



TRUST BOARD LEARNING COMMITTEE

Minutes of a Virtual Meeting of the Learning Committee of the Trust Board of South East Cornwall Multi Academy Regional Trust held on at 6 pm.

Present	Yes/No	In attendance	Yes/No
Mrs H Casson	Yes	Mr D Buckley, CEO	Yes
Mr J Crisp - Chair	Yes	Mrs K Williams, Clerk	Yes
Mr R Newton Chance	Yes		

12. **Welcome and format of meeting**

The Chair welcomed everyone to the meeting.

13. **Declaration of Business or Pecuniary Interest and Academy-related parties - update on any changes since completion of written declaration**

None.

14. **Apologies for Absence**

Mr Marshall has resigned from the Trust Board and therefore the Learning Committee has been reduced to two Trustees. Mr Newton Chance had agreed to attend the meeting to make up the quorum.

15. **Approval of minutes from meeting held on 21-10-2020**

The minutes of the meetings held on 21st October 2020, having been circulated in advance of the meeting, were agreed as an accurate of the meeting and will be signed once social distancing ceases.

16. **Matters Arising**

M7. Home Learning Provision – Update

d) Mr Buckley advised that he will circulate to Trustees the package of information regarding home learning guidance for information only.

Update: Complete.

17. **Strategic Risk**

The Risk Register had been circulated in advance of the meeting. From this:

a) Mr Buckley advised that there are a number of risks on the Risk Register for the Learning Committee to review and agree annually.

b) Two questions had been raised by email:

MSP003 Poor quality data: **How has the data risk been affected by the lack of external assessment in summer 2020?** Mr Buckley explained that primary assessment has continued using internal assessments and we have found these to be accurate against national assessments. In secondary schools, we are stating a process as required by government, to find grades which are based on a solid teacher assessment system for each GCSE and A Level subjects. Internal assessments have continued in numerous forms and this process will allow us to understand the data that we have available to be able to provide a weighting to each type of evidence taken over the last year. The schools are not currently using mock exams and end of year exams as usual and the volume of marking is lower. Two mitigations which we are using are the moderation process that we are about to embark on, which will allow us to use random sampling and the outcomes of which can be shared with the Learning Committee and also the work on concept trackers

which will enable us to identify the core concepts of understanding which should be embedded in very subject and will allow us to track the gaps in attainment more easily than ever before.

- c) MSP07 Lower pupil numbers: **How is the material risk of low numbers at Trewidland reflected in the overall likelihood rating.** Mr Buckley advised that Trewidland have increased pupil numbers for next year to 25 pupils and as they have an increased growth rate, the school has qualified for additional funding of £16k. It is hoped that this trend will continue to ensure long term viability. Should the pupil numbers have remained low, there would have been an increasing deficit year on year.
- d) **A Trustee asked what demographics are like for the next few years.** Mr Buckley advised that there is building development in the area. Dobwalls school has been oversubscribed for the last three years. The small primary schools in the areas all have places for pupils available and so it is unlikely that a school building or expansion programme would be agreed. There is further housing planned for Dobwalls over the next five years and there enough numbers of children in the local area to fill places at Trewidland but the access to the school continues to be an issue. To resolve this issue would require significant investment.
- e) **A Trustee asked who has raised the questions and why they are being considered by the committee.** The Clerk advised that the live copy of the Risk Register had been circulated to Trustees by email and from this, Trustees had asked some questions which have been circulated for committees to discuss and consider during meetings. **A Trustee asked if this process has been agreed by the Trust Board.** Mr Buckley added that during circulation of the Risk Register, Trustees had been asked for feedback.
- f) **A Trustee asked why risk 3 - Pupils or staff put at risk: is such a high level of risk and why is safeguarding contained in within this risk.** Mr Buckley advised that a safeguarding concern has high impact so would be a four and if there has been an incident in the last 5 years, it makes the likelihood a four. This results in a risk level of 16 which means that we need to have considerable mitigations in place to ensure that we are safe. Mr Buckley added that our common values and ethos also contribute to what protect us as it allows us to be a safe environment in which critical questioning is seen as positive.
- g) Risk 14 Adverse media: This risk as now been assigned to the Learning Committee.
Risk 15 Organisational isolation: This risk as now been assigned to the Learning Committee.
- h) Trustees have reviewed the Risk Register and agreed the mitigations in place. The dates of review can be updated.
- i) **A Trustee asked queried risk 15 organisational isolation and asked if we should be having a discussion on 14-16 provision as we have had two years of calculated grades** and Mr Buckley advised that some partnerships have improved during Covid as they have utilised Teams meetings whereas some have paused. This is something that we should be exploring.

