

Swift Academies

Success will inspire future triumphs

The Rydal Academy

Local Governing Body
1pm, Monday 30 September 2019

The Rydal Academy, Rydal Road, Darlington DL1 4BH

MINUTES

Present (Governors)	Kelly-Ann Lyle, Clare Leech, Dean Judson, Bhup Singh, Ewa Kaszuba, Charlotte Mawson, Katie Turnbull, Mark Emerson, Michael Jeffries (Chair), John Armitage (Head Teacher)
in attendance	Sarah Jones (Trust Business Manager, Swift Academies) Glen Hart (Chief Finance Officer, Swift Academies) Andrew Hutton (Trust ICT Manager, Swift Academies) Julie Cornelius, Director, Swift Academies Derek Bell, Director, Swift Academies Tracey Curtis (Governance Partner, Avec Partnership)

<u>Item</u>	<u>Description of discussion</u>	<u>Action by</u>
1	Election of Chair Governors RESOLVED that Mark Gray was elected Chair of the Local Governing Body of The Rydal Academy until the first meeting of the committee in autumn term 2020.	

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In the absence of the elected Chair, Michael Jeffries in the Chair.

2 Election of Vice-Chair

Governors RESOLVED that Michael Jeffries was elected Vice-Chair of the Local Governing Body of The Rydal Academy to the first meeting of the committee in autumn term 2020.

3 Welcome, introductions and confirmation quorum present

A round of introductions took place for the benefit of all present.

The Chief Executive Officer welcomed Julie Cornelius to the meeting and explained that Directors would be, where possible, attending meetings of the Local Governing Body's with Swift Academies. It was noted that Julie Cornelius had been appointed as a Director of Swift Academies with effect from 2 September 2019.

The Governance Partner confirmed that a quorum was present. The scheme of delegation of Swift Academies states that *the quorum for meetings of the Governors will be three voting Governors*. Ten (10) Governors were present.

4 Apologies for absence and their acceptance

The Governance Partner reported that apologies for absence had been received from Mark Gray and Sarah Clough.

Governors RESOLVED that the apologies for absence were accepted.

5 Notification of items of urgent other business

- items that the Local Governing Body of The Rydal Academy regard are of sufficient urgency to warrant consideration at the end of the agenda

No items of urgent other business were raised for consideration at the end of the agenda.

6 Declaration of personal and pecuniary interests

- a) complete / review the Register of Interest
Governors and those present were reminded that they should complete the Register of Interest to declare any relevant business or pecuniary interest and close family relationship between Members or Governors and/or Members or Governors and employees. A Register should be completed annually and updated during each academic year where circumstances change.
- b) to declare any personal or pecuniary interest in any matters arising from the agenda of the current meeting
Governors and those present were reminded that they should declare any personal or pecuniary interest in any matters arising from the agenda of the current meeting. No declarations of interest were received.

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c) Code of Conduct

Governors were informed that the Board of Directors had approved a Code of Conduct for Governors in March 2018. The Code of Conduct should be signed by Governors to confirm they would undertake to abide by the Code of Conduct for Governors across Swift Academies.

Governors RESOLVED that the Register of Interest, and Code of Conduct should be completed as soon as possible and returned to the Governance Partner or Chief Finance Officer.

7 **Approval of minutes / review of actions / matters arising**

- The Rydal Academy, Local Governing Body meeting held on Monday 10 June 2019
Draft minutes of the Local Governing Body meeting of The Rydal Academy held on Monday 10 June 2019 had been shared with Governors prior to the meeting. A copy would be retained on file.

Governors RESOLVED that the minutes of the Local Governing Body meeting of The Rydal Academy held on Monday 10 June 2019 were approved as an accurate record of the meeting and should be signed by the Chair. The signed approved minutes would be retained by the Trust Business Manager.

Chair / Trust
Business
Manager

- **review of agreed actions**

Governors noted that Bhup Singh had been appointed by the Board of Directors of Swift Academies to fill the vacancy created by the resignation of Hazel Bullock during summer term 2019.

The Head Teacher reported that the Governors of The Rydal Academy met each term, on the morning prior to the Governing Body meeting to receive briefings in respect of curriculum & standards, safeguarding and pupil welfare.

- **matters arising**

There were no matters arising.

