

**MINUTES**  
**of the General Meeting of the Full Board of Ivy Education Trust**  
**held on 14 October 2025 at 10 am at Ivy Education Trust, Exeter Road, Teignmouth**

<b>Present:</b>		
<b>Name</b>	<b>Title/Role</b>	<b>Initials</b>
Paul Austin	Trustee/Vice Chair of the Trust Board/Member of FAR Committee/GDPR Link	PA
Richard Given	Trustee/Quality of Education Committee	RG
Lorraine Heath	Trustee	LH
Dr Stephen Lee	Trustee/People & Values Committee/Safeguarding and SEND Link	SL
Paul Lilley	Trustee/Chair of FAR Committee	PL
Rev Gareth Regan	Foundation Trustee/Chair of People & Values Committee	GR
Lee Sargeant	Trustee/Chair of Quality of Education Committee	LS
Chris Taylor	Trustee/Quality of Education Committee	CT
Ed Walker	Trustee/People & Values Committee	EW
<b>In attendance:</b>	<b>Title/Role</b>	<b>Initials</b>
Paul Cornish	Executive Director of Education/Director of Spirituality	PC
Jon Lasker	Director of Operations	JL
Jon Newman	Director of Finance	JN
Katy Quinn	CEO	KQ
Gaby Willis	Trust Governance Officer/Company Secretary	GW
Emma Wood	Director of People	EWo
<b>Apologies:</b>	<b>Title/Role</b>	<b>Initials</b>
Niki Glew	Trustee/FAR Committee/H&S Link	NG
Tony Smith	Trustee	TS
<b>Absent:</b>	<b>Title/Role</b>	<b>Initials</b>
None		

**Key to acronyms:**

DC	Dawlish College	NAC	Newton Abbot College
TCS	Teignmouth Community School	TPS	Teignmouth Primary School
SX	Starcross Primary School	CKK	Cockwood, Kenn and Kenton Primary Schools
PLC	Professional Learning Community	EHT	Executive Head Teacher
HT3	Half Term 3	EHE	Elective Home Education
DSL	Designated Safeguarding Lead	KCSiE	Keeping Children Safe in Education
T&L	Teaching and Learning	GLD	Good Level of Development

PA opened the meeting at 10 am and welcomed everyone.

25/1/1.1	<b>Apologies:</b> NG, TS (resigned)	
25/1/1.2	<b>Declarations of Interest:</b> None in addition to those already declared or for this meeting.	
25/1/2.1	<b>Celebrations across our trust:</b> <ul style="list-style-type: none"> <li>Dawlish SRP first meeting on site tomorrow with full project team.</li> <li>All schools migrated to single MIS which has paid dividends in terms of reporting and access to data.</li> <li>SAMPeople to Arbor link is being tested and positive so roll out after half term across our trust. Some vacancies in primaries in admin teams and colleagues from other schools and the central team covered this whilst doing day jobs alongside so real team effort across Kenn and Kenton to support. Staff in those schools valued seeing different members from the central team and fed back that they felt presence and supported by our trust.</li> </ul>	

