

**Clyst Vale Academy Trust**  
**COMPANY NUMBER: 07564519**  
**A Company Limited by Guarantee**  
**Registered in England**  
**Clyst Vale Academy Trust is an exempt charity**

**Minutes of Full Board Meeting**

**Minutes of Full Board Meeting held in Post 16, Clyst Vale Community College,  
at 17:30 on Monday 11<sup>th</sup> May 2020**

<b>Governors in attendance</b>					
<b>Kevin Bawn</b>	<b>KB</b>	<b>Principal</b>	<b>Gina Stroud</b>	<b>GS</b>	<b>Chair</b>
<b>Michael Davies</b>	<b>MD</b>	<b>Co-opted</b>	<b>Laura Waycott</b>	<b>LW</b>	<b>Parent Governor</b>
<b>Simon Sanger-Anderson</b>	<b>SSA</b>	<b>Member Appointed</b>	<b>Paul Colin</b>	<b>PC</b>	<b>Member Appointed</b>
<b>Ben Brook</b>	<b>BB</b>	<b>Parent Governor</b>	<b>Dorf Ruscoe</b>	<b>DR</b>	<b>Member Appointed</b>
<b>Crawford Winlove</b>	<b>CW</b>	<b>Member Appointed</b>	<b>Peter Skelton</b>	<b>PS</b>	<b>Parent Governor</b>
			<b>Sophy Norris</b>	<b>SN</b>	<b>Parent Governor</b>

<b>Additional attendees</b>	<b>Initial</b>	<b>Role/Organisation</b>
<b>Paul Sutton</b>	<b>PSu</b>	<b>Deputy Principal – CVCC</b>
<b>Allen Bailey</b>	<b>Aba</b>	<b>Associate Principal - CVCC</b>
<b>Ann Hopkins</b>	<b>AH</b>	<b>College Manager - CVCC</b>

<b>In Attendance</b>	<b>Initial</b>	<b>Role</b>
<b>Mareena Anderson-Thorne</b>	<b>MAT</b>	<b>Clerk</b>

<b>Apologies</b>	<b>Initial</b>	<b>Reason</b>	<b>Apologies accepted by the Board</b>
<b>Ceri Johnson</b>	<b>CJ</b>	<b>Work commitment</b>	<b>Yes</b>
<b>Dave Walter</b>	<b>DW</b>	<b>Working</b>	<b>Yes</b>
<b>Sara Jacobs - CVCC</b>	<b>SJ</b>	<b>Unwell</b>	<b>Yes</b>
<b>Sue Diffey</b>	<b>SD</b>	<b>AWOL</b>	<b>No</b>

**AGENDA**

<b>ITEM NO.</b>	<b>ITEM</b>	<b>ACTIONS</b>
<b>19/20.61</b>	<b><u>Declarations of Business Interests</u></b> <b>None declared</b>	
<b>19/20.62</b>	<b><u>Attendance/Apologies</u></b> CJ – Work commitment DW – Work commitment SJ – Unwell (headache)  Sue Diffey did not attend, nor give apologies.	
<b>19/20.63</b>	<b><u>Minutes of the last meeting, 27.01.2020</u></b> – agreed	
<b>19/20.64</b>	<b><u>Matters arising</u></b> <ul style="list-style-type: none"> <li>• <b>Covid 19 College update</b></li> <li>• <b>New curriculum update</b></li> </ul> Both of the above items are covered in the Principals report <b><u>FB Meeting 26.3.20 – cancelled due to Covid 19.</u></b> <b><u>Actions from 27.01.2020 FB</u></b> All Actions have been completed, or not due for completion until later in the year.	