8 **Chair's Report**

- a) action taken
- b) correspondence

It was reported that the Chair had not shared any information for presentation to Governors. The Head Teacher confirmed that no actions had been taken or correspondence handled by the Chair since the last meeting of the Local Governing Body at the end of Summer Term 2019.

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c) Local Authority briefing papers

- Safeguarding Partnership Arrangements
The Head Teacher informed Governors that in line with Working Together to Safeguard Children 2018, Darlington had implemented new safeguarding arrangements effective from 1 July 2019.

Governors RESOLVED that the content of the Local Authority briefing paper in respect of Safeguarding Partnership Arrangements was noted.

- Keeping Children Safe in Education Guidance September 2019, including safeguarding update and guidance
The Head Teacher informed Governors that the Keeping Children Safe in Education Guidance had been updated and that Governors had received Level 1 Safeguarding Training which also ensured that Governors were aware of the updated guidance.

Governors RESOLVED that the content of the Local Authority briefing paper and information presented in respect of Keeping Children Safe in Education Guidance September 2019 was noted.

- Department for Education 'Rights to Request'
The Head Teacher discussed with Governors the content of the Local Authority briefing paper in respect of 'Rights to Request'. The purpose of the briefing paper was to remind Head Teachers and Governors and provide an update on wraparound and holiday childcare 'rights to request' for parents/ carers and childcare providers.

Governors were informed that no request for wraparound and holiday childcare at The Rydal Academy had currently been made. The Head Teacher recommended that questions to identify the demand for wraparound and holiday childcare could be asked in the annual questionnaire to parents.

Head
Teacher

Governors RESOLVED that the content of the Local Authority briefing paper in respect of the Department for Education 'Rights to Request' was noted and that the annual questionnaire to parents would ask whether there was a requirement in the community to provide wraparound and / holiday childcare.

- Childhood Healthy Weight Plan 2019-2024
The Head Teacher discussed with Governors the content of the Local Authority briefing paper in respect of Childhood Healthy Weight Plan 2019-2024. It was reported that there continues to be a positive attitude to health and wellbeing at The Rydal Academy, including a number of meal choices at lunchtimes, and pupils encouraged to walk and / or cycle to school each day. In addition, positive health and wellbeing is promoted through the curriculum, for instance science and social development.

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Governors RESOLVED that the content of the circulated Local Authority briefing paper in respect of Childhood Healthy Weight Plan 2019-2024 and information presented was noted.

- School Toothbrushing Pilot Programme
The Head Teacher informed Governors that a pilot programme was available to schools offering free toothbrushes and toothpaste for all children in nursery and reception classes to be involved in a daily supervised tooth brushing programme. The Head Teacher reported that The Rydal Academy had declined to be part of the pilot, due mostly to logistical and hygiene concerns around retention of resources in school to support the toothbrushing pilot.

Mrs Cornelius confirmed that her school has been involved in the pilot in a neighbouring authority and the programme had a positive impact on dental health with in her school, although it was time consuming.

Governors RESOLVED that the content of the Local Authority briefing paper in respect of the School Toothbrushing Pilot Programme and information presented was noted.

- Statutory Relationship and Sex Education (RSE) and Health Education
The Head Teacher reported that the Local Authority briefing paper in respect of Statutory RSE and Health Education (September 2020) provided an update on national changes, timelines and support available for statutory implementation of RSE from September 2020. Governors' attention was drawn to the content of the PSHE policy circulated with the agenda for this meeting of the Local Governing Body of The Rydal Academy.

Directors RESOLVED that the content of the circulated Local Authority briefing paper in respect of RSE and Health Education and information presented was noted.

The Local Authority briefing papers, as listed above, had been shared with Governors of the Local Governing Body of The Rydal Academy prior to the meeting. Copies would be retained on file.

9 Head Teacher report including Chief Finance Officer and Trust Business Manager report (attached)

- a) SEF/Action Plan (attached)
- b) Education Development Partner report (attached)

The Head Teacher's Report, Self-Evaluation document, Action Plan and Education Development Partner report had been shared with governors prior to the meeting. Copies would be retained on file.

The Head Teacher, Chief Finance Officer and Trust Business Manager presented to Governors the content of the circulated Head Teacher's

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report, drawing governors' attention to the summary of change within each section as follows:

Pupil numbers / attendance and exclusions

The number of pupils on roll continues to rise year on year and in-year. However, over the summer a large Year 6 cohort (80 pupils) leaving and a small reception cohort (65 pupils) joining had reduced the number of pupils on roll. Nursery places are significantly higher currently than in September in the previous two years.

