

South West Hub Board (SWH 08)
Meeting Minutes
 Monday 30 November 2020
 11.00 am-13.00pm, Virtual Meeting

Chair: Dr Molly Warrington

Clerk: Beth Souster

Hub Board Members: Molly Warrington, Jo Evans, Suzanne Flack, Nitesh Gor, Stephen Howe, Rachel Howie, Salina Ventress, Mike Younger

Also in attendance: Phil Arnold (Principal – Avanti Hall), Abby Atkins (Principal – Avanti Park), Bhavini Budhdev (Area Finance Lead), Carolyn Dickinson (SW Hub Director), Mike Ion (Education Director), Ashley Milum (Principal –Avanti Gardens) & Louise Houston (Executive PA) Observer.

ACTIONS

REF	Action	Lead
SHB08 - A1	To support schools with relevant policies and to visit schools when restrictions have been lifted.	MY

AGENDA

1. Welcome and apologies

(Ch.)

- Rachel Howie
- Suzanne Flack

MW advised members that this was BS last meeting as Clerk. MW thanked BS for her time in role and introduced Louise Houston, Executive PA from Avanti as the new Clerk.

2. Declarations of Interest(s)

(ALL)

- a. Conflict of Interests
- i. None declared for this meeting.

Any changes must be notified to Louise Houston (LH).

3. Minutes & Confidential Minutes of meeting 28 September 2020 to be approved/signed* (Ch.)

MW noted one amendment to the main meeting minutes: Item 9 = Item was updated and changed agreed by the members.

The SW Hub Board agreed the minutes and the confidential minutes from the meeting on 28 September 2020. They are a true and accurate record of the contents discussed at the meeting. The minutes were therefore approved and will be signed by the Chair.

4. Matters arising

(Ch.)

Item 10 - SW Hub board link members were noted. CD confirmed introductions have been made.



Item 11 – Uniform - MW advised that the uniform letter evoked a number of concerns from parents, however there was also support for the introduction of the uniform.

Q – *What is the current situation with the school uniforms?*

A – A number of the children are starting to wear their jumpers and the children appear really happy with them.

CD – Advised the full uniform is not be required until September 2021.

A conversation took place relating to the uniform and the situation in schools.

Confidential minutes: There were no matters arising from the confidential minutes.

5. AST matters: items from Board of Trustees (MW)

Change noted on the financial wording of the Terms of Reference.

MW advised members that the Board of Trustees have raised a concern about the financial situation and pupil numbers for the Avanti schools in the South West.

6. Financial & Risk report* (BB)/MI

Please refer to 'SW Finance Overview 30.11.20'.

BB talked SW Hub Board members through the report and clarified points of interest.

Lessons learned document was noted and is to be shared with the SW Hub Board.

Further detail will be presented at the next meeting.

Q – *Each school's total income is less than expected, is that due to cash flow or pupil numbers?*

A – This is due to covid related factors such as less catering income, no letting income etc. and this also relates to timing, it is not solely due to pupil numbers.

Q – *Will this have an impact on next year's budgets and finances?*

A – Yes, work is being carried out with the Principals to plan for this.

Q – *What are the implications of redundancy due to restructuring, is this covered by the DfE?*

A – There will be a 50% impact.

Section removed to confidential minutes

7. Before & After (presentation to SW RSC Head Teacher Board) (partly confidential section) MI

'Item 7 - SW RSC HTB AST presentation July 2020'. MI reported that this presentation was well received by the RSC's office.

'Item 7 - SW schools before & after' was noted and detailed.

The positive change in the schools since they have joined the AST was discussed, with the most significant impact taking place in the classrooms.

Section removed to confidential minutes



8. Hub Director's Report (partly confidential section)

CD

- Data report: positive changes in relation to attendance were noted.
- Reviewing implementation of new Curriculum
- Policies for review and approval - MW advised members on the policy work being carried out centrally to bring all policies in line and up to date.

Action – MY will support schools with the relevant policies and will visit schools when restrictions have been lifted.

CD referred to her report:
'Item 8&9 SW HD Report'
'Item 8 Hub Board Year Plan'

Q – *What number of children are unable to read and write and at what level?*

A – Year 4 in particular and there are a number that are unable to read and write in KS3.

Q – *What number of children are unable to read and write and is this across all schools?*

A – 50% are not fluent readers and yes this is across all schools. This could be an issue when it comes to SATs.

Q – *Have you got a sufficiently rich resource to support this?*

A – Funding and investments etc. have all been discussed, including staffing.

MI – Contextualised the resources to support the curriculum.

Additional HLTAs would be a great resource and discussions took place on the requested appointment (see decision above – confidential Item 7).

Q – *Are the resources available to support target setting and progress for KS4?*

A – Strategies are under way to improve the curriculum, using resources from Avanti House Secondary.

Teaching has been aligned in KS4 to moderate and to secure teacher pedagogy. There has been a lot of action.

Conversations with SV and CD will continue for KS4 after the meeting.

9. SEND/Safeguarding Report

CD

CD – Advised SW Hub Board members that funding had been received for the EYFS outdoor areas. This will address key safeguarding issues as well as improving the outdoor curriculum.

Safeguarding meetings are being held where required and parents are being dissuaded from taking children out for home schooling.

Principals are working hard to provide Covid secure schools.

Senco's have started their roles at Park and Hall and the Senco for Gardens is due to start in January 21.

Q – *The additional funding for the outdoor areas is that external or internal funding?*

A – It was a large capital project fund from the CIF bid.

Q – *Has the new COO visited the schools?*

A – Yes

Allocations of funds was discussed by members.

No further comments were made from SW Hub Board Members that had been to SIG meetings.

10. Behaviour Frameworks

The three Principals presented their behaviour frameworks.

Q – How do you deal with the strategies for agency staff?

Park – Agency are long term but if required they are briefed on the relevant details.

Hall – Long term agency staff are used at Avanti Hall.

Gardens – Covid has resulted in a number of extra agency staff at Avanti Gardens. These agency staff members are briefed.

The Principals were thanked for their presentations, which were informative and helpful.

Q – What are the pressures like on the Principals time now?

A - Improvements have been made. All three Principals detailed the situations in their schools and confirmed that behaviour issues are taking up less of their time.

The issue of restorative justice was discussed and discreet training on this philosophy was suggested.

A conversation took place concerning plans to consider this moving forward.

MW – Noted the new statement on Behaviour Principles approved by AST.

11. Urgent matters (Agreed with Chair by 27.09)

N/A

12. Identification of confidential item(s)

(All)

- Transfer grant
- HLTA section
- parts of Hub Director's report

13. Overview of Actions

(Ch. /CI)

- See actions table

14. Date of next meeting(s):

(Ch.)

Academic year 2020/21 (confirmed):

Monday 25th January 2021

Monday 29th March 2021

Monday 24th May 2021

Monday 5th July 2021

Meeting Closed

MW thanked everyone and closed the meeting.

Meeting concluded: 13:00