DDAT
Derby Diocesan Academy Trust

LOCAL TRUST COMMITTEE (LTC) MINUTES
Summer 2

School Name	Sale and Davys CE Primary School		
Date	9th July 2026	**Clerk**	Victoria Lindsay
Venue:	Teams		

LTC Members in attendance:	
Sarah Briggs (SB) Nicola Read (NR) Lucy Hill (LH) Tim Longley (TL) Justin Comasky (JC)	Headteacher Chair of Governors Parent Governor Parent Governor Staff Governor
Apologies:	
Bruce Ward (BW) Dan Stephens (DS) Lee Bottrill (LB)	Academy Governor Parent Governor Vice Chair
Also in Attendance:	
Catherine Hetherington Helen Fenlon	Assistant Headteacher Assistant Headteacher

The meeting opened with a pre-recorded presentation from the School Council.

Please use your own numbering system	
1.	Welcome, Opening Prayer, Apologies for Absence noted and Confirmed Meeting Is Quorate
2.	Clerk Update reminders for the LTC on training, Skills Audits, outstanding admin tasks etc
3.	Confidentiality reminder discussed. There were no declarations of interest relevant to the agenda
4.	Approval of Minutes of previous meeting and review outstanding actions
	LTC membership and link roles i. No LTC expiry dates/vacancies ii. Link roles – agree appointments to DDAT link roles – 1. Safeguarding, -Lucy 2. SEND, -Lee 3. Health & Safety inc Sustainability, -Tim 4. Children Known to Social Care, -Lucy 5. Finance- Dan 6. Closing the Attainment Gap- Nicky
5.	Review DDAT Scheme of Delegation and Terms of Reference
6	**Trust Update**
	No CEO update available
7	**Headteacher Report including DSL Report**
7.1	SB informed LTC members that there is a delay in receiving SAT's data therefore cannot feedback the results.
7.2	Attendance is higher than the national average.
7.3	Four pupils on roll with an EHCP.
7.4	Health and Safety audit was 94% compliant. VL to upload to Gov Hub.
7.5	LH asked what the Reception numbers will be for September 2027. SB confirmed there will be 8 pupils starting in Reception.
8.	**Safeguarding updates not included in Headteacher report**
8.1	Risk Assessments are currently in place to manage the current heatwave and actions are being taken to keep cool.

9.	Inclusion update including SEND, disadvantaged, Pupil Premium and children known to social care
9.1 9.2	The inclusion update will be ready for the Autumn term. - **Action** Sports Premium provision Report– JC updated members on the lunchtime play surveys for KS1 and KS2. - Document on Gov Hub
10	**Policy Review**
 10.1 10.2 10.3 10.4 10.5 10.6	• All Trust policies are to have been read by LTC members ➢ Attendance Policy 2026 ➢ Flexible Working Request Policy and Procedure 2026 ➢ Managing Safeguarding and Low-Level Concerns Policy 2026 ➢ Preventing Sexual Harassment at Work Policy 2026 ➢ PSHE and SMSC Policy 2026 ➢ Restrictive Interventions and Use of Reasonable Force Policy 2026 (replaces the Physical Intervention Policy January 2026 in line with DfE statutory guidance and inspection expectations effective from April 2026)
11.	**Vision, Strategy, SIP and SEF**
11.1	SB discussed priorities - SIP and SEF- New SIP Targets Writing Report- Helen Fenlon EYFS- Catherine Hetherington SIAM- Catherine Hetherington School Data- SATS, Multiplication, phonics, EYFS Adapting lessons to meet needs of children. Timely interventions. Multiplication check outcome above national average. 50% passed this year, although those who did not pass still achieved average 23/24 out of 25. Number of pupils passing phonics is above the national average. DDAT partner have reviewed and are happy the SIP.
11.2	Helen Fenlon presented the writing report. – Document on Gov Hub
11.3	Catherine Hetherington presented the outcome of the EYFS audit.- Document on Gov Hub
12.	**Finance**
12.1	Staffing- Hannah Yeo appointed at Assistant Head 0.4. All agreed to ratify.
12.2	School Business Managers report – VL confirmed that the bank account has been moved to the central DDAt account. New budgeting software is planned to be introduced in the Autumn term.
13.	**Flourishing Schools/SIAMS**
13.1	Catherine Hetherington covered in Vision, Strategy, SIP and SEF. CH explained that the new SIAMS framework, that they look at schools under three options; who we are, what are we doing, and theology that underpins our Christian vision.
13.2	SB discussed that Year 6 were visited by Rev Matt Green as part of their secondary school transition.
14.	**Governance**
14.1	LTC Training and Development – No training since Summer 1 term carried out.
15.	**Reflection**
	What have we achieved that will make a difference for the pupils and school? Sports premium outcomes. *EYFS – Developing outdoor provision and continuous SIP writing.*
	Determination of confidentiality of business, the 7 Nolan Principles and Equality Act consideration Reflect and consider this meeting – has anything been discussed that should be classed confidential? Have the 7 Nolan Principles and the Equality Act been considered throughout the meeting?
16.	**Date and time of next meeting**
	Thursday, 22nd October at 7pm in school
17.	**Actions**
17.1	Have the inclusion update ready for the Autumn term - SB