Reception transition / In Year Mobility

Mobility remains one of the schools most limiting factors. The vast majority of pupils leaving the school are due to moving out of the area and the majority of pupils admitted are due to reputation or mobility into the local area. Transition procedures, baselining process and attendance / safeguarding policy are regularly reviewed in line with this phenomenon. Mobility pupils' attainment is significantly lower than that of stability pupils across all cohorts.

During this item, Derek Bell (Director), entered the meeting.

Pupil absence levels (including persistent absence)

It was reported that annual attendance remains low whilst closing the gap towards national averages but improved by 1.3% on the previous year: attendance with the 'T' (travelling) code removed is up on last year by 2.4% at 95.8%. Gypsy, Roma Traveller pupils continue to have a significant negative impact on overall attendance. The percentage of Persistent Absentees had almost halved on the previous year to be in-line with national averages.

Of the 102 children on the Persistent Absentee list from summer 2018, 93% have improved attendance, 40% are no longer persistent absentees and 12.5% have improved to above the national average. Low attendees attain less well than the cohort as a whole. Nursery and Reception who are not statutory school age continue to be targeted in order to develop good habits, as well as the current Year 4. Punctuality was reported to be a focus currently.

Previous target groups were: Gypsy, Roma Traveler pupils whose attendance had decreased by 1.24% on the previous year and Special Educational Needs (SEN) pupils whose attendance had improved by 1.10% on the previous year.

Pupil exclusion levels

The Head Teacher reported that permanent and fixed term exclusions remain low. Internal exclusions are high against previous years due to a no tolerance approach to aggressive behaviour, a small minority of pupils with repeated disruptive behavior and issues brought in from out of school. However, the percentage of pupils on roll requiring internal exclusion is lower than the previous year.

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One pupil accesses alternative education and spent afternoons at Clifton House (Local Authority approved and part of Darlington Pupil Referral Unit provision) as part of a support programme put in place by the Local Authority following exclusion from a previous school. One pupil accessed mentoring from Martin Gray Football Academy as sixth day provision from the Local Authority following a permanent exclusion.

Attainment and progress

Early Years foundation stage

Good level of Development (GLD) is back in line with 2016 and 2017. Growth is more than double the national average and had reduced the attainment gap by x4 from the reception baseline. Final GLD is 2% below projections due to outward mobility. Growth for disadvantaged pupils remains consistent over time significantly closing the attainment gap.

Year 1 / Year 2 phonics

Year 1 phonics outcomes continue to track just below national averages: no gap exists between disadvantaged and other pupils, stability pupils outperform Mobility pupils and are in-line with national averages. Year 2 phonics outcomes continue to track just below national averages, no gap exists between disadvantaged and other pupils, stability pupils outperform mobility pupils and are in-line with national averages.

Key Stage 1

Attainment continues to be below national averages for expectation+ and in-line for higher level. From starting points growth is more than double the national average. Stability pupils outperform mobility pupils. Stability pupil growth is three times the national average. Disadvantaged pupils performed in line with other pupils and growth from reception baseline is more than double the national average.

Key Stage 2

Key Stage 2 progress was below national average for Reading and Writing but better than national average for Maths. Progress in all areas was better than previous projections. Conversion rates of Prior Middle Ability Pupils have been a key focus.

Attainment is below national averages in Reading and Writing: no gap exists between disadvantaged pupils and other pupils: stability pupils significantly outperform mobility pupils. Maths outcomes are in-line with national averages for Maths and in-line for combined.

Current cohort projections

Attainment against national averages continues to be a key focus for all year groups. In Reception and Year 2, growth is more than double the national rate. In Year 1, growth is treble the national rate and the gap to national attainment is closing considerably from reception baselines. Writing continues to have the largest gap to national, but Reading remains the key intervention focus for the school as improved

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comprehension and vocabulary will also support areas for development in pupils such as spelling, grammar and breadth of language.

Curriculum planning

The Chief Finance Officer reported that it was vital that curriculum planning is coordinated as a joint exercise with the budget to produce a curriculum that meets pupils' needs and was affordable. Governors' attention was drawn to the circulated report for information in respect of key factors to be monitored.

