

<b>Governors</b>	
Frances Swan	Gemma Houghton
<b>In Attendance:</b>	
Clerk – Sue Howard	
CEO – Nicola Dunford	
Head of School Hennock – Sarah Clarke	
Parent Governor applicant - Lynda Cooper	

## Minutes

**Welcome:** In the absence of a Chair, CEO, Nicola Dunford and Clerk, Sue Howard, welcomed everyone to the meeting.

**Apologies:** Apologies had been received from Ewa Ziubryniec

**Declaration of Business Interests** There were no declarations of interest

N38.18	<b><u>Minutes of previous meeting</u></b> The Minutes of the previous meeting held on 5 July 2018 were approved and signed by CEO, Nicola Dunford.
N39.18	<b><u>CEO</u></b> The Governance structure of the Link Academy Trust was explained by the CEO, including the role of the Trust Board and the members (Governors) of the Local Boards (LB). An induction pack had been produced for all governors, this contained key documents around their role on the LB. The induction documents will also be uploaded to the main Trust website and the Google Drive (GD). Teaching & Learning is the main focus for the LB's, and the importance of visiting the Trust schools, meeting the staff and engaging with pupils being a key priority.
N40.18	<b><u>Procedural</u></b> .1 Governors reviewed the Housekeeping Tasks and signed the Code of Practice.  .2 A Safeguarding report on local and regional updates was available for Governors via the GD.  .3 EZ was absent, so no SEND updates were provided.
N41.18	<b><u>Strategic</u></b> LC will be the representative for the Newton & Teign LB on the Standards & Curriculum committee.
N42.18	<b><u>Governance</u></b> Minutes were provided from the Full Board meeting, held 9 July 2018 and the Annual General Meeting, held 16 July 2018. There were no comments arising from these minutes.
N43.18	<b><u>Training</u></b> Governors are reminded that training is available for them, within the Trust Continuing Professional Development (CPD) budget, covering different aspects of their role. Anyone wishing to attend a training event or complete an online training course, should submit their interest to the Clerk.
N44.18	<b><u>Monitoring</u></b> The Annual Cycle of Focussed Visits for this academic year was explained by the CEO. Governors are expected to visit schools regularly to Learn, Support and Challenge. This is done by focussing on specific areas of Teaching & Learning, providing evidence of these visits and sharing what has been learned, to include the positive outcomes, impact and areas for improvement.

N45.18	<b><u>Election of Chair &amp; Vice Chair</u></b> The Clerk reported that no nominations had been received in advance for the role of Chair or Vice Chair. LC volunteered at the meeting to take on the role of Chair for the Newton & Teign LB. All <b>agreed</b> .
N46.18	<b><u>Policies</u></b> The following policies were due for review by the Local Boards: <ul style="list-style-type: none"><li>• Admission Policies 2020-21 – agreed prior to consultation period. Trust Board of Directors to determine Admission Policies in February.</li><li>• Anti Bullying - agreed</li><li>• Behaviour - agreed</li><li>• Home School Agreement - to be carried forward pending input from all the Heads of School</li><li>• Identification Badge - agreed</li></ul>
N47.18	<b><u>Dates of Future Meetings</u></b> Dates of future meetings were confirmed as:- 4 December 2018 – Bearnas 5 February 2019 – Hennock 2 April 2019 – Bearnas 18 June 2019 - Hennock

**Meeting Closed 5.20pm**