

PRIVATE AND CONFIDENTIAL

ACADEMY COMMITTEE MEETING

Date: 13 October 2020
Time: 17.45
Venue: TEAMS

Clerk: M Hill
Present: J Lawson (Chair), L Woolley, R Thompson, J Maguire, A Metcalfe, C Ellender, C Barber-Brown, S Mellor
In attendance: N Mitchell

Action	Initials
Changes to Register of interests to be confirmed and updated	All/MH
AUP for IT and GDPR training instructions to be circulated	MH
Dates for Link Governor meetings to be proposed	JM
COVID Risk Assessment to be circulated	MH
Catch up funding and school self-evaluation to be added to next agenda	MH
Governors to consider NGA Leadership training modules	All
Governor blog to be developed	SM

Agenda – Part 1			
Category	Item	Documents on Teams	Action
1 Governance Arrangements	Apologies	There were no apologies received for absence.	
	AOB items	N Mitchell was welcomed to the meeting. It was noted that the relevant documents for the meeting had been uploaded to Teams.	
	Register of interests	Register was reviewed. A Metcalfe noted his link with WHS should be updated to CHS. All further updates to be emailed to M Hill.	All
	Code of Conduct/Acceptable use of IT policy	The Code of conduct was noted. The Acceptable Use of IT policy is to be circulated after the meeting.	MH
	Link Governor Roles and Responsibilities	It was noted that this role is challenging in the current climate and is especially important at this time. Each Subject Lead has a link with a Senior Leader and deep dives are scheduled to take place this term. J Maguire to review the timeline for these meetings and suggest suitable dates for Link	JM

		<p>Governors to meet with their school contacts, with the exception of PHSE where work is already underway.</p> <p>It was agreed that the responsibility for Languages will move from the STEM link to the Humanities link.</p> <p>There is currently a vacancy for a Humanities link governor, N Mitchell agreed to undertake this role.</p>		
		Part 1 Minutes	Approved	
		Membership: Recruitment Update/ Succession Planning	<p>N Mitchell was invited to join the AC and accepted a 4-year tenure.</p> <p>L Woolley outlined the new AC member recruitment process, using Inspiring Governance. There is one application pending.</p> <p>A permanent Clerk has been appointed for Gorseley Bank and will be introduced at the next meeting.</p>	
		Scheme of Delegation	Noted.	
		Trust Board Update	<p>The Trust Board update from July's meeting was reviewed.</p> <p>L Woolley to upload the Covid Risk Assessment to Teams.</p>	LW
2	School Performance & Accountability	Pupil Outcomes (across the curriculum)	<p>R Thompson provided a verbal update and there was a discussion about learning during lockdown. It was noted that the annual reports sent out in July were based on progress up to the school closure in March.</p> <p>Since returning to school in September, assessment has taken place to identify the gaps and the key focus has been the Recovery and PHSE curricula. Essential curriculum content that was not taught in school during the Spring and Summer terms is being prioritised this term.</p> <p>Measures are in place to ensure children learning from home can access their lesson content online.</p>	
		Strategic Priorities and Critical Success Factors	<p>The SDP for 2019-2020 has been extended to cover the period 2019-2021.</p> <p>One of each of the 4 main priorities will be reviewed in greater depth at future AC meeting and the focus for December will be, 'To develop positive values and attitudes of our pupils as confident, self-respecting and empathetic young people.' As part of this, staff wellbeing will be reviewed.</p>	

			<p>Current priorities are making up for lost learning time and targeting the catch-up premium effectively. This is based on the forensic assessment of the impact of lockdown and other diagnostic approaches.</p> <p>J Maguire provided a detailed analysis of the targets and priorities of the different year groups, noting that the impact of school closure had been greater in the younger year groups. Reading and writing are a key focus.</p> <p>High aspirational targets have been set, broadly in line with last year, and these have been communicated with staff.</p> <p>Q – How has lockdown impacted any specific smaller groups? A – Yes and we are analysing the impact. We have been working on boys’ writing. There is additional support in place to remove barriers to learning for families struggling with home learning resources e.g. printing and books. Meetings with specialists have been arranged (for example) for SEN and EAL pupils.</p> <p>Q – Have there been any successes? A – The older pupils have done surprisingly well over lockdown. They still have a significant amount of ground to make up but we will do whatever it takes. We have already seen the success of the Year 2 bubble at CHPS moving to remote learning overnight and feel confident we could implement this model.</p> <p>Q – How has emotional support been provided? A – Pupils are effectively having double the usual amount of PHSE curriculum time and the recovery curriculum has been worked into the regular curriculum. Parents’ evening is being conducted earlier this year to support the transition from home learning.</p> <p>A Metcalfe commented that parent views are important, especially as they have spent a long time learning with their children and are better informed than ever.</p> <p>Q – Given the delays to GCSEs and A Levels, is it likely SATs will be put back? A – We are operating a ‘business as usual’ model as no change has been communicated.</p>
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		School Self Evaluation	As routine Ofsted inspections have been suspended the anticipated revisit is less likely to happen during this academic year as planned. Instead, interim one-day visits are being conducted.	
		Behaviour and Safeguarding Update including Attendance	Update received and noted. Q – Are there any trends in behaviour since returning to school? A - Behaviour for Learning is positive on the whole and pupils have adjusted well upon their return to school. Q – Do staff dealing with attendance have the capacity to cope with the extra demands on their time? A – The first week was challenging due to additional information required by the DfE however systems are in place including support from the Trust and everyone’s efforts are very much appreciated. Gorsey Bank currently has the highest attendance in the Trust and this an amazing achievement.	
3	Governor Monitoring	Records of Visits including Policy Implementation Reviews	Safeguarding ROV received and noted.	
		Finance Update including pupil numbers, bench marking and value for money	Received and noted. It was noted that revenue from other sources such as Kids Club is significantly reduced due to COVID-19. Catch up funding to be on the agenda at the next meeting.	MH
		Health and Safety Update	Noted. Q – Have other drop off and pick up arrangements been considered in order to prevent parents congregating especially those with the longest wait between year groups coming out? A – A great deal of time and effort has gone into this and we recognise drop off works better than pick up in this regard. An alphabetical model would disrupt learning as pupils would arrive and leave each class at a different time. L Woolley and J Maguire are reviewing again later this week.	
		Website Compliance	C Ellender gave a verbal update to confirm this is in hand.	
		Risk Register/Mgt	Noted. The COVID-19 Risk Assessment is a separate document and has been developed at Trust level.	
		Governor Self Review of Impact	Document to be reviewed at the next meeting.	MH

4	Governor Develop	Training Governor Verbal Update	L Woolley gave details of the NGA Chair Development Programme, which is ideal for aspiring Chairs and Vice Chairs. Governors to contact her for further details.	All
		L1 GDPR Training	This needs to be completed by 5 November. M Hill to circulate instructions.	MH
5	Community Engagement	Stakeholder engagement – pupils/parents	Prospective Parents Talks will start in small groups after half term. Households will be kept socially distant in the hall and will see a virtual tour film rather than go round the school whilst restrictions are in place. S Mellor to develop a blog to engage the community in the work of the AC that will sit on the new governance page of the school website.	SM
		Complaints	None received.	
	AOB		None	
	Meeting Dates:	Autumn 1 Autumn 2 Spring Summer	Dates confirmed and noted. 07.12.20 30.03.21 12.07.21	

Agenda – Part 2

The press and members of the public to be excluded from the meeting at this point under 2003 (school governance procedures) (education) regulations because of the confidential nature of the business to be transacted.

Category	Item	Documents on Trust Governor	Action
1	Governance	Part 2 Minutes	
	Staff	Staff vacancies/ appointments	
2	AOB		

Impact of Meeting / Key Outcomes

- Register of Interests noted.
- N Mitchell was welcomed as a new Governor
- Link Governor roles and responsibilities allocated and agreed
- SDP review focus agreed
- Priorities for making up lost learning were reviewed
- The Behaviour and Safeguarding update were received
- The Health and Safety report was noted
- Mandatory GDPR training was outlined

Signed by Chair of Academy Committee:



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