

Notes and Action Record of the Yeoman Park Academy / Redgate Primary Academy
Joint Local Academy Committee Autumn 1 meeting
Held on Wednesday 17th September at 10.00am at Yeoman Park

Membership	Initials	Governor category	Absence
Pete Edwards MBE (Chair of Governors)	PE	Appointed AC governor	
Lynn Weeks (Vice Chair of Governors)	LW	Appointed AC governor	
Zoe Clayton	ZC	Staff AC governor	A
Ali Pink	AP	Appointed AC governor	
Douglas Pink	DP	Appointed Parent AC governor	
James Coope	JC	Appointed AC governor	
Rebecca Scully	RS	Appointed Parent AC governor	

In Attendance	Initials	Position	Absence
Lucy Spacey	LS	Executive Principal	
Courtney Hoop	CH	Principal - YPA	
Claire Gouthwaite	CG	Principal – RPA	
Lynsey Parker	LP	Governance Professional / Clerk to Governors	

Quorum required	4	Governors present	6
------------------------	---	--------------------------	---

Action Record

Agenda item	Meeting Ref	Action Required	Responsible Person	Timeline	Update	Complete / carried forward
YPA/RPA/58/2425	Summer 2 2024/25	To consider if any remaining link roles will be of interest for 2025/26	AP		Complete and discussed at Autumn 1 meeting 17/9/2025. AP	Complete

					to become link governor for complaints to include a focus on academy response/learning to feedback and issues	
YPA/RPA/58/2425	Summer 2 2024/25	To consider if DP should attend health and safety committee meetings at both academies or receive the minutes only	PE/CH/CG		DP has received the minutes of the September meeting and has been added to the circulation list	Complete
YPA/RPA/58/2425	Summer 2 2024/25	To make enquiries with employer about any careers / work experience opportunities that they may be able to support with and feed back	JC		Governors invited to Careers Fair at YPA on 18/10/2025	C/F
YPA/RPA/58/2425	Summer 2 2024/25	New governors to be invited to Governor Discipline Panels as part of their induction and development	LP		Clerk to share training and resources and invite governor as and when any panels for the 2025/26 A/Y need to be convened	C/F
YPA/RPA/62/2425	Summer 2 2024/25	Ofsted preparations / readiness at RPA to be a standing agenda items throughout 2025/26	LP		Discussed with CoG and Principals and agreed to add to agendas from January 2026	Complete
YPA/RPA/62/2425	Summer 2 2024/25	To make enquiries with employer about potential cultural awareness and enrichment opportunities they may be able to support with and feed back	JC		Feedback provided at Autumn 1 LAC meeting 17/9/2025 – Social Values Mgr has advised not possible at this time as Inmans and other religious leaders are Nottm-based and not in the local area	Complete
YPA/RPA/62/2425	Summer 2 2024/25	To make enquires with local religious organisations about visits into school, and feed back	PE		Diocesan meeting is due to take place and will be raised. Lorraine at RPA has contacted St Johns and St Marys churches in Mansfield, PE to follow up	C/F
YPA/RPA/62/2425	Summer 2 2024/25	YPA ERM with Executive Leader comments to be shared as soon as it is available	CH/LP			C/F

YPA/RPA/ 62/2425	Summer 2 2024/25	RPA AIR report to be shared as soon as it is available	CG/LP		PE has met with Trust Chief Executive and Chair of Trustees to provide his CoG feedback.	C/F
YPA/RPA/ 62/2425	Summer 2 2024/25	Ensure RPA building issues reported to Trust via LAC annual reporting	LP		Complete – annual report submitted at end of July, and response provided to LAC: “We will also ask Trustees on F&R to work with staff to assess and prioritise necessary improvements at RPA”. Agreed Clerk to track F&R for any further progress updates and report back PE raised at RPA AIR CoG meeting above. PE asked CG to ensure all issues / requests are logged. CG confirmed some issues have been raised at Trust management /Exec level e.g. heat/ventilation and Site Mgr has been directed to progress quotations	Complete / ongoing

Blue text = academy committee governor check and challenge

Green text = academy committee governor decision-making / approval

Q= Question from governors

A=Answer from senior leaders

Agenda item	Key points /summary of discussion	Action Required	Responsible Person	Timeline
YPA/RPA/ 01/2526 Welcome and apologies	Apologies were received and accepted from ZC.			

