

**Summary of discussions of the Local Academy Committee meeting
held on Wednesday 21st January at Bracken Lane Academy**

Membership	Initials	Governor category	Absence
Mr A Murray Chair	AMU	Appointed	
Mrs F Simpson Vice	FS	Appointed	
Mrs C Wyles	CW	Appointed	
Mrs J Gawthorpe	JG	Appointed	A
Dr E Farrar	EF	Appointed	A
Mr M Wintle	MW	Appointed	
Mrs M Malcolm	MM	Appointed Parent	
Mrs S Willows	SW	Appointed	A
Mrs K Clearly	KC	Appointed Parent	A
Mr A Michael	AMI	Appointed	

In Attendance	Initials	Position	Absence
Mrs H Cawkill	HC	Principal - Bracken Lane	
Mrs S Kahler	SK	Principal - Thrumpton	A
Mrs L Spacey	LS	Executive Principal	
Mrs N Benson	NB	Governance Professional (GP)	

Quorum	5	Governor's present	6
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Outstanding Actions Log

C	= Complete	CF	= Carried forward	I	= Incomplete (carried forward more than once)
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Agenda item	Meeting Ref	Action Required	Responsible Person	Timeline	Update	Status
AC/12/2526	2526 - 2	Contact AMi to ensure he is able to access information and ensure he is aware of future meeting dates.	NB	26/11/2025	Email sent to AMi via gov and personal email addresses, awaiting response	C
AC/14/2526	2526 - 2	Contact governors individually regarding outstanding mandatory training.	NB	26/11/2025	Still outstanding for some. All reminded to complete them by Feb half term.	I

AC/16/2526	2526 - 2	Review the format of the PP documents shared on school website to ensure it is clear they are current versions.	LS/HC/SK	31/12/2025	Bracken Lane – complete	C
AC/18/2526	2526 - 2	Put together a parents evening schedule for governor representation.	NB	19/12/2025	Dates confirmed, NB will share a schedule with all governors	CF
AC/19/2526	2526 - 2	Develop schedule of staff attendees to LACs.	NB	19/12/2025	Schedule discussed and agreed, draft agendas will be shared with all governors	CF

Q = Question from Governors

A = Answer from senior leaders

Agenda item	Key points / Summary	Action Required	Responsible Person	Timeline
AC/23/2526	Apologies for absence Apologies from JG and EF were accepted. No apologies were received from KC and SW. [ACTION]	Contact KC and SW regarding nonattendance	NB	28/01/26
AC/24/2526	Declaration of Interests No declarations made. MW will be delivering a lecture to the PGCE students on 2 nd Feb at Lincoln Bishop University on Assessment For Learning and wanted to ensure there was no conflict. [ACTION]	Check whether there is a conflict.	NB	28/01/26
AC/25/2526	CONFIDENTIAL Discussion - Current staffing arrangements LS gave a brief update on the current challenges at Thrumpton whilst SK not in work:			

	<p>LAC comment – Please extend our best wishes to SK for a speedy recovery.</p>			
<p>AC/26/2526</p>	<p>Review of actions log / outstanding items AC/14/2526 – Outstanding Statutory Training discussed and all governors reminded to complete before Feb half term.</p> <p>AC/18/2526 - Governor attendance at parents evenings. Bracken Lane dates Monday 23rd to Wed 25th February. Thrumpton is likely to be the following week – Tuesday, Wednesday and Thursday. NB will share a schedule with governors [ACTION carried forward]</p> <p><i>Q: Is it worth having a simple 5 question sheet for if governors are involved, they can gather feedback from parents.</i> <i>A: HC can share the iPad questions and then governors can gather anecdotal comments from parents it's also a good opportunity to be more visible to staff.</i></p> <p>AC/19/2526 - It was agreed that EK (Ellie Kerr) will be invited to the March meeting to deliver a presentation / information session on English and voice 21 [ACTION]</p> <p>Considering a session on Ofsted prep and review of AIP towards end of the year for the July meeting.</p>	<p>Carried forward</p> <p>Carry forward the action to create a schedule for parents evening.</p> <p>Extend Invitation to meeting to EK.</p>	<p>All Govs</p> <p>NB</p> <p>HC / NB</p>	<p>13/02/26</p> <p>05/02/26</p> <p>05/02/26</p>
<p>AC/27/2526</p>	<p>Governance Report HC to schedule H&S link meetings with AMu for both academies. [ACTION]</p> <p>AMi – arrived at 5:50 and apologised for being late due to work and traffic.</p>	<p>Arrange H&S link meeting with Amu for both BL and TH</p>	<p>HC</p>	<p>05/02/26</p>

