

ACADEMY COMMITTEE MEETING

Date: Tuesday 10th October 2023

Time: 17.45-19.45

Venue: Gorse Bank Primary School

Clerk: T Bhakar

Present: J Maguire, S Mellor (Chair in N Mitchell's absence), J Lawson, G Ashworth, H Thompson, F Watkins, Z Shah, L Woolley

Action	Initials
Find out when Governors last undertook Prevent training	TB
Update the Register of Interests	TB
Governors requested an overview of key points from the Trust Governors' Conference for ACM2	LW/JM

Agenda – Part 1				
Category	Item	Notes	Action	
1	Governance Arrangements	Apologies	N Mitchell, S Illingworth and C Liu send their apologies for not being present at today's meeting.	
		AOB items	There were no other items of business to be covered in this meeting.	
		Governor Training – Safeguarding	F Bell provided Governors with a comprehensive overview of Safeguarding and the importance of KCSiE (Keeping Children Safe in Education). GB's Safeguarding policy aligns with the template policy from Cheshire East. Q ZS: Do external clubs access this document? A JM: Yes, they have to read through and agree to this. FB explained the importance of CPOMS to report an concerns about a child. This allows any person with a login to follow up to see if there are any previous incidents.	

	<p>Q ZS: Do Kids' Club use this?</p> <p>A FB: Yes, they have logins.</p> <p>Q JL: What support is available for someone who has concerns about a colleague?</p> <p>A JM: Ideally come to myself or Faith first. We will provide confidential support.</p> <p>FB emphasized the importance of knowing where the children are and the duty of care to check that the children are in school. FB described how the mindset of parents has changed massively since COVID and there is a huge shift in view of colder missing school.</p>	
Register of interests	<p>Changes to reflect S Hatfield's resignation need to be made to the Register of Interests. SM noted a change of employer which will be changed by the Clerk. Governors were reminded to inform the Clerk of any changes to their record.</p>	
Code of Conduct	<p>It is formally noted that all Governors agreed to adhere to the Code of Conduct and Acceptable Use for IT Policy.</p>	
Part 1 Minutes	<p>The minutes of the meeting held 10th July 2023 were <u>approved</u> as a correct record of the meeting.</p>	
Membership: Recruitment Update/Succession Planning	<p>All up to date.</p>	
Scheme of Delegation	<p>LW highlighted key points for the latest version of the Scheme of Delegation.</p> <p>The Trust Board Committee has now been separated further to Audit and Risk and Finance because of the size of the Trust. This meant that delegations needed to be adjusted accordingly. The Executive Team has expanded and now there are two Executive Heads for the Secondary.</p>	
Trust Board Update	<p>The Governors noted the latest Trust Board update.</p>	

		Link Governor Roles	<p>Overall, Governors are happy with their Subject links.</p> <p>LW and JM reminded Governors that SEND and Safeguarding visits need to happen termly.</p>	
		Cheshire East Director's Report	<p>This report was included for Governors to read over for information.</p>	
		Crown Street Primary	<p>HT provided the Governors with a short overview on the progression of the opening of the newest Primary school in central Manchester in 20 years. She provided photographs to provide a visual update.</p> <p>Admissions are open for Preschool and Reception.</p> <p>Currently the most important work is the Marketing – to get word out about the school.</p>	

2	School Performance & Accountability	Review School Development Plan Priorities Focus Priority: Pupil Personal Development	<p>JM led a discussion on the School Development Plan. He explained that there are four priorities.</p> <p>Last year the thematic goal was reading and this year the focus is Assessments (in all forms).</p> <p>Staff have been divided into subgroups to look at how the school will capture data each term.</p> <p>The School is focusing on enrichment of the curriculum which is being headed by Curriculum Enrichment Lead Claire Harwood.</p> <p>ZS: The school has very good strength in the range of interests. This variety helps enrichment.</p> <p>Q JL: Is the strategy focus mainly informed by the consideration of the staff?</p> <p>A JM: There is a lot of consultation goes into it. We ensure everything within reason is include, from Pupil Parliament to Parent Council.</p> <p>With Assessment, the school is mindful of the impact of Covid and how this will be reflected in preparation for SATs in year 6 will be different to previous years. It is likely that there will be a bigger focus on writing as this is where the guidance wasn't there when being homeschooled. Issues arising from COVID will be school-wide not just affecting single year groups.</p>
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		EHP	This is included for information for Governors. These visits happen termly.	
		School Self Evaluation – GED	<p>The KS2 data was not discussed as our ACM4 was held before the School received the data. The School's results were above the National average. The average scale score was comfortably above the average. This particular cohort had a lot of additional needs and the children made brilliant progress.</p> <p>The writing results at KS2 were high and we owe this to the emphasis of reading at the School.</p> <p>The assessment will continue at KS1 level however this will be the first year that Schools will no longer have to report. LW emphasised that the School will continue to assess internally so that we can reflect on learning over 6 years.</p>	

		Behaviour and Safeguarding Update including Attendance	A short update was provided and Governors are happy with attendance levels. The School emphasised the