

MINUTES

Agenda for the James Rennie School Local Advisory Board meeting, to be held at James Rennie School, California Road, Carlisle, CA3 0BU, on 17th October 2024, starting at 13:15pm.

Attendance:

John Barradell	JB	Chair of LAB
Lisa Faulder	LF	Observer
Brian Eaton	BE	LAB Member
Arthur Paynter	AP	LAB Member
Kerry Dunbobbin	KD	Head of School
Also present:		
Kate Braniff	KB	Assistant Head – SENCO
Emma McDermott	EM	Clerk

Apologies:

Mel Kinsella	MK	LAB Member
Nicola McInnes	NM	LAB Member

Absent:

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Ref.	Discussions and decisions	Action
1/2024-25	Welcome, introductions and apologies Apologies were received and accepted from: - Mel Kinsella - Nicole McInnes JB gave a brief introduction to his background. JB has been appointed as the new chair of the LAB.	
2/2024-25	Declaration of interests and offer/receipt of gifts or hospitality There were no new declarations.	
3/2024-25	Minutes and actions from the last meeting	

Ref.	Discussions and decisions	Action
	Minutes of the meeting held on 13th June 2024 were agreed. Ref. item #: 3/2024-25	
4/2024-25	Feedback from LAB Liaison and other Board/Committee meetings LAB liaison meeting took place on 08th October. AP advised that Carley Holliman (new Deputy CEO for the Eden Academy Trust) has been introduced to the LAB liaison team. AP advised that the main thing to note from the liaison meeting was that the Cumbria Academy for Autism is going to be changing its name to The Brathwaite Academy, this is to help reduce the label of Autism on the pupils.	
5/2024-25	Head's update Safeguarding: Kate Braniff (Assistant Headteacher and SENCO) attended the meeting to discuss safeguarding at James Rennie and the procedures that the school has in place. The safeguarding team has currently got bigger due to the increase in pupil numbers. This helps to ensure that the school has coverage on each site, meaning that a safeguarding lead is available at all times. The current safeguarding team is as follows: • Designated Safeguarding Lead – Kerry Dunbobbin • Deputy DSLs – Kris Williams, Oliver Wilson, Kate Braniff, Sophie Dowling, Helen Holden, Emma James. Regular safeguarding meetings take place and are attended by all safeguarding leads where possible, however there is always an overview from the whole team for each pupil. These meetings are triaged and attended if necessary. The class teachers always update the safeguarding leads and these updates are also sent on to the social workers. The safeguarding team have a grading document (continuum) which is updated. This is a new approach following the recent safeguarding audit that was completed by Anchored schools. This continuum grades safeguarding concerns for each pupil using a colour code. This gets looked into weekly so that any change in concern can be monitored and any trends can be picked up on. JB advised it would be a good idea to review this at the start of next	

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	year to see if there are any trends overall at different times of the year. The safeguarding team also have monthly meetings with the head of the children with disability team, Andy Jones. KD advised that James Rennie has a good relationship with the local authority and the local social worker teams. KD advised that going forward it would be good to have a safeguarding discussion on each LAB agenda. James Rennie uses CPOMs this is an online platform to log any safeguarding concerns. The safeguarding team works well together to look at each log and action them where necessary. Cared for pupils all have a personal educational plan. Termly meetings take place for these pupils and are usually carried out alongside the EHCP's and CIN meetings. Additional funding is provided for cared for pupils up to the age of 16 years old. All staff are trained to Level 1 safeguarding. There is a mandatory training/inset session for all staff members that happens once a year. LAB Members: KD has been speaking to Keith Holroyd at Eden Academy about how to collect data around current members and the skill set that they can bring to the LAB. There is going to be a review of the school's current curriculum and the school are keen to get LAB members involved in this. Keith has sent through a questionnaire to all LAB members regarding their skill set and what they feel they can bring to the LAB. LAB recruitment: The school has recruited a few new LAB members: • John Barradell – New Chair • Paul Agnew – Community LAB Member • Mel Kinsella – Community LAB Member • Nick Timotheou – Parent LAB Member The school are still looking for more parent LAB members to join us. Pupil Numbers:	

