

**Notes and Action Record of the Yeoman Park Academy / Redgate Primary Academy
Joint Local Academy Committee Spring 1 Business Meeting
Held on Friday 16th January 2026 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	
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	
Zoe Ascroft	ZA	Observing, pending appointment as a governor	

Quorum required	4	Governors present	7
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Action Record:

Agenda item	Meeting Ref	Action Required	Responsible Person	Timeline	Update	Complete / carried forward
YPA/RPA/ 20/2526	Spring 1	Review monitoring visit form, and current link governor roles and possible reallocation	PE/LP	16/3/2026		

Notes of meeting:

Blue text = academy committee governor check and challenge

Bold 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/ 17/2526 Welcome and apologies	PE welcomed everyone to the meeting and introduced ZA, attending and observing today pending potential appointment to the academy committee.			
YPA/RPA/ 18/2526 Declarations of Interest	There were no declarations of interest for any items on the agenda			
YPA/RPA/ 19/2526 Notes of last meeting and update action log	Notes of the previous meeting were received and agreed. Updates were given for all actions from the last meeting. It was confirmed there were no outstanding actions.			
YPA/RPA/ 20/2526 Governance Report	<p>Re-appointment of LW CoG and Principals thanked LW for her dedication to both academies over the years. It was agreed that we will support and facilitate attendance at Academy Committee meetings and monitoring visits online wherever possible. Governors unanimously agreed for LW to be re-appointed to the Local Academy Committee for a term of office of four years.</p> <p>Appointment of ZA The Governance Professional advised that ZA had applied to become a governor at YPA/RPA through the application form on the Trust website outlining her skills and experience; references have been sought and one received so far. She has had an informal chat with the CoG, and toured Yeoman Park with the Principal, with a visit to Redgate to follow.</p>			

Governors unanimously agreed for ZA to be appointed to the Local Academy Committee for a term of office of four years.

Feedback from Chairs/Vice-Chairs of Governor and Trustee meeting:

CoG had attended this Trust event and feedback on areas discussed and next steps.

The new LAC agenda cycle was reviewed and feedback from all LACs had been that this was working well and was a good opportunity to enhance all governors' knowledge and skills.

Scheme of Delegation:

All governors confirmed that they had received the new Scheme and Delegation in advance of the meeting.

CoG advised academy committee governors of the additional areas that have now been delegated to LACs:

- Uniform – specific guidance from DfE regarding accessibility and affordability
- School food standards – such as hot nutritious meal, access to water, access to somewhere safe and clean to eat, covering nutrition and health eating within curriculum.

It was noted that methods for monitoring these areas would be developed.

Maximum terms of office for Chairs and Vice Chairs have been updated
Chairs and Vice-Chairs will now be (re)elected bi-annually and must complete a short statement outlining their contributions
All governor seeking re-appointment for additional terms of office must complete a short statement outlining their contributions

Link visits

Quality of Education visit to Redgate – LW feedback that AIP targets and progress were reviewed, no area of concern. She advised it was good to conduct a face to face and receive assurance that staff were following processes.

	<p>SEND visit to Redgate – RS shared verbal feedback, written report to be shared prior to next meeting.</p> <p>CG advised that the change to the Ofsted inspection framework was discussed during the SEND monitoring visit – with emphasis on inclusion, vulnerable children and early years / foundational education which applies strongly to all children at YPA/RPA and so would be the focus of any inspection visit.</p> <p>The Executive Principal advised that the rigor of the new framework (State-funded school inspection toolkit version 1.1) is evident from feedback from inspections so far. She advised that within the Trust, all existing QA processes will be assessed through new Ofsted lens to ensure these are robust and demonstrates criteria as clearly as can be, and that this needs to put in place at every level including class teachers</p> <p>Link governor visits were considered and the need to demonstrate evidence of check and challenge to receive assurance of the academy’s approach.</p>	Review monitoring visit form, and current link governor roles and possible reallocation	PE/LP	Next LAC meeting 18/3/2026
YPA/RPA/ 21/2526 Principal’s Report	<p>ERM LS explained the purpose and function of Education Review Meeting (ERM) reporting – these reviews take place 4 times per year, timed around key data points e.g. assessment results. Desk-top activity, collates information around consistent topics across all academies, with issues and successes discussed by Academy SLT and then at Trust-level. This provides an in the moment review of where the schools are at, recognising success and challenge, any support required, or rapid targets needed for improvement by the time of the next review.</p> <p>Questions were invited on the ERM reports for both academies shared with governors in advance of the meeting.</p> <p>RPA Governors noted that the latest attendance figures were excellent and passed their thanks on to all the staff and families. The Principal confirmed that the good news had been shared with parents / carers.</p>			

