

Alumnis Multi Academy Trust

Local Schools Committee Minutes

Newsletters

Date:	30.04.2026	Venue:	Online
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Minute Taker:	Sukkeena King	Chair	Hannah Smith
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Start:	16.08	End:	17.13
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Members Present	Initials	Category	Agenda
Kirsty Page	KP	Interim Head Teacher (WPS & BPS)	<ol style="list-style-type: none">Opening ReflectionsWelcome and ApologiesConfidentiality ReminderDeclaration of Business/Pecuniary Business InterestsConsider and Approve minutesMatters arising from previous minutesSafeguarding updateSEND updateReview PoliciesAgree LSC monitoring cycle and arrangement for visitsRecord of Training and feedbackIdentify committee members training needsCommittee member recruitment and succession planItems brought forwardClosing ReflectionDate and time of next meeting
Lully Newman	LN	Headteacher (Bampton)	
Hannah Smith	HS	Parent	
Yasmin Trevelyan	YT	Foundation	
Dale McCutcheon	DM	Staff	
Also Present			
Sukkeena King	SK	Clerk	
Jo Evans	JE	Advisor	

Item	Minutes
1	Opening Reflections
2	Welcome and Apologies Apologies Yasmin - another committment



	<p>Decision:</p> <p>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 not be recorded on this occasion.</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>Hannah Smith - Parent of Webbers</p>
5	<p>Consider and approve the minutes from the meeting dated 18.9.2025</p> <p>Draft Minutes 22.01.2026</p> <p>Decision:</p> <p>The Committee unanimously agreed that the Minutes are a true record of the meeting</p>
6	<p>Matters arising from previous minutes</p> <p>None</p>



Receive Safeguarding Update

Have there been any new appointments made at either voluntary / school or LSC level since the last meeting?

TA appointed at Burlescombe - started after February half term and resigned with one week to go before Easter - decided the role wasn't for her. KP had to speak to her about being on time for work. Admin appointed at Webber's following resignation of RS - hopeful that new appointment will start around the end of April.
MTA appointed at Webber's.

Job Share SEND TA finally started after waiting for references to come back (2 days per week). We had to advertise as the person previously recruited resigned after one day. Currently advertising for Nursery Assistant 3 days per week as Nursery numbers are now high and we are having to turn away children for some sessions. Should this not be filled, the job share SEND TA has expressed interest in filling in one day per week.

Have all pre-employment checks for these individuals been completed prior to them starting?

Yes

Yes

Can the Headteacher confirm that the SCR has been reviewed and there are no gaps?

Yes

No- will do by the time of the meeting

Is the Headteacher aware of any near misses or other incidents that have occurred in the interim period?

No

Not regarding recruitment. A child's scooter was recently run over by one of the taxis at the end of the day. Parents have been asked not to let their children run down the hill ahead of them or to use the drive. I now stand on the drive to stop them.

Have there been any permanent exclusions?

No

No

Have there been any fixed term exclusions?

Yes - 1 day fixed term exclusion

No

Are there any part time timetables and when were they last reviewed?

No

Yes 2. Both reviewed. One is medical and is due to start full time as soon as his splints are in place. Should be next week. The other will end next week and review is on Friday.

Webbers and Burlescombe

You state the new TA has left at Burlescombe, what is the plan moving forward for this role? Will it be filled? It has been filled and she is starting tomorrow. The situation was we interviewed 2 and they were both really good. We appointed the wrong one and it did not work out. She did about 3 and half weeks. I spoke to JR and



we really needed a TA as we do not have enough staff. As we had interviewed we offered a temporary contract and she accepted.

Bampton

When did your advert finish for the nursery assistant? It finished and we did not have any applicants, so what we are going to do is to extend the hours of our new job share she currently does 2 days and will do another 2 days in the nursery and this means the essential paperwork can be done on site and not taken home by our nursery lead. We are full with 2 year olds. We are using DMc as the teaching ratio and most days there are at least 15 children, this means we can expand and it will be great to build the nursery up.

