

MINUTES

Minutes of the James Rennie School Local Advisory Board Meeting held at James Rennie Sixth Form Site, St Edmunds Park, Orton Road, 19th October 2023 starting at 1:15pm.

Attendance:

Brian Eaton	BE	LAB Member
Rachel Woolley	RW	LAB Member
Nicola McInnes	NM	LAB Member
Lisa Battersby	LB	LAB Member
Kerry Dunbobbin	KD	Head of School
Arthur Paynter	AP	LAB Member
Michael Manley	MM	LAB Chair
Also present		
Emma McDermott	EM	Clerk

* Indicates those members attending remotely

Apologies:

Jackie Hudson	JHU	LAB Member
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Ref.	Discussions and decisions	Action
01/23-24	Welcome, introductions and apologies Apologies were received from Jackie Hudson. No introductions were needed.	
02/23-24	Declaration of interests and offer/receipt of gifts or hospitality There were no new declarations.	
03/23-24	Minutes and actions from the last meeting The minutes of the meeting held on 15 th June 2023 were agreed and signed.	
04/23-24	Head's report	

Ref.	Discussions and decisions	Action
	<u>St Edmunds Sixth Form Site:</u> KD welcomed all members to St Edmunds. The pupils will be moving in after half term, there is still a bit of work to be carried out but this should be finished in time for the start of the new term. Classes are in the process of moving equipment and resources over to the new site. KD advised that it is all becoming very real for staff and pupils but overall everyone is very excited. KD showed the new logo for the site. KD advised she will do a tour of St Edmunds at the end of the meeting. Numbers will now go to 188 after half term. The school's max number of pupils is 195, KD is expecting that the school will eventually fill the spare spaces left. <u>Staffing:</u> The school has had five new teachers start in September – all new teachers have settled in really well. The school has now appointed a new School Business Manager, there were around 10 applications received for the job and 4 were interviewed. All were very good, however one candidate stood out. KD advised that the candidate is very experienced and she feels that they will fit into the school very well. <u>New Starters:</u> Early years classes have worked extremely hard with providing outreach support to mainstream settings with the new starters. The new starters have also been to James Rennie a few times. The teams have done amazing work on transition programmes and good relationships have been formed between both staff and pupils. James Rennie staff are very excited to get the pupils in full time after half term. <u>External Scrutiny:</u> Pau Van Walwyk visited the school last week. The school have not yet had the report back but overall Paul had a great morning at the school and was really impressed. Paul was especially impressed with the maths team and the work that has been carried out there, KD said a big thanks to RW for all her dedication and commitment to this. Lisa Hatcher also visited along with Paul, Lisa was very impressed with safeguarding procedures and the Single Central Record that is in place. KD said a thank you to EM for her work on this. Cumbria special heads are continuing to meet on a termly basis. These meetings have been really positive and all parties are recognising that there are common areas of interest and discussion, despite the split in counties. <u>ACE Centre:</u> James Rennie has started a new project with the ACE centre who specialise in Alternative Augmented Communication for young people. The school are trying to bring back the focus on those pupils that can access communication needs through different software such as PC's, ICT, Switches, I pads, eye gaze technology etc. While the school are doing the project they will get devices out on loan to trial with these.	



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	pupils. They are putting together a group of teachers and TA's to be ambassadors for this project. CAA: Cumbria Academy for Autism are joining the Eden Academy in November 2023. This brings the Northern Hub up to 3 schools. Kris will continue to be regional director of all of these schools. This will be great for the CAA as they will benefit from the support from Eden Academy. CAA have had a lot of support from James Rennie staff. KD advised that the Local Authority is looking at putting together training packages for more staff in mainstream schools. James Rennie is going to look into delivering training to local schools for SEND. LAB Recruitment: KD advised that Sarah has stepped down from the LAB, Sarah has been a great support and has provided a wealth of knowledge over the years. KD advised that the school still needs to recruit some more LAB members. MM advised that the school tries to recruit people from different backgrounds; he advised that ideally the LAB would benefit from a person with a background in accountancy, and someone with a safeguarding background. LB advised that she knows somebody from an accountancy background – she is going to ask this person if they are interested. BE advised that we need to appoint a safeguarding professional/representative today as a temporary measure. NM advised she is happy to do this for now. MM made a suggestion that he could attend a PTFA meeting to try and sell the LAB to see if they can get any more parents to become members. RW advised the school could try and approach current parents that are staff at school. MM asked regarding the declaration form that was sent from the academy. All LAB members confirmed that they completed the declaration form. School Development Plan: KD advised that the school development plan hasn't changed much and asked if anyone has any questions around this: BE wanted to ask why the school feels that the range of pupils needs have changed? KD advised she thinks the cohort is changing: KD said this is a national picture – EHCP's are getting taken to the panel and the children with the most needs are getting taken on at James Rennie. KD advised that the school's strategy changed when they moved curriculum, James Rennie decided to look at the pupils needs and not their ages. Eden are also working and looking at the effectiveness of the curriculum across the schools in the academy. LB and RW said that feel that the strategy hasn't really changed since as they always teach the individual child based on needs and not age. BE asked KD why the school has these 8 targets specifically – KD advised that these are based on the SEF results. KD	

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	advised that some targets are the same as last year as they are still relevant.	
05/23-24	<u>Governance Briefing:</u> All LAB members are happy with the governance briefing.	
06/23-24	<u>Finance Update:</u> Regular meetings take place with Janet and Sudi – going forward the LAB will have more information on finance as the new School Business Manager will start at James Rennie.	
07/23-24	<u>Feedback from LAB Liaison</u> AP advised that the LAB liaison meeting has been postponed to Nov 23. MM gave big thanks to AP for his work on LAB liaison.	
08/23-24	<u>Any other business</u> NM asked if training such as safeguarding training can be offered through the LAB. BE advised that the LAB used to be part of the NGA – this may need to be checked with Keith Holroyd. KD also advised that she will have a look into adding NM to the key - this is a training site that can offer these training services. No other business	

The meeting closed at 14:35pm

MAM

Dates of the next meetings:

- 25th Jan 24
- 21st March 24
- 13th Jun 24

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MAM,
P.T.O.

ACTION SUMMARY

Agenda item xx/2022-23	Action	Who
	KD to have a look at signing Nicola up to the key for training.	KD

MAN

Michael Gray
25/01/24.