Financial efficiency and integrated curriculum and financial planning review

The Chief Finance Officer reported that a review of the financial efficiency of the Trust had identified that reserve levels, in individual academies, had fallen in recent years.

The review had identified that further savings may be achieved by making collective trust-wide purchasing decisions and by fully embedding the integrated curriculum and financial planning approach, some principles of which have already been largely adopted across the Trust. This would better support effective long-term planning and sustained growth.

It was reported that a further review of the financial efficiency of the Trust would take place late in autumn term, this would be undertaken by a School Resource Management Advisor (SRMA) on behalf of the Department for Education. Avec Partnership had been appointed to undertake this work.

Financial management and governance

The Chief Finance Officer reported that the opening reserves at September 2018 were £62k, with a current in-year deficit forecast of £6k. This means with one-off additional capital funding and MDIF allocations, reserves were forecast at £76k in August 2019. These figures were subject to audit and would not be finalised until December 2019. Governors' attention was drawn to the circulated Head Teacher report for information in respect of favourable and adverse variances.

Long and short-term financial / budget planning

The Chief Finance Officer reported that a three-year budget plan was approved by the Trustees during Summer Term 2019. The report detailed various funding streams for the school and assumptions made regarding High Needs Funding.

Financial stability of all the schools within Swift Academies remains key for the years ahead. The education sector was being faced with a very uncertain future.

The Prime Minister was reported to have announced recently, an investment of over £14 billion in primary and secondary education between now and 2022-2023. It was reported that the funding package

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for 5 to 16-year-old pupils includes £2.6 billion for 2020-2021, £4.8 billion for 2021-2022, and £7.1 billion for 2022-2023 compared to 2019-2020. This would bring the schools' budget to £52.2 billion in 2022-2023.

Governors sought clarification whether there were any fund raising activities across the Trust to identify additional income, for instance a Parent Teacher Association or leasing of school premises.

The Head Teacher reported that two fund raising events are held each year, the funds raised from one event support the identified Charity in that year, funds raised from the second event are usually added to the school fund and support projects for the benefit of pupils attending The Rydal Academy. Governors were reminded however of the demographic area in which the school was located and that families were not always able to support fund raising for the academy. Governors were informed that the leasing of the premises would involve the support of a Caretaker and due to the nature of the building would allow access to adjoining classrooms and resources.

The Chief Executive Officer informed Governors that a trading subsidiary at Longfield Academy passed profits back to the schools: 30% to The Rydal Academy and Hurworth School. 40% of profit was passed back to Longfield School.

Governors suggested that additional schools would bring economies of scale: the Chief Executive Officer confirmed that additional schools were being sought who could become members of Swift Academies. With the aim of growing beyond 3,000 pupils and 5 schools to access Capital Funding from the Department of Education.

Estate management

The Trust Business Manager reported that following a successful request to retain £72,000 of unspent capital from the 2018-2019 Condition Improvement Fund (CIF), the remaining associated works were successfully completed during the summer term 2019. We are currently awaiting the final completion paperwork which would then enable the Trust to complete and close the project via the Department for Education portal. The works involved replacing the vast majority of radiators and heaters within classrooms with upgraded, efficient systems. Additional heaters were also placed in the link corridor which previously had no source of heating.

It was reported that the CIF 2020-2021 bidding round would open shortly and applications would be submitted in December 2019. This year project options were being explored by a surveying company who write the bids on a 'no win, no fee' basis. Preparation of potential applications had already commenced. The surveying company was reported to have a proven track record in assisting schools obtain funding without the risk of costs paid upfront without any guarantee of success.

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Governors were reminded that an application had been made for £64,000 Salix Energy Efficiency Funding (SEEF) to replace light fittings and associated works which would allow the installation of LED fixtures, and improve the quality of light within classrooms and reduce the carbon footprint. In April 2019, an update was received to advise the project was vastly oversubscribed and would be awarded to schools on a rolling programme. An update on the position was anticipated towards the end of 2019.

The Trust Business Manager reported that an estates strategy had been developed which identified short, medium and long term plans for the upkeep and development of the school premises. This would allow capital spending to be prioritised and assist budget forecasting. The strategy had been created in line with Head Teacher priorities and results from Condition Data Surveys.

