



An Daras Trust
Igniting Curiosity Growing Capabilities

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CEO: W. T. Hermon

21/09/22

Minutes

Learning, Standards & Safeguarding Committee Autumn 2022
Wednesday 21st September 2022 at 9.30am at central office

1. Welcome and Apologies

Present: Trudy Rudge, Claire Paul, Steve Tavener, Graeme Barriball, Will Hermon

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

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

Nothing declared.

3. Elect New Chair

At the full Board in July 2022 due to the re-structuring of committees, reallocation of committee members and nomination of committee chairs. TR confirmed as Chair and CP confirmed as Vice of this committee.

4. Confirm minutes of previous TLA Summer (4th May 2022) and matters arising

No actions. Committee agreed the minutes were an accurate reflection of the meeting.

5. Confirm minutes of previous RSS Summer (11th May 2022) and matters arising

- Confirm if Nolan Principles are shared with volunteers as part of their induction (WH). *Advertised in the schools and now incorporated in the volunteer and visitor policies.*
- Instigate a review of well-being strategies by 3rd party provider (WH). *The committee was updated on this work.*
- Cost out a maintenance 'man with a van' option to assist the schools (WH). *This will be taken as action to the FRS committee.*
- Complaints Policy – approved at Audit committee 22 June 2022.

Committee agreed the minutes were an accurate reflection of the meeting.

Note that the previous FSD committee minutes will be approved at the FRS committee.

6. Confidential Agenda Items

None.

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

7. Data

a. Internal & External Data on Attainment & Progress

Ofsted will only look at externally approved data. WH noted that national average is not yet

known and then discussed internal data. EYFS data on the whole is in line with expected national average based on previous years. Yr 1 phonics appears to be in line with or near to what would be expected at national average. KS1 at end of year 2; reading and writing a little lower than normal but that is expected to be a national picture due to covid impact. Maths seems to have suffered less from the impact of covid. Key message from this internal data is that we know where our weaknesses are and what to do about it; reading and writing is still the focus.

b. **SATs Results against local & national benchmarks**

WH discussed the KS2, the trends and the combined trust data. These combined figures were slightly below the national averages but combining very small cohorts in the small schools does not give very statistically accurate data. **Is there a reason why Werrington has dropped again as it seemed to have improved over time?** WH noted some of the reasons for why this might be. Overall, the data picture is reasonable but there are some things to improve on, particularly reading and writing.

c. **MAT/School targets**

Nothing further to discuss.

8. **Improvement**

a. **MAT Improvement Plan**

WH noted the first draft of the improvement plan was discussed in the summer term; it has now been developed further. The ISDR should be published later in the term. Priority 1 (writing) is relevant to this committee. Resources and measures in place with writing, now just need to keep pushing it forward and ensuring consistent approach.

Priority 2 (curriculum and assessment) is also relevant to this committee. **Are we confident that Ofsted are assessing the curriculum in a sensible and fair manner?** WH noted that there are different models and that Ofsted should be focussing on how effective the curriculum is rather than the models used. **Do all schools deliver the same curriculum?** The schools use the same curriculum framework but the content can vary depending on the class size and combined year groups where applicable, and also the church school's content will be varied in order to enhance the Christian distinctiveness. The children are able to talk about their learning because of visible learning underpins the curriculum. Under the curriculum, staff CPD is an important aspect of this improvement. Each school has their own subject leaders but there are also trust subject leaders that support and provide subject matter expertise. WH noted the CPD resources available to staff and planned future targeted training.

Part of priority 2 includes a focus on SEND. Having reviewed SEND last year, this will now be driven forward. It was noted that SEND provision is the responsibility of the class teacher with support from SENDCOs and external resources. **Are there likely to be issues with the class teachers taking full responsibility for SEND and can you confirm that this will be properly managed?** WH noted that SEND was always the responsibility of a class teacher but over the years there has been more reliance on the SENDCOs. The SENDCOs have a very specific role and in order to provide the best for our SEND pupils, responsibilities need to be clearly defined. The committee discussed the history of this, the introduction of SENDCOs and how this has developed over the years.

Sustainability will need to be incorporated into the curriculum and school life, but it was noted that there is not likely to be additional funding to support this. This was discussed.

b. **Quality of Teaching**

Occasionally a capacity issue that is resolved but no issues with quality of teaching across the trust. New teachers recruited have settled in quickly. **What were the application numbers for teaching posts, sufficient to be able to choose the right candidates?** There was enough to be able to choose good candidates but the numbers applying are not as high as they used to be.

c. **SIAMS actions**

Governor monitoring of Christian ethos and distinctiveness, and SIAMS requirements is being addressed to ensure that governors know what they should be monitoring.

9. **Curriculum & Learning**

a. **MAT Vision & Ethos (including Christian ethos)**

Current vision and ethos considered fit for purpose. Visit of the education governance officer from the Diocese of Truro was discussed and she will be invited to the next LSS committee meeting.

b. **MAT EYFS Statutory Framework (including policies & procedures)**

All in place and nothing to report at this stage.

c. **Visible Learning**

An update was given to governors and directors at the last governor training session on 12th September. All schools are Visible Learning certified and An Daras Trust is the only accredited trust in the UK.

d. **Christian character and distinctiveness/RE & Collective Worship Compliance**

WH confirmed that the schools cover more than just the basic RE syllabus. **Do the children learn about the other faiths too, including in the Church of England schools?** WH confirmed that this does happen.

