THE CENTRE SCHOOL LOCAL GOVERNANCE COMMITTEE (LGC)

Tuesday 21 March 2023

To be held at 6.00pm

At The Centre School

Membership:

Pri Pinnaduwa (Chair); Sue Raven (Principal); Martin Gerrard-Croxon; Judith Davies; Alison Jones; Kate Lees; Stuart Taylor, Richard Watson.

In attendance:

Clerk: Melanie Basson.

Minute Reference	Summary of action required	Responsible	Status
21.03.23	TCS Impact statement	PP	15 May 2023
17.01.23	Publish TCS Adult Safeguarding policy 2022-23	Principal - AC	Complete
17.01.23	Obtain and share TCS fundraising schedule with the committee	MGCr	15 May 2023

Agenda

Item	Timings	Subject	Format
1	2 mins	Introductions and apologies	Oral item - Chair
2	5 mins	Declarations of interest	Oral item - Chair
3	5 mins	Minutes, action tracker and matters arising Minutes of last meeting on 17 January 2023	Papers attached (pp3-7) - Chair
4	20 mins	Principals Update and questions	Papers attached (pp 8-14)- Principal
5	5 mins	Policies • Attendance policy 2022-24 – Acknowledge ratified electronically	Oral item – Chair

6	5 mins	Membership and LGC Link Lead visit reports • Safeguarding visit 18 Jan 2023- JD	Papers attached (p15-16)- Chair
7	5 mins	Fundraising schedule	Oral item - MCr
8	5 mins	TCS Impact Statement 2021-22	Oral item - Chair
9	5 mins	Risk	Oral item- Chair
10	2 mins	Future agenda items and confirmation of forthcoming dates • Date of next meeting 15 May 2023	Oral item - Chair
11	2 mins	Any Other Business	Oral item - Chair

The Centre School

Local Governance Committee Meeting

Tuesday 17 January 2023

at The Centre School

MINUTES

Members Present:	Pri Pinnaduwa (Chair); Sue Raven (Principal), Martin Gerrard-Croxon; Judith Davies; Alison Jones; Kate Lees; Stuart Taylor; Richard Watson.
In Attendance:	Melanie Basson (Clerk)

Minute Reference	Summary of action required	Responsible	Status
20.06.22	Principal to arrange in-house training session for members regarding curriculum and assessment relating particularly to TCS. Clerk to arrange suitable time in the LGC meeting calendar for session.	SR Clerk	Complete Item 1
15.11.22	Outcome of financial funding bid for TCS farm	MCr	Complete Item 4
15.11.22	Publish policies adopted by LGC: • TCS Equality policy 2022-23 • TCS Equality Objectives 2022-26 • TCS Accessibility Plan 2022-23 • TCS SEN Information Report 2022.	Principal	Complete
15.11.22	Chair to share Link Lead visit report with Clerk to circulate to the committee	PP/Clerk	Complete Item 7
15.11.22	TCS Impact statement	PP	Spring 2
15.11.22	Future agenda items: • Farm visit – AJ • Fundraising schedule	Clerk	Complete Item 7 Item 8
17.01.23 Item 6	Publish TCS Adult Safeguarding policy 2022-23	Principal - AC	31 January 2023
17.01.23 Item 8	Obtain and share TCS fundraising schedule with the committee	MGCr	Spring 2

1) Curriculum and Assessment training

The committee observed a presentation training session with regard to TCS Curriculum and Assessment.

The committee noted the following points:

- TCS accommodates students aged 11 to 24.
- All students study English, Maths, Science and PHSE
- All Students choose three subjects to be taught twice a week, from the following subjects:
    - PE/Sport
    - Cooking
    - Art
    - Humanities
    - Public Services
    - Design and Technology (Construction)
- In addition, all students take part in the extended curriculum to include Fishing, Sport, Adventurous activities, Farming, Arts and Crafts, Social experiences, School trips and Residentials.

Mr Gerrard-Croxon shared video recordings showing students expressing their views to a specific set of questions.

When asked what is different at TCS compared to previous schools students have attended; students reported TCS offers better support, with more teachers on hand to help and working in smaller groups of students enabling them to focus on their work. Students also reported experiencing more peer support and encouragement facilitating good relationships.

