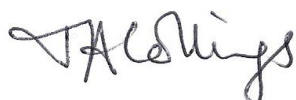




	<ul style="list-style-type: none"> <li>• The Board’s expertise meant that no further support is needed from Babcock regarding school improvement and monitoring</li> <li>• The importance of Trustees undertaking regular monitoring visits</li> <li>• The Clerk’s hours have been reviewed and will increase from 25 April 2022</li> </ul> <p><b>d) Management Partnership with the USF update</b> The Big Schools Hub has undertaken a moderation visit, which concluded that the judgements made by teaching staff were accurate. This outcome was as expected, and the meeting <b>agreed</b> that this quality assurance is important. A further data drop is planned in the near future, which will be aligned to prior attainment sheets. This will give an overview of progress that has been made; what is going well, and highlight areas for improvement.</p> <p><b>e) Premises – update regarding the school field</b> PF confirmed that a visit had recently taken place, which confirmed that the pitch needs to be redone.</p> <p><b>f) Lone working policy</b> PF confirmed that KW has adapted this policy as agreed at the last meeting.</p> <p><b>g) HDC – safeguarding Policy</b> PF confirmed that she now has a copy of their safeguarding policy.</p> <p><b>h) Update from Members’ AGM including agreement of Auditor for next year</b> JC confirmed that the Members’ AGM meeting went well, and an auditor was appointed. They had also agreed that JSU should be invited to become a Member following GS’s resignation. She has subsequently agreed to become a Member. Members had asked that the Board look at partnerships and the future vision of the United Schools Trust.</p> <p><b>i) Community garden; PF to confirm whether Viridor can contribute to funding</b> PF informed the meeting that Viridor no longer made contributions such as this; however they have provided contact details of another organisation that might be able to help. <b>Action: PF to contact and feed back to the next meeting.</b></p> <p><b>j) Update regarding local tutor/academic mentor</b> PF confirmed the school is now eligible. She has registered and is waiting to hear back.</p> <p><b>k) Vice Chair</b> JC explained that it is essential that the Board of Trustees has a Vice Chair in addition to the two Co-Chairs. MW confirmed that he would be happy to become the Vice Chair; this was <b>agreed</b>.</p>
05/02	<p><b>Finance/budget monitoring</b></p> <p>LC, JC, PF and RC meet monthly to review the finances. They highlighted the cleaning contract, noting that the previous cleaning company had served Notice in December, but that there is a new contractor in place. This has led to one staff member being redeployed, and they are undertaking a range of duties including legionella testing.</p>
06/02	<p><b>Principal’s report</b></p> <p>PF provided a verbal update and highlighted the following:</p> <p><b>Covid</b> - To date five members of staff and 22 children have had Covid since the start of term. Although most have been isolated cases, there are currently five children off in one class.</p> <p><b>Attendance</b> - Currently stands at 95.5%.</p>



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**School dinners** - Currently stand at approximately 115 per day, which includes 55 KS2 children. This was regarded as a good number.

**Staff** – CB was due to leave at half-term. A EYFS teacher has been appointed on a fixed term contract; however she is unable to start until after the Easter holiday. Between half-term and Easter CB has agreed to become a supply teacher working four days per week, which will provide consistency for the children.

The Year 4 teacher is a NQT and being mentored by RS. She is doing incredibly well, however the new framework for NQTs is very onerous, especially on the mentor's time.

RS and TS have both started their NPQ training, which is going well.

**Teaching and learning** - The current Year 6 cohort have recently sat the 2018 SATs paper as a practice. This is a cohort of 13 children and their results were excellent. Year 2 are mid-practice with their SATs

**Review** - PF has arranged for the Local Authority to undertake a review of the school on 3<sup>rd</sup> May 2022. She hopes that this will provide confirmation of our perceived strengths and areas of improvement.

**Numbers** - The school has accepted seven in-year transfers to date and has today been asked to accept two siblings that are moving into the area. **Trustees agreed that accepting both children is the right thing to do. PF to action.**

PF informed the meeting that they have received 111 applications for next year's Reception; 52 first choices and 32 second. **Trustees reflected that the school is currently sticking with a PAN of 30, which will mean a lot of disappointed families.**

**Before and After School Club** - Having HDC running these clubs had always been a short-term solution and it was **agreed** that now might be a good time to move these to the management of Kingsteignton School. PF believes that this will be a positive move for the children as they will benefit from the consistency of staff that they feel safe with. Trustees **approved** this.

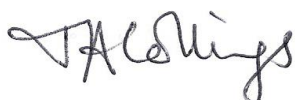
**Defibrillator** - PF reiterated that Jay's AIM raised enough money to purchase 20 defibrillators and Kingsteignton School had been lucky enough to have been allocated one of these. This has been installed on the school fence opposite Teign School. The training has been delayed but is planned to take place in the near future.

**School Improvement** - PF will be working with Babcock to develop subject knowledge in areas including early reading, art and DT.

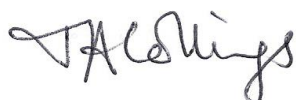
**Reading facilities** - As the children become more able readers it has become apparent that more challenging books are needed. Penny Fitch has ordered some books to meet this growing need.

