

**Yeoman Park Academy / Redgate Primary Academy
Local Academy Committee Meeting
Wednesday 14th May 2025 10.30am
At Yeoman Park Academy**

| Governor name | Initials | Governor type | A = Absence |
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| Mr Pete Edwards | PE | Chair | |
| Mrs Lynn Weeks | LW | Vice Chair | |
| Mrs Zoe Clayton | ZC | Staff | |
| Mr Lyndon Stocks | LS | Appointed | A |
| Mrs Alison Pink | AP | Appointed | |
| Mr Douglas Pink | DP | Appointed Parent | |
| Mr James Coope | JC | Appointed | |

In attendance:

| Name | Initial | Role |
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| Mrs Lucy Spacey | LS | Executive Principal |
| Mr Courtney Hoop | CH | Principal |
| Mrs Claire Gouthwaite | CG | Principal |
| Ms Lynsey Parker | LP | Governance Professional |
| Mr David Schwarz | | Chair of Board of Trustees |
| Ms Lorraine Robinson | LR | Assistant Principal, Redgate Primary Academy, observing |
| Mr Lee Beesley | LB | Principal of Horizons Academy, observing |
| Mrs Alison Elway | AE | Head of Governance, observing |
| Ms Rebecca Sculley | RS | Observing, pending appointment as new governor |

| Item no. | Item | Action / by whom / by when |
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| Local Academy Committee training – the role of the Family Support Advisor | | |
| Prior to the main agenda, the committee received a training and a deep dive session into the role of the Family Support Advisor, to gain an insight into the role and how it has positively impacted upon the academies. | | |
| RP/YPA/ 046/2425 | Welcome and Apologies for Absence: The Chair welcomed everybody to the meeting and introductions were carried out around the room. Mr Schwarz, Chair of the Board of Trustees who would be providing an update on his role and that of the Board was welcomed, and Mrs Rebecca Sculley was welcomed as observing parent governor ahead of being appointed during this meeting. | |

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| | Apologies for absence were received and agreed from Mr Stocks. The Chair acknowledged contact would be made with Mr Stocks after his absence | |
| RP/YPA/04 7/2425 | <p>Declarations of interest: There were no declarations of interest, either direct or indirect, for any items of business on the agenda.</p> <p>The Chair advised that he may soon has another interest to declare and will add this to the new declaration form that will be sent out in preparation for the new academic year.</p> | |
| RP/YPA/04 8/2425 | <p>Governance report:</p> <p>Appointment of Mrs Rebecca Sculley Governors considered Mrs Rebecca Sculley’s application to become a parent governor and unanimously appointed her to the local academy committee with immediate effect. It was noted that the Clerk would formally write to Mrs Sculley to formally confirm the appointment following the meeting.</p> <p>Training and development Governors were informed that individual skills questionnaires will be circulated following the meeting to inform future local academy committee, and Trust-wide governor training and development plans.</p> <p>Governance action plan A review of the governance action plan will be undertaken ahead of the next committee meeting.</p> <p>Chair of the Board of Trustees – Introduction and update Mr David Schwarz introduced himself and gave an overview of his role as Chair of the Board of Trustees. He reflected on the training that had taken place ahead of the main meeting, on the role of the Family Support Advisor. It was noted that there has been a pleasing increase in both engagement and membership of the local academy committee and he extended his thanks to all governors for their commitment.</p> <p>Mr Schwarz explained that he has served as Chair of the Board of Trustees since September 2024 and has a four-year term of office. He expressed a desire to leave a strong foundation for the future and highlighted the importance of succession planning, noting that several Trustees have served since 2011. He also emphasised the need for the Board to become more diverse and representative of the communities it serves.</p> <p>The role of the Board was described as having strategic oversight of all areas of the Trust. Risk management was noted as an increasingly important part of the Board’s work. Mr Schwarz stated that the Board is currently considering what constitutes an outstanding Board within an outstanding Trust, with a focus on strengthening relationships and building meaningful links between different areas of the organisation to share knowledge and expertise.</p> | LP |

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| | <p>In terms of personal priorities, Mr Schwarz advised that he aims to identify more opportunities for collaboration across the Trust, and is particularly interested in how local academy committees can strengthen relationships with parents to better understand and respond to the needs of the local community.</p> <p>Mr Edwards asked whether 1:1 meetings between the Chair of Trustees and Chairs of local academy committees could be reintroduced, Mr Schwarz welcomed the idea and also advised that relationships with Trustees to ensure they are more visible within academies are being actively developed. It was noted that being on a single local academy committee can feel isolating and it was suggested that sharing ideas across committees would be beneficial. It was suggested that the Local Governance Professional could support this through sharing information and good practice, it was also noted that initiatives such as buddying experienced and new Chairs or Vice Chairs was a good way to work with peers on other committees.</p> <p>Mr Schwarz and Mrs Spacey also highlighted the upcoming Governor and Trustee Conference, to be held on 12 June at Trust HQ in Retford. An external speaker will be in attendance, and the event will include table discussions, providing the opportunity to meet with governors from other committees to share ideas. Governors were encouraged to attend.</p> | |
| <p>RP/YPA/04 9/2425</p> | <p>Minutes of the meeting dated 10th March 2025: (attached/agreed by Chair, Principal, Executive Principal and circulated)</p> <p>The minutes of the previous meeting, having been signed by the Chair, were accepted as a true and accurate record of the meeting.</p> | |
| <p>RP/YPA/05 0/2425</p> | <p>Matters Arising:</p> <p>There were no matters arising from the previous meeting dated 10th March.</p> | |
| <p>RP/YPA/05 1/2425</p> | <p>Principal's report:</p> <p>Yeoman Park Academy (YPA)</p> <p>Update on move to new building</p> <p>The Chair thanked Mr Hoop and all staff for their efforts during the move into the new building. A tour for governors had taken place during the transition, and it was noted that staff remained positive and welcoming despite the challenges. The Chair expressed appreciation and thanks to all staff involved on behalf of the committee.</p> <p>Mr Hoop confirmed that the building is approximately 90% complete. The sensory space is nearing completion following some issues with the contractor. The hydrotherapy pool is operational, and the academy will be employing external lifeguards to avoid placing additional responsibilities on staff.</p> | |

The new facilities are being embedded into the curriculum to ensure they are fully utilised.

The academy is also working with the Trust's marketing team to enhance its external presence.

In response to a governor query, Mr Hoop advised that pupils have been incredibly resilient and have settled in well. The main challenge has been maintaining strong communication with parents and neighbours. Bus arrivals and departures have proven complex, with around 30 vehicles entering the site each morning and evening. This process currently takes approximately 30 minutes and is being monitored closely.

The building has been stress-tested by staff and students, with some minor injuries reported. Lessons have been learned, and adjustments are being made. Snagging issues, such as magna-lock doors not closing properly, have been reported and are being addressed by contractors, who remain on-site and responsive.

Regarding the old building, asbestos testing is underway to inform the demolition process. This is not expected to impact learning, although governors were advised that increased lorry traffic is expected during key access times.

Progress against targeted outcomes

Governors queried the current status of the BSquared assessment software. Mr Hoop confirmed that the academy has had constructive discussions with the supplier. The current assessment cycle will be completed and data will then be used to inform the Academy Improvement Plan (AIP).

Behaviour

The Chair raised a query regarding behaviour training. Mr Hoop explained that the current Controlling Risky behaviour (CRB) training provided by the local authority is being phased out and replaced with Team Teach. The academy is adopting a "train the trainer" model to enable internal training to take place and to provide support across other academies in the Trust. This approach focuses on de-escalation techniques and co-regulation strategies.

Governors asked whether this training has had an impact. Mr Hoop confirmed that the academy is still in the early stages, but staff have already identified useful strategies. It was confirmed that training was delivered to all staff on a recent INSET day, with further sessions planned for smaller groups in September. Governors asked whether they could be involved in the training, Mrs Clayton suggested allowing the training to embed for a term before reviewing its impact.

Parent Voice and engagement

Governors noted that the Ofsted parent survey response rate was low, and acknowledged that parental engagement may be a challenge as many parents and carers do not come on site as pupils have transport provided by the local authority.

SEF

Governors had received the SEF report in advance of the meeting. Due to time constraints, this was not discussed during the local academy committee meeting, but it was agreed that this would be reviewed with the Principal during the Leadership and Management link governor visit that afternoon.

Safeguarding

Governors noted an increase in MASH and EHAF referrals at the academy. Mr Hoop confirmed that some children and their families have extremely complex needs, requiring multi-agency intervention.

Risk

Governors had received and reviewed the risk report in advance of the meeting and asked the Principal to provide an update on the budget risk. Mr Hoop noted that many schools are in a difficult financial position and Mrs Spacey confirmed this is a national issue. Budget planning for the next academic year is underway across the Trust, with a focus on prioritising needs across different academies. It was noted that SEND funding is not keeping pace with inflation, and the proposed teacher pay increase is adding further pressure, as any increases in pay costs are unfunded by government and must be absorbed within existing school budgets.

Redgate Primary Academy (RPA)**Phonics Audit**

Governors praised staff for the outcomes of the recent phonics audit, noting positive direction of travel. Mrs Gouthwaite advised that the audit had been a very positive experience, and that as a result, the academy has secured funding to implement all recommendations. It was noted that although only a small number of children access Read Write Inc., the new funding will allow the academy to utilise the scheme and to purchase updated reading materials to support these children on their phonics journey. Governors noted that historically very low numbers of children have accessed the Year 1 phonics screening.

Behaviour

The governors received the behaviour report in advance of the meeting. It was noted that there are currently no concerns, fewer children are now involved in incidents, and patterns and trends continue to be monitored. Mrs Gouthwaite explained that staff have accessed Team Teach training and have adopted a more proactive de-escalation approach.

Attendance

It was acknowledged that attendance is improving at both academies. A discussion on strategies and approaches took place, and it was noted that further improvements to the severe absence figures are expected at RPA.

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| | <p>Category C trips</p> <p>Governors were reminded that as previously reported, Category C trips to Lea Green are planned for both academies, along with a trip to Portland Adventure for YPA.</p> | |
| <p>RP/YPA/05 2/2425</p> | <p>How has the Academy Committee held senior leaders to account:</p> <p>Governors had challenged the Executive Principal throughout the meeting in respect of:</p> <ul style="list-style-type: none"> • Attendance • Safeguarding • SEND • Standards and outcomes • Behaviour • Parental engagement • Risk | |
| <p>RP/YPA/05 3/2425</p> | <p>How have Vision, Mission and Values of Trust/Equality been upheld:</p> <p>These have been upheld through the agenda and discussions that have taken place. Equalities implications have been considered in all agenda items.</p> | |
| <p>RP/YPA/05 4/2425</p> | <p>Complete Report to Trustees & Response from Trustees:</p> <p>The report was completed and submitted following the meeting.</p> | |
| <p>RP/YPA/05 5/2425</p> | <p>Determination of Confidentiality & Equalities Act Consideration:</p> <p>Academy committee governors considered whether anything discussed should be deemed confidential and it was resolved that there had been no confidential items discussed.</p> | |
| <p>RP/YPA/05 6/2425</p> | <p>Date and time of next meeting:</p> <ul style="list-style-type: none"> • Wednesday 3rd July • 10.00-11.30am • At Yeoman Park Academy | |
| <p>The meeting closed at 11.32am</p> <p>Signed: P. Edwards (Chair) Date: 21/5/25</p> | | |