

MINUTES

Minutes of the James Rennie School Local Advisory Board Meeting held at James Rennie School, California Road, Carlisle CA3 0BU and on Zoom on 13th January 2022 starting at 1:15pm.

Attendance:

Brian Eaton *	BE	Trustee and LAB member
Jonty Hanlon	JH	LAB member
Kris Williams	KW	Senior Headteacher
Michael Manley	MM	LAB Chair
Michelle Graham *	MG	LAB member
Sophie Dowling *	SD	LAB member
Arthur Paynter	AP	LAB member
Also present		
Jan Cameron	JC	Clerk
Kerry Dunbobbin	KD	Deputy Head
Lisa Hollywood	LH	Business Manager

* Indicates those members attending remotely

Apologies:

Joanne Gill	JG	LAB Member
Sarah Edgar	SE	LAB member
Shane Byrne	SB	LAB member

Ref.	Discussions and decisions	Action
8/2021-22	Welcome, introductions and apologies MM welcomed everyone to the meeting. Apologies were received from SE, SB and JG	
9/2021-22	Declaration of interests and offer/receipt of gifts or hospitality There were no new declarations.	
10/2021-22	Minutes and actions from the last meeting The minutes of the meeting held on 21 st October 2021 were agreed .	

Ref.	Discussions and decisions	Action
	Actions Ref: 14/2020-21 It was agreed that KD, AP and SD would form a working group to look at IEP's and that they would meet on at 1:30 on 10 th February in school.	
14/2021-22	Buildings Update LH reported that the 7 year rolling programme of redecoration had now been concluded and all Health & Safety checks had taken place. Additional ground works had been carried out to remove some unsafe trees. Storm damage has resulted in broken fencing but this would be the subject of an insurance claim. Some internal fencing had been replaced on a temporary basis in order to ensure the safety of pupils. The CIF bid for fire doors has been delayed but it is thought there should be enough left in the contingencies to replace the external doors.	
13/2020-22	Finance Update The Finance system is now just about working as intended and the associated training has concluded. The company responsible has admitted liability and has agreed to compensation. LH left the meeting for another appointment at 1:45 KW then went on to explain that the revised bandings should result in uplift to the budget. The school forum paper still needs to go to County Council but it is understood that they were looking on it in a positive light. It was noted; however, that the high needs budget is larger than the LA reserves. MM thanked KW for all his work in bringing this situation to where it is to date, with the recognition that he was the driving force behind the initiative. The biggest financial issue currently is paying for staff cover due to the pandemic. .	
12/2021-22	Heads Update <u>New site</u> KW referred to his report, highlighting that the LA has agreed to fund a new post 16 provision on a separate site from September 2022, which means that our current site will now be able to take in additional pupils. The LA is to take responsibility for the buildings and school for the day to day running costs. There will be a full consultation involving all interested parties and the details of the lease agreement will	

Ref.	Discussions and decisions	Action
	need to be formally agreed. School is to be supported by David Groves who was involved in the transition to become part of the Eden Academy Trust. There will need to be a 2 phased approach to building works, which will be managed by the LA. Work will include a lift and all the required spaces such as a sensory room, changing facilities, cooking facilities etc. Staffing costs will also need to include for admin support, cooking and cleaning services etc. The most complex issues will be how school manages an additional intake of approximately 45 pupils. Consideration will need to be given to recruitment, training, and balancing the mix of classes with new and existing pupils. It was stated that there were some associated risks but that it is an exciting opportunity. The recruitment process will start in after February half term with the need to appoint a senior leader, 6/7 teachers and approx. 20 TA's as well as support staff. <u>It was agreed that LAB members would support school in this process.</u> There was also a discussion around due diligence and the detail of how the most appropriate lease agreement could be achieved. It was recognised that there was a need to ensure that school did not pick up any additional costs by default. <u>It was agreed that JH would help in this regard</u> <u>Pupil premium</u> All relevant information was on the website. <u>Covid</u> Like the rest of society it was felt to be one step forward and one step back. There have been huge difficulties in getting supply staff but as yet there has not been the need to close school. <u>Health Support</u> School is now getting more support from Health. With the help of finance from pupil premium/covid recovery budgets we now have commissioned 2 occupational therapists, who have worked with pupils, parents, and classes. <u>Jessie's fund</u> Has been very successful and school are looking to hold an Arts week in the summer term to include performances, a mini festival and exhibitions <u>Prism Arts</u> Prism Arts are looking at different ways for pupils to talk about what they want to do when they leave school, things that excite them and things that make them nervous. It would be good to have a parent LAB member at the first review in February.	

Ref.	Discussions and decisions	Action
1/2021-22	Feedback from LAB Liaison AP apologised as he hadn't been able to attend the last meeting but said he would be attending the next one.	

The meeting closed at 2:30pm

Dates of the next meetings:

24th March 2022 at 1:15

16th June 2022 at 1:15

The Eden Academy Trust is a charitable company, limited
by guarantee, registered in England and Wales
Register number: 08036395
Registered office: Grangewood School, Fore Street,
Eastcote, Pinner HA5 2JQ

ACTION SUMMARY

Agenda item x/2021-22		Action	Who