	<p><i>Q: With the changes in staffing, will HC continue to be DSL at Bracken Lane and who will be DSL at Thrumpton?</i></p> <p>A: HC can meet with CW (Safeguarding link governor) for both schools as she is still overseeing safeguarding at Bracken Lane and whilst Amanda is doing much of the admin at Thrumpton, HC has oversight of both. CW will let HC know dates and HC will cross reference with her diary. [ACTION]</p> <p>LS told the LAC that we must keep the statutory visits going but staff would appreciate it if other visits could be held back towards the end of this half term while things settle down.</p>	Confirm dates for safeguarding link visit with CW	HC	05/02/26
AC/28/2526	<p>Governance Strategy and Scheme of delegation</p> <p>Training was shared with all governors on screen. There was no further discussion.</p>			
AC/29/2526	<p>National Education policy – latest news and updates</p> <p>Agreed that national education policy changes for discussion will be included with the meeting paperwork, NB, HC, LS to ensure that the information shared is relevant.</p>			
AC/30/2526	<p>Principals reports - Standards</p> <p>Thrumpton AIR (Academy Improvement Review)</p> <p>LS explained the purpose of the AIR as a collaborative group within leadership to review an agreed set of specific foci and to ensure that previous recommendations made have been moving and improving. They also look at the AIP (Academy Improvement Plan), any areas for improvement previously recommended by Ofsted and areas that the school may have asked them to place attention on.</p> <p><i>Q: Who formed the group?</i></p> <p>A: Lucy Spacey, Gareth Letton, Cat Summers, Neil Holmes, Patrick Knight and Pat Evans</p>			