When asked what the purpose of Basic Skills sessions is, students reported this was for reading, writing, maths and spelling skills. Sessions take place in the morning which prepares students to be ready to learn at the start of the school day.

When asked was what they like about TCS, students reported they feel their basic skills have improved. Students like the choices available and reported improvements in their relationships where they have developed friendships, resilience and trust within a closer matched peer group.

When asked what the extended curriculum is for, students reported enjoying taking part in new activities to include football, fishing and music. Students learn life skills such as cooking and gain confidence which encourages improved behaviour.

When asked how TCS has helped them, students said their reading, writing and spelling has improved. They are able to enjoy football and other skills better than before, and have a better focus on life.

The Principal explained students are assessed and the following examinations are available for students to achieve:

- English and Maths – functional skills for life and employability – entry level to GCSE (NOCN)
- Science – Oxford, Cambridge and RSA (OCR)
- Gold Award – Gateway
- BTEC.

Committee members viewed student work folders which are updated throughout the school year, this included:

- About me: personal details, personal statement, interests and hobbies
- My Future: individual action plan, strengths and weaknesses, college and work, goals and ambitions
- School: things I have learned, qualifications, photos and annotations, extended curriculum
- Certificates: attendance, work experience, awards
- Photos, writing, prompt worksheets, engagement.

The Principal and Mr Gerrard-Croxon were thanked for their presentations.

2) Introductions and Apologies

The meeting started at 6.30pm.

There were no apologies for absence.

3) Declaration of interest

There were no declarations of interest for agenda items regarding this meeting.

4) Minutes, Actions and Matters Arising

The minutes of the previous meeting held by TCS LGC on 15 November 2022 were approved and adopted as a fair and accurate record of the meeting.

The committee noted matters arising from the last meeting and updated the action tracker accordingly.

Mr Gerrard-Croxon informed the committee TCS was successful in their fundraising bid for TCS Farm and have secured £100k funding from The Eastern Counties Educational Trust (ECET).
TCS have received £25k already, with further funds available to access in line with expenditure. There is no time period to spend the funding. Fran Lightfoot, Astrea Head of Fundraising will liaise with TCS and the ECET to manage the funding.

TCS plan to spend the funding on:

- Vehicle – van
- Hard standing area
- Electricity supply.
- Polytunnels
- Toilets
- Hand washing facilities
- Mobile classroom.

The Central Team carried out a Health and Safety risk assessment at the farm which highlighted a list of actions to be considered by TCS with support from the Central Astrea Estates Team.

The committee acknowledged the successful bid and congratulated Mr Gerrard-Croxon on their fundraising efforts.

5) Principal's Update and questions

The Principal's Update report was circulated to the committee in advance of the meeting and questions were invited.

Safeguarding

The committee noted TCS Single Central Record was reviewed by Designated Safeguarding Lead on 9 November 2022 and confirmed all Alternative Provider (AP) and visitor information is recorded correctly.

Dimitris Spiliotis, Regional Director – School Standards and Ofsted preparation reviewed actions in relation to the SCR which are underway.

Teaching and Learning

The committee acknowledged spot checks have been completed on all students whose reading ability is average or below average.

The Principal informed the committee TCS are working with Cottenham Village College to accommodate a room to deliver the hair and beauty curriculum to TCS students.

The Chair left the meeting, asking Ms Lees to continue the meeting as Chair as arranged in advance of the meeting.

<u>Attendance</u>

TCS attendance for all students is 76.8% to date this academic year across the school, compared to last year at this time at 78.5%

<u>Academy Development Plan (ADP)</u>

Regarding TCS Academy Development Plan, the committee noted the status amber RAG rated items.

<u>Dimitris Spiliotis visited TCS in December 2022 and the report was shared with the committee in advance of the meeting and questions were invited.</u>

The Principal and Mr Gerrard-Croxon was thanked for their reports.

6) Adult Safeguarding policy

The committee acknowledged that TCS accommodates students up to the age of 24 for students with an EHCP, requiring TCS to have an Adult Safeguarding policy in place.