Financial Governance

Governors were informed that the Chief Executive Officer of the Education and Skills Funding Agency had written to Accounting Officers of academy trusts setting out details of new documents which had been published and highlighting new reporting requirements which effect all trusts. Additional announcements in the sector have been made since, which affect both financial governance arrangements, policies and procedures.

Remuneration: 2019-2020 Teachers' Pay Award and Teachers' Pay Grant

It was reported that recommendations from the independent School Teachers' Review Body had been received to raise the upper and lower boundaries of all pay ranges for teachers by 2.75%.

Schools would continue to determine how staff are paid, but that the increase in pay would be supported by an additional £105 million to be paid through the Teachers' Pay Grant, on top of the £321 million already committed for the 2019-2020 financial year. The funding for 0.75% would be paid to the existing Teacher Pay Grant funding arrangements which would be paid in October 2019. Consultation on the proposals closes on 13 September 2019.

Quality assurance: Ofsted judgements

The Head Teacher reported that the self-evaluation form and strategic action plan format had been updated due to the development of a Swift Academies format. Judgements had also been updated to reflect the introduction of a new Ofsted inspection framework in September 2019.

It was reported that other external review activities included a website audit and a visit from the Education Development Partner.

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Safeguarding and well-being

The Head Teacher informed Governors that the number of pupils who require SEN support had increased by 13 in the summer 2019 term. The number of pupils with Education, Health, Care Plans (EHCP) continues to rise, while the number of pupils receiving SEN support as a proportion of the school roll had also increased on previous years. Due to the increased proportion of pupils with high level and complex needs, the school had established two individual mentoring programme support groups which are managed by the shadow SENCO and provide pupils working several years below their age appropriate curriculum level with supported small group or individualised learning across core subjects, each Tuesday and Friday. The Education Development Partner had externally verified strong evidence of improved progress in pupils work, wellbeing, behaviour and attendance during the Spring Term 2019.

Safeguarding

It was reported that the number of Looked after Children, Children in Alternative Care, Team around the School and Children effected by Domestic Violence continues to rise. The number of Children's Services Referrals is currently low against previous years while incidents of Professional Challenge are high. The challenges have been made for a variety of reasons including the support offered by the Local Authority, information sharing and the orders requested through the courts.

Professional challenge within the school and recording of this through CPOMS had been promoted with all staff. All staff were reported to have completed Level 1 Safeguarding training and PREVENT training. A number of on-line safety workshops have been run by The Rydal Academy, through the NSPCC, which ten parents attended.

The Head Teacher reported that over the last five years, the school had on roll between 15% and 20% of all children working with Social Services in the Darlington Borough Council area: this had now risen to 25% since 2018. The school also has 10% of Darlington's school age Looked after Children. The Rydal Academy has purchased the services of a 'Primary Wellbeing Practitioner' employed through Child and Adolescent Mental Health Services (CAMHS) one day per week starting in September as part of a two year trial in which all schools within Swift Academies took part alongside other schools across the Local Authority area.

Health and Safety

The Trust Business Manager reported that the annual Health & Safety Audit took place in July 2019. Feedback was reported to have been extremely positive with no major issues raised. Recommendations in respect of paperwork filing have been actioned.

In addition, a premises inspection and kitchen audit took place on 12 September 2019: overall initial feedback was positive and formal reports are anticipated at the end of September 2019.

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The Trust Business Manager reported that the introduction of regular premises meetings have proven extremely useful. The meetings allow site staff from the whole Trust to meet, discuss issues and share best practice in respect of health and safety.

Mandatory Health & Safety training for staff continues to be reviewed to ensure appropriate training is completed with minimum disruption to the schools.

Medical Register

Governors' attention was drawn to the circulated Head Teacher report for information in respect of allergies reported in 2018-2019.

Accidents

It was reported that pupil accidents are in-line with the previous year even though the number of pupils on roll had increased. Staff and visitor accidents are currently projected to be high when compared to previous years. No particular trends or concerns had been identified in relation to the increased figure.

The school community: staff, pupils and parents

The Head Teacher reported that staff understanding of the effectiveness of Governors / Directors, perceptions on work-life balance, consistency of well managed pupil behavior and Swift Academies increasing the schools capacity for further improvement are focus areas. Contribution to the process of self-evaluation had been affected by new staff coming into the school in support staff posts. Staff had also received a presentation regarding the Trust Dividend.

