

Alumnis Multi Academy Trust

Local Schools Community Council Minutes

[Link to Governor Hub](#)

Date:	30.04.2025	Venue:	The Clinton
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Minute Taker:	Sukkeena King	Chair	Lindsey Hopper
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Start:	10.06	End:	11.39
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Members Present	Initials	Category	Agenda
Lindsey Hopper (Chair)	LH	Parent	<ol style="list-style-type: none"> Opening Reflections Welcome and Apologies Confidentiality Reminder Declaration of Business/Pecuniary Business Interests Consider and Approve minutes Matters arising from previous minutes Safeguarding update Review Policies Receive RAG rated SIP Receive Visit reports Agree LSC monitoring cycle and arrangement for visits Items to go to the Board Items to go the LSC Record of Training and feedback Identify committee members training needs Committee member recruitment and succession plan Items brought forward Closing Reflection Date and time of next meeting
Kate Ripley	KR	Community	
Martin Warren (Virtual)	MW	Community	
Samantha Drew	SD	Head (Clinton / Dolton)	
Maryl Steyn	MS	Head (Clawton)	
Leanne Anstey	LA	Staff	
Rachael Sharpe	RS	Director of Education	
Also Present			
Sukkeena King (Virtual)	SK	Clerk	
Sian Jenkins (Joined up to point 6)	SJ	Director	

Item	Minutes
1	Opening Reflections



2	<p>Welcome and Apologies</p> <p>Apologies</p> <p>Cheryl Cottle Hunkin - County Elections Jac Robilliard - another meeting</p> <p>Decision The Committee unanimously accepted the apologies.</p>
3	<p>Confidentiality Reminder</p> <p>Committee Members are reminded that any information provided and/or discussions undertaken/advice given in the course of the meeting under Part II conditions must remain strictly confidential.</p> <p>They are also advised that an audio recording of the meeting may be taken, this recording will be used to verify the accuracy of the minutes and will be deleted once they have been approved. The clerk confirmed that the meeting would be recorded on this occasion.</p> <p>Decision: All in attendance agreed to the recording of the meeting.</p>
4	<p>Declaration of Business / Pecuniary Business Interests</p> <p>Members were reminded that they should declare any conflict of interest which becomes apparent during the meeting.</p> <p>Lindsey Hopper - Parent</p>
5	<p>Consider and approve the minutes from the meeting dated 15/01/2025</p> <p><u>Draft Minutes 15.01.2025</u></p> <p>Decision:</p>



The Committee unanimously agreed that the Minutes are a true record of the meeting

6	<p>Matters arising from previous minutes</p> <ul style="list-style-type: none"> • Clawton Carpark planning out of date. Not sure where we go with this one. • Neil Buckner Recruitment - Not heard from him as he said he was busy. SK to chase. • Need to do an advert for Staff Governor Clawton. MS will send out to staff again. <p>SJ Joined to ask if there are any questions about the letter that was sent out. Just to let everyone know that there is a FAQ sheet going out to answer any questions that we may have. Please contact JR in the first instant and she will coordinate who you need to speak to. Nothing will change for the LSC and how they work, I will go through various items that you will find useful on LSC Day. I have asked for an item to be placed on the agenda of anything to go to the board, this is so we have a more fluid channel of communication.</p> <p>KR - Staffing arrangements and recruitment?</p> <p>SJ - RS will take this on and will report back.</p> <p>LH - We are going to different trusts, how do the LSC and the teachers decide on which trusts for our schools, do the heads have any say in the new trust?</p> <p>SJ - Same way that a maintained school moved to an academy it is a similar process to that. I talk to the regional school board and I have been talking to them on a weekly basis, we work with them and are guided by them and we are doing our due diligence on the other trusts and looking at if they are financially secure and their growth patterns. We are guided by the Department of Education and we can look at any trusts but can go to the board and they say no. The board takes the decision but we will do a consultation and ask for stakeholder engagement.</p> <p>A discussion was had around another group of schools which was taken over by a Trust and lost head teachers and teachers. SJ has asked LH to email her the information so she can have a look at the Trust.</p> <p>MW - Where the future is concerned does the whole trust transfer? How did we get into this position?</p> <p>SJ - We are looking at the best outcome for children and we are looking at scenarios and we are looking at splitting and keeping together as the geography of the schools are quite far apart. We are looking at all options. I joined in October and you can see the accounts at Companies House. The trust was signed as a going concern, mismanagement and not growing as a trust amongst other things. Mark Blackman is supporting us and he is provided to us and he is paid for from the Department of Education.</p> <p>RS - All available on Companies House, if you want to have a look, look at page 21 and 22. SJ and I had to put a signature against it when SJ and I were not in post at that time.</p>
7	<p>Receive Safeguarding Update</p> <p><i>Have there been any new appointments made at either voluntary / school or LSC level since the last meeting?</i></p>