I have brought the nursery lead around to having babies, I have written to the Diocese and Sue Lockwood and I am awaiting to hear back. I need to know if it is good to follow through and that there is a need in the area.

JE Update

The update is that April 1st did not happen and I apologise for the communication. I act as the communications and we are still awaiting the intention that it will happen on September 1st. Grateful for the support from ACE/LAP. Monitoring visit at one of the schools and the school is being supported by LAP and Alumnis. We have been able to repay the loan we have received from the DFE and funds have been mY available now for some building works in the schools. Bampton roof will be sorted in the summer.

LN - The roof has been left so long and it will now cost more money. I am waiting for this to be approved.

JE- I am pretty sure that this will be approved as there is now money in the pot to be able to repair.

Thank you for everyone's support.

LN - Our Amphitheatre went over budget and was thinking of taking it out of the PP budget, but did not really want to take it out of the PP budget.

JE - The clearest way is to get the clarification from MB.

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Ensure the following documents are in place and have been reviewed:

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- **Emergency Plan**

 School Emergency Managment Plan 2026-2027 - Webber's and Burlescombe.pdf #

 Webber's and Burlescombe Primary School - Ready for anything.pdf

 **Emergency Action Plan Bampton 2026 (1).pdf**



Webbers and Burlescombe Emergency management

- It states Nikki Orchard is the key holder. I am not sure she does this any longer so may need updating. There is a key box onsite so whether the code can be given to school and updated? **She does not have a key for the village hall. There is a key box on site. I can give you the email address of the person who can give you access.**

- Appendix 3- where it states the site information, are they all relevant and the same in both schools or does it need to state the separate locations for each school? **No, I tried to make it one for both schools and there was bits that work and some that does not. When we go other to ACE I would try to have policies for both schools as a one policy incorporating both.**

- Appendix 4- The safe place is stated at Holcombe village hall- is this for both schools? **Ok I will check for Burlescombe.**

- Appendix 8- states the contact preferred method for parents is school gateway but should this now be arbor **Ok will change**

KP - I have updated and I have also put on ready for anything as I felt the plan was a little out of date so did the update and put in the new plan. We go into the Ofsted window in May, let's hope it is September and I want to make sure I have it all covered. It is similar to what the ACE schools have anyway.

LN - We have a separate lock down policy and I tested it and it did not work as we do not have blinds at the windows, working locks on the doors and radios that do not work. The internal classroom doors do not lock, you can get into one classroom you can get into the others. The children were great and really silent and wanted to do another one.

KP - I thought about it as we are nowhere near it and we do not have locks on doors and we have the bit at the back of the school, I have a massive gate at the front with keys and locks and then at the back I have a little fence which you can jump over and get into the school. The individual classrooms do not have locks on. It needs a bit of updating.

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Receive RAG rated SIP

 SIP 2025 2026 Webber's and Burlescombe.pdf

 Bampton SIP 2025 - 2026 (1).pdf

Webbers and Burlescombe SIP

- Those areas that are amber, please could we have an update of why they are amber and what provision is being implemented to ensure these become achieved? **KP - We have a few and I was ambitious with the targets and with progressive across the 3 values of the curriculum. With supply teachers in class you are not getting the full by in with the curriculum and I am happy with the staff that are staying here and they are getting it and the ACE curriculum is not simple but it is a**



great curriculum but it is complex and when teachers have taught a way for a long time they forget to do things. I am pleased with the progress.

LN - Quality of teaching and learning - I am proud of our teachers and nursery leads and they have adopted the ACE curriculum as far as they can. I have been a little mean in the RAG rating. I did it as amber, it is in enquiry, just because we are still learning and not confident yet. Children's improved outcomes and we still have the same percentage. 2 new children start at the beginning of the year. NTC I have been looking at the heat maps. We have received a new year 1 and we have another one coming in to reception. SEND again I ambered because we have identified interventions that need to be done and then school get in the way and staffing. Lots of work going on to plug gaps. In September we will have 7 children in reception. But the following year we have 17 for the cohort 2027 which is really good. We will still have less of the incomers with all the gaps. PP and vulnerable children, red in the autumn and amber now we still have persistent absentee. One area I have put in pale green as there has been great improvement in the nursery with the help from Tori from Shaldon and the nursery lead has been doing the planning.