	<ul style="list-style-type: none"> <li>TPS has been successful in gaining inclusion quality mark national accreditation which has been a huge piece of work and well done to the team there. Assessors want to put forward immediately as a centre of excellence assessment.</li> <li>EHT and HT of schools in Dartmoor MAT visited Cockwood recently to learn about their work and excellence in oracy with extremely positive feedback and comments received.</li> <li>The transition of finance officers from DC and TCS into the central team has been very positive and given flexibility to look more creatively at how run this provision. Also have finance for two of the primaries so almost half the finance is now centrally located.</li> <li>Kenton journey continues and scoping work is beginning for new school to be built. The community has been through a lot with HOS also leaving. An interim HT has been brought in who has landed incredibly well. Children and the community have very positively fed back through the PTA the sense of bringing community together and giving continuity.</li> </ul>	
25/1/3.1	<p><b>Election of chair for 2025-2026:</b> GW took the chair for this item and advised that, following a nomination process, one trustee was nominated - SL. <i>SL left the meeting.</i> RG proposed PA seconded all in favour. Duly appointed. <i>SL rejoined the meeting.</i> Congratulations were given to SL and GW passed SL the chair.</p> <p><b>Action: GW to arrange a chair's suitability check for completion by SL.</b></p>	GW
25/1/3.2	<p><b>Election of vice-chair for 2025-2026:</b> Following a nomination process, one trustee was nominated – PA. <i>PA left the meeting.</i> SL proposed, PL seconded, all in favour. Duly appointed. <i>PA rejoined the meeting.</i></p>	
25/1/3.3	<p><b>Resignation of member appointed trustee – Tony Smith:</b> This was received by trustees and as TS was member appointed, an ordinary resolution will now be signed by the members. GW advised that the Articles require five trustees to be member appointed and with recent resignations the current number is three. <b>It was resolved</b> that a change to the appointment category of SL will be recommended to the members for their resolution, and the next new trustee will be appointed by members which will return the number to five.</p> <p>Trustees are keen to encourage succession planning from our local governors as potential future trustees. Nick Tallamy was a trustee having been a governor for many years. To fill this gap, subject to the board recommendation and members' approval, it was agreed that Simon Shadbolt, who has chaired TCS LGB and is coming to the end of his term as a local governor, be proposed at the December board meeting for appointment by the members. It is further proposed that Simon will replace SL on the People &amp; Values Committee and as Safeguarding and SEND link if appointed. Simon has confirmed his agreement and will be invited to attend the December board meeting.</p> <p><b>Action: GW to add change of category for SL to members' meeting agenda for 4 November and invite Simon Shadbolt to the December board meeting.</b></p> <p>Trustees discussed the importance of encouraging EDI on the board when recruiting. It was suggested that alumni of our schools be considered and noted that succession planning is key with trustees bearing collective responsibility to reach out if there is someone they feel would be useful.</p>	GW
25/1/3.4	<p><b>Appoint Committee members and Chairs, and link roles: duly appointed as follows:</b></p> <ul style="list-style-type: none"> <li>FAR – PL (Ch), PA, NG</li> <li>Quality of Education – LS (Ch), RG, CT</li> <li>People and Values – GR (Ch), SL, EW (SL to be replaced by new trustee when appointed)</li> <li>Safeguarding &amp; SEND Link – SL (SL to be replaced by new trustee when appointed)</li> <li>Careers Link- GR</li> <li>GDPR Link – PA</li> <li>Attendance Link – RG</li> <li>Health &amp; Safety – NG</li> </ul>	
25/1/3.5	<p><b>Approve Terms of Reference: Admissions Committee and FAR Committee - Approved.</b></p>	

25/1/3.6	<p><b>Appointment of director for IES – Paul Austin:</b> This will be to replace TS who has confirmed he wishes to resign this in addition to his resignation as a trustee of IET. SL proposed, PL seconded. Duly appointed.</p> <p><b>Action: GW to complete the required paperwork and Companies House registration. PA requested receipt of any relevant information.</b></p>	GW
25/1/3.7	<p><b>KCSiE September 2025 – Part 1:</b> The link to this has been circulated and <b>all trustees are requested</b> to confirm to GW when they have read and understood so that this may be duly recorded.</p>	All
25/1/4.1	<p><b>Matters Arising and Actions from the previous meeting:</b> Actions completed or underway/ongoing.</p> <p>There has been a strong start to the year regarding attendance with all schools currently showing improvements on where they finished at the end of last year. Secondaries are all improved and for first half term attendance streaks and comms with parents over the summer holidays is having an incremental shift with figures much closer to national than has been seen for the past two years.</p> <p><b>Action: KQ to circulate attendance data after the meeting – year to date comparisons autumn term to be shared with QofE Committee when possible.</b></p>	KQ/PC
25/1/4.2	<p><b>Minutes of the last meeting:</b> Accepted as a true and accurate record.</p>	
25/1/5.1	<p><b>Ivy Education Trust:</b> It was noted and agreed that the full CEO report will now come termly.</p> <p><b>Secondary data presentation:</b> This was overarching, and headline as will be considered in more detail by the QofE Committee. No progress measure this year as cohort did not sit KS2 SATS due to Covid.</p> <p>Questions were received, which will be covered in more detail by the QofE Committee and reported to the next full board:</p> <ul style="list-style-type: none"> <li><i>How do they stack up against national averages.</i></li> <li><i>Is data available between national, selective and non-selective in the absence of progress measure.</i></li> <li><i>Local comparatives are requested with DS, SEND and gender.</i></li> <li><i>TCS results very pleasing considering recent journey with previous inadequate for quality of education. DC: Why the variation between schools?</i></li> <li><i>EBAAC - why are 15% entering in DC and 81% entering in NAC. What is the Trust's view of that?</i></li> </ul> <p>Major driver in new strategy document is we are now going to do more together and more the same.</p> <ul style="list-style-type: none"> <li><i>Does the Trust have a view of what a successful secondary curriculum should be for these pupils as broadly similar demographic but guiding down different structures.</i></li> <li><i>Number of children in receipt of EHCPs in DC is double the TCS for same size of population. Was exiting Y11 a cohort with a high percentage?</i></li> <li><i>DC - what do you think were the factors that led to disappointing outcome and what is the “so what” this year that will raise attainment?</i></li> </ul> <p>HT believes it is not a trend and is presenting at the QofE Committee meeting on 11 November. In line with March/April predictions having shifted from January and focused objectives have been set.</p> <ul style="list-style-type: none"> <li><i>What does this look like as aggregated data?</i></li> <li><i>Are they set targets for this year – not set numerical objectives in the past?</i></li> <li><i>Where does mean line sit in terms of expectation and performance and do we have mean average for our trust, national, and an aspirational bar?</i></li> <li><i>Trustwide it would be useful to include the numbers of cohorts.</i></li> <li><i>It would be useful to look at this sheet for previous year to see any trends for 3 years.</i></li> <li><i>Have you viewed data by attendance bands?</i></li> </ul>	

	<p>Progress measures for sixth forms exist and were shared with positive progress in both. This will be reviewed in more detail by the QofE Committee. Common themes in areas for improvement are attendance, SEND provision and consistently high-quality inclusive teaching, together with curriculum alignment.</p> <p>Discussion on impact targets might have to support holding leaders to account. Trustees noted next step for passport for students' improvement.</p> <p><b>Action: PC to pass on trustees' congratulations to TCS in challenging circumstances.</b></p> <p><b>Action: Trustees to email questions to GW on the slides presented (also on GovernorHub) to feed into PC, and LS as chair of the QofE.</b></p>	<p>PC</p> <p>PC/LS/GW</p>
25/1/5.2	<p><b>Update on Game Plan:</b> Reminder of the three-year game plan which was adopted at the July board and the priorities for this year. These will now be a standing item on each relevant committee's agenda.</p> <p><b>Q: What is the quantifiable and non-quantifiable benefits – some definitive success criteria?</b> More detailed conversation will happen in the committee meetings.</p> <p><b>Q: Anchored in the Heart of the Community – where does this feed into our governance?</b> Possibly P&amp;V and led by KQ currently. LGBs as committees of this board can contribute to the community and how they feed back to the board.</p> <p><b>Action: Update visit forms to ensure this is included.</b></p> <p>Some benchmarking has been done around headcount of central team and schools to understand where opportunity might sit for future target operating model based on pupil numbers. Also cost of service per pupil which is in line with national best practice and by HT3 should have clear view of this.</p> <p><b>Q: AI – how are we going to maximise the use of this to substantially reduce cost base against thrive financially?</b> Deep dive required as to what is available. This work has started, broken into business services and education provision and will be led by PLCs. Opportunities for standardisation but must align with our aspirations. Challenge with basic infrastructure which requires work for core functionality and capacity of network first and balancing resources accordingly. This comes through FAR. Piece of work done by CJK and Spectrum around purchasing and accounts payable will come to FAR and full board when received.</p>	<p>GW</p>
25/1/5.3	<b>This item is Part II</b>	
25/1/6.1	<p><b>FAR Committee meeting held on 23 September 2025:</b> Noted that the meeting was not quorate and continued for information purposes only. Minutes were available on GovernorHub. NG's apologies received for today's full board meeting so any key strategic points were invited for JN. P11 performance was an improvement and moved quickly into year-end so detailed financial data will be known more for FAR in November with position of reserves known. This will be reported to the December meeting which will also include the accounts to be adopted. Update on summer works and risk register was also reviewed.</p>	
25/1/6.2	<p><b>Admissions Committee meeting held on 30 September 2025:</b> First draft of policies for 2027-29 to go to public consultation was recommended to the board. <b>It was resolved</b> that these be put to public consultation.</p> <p><b>It was resolved</b> to adopt a strongly recommended post determination update to 2025-6 and 2026-7 policies around children of services families and removal of time restraints for consideration of in-year applications.</p> <p>PC reported, as requested, that there are 41 service children currently within our trust.</p>	
7. LGBs	<p><b>Q: From LGB minutes, there appears to be a narrative around phonics in primaries.</b> Small schools will make a difference to numbers, and we have bought into a phonics programme and tasked HTs to secure along with good levels of development in reception.</p>	
25/1/7.1	<b>CKK: Appointment of Chair – Bob Baker. Duly appointed.</b>	
25/1/7.2	<b>Dawlish College: Appointment Joanne May co-opted governor: Duly appointed.</b> Chair and Vice chair remain in post until next meeting.	<p>GW</p>

25/1/7.3	<b>NAC:</b> Acknowledge resignation of co-opted governor – Sarah Kuhl: <b>Acknowledged.</b> Simon Shadbolt to remain in post for the current time to support the growth journey of this LGB.	
25/1/7.4	<b>Starcross Primary and Teignmouth Primary:</b> Appointment of Chair – Marina Offord. Appointment of vice chair – Martin Veasey: <b>Both duly appointed.</b>	
25/1/7.5	<b>TCS:</b> Appointment of chair – Simon Shadbolt until November meeting when Michael Wigmore will become chair. <b>Duly appointed and agreed.</b> Appointment of vice chair – Michael Wigmore. At November meeting a new vice chair will be nominated for recommendation to the board for appointment in December. <b>Duly appointed and agreed.</b>	
25/1/8.1	<b>School Vehicle and Minibus Policy:</b> Reviewed and recommended by FAR Committee for adoption with updates as noted in the FAR minutes. <b>Adopted.</b>	<b>GW</b>
25/1/8.2	<b>Preschool/Nursery Admissions Policy 2025-2026 for Kenton, Starcross, and Teignmouth Primary:</b> Not a statutory requirement but it is considered good practice for openness and transparency. Recommended by Admissions Committee. <b>Adopted.</b>	<b>GW</b>
25/1/9.1	<b>Training:</b> Level 2 safeguarding online has been circulated. Skills audit will be circulated asap (awaiting one response which will complete the overall dashboard) and GW advised that some training opportunities can be identified from this.	
25/1/9.2	<b>Visits to schools:</b> One visit form was circulated from this period for NAC which reinforced the information shared with the board over the last year by KQ and PC. Link visits will be arranged together with chair visits for SL. A trustee shared a very positive experience and message received attending NAC as a parent. <b>Action: Visit forms to be updated to include reference to the Game Plan.</b>	<b>GW</b>
25/1/9.3	<b>Annual Trust Review Day – January 2026.</b> Date and venue tbc. <b>Action: Through the chair suggestions of focus for this.</b>	<b>GW All</b>
	The chair closed the meeting at 12.01 pm.	