	<p>Clawton - no The Clinton minibus driver</p> <p><i>Have all pre-employment checks for these individuals been completed prior to them starting?</i></p> <p>Clawton n/a C&D - Yes</p> <p><i>Can the Headteacher confirm that the SCR has been reviewed and there are no gaps?</i></p> <p>Clawton - Yes, all up to date. Some L2 training for volunteers is coming up C&D - Yes</p> <p><i>Is the Headteacher aware of any near misses or other incidents that have occurred in the interim period?</i></p> <p>Clawton - No</p> <p>C&D - No</p> <p><i>Have there been any permanent exclusions?</i></p> <p>Clawton - No</p> <p>C&D - No</p> <p><i>Have there been any fixed term exclusions?</i></p> <p>Clawton - Yes, 0.5 days.</p> <p>C&D - No</p> <p><i>Are there any part time timetables and when were they last reviewed?</i></p> <p>Clawton - No</p> <p>The Clinton - 2 25/04/25</p>
8	<p>Ensure the following documents are in place and have been reviewed:</p> <ul style="list-style-type: none"> • Handwriting • Jewellery • PSHE <p>Handwriting Policy</p> <p>Jewellery Policy</p> <p>PSHE Policy</p>



LH - Offered to rewrite the handwriting policy and will send info to RS.

LA Joined the meeting 10.35

Decision:

All policies were reviewed

Action

LH is going to rewrite the Handwriting Policy.

9

Receive RAG rated SIP

[Clinton and Dolton SIP](#)

[Clawton SIP](#)

SD - Teaching and Learning is a focus rag rated amber. Maths mastery is continuing and going well so some parts are green. Chrome books have been useful for Dan as he has the whole of KS2.

CPD recently had a visit from LAP before Easter and has come on board to support us. LAP came and did a review visit it was not quite what I was expecting. It was almost like a mini Ofsted. MS and I went to a LAP conference and it was really good with speakers. Using information from that it will feed into staff PDM's. LA and I will go and look at 2 of their schools which are similar in size to Clinton and Dolton.

Behaviour and Attitudes is green and there is engagement from the children and we do not have huge behaviour issues.

Personal Development there are elements that are green and the reason I ambered this, was this year we are still working on this.

Equality and Diversity we are working on this.

Leadership and Management this is amber.

ELS and LSC are green this time. I think we have made the changes to make this more efficient and effective.

Early Years - Green autumn term and feel it is amber, we are not going backwards we have shifted the focus.

Reception and Phonics green all on track.

Staff CPD amber.

LH - Are you getting support from the SEN hub at St Helens?

SD - No, part of the funding was to support us as well, SW came out and discussed the support our children need and what is on offer. This has not happened and the funding is coming to an end and SW is looking at applying again.

RS - Clinton is in the ofsted window and what risks and vulnerabilities are there?