**Behaviour** - PF explained that the school is currently reinforcing the STOP bullying campaign on a regular basis and supporting this with resources from Jigsaw and MindUp.

**PHSE** - Kingsteignton School is mirroring the PHSE curriculum that is being delivered across the Federation.



	<p><b>Rights Respecting</b> - The school is working towards, and hopes to achieve, the Silver Rights Respecting Schools Award soon.</p> <p>Other areas of focus this half term have included healthy eating and cultural awareness.</p> <p><b>Qualifications</b> - The two staff taking on leadership roles have commenced their NPQ courses. Two teaching assistants in Reception and Year 1 have completed the NELI programme, which is used throughout the EYFS.</p> <p><b>Other</b> - Penny Fitch is continuing to nurture the dementia-friendly link by growing healthy foods in the garden and ensuring this provides sensory stimulus.</p>
07/02	<p><b>Future visioning</b></p> <p>JC raised discussion regarding partnerships, noting that the school's future will be limited long-term if it remains a standalone school. They agreed the importance of exploring all avenues, noting that they must be aware of all options, so they are confident of the best way to move forward. They reflected that working with the Big Schools Hub of the United Schools Federation is working well and agreed that any decision must ensure that the identity of the school is retained.</p> <p>The meeting reflected that there are benefits of being in an academy with other schools, such as the economies of scale of being able to share contracts, such as cleaning contracts and finance packages. It also provides an opportunity to share what works well.</p> <p>It was agreed that a smaller group will meet to look at this in more detail and come back to the next meeting with an outline plan and what our non-negotiables are. DB confirmed he will arrange a virtual meeting, to include JC, SW, PF and RC. Parent trustees will be invited as their lived experience of the school would be valued.</p> <p>Trustees suggested whether JSU in her role as a Member could be invited to become a consultant for us; she has a wealth of knowledge and contacts and is passionate about our school. This was agreed, <b>JC to action.</b></p>
08/02	<p><b>Tender for canopies</b></p> <p>PF raised discussion regarding the quotes for canopies for the school playground that have been received, which were shared ahead of the meeting. PF confirmed that this was essential to the children's health and safety as the playground receives no shade and gets so hot in the summer months that they are unable to safely leave the children to play outside. Trustees <b>agreed</b> to the purchase of canopies.</p>
09/02	<p><b>Agreement of term dates for 2022-23</b></p> <p>PF asked for approval of next year's term dates. She explained that these align to the United Schools Federation as there are a number of children with siblings at St Michael's and it would not be right for these families to have children with different term dates.</p> <p>In the discussion that followed it was noted that staff and parents enjoy the two-week October half-term; this is a long term, which is nicely broken up with a longer break, and it also provides parents the opportunity to book a cheaper holiday without having to take their children out of school. Conversely trustees also noted that ultimately aligning to the local secondary school might provide benefits. Trustees <b>approved</b> the term dates.</p>



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10/02	<p><b>Feedback from Audit Committee held 24 January 2022</b></p> <p>LC explained that at the recent meeting they had used the Auditor's report to update Amber- and Red-rated risks within the Risk Register; where the audit report had provided assurance that risks had been mitigated, the associated risks were reduced.</p>
11/02	<p><b>Trustee visits</b></p> <p>The meeting noted reports from DB's recent visits. JC and SW confirmed they will arrange visit in the near future.</p>
12/02	<p><b>Safeguarding</b></p> <p>KW and CP raised discussion regarding the Allegations Against Abuse Policy. <b>Action: Karen West confirmed she would look at this and report back to the next meeting.</b></p>
13/02	<p><b>Complaints/Accidents/Exclusions this term</b></p> <p>Penny Fitch confirmed that there had been no exclusions this term.</p> <p><b>Accidents</b> - One accident occurred, which was reported through the OSHENS health and safety management system; the meeting confirmed that the child did not sustain any injury.</p> <p><b>Complaints</b> - The meeting moved to Part 2 for this discussion.</p>
14/02	<p><b>Admissions Policy for 2023</b></p> <p>Trustees determined the admission arrangements for 2023-24. <b>Action: PF to submit policy to DCC by legal deadline of 28 February 2022.</b></p>
15/02	<p><b>Policies to be approved by the Board</b></p> <p>The following policies had been shared with Trustees prior to the meeting:</p> <ul style="list-style-type: none"> <li>• Data Breach Policy (new)</li> <li>• Lone Working Policy</li> <li>• Code of Conduct (revised)</li> <li>• Scheme of Delegation</li> <li>• Finance Policy</li> </ul> <p>These policies were all <b>approved</b> by Trustees.</p>
16/02	<p><b>Dates and times of future meetings</b></p> <ul style="list-style-type: none"> <li>• Monday 4 April 2022 5pm – 7.30pm</li> <li>• Monday 23 May 2022 5pm – 7.30pm</li> <li>• Monday 11 July 2022 2pm and meeting with Members at 4.30pm</li> </ul>
	<p>The meeting concluded at 6.55pm</p>