TCS Adult Safeguarding policy was circulated in advance of the meeting and was review and adopted by the committee. **Action: TCS to arrange publishing.**

7) Membership and LGC Link Lead visit reports

The Chair visited TCS in their role as Link Lead for behaviour on 6 July 2022 and the committee reviewed the report. The committee acknowledged next steps for future visits and updates at future TCS LGC meetings:
- TCS behaviour scorecard
- Student behaviour
- Impact of student behaviour on TCS staff
- Additional support required for TCS staff (either ad hoc or longer term).

Dr Jones visited TCS Farm in their role as Link Lead for Curriculum and Assessment on 8 December 2022. Dr Jones expanded on the report where she observed students mending a gate and attending to animals.

Questions were invited.

The committee acknowledged the findings of the visits; the Chair and Dr Jones were thanked for their reports.

7) Fundraising Schedule

The committee acknowledged the fundraising efforts lead by Mr Gerrard-Croxon and supported by Fran Lightfoot.

<u>The Chair sought reassurance that funding raised by TCS was ringfenced for TCS.</u> The Principal reassured the committee that Fran Lightfoot oversees all fundraising expenditure and ensures TCS receives appropriate funds in line with the purpose grants and fundraising activities were allocated for.

The committee questioned whether a fundraising schedule could be shared with the committee. **Action: Mr Gerrard-Croxon agreed to obtain TCS fundraising schedule from Fran Lightfoot.**

8) TCS Impact Statement

This item was deferred to the next meeting.

9) Risk

The committee identified no new potential areas of risk at TCS.

10) Future agenda items and confirmation of forthcoming dates

Future agenda items:
- Fundraising Schedule
- Impact Statement

The date of the next meeting is scheduled to take place on **Tuesday 21 March 2023**.

11) Any other business

The meeting closed at 7.10pm.

The LGC agreed the above to be a true and accurate record of the meeting on: 5 February 2023.

Astrea Academy Trust

INSPIRING BEYOND MEASURE

Principal's Report

Spring Term Two

2022-2023

The Centre School

Sue Raven

Contents

Safeguarding

Introduction and contextual Information about the school:

Please outline key information regarding the student cohort and contextual details relating to the school. Include any specific issues or challenges the school faces.

Summary Update:

Provide summary details in the table below regarding actions, trends and significant cases.

	Update	Next Steps and Further Actions	Any Trust Actions
Summary of actions and progress made since the last safeguarding audit	Astrea safeguarding audit completed 30.1.23 4 issues identified requiring immediate attention. CPOMS – follow up actions an 7 day report CPOMS – logging particular behaviour incidents Student Voice – to be regularly gathered to inform safeguarding curriculum DSL -EHE and CME	Meeting with Astrea Safeguarding Lead to review document arranged for 9.5.23 CPOMS training delivered to staff, including behaviours to be logged and follow up actions. AGC and MGC gathering student voice Outstanding from previous audit - Health and safety lead to write policy document for students being transported in cars.	
Trends in School	Sharing of nude images This happens every now and then and is reported to staff by other students.	Staff training has been delivered by DSL. Online safety being delivered in PHSE.	
Update on significant cases (anonymised)	LAC student in secure unit		
Summary of referrals made	Social care referrals – Physical abuse – outcome EH Physical abuse – outcome NFA Sexualised behaviour concern – outcome unknown Referrals to Early help 2	Clarify outcome of social care referral	
Ofsted Qualifying Complaints	None		

Welfare Profile:

Please complete the table below regarding children at risk. Please complete with data and do not identify students by name.

Children at risk and children in need:	Current	Previous Report (start of HT1)	This time last year
Number and % of PP	70	66	
Number and % of LAC	1	3	
Number and % of young carers	2	2	
Number and % of students privately fostered	0	0	
Number and % of students with CP plan	1	1	
Number and % of CIN	5	4	
Referrals made for early help	2	3	
Family support assessments conducted	0	0	
Proportion meeting threshold	0	0	
CP meetings attended	2	3	
Number and % of students with an EHCP	129	119	
Number and % of students with serious medical conditions	1	1	
Number and % of students receiving external support: CAMHS	26	26	
Number and % of students receiving external support: behaviour support	0	0	
Number and % of students receiving external support: S and L	0	0	
Referrals to Channel	0	0	

SCR Scrutiny:

Please provide details about the most recent scrutiny and any audits that have taken place. Include details of any actions or recommendations made and how these have been actioned.