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19/20.65	<p><b><u>Principal's Report (Standing item)</u></b>  Governors had an opportunity to read the Principals report prior to the meeting.  Update was given by KB on the known school position for Sept, where he confirmed we will be full in Y7, and full in Y8.  P16 numbers are expected to be lower for Sept.  KB gave special thanks to Aba and SJ for adapting the interview process to become virtual. Feedback has been excellent and CVCC have been able to appoint excellent candidates.</p> <p>Aba leaves meeting at 17:51</p> <p><i>Part 2 Item discussed.</i></p> <p>Aba re-joins the meeting at 18:15</p> <p>Quality of Learning – Remote learning may need to be in our curriculum plans for next 18 months. MS Teams is going well, we have plans to expand its use.</p> <p>Attendance &amp; behaviour – no concerns. Welfare team has been created in school with key personnel (PSu, KB, LR, CP, PG). They have been instrumental in increasing engagement with some of our most vulnerable families, also undertaking visits/drop offs of work &amp; resources.</p> <p>Outcomes &amp; Evaluations – 1<sup>st</sup> data deadline is tomorrow 12.05.20. Using FFT online to help predict the grades, and ensure we don't fall foul of the government algorithms. Final grades won't be known until August as normal.</p> <p>FSM system during lockdown - CVCC had a system in place that worked well for the first 3 weeks of lockdown, until the Government initiative took over. The government system has been a debarkle, but particular credit needs to go to RL, who has been fantastic in setting up and running the system.</p> <p>ECP is working well. Numbers so far have been less than 10, but numbers are now rising.  Enforced strict hygiene and social distancing measures on site, along with reduced number of people on site, and reduction in people coming in.</p> <p>18:51 CW left the meeting</p> <p><b><u>College Improvement Plan (incl CIP Highlights)</u></b>  Should be every other meeting. MAT to add to July's meeting.</p>	<p><b>KB to put proposal together for next FB meeting.</b></p> <p><b>MAT to add CIP Highlights to next FB meeting.</b></p>
19/20.66	<p><b><u>Report from Standing Committees:</u></b></p> <p><b><u>Finance &amp; Resources</u></b> – Virtual meeting held 04.05.2020. Update given by LW &amp; AH. We have had movement of trip reimbursements. Bude and Belgium have been reimbursed. Issue with Paris, we will need to go through RPA Insurance.  F&amp;R Meeting focussed on the budget. Bottom line is looking healthy, but a series of assumptions have been made. Final budget</p>	

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	will be presented to F&R meeting on 18.06.2020, ready for FB in July.  <b>C,L&amp;T</b> Not Applicable. Update received 27.01.2020 <b>Pay Committee</b> – Not Applicable Update received 16.12.19 <b>Workshop</b> Not Applicable Update received 14.11.19	
<b>19/20.67</b>	<b><u>Governor Recruitment/Resignations</u></b>  Appointment of F&R Committee member(s) Only 1 F&R meeting left this year on 18 <sup>th</sup> June.  No-one volunteered – Governors advised to email MAT if willing to sit on next F&R Meeting on 18.06.20	<b>Governors to email MAT if willing to sit of F&amp;R 18.6.20</b>
<b>19/20.68</b>	<b><u>Policies (attached)</u></b>  Temporary Teacher Probation policy (for Teaching staff recruiting during lockdown, where classroom teaching has not been witnessed) Policy was approved by Governors.	<b>MAT to publish, and include in new recruitment contracts and Statement of Particulars.</b>
<b>19/20.69</b>	<b><u>Items at the discretion of the Chair / AOB</u></b>  MAT Left the meeting at 19:06  <i>Part 2 item discussed</i>  MAT re-joined the meeting at 19:09  Governors ended the meeting by saying a big thank you to KB and all the staff for all that they have done. It's been a really challenging time, and all the feedback has been very positive.	

The meeting ended at 19:30.

Signed CHAIR:-

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Approved as a true and accurate record of the Meeting on Monday 11<sup>th</sup> May 2020.

Date of Next Meeting: Thursday 2<sup>nd</sup> July at 17:30

**Membership: 14 Governors – Quorum 4**

Name	Position	Name	Position
Kevin Bawn	Principal	Ben Brook	Parent Governor
Michael Davies	Co-Opted Governor	Ceri Johnson	Co-Opted Governor
Dorf Ruscoe	Member Appointed	Simon Sanger-Anderson	Member Appointed
Gina Stroud	Co-Opted Governor	Crawford Winlove	Member Appointed
Paul Colin	Member Appointed	Dave Walter	Parent Governor
Laura Waycott	Parent Governor	Susan Diffey	Member Appointed
Peter Skelton	Parent Governor	Sophy Norris	Parent Governor