10. **Parents, Pupils & Staff**

a. **Discipline, Exclusions & Behaviour**

No change since the summer term. No inclusion.

b. **MAT Pupil Attendance**

Attendance currently around 95-96% and no issues to highlight.

c. **Staff job descriptions as necessary**

Nothing to discuss.

d. **MAT Non-Negotiable Expectations for Teachers**

Now changed to Best Endeavours and built on the teaching standards. No issues.

e. **MAT Non-Negotiable Expectations for Learning Support Assistants**

As above.

11. **Learning Related Staff CPD/Training/Qualifications**

a. **Senior leaders including (where appropriate) the CEO and CFO getting appropriate CPD**

No training required currently for CEO. CFO conducted CPD previously. JC will be undergoing some training provided by the RSC and is also attempting to achieve Ofsted training.

- b. **Appointment of well-being and mental health champion or process to provide this support**
Processes are in place and the committee discussed this.

12. Safeguarding

- a. **Latest KCSiE and re-assurance that it is being applied across the MAT**
All changes noted and implemented. Peer on peer abuse policy will change to child-on-child abuse policy. CP noted the comprehensive requirements of the induction training and how it needs to be tailored depending on a new staff member's background. Trying to fit it all in, in a sensible way, is very difficult and getting worse with increasing requirements. It may need to be prioritised to what is statutory. **For those that have worked in education, do you ask for proof of in date training?** Confirmed yes. WH also noted the political impartiality guidance that has been issued.
- b. **Safeguarding guidance and policy changes (dependent on when LA policy is issued).**
Noted and new safeguarding policy to be approved at item 15 and distributed to schools.
- c. **MAT Single Central Record compliance**
All compliant at school and MAT level. CP check all SCRs regularly and governors check their own school SCRs. **Are we confident that appropriate checks are in place for the contractors currently working at schools?** It was noted that there are a number of policies and practices in place, with all appropriate checks carried out. Contractors also provide evidence that employees have had appropriate checks.

13. Safety

Review: Health and Safety arrangements [HSE Managing for H&S]:

- **Presence of H&S policy – communicated & implemented (L)**
Policy in place and will be reviewed at FRS committee (oversight by TM, was placed on the wrong committee list but it will be approved this term).
- **Risk assessments across the MAT (L)**
All in place and up to date.
- **Access to competent advice (L)**
All in place. Professional services of a project manager has been in place for some time.
- **Appropriate training & supervision (L)**
Water hygiene, COSHH and H&S training being undertaken this term. Fire awareness training carried out in September. More training coming up.
- **Monitoring & review of accidents, incidents & ill health, including lessons learned (L)**
Vandalism at SSCA recently was noted including slashing the polytunnel, breaking into shed and scattering toys around the school grounds. More damage than theft. New fencing will be going up shortly which will help with security. No accidents to be reported.
- **Sufficient resources to comply with H&S?**
Yes, H&S is always a priority. Travelling caretaker to target issues in schools that need to be addressed quickly. Asbestos management is being inspected externally at some point in the next year; confident that the trust is managing this correctly. Fire precaution work at SSCA almost complete. Improvements to be made at SC and PT. Management of trust/school owned kitchens is a continuous challenge and expensive but in hand. WH noted that a decision will need to be made regarding the Chartwell's contract this term.
- **Control of contractors**
Controls in place for contractors at Werrington.

- **Comply with H&S scheme of delegation**
In place and adhered to.
(L) denotes a legal requirement for employers

14. Compliance

a. **Cyber Security**

Action plan almost complete, final elements incorporated into the improvement plan. Accreditation should be achievable by January. All staff, directors and governors will need to do the online cyber training to be compliant.

b. **GDPR**

Update GDPR training will be forthcoming. No issues to report.

c. **Website compliance of MAT schools**

Latest website compliance checklist has been published. No need to publish data this year because of the impact of covid. **Will it be possible to publish average pupil numbers on each school website so that prospective parents can get a feel for the size of the school?** This will be done. There is also a new requirement to publish number of school hours and clear uniform guidance. **How is the school uniform requirement being managed given the rise in cost of living?** It is carefully managed, the schools still have branded uniform currently but the cheapest supplier is used, and we do have a system for using second hand uniform. Can we and do we enforce uniform policy, if so how? Strictly speaking it cannot be enforced but we do encourage pupils to wear uniform.

15. Policy Review

- Equal Opportunities (LH). Approved.
- Equality (WH) Approved.
- Equality Objectives (WH). Approved.
- Racial Equality (LH). Approved.
- Visitor Agreement (JC). Approved.
- Child Protection & Safeguarding (CP). Approved.
- PPG (LH). Approved.
- Feedback (WH). Approved.
- Volunteer (JC). Approved.
- LGBTQ+ (JC). Approved

16. AOB

None.

17. DONM

Date of next meeting is Wednesday 8th February 2023 at the central office.

Meeting closed at 11.35

TJH Martin
ADMAT Governance Officer

Distribution List:

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