Action: Clerk

School updates including an update on learning models – Dan Buckley

Trustees to consider Minutes from LGC meetings, Headteacher's Reports, Issues raised by the LGC's and Peer Reviews.

18. **Learning models**

- a) Mr Buckley advised that during lockdown, the schools had different approaches to the learning model. All schools have reviewed their model based on the feedback from parents. Mr Buckley believes that the process of review was robust. In each case, the majority of parents supported the first model used although there were differing levels of support and the model which was most favoured was Dobwalls, followed by Saltash and then Liskeard. There had been some concerns over the model used by Looe and so they had a radical change after the first few weeks and they are now planning a second parent survey. The schools will now be reverting to a previous model as the students return following lockdown three. Positive feedback was received

on these models back in the autumn term. All schools will be using bubbles and many will continue to upload materials on to Teams as students have found this useful.

- b) **A Trustee asked how many students who are home, still do not have access to IT.** Mr Buckley advised that we do not have any outstanding requests for IT and we have been able to address the requests that we had.
- c) **A Trustee asked how the schools in the Trust were able to offer very different approaches to the learning model.** Mr Buckley advised that Office 365 had been bought into as a package by Liskeard and Saltash and was being used by a number of staff at these schools prior to lockdown three. The system had not been bought in to by Looe and as a result of the IT upgrade, we provided this system during lockdown one but this did mean that Looe staff did not have as much access to this system and the equipment and become familiar with its use until lockdown three. Liskeard and Saltash were considerably ahead in terms of their use of Teams.
- d) **A Trustee asked how as a Trust, we allowed this to happen and was this just a result of not purchasing licenses.** Mr Buckley advised that we are still at risk at this point as funding for ICT has been low at Trewidland, Looe and Liskeard as funding has previously been used to invest in other areas. We have had to invest heavily in these schools to bring them up to speed and there was not the capacity to move as quickly towards the infrastructure needed to run Teams as we would like. Mr Buckley added that had the lockdowns not occurred, we would still be on track to complete the ICT infrastructure structure project as planned this summer. We have been able to accommodate the changes during lockdown three but there was not capacity during lockdown one.
- e) **A Trustee queried if all schools are on track in their assessment models for remote learning and would they be able to provide evidence if required.** Mr Buckley is confident that we will have work available for the portfolios for Year 11 and A Level. Mr Buckley is less confident in other areas and added that our first priority in the schools for lockdown three was to ensure we knew where all the children were and that they were safe. Registration was in place to facilitate this. Second priority was to ensure the curriculum was in place and this took a few weeks to get right. We then have been experimenting with Pedagogy which included the use of knowledge organisers and retrieval tests online. The actual assessment of what children have learnt is just emerging and we requested some examples of leading practice and these were shared during SMART day. Mr Buckley noted that the use of break out rooms has been useful and have helped with verification of learning.
- f) **A Trustee asked how the identification of learning gaps was progressing**
Mr Buckley advised that through detailed work with curriculum leaders it is becoming clearer, what the core concepts in each subject are. It is these concepts and their understanding that actually are the gaps which are being referred to nationally. Further meetings with curriculum leaders are continuing. We are aware of what the gaps are and there is some evidence of concept tracking sheets being used in Year 7 and 8. In terms of primary, we have wide spread use of the tracking process in one school and the beginning of this process in the other two schools.
- g) **A Trustee asked for clarification on the concerns about the quality of remote learning at Looe and the reasons for this.** Mr Buckley advised this was for two reasons. Looe was late receiving the ICT software infrastructure needed to use Teams. The second reason was due to the staffing model used. Liskeard and Saltash used support staff to provide supervision to students in school who then joined lessons online. Looe have a lower number of support staff so were not able to operate in the same way as Liskeard and Saltash. Looe used a model where the teachers were required to provide some in school teaching which meant that they could not teach in school and provide online lessons and so the timetable was reduced. The feedback from parents was not very good and so the school increased the amount of live lessons.
- h) **A Trustee noted that Looe have not been providing online lessons in the same format as**

Liskeard and Saltash whose students are still using their usual timetable each day. Looe are providing online lessons which are attended by whole year groups so the learning experience is very different to the other schools. Mr Buckley advised that the planned focus was to try and provide more one to one time and whilst the teachers worked the same amount of hours, the delivery was different. The students preferred the use of break out rooms and smaller group work. Mr Buckley advised that he has been ensuring that schools are seeking feedback from parents, reviewing and then modifying provision as required. Feedback from parents, the quality of education and the learning models used was discussed at length.