SD - KS2 are going to Dolton. This is having an impact on everyone and continuing to work together for the best outcomes for the children. Looking at parent relationships and pupil process reviews are happening at both schools. My current focus is planning and looking at the SEN provision. MS and I went on training for the OAIP framework. The LAP visit was



	<p>looking at curriculum and we had a good ofsted at Dolton. We need to continue thinking about all of the children to achieve and adapt using the curriculum resources.</p> <p>RS - Clinton, attendance data is 91% and this is below national. Attainment is not where it was last year. How are you going to ensure that you get the outcome that you want or that the school deserves.</p> <p>SD - I think it is showing what we are doing now. One year 6 on a part time timetable and he joined us at the end of year 4 and we have done considerable work with and the family, he has made huge progress. One year 5 that joined us last year and we are going to need to show the progress of those children that have joined us. Also, the reception data and what we are doing to change the historical pattern.</p> <p>MS - Quality of Education this is amber, result of ofsted and when LAP came around. There is some work to do on that.</p> <p>Assessment sunshine scores are improving.</p> <p>Focus children, making sure we are getting it right for them and then we are getting it right for everyone. There is progress.</p> <p>SEN I have attended one OAIP training and there is another one.</p> <p>Looking at the focus children and children with complex needs making progress.</p> <p>Behaviour and attitudes I would rate green.</p> <p>Attendance 94% one child still on medical absence. We thought that we would be able to start a phased return but not yet due to infection.</p> <p>Looking at absences regularly and there is one family that has been on 3 holidays this year, we did not fine and when I spoke to LAP, they said to just fine and I do not need to do the three letters.</p> <p>Personal Development and with regard to British values this would be green.</p> <p>Enrichment is amber I was hoping to bring in forest school but this has not happened.</p> <p>We have received a grant to support playtime with imaginative play.</p> <p>Reading cafe is very popular and it is green.</p> <p>Grant for tennis coaching and Launceston and Shebbear are running free sports events and this has mainly been aimed at year 5 and 6.</p> <p>Leadership and Management this is green and when talking to LAP we talked about capacity and doing learning walks.</p> <p>LSC is green.</p> <p>Safeguarding is green.</p> <p>SD - Successful funding bid for wraparound care and we have it for 3 terms.</p>
10	<p>Receive reports from Committee Members following LSC Monitoring visits and respond to any questions raised</p> <p>Visit Note Clinton 07.03.2025 CCH</p> <p>Visit Note Dolton 14.03.2025 KP</p> <p>Visit Note Clinton 1.4.2025 KP</p>



11	LSC Monitoring Cycle and arrangements for visits
12	Items/Information to go to Board <ul style="list-style-type: none"> • Staffing arrangements • Clawton Carpark • Healthy and Safety all of the things brought up last year and not sorted out. <ol style="list-style-type: none"> 1. Rough path, stone sticking up through the clippings. 2. Clawton Hall is mouldy where the children eat lunch. A parent has offered to fix it and the PTA has raised money to paint and put up blinds. 3. Only 2 working plug sockets in the classroom. 4. Door finger guards a lot are broken and new ones have not been fitted.
13	items/information to go to LSCs
14	Record of any training undertaken and feedback from training
15	Identify Committee Member training needs Training Matrix DES Governance Courses <p><i>You can register via your Alumnis email on the following sites for up to date information, training opportunities and support with your role.</i></p> <p>Register / DES (Devon Education Services)</p> <p>Governance / DES</p> <p>https://cstuk.org.uk/register</p> <p>Register with DAG - Devon Association of Governance</p> <p>Register - Governors for Schools</p>
16	Committee Member Recruitment and Succession Planning



17	Items brought forward at the discretion of the Chair None
18	Closing Reflection
19	Date and time of next meeting LSC Day 8th May 9.30 - 13.00



Summary of Decisions taken by the Local Schools Committee

Item	Decision	Action Points

Recommendations to be considered by the Board of Directors

Item	Recommendation	Response from Board

Minutes shared with xxxxx on xxxxxxxx