Review of SCR by DSL 8.3.23

Statutory Requirements:

Provide details in the table below of all updated training for key safeguarding staff. Examples to include Positive handling/Team Teach, Safer Recruitment, Prevent etc.

Type of training	Date	Number of Attendees	Provider
Prevent online training	7.3.23	All staff	Home Office online training
CPOMS	31.1.23	All staff	DSL
Dynamis Restraint training	27.1.23	7	Dynamis
Sharing Nudes	24.1.23	All staff	DSL

Bullying:

Aspect	Current number of incidents	Previous report	This time last year
All Bullying Incidents	2	4	
Racist Incidents	0	2	
Cyber Bullying	1	2	
Homophobic Bullying	0	0	
Transphobic Bullying	0	0	

Analysis and Next Steps
Ongoing informal conversations with students regarding appropriate behaviour, respect and challenge to inappropriate behaviour, particularly in relation to online use.

Department Grading

Grade each department in your academy on a half-termly basis, based on an overarching 'Quality of Education' judgement.

Rank order (and grade) subject departments against the following standard:

The department is high-achieving for all pupils, including disadvantaged pupils or is improving rapidly. Progress 8 is well above national over time or is rising rapidly. Attainment outcomes at 4+, 5+ and 7+ rank highly within the trust or are gaining substantially year-on-year. The national subject lead agrees that this department is high performing and or high potential.

The Head of Department leads a cohesive and committed team. S/he develops new teachers to a high standard quickly and challenges weak performance robustly. Astrea T&L Framework strategies are visibly effective in every lesson. Teachers can articulate the curriculum plan and how the department's approach to teaching and to behaviour helps pupils learn more and remember more with confidence and fluency.

The lesson environment is calm and conducive to learning. Pupils are enthusiastic and absorbed learners of this subject. Challenge is consistently high; the curriculum is inclusive and ambitious for all.

The department is used as a model of excellence within the Trust and would be the Principal's first choice for an Ofsted 'deep dive'.

Rank	Subject/Department	Meets or exceeds the standard (green)	Falls below the standard (red)
1	English		
2	Maths		
3	Science		
4	PSHE		
5	PE		
6	Art		
7	Humanities		
8	Public Services		
9	Cooking		
10	DT/Construction		
11	6th form vocational		
12	Drama		

Next Steps:

Provide a summary of next steps to improve the quality of teaching and learning in your school.

Drama room is currently under renovation to enable a 'studio' like environment.

We have adjusted the groups for year 7 and 8 to allow for some year 6 students to join us early. Further changes will be made to allow for ability changes.

Work with Bromcom is used effectively to provide data as required. This work is ongoing.

Behaviour and Culture

Behaviour Data:

In whatever format you find easiest, please provide a summary of the data for logged behaviour incidents.

Please provide a narrative around:

- What is working well?
- What is the climate for learning like within the academy?
- What plans are in place to tackle any challenges that the data identifies

Since Spring 1, we have had fewer disruptive behaviour incidents. This could be down to the changes in teaching groups, as well as the year 6 joiners settling in.

Whilst we do have incidents of lesson refusal/refusal to engage, this number has significantly declined since Spring term 1. Students at TCS are variable due to their SEMH needs. This has a large impact on behaviour as no two days are the same.

DS review:

- Behaviour expectations are high
- Atmosphere is calm and orderly throughout
- Relationships between staff and pupils are very positive and are a strength of the school
- Evidence from home visits on 6th January is very positive

Suspensions:

	All Students	PP Students	SEND Students	Year 7	Year 8	Year 9	Year 10	Year 11	Year 12	Year 13
Number of Suspensions	28	16	28	0	4	6	9	5	4	0
% Of Cohort										
Total Days	46	28	46	0	5	13	12	11	5	0

Suspension analysis and commentary:

Please provide a narrative for any periods of high suspensions or trends seen in school.

1 x 5-day exclusion was from a student in AP. 7 days in total have come from AP.

This has impacted the scores as without AP data, the suspensions would be:

	All Students	PP Students	SEND Students	Year 7	Year 8	Year 9	Year 10	Year 11	Year 12	Year 13
Number of Suspensions	25	13	25	0	4	4	9	5	4	0
% Of Cohort										
Total Days	39	21	39	0	5	7	11	11	5	0

Another 5-day exclusion came from a serious incident with a pupil who is now being educated offsite due to volatile behaviour. This was a student in year 11.

