

**Minutes of the Local Academy Meeting
held on Tuesday 17th July 2018 6.00pm
at Thrumpton Primary Academy**

Membership	Initials	Governor category	Absence
Mrs Claire Staley	CS	Appointed Governor	A ~ Holiday
Mr Alastair Murray	AM	Appointed Governor - Chair	
Mrs Nicola Grayson - Footitt	NGF	Parent Governor	
Mrs Katie Merrills	KM	Parent Governor	
Mrs Amanda Palfreyman	AP	Staff Governor	
Mrs Elizabeth Williams	EW	Appointed Governor	
2 x Appointed Governor vacancy			

In Attendance	Initials	Position	Absence
Mrs Catherine Thornton	CT	Executive Principal	
Mrs Rebecca Hurley	RH	Academy Principal	
Mrs Sharon Bailey	SB	Clerk	
Mrs Jane Gawthorpe	JG	Potential Governor	A

Item No	Item	Action/by who/when
LAB/059/1718	Apologies for absence Apologies for absence were received and agreed from Ms Staley (holiday)	
LAB/060/1718	Declaration of interest and any changes to declarations made at the start of the year. There were no declarations of interest, or any changes from the start of the year, either direct or indirect, for any items of business on the agenda.	
LAB/061/1718	Minutes of the previous LAB meeting held on 27th March 2018. The minutes of the meeting, having previously been received, were agreed and signed by the chair.	
LAB/062/1718	Matters arising from the previous minutes: LAB/056/1718: It was noted that Mrs Merrills has begun to cross reference the evidence from the governor's folder into the evidence grid for the Governor Mark. The Clerk will discuss examples of evidence and impact statements required for the Governors Mark under LAB/074/1718.	
LAB/063/1718	Safeguarding Update The Principal informed governors that they are no updates to report since the discussions held at the S&O and F&R meetings on the 5 th & 10 th July.	
LAB/064/1718	Academy Results Performance Review/KPI headlines 2017/2018 ~ training held prior to meeting	



	<p>The Executive Principal held a SAT's training session for the governors prior to the LAB meeting.</p> <p>In summary the results were as follows:</p> <p>Early Years attainment ~ Good level of development (GLD) has been maintained at 69% the same as the previous year, the national average is 74%.</p> <p>Discussions have been held with Mr Gareth Letton the Executive Assistant Principal (EAP) for Early Years who will continue to provide support in Early Years.</p> <p>Phonics has been maintained at 73% in Year 1, the combined Year 1 and Year 2 resits is 93% which is in line with the national average and above the trust average.</p> <p>The impact of Read Write Inc supported by Rachel Berger is evident particularly at the end of Year 2.</p> <p><i>Key Stage 1 attainment</i> Reading has increased from 66% to 77%, National average 74% Writing has increased from 59% to 83%, National average 68% Maths has increased from 55% to 73%, National average 75%</p> <p><i>Key Stage 2 attainment</i> Reading has increased from 54% to 77%, National average 74%. Writing has increased from 69% to 74%, National average 78%. Maths has increased from 69% to 74%, National average 76%. Combined is 64% and is in line with the National average. Grammar Punctuation and Spelling has increased from 66% to 68%.</p> <p>The Executive Principal Informed the governors that the KS2 results are the strongest outcomes for Thrumpton since the new SATS format in 2016. this is down to the joint effort of the staff and the supporting EAP's. A special mention to the Year 6 teacher who came from teaching a class of 8 to a class of 31.</p>	
<p>LAB/065/1718</p>	<p>Review of membership and note of any term of office due to expire/Election of new Appointed governor to the board Mrs Gawthorpe. (Document A)</p> <p>The Chair summarised the membership list that was circulated prior to the meeting and informed governors that no terms of office are due to expire.</p> <p>Mrs Gawthorpe, a potential new governor, was due to join the LAB this evening to become an appointed governor and there is also 1 other appointed governor vacancy.</p>	



