Notes and Action Record of the Yeoman Park Academy / Redgate Primary Academy Joint Local Academy Committee Autumn 1 Meeting Held on Wednesday 23 September 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	A
Alison Pink	AP	Appointed AC governor	A
Douglas Pink	DP	Appointed Parent AC governor	A
Rebecca Scully	RS	Appointed Parent AC governor	
Zoe Ascroft	ZA	Appointed AC governor	A
Vicci Coote	VC	Staff governor	

Staff in attendance	Initials	Position	Absence
Courtney Hoop	CS	Principal – Yeoman Park	
Claire Gouthwaite	CG	Principal - Redgate	
Zoe Clayton	ZC	Vice Principal	
Lynsey Parker	LP	Governance Professional / Clerk to Governors	

Quorum required	4	Governors present	3

Action Record:

Agenda item	Meeting Ref	Action Required	Responsible Person	Timeline	Update	Complete / carried forward
YPA/RPA/ 02/2627	Autumn 1	LP to make contact with governors yet to complete their 2026/27 declarations of interest and those who have not yet signed the governor/trustee Code of Conduct.	LP	Half term		

Notes of meeting:
Bold 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 / action record reference	Key points /summary of discussion	Action
YPA/RPA/01/ 2627 Welcome and apologies for absence	Apologies were received from LW, DP, AP. ZA was not present and had not submitted apologies. It was agreed that LP would make contact. It was noted that the meeting was not quorate, however as this is a training and development meeting there are no decisions / determinations needed from the academy committee.	
YPA/RPA/02/ 2627 Declarations of Interest	There were no new declarations for any items on the agenda and it was confirmed that the declarations previous given were correct. There are some governors yet to complete the declarations of interest for 2026/27.	LP to make contact with governors yet to complete their 2026/27 declarations of interest and those who have not yet signed the governor/trustee Code of Conduct.
YPA/RPA/03/ 2627 Notes of previous meeting / action log	Notes of the previous meeting were received and accepted. It was confirmed that there were no outstanding actions.	
YPA/RPA/04/ 2627 Governance Report	**Link governor roles:** Discussion took place on temporary cover of link governor roles to cover governor absence, as follows: VC to temporarily cover the health and safety role including allergies. BS to temporarily cover parent engagement and will link in with FSAs at both academies about timings of visits. Discussion took place on coffee mornings at each academy and the themed events, talks and guest speakers. Governors considered challenges with parent attendance when many children arrive via transport and parents do not come to the academies.	

	Link governor training: SEND, Safeguarding and Careers training session dates shared. It was noted that the sessions would be delivered by the new Directors and Education for the relevant area. CG gave governors an update on the new roles, advising there were no longer Executive Principals of academies, the roles have been replaced with Directors of Education who each have Trust-wide portfolio covering 16 schools in the Trust Sole responsibility for each school now with the Principal including budget, autonomy over own AIP etc. Principals confirmed it was business as usual for RPA/YPA. CoG and Trustees meeting – 14th October at Horizons, all welcome to attend.	
YPA/RPA/05/2627 Governor training and development	**Trust-wide training:** **DAT Strategic Plan** Diverse Academies Trust new 5 year strategy video was shown during the meeting. **Safeguarding / Keeping Children Safe in Education (KSiE) 2026 update** It was noted that the Trust Safeguarding briefing had been added to governor learning plans on National College, all governors to review rather than watching the video rather than the meeting. **LAC training:** **Restrictive Physical Intervention (RPI) and Seclusion** ZC and VC presented and tabled a document for governors to review on restrictive practice and seclusion for governors, covering: National guidance changes from April 2026 What this means for schools and governors Shared local protocol across our special schools Recording, monitoring and communications with parents Governor oversight and assurance DfE 2013 'use of Reasonable force' guidance update 1 April 2026 with more focus on prevention and de-escalation understanding the 'why' behind the behaviour. Locally we have already moved from CRB to Team Teach. Seclusion- last resort safety measure, risk-based if there is intent to cause harm to others.	

	Our response is consistent across all 3 special schools which enables sharing of good practice, consistency for parents and children. Local protocol developed in conjunction with our Trust safeguarding lead provides more detail and support from the Trust-wide policy. Academy staff explained the guidance that has been provided to staff including recording incidents via MyAcademy app. 3x training sessions have been delivered, all staff in all 3 schools covered. Key principles are: Trauma-informed practice Positive behaviour support Prevention and co-regulation first Consistent decision-making Share expectations across all settings **Q – Will this approach also apply to the new SEND Hub at SBPA?** A – Yes, the plan is to implement in our special academies first then look at how the approach would apply to mainstream settings considering use of facilities and spaces etc. Graduated response: Stage 1- early regulation support Movement breaks, sensory support, trusted adults, emotional coaching, reduced demands Stage 2 – calm rooms and safe spaces Therapeutic regulation spaces accessed voluntarily wherever possible Have worked hard with staff on de-escalation and distraction techniques, these are not a 'reward' for behaviour, but to prevent escalation and crisis Stage 3 – Removal for safety Temporary removal where risk escalates Strengthened process: Dynamic risk assessment – in the moment decisions if behaviour has not been displayed before. Assurance was given that dynamic risk assessments are followed up by considering behaviour plan and more formalised risk assessment to put in place preventative measures.	

	Information sharing with parents: Guidance requires written letter to advise if seclusion restrictive practice used New communications and guidance developed which will be shared with all parents across the Trust and published on academy websites, starting with our 3 special schools first. Aiming to be pro-active in comms with parents / carers so that they can raise any questions on the approach before rather than after an incident. Standard letters and feedback forms created. Meets requirements whilst not being onerous on staff. **Q – If logged on MyAcademy app, is MyConcern also updated and this logged as a safeguarding incident?** A – No, the two systems don't talk to one another. Is a behaviour incident so recording on behaviour system meets all requirements. **Q – Might governors need to know the difference between Team Teach levels 1 and 2 so we can comment on this if we observe eg during a visit?** A – Level 2 is not used at Redgate. If needed, relevant staff would be trained. Level 2 at Yeoman is used amongst older learners so only small numbers of relevant staff trained at level 2. This is for more heightened, risky behaviour. It was agreed that clear, transparent information has been provided for governors so they can have a have good understanding of the approach in place. **Q – Is there a modified approach of Team Teach that can be taught to parents?** A – Team Teach is an accredited training programme, as staff we aren't able to train parents in the same specific approach. Academy staff confirmed they have previously carried out some sensory processing and de-escalation tips and tricks training to parents e.g. as part of FSA coffee mornings. Following discussion, it was confirmed FSAs at each academy would make contact with each other regarding gathering ideas for topics for future parent engagement sessions e.g. short parent survey for ideas and suggestions. Governors thanked staff for the session and confirmed that the communications to parents were clear and accessible.	

YPA/RPA/07 2627 Principal's update	**Principal's update** Verbal updates were given from both academy Principals. **YPA** Some site work over the summer didn't happen as planned e.g. making safe spaces. Alternative arrangements have been put in place. Student numbers update: 9 LAC 4 CP 2 CIN 4 TAF 14 new learners needing HLN funding. 9 leavers, may increase to 10. All leavers last year went to Portland College; this is the most popular option locally though we continue to look at alternatives and seek to meet all individual needs in the most appropriate way. Attendance: Overall attendance = 91.88% Figures include 2 historical non-attenders subject to court proceeding. Funding: PE and Sports Premium funding ending and moving to PE and school sport partnerships hub-based model to access provision locally. A discussion took place on opportunities and challenges and PE updated on ongoing work with Special Olympics. Donation has been made to school from fundraising from a former pupil's funeral. Plans are in place for additional marking and outside play equipment so that there is a lasting, tangible use from the donation. Food standards:	

	Required to be in place from September 2027 but Trust decision to launch changes this year. Lots of parent feedback received. AIP: CH shared a summary with governors. There are 3 objectives for 2026/27, and progress updates will be reported to governors throughout the year: Objective 1: Curriculum and teaching Objective 2: Personal development and wellbeing Objective 3: Inclusion SEF: CH shared a summary of priorities for each of the Ofsted areas. All areas mapped to exceptional. Leaders have recently met to discuss how the academy can show impact beyond own setting. A 3 year plan is in development, expertise and resources will be shared first with Diverse Academies Trust primary schools, then local schools, then secondaries within the Trust. Examples of activity may include hosting open afternoons so showcase practice, staff CPD. **RPA** Student numbers update: 10 new starters – places become available as there is a large cohort of year 6 leavers each year. All have settled in well. 1 LAC 1 CIN 1 TAF No major safeguarding concerns in school. Attendance: Overall attendance = 93.83% 6 pupils are currently below 90% - 4 due to holiday. 1 not attending school, Educational Psychologist involved. Staffing: 2 vacancies plus one member of staff long-term sick. 2 new members of staff starting 12 October.	

	Currently heavy use of supply staff; leadership mindful of budget and managing resources. AIP: 3 objectives for 2026/27, as for YPA, governors will receive progress updates through the year. Training curriculum co-ordinators and upskilling them to lead in their areas. Reviewing curriculum pathway model – it is recognised that there is a need for some bridging in the curriculum for children on different pathways to move to more formal learning. There is also a need for greater staff confidence to recognise when children are ready to move between the pathways. Responding to challenges faced by PP families (other then SEN) - currently carrying out some exploratory work with all PP parents regarding challenges and barriers, so we can put a more personalised approach in place. **Q – What does the academy intend to with the additional PP information?** A – We will ensure that the children have access to curriculum and enrichment opportunities e.g. class visits to the community, and seek to remove barriers to participation. We will be able to clearly show individual impact as well as link back to improving educational outcomes, which will continue to be an overarching aim of the RPA PP strategy/plan. Governors were advised that the majority of children continue to need emotional regulation and so the academy continues to work with Occupational Therapy and to fund posts from PP funding aswell as other suitable funding sources, to meet the needs of the cohort and improve outcomes. Both academies confirmed that was still a significant workload relating to consultations for limited places. Governors thanked academy leaders for all updates and a positive start to the year.	
YPA/RPA/08/2627 How has EDI been considered by the LAC?	There was consideration of EDI throughout the governor training and development session, and with regard to pupil characteristics at each academy.	
YPA/RPA/09/2676	N/A	

Exception reporting to Trustees		
YPA/RPA/10/2627 Determination of Confidentiality	**Governors determined that there were no confidential discussions**	
YPA/RPA/11/2627 Date and time of next meeting	Wednesday 25 November at 10.00am	

Signed by Chair: Pete Edwards MBE	**Date:** 25/11/2026