Ref.	Discussions and decisions	Action
	New starters have settled in well to James Rennie and the school can already see some real differences in individual pupils. The school are currently at a PAN of 202. Additional building work has recently been completed over the summer. This has involved converting the art/science room to an additional regulation/movement space. The large communication room has been split into three, the larger space is being used as a classroom, two of the additional smaller rooms are being used as a storage space for equipment. The big meeting room is now being used as a communication room and the common room has now been turned into another meeting room. The drama room has become a storage space for the arts and music equipment. There is continued pressure on the school to take more pupils on. There are continued discussions being made between the school and the local authority about the concerns the school has regarding taking any more pupils on. There is currently huge pressure on shared spaces in James Rennie. KD advised there has already been a high number of requests for school tours by parents, and the school has had 11 applications so far for a September 2025 start. JB advised that during his first tour of James Rennie he found it difficult to find a space that wasn't actively being used around James Rennie. KD has recently attended a tribunal for a pupil where the judge has ruled in favour of the parents. KD was involved in a meeting last week with 4 members from the local authority about the current situation regarding tribunals and pupil numbers. KD is starting to get guidance from the solicitor at the local authority about how to approach tribunals as it can often be a very hard experience. Wider Eden News: Carley Holliman is the new deputy CEO for the Eden Academy Trust. She has recently completed her quality assurance visit. This was really positive and constructive. School Development Plan:	

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	LAB members have all read the school development plan and KD briefly discussed the priorities for this year. Additional Building Works: Refurbishment of toilets around the school has started. This has been really positive and all areas are looking fantastic. There has been some work taking place on the lower school playground and in Silver class garden area. New soft pore surfacing has been put down. Soft play is also being refurbished and is expected to be finished in time for the children coming back from Oct half term. The new equipment in the regulation/movement room is due to be fitted in the next couple of weeks. This will be a regulation space for pupils that will offer sensory feedback. The school is also due to get a new mini bus in the next couple of weeks. Finance Update: In regards to the budget, school are still processing the close of last year but upon the initial budget monitor for August, the school appears to have ended in a better position than initially thought with a small surplus. School have committed some of their substantial reserves to some big projects which include new soft play, a new minibus, soft pore tarmac put in and added some money onto toilet renovations, The budget for 24-25 looks stable and in the next few weeks, school will be able to produce budget monitors for Sep and Oct.	
6/2024-25	Stakeholder engagement The school has recruited new LAB members both parent and community. The school is hoping to organise a visit from the newly elected MP, Julie Minns. James Rennie has recently taken on some University of Cumbria teaching students for a two-day placement.	

Ref.	Discussions and decisions	Action
7/2024-25	LAB engagement AP advised that JB should try and join the LAB liaison meetings. This will be helpful for JB to learn about the Eden Academy Trust.	
8/2024-25	Items to be raised with the Board of Trustees No further items to raise.	

There are no confidential minutes for this meeting.

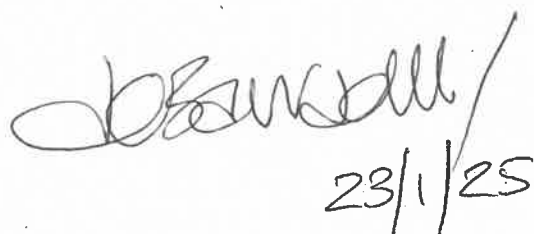
Meeting closed at 14:50

These minutes have been issued to the Chair and Head for comment / agreed by the Chair and Head / agreed by the LAB at its subsequent meeting on 17/10/2024

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ACTION SUMMARY

Agenda item x/2023-24		Action	Who
	5/2024-25	School to provide the LAB with a copy of the safeguarding grading continuum report this time next year – this will then help the LAB review the document to see if there are any trends overall at different times of the year.	KD To be completed for Oct 25 meeting
	5/2024-25	Safeguarding training to be sent to the new LAB members and completed – this comes from the Academy.	Eden Academy/LAB Members
	5/2024-25	LAB members to fill in skillset questionnaire and look at areas they think they can help the school develop in - This questionnaire is to be sent out by KD.	KD/LAB Members


23/1/25