- The foundation trackers- is it possible to have copies of these when they are updated to ensure we can see the progress being made from the practices being implemented? How often are these reviewed? Can we have these when they are reviewed? **Yes. Alumnis systems you cannot get into anything, you can not get things or share with someone who is not in Alumnis.**

LN - I don't think you can as I cannot even share with Kirsty. We may be able to download.

KP - I tried to download myself and I tried and it is not great to download in excel. It is a substantial spreadsheet. It is easier to see in excel. I am happy for you to pop in and I will show you. I introduced and shared with staff in March and I asked them to start with where the children were and it was horrifying data, some do not have foundation skills and they are in reception and has gone through school and they do not have skills. What I asked teachers to do is to do the data and pull out the children that are behind and if you have a load of children who are struggling with Maths etc and pull them all for intervention. There is pockets and handwriting is getting better. There is clear progress but still nowhere where it should be. Most of the progress has been in key stage 1 and this is because the children are younger and it is easier as they pick it up quicker. Our year 5 & 6's have got into terrible habits and it will not happen overnight. There is a sense of urgency and I have spoken to staff and need each child to move at least one increment at the end of each term. Reviewed half termly. I want to be fair to staff as there hasn't been anything in place and I have come in and asked for them to do this I am supporting them as it is a lot at the moment.

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Review of External Support ACE

- What support has been provided by ACE to date?
- **5 days of ACE curriculum training**



- **ELTM meetings monthly**
- **Pre-boarding day -meeting with each department to discuss support needed and systems in place.**
- **Pre-boarding in our schools**
- **Visits to ACE schools - all teachers**

- Visioning day - Headteacher
- 5 day curriculum training Headteacher and teachers
- Teachers visits to ACE schools x 8
- Nursery visit to ACE Nursery x 2
- Kitchen Manager visit to ACE Kitchen x 1
- ACE Central Team meeting and site visit x2
- CEO and Operations manager site visit x 1
- Estates visits and quotes for pool heat pump and leaking roof
- Headteacher appraisal x1
- SIAMS support visit x1
- Book looks x 3
- 2 x ELTMs attended

- Which areas of the school has this support focused on (e.g. leadership, teaching, curriculum)?

- **Curriculum mainly**
- **Curriculum mainly**

Impact of Support

- What measurable impact has the support had on:
 - Leadership capacity and effectiveness

Leadership support from ACE headteachers - lots of resources etc shared

Leadership support from ACE headteachers - lots of resources etc shared

- Quality of teaching and learning

Introduction of ACE curriculum is raising standards

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- Curriculum development and implementation

Involvement of community and stakeholders in new curriculum experiences

Involvement of community and stakeholders in new curriculum experiences

- Progress against school improvement priorities

Teachers have all visited ACE schools to see the curriculum in practice.

Teachers and some support staff have all visited ACE schools to see the curriculum in practice.

- What evidence is available to demonstrate this impact?

First outcome - buy in from staff and raised expectations.

- ✓ Bampton staff are raring to go! Teachers have begun to plan using ACE style planning formats and 'experiences'.
- ✓ Books are beginning to look better in terms of presentations
- ✓ Higher expectations of work so that children understand their responsibility to improve their work.
- ✓ Good understanding of ACE curriculum and the theories behind its creation
- ✓ Staff are reassured about the processes that will change in order to align with ACE will be done with sensitivity and care
- ✓ Nursery staff fired up to ensure provision is the best it can be.

Quality Assurance and Triangulation (LSC)



- How does the LSC assure itself that reported improvements are embedded in practice?