Suspension Reduction:

Please provide an update on how you are reducing/ planning to reduce the number of suspensions within school.

- What has worked well so far?
- What has the impact been?

Behaviour and Culture Next Steps:

Attendance

	Key Attendance Target	This time last year	Year to date
Whole School			76.52%
Individual Student			
Pupil Premium			
SEND			
Maximum % of pupils who are PA:			
% of PP pupils who are PA:			
% of SEND pupils who are PA:			

Attendance data to follow

Operations and Site Update

The hair and beauty suite is being converted to a Drama studio. This work is ongoing and is a very exciting opportunity for our students.

We have an issue with the access systems in the Atrium. None of these are functioning which causes issues for us.

Our staff have not taken part in the strikes.

We have one vacancy for an Operations Assistant. This closes on 26th March 2023.

Number on Roll Update & Projections for September 2023

Current NOR

PAN:

	Year 7	Year 8	Year 9	Year 10	Year 11	Year 12	Year 13+	Total NOR
March 2023	**24**	**13**	**28**	**22**	**17**	**15**	**11**	**130**
January 2023								**120**
October 22 Census	19	12	27	21	15	14	11	119
1st September 22	2	12	22	19	14	13	11	93
October 21 Census	10	19	15	11	22	12	15	104

Projected NOR for September 2023 - Not applicable

Please include details of offers made for Year 7 on National Offer Day

PAN:

	Year 7	Year 8	Year 9	Year 10	Year 11	Year 12	Year 13	Total NOR
March 2023								

Leavers and Joiners:

	Year 6/7	Year 8	Year 9	Year 10	Year 11	Year 12	Year 13	Total
Leavers in autumn term 2022								
Leavers in spring term 2023 to date								
Total number of Leavers 2022-23								
Joiners in autumn term 2022	18	0	6	2	1	1	0	28
Joiners in spring term 2023 to date	**5**	**1**	**1**	**1**	**2**	**0**	**0**	**10**
Total number of Joiners 2022-23	**23**	**1**	**7**	**3**	**3**	**1**	**0**	**38**

Elective Home Education: none

Committee Member Visit Record

Name	Judith Davies
Date of Visit	18th January 2023
Focus of Visit	Safeguarding
Classes/staff visited	Annabel Gerrard-Croxon

Summary of activities e.g., observing classes, talking to staff and pupils, looking at resources, etc.

1:1 meeting with Annabel to discuss the upcoming Astrea annual safeguarding review and

the outcome of the Astrea "Ofsted "visit

Agree meetings and contact for the coming term

What I have learned as a result of my visit

- The outcome of the visit by Astrea resulted in an action plan. This interim action plan identifies actions that are not in the current SG Astrea Action Plan and included a number of new areas for the school to focus on. e.g., to consider the tracking of pupils on part-time tales agreed by the LA through AR., i.e. need to address the concerns raised that welfare checks (phone calls) are currently daily and when these need to be more frequent.
- Need to develop clearer routes to find evidence of activity /action being implemented
- Need for SG lead to have ad hoc admin support to allow actioning all requirements of the role as timely as possible.
- The interim action plan drafted following Astrea visit will be drafted in to the Annual SG Review/ Action Plan.
- Annabel has started to pre populate the school sections of the Annual SG Review / Report read for the upcoming meeting with Astrea.
- Annabel to look at request for data that in fact duplicate data already held and agree with Astrea method they seek
- Discussed creating a video interview with students re safeguarding as per the very successful curriculum one presented to governors
- Agreed contact for the term as face to face and two teams calls once report issued by Astrea and to consider SG in HTs report

Positive comments about the focus
All actions in current SG action plan complete and new areas for action following "Astrea visit already being actioned too. Website is up to date re polices

Aspects I would like clarified/questions

- Has Chair undertaken Safer recruitment training

Matters to be discuss at next committee (e.g., proposed agenda items) and future visits: • Annual Review of Safeguarding Report • SG Quiz
Any other comments

Signed (committee member):

Signed (link staff member):

Annabel Gerrard Croxon

Head of Student Welfare and Safeguarding