>	
<p>6.7. Annual Self-Assessment – NGA Toolkit</p> <p>CEO advised Governor's that NGA Annual Self-Assessment documents would be distributed by the Clerks, from the Central Trust.</p>	

<p>6.8. Appointment of Vice Chair & Link Governors</p> <p>6.8.1. Teaching & Learning Link Governor</p> <p>6.8.2. Safeguarding Link Governor</p> <p>6.8.3. Finance Link Governor</p> <p>6.8.4. Wellbeing Link Governor</p> <p>Following discussion, it was agreed for all Governors to continue in their 19/20 roles.</p>	
<p>6.9. School dates for 2021/2022</p> <p>Governors received and approved the Rotherham model for 2021/2022 school dates. ACTION: LW to share this with families and staff, via letter and on the school website. INSET dates will be added later.</p>	<p>LW ASAP</p>
<p>6.10. School Admission Refusals</p> <p>LW advised the new Admissions Policy is on the school website and provided a verbal update on school admission refusals.</p>	
<p>6.11. Changes to Leadership Summits</p> <p>The CEO explained the Leadership Summit in November had been cancelled due to Covid-19 and would now take place on 29th June 2021.</p>	
<p>6.12. Chair/CEO Verbal Update of Key Issues from Trust Board of Directors</p> <p>Not discussed.</p>	
<p>7. GOVERNANCE MATTERS</p>	
<p>7.1. Governors to complete Activity Log</p> <p>LW shared with Governors that visitors to school are strictly restricted to Health, Social Care and Nexus Staff. It was agreed for LW to share the yellow page's contact details with Governors. ACTION: LW to share the yellow page's contact details with Governors.</p>	<p>LW ASAP</p>
<p>8. ANY OTHER URGENT BUSINESS</p>	
<p>8.1. To consider any other urgent business agreed by the Chair</p> <p>None.</p>	
<p>9. CONFIDENTIALITY & RISK</p>	
<p>9.1. To consider the confidentiality of any items discussed during the meeting</p> <p>None.</p>	
<p>9.2. To consider any areas of risk discussed during the meeting</p> <p>None.</p>	

10. DATES OF NEXT MEETING

Tuesday 1 st December 2020	12:00 – 14:00	MS Teams	Safeguarding, Leadership & Management
Tuesday 26 th January 2021	12:00 – 14:00	Abbey School	Teaching, Learning & Wellbeing
Tuesday 16 th March 2021	12:00 – 14:00	Abbey School	Safeguarding, Leadership & Management
Tuesday 11 th May 2021	12:00 – 14:00	Abbey School	Teaching, Learning & Wellbeing
Tuesday 29 th June 2021	16:00 – 19:00	Crags School	Leadership Summit
Tuesday 6 th July 2021	12:00 – 14:00	Abbey School	Safeguarding, Leadership & Management

Minutes approved

CHAIR	SIGNATURE	DATE