



Plymouth CAST
Multi Academy Trust

**Local Governing Board Meeting 125 – Wednesday 1st December 2021
in Year 2 Classroom, OLSP at 6:08 pm**

Attendance:	Mrs A Folland	Headteacher	AF
	Mrs L Coulter	Chair of Governors	LC
	Father M Skelton	Foundation Governor	MS
	Mrs R Gordon	Teacher Governor	RG
	Mrs S Farleigh	Parent Governor	SF
Apologies:	Mrs V Ratcliffe	Co-opted Governor	VR
Clerk:	Lisa Kinsella	Clerk to the Governors	LK
	Sarah Kennedy	New Clerk	SK

No.	Description	Decisions/Actions
1.	Welcome and Opening Prayer: MS opened the meeting in prayer.	
2.	Apologies and Confirmation of Quorum: Apologies from VR. Quorum confirmed.	Quorum confirmed.
3.	Declarations of Interest (for this meeting): No declarations.	No declarations of interest.
4.	Minutes of Previous Meeting: The Part I and Part II minutes for the meeting held on 13th October 2021 were agreed and signed.	Previous minutes agreed and signed.
5.	Policies: Policies (For Review): Outdoor Education Policy - Not finished. Whole CAST Policies issued for noting: None.	Update Outdoor Education Policy.
6.	Governor Visits: LC noted the following Governor Visits: <ul style="list-style-type: none">Statutory Grants Governor (VR) - Notes on the Governor Hub.Health & Safety Governor (RG) - RG met with Keith Firland and Sarah Wills (SW). Action: Update Outdoor Education Policy.Statutory Grants (reported a Curriculum Standards on the Agenda - this was an error) - (VR) - Notes on the Governor Hub	

S Coulter

- SEND Governor - Autumn 2 visit (SF) - Notes on the Governor Hub
- Chair of Governors - Autumn 2 visit (LC) - Wellbeing visit. No notes to visit.
- Curriculum Governor - Autumn 2 visit (VR) - Notes on the Governor Hub.
- RE & Catholic Life Governor - Autumn 2 visit (MS) - Not completed.

RE & Catholic Life Visit to be completed.

All the Governors met with the Trust on Thurs 25th November. SF mentioned that arranging Governor Visits has been very difficult with time constraints on both sides.

7. **Safeguarding:**

AF reported that Rachel O'Sullivan (RO) joined the Trust wide Deputy Safeguarding Lead forum. SG2 was sent to the Trust on the 14th November. Actions on the 175 Devon Local Authority Audit are still to be completed - deadline 17th December. Jane Day (JD) is being level 3 safeguarding trained. JD needs to complete a Local Authority 2 day training.

175 DLA Audit to be completed.

8. **Headteacher Update:**

Headteacher report:

AF shared the headteacher report 2021-22 with the Governors. AF informed the Governors that the previous OFSTED inspection in 2017 was good. The school's self evaluation concludes that the school needs improvement. AF noted that the change of leadership could be an area of concern.

Headteachers report to be uploaded onto the Gov Hub.

On the 7th October the Education Standards Manager visited the school. Notes from the visit are below:

Areas of strength:

- Joint working across the two schools.

Areas of Improvement:

- Ongoing phonics training for all staff.
- Develop continuous provision across the Early Years Foundation Stage (EYFS) and Year 1.
- Continue development of scaffolding and language.
- Regular monitoring in Years 1, 3 and 4.
- Ensure the school website is compliant - currently not compliant.

AF advised the Governors that there was a new ESM at a time of great transition for the school which has affected staff morale. AF went on to say that Early Years is improving. New value and virtue boards will be put up in the school. The school recently held a St Andrews celebration day where all the children who are in St Andrews group could come into school dressed in blue. The children learnt a Scottish dance, ate lunch together and celebrated with lots of activities through the afternoon. This was a great success.

AF informed the Governors that the pupil chaplains have been active this term. RG advised that they went to St Rita's in Honiton to take part in a Faith Day. The children were very well behaved and had a lovely day. OLSP year 6 was the only Diocesan school to attend. St Nicks had cancelled due to the rise in Covid cases.

AF went on to discuss the falling roll and advised that Sept 2022 may have a mixed class group, although looking at the class numbers this may prove difficult. On the positive there had been some parental tours from nursery. If more children were to join nursery then staffing may need looking at to ensure the correct ratio required.

Governors to check how many school

There are still not enough children attending the Breakfast and After School Club (BASC). More work is required to encourage numbers. SA is an advocate for the BASC.

Progress Data:

AF informed the Governors that external data was only held up to 2019. CT has been looking at the data and there is a three year downward trend but AF advised that since 2019 the only data held was data sourced internally and during the pandemic. AF shared the data from the end of last year, affected by the pandemic. AF advised Governors to take the document for their information. Data was missing from the current year 1's from their time in EYFS. MS said that common sense must be taken with the pandemic data. AF advised that she did not think that schools should be judged on pandemic data alone.

Staffing Update:

Talk moved to Part II minutes.

9.

AF leaves OLSP on 31st December. AF informed the Governors that she met with Kevin Butlin and Charlotte Targett. AF had offered to discuss OLSP and its leadership structure with Kevin Butlin and |Zoe Batten (CEO) before advertising, with but has not been taken up on the offer. AF confirmed that an Executive Head is right for the schools but the structure underneath needs looking at. The leadership structure had improved during the last academic year but this would no longer be in place with Ruth Gordon leaving and Rachel O'Sullivan going on maternity leave.

The Department of Education has released that claims are available for staff disruption during the Covid crisis. This would be looked into.

CAST have asked AF what can be done to make things better for the new Headteacher, Cathy Lowry (CL) who was starting next year. MS stated that he was very sad that OLSP was losing so many good staff. AF said that demand on teachers was very high and parents were feeling unsettled with all the change.

10.

Any other Business:

DOE and Kevin Butlin visit:

MS said that he hoped the staff had an opportunity to express their opinion and feelings. RG replied that it was very hard to have not met him previously. It was also difficult for the members of staff who are not leaving OLSP to express their opinion not knowing what the repercussions are but people were very brave to stand up and talk about issues. RG said that it was very disappointing that it has taken things to get to this point and that the TRUST have not taken a look at the school for themselves. SF said that she was very uncomfortable that the senior leadership team and the Governors had so much responsibility but very little input into matters. AF advised that she has arranged for a previous Governor to meet with SA. The previous Governor fed back that she felt listened to. AF informed the Governors that she had met with SA and Father Jonathan to explain why she was leaving the Trust. AF advised that as a result of that meeting she was meeting with the CEO next week.

AF was also meeting CT and CL next Thurs 9th Dec. Governors are to request the outcome of the meeting. RG advised that it was important to know the actions rather than just hearing the words.

Leaving statement from AF:

places were taken after the tours.

Progress Data to be uploaded onto the Governor Hub.

Outcome of meeting between AF, CT and CL.



AF shared a leaving statement with Governors. Bullet points from the statement were:

- Privilege to serve the school over the last two years
- Sorry it could not have been longer
- It has been challenging
- Great collaborative support
- The covid impact and restrictions have been difficult
- It has been a privilege to work with so many amazing people
- Joint leadership was their greatest achievement
- Authentic collaborative style
- Most effective working alongside as a team
- We did everything together
- Positive relationship with the Governing body
- Faith filled catholic leaders
- Grieved to leave catholic education
- Not anti Trust in any way
- Ironic that the resignation has made the Trust listen
- Strong ethos

AF gave a heartfelt, passionate statement. The Governors thanked AF and RG for all their hard work and said that they will both be missed. LC presented AF, RG and LK with leaving gifts and cards.

11. **Date of next LGB:**
9 Feb 2022

Meeting closed at 19:45.

Signed by Chair.....

Dated