

**BOARD:** **Tavistock Local Stakeholder Board Meeting**  
**DATE:** 10<sup>th</sup> June 2026  
**ATTENDANCE:** V Mitchell (Chair), S Young (SY), S Biggs (SB)  
**(LSB Members)** R Crook (RC), M Baker (MB), J Harmer (JH)  
**ATTENDANCE:** J Buchanan (Principal)  
**(Officers)** K Sampson (Governance Team)

The Code of Conduct requires governors to be honest and open with regard to conflicts of interest (either real or perceived). Governors must not use their position for personal gain in business, political or social relationships. Therefore, a governor who has, or may be perceived to have, such a personal interest in a particular matter under consideration should declare that interest, withdraw from all discussions relating to it and take no part in any vote on such matter.

Items marked \* are those in which a majority of governors may have an interest because of some shared attribute. When considering these items, governors should aim to achieve a balanced view, paying particular attention to the sources of information and advice, and remind themselves of their duties as trustees and to act in the public interest.

| Stakeholder Board Meeting Item |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
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| 1.                             | <b>Welcome</b><br>The Chair welcomed all to the meeting.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| 2.                             | <b>Administration matters</b><br>Apologies for absence: L Barker Jones, Dee Benzie<br><br>Confirmation of Quorum (50% appointed number) The meeting was declared as quorate.<br>Declarations of interest - None                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| 3.                             | <b>Minutes:</b><br>Governors to ratify/approve the minutes from the meeting of <b>29<sup>th</sup> April 2026</b><br><b>AGREED: The minutes were approved as a true record.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| 4.                             | <b>Matters arising from the Minutes: None</b><br><br>Update on Action Points / Matters raised from the meeting held on <b>29 April 2026</b><br><br><b>See table below for update to Action Points:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| 5.                             | <b>Matters Brought Forward at the Direction of the Chair:</b> <i>Please note this replaces Any Other Business and only items notified in advance may be discussed with the consent of the Chair</i>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| 6.                             | <b>School Improvement – Principal's verbal report and any accompanying papers</b><br><br>Governors reported some problems accessing reports from Teams/Sharepoint.<br><b>KS to check with IT for any issues</b><br><br>JB outlined the following key points from the report: <ul style="list-style-type: none"> <li>• New framework for Teaching and Learning launched, previously Teaching and Inclusion were separate strategies, Inclusion now embedded throughout.</li> <li>• Class Plans being rolled out, slight glitch with GDPR necessitating a lockable device in each classroom. These flight plans are now things that we expect to see in all classrooms. Cannot afford TAs in all classes, but with good teaching, we should not need them.</li> <li>• Professional development for all staff has been delivered using Steplab coaching model. At least half a terms worth, with all staff being observed in class by their coaches and feedback given</li> </ul> |

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- Reinvigorated Reading and Literacy strategy just launched with 5 core elements of how Reading and Literacy being implemented within curriculum. Some we are already doing, some new elements.
- Data included in report for Student Voice, Have your say week.
- Police dog invited into school, nothing found, it did not 'indicate'.
- Attendance. We are engaging with RISE. Attendance is up 1.3% compared to this time last year
- Suspension data is down across every metric. Rachel Turner will continue with leadership of Sams model
- Options process is complete. Limited uptake for Religious Studies, Music, Textiles, so these subjects will not run. Additional Maths for strong candidates will be running.
- Mock 2 results for English and Maths: 4+ 49%, 5+ 27% for both. Targeting 4+, but optimistic that 5+ will be higher

**How did media coverage of hard A level maths paper land here?** It did not land here.

- Accelerate 26 group, 39 pupils not achieving English or maths, they have been having targeted support, evening for families, mentoring, intervention program. Now at mock 2 have moved from 100% not achieving to 28 % hitting 4+ after this intervention.

**Will you look to do this again going forward if success in august results?** Yes will also look to expand. This year already feels significantly different as we now have Heads of Year again.

- We have a group of children who could do really well, but don't apply themselves, it is a race to the bottom by focusing on 4+. WE want them to leave TCC with the best possible outcomes So next year there will be a progress grade, so we are assured that pupils are being stretched and explicitly understand what is needed to get to a 4+. There will be more streaming in areas such as science, doing it in maths this year had demonstrated better outcomes.
- KS5 outcomes. From mock 1 to mock 2 there is no significant difference. For overall value added we are 7<sup>th</sup> in Devon for A levels, 5<sup>th</sup> if exclude selective settings.
- It was lovely to meet children on enhanced transition this week. And we have a plan for full transition week. It won't be all fun, we want to set out the reality for the pupils coming to join us, set expectation for September.
- We have dates for year 5 Open Mornings.

**JB will confirm dates with governors if they are available to come in**

**How does the absence coding for this work at primaries?** They will not be marked as unauthorised

- JB made governors aware that he is now a governor at Tavistock Primary school. They are LA controlled.
- Overview of pupils joined since last report. Safeguarding training being delivered as needed. Data Protection updates shown in written report
- Complaints. Narrative included in report to give governors context

**Any plans for cover lessons regarding behaviour?** Plans are moving forward. There has been some longer term staff absence, but now working on a more targeted, standardised approach for cover work. Year 11 has been prioritised. Making sure we've got a photocopier in the study hall rather than Chromebook work. Cover supervisor being made available for next year. And a lost learning strategy being looked at to help mitigate impacts in areas such as suspension, poor attendance, cover etc

**And the Bridge?** Alex has been with us for half a term. He has had to get the culture right first, getting to know the pupils, maintaining standards, and now starting to build next steps. Very few children are failing in the Bridge.

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|    | <p>With regard to the ILPs being locked in rooms, will cover teachers be able to access them as well? At the moment they cannot access. JB to add as a consideration</p> <ul style="list-style-type: none"> <li>Attendance for Y10 is not where we'd like it to be. Up in all other years</li> </ul> <p><b>Why are Y10 not attending?</b> A number of serious absentees choosing not to attend. The current Y10s started at the same time as JB, so perhaps a solid relationship just hasn't been built. It is a worry for attainment next year.</p> <p><b>Could data be looked at without these most serious SAs?</b> Yes, can look at this in first round of mocks</p> <ul style="list-style-type: none"> <li>Removals are up specifically Yr8/9. But we are getting it right and challenging poor behaviour without escalating to suspension</li> </ul> <p><b>Are these year groups impacted by cover whilst focusing on yr11?</b> Yes . yr 10/11 more likely to have the specialist teacher, so it is an element. We need to step up cover behaviour expectations. New Assistant Principal to lead for next 4 weeks on removes. SLT will more likely visit classrooms</p> <p><b>How many of the removes are from cover classes?</b> We have that data, can look at that. Can look at which pupils repeatedly removed from cover classes. We know when it is a supply teacher, but cannot track which actual teachers at the moment. We can triangulate supply teacher with behaviour</p> <ul style="list-style-type: none"> <li>Phone Pouches. Please read the letters. Important letters such as these will always be on website so can always be referred back to.</li> </ul> <p><b>What is the policy for medical needs?</b> Flexible, can be Velcro pouch, what ever the pupil wants/needs</p> <p><b>What if teacher not aware of pupil need here? Training to staff for this?</b> Yes, in coming weeks, online session with yondr</p> <p><b>Are we anticipating extra load on reception, having to relay lots of messages?</b> Possibly initially there will be extra load, but should decrease over time.</p> <p><b>What about pupils who have a reliance on contacting parent/trusted adult during school day, have some anxiety during day and this how they manage it, that we are not aware of?</b><br/>Staff members who are available throughout day, we are accessible. There will be something we lose and gain during process. Government are moving to a more statutory process anyway</p> <p><b>What do we put in place to help how not to use phone?</b><br/><b>Could we look at a different way? Talking to parents, not aware of family functions in google etc.</b><br/><b>Can we educate parents/carers on this?</b><br/>Included in newsletters. Have run stuff like his before. Got to take responsibility as parents.</p> <p>Discussion on general use of phones in society</p> <p>Year 13 leavers service at St Eustachius on 25/7<br/>Year 11 graduation ceremony 8<sup>th</sup> July, Prom 9<sup>th</sup> July</p> |
| 7. | <b>Community:</b> no update                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| 8. | <p><b>Safeguarding</b></p> <p>Apologies from Lisa not at meeting, JB has report in the meet pack from Hazel</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |

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| 9. | <b>Trust and Governance Update</b><br>Governors Visits:<br>Chase Lisa's visit notes. Visit notes can be emailed to governance if any issues with using Teams<br>Mike will send his through<br>RC to meet with Barry later this month, include in September meeting                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| 10 | <b>Housekeeping</b><br>LSB Chairs and Vice Chairs nominations<br><b>All agreed to continue with current Chair</b><br><br>Governor Visibility<br>Pen portraits are on website<br>Now that Sharon has left need a recruitment drive to replace her, and possibly Jon Ascot depending on response to email. Consider link with feeder schools<br>Governor recruitment at open days and transition days, and also on meet the tutor evening. Also need better communication between school and governors about dates such as these<br><b>Action: school to send out invites to governors</b><br><br>Complaints process: It is not clear to all how the process works when complaints are addressed to governance. Involvement of LSB might help at first contact.<br><b>Action: KS/JB to raise at respective relevant meetings</b> |

**Actions from Tavistock LSB previous meeting and 29<sup>th</sup> April 2026**

| Action          | Summary                                                                                                                                                                                                                            | Actionee | Status                                                                                                                                                                                                                                |
|-----------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Item 6.2<br>C/F | To organise a separate meeting or conversation within an LSB meeting (summer term) for governors who might be asked to attend on day 2 of an Ofsted inspection and the likely information to be discussed and the questions asked. | JB       | ACTION:<br>JB to contact Lee Sargeant (Ofsted inspector) to come to talk to the LSB<br>Update: JB applying to become an Ofsted Inspector himself, so JB will deliver once he is trained<br><br>Closed                                 |
| 4. C/F          | To arrange some training for the whole LSB.                                                                                                                                                                                        | Gov Team | Kirsty Sampson to deliver training<br>10.6.26 @ 4.15pm<br><br>Closed                                                                                                                                                                  |
| 6. C/F          | To consider and plan a makeover project and to work with MT on a small fund she might have to contribute and how they could obtain community support for the project.                                                              | JH       | In process JH and MT with premises team<br>Update: Met on Monday, MT going away to reach out to some local organisations e.g. Tavi tidy team, going out to transition parents, local scouts. Any DofE pupils short on volunteer time, |

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| 9      | To confirm with LSB the safeguarding training session in September when the date is known. JB                                                                                    | JB    | they could help with that<br><br>Closed<br>1 <sup>st</sup> inset day back, 3/9<br>all welcome to come in from start of day 8.30. Can dial in if preferable. Plan is to record the safeguarding part. Important all governors get the same information |
| 10 new | KS to check with IT for any issues that may be affecting governor access to sharepoint or M365                                                                                   | KS    | Closed                                                                                                                                                                                                                                                |
| 11 new | JB will confirm dates with governors if they are available to come in for Year 5 Open Mornings                                                                                   | JB    |                                                                                                                                                                                                                                                       |
| 12 new | School to send out invites to governors for all relevant events, eg transition days, open days, meet the tutor so they can be available or questions and encourage new governors | JB    |                                                                                                                                                                                                                                                       |
| 13 new | KS/JB to raise issue of complaint process and perception of complaints raised with governance being shared with governors at respective relevant meetings                        | JB/KS | Raised at SSB.<br>Closed                                                                                                                                                                                                                              |

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