YPA/RPA/ 02/2526 Declarations of Interest	There were no declarations of interest for any items on the agenda.			
YPA/RPA/ 03/2526 Governance Report	<p>2025/26 Governor Code of Conduct and Declarations of Interest requirements were discussed and PE reminded governors to complete if they had not already done so.</p> <p>Mandatory training was discussed and all governors were reminded to complete.</p> <p>Aims and purpose of link governor visits was discussed. PE reminded all governors of the requirement to complete one link visit for each area, per academy, per term.</p> <p>It was agreed that AP will take on the Complaints link role, to include a focus on academy response/learning in relation to any feedback and issues arising</p> <p>It was agreed that questioning and challenge on Pupil Premium, mental health and wellbeing, and parent/stakeholder voice should be included in all link visits to ensure rounded conversations and a holistic view is taken.</p>	<p>Governors with outstanding Code of Conduct and Declaration of Interests returns to complete</p> <p>All governors to complete annual mandatory training updates via National College and send certificates to the Governance Professional once complete.</p> <p>Governance Professional to update and share link governor resources</p> <p>Handover SEND link role information/resources and questions to be asked</p> <p>Handover Careers link role information/resources and questions to be asked</p>	<p>AP,DP,JC (both) LW, RS (CoC only)</p> <p>All governors</p> <p>LP</p> <p>PE/RS</p> <p>LW/JC</p>	<p>30/9/2025</p> <p>30/9/2025</p> <p>Within 2 weeks of LAC mtg 1/10/2025</p> <p>By next LAC mtg – 12/11/2025</p> <p>12/11/2025</p>

	<p>Discussion took place on Careers provision and requirements. Careers Fair taking place 18th November at Yeoman Park, all governors invited and encouraged to attend</p> <p>The new LAC meeting cycle, and approach to governor training and development, minutes and reporting to Trustees was discussed. Training on the new Ofsted Framework at the Spring 2 strategy/governor development meeting was suggested and agreed, to be led by LS, after noting that Ofsted Inspectors will not receive their own training on the new Framework until November 2025.</p>	<p>Governors to advise CH if they are able to attend Careers Fair</p> <p>Share information on Business Making a Difference partnership</p> <p>Governance Professional to share link to skills survey with new governors who have not already completed, and re-run results to shape governor development priorities</p>	<p>Governors</p> <p>RS/LP</p> <p>LP</p>	<p>12/11/2025</p> <p>1/10/2025</p> <p>1/10/2025</p>
YPA/RPA/04/2526 Minutes of last meeting	Minutes of the previous meeting were received and agreed.			
YPA/RPA/05/2526 Action log	The Action log was discussed and updated			
YPA/RPA/06/2526 Principal's Report	<p>2025/26 AIP Objectives</p> <p>RPA: Q – How and why were the AIP objectives chosen? A – 3 objectives for the year ahead, based on where we are now, what we have already started to deliver and where we need to continue to develop.</p> <p>High quality reading curriculum:</p> <ul style="list-style-type: none"> - Last year started to implement Read Write Inc, have looked at assessment data and those children ready to learn to read - Audited by Flying High English Hub 			

	<ul style="list-style-type: none"> - Awarded grant of £3,000 to purchase resources - Have become hub partner school this year - Have delivered whole-school CPD on approaches for SEND learners - Aim to continue on the positive trajectory and look at different learning approaches to support all learners effectively - Looking at how we can support and stretch pre-readers and our more able learners - Recognise that not all children learn phonetically and may need different approaches <p>High quality maths curriculum:</p> <ul style="list-style-type: none"> - In year 2 of development project with special school strand of East Midlands Maths Hub - Buddying with colleagues at special schools across the county, sharing ideas and good practice - Maths Hub partner visits school to provide support, and has delivered staff CPD - Establishing strong sensory foundations - Looking at pre-maths skills, pattern recognition, etc - For children working at Year 1-2 levels – ensuring staff have the skills to stretch and challenge our more able learners, working with mainstream primaries within the Trust on different approaches - Building staff confidence in their delivery of the curriculum <p>Teaching – pedagogical approaches:</p> <ul style="list-style-type: none"> - Giving staff confidence to tailor their teaching strategies and approaches to the needs of the children - Particularly focused on meeting the needs of blue (birth-18 months) and green (18 months – 3 years) pathways, as increasing numbers of children at RPA at this sensory learning stage of development - Attention Autism have delivered staff CPD 			
--	--	--	--	--

	<p>Q – how are gaps against expectations / targets assessed? A – B Squared software looks at progress, achievement, and where there may be gaps.</p> <p>Recognise that a number of children will never meet age related expectations and are accessing pre-Key stage curriculum – forensic look at individual progress made. Individualised approach – is there a gap in knowledge, or a gap in accessibility of the curriculum, which requires a different approach?</p> <p>Some children may plateau, or display non-linear progress – we take a step back and look at their needs and how they may learn best.</p> <p>Aim is that no matter <i>how</i> children learn, the quality of education and curriculum pathway is clear, so that all children can meet their potential and can be stretched, whichever way they learn best.</p> <p>RS feedback on the positive, inclusive and individualised approach at RPA from a parent perspective.</p> <p>YPA: Q – How were the AIP objectives chosen? How confident are you that these are the right priorities? A –</p> <p>Quality of education – with a focus on quality of teaching:</p> <ul style="list-style-type: none"> - Priority chosen as recognise we have teachers at different stages of their careers – ECTs, middle leaders, etc, who all wish to develop - Experienced teachers have been coaching newer members of staff - Developing our skill-set within the academy, self-sufficient model 			
--	--	--	--	--