- i) The Chair of the Trust Board reassured Trustees that the CEO is aware of what is going on in the schools and the MSLT have made a concerted effort to design a response to the Covid crisis and remote teaching. There is however still the tension between the local autonomy of schools and central direction and to the extent of which you can harmonise the whole of the provision across all the schools which is impacted by the size and facilitates of them. The Chair added that there are still some gaps in provision because of this.
- j) Mr Buckley advised that the schools are returning to full opening from the 8th March with minimal disruption. Mr Buckley added that there are some Trusts who are disrupting education for two weeks whilst asymptomatic testing is undertaken.

19. **Dobwalls**

- a) Mr Buckley advised that there has been a lot of work to rationalise the Headteachers Reports over recent years but Covid has paused the use of these reports. In the meantime, we have identified the key areas of focus and questions that would be raised by governors and Trustees and asked the schools to provide this information in an appropriate but varying format.
- b) **A Trustee noted the variation in consistency and quality of the Headteachers updates that have been provided.**
- c) Mr Buckley advised that the Headteacher interviews last week have resulted in appointment.

20. **Landulph**

- a) See Confidential appendix.

21. **Liskeard**

- a) **A Trustee noted from an operational level, family members being involved in everything especially during tutor time with the focus remaining on the child and their family.** Mr Buckley advised that the school had used the same model for the Year 10 students who returned in June and it worked very well.
- b) **A Trustee noted from the LGC (Local Governing Committee) minutes that there are not many issues being raised by the governors for the Trust Board's attention and this needs to be improved.** Mr Buckley explained that we have worked hard to ensure that the focus for governors remains on holding the schools to account and often issues have been forwarded to the Trust Board rather than challenging the Senior Leadership Team of the school. It was discussed that the governors need to highlight issues that the governors and schools are dealing with rather than just issues which need to be solved by the Trustees. It was noted that governors need to have an awareness of any significant issues and raise them with relevant committees so that the CEO and Trustees can offer support and guidance.
- c) **A Trustee asked when we will be returning to the use of the Headteacher reports.** Mr Buckley advised that the schools don't currently have any comparative data but we will be reviewing data from outputs from SIMS as we now have similar systems across the Trust that can be used in the interim to provide reports for governors.

22. **Looe**

- a) **A Trustee asked about practical elements of lessons when the schools return.** Mr Buckley advised that when the schools return, they will be continuing with social distancing and so will be unable to use instruments and share equipment. A Trustee noted Mr Green's meticulous planning.

23. **Saltash**

- a) Mr Buckley advised that there have been several staff appointments made recently including some internal appointments which have raised capacity.
- b) Staffing structure
See confidential appendix.
- c) **A Trustee asked how we are keeping track of SEND learners to ensure that they are making progress at the same rate as other learners.** Mr Buckley advised there is good communication between SEND coordinators in the three secondary schools who share techniques. Our learning model is not a differentiation model but rather a concept based curriculum model which is not restricted for SEND learners and this mastery model should work better. Mr Buckley noted that there are gaps in teaching for non setted mixed groups and work will be needed in this area.

24. **Trewidland**

- a) Mr Buckley advised that there are increased pupil numbers at the school.
- b) Confidential appendix.

25. **Review of Policies**

- a) None.

26. **Guidance/instructions to LGCs**

- a) Trustees noted the importance of communication between governors and Trustees. The LGCs need to highlight issues which are have arisen or continue in the schools.
- b) Horizon scanning would be useful to discuss including the moderation of exam results and appeals. A Trust Wide model will be in place for moderation purposes.
- c) **A Trustee queried the profile for November resits.** Mr Buckley advised that the grades increased due to the algorithm used.

27. **Agreements made by email**

- a) None.

28. **Summary of matters for the Trust Board**

- a) Trustees queried the need for a written narrative the end of the meeting and it was discussed that the key areas of risk can be highlighted to the Trust Board during this section.
- b) The Learning Committee have reviewed the Risk Register and agreed the mitigations in place.
- c) Exam results for 2021 will need further attention and discussion by the Learning Committee.
- d) The quality of remote learning at Looe was discussed at length for two distinct reasons; delayed ICT software infrastructure and the degree to which schools have autonomy within the Trust.

29. **Date of next meetings**

26-05-2021 at 6pm.

The Chair of the Trust Board added that Dr Brownlow is agreeable to taking the Community Trustee role and will join this committee if the Trust Board is able to recruit a HR Trustee.

The meeting closed at 19.09.

Action Summary	
M17. Strategic Risk h) Trustees have reviewed the Risk Register and agreed the mitigations in place. The dates of review can be updated.	Action: Clerk