HR

The Head Teacher reported there were currently two vacancies:

Caretaker (7 hours): currently being covered internally

School administration manager (37 hours): vacancy from 4 October 2019

Self-Evaluation Form 2018-2019 / 2019-2020

The Head Teacher drew Governors' attention to the SEF 2018-2019 for information in respect of the outcome of objectives set for 2018-2019.

Governors were asked to consider the 2019-2020 SEF: it was reported that the format of the SEF had been updated and now included information in respect of risk.

Governors RESOLVED that the content of the 2019-2020 SEF was approved and adopted with immediate effect.

Education Development Partner Report

The Head Teacher discussed with Governors the content of the circulated Education Development Partner Report (12 September 2019).

Governors' attention was drawn to the recommendations contained in the circulated report from the Autumn Term 2019 visit.

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Governors RESOLVED that the content of the circulated Head Teacher Report, SEF 2018-2019, SEF 2019-2020 and Education Development Partner Report (autumn term 2019) and information presented were noted.

10 Chief Executive Officer's Report

a) Scheme of Delegation

It was reported that the Scheme of Delegation continued to be a standing item on agendas of Local Governing Body and Director meetings and would be reviewed during each meeting to ensure that the Scheme of Delegation continued to be fit for purpose. Any changes would be subject to the approval of the Board of Directors.

b) Trust Development Plan

The Chief Executive Officer reported that the Trust Development Plan had been reviewed and updated by the Executive Leadership Team and was submitted to the Board of Directors for review and approval at the end of Summer Term 2019.

c) Swift MAT Governance Report

As part of the Trust strategic governance support, a self-evaluation review for Swift Academies to consider the effectiveness of governance arrangements across the Trust took place in Summer Term 2019. The review aimed to provide a broad and balanced perception of the effectiveness of governance, improve awareness and self-awareness, encourage open and honest feedback and identify areas for development and promote continuous improvement in 2019-2020.

Information collated during the review was presented to the Board of Directors at the end of Summer Term 2019. Actions are documented in the Trust Development Plan.

Trust Policies

The Chief Executive Officer reported that the Executive Leadership Team continue to work collaboratively to ensure that where appropriate, policies are centralised under the Swift Academies banner.

11 Chief Finance Officer Report

Risk Register

The Risk Register for The Rydal Academy 2019-2020 had been circulated to Governors prior to the meeting. A copy would be retained on file.

The Chief Finance Officer discussed with Governors the content of the circulated Risk Register for The Rydal Academy 2019-2020.

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Governors RESOLVED that references to coasting school and Key Stage 2 outcomes below floor target are removed. The Head Teacher and Chief Executive Officer would review the wording of the associated strategic risk and circulate to Governors by e-mail.

Chief Executive Officer / Head Teacher

12 Trust ICT Manager Report / ICT Development Plan

The Trust ICT Development Plan had been circulated to Governors prior to the meeting. A copy would be retained on file.

The Trust ICT Manager reported that the focus of ICT work across the Trust was the updating of technology, including a move towards Windows 10: work at Longfield Academy and Hurworth School was completed with work due to commence at The Rydal Academy during Autumn Term 2019. In addition, a number of laptops were to be replaced at The Rydal Academy.

Savings in the region of £2,000 had been realised with the introduction of a sign-in system at Longfield Academy, that mirrored that at the other schools in the Trust.

Governors RESOLVED that the content of the ICT Development Plan and information reported was noted.

13 Single Central Record: for signature by the Head Teacher and Chair

Governors RESOLVED that the single central record for The Rydal Academy should be reviewed and signed by the Head Teacher and Chair of the Local Governing Body.

14 Policies for approval / review / information

- a) Admissions Arrangements 2021-2022
- b) Nursery Admissions Arrangements 2021-2022
- c) Child Protection Policy updated KCSIE
- d) Personal Social Health Education (PSHE) Policy
- e) Governor / Director Visits Record
- f) Governor Monitoring Schedule
- g) Curriculum Statement

Copies of the policies listed above a) to g) had been circulated to Governors prior to the meeting. Copies would be retained on file.

Governors RESOLVED that the following policies, visit records, and statements were approved and adopted with immediate effect:

- Admissions Arrangements 2021-2022
- Nursery Admissions Arrangements 2021-2022
- Child Protection Policy updated KCSIE
- Personal Social Health Education (PSHE) Policy
- Governor / Director Visits Record
- Governor Monitoring Schedule
- Curriculum Statement

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Governor / Director Visits Record

Governors were informed that the Governor / Director Visit Record had been updated and introduced across the Trust to ensure a consistent approach to recording of Governor / Director visits.