	<p>LS – Shared the salient points from the AIR report which had been shared with all attendees. The findings were superb on the ground in terms of Teaching & Learning, curriculum delivery, use of adaptation to support SEND and beyond etc. From an English perspective Thrumpton has a strong leader who has done a huge amount of work collaboratively across the group. Reading has been at the forefront based on the focus on reading coming from the government and from the IDSR (Inspection Data Summary Report) perspective on maths and writing. This will all depend on when they come and which set of data they will be looking at. Phonics results are positive and we are clear about the next steps program and levels of support for children who haven't met the benchmark. Writing is an area where, as an entire organisation, we are refocusing work. Looking at teaching and assessment of writing which is the key focus as a group and is true to Thrumpton.</p> <p><i>Q: What about children that don't have the physical skill to write but still have the ideas and imagination etc. are they being supported?</i></p> <p>A: laptops and the clicker program are used to support children with writing where they have ideas and struggle to write. There has been a lot of free training for schools around this and the physical skills are still important.</p> <p><i>Q: Is this an expensive resource?</i></p> <p>A: it is not cheap but is good value and of benefit for the children that need it.</p> <p>Maths is a strength within Thrumpton and there is a clear cycle of assessment to ensure teachers have a good understanding of what is needed.</p> <p><i>Q: Why is there a disparity between maths and English?</i></p> <p>A: Significant work and implementation went into years 5 and 6 and the last cohort was a strong one in terms of maths. The maths hub and training</p>			
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	<p>has worked well. With regards English, it needs embedding further. Reading has been a focus and now the writing is being given more focus with a wider lens on assessment, staff training and the pathway for teaching from start to finish.</p> <p>LAC commented that the trend appears to be everywhere nationally, having been speaking with teachers in another trust recently who raised an interesting point in that maths hasn't changed so much over recent years, where-as children are spending significantly less time with pen and paper due to the technological age, and this seems to be a cultural shift.</p> <p>LAC commented that behaviour and attitudes was really good, and said the report should have expanded to say that consistent positive behaviour demonstrates that children understand the rules and routines.</p> <p>LS went on – Attendance Systems needed additional clarity and since that point there has been a significant improvement in attendance which continues to be a priority. Early years is a strength and we need to ensure that the leader has the confidence to articulate what they do, why they do it and what impact that is having. SEND was a strength demonstrating excellent practice. A focus is needed with regards the highest-level needs children to ensure they are getting the best teaching and activity to meet their needs and CPD is being put in place for teaching and support staff.</p> <p>Leadership and management - Confidential Discussion There was a confidential discussion around the leadership and management section of the AIR report.</p> <p>Bracken Lane ERM HC provided a brief summary of feedback from the last parents evening and the types of questions that were asked. Feedback was positive.</p>			
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	<p>Attendance remains a challenge, in particular due to holidays. There has been positive feedback from parents following work being done with the children to encourage them that it is ok to still come to school when they are under the weather.</p> <p><i>Q: Are you tracking lateness?</i> A: we continue to work with parents to get the message across that lateness means missed learning and an unsettled start to the day.</p> <p>HC – signposted the PP summary and shared that the PE funding has enabled a top up for swimming this year.</p> <p>SEND profile at Bracken Lane has changed over time and we currently have a rolling programme working on EHCPs. We have successfully got one started for assessment and all funding bids have been approved, VA (Vicky Allcock) has done a great job with this with support from leaders.</p> <p><i>Q: What is ACES training</i> A: Adverse Childhood Experiences Training. HC told the LAC that children are vulnerable for all sorts of different reasons and Bracken Lane hit every category when reviewing the list. It is therefore useful to update and review this training.</p> <p>HC told the LAC that there is work to do to pick up the children who are missing combined. Boosters are in place and staff know what to do and although HC is over at Thrumpton VR is picking this up as it was already in place.</p> <p>AIP feedback shared Oracy covers lots of things and trying to ensure objectives are manageable.</p> <p>No more questions.</p>			
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<p>AC/31/2526</p>	<p>Safeguarding</p> <p>AMi told that LAC that he had hosted a series of headteachers in primary schools. And one was celebrating attendance and he was the first in that trust to get over 90% which demonstrates the great work being done at Bracken Lane and Thrumpton.</p> <p>HC – welcomed the feedback and said that the team have good relationships with parents and inclusion team doing excellent work on attendance. SK had started this work at Thrumpton and it was making progress, VR is taking the lead on attendance across both schools.</p> <p>The safeguarding audit was completed. Reviewed by CW and signed off by Amu at the end of last term. In SK’s absence, Patrick Knight signed off the Thrumpton audit as HC could not sign both schools.</p>			
<p>AC/32/2526</p>	<p>Stakeholder update</p> <p>To be revisited after the parents evenings.</p>			
<p>AC/33/2526</p>	<p>Have VMV and equality been upheld</p> <p>All attendees agreed that vision mission and values had been upheld.</p>			
<p>AC/34/2526</p>	<p>Complete report to Trustees</p> <p>The report to trustees was completed with input from all attendees.</p> <p>Response from last report</p> <p>Thank you for your feedback on the Pupil Premium training and for on meeting sequencing and hope that this is something that can be incorporated into future agenda planning. We note the safeguarding interruption during the Bracken visit. We also value the community engagement and the work on your action plan.</p>			

AC/35/2526	<p>Determine Confidentiality</p> <p>Governors considered whether anything discussed during the meeting should be deemed as confidential. It was resolved:</p> <ul style="list-style-type: none"> - Confidential items around staffing, leadership and management discussed have been recorded separately. - There had been no Equality Act implications. 			
AC/36/2526	<p>Next meeting</p> <p>Wednesday 18th March at 5:15 pm at Thrumpton Primary Academy</p> <p>Meeting closed at 7:02pm</p>			

Signed by Chair: Alastair Murray	Date:
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