



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 Wednesday 21st October 2020 6.00 pm following the Admissions Committee meeting.

Present	Yes/No		Yes/No
Mrs H Casson	Yes	Mr R Newton Chance	Yes
Mr J Crisp - Chair	Yes		

In Attendance: Mr D Buckley, CEO
Mrs K Williams, Clerk to Trust Board

1. **Welcome and Format of Meeting**

It had been agreed that Mr Newton Chance would chair the meeting. The format of the meeting had been explained during the Admissions Committee meeting.

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

None

3. **Apologies for Absence**

All Trustees were present.

4. **Approval of minutes of meeting held on 9th July 2020**

The minutes of the meetings held on 9th July 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.

5. **Matters Arising**

None.

6. **School updates – Including COVID related increase in Safeguarding and Exclusions**

Trustees to consider minutes from LGC meetings

- a) **Trustees noted from the LGC minutes that there are issues with the IT systems and asked Mr Buckley to clarify the situation.** Mr Buckley explained that there has been issues with the change over to the new network. Due to capacity, some further support has been purchased to aid the IT teams. It was advised that one IT team is currently short staffed which was not foreseen in the initial planning stages of this project and so there has been a backlog of work.
- b) **A Trustee asked where the servers are based.** Mr Buckley explained that there are local media servers in the schools but we are moving to a cloud based server. Mr Buckley explained that there was an issue with the firewall which was unexpected.
- c) **A Trustee asked if we are near to a solution.** Mr Buckley explained that issues at Landulph school have already been rectified. It was noted that current COVID measures are impacting the IT issues due to teaching staff being required to move around sites much more than usual and this has caused additional pressure.
- d) Mr Buckley explained that there are currently two methods of pupil exclusions. Under new guidance, the schools are able to exclude children who are putting others at risk under COVID

measures which may include; a child whose parents will not self-isolate or obtain a test and those children who are intentionally flouting social distancing measures. **A Trustee asked if there have been any instances where this has been used in one of the SMART schools.** Mr Buckley explained that we have not had to use this type of exclusion recently but there have been occasions within the county.

- e) **A Trustee asked how this type of exclusion is coded.** Mr Buckley explained that it is coded using an X. **A Trustee asked if this is the correct use of coding as an X is used for anything related to COVID.** Mr Buckley explained that this is the correct use of coding and advised that the Headteacher must contact the CEO if there is an instance of this coding being required for such exclusions.
- f) **A Trustee asked if there has been an increase in behaviour incidents.** Mr Buckley explained that there is not an overall increase and he summarised the year groups within each school who have either been positively or negatively impacted by the restricted movement around the sites. Mr Buckley advised that overall the behaviour in primary schools has improved. Mr Buckley explained that the Year 8s are still effectively Year 7s as they missed the majority of their first year at secondary school.
- g) **A Trustee queried the position of recruitment at Saltash** and Mr Buckley summarised the events of the day.
- h) Mr Newton Chance advised that the Trust have a subscription to CST (Confederation of Schools Trust) and noted how useful it is to have regular well informed information circulated. Mr Buckley added that he is also meeting with CASE.

7. **Home Learning Provision - Update**

- a) Mr Buckley explained that all schools have agreed procedures in place for home learning, should there be a local lockdown. Staff have been consulted during the drafting of the school procedures and the Headteachers have agreed the conditions set out for when individuals and bubbles are required to work from home which will include live lessons.
- b) The main concern which was raised during staff consultation, were for when just one or two children from a class are required to work from home and what the expectations are for the teachers. It has been agreed that teachers should be uploading lesson information online. The school is providing a set of expectations for parents so that there is clear guidance in place. As part of the home learning provision, Mr Buckley advised that one system in use allocates a “buddy” to each child who is off and this will be used to provide additional support. Trustees thought peer learning is an interesting and a valuable strategy.
- c) **A Trustee asked what platform is being used.** Mr Buckley explained that the Trust is using Teams. **A Trustee asked what is the expectation for teachers who are self-isolating but well.** Mr Buckley explained that staff are still classed as being at work and they will need to continue to set work for their classes which will then be delivered by a cover teacher. Mr Buckley explained that there is scope for teachers to teach from home via teams but there are some complexities to this.
- d) Mr Buckley advised that he will circulate to Trustees the package of information regarding home learning guidance for information only.

Action: D Buckley

8. **Strategic Direction – Discuss**

Trustees to consider SDPs, Pocket Guides and Trust Pocket Guide

a) MAT Strategic Plan

A Trustee asked what drives the MAT Strategic Plan. Mr Buckley explained that we have an overall vision for all the schools in the Trust which is then included in the Pocket Guide, which then dictates the SDP (School Development Plan).

- b) Mr Buckley advised that a development point for this year is for the Headteachers to begin to think in terms of five year planning although we are currently working to one year.
- c) **A Trustee noted from the Pocket Guides circulated that many schools have only loosely interpreted the MAT priorities.** Mr Buckley explained that pedagogy is listed on four of the schools' Pocket Guide and Middle Leadership has also been included.
- d) **A Trustee asked for clarification on the process of the collective derivation of the Pocket Guide priorities** and Mr Buckley explained that he met with the MSLT (MAT Senior Leadership Team). **A Trustee noted that it was difficult to read and understand the Pocket Guides and noted from the LGC minutes that the work on the Pocket Guides and SDP is delayed until half term.** Mr Buckley explained that this is correct.
- e) **A Trustee queried the quality of the draft documents which had been circulated to the LGCs.** Mr Buckley explained that previously the Headteachers have not been engaging or negotiating with governors as part of the SDP approval process and they have only recently been able to draw such a clear line between the SDP and the MAT Strategic Plan.
- f) **A Trustee asked why the key strategies section of the MAT Strategic Plan could not be left blank and then request the schools to input the information, which would allow them the opportunity to express how they have interpreted the plan.** Mr Buckley explained that the strategies are overarching and there are too many for the schools to focus on and so they select the main priorities which they will focus on.
- g) **A Trustee queried the process of the drafting of the SDP** and this was discussed at length. Mr Buckley summarised that the one-page Pocket Guide is the simplified document which the schools should be working from. Pedagogy, conceptual learning and Middle Leaders should be a key focus of all the schools and this is included in the MAT priorities.
- h) Mr Buckley advised that he will be meeting with the MSLT and will ask them to review their Pocket Guides against the MAT Pocket Guide. **Trustees noted that the MAT priorities need to be more explicit in the Pocket Guides and values should be evident in our schools. Trustees will need to monitor progress towards this.**

Mr Crisp left the meeting at 19.21

- i) **In line with the MAT Strategic Plan, a Trustee asked about sustainability of the Trust.** Mr Buckley explained that the main risk to the Trust is if the schools are failing but in terms of financial viability and take over viability, there is not a concern. Trustees discussed the expansion of Trusts and the current risks to SATs and SMART at length.
 - j) **A Trustee asked if there was any reference to the pandemic in the Pocket Guide and if this is needed.** Mr Buckley explained that the pocket guide described desired developments towards the long term vision. There is clearly some overlap as for example the work with the Middle Leaders will require them to be adaptable in any circumstances of which Covid would be one case.
9. **Review of Policies**
 - a) Trustees were content with the schedule as proposed.
 10. **Guidance/instructions to LGCs**
 - a) None
 11. **Date of next meetings:**
25-02-2020 and 26-05-2020 at 6pm

The Chair thanked Trustees for attending and their contribution.
The meeting closed at 19.29.

Action Summary	
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.	Action: D Buckley