Date booked to go out to Bampton. From visits that I have done I have gone through Journals and I spoke to children about the school itself and behaviour. I didn't manage to speak to staff. I did lots of pupil voice and the handwriting has improved and the children were glad to show their work and have pride in their work.

- What triangulation activities are undertaken (e.g. visits, data analysis, stakeholder voice, external reviews)?

I attend the parent events that are there, visit the centre at the canal and it was a task that all the children got involved with. Foundation tracker and we think it is an improvement. I spoke to staff and I spoke to Kirsty and asked what they are achieving and plugging the gaps in the lessons. The teachers all said the same. Talking to parents and my children go to the youth club where other children go. A community cafe with the school is involved in and we attended community events which the schools would like to be involved with. Easter bonnet parade from the school to the church. Huge amount of parental support.

- Are there any gaps between reported progress and observed practice?

No there are not, what I had been told was happening is happening.

Next Steps and Actions

- What further support is required from ACE? **They will be visiting in June. We have been invited to the heads training day. ELTM executive leadership team meeting they do them often and they are really useful days and they share information with us. They are coming to me in June as well.**
- What are the next priorities for development? **Budget Meeting and they wanted to talk with us about our plans etc. I went in and it was a really supportive, want I presented they spoke about not having enough capacity. We had a budget meeting, out previous ones have been tricky you dont ask for more than you need and it is really stressful. I didn't feel this at all, and they really understood the staffing structures I have put in.**
- Agreed actions, responsibilities, and timescales

Bampton-

- Could you elaborate further as to where you are with the progress of implementing the ACE curriculum? Is someone from ACE monitoring this/ supporting you, if so, how? **We have started the curriculum and we have someone coming from ACE in June to support, we have been told to go slow but the staff and myself decided to go all in and give it a go.**

Bampton and Webbers and Burlescombe

- It states the introduction of the ACE curriculum is raising standards- what evidence is there of this? Is this through data yet? **It is mainly through the work they are producing and there is still a lot of work to do. We have started using test base from December data we did some more. There has been some good progress and I could see it happening in books. Reading is strong and I am pleased with phonics and R,W,Inc. and I am pleased there is some real progress. Ours is through books and not data yet.**

Webbers and Burlescombe



	<p>- Bampton state some of their support staff have visited ACE schools, is this in the plan for the support staff at W&B? Yes there is and it has been on my list to do, the reason it has not happened is because I need them in school I have children in school which are suffering from anxiety. With no administrator I have just not had the capacity. The administrator has started today and it is on my radar. I do feel bad about it as it is not there fault we do not have staff.</p> <p><u>Webbers and burlescombe</u></p> <p>- Is it possible to have amounts for percentages in those specific groupings (SEND and disadvantaged) so we know the numbers as well as percentages. Yes I can share this with you.</p> <p> Data Capture - Burlescombe.pdf</p> <p> Data Capture - Webber's.pdf</p> <p> Data Capture ACE Bampton.pdf</p>
11	<p>Receive reports from Committee Members following LSC Monitoring visits and respond to any questions raised</p> <p> LSC HS Visit Report Burlescombe 24.3.26.docx</p> <p> LSC HS Visit Report Webbers 24.3.26.docx</p>
12	<p>Agree LSC Monitoring Cycle and arrangements for visits</p> <ul style="list-style-type: none"> • ELS Meeting 5th May 1.30 - 3pm Hannah attending
13	<p>Record of any training undertaken and feedback from training</p> <p>None</p>
14	<p>Identify Committee Member training needs</p> <p>Training Matrix</p> <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>



15	Committee Member Recruitment and Succession Planning New Vicar has made contact and I will be emailing him.
16	Items brought forward at the discretion of the Chairs <u>Bampton</u> Following our previous meeting, has anything been followed up about your roof leak? LN - The roof leak is terrible. But the amphitheatre is amazing and it is really good. I have had a few theatre groups contact me.
17	Closing Reflection
18	Date and time of next meeting To be confirmed



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

