



Local Academy Committee Meeting Minutes

Date: 28/11/2024 in School

Item 1. Opening

Prayer: Led by Bruce.

Attendees: Sarah Briggs, Nicola Read, Lee Bottrill, Lucy Hill, Tim Longley, Dan Stephens, Bruce Ward, Nermina Webster, Justin Comasky

Apologies: Annel Pabla and Hannah Hogg

Clerk: Victoria Lindsay

Item 2 – Declarations of Personal and Pecuniary/Business Interest

None

Item 3 - Membership and Roles

2.1 VL Discussed term of membership for BW. Renewal application is due to be sent to the board in January.

2.2 Role Assignments:

- SEN/Safeguarding/Children Known to Social Care: LH/HH
- Safeguarding/Mental Health/SEN/LAC: HH
- EYFS: NW
- Maths/English/Finance/Marketing: NR
- Website: LB
- Website/Sustainability/Health & Safety/Maths: AP
- Writing: DS and NR

Item 4. Previous Minutes

4.1 Minutes approved



Item 5. Review Outstanding Actions

5.1 Safeguarding slides to be added to the Ofsted file.

Item 6. Trust CEO Update

- SB summarised updates, noting new School Improvement Officers have started and visited the school.
- LB highlighted Hemming School's recent Ofsted and suggested discussing it with the head.
- SB to meet South Derbyshire heads, including an Ofsted inspector, who will review children's books and provide feedback.

Item 7. Vision and Strategy

7.1 SB to clarify details about the Equality Audit. **Action**

Item 8. Educational Performance

8.1 Pupil Premium (PP) and Club Participation

- Lunch clubs: 30 in choir and 30 in art club.
- Library Club: **NR queried activities**; JC clarified that it includes exploring the library, reading, and discussing books.
- LB recommended listening to Mark Roland's podcast on PP strategies.
- SB confirmed the PP strategy aligns with key priorities. **NR asked about the website breakdown**; SB confirmed it is available.
- SB emphasised the flexibility of PP funding to support other groups, e.g., SB's maths group for PP and SEN students.
- LB suggested documenting specific examples of PP spending for evidence.
- DDAT School Improvement Officer, Lisa Atkins' PP audit provided positive feedback.

8.2 Sports Premium

- JC discussed the Sports Premium Impact document.
- **LB asked if it shows an impact**. JC confirmed, noting percentages and increased participation in cricket, basketball, dodgeball, and rounders.
- **LB queried PP attendance**. SB expects improvement over the year but noted persistent absences due to holidays and sickness.

8.3 Wraparound Care

- SB is exploring options. VL has signed up for the pilot government scheme.



8.4 Admissions and Resources

- September Admissions: All agreed to a temporary increase of 18 pupils.

Item 9. Financial Performance and HR Matters

9.1 VL presented the Business Manager report, emphasising the implementation of new finance and HR systems introduced this academic year. Challenges were noted due to delays in training needed for certain finance tasks. **NR enquired about the level of support from the central team**, to which VL confirmed that support is available, although the team is currently short-staffed.

9.2 Disposal of iPads: Nine devices marked for disposal; agreement reached.

9.3 All agreed on pay increments for two Teaching Assistants

Item 10. Safeguarding and Compliance

10.1 Single Central Record (SCR) Reviewed by HH on 28th November 2024. Positive feedback from SCR audit to be shared widely as best practice.

10.2 Website audit outcomes to be posted on the Governor Hub. **Action:** LB to review the website checklist by the next meeting. DS proposed a website revamp focusing on organisation; feedback to be shared with NR.

10.3. Complaints, Suspensions and Exclusions

LB raised the importance of parents addressing concerns with the school before contacting Ofsted.

10.4 . Upcoming Trips

- School Trips:** Theatre (infants) and Pantomime (whole school)
- Nativity:** 12th December.
- Church Service:** 20th December.
- Carol Singing:** 9th and 13th December.

10.5 Looked After Children (LAC)

- SB discussed the LAC annual report with governors.

10.6 . SEN and Church Attendance

- LH asked about SEN students attending the church service.** SB confirmed no current issues but noted one child may attend partially.



10.7. Policy approval was withheld until further clarification was obtained if a policy was not fully understood, guidance on how to obtain clarity, and what steps to take if LAC members disagree with the content being presented. This followed a conversation focused on the Charging and Remissions Policy. This policy states that for residential visits, *the school will not charge for any visit that takes place during school hours.* **Action**

Item 11. AOB

- SB shared notes from a governor Ofsted briefing.
- NR requested that AOB items be communicated in advance for inclusion in future agendas.

Actions

7.1 SB to clarify details about the Equality Audit

10.2 LB to review the website checklist

10.7 VL to obtain clarity regarding policies

Next Meeting – Thursday 23rd January 2025 via Zoom