	<p>Q – Is there any update on the previous improvement action around delivery of phonics teaching?</p> <p>A - Flying High MAT, as part of the English Hub, carried out a phonics audit at Redgate last year. As a result we were given a grant of £3000 which must be spent on Read Write Inc (RWI) resources.</p> <p>The academy have used some funding for development days as part of the recent November INSET days. The Trainer delivered something for us that was more special school related and included pre-phonics, which was the first time we have seen this flexibility in approach from RWI. This was extremely beneficial and we will continue this approach. Further staff CPD is planned for February.</p> <p>The academy committee governors gave positive feedback on pre-phonics training for staff and noted that this will contribute to delivery of the phonics and reading development AIP priority.</p> <p>CH noted that the reading programme is a good example of how the special academies have worked collaboratively together, using the new build as a training hub and centre of excellence for SEND.</p> <p>Q – How is the academy preparing for potential Ofsted inspection?</p> <p>A – Two School Improvement workshops have taken place. Cat Summers, our Chief Education Officer for Primary is an Ofsted Inspector and has delivered training on the new Ofsted toolkit and scorecard for all leaders across the Trust Further workshop is taking place at the end of January using the toolkit to update academy SEF documents, mapping all activity to the new Ofsted grade descriptors, and writing evaluative statements. We are right at start of new Ofsted framework, but we are working at pace Next step is rapid dissemination of this knowledge and understanding from leaders to class teachers.</p> <p>Q - How can governors support?</p>			
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	<p>A - Understanding together the change in requirements, working together on the strategic direction of the schools.</p> <p>YPA</p> <p>Q – Have the attendance figures changed since this ERM report (November)?</p> <p>A – Attendance rates have gone down, academy suffered from Covid and winter bugs before the Christmas break; but performance remain above national average for special schools.</p> <p>The academy is always well aware of full reasons for non-attendance</p> <p>There are a few PA cases at the academy, but we always work with family on underlying causes and solutions.</p> <p>Recent meeting with LA Attendance team has taken place on positive approach to managing attendance, not just fining parents.</p> <p>Q – Is there any update on the previously identified action around team teach and behaviour management?</p> <p>A – We are introducing team teach as a new approach throughout the academy and ensuring that terminology is correct and consistent for each level of intervention.</p> <p>Interventions remain few and far between, and are often due to dysregulation.</p> <p>The academy committee discussed use of Alternative Provision (AP) where needed, and the process of due diligence and regular communication with providers, and governors had the following questions:</p> <p>Q - What is EOTAS?</p> <p>A – Education other than at School.</p> <p>Q- What is Alternative Provision?</p> <p>A – Educational provision outside of full-time school. Can be social skills, community learning, practical e.g. land/farm based, mechanics, construction, etc.</p> <p>Q – why do AP providers not have to be Ofsted-registered?</p>			
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	<p>A –Providers do not have to be registered with Ofsted if they have no full time children on roll. Often pupils accessing AP will do so for 1-3 days per week, not full-time. AP providers are registered with the local authority however.</p> <p>Q - Does responsivity lie with YPA or with the AP provider? A – While ever children are on roll here we remain responsible for their educational entitlement. The academy has to carry out due diligence and QA on providers; and to check that children are attending as planned. Providers send weekly reports back to the academy. Cost of AP is significant and has to be met by the academy out of usual budgets.</p> <p>AP is usually designed to be short-term with a plan to return and reintegrate into the academy. If this is not possible, the academy will work with the LA to consider alternatives.</p> <p>Q – Are managed moves to other special schools considered before AP? A – Managed moves are not often appropriate for our learners. We would try moves to different classes within the academy and work with external agencies e.g. CAMHS before considering AP. If children are not accessing school we send work home and carry out regular welfare/safeguarding checks.</p> <p>Q – Is the academy SLT now fully staffed? A – Still one Assistant Principal short, work ongoing to find a solution.</p> <p>Safeguarding Report Duplication of safeguarding reporting has been raised within the Trust by the CoG.</p> <p>Academy Committee governors noted that the recent Notts County Council Safeguarding Audit was signed off by CoG as Safeguarding Link Governor and submitted by the deadline. Thanks were given to Patrick Knight, Trust strategic development lead for safeguarding for providing all of the Trust-level information.</p>			
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	<p>Risk Register Governors received the risk registers for both academies and noted that the highest level of risk remains funding, and the Principals for both academies confirmed that this is likely to be an ongoing risk to delivery due to cyclical changes to the intake and incoming/outgoing cohorts at both academies. It was noted that even the highest level of HLN funding does not meet the costs for a TA. Governors received assurance that both academies continue to maximise bids for funding/support for all children.</p> <p>Health and Safety Academy committee governors received a copy of the health and safety management group minutes for both academies and had no questions.</p> <p>Category C trips Residential visit to Lea Green being planned for both academies. No further updates.</p> <p>Parent survey / feedback Governors received parent survey results for Yeoman Park and commented that these were overwhelmingly positive.</p> <p>Q – What does the academy do if parents raise any issues or concerns? A – FSA sends out the surveys. We assess all parental comments / free text and FSA or other staff as appropriate speak to the parents/carers directly about their response.</p> <p>A discussion took place on the suggestion to run additional / extended provision e.g. stay and play sessions at the weekends or summer camps in the summer holidays. It was advised that consideration will be given to this, but that consideration has to be given to multiple factors e.g. finances, staff workload and wellbeing if working during their break. It was agreed that a sustainable solution is needed, even if this may be a compromise from the scale of provision that parents/ceres have requested.</p>			
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	<p>Parent governors noted that it was good to hear the balance of parent and academy leadership feedback to this issue.</p> <p>AOB CoG advised Try Boccia sessions are running at Joseph Whitaker Academy in February half term 17th Feb 10-12, Spectrum Wasps attending to talk to children and parents/carers. All welcome – Principals will share details with parents/carers via academy newsletters</p> <p>CoG provided an update on ongoing work regarding inclusive school games especially at Primary level. He advised he is attending a creating positive experiences for children with SEND meeting on 5th February, and will feedback to a future academy committee meeting.</p> <p>Governors also shared details of the Kidz to Adultz SEND exhibitions that could be a useful resource. Principals will share details with staff.</p>			
YPA/RPA/ 22/2526 Determination of Confidentiality	Governors determined that some information discussed under the Principal's Report item should remain confidential to the attendees of the meeting and be recorded separately.			
YPA/RPA/ 23/2526 Report to Trustees	A report will be provided to Trustees following the meeting.			
YPA/RPA/ 24/2526 Date and time of next meeting	18 th March at 10.00am at Yeoman Park Academy. The meeting closed at 11.58.			

Signed by Chair: P Edwards MBE	Date: 18 th March 2026
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