	<p>The following link governor roles were agreed by the governors: Ms Staley ~ Internal Audit Officer/English Mrs Palfreyman ~ SEND/CLA/PP/Disadvantaged Mrs Merrills ~ Safeguarding/safer recruitment/H&S/Humanities/Student Engagement and Leadership (to include enrichment) Mr Murray ~ Maths/Science Mrs Williams ~ PDBW (Personal Development Behaviour and Welfare)/ Arts (Music Drama, perf arts, fine art) and PE Mrs Grayson – Footitt ~ Arts (Music Drama, perf arts, fine art) and PE Mrs Gawthorpe ~ EYFS (Early Years Foundation Stage) Pay and Performance committee ~ Ms Staley, Mrs Williams and Mrs Merrills.</p> <p><u>Post Meeting Note</u> The Pay and Performance committee meetings have been disbanded and the agenda will be incorporated and split between the existing Finance and Resources (F&R) and Standard and Outcomes (S&O) meeting schedule for 2018-19.</p>	
<p>LAB/067/1718</p>	<p>Correspondence, governor training and training plan, governor visits, link visits, policies programme of review (all on accompanying Document B) The Chair summarised the accompanying paper that the governors had previously received.</p> <p>Mrs Grayson – Footitt carried out a PE link visit on the 19th and 27th June 2018. Mrs Grayson -Footitt summarised the visit.</p> <p>Discussions with the PE Lead included the sports funding and the Daily Mile and Active 30, a government initiative to motivate children to be active. The recommendations are 30 minutes during school and 30 minutes outside of school. This does not have to be intensive and can be broken down into smaller amounts of time. Active learning will be encouraged.</p> <p><u>The Chair enquired</u> how the activity is recorded. The Principal responded that there is currently no quantifiable data.</p> <p>Swimming and Bikeability have both taken place within the school day.</p> <p>A PE member of staff from Retford Oaks Academy attends Thrumpton once a week for 1.5 days providing PE provision and developing children’s skills in Years 2-6.</p> <p>Sports Day was a well-organised and well-thought-out day which involved all Key Stage 2 children. Key Stage 1 had a separate Sport Day.</p>	



	<p>The Principal informed the governors that Thrumpton were the Primary winners in the DALP games.</p> <p><u>The Chair questioned</u> if the success was promoted. The Principal confirmed that it was promoted on the newsletter and twitter.</p> <p><u>The Chair asked</u> where the event took place. The Principal responded the DALP games took place in Grantham</p> <p><u>The Chair enquired</u> how many children from Thrumpton took part. The Principal responded that 24 children took part in the DALP games.</p> <p>The Principal informed the governors that the PE Lead is introducing netball in the next academic year.</p>	
<p>LAB/068/1718</p>	<p>Any trips to authorise</p> <p>The Principal informed governors that there are no trips to authorise.</p> <p><u>The Chair enquired</u> if the day trip to Cleethorpes had taken place. The Principal confirmed the Cleethorpes trip had taken place and was enjoyed by the children.</p> <p>The Executive Principal informed the governors that trips are currently being examined. The value of the trip and the experience for the children and financial cost to parents will be considered.</p> <p><u>The Chair enquired</u> if Thrumpton are still in contact with the Retford Lions who have previously funded trips. The Principal confirmed that the academy is still in contact with the Retford Lions. Local trips that have no financial cost and trips further afield will be considered.</p> <p><u>The Chair enquired</u> if Mrs Williams could discuss the possibility of the children hosting a show at the Majestic theatre. Mrs Williams responded that the Majestic would charge for the hire of the theatre, however could enquire about a tour.</p> <p>The Executive Principal stated that Retford Oaks Academy has a stage and the hall is transformed into a theatre setting with a stage, lights and sound effects. This would give the children a taste of a theatre experience.</p>	
<p>LAB/069/1718</p>	<p>Executive Principal Update (any trust messages)</p> <p>The Executive Principal summarised her report to governors which they had previously received.</p> <p>The report includes a DALP Trust update, Primary update and a Thrumpton Primary update.</p>	