Governor monitoring schedule 2019-2020

Governors' attention was drawn to the circulated governor monitoring schedule. Governors were asked to identify areas of interest where governor monitoring could take place. Governors were informed that there was an expectation they would have at least one point of contact with staff in school per term. The Head Teacher reported that Governors had requested during the Curriculum and Standards Briefing that Reading having been identified as an area of priority in the School Development Plan be added as a focus to one of the Special Interest Governor roles.

Governors RESOLVED that the information was noted and that Mark Gray would continue to lead on Standards (Teaching and Learning, Progress) / NQT with a key focus on progress against the School Development Plan and Reading. Bhup Singh was identified as the Lead Governor for Values, Community and Equality. The Governor Monitoring schedule 2019-2020 for The Rydal Academy would be updated by the Head Teacher and circulated to Governors.

Head
Teacher /
Mark Gray

15 Special interest governor update:

- a) Premises / Health & Safety: Mark Emerson
It was reported a meeting was planned week commencing Monday 7 October 2019 between the lead governor (Mark Emerson) and staff in school.
- b) Safeguarding & Welfare, Looked After Children (LAC), E-Safety: Sarah Clough
A report was not provided due to the absence of the Lead Governor, Sarah Clough.
- c) Special Educational Needs (SEN) including SEMH: Kelly-Ann Lyle
A meeting with staff in respect of Special Educational Needs of pupils and SEMH would take place with the Lead Governor before the end of Autumn Term 2019.
- d) Finance: Michael Jeffries
The Lead Governor for finance commented positively on the information presented by the Chief Executive Officer in respect of the Trust Dividend.
- e) Values, Community & Equality: Bhup Singh
A report would be provided in due course. A meeting would take place during the Autumn Term 2019 between staff and the Lead Governor for values, community and equality.

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- f) E-Safety: Sarah Clough
It was reported that the Lead Governor for e-safety had reviewed a number of policies in respect of e-safety during Summer Term 2019.
- g) Careers and Transition; Clare Leech
It was reported that the Lead Governor had met with staff and that transition arrangements were in place for pupils admitted in September 2019.
- h) Standards (Teaching, Learning, Curriculum & Progress), Newly Qualified Teacher (NQT): Mark Gray
It was confirmed that meetings took place regularly between the Lead Governor (standards), the Head Teacher and Chief Executive Officer with a focus on School Development Plan objectives.

Standing Items

16 Feedback from / date of next meeting Director and Governor development session

- 5pm, Thursday 4 July 2019: Hurworth School

Governors were reminded that the next Director and Governor Development Session would take place from 5pm on Thursday 3 October 2019 at Longfield Academy. All governors were welcome to attend.

Governors RESOLVED that the information was noted.

17 Feedback from / date of next meeting Chairs and Vice-Chairs meeting

- 1:30pm, Friday 14 June 2019: Hurworth School

Governors were reminded that the next Chair and Vice-Chair session would take place from 1:30pm on Friday 4 October 2019 at Longfield Academy.

Concluding items

18 Any urgent other business raised under item 4

No items of urgent other business had been raised for consideration.

19 Approval of documents for inspection

Governors RESOLVED that the agenda, approved minutes and supporting documents be made available for public inspection with the exception of information concerning identifiable pupils and/or teachers.

20 Date and time of future meetings

A draft schedule of meetings (2019-2020) across the governance structure of Swift Academies had been shared with Governors of The Rydal Academy.

Governors RESOLVED that the information was noted. The next meeting of the Local Governing Body of The Rydal Academy would take place from 1pm on Monday 14 October 2019.

Swift Academies

Registered office address:
Croft Road, Hurworth on Tees, Darlington, County Durham DL2 2JG

Company Registration Number 07533271

denotes support and challenge provided by governors

The meeting closed at 3:20pm

These minutes were approved by the Local Governing Body of The Rydal Academy as follows:

on: 24/2/20 date

signed by: (Chair)



printed name:

MARK GRAY

24/2/20

M. Jeffries

Michael Jeffries

approved

Swift Academies

Registered office address:

Croft Road, Hurworth on Tees, Darlington, County Durham DL2 2JG

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