

Summary of discussions of the Local Academy Committee meeting
Tuxford Primary Academy
ACM (5)
held on Monday, 27 April 2026
1:00 pm – 2:30 pm

Membership	Initials	Governor Category	Absence
Mrs S Jackson	SJ	Chair of Governors	
Mr T White	TW	Vice Chair of Governors	
Mrs E Rew	ER	Appointed Governor	A
2 x Parent Vacancies			
1x AG vacancy			

In Attendance	Initials	Position	Absence
Mr G Letton	GL	Executive Principal	A
Mrs T Blacknell	TL	Principal	
Mrs S Baines	SB	Governance Professional	

Quorate	2	Present	2	C	= Complete	CF	= Carried forward	I	= Incomplete (carried forward more than once)
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Outstanding Action Log

Agenda item	Meeting Ref	Action Required	Responsible Person	Timeline	Update	Status
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Q = Question from Governors

A = Answer from senior leaders

Agenda Item	Key points / Summary	Action Required	Responsible person	Timeline
AC/63/2526	Welcome The Chair welcomed all to the meeting			
AC/64/2526	Apologies for absence			

	Apologies received and accepted from Mr G Letton due to work commitment and Mrs Rew due to personal circumstances			
AC/65/2526	Declarations of Interest There were no changes to declarations of interest made at the start of the year and no declarations in relation to the agenda.			
AC/66/2526	Governance report Previously circulated and received by all delegates Membership remains a concern. There were no questions			
AC/67/2526	Notes of the meeting 9 March 2026 and Action log The action log was approved by governors as a true record of the meeting. Notes were proposed as a true record by Mr White and second by Mrs Jackson. The Chair signed the action log.			
AC/68/2526	Matters arising There were none			
AC/69/2526	Principals report Behaviour and Attitudes (SIP Priority 1) Q: How confident are staff in addressing behaviour and barriers to learning? A: Staff confidence has increased through targeted CPD focusing on adaptations and consistent approaches. Q: What impact is this having on pupils? A: There are fewer behavioural conflicts than in previous years, and staff are consistently using restorative approaches with pupils. Q: How is impact being measured? A: Behaviour trends indicate a reduction in incidents, supported by consistent staff practice. Action: Behaviour and impact data to be reviewed at the July meeting.			

	Quality of Education – Voice 21 (SIP Priority 2) Q: How well is Voice 21 embedded across the curriculum? A: Voice 21 continues to be developed through CPD, with increased staff confidence and consistency. Q: Is it being applied beyond English? A: Yes, staff are beginning to apply Voice 21 approaches in a more subject-specific way, including mathematics. Q: How are leaders ensuring consistency across subjects? A: Through ongoing CPD and monitoring of classroom practice. Action: Leaders to share evidence of subject-specific Voice 21 impact with governors. Quality of Education – Writing Outcomes (SIP Priority 3) Q: What progress has been made in improving writing outcomes? A: Writing development across the Retford primary schools is now established and working well. Q: How consistent is handwriting teaching? A: Handwriting is now taught consistently across the school. Q: What are the next steps for spelling? A: Spelling has been identified as a priority for development, with a Trust-led approach to ensure clarity and progression. Q: How will the impact of spelling changes be evaluated? A: Leaders anticipate a longer-term cultural change and will report on implementation and impact. Action: Update governors on spelling strategy and impact once implemented.			
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	Behaviour – Specific Concern Q: Have any specific behaviour concerns been raised? A: Governors were informed of a concern and the strategies now in place. Q: Are leaders assured that actions are effective? A: Yes, the situation is being monitored closely. Action: Ongoing monitoring; governors to be updated if concerns escalate. Attendance Q: What actions are in place to improve attendance? A: Leaders are working directly with families and monitoring individual pupils closely. Q: Is there evidence of improvement? A: Early improvements are being seen for targeted pupils. Action: Attendance to remain a standing agenda item. Staff and Pupil Wellbeing Q: How are staff and pupil wellbeing being supported? A: Staff are supporting one another following behavioural incidents, and ECT training is ongoing. Q: How is wellbeing monitored? A: Wellbeing is monitored informally and will be reviewed with governors. Action: Wellbeing to be revisited at the July meeting. Shelter Q: Has the previously raised shelter concern been resolved? A: Yes, the issue has been resolved.			
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	Action: reviews will be updated Compliance Q: Are there any compliance matters to report? A: No policies or appendices were presented at this meeting. Admissions Q: Are there any current concerns regarding admissions? A: Early Years numbers are low (14). Nursery figures are not yet confirmed; an indicative figure of 20 was shared, reflecting a national trend. Q: How will this be addressed? A: Admissions will continue to be monitored. Audits and Data Protection A: No audits reported and no data protection breaches. Educational Visits – Year 6 Residential Q: What is the status of the Year 6 residential visit? A: A residential visit to PGL in October 2026 has received CET approval and was shared for governor information. Action: Clerk to record for information.			
AC/70/2526	Safeguarding Culture & Compliance The principal gave an update:			

	Q: Were there any safeguarding updates since the previous meeting? A: No formal updates were reported. Online safety concerns linked to social media messaging among upper KS2 pupils were noted, largely originating outside school. These have been addressed with pupils and parents. Q: How is online safety being managed? A: Issues are addressed as they arise through the curriculum and direct engagement with pupils and families. Q: Were low-level concerns reported? A: Yes. Seventeen low-level concerns were logged, including some staff self-referrals. Appropriate action and recording processes are in place. Q: Has staff safeguarding training taken place? A: Three staff members completed Team Teach training, including de-escalation and holding techniques. Plans for wider whole-school de-escalation training were discussed. Q: Were there any contextual safeguarding issues? A: Yes. Alleged shoplifting incidents involving pupils are being monitored, with contact made with the PCSO where appropriate. Q: Was there any clarification on safeguarding documentation? A: It was confirmed that a document update referenced was an add-on from the summer term, not linked to the Easter break.			
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	Q: How is pupil voice contributing to safeguarding? A: Student voice activities focusing on safeguarding are planned. Q: Are there any further safeguarding initiatives planned? A: Yes. Work on masculinity and the “Girls on Board” programme was noted as part of ongoing safeguarding development			
AC/71/2526	Link governor visits Planned visits Tom Share the learning – Tom White • Well behaved • All helped one another Rock steady 20 April 2026 – Tom White • Whole school concert – • Children loved the experience • Very positive • Good about getting kids on stage to perform • Great for inspiration and confidence Planned visits • Safeguarding /oracy Liz Rew • SATs visit – Tom w/c 11 May • Sports day TBC			
AC/72/2526	Update governance action plan Ongoing			
AC/73/2526	How has the LAC held senior leaders to account			

	Questions on principals report			
AC/74/2526	Complete Report to Trustees Completed and submitted after the meeting			
AC/75/2526	How have VMV of Trust/Equality been upheld It was agreed that the VMV of the Trust & Equality has been upheld.			
AC/76/2526	Determine Confidentiality Governors considered whether anything discussed during the meeting should be deemed as confidential. It was resolved: - Any confidential items discussed have been recorded separately. There had been no Equality Act implications			
AC/77/2526	Any other business Governors were delighted to visit the new catering hatch and the year one classroom where the toilets will be installed.			
AC/78/2526	Date of the next meeting 13 July 2026 1 pm Meeting finished at 15:00			
Signed by Chair <i>S Jackson</i> Approved as a true record for circulation		Date 13 July 2026		