	<p><i>Trust Update</i></p> <p>Previously reported at the S&O and the F&R meetings, Chris Pickering has returned to DALP following his secondment to WCAT (Wakefield City Academy Trust).</p> <p>Debbie Clinton has secured a post of CEO at the ATT Multi Academy Trust and will not be replaced.</p> <p>Louise Davidson the Executive Principal for Tuxford Primary has secured a post at a Pre School in Dulwich next year and will not be replaced.</p> <p>The Executive team will consist of Chris Pickering CEO, Gary Corban Chief Operations Officer and 4 Executive Principal's.</p> <p>Gary Corban has carried out an essential piece of work to resolve the current financial issues with a pause on the Trust growth.</p> <p><u>Mrs Merrills questioned</u> if the essential piece of work regarding the financial issues could have been carried out sooner. The Executive Principal responded that the Trust growth was more rapid than anticipated and that central cost had not been covered. Previously discussed at the F&R meetings the budget process has changed to include building a reserve pot.</p> <p>The Executive Principal explained the budget process may not be the best way for the primary setting and will be explored during the Autumn term.</p> <p><u>The Chair challenged</u> whether this meant less or more money in the pot for primaries. The Executive Principal responded that Teaching and Learning will drive the budget and the next 3 years of budget will be examined.</p> <p>The Executive Principal explained that the Trust continues to provide support to Hillocks Primary School and is confident that once the pause of the growth is lifted the Trust will continue to grow.</p> <p><i>Primary Group Update</i></p> <p>The primary group has worked effectively together. Standardised test and assessments will be carried out at the same time so a comparison and moderation between the primaries can be made at the same point in time.</p> <p><u>The Governors enquired</u> if there are 4 primaries in the primary group. The Executive Principal responded that there are 6 primaries. Tuxford Primary is within the northern cluster group, Thrumpton, Bracken Lane, Samuel Barlow and Wainwright are within the primary cluster group and Redgate is within the central cluster group.</p>	
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	<p>The Principal from Redgate Primary Academy will be completing a Special Needs review throughout the primary group and developing a core curriculum specific to SEN.</p> <p>This year the primary group has been operational with the introduction of new system and structures. These are now established and the Executive Principal’s role will be more strategic with the Principal’s running the academies day to day.</p> <p>The Executive Principal’s have been lifted away from the Full Academy Review (FAR). The primary academies will receive support through the primary group.</p> <p>The Executive Team has worked together to draft the 4 “core ambitions” for the Trust under the overarching aim of improving the social mobility of all young children and young people, raising the bar and closing the disadvantage gap.</p> <p>These will inform the individual academy plans in the way relevant to their context and include the priorities:</p> <ul style="list-style-type: none"> • Closing the word gap • Review and development of a core “knowledge rich” curriculum • Inspiring ambition and aspiration towards the world of further education and employment • Improving outcomes for all. <p><u>Mrs Merrills questioned</u> if there are any plans for the governors to attend the CLAB meetings. The Executive Principal responded that the Chair and Vice Chairs are invited to the CLAB meetings. The next spring term will see the first meeting of the Primary Cluster CLAB.</p> <p>A Joint meeting between Thrumpton and Bracken Lane Chair of Governors and Vice Chairs will be arranged in the autumn term.</p> <p>Action: The Clerk to arrange a joint meeting between Thrumpton and Bracken Lane Chair of Governors and Vice Chair.</p> <p><u>Mrs Merrills enquired</u> if peer reviews are carried out. The Executive Principal responded that there is an open invitation for governors to observe another governing body meeting that the Clerk can facilitate.</p> <p>Action: The Clerk to facilitate for the governors to observe another governing body meeting during the autumn term.</p> <p>The Executive Principal informed the governors that the cluster group will remain the same for the next academic year however the cluster’s will be reviewed next year and there may be a cross over between primaries and secondaries.</p>	<p>Clerk/Autumn term</p> <p>Clerk/Autumn term</p>
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	<p><i>Thrumpton Primary Update</i> The Executive Principal would like to formally recognise the leadership of Mrs Hurley and her team.</p> <p>The academy has gone from strength to strength and this is evident in the Principals engagement with the EAP's and Phonics lead. There are clear expectations in Teaching and Learning and evident support provided to the children.</p> <p>The governors would like to formally recognise the achievements of Mrs Hurley and her team.</p> <p>Mrs Blacknell has been successfully appointed as the Lead Practitioner for Maths across the Trust, one day a week.</p> <p>The Executive Principal would like to thank Ms Staley who has continued to support the governing body at Samuel Barlow and the governors at Thrumpton for their dedication and commitment. The Executive Principal is confident that the governing body is ready to apply for the Governor Mark.</p> <p>The Executive Principal informed the governors that the OFSTED framework may be changing with the removal of the outstanding judgment. Multi Academy Trust (MAT) will be inspected.</p> <p><u>The Chair enquired</u> who will carry out the MAT reviews. The Executive Principal responded that the regional schools. OFSTED are examining whether the individual academies are examined or the MAT.</p>	
<p>LAB/070/1718</p>	<p>AP Academy update and termly overview of the AIP The Principal summarised the Principal's report circulated prior to the meeting.</p> <p><i>Vision and Values</i> An end of Year review took place on the 13th June. All staff and governors reflected on the vision and values of Thrumpton Primary.</p> <p>The End of Year report was circulated to the governors on 6th July. The favourite hash tags have been emailed to marketing and are supporting with a strapline.</p> <p><i>Notable Achievements</i> The football team won their league in the school's Football Affiliation in Bassetlaw.</p> <p>Parents as Partners for F1 starters in September was a success and ended with a visit to Clumber Park.</p>	