	<p>Personal Development:</p> <ul style="list-style-type: none"> - With a focus on making the best use of our facilities to deliver the best possible experience for our learners - PSHE and Careers education <p>Behaviour and attitudes</p> <ul style="list-style-type: none"> - Focus on delivering Team Teach training for all staff so all confident to de-escalate - Focus on learner communication and self-regulation - Change in our approach, terminology and how we report behaviour incidents – ties in with new DfE guidance <p>Our AIP does not cover curriculum development this year, as we are implementing lots of prior work in this area. Curriculum aims are to make every day count for learners at all ages and stages.</p> <p>We are also developing our offer within the SEN community, e.g:</p> <ul style="list-style-type: none"> - Offering our facilities and meeting space for other colleagues to come in, share practice, receive and deliver training, etc - Facilitating best practice - CH delivering SEND training for ECTs across the Trust this year 			
	<p>Behaviour</p> <p>RPA: Q – Are there any patterns or trends in the data so far this academic year? A – More self-injurious behaviour but this relates to one child, close working with Social care.</p> <p>Overall numbers of behaviour incidents are lower than the same point last year. Reflects change of approach last year to a more nurturing approach.</p>			

	<p>Q – What is Team Teach?</p> <p>A – replaces Controlling Risky Behaviour (CRB). This is no longer supported by the LA so a different approach and training provider was needed.</p> <p>Nurturing approach, supports staff with de-escalation, how to present themselves, body-language, language used. Resonates with the culture and ethos of both academies.</p> <p>Techers the theory behind different behaviours.</p> <p>RPA – train the trainer approach, 2x staff members have trained 24 members of staff. 6 ½ hours training required, all will complete all hours by October half term through twilights.</p> <p>YPA – department-led training as have different needs based on the age and stage of the learners. Also looking at communication and coping strategies for the learners, as well as staff.</p>			
	<p>Attendance:</p> <p>RPA: Current whole school attendance – 97% Governors acknowledged very positive start.</p> <p>YPA: Some children have not joined as expected. Family history of non-engagement. Working closely with ICDS.</p> <p>Need messaging that non-attending children are taking up a place for children who want / need it.</p> <p>Some non-attendance cases likely to go down enforcement route. FSA working with families in such cases.</p>			

	<p>Safeguarding</p> <p>Safeguarding checklists for governors for both academies were received</p> <p>A recent issue at RPA was discussed and an update provided. It was confirmed all mitigating actions in the risk assessment are being carried out, and conversations with ICDS ongoing around levels of support required.</p> <p>Q – Has anyone at Trust-level looked into fencing issues? Can governors provide any further support / escalation?</p> <p>A - Site Manager is aware and ensuring budget in place to replace fencing around the school perimeter.</p>			
	<p>Stakeholder update</p> <p>Academy calendar of events Governors thanked both Principals for providing the academy events calendar for the year ahead.</p> <p>Agreed that maximising governor attendance at academy events to increase governor engagement with parents/carers to be a priority for the local academy committee for the year ahead.</p> <p>Academy Emergency Plan Governors received updated emergency plan documents for both academies. There were no questions.</p> <p>Academy risk register Governors received the latest risk report for both academies Highest level risks are funding / budget, and unpredictability of high level needs funding for individual students.</p> <p>Complaints/concerns</p>	<p>Governors to confirm attendance at any events with the Principals</p>	<p>Governors</p>	<p>Ongoing / various event dates</p>

	<p>One concern at YPA. Update on outcome and the learning from this provided to governors.</p> <p>AOB PE feedback on work he is carrying out with Active Partnership Notts on raising participation in sports for specialist schools, and re-introduction of Special Olympics in Notts.</p>			
YPA/RPA/ 07/2526 Determination of Confidentiality	There were no confidential discussions			
YPA/RPA/ 08/2526 Report to Trustees	A summary of the meeting notes and action record will be submitted to Trustees following the meeting.			
YPA/RPA/ 09/2526 Date and time of next meeting	Wednesday 12th November at 10.00am at Yeoman Park Academy			

Signed by Chair: P Edwards MBE

Date: 30th September 2025