

<b>Directors</b>
Iain Grafton
Antony Callcut
Nicola Dunford
Simon Niles
Charlotte Power
<b>In Attendance:</b>
Clerk – Sue Howard
Totnes LGB Representative – David Gay – Apology Accepted
Newton & Teign LGB Representative – Yvonne Short

### Minutes

<b>Welcome:</b> Chair IG welcomed everyone to the meeting	
<b>Apologies:</b> Apologies were accepted from David Gay	
<b>Declaration of Business Interests:</b> There were no declarations of interest declared at this point	
S1.18	<p><b><u>Minutes of Previous Meeting</u></b></p> <p>The Minutes of the third meeting held 1 November 2018 were approved and signed by the Chair, Iain Grafton. Part I had been made available to the Committee via the Google drive prior to the meeting.</p>
S2.18	<p><b><u>Matters Arising</u></b></p> <p>.1 The Committee were advised that a Bespoke training event for the Local Governing Boards (LGBs) has been arranged with Babcock and is scheduled for 28 February 2018. An invitation for this event has gone to the Woodleigh LGB also.</p> <p>.2 TC has added a RAG rating to the MAT Improvement Plan Progress Monitoring document.</p> <p>.3 TC had updated the Committee on the MASH referral reported at the third meeting and liaised with Heads of School to ensure they are satisfied with the service they receive when making referrals.</p> <p>.4 The Clerk confirmed that the Trust Safeguarding Policy has now been approved and advice on the wording in relation to the Trust SEND policy has been received and Committee members were advised.</p>
S3.18	<p><b><u>School Improvement</u></b></p> <p>TC advised the Committee that a new MAT review tool has been introduced and the Link are trialling this in our MAT Improvement Plan. TC had produced an updated MAT Improvement Plan Monitor, tabled this at the meeting and summarised the content for the Committee, this included sections on:</p> <ul style="list-style-type: none"> <li>• Subject Leaders meeting to improve on professional learning and sharing of expertise</li> <li>• Establishing Links</li> <li>• Quality and Assurance in relation to Data and the gap between disadvantaged and non-disadvantaged pupils</li> <li>• Curriculum</li> <li>• Accountability</li> </ul>

Link Academy Trust  
Meeting of Standards & Curriculum  
Committee

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S4.18	<p><b><u>Safeguarding Procedures</u></b></p> <p>.1 TC gave a verbal report in relation to Safeguarding across the Trust and summarised the recommendations which came from external Babcock Safeguarding Audit visits. These included:</p> <ul style="list-style-type: none"> <li>• Mobile Phone protocols</li> <li>• Road Safety</li> <li>• Visitor sign in procedures</li> <li>• Site Security</li> <li>• Filing of reports</li> <li>• Online filtering</li> </ul> <p>.2 The Committee were provided with copies of various Safeguarding reports prior to the meeting.</p>
S5.18	<p><b><u>Data and SATS</u></b></p> <p>TC tabled a document on 'Writing Standards' across the Trust. A more detailed breakdown was provided in relation to one school, and it detailed the strategies that teachers have employed to improve the standards, which includes SATS after school club, Guided and Independent spelling sessions for SEN pupils and restructuring of the timetable for the school day.</p> <p>TC also provided the Committee with detailed data results in writing for all the schools from School Pupil tracker following the last data drop which shows very good progress.</p> <p>.2 The Committee were advised that Kath Simpson, the Trust Inclusion Hub manager, has been asked to look at Teaching Assistant's (TA's) in all the Trust schools and carry out a skills audit. An in-depth study of Pupil Premium funding is also being carried out, including how this is allocated against TA hours. Kath will also monitor and track the impact of intervention and therapy work for pupils.</p> <p>Two of the Heads of Schools have attended a course, run by the Southwest Teaching Schools Alliance (SWTSA) around the impact and effectiveness of TA's. A Trust run TA training programme will be initiated in the near future.</p> <p>For the fifth meeting scheduled for 23 May 2018, the Committee asked TC to provide a general overview on the baseline figures regarding Data for the Woodleigh Federation of Schools that will be joining the Link on 1 March 2018. <b>Action TC</b></p>
S6.18	<p><b><u>Local Governing Boards</u></b></p> <p>The Clerk is to invite a representative Governor from the Woodleigh LGB to sit on the Standards &amp; Curriculum Committee. <b>Action Clerk</b></p> <p>A discussion took place around the future of Local Governing Boards and possible structures.</p> <p>Totnes LGB - There was no report from the Totnes LGB in DG's absence. The draft minutes from the last LGB meeting held on 31 Jan 2018 would be available soon.</p> <p>Newton &amp; Teign LGB - YS reported concern over the impact and standards at Bearnas. They feel it is increasingly difficult for the staff to provide adequate curriculum in the current environment. The Governors are aware that a Capital Improvement Fund (CIF) bid has been submitted for a Mezzanine floor to be installed, but urge the Directors consideration for a 'Plan B' if the CIF bid is unsuccessful.</p> <p>The Committee asked the Chair of Audit to add to the Trust Risk Register. <b>Action CP</b></p> <p>The Committee will highlight the concern to the Trust CEO and would recommend that she discusses with YS, for possible contact with the local MP for support as a way going forward to highlight the urgency. <b>Action CEO</b></p>
S7.18	<p><b><u>Dates of Future Meetings</u></b></p> <p>Dates of future meetings were confirmed as: 2/2018 – 23 May 2018</p>

**Meeting Closed 6.20pm**