	<p>The data shows significant increase in attainment on previous years and Thrumpton is now in line with the National Average for combined in KS2.</p> <p><i>CPD</i> This term Elanor Kerr and Tracy Blacknell have successfully completed the Outstanding Teacher Programme. This will be fed back to the teaching team as part of the academies CPD programme.</p> <p>Beth Hare has now completed her NQT year and the Early Career Development.</p> <p>Tracey Blacknell has successfully implement scholarpack throughout the primary academies.</p> <p>Anne Bell has supported at Wainwright and completed moderation of EYFS outcomes across all the primaries.</p> <p>Priorities for CPD next year will be in house coaching of staff new to year groups and an open door culture where staff are learning from each other and sharing good practice.</p> <p>The EYFS Team Networking Group (TNG) lead by Gareth Letton EAP for Early Years has been effective in sharing best practices across the settings and training on Early Excellence Attainment Tracker (EExAT) has been carried out ready for 2018/2019.</p> <p>The Lead Practitioner for RWInc has supported in targeting groups of children at risk of not reaching the phonics standard in Year 1</p> <p>Steph Burnett the Maths EAP made significant impact particularly around arithmetic. 23 out of 31 scored 30 plus on the arithmetic paper.</p> <p>5 out of 8 borderline children on the Third Space Intervention achieved Age Related Expectation (ARE) in Maths.</p> <p>Pat Evans English EAP is supporting the development of the new English Leader.</p> <p><i>Community and Parental Engagement</i> The academy ran a flower show competition with classes creating their own garden. 70 parent votes have been received. Thrumpton have also entered Retford In Bloom competition for the Best School Project.</p> <p><u>The Chair enquired</u> if the academy has entered Retford in Bloom before. The Principal responded that they had not and it is elements of Retford in Bloom the academy is entering. The children have</p>	
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	<p>grown new potatoes, and these will be weighed. The potatoes weighing the most in a school or academy will win.</p> <p>Mrs Williams left at 7.30pm</p> <p>A formal letter of thanks will be sent to Hutchinson’s Engineering for the successful safety day held at Thrumpton Primary on the 19th June. The children designed road safety posters, four of which will be printed onto the side of a Hutchinson lorry.</p> <p>Thrumpton hosted their first Parent Steering Group which focused on the end of year reports. Positive feedback has been received regarding the new report format.</p> <p><u>The Chair queried</u> the difference in the reports. The Principal responded that the reports are still meaningful and after consultation with parents the reports are easier to understand.</p> <p>The Executive Principal explained to governors that the other primaries within the group followed the same format with the exception of Bracken Lane. Feedback from parents will be compared.</p> <p>The Principal formally thanked the Governors, the Executive Principal and the staff for having trust and faith in her leadership at Thrumpton through a year of significant change.</p> <p>The Governors unanimously agreed it is a privilege to be a governor for Thrumpton Primary.</p>	
<p>LAB/071/1718</p>	<p>SLT update The Principal confirmed that there are no SLT updates to report.</p>	
<p>LAB/072/1718</p>	<p>Portfolio chairs summary of meetings – any items for LAB/Board approval. The Chair informed governors there are no items for board approval.</p>	
<p>LAB/073/1718</p>	<p>Academy GDPR update It was noted that the Chair has now completed the GDPR training.</p>	
<p>LAB/074/1718</p>	<p>Academy Specific items (if any)</p> <p>1) <i>Governor Mark (Examples of evidence grid and Governor impact statement circulated prior to meeting)</i> The Clerk summarised the examples of the evidence grids and impact statements circulated prior to the meeting. The examples are from East Leake Academy who was awarded the Governor Mark this academic year. The grids and statements indicate how to reference evidence thus giving the governors a better understanding of the governor mark process. The Clerk advised the governors to begin with question 5 of the evidence grid</p>	

	<p>2) <i>To confirm the governor meeting dates for 2018/2019</i></p> <p>It was noted that the governor meeting dates for 2018/2019 have been circulated to governors prior to the meeting. The governors approved the dates and no objections arose</p> <p>3) It was noted the that the standard agendas for 2018/2019 were uploaded to SharePoint on 19th June and have been circulated to governors prior to the meeting for information.</p> <p>4) It was noted that Neil Holmes was appointed on the Nottinghamshire Schools Forum.</p> <p>5) Key Messages from the April DALP Governor Conference</p> <p>It was noted that Ms Staley and Mrs Williams attended the DALP governor conference in April and found the conference informative. The next DALP governor conference will be 28th November. It was advised that governors attend.</p> <p>6) CoG/VC feedback from CLAB meeting on 7th June 2018</p> <p>The Chair and Vice Chair were unavailable to attend the CLAB on the 7th June, therefore no feedback is to be received.</p> <p>7) Governor Privacy Notice</p> <p>The Clerk advised the governors that the Governor Privacy Notice has been uploaded to SharePoint. The governors are advised to read it.</p>	
<p>LAB/075/1718</p>	<p>Determination of confidentiality of business and Equality Act Consideration</p> <p>Governors considered whether anything discussed during the meeting should be deemed as confidential and whether during their discussions any equal opportunities issues have arisen. It was <i>Resolved</i> that there were no confidential items and there had been no Equality Act implications.</p>	
<p>LAB/076/1718</p>	<p>Date and time of next meeting:</p> <p>The next meeting will be held on Tuesday 20th November 2018 at 6pm.</p> <p>The meeting closed at 7.55pm</p>	

Signed by Chair:

Date: