



**Minutes of the Southerly Point
Co-operative Multi-Academy Trust
Board Meeting**



**Thursday 15th March 2018,
in the MAT Conference Room.**

<u>ATTENDING :</u> Helena Arnold Catherine Bird Donna Bryant Sean Davis Alan Horne Peter Johnson Kristin Pryor Susan Reynolds Kevin Thomas In Attendance Karen Teague		HAr CBi DBr SDa AHo PJo KPr SRe KTh KTe
<u>APOLOGIES :</u> None		
		<u>ACTION</u>
3.	<u>WELCOME AND DECLARATIONS OF PECUNIARY INTERESTS</u>	
	The Chair welcomed all those present. Under Declarations of Pecuniary Interests , no additional declarations were forthcoming at this time.	
4.	<u>MINUTES AND MATTERS ARISING</u>	
	The minutes of the meeting of the Trust Board on Thursday 14 th December 2018 were agreed to be an accurate record. There were no matters arising not covered by agenda items.	
5.	<u>CEO REPORT AND UPDATES</u>	
	<u>School Leadership</u> The financial implications for Cury and Landewednack Schools due to the end of the current Executive Headship arrangement, when Cury's headteacher returns to her substantive post at the end of August, were being looked at. The Executive Headship arrangements for Halwin / Wendron Schools and Porthleven / Mullion Primary Schools had been formalised as agreed by Trustees until August 2019. The current Head of College at Helston Community College had been interviewed and confirmed in post as Headteacher from April 2018, when DBr would take up the role of CEO on a permanent, full time basis. Other posts on the college's leadership team were to be confirmed in due course. Over the course of March, all headteachers would have an interim meeting to review progress towards objectives.	

Governance

There had been ongoing discussion around the Trust's governance model. The NGA had been working with the CEO to refine this in order to achieve the needs of the Trust and its schools as a whole.

See also Item 6 below.

Keskowethyans

The proposal for Keskowethyans to join SPCMAT was due to go before the Headteacher Board before the end of the month. Meetings were taking place on an ongoing basis and due diligence work around estates, finances and so on had commenced. Stakeholder consultation would take place after Easter once clarity around the revised governance model had been established. Trustees would then need to review the due diligence detail to confirm they were in agreement with the process continuing as planned for a September start date.

The Board agreed to continue the process.

Wendron Preschool

Final legal work for the preschool build was ready for sign off and work was due to commence in the Easter break.

Exclusions

Exclusions training for Governors and Headteachers was to take place on Monday 26th March 2018. County Legal were to facilitate this training. They had also reviewed the Exclusions Policy on the Trust's behalf and some revisions had been made

Safeguarding

A recent residential visit had encountered an issue when a hostel did not adhere to safeguarding practice. No harm had resulted but the situation was being pursued with the hostel and a report was to be presented to the Safeguarding Trustee for review. Trustees also reviewed other elements of the visit including travel plans.

Unions

Meetings with teacher and support staff unions had been very helpful in reviewing Trust policies. Final sign off of the Trust's Industrial Relations Forum agreement was awaited.

Policies

Consultation on the following policies had now ended: CPD, Education of Children in Care, Educational Visits, Equalities, Exclusions, Health and Safety, Managing Medical Conditions, Non-Resident Parents and Pupil Attendance. The policies had subsequently been revisited in the light of stakeholder feedback. Changes had been minimal and were largely around clarification or wording. No material changes had been necessary. Eg. References to induction had been removed from the CPD Policy to a draft Induction Policy for clarity. The Educational Visits Policy had also been redrafted in light of a recent incident.

The Physical Intervention Policy had been held back for further discussion.

An updated Pay Policy for this year only had been put to the Finance and Resources Committee, the minimal key changes having been discussed with the Union meeting prior to this.

Trustees **ratified** the above policies and the Employer Discretions Policy, to come into effect from 1st April 2018.

GDPR

A huge amount of work had been done to ensure the Trust would be compliant at the May deadline for the new GDPR. Dave Dudley [Assistant Head at Helston] had taken the lead on this work for the Trust, including supporting Heads with the roll out, providing appropriate documentation and training materials for schools. A training session for school administrators was held on 21st March 2018.

