



Mary Tavy and Brentor Community School Minutes of the Governing Board Meeting – 21.02.23

Item	Item/comments/notes																							
Procedural Matters																								
1.	<p>Welcome and Apologies for Absence The meeting began at 2.20pm. Chair welcomed everyone to the meeting.</p> <p>Present:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr style="background-color: #4b0082; color: white;"> <th style="width: 25%;">Co-opted Governors</th> <th style="width: 25%;">Parent Governors</th> <th style="width: 25%;">Staff Governors</th> <th style="width: 25%;">LA Governor</th> </tr> </thead> <tbody> <tr> <td>Tim Collingwood</td> <td>David Petridge</td> <td>Clare Davies – Head Teacher</td> <td></td> </tr> <tr> <td>Philippa Denley</td> <td>Matthew Crossey</td> <td></td> <td style="background-color: #4b0082; color: white;">Clerk</td> </tr> <tr> <td></td> <td></td> <td></td> <td>Emma Murphy</td> </tr> <tr> <td></td> <td></td> <td></td> <td>Jay Hooper</td> </tr> </tbody> </table>				Co-opted Governors	Parent Governors	Staff Governors	LA Governor	Tim Collingwood	David Petridge	Clare Davies – Head Teacher		Philippa Denley	Matthew Crossey		Clerk				Emma Murphy				Jay Hooper
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2.	<p>Declaration of pecuniary interests Reminder issued. None declared for items on the agenda.</p>																							
3.	<p>The minutes of the last meeting Governors agreed the minutes of the meeting on 10.01.23 as a true and accurate record.</p>																							
4.	<p>Matters arising not on the agenda Actions update from 10.01.23</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr style="background-color: #4b0082; color: white;"> <th style="width: 10%;">Item</th> <th style="width: 60%;">Action</th> <th style="width: 15%;">Actionee</th> <th style="width: 15%;">Status</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">4</td> <td>DP to share policies with governors for review and approval</td> <td style="text-align: center;">DP</td> <td style="text-align: center;">4</td> </tr> <tr> <td style="text-align: center;">5</td> <td>CD and PD to complete SEND Audit</td> <td style="text-align: center;">CD/PD</td> <td style="text-align: center;">5</td> </tr> <tr> <td style="text-align: center;">6</td> <td>Arrangements to be made for external validation of SDP</td> <td style="text-align: center;">All</td> <td style="text-align: center;">6</td> </tr> </tbody> </table> <p style="text-align: center;"><i>Action log update</i></p> <p>4 – Ongoing. Carry Forward 5 – Ongoing. Carry Forward 6 – Ongoing. Carry Forward.</p> <p>It was agreed these actions would be completed by the next meeting.</p> <p>Q: Does the SDP (School Development Plan) need to be reviewed by an external body or does that mean us? A: It means the plan needs to be reviewed by the governing board. <b style="color: red;">ACTION: CD to circulate updated RAG-rated version.</p> <p>Recruitment and Staffing Governors discussed staff movement. New arrangements will relieve some pressure at lunchtimes. The school is awaiting resource update in respect of replacement teaching posts.</p>				Item	Action	Actionee	Status	4	DP to share policies with governors for review and approval	DP	4	5	CD and PD to complete SEND Audit	CD/PD	5	6	Arrangements to be made for external validation of SDP	All	6				
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5.	<p>School improvement partner visits The school have 2 visits booked in from both the Trust and LA (Local Authority).</p> <p>Q: As head teacher, what is your response to the recent management agreement meeting with the Trust?</p>																							



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	<p>A: I am really excited. We have the Festival of Hope coming up which opens an opportunity to the children and staff to see the benefits of moving into a big Trust. They will have an opportunity to participate in things like sports, art work, have activities at Tavistock College and music. It is offering wider opportunities for activities that we may not necessarily be able to as we are a small school. In relation to professional development, the Senior Leads had a meeting last Thursday that I was invited to attend but unfortunately due to staff absence, I was unable to attend. Also, there are opportunities for other staff members to embrace becoming part of DMAT (Dartmoor Multi Academy Trust).</p> <p>It was noted CD and DP will be visiting some schools in the Trust to see the lived experience of working within a Trust.</p> <p>The board noted the level of support received from the Trust this term has improved. The Trust will be supporting the school with finances and budgeting.</p> <p>There is still a concern over Principal’s ability to take advantage of DMAT networking and development opportunities due to workload responsibilities.</p>
<p>6.</p>	<p>Monitor areas of SDP SDP has not yet been monitored.</p> <p style="text-align: right;">ACTION (a): GP to move Monitor Areas of SDP to the next agenda.</p> <p>It was noted the SDP is being RAG (Red, Amber, Green) rated as a working document. The current area of focus is the curriculum between KS1 and reception.</p> <p>Q: How are you handling that? A: The difficulty is both classes are in the same classroom sharing the teacher, so they are both exposed to different curriculum. It is a worry that we may have missed some key learning development milestones with reception as we are running 2 curriculums parallel to each other. We need to balance the 2 and make sure they each have time with the teacher and learning what they are supposed to be learning.</p> <p>Q: When would you like one of us to come in and help review the SDP? A: The only day free is a Monday.</p> <p style="text-align: right;">ACTION (b): MC to review SDP with CD by 7th March</p>
<p>7.</p>	<p>Governor visits/portfolio leads/ working party Governors encouraged to write visit notes every half term to evidence observations and stakeholder voice capture.</p> <p>It was noted the Safeguarding Lead has checked SCR during weekly volunteering role in the school and mentioned the school may wish to have training on Safer Recruitment.</p> <p>Dartmoor Multi Academy Trust CEO came into the school for a visit. Governors also undertook a Health and Safety tour of the school. GP (Governance Professional) encouraged governors to write a report on their observations from the tour.</p> <p>Q: There are 2 boilers in the school but only one works. Should we get in touch with the council to get the backup boiler running? A: I think it is possibly our responsibility to organise getting it fixed.</p> <p>It was noted DMAT have offered to set up the new gym equipment during May half term. The estates team also saw the playing field and are gathering quotes for new fencing and an outdoor classroom.</p>



Mary Tavy and Brentor Community School Minutes of the Governing Board Meeting – 21.02.23

	<p>Q: Should we ask planning officers to come out and have a look at where we would like the outdoor classroom?</p> <p>A: Yes, we could and also ask the National Park, however, the way we approach the planning will depend on if we join the MAT (Multi Academy Trust) or not so perhaps we should wait until we have made that decision first.</p> <p>Q: Would another option be to sell off some land and build a new school?</p> <p>A: It would be better if we didn't have to sell any land. We need to find out what happens if we academize. Whether the LA would still own the land or if it would transfer over to DMAT.</p> <p style="text-align: right;">ACTION: Governors to enquire what will happen with the school and land if Mary Tavy and Brentor academize.</p>
8.	<p>Governor Training – Feedback All governors have completed PREVENT (Radicalisation) training.</p>
9.	<p>Policies for Approval</p> <p>9.1 Equality Q: Is this a DCC policy or the schools? A: It is a model policy from DCC which is localised to be specific to your schools.</p> <p>Q: Are we are able to change anything on this policy? A: Yes, you can make changes if it does not apply to your school. ACTION (a): Governors to approve Equality Policy via email.</p> <p>9.2 Grievance (Feb 2023) and complaints It was explained this policy is from he HR department of DCC. ACTION (b): Governors to approve Grievance and Complaints Policy via email.</p> <p>9.3 Education of looked after children It was explained the safeguarding lead is usually the lead for Looked After Children. The board approved the Education of Looked After Children Policy subject to name changes.</p>
10.	<p>Matters bought forward by the chair Q: If a child with learning or physical disabilities are interested in enrolling in this school, do you put reasonable adjustments in place for them? A: Yes. I would like to think we could offer any child an education. Usually, children with additional needs would have an EHCP in place which outlines their needs and any reasonable adjustments that would need to be in place for them to access the curriculum and we would try to meet those the best we could.</p>
11.	<p>Impact The support from the Trust has improved. Q: Do the staff feel safe about joining the Trust? A: Yes The area of concern is staffing and cover</p>
Governance	
12.	<p>Date of Next Meeting: 21/03/2023 @ 2pm – Resources 18/04/2023 @ 2pm – Approve Budget</p>
The meeting ended at 3:50pm	



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Action Log from 21.02.2023 Governing Board meeting

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4	DP to share policies with governors for review and approval – CARRIED FORWARD from 10.1.23	DP	
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