6.	<u>GOVERNANCE STRUCTURE</u>	
	<p>It was acknowledged that many MATS were on a similar journey and considering which way to travel in respect of their governance arrangements. Trustees recognised it was important to have enough 'eyes on the ground' and discussion was had around how this might be achieved whilst also ensuring the necessary clarity and strength were present in the model.</p> <p>Perceived issues included:</p> <ul style="list-style-type: none"> • Clarity [around roles, etc] • Avoiding unnecessary duplication • Quality Assurance • Communication • Forums • Flexibility <p>Matters discussed included:</p> <ul style="list-style-type: none"> • Feedback from Hub Council representatives. • Traditional Governance model [single school] and MAT Governance model [multiple schools]. • Executive Functions and Governance Functions. • Skills, experience and spread of representation. • Church school representation. • Measures to ensure the additional clarity and strength that was needed. <p>DBr asked if Trustees would agree in principle to her going back to Hub Council representatives and the Diocese with this new model.</p> <p>Trustees agreed to the new model being taken back to Hub Council representatives and the Diocese.</p>	
7.	<u>TRUST PLAN – PROGRESS TO DATE</u>	
	<p>Trustees discussed recent updates to the Trust Plan and progress made against this.</p> <p>Q. How do we ensure we have consistency of School Improvement Partners [SIPs]?</p> <p>A. Trust schools worked primarily with three SIPs – two of whom were experienced OfSTED inspectors and one of whom served as one of our Her Majesty's Inspectors [HMI]. The CEO was accompanying them to triangulate how they worked with schools. Headteachers were to talk with DBr if thinking of any change and any new SIPs would have to be highly recommended / have a proven track record. DBr was involved with the Peninsula Teaching School group to look at whether there was any mileage for SPCMAT in the model used there.</p> <p>Q. What is Gatsby benchmarking?</p> <p>A. The eight Gatsby Career Benchmarks were core components of the government's newly launched careers strategy and all secondary schools had to meet these by 2020.</p> <p>Q. Within the context of the WOW Writing Initiative, can you explain how Kindles are used to help with spelling?</p> <p>A. As Kindles have a dictionary function, these can be used to engage pupils and also To provide an alternative means by which to get children involved with using a dictionary.</p> <p>Action: Under Premises, add Health and Safety Trustee now doing Health and Safety Walks in Trust schools.</p> <p>A query arose around Hub Leaders reporting back on monitoring visits to their schools. DBr confirmed this was incorporated into the Risk Management Tool which generated reports for the Standards Committee to scrutinise. It was suggested Trustees look at this after the next meeting of the Committee. If any gaps were then identified, measures could be put into place to plug these.</p>	DBr

	Trustees noted they were happy with progress made against the Trust Plan to date.	
8.	<u>ANY OTHER BUSINESS</u>	
	<p>SCA and HPCF. Details of the Trust’s School Condition Allocation [SCA] monies had now been received. Furthermore, details of monies allocated from the Healthy Pupils Capital Fund [HPCF] – a one year fund for 2018-2019 only to improve access to facilities for physical activity, healthy eating, mental health and wellbeing - had also been received. This meant that firm plans for estates work could now be drawn up.</p> <p>School Visits. HAR had undertaken a series of school visits during the course of the day and reported it had been very useful to understanding the context of the Trust, as well as a pleasure to see all the good work that was taking place in the schools. DBr added that Trustees’ visibility in the schools had also been appreciated by staff members.</p> <p>Link Trustees. Link Trustees for each hub would go into schools to meet headteachers and get a more detailed understanding of the respective schools.</p> <p>Mullion Hub: CBi / SDa / AHo Parc Eglos Hub: PJo / HAR / SRe Wendron Hub: KPr / KTh /</p> <p>There were no further matters for consideration so the meeting was brought to a close at 8.00pm.</p>	
9.	<u>DATES OF FUTURE MEETINGS</u>	
	<p>The next meeting of the Trust Board will be taking place on Thursday 17th May 2018, from 4.00pm, in the MAT Conference Room.</p> <p>Thereafter, meetings will take place on:</p> <p>12th July 2018</p>	

See also Confidential Notes **SPCMAT/18/04 CON.**

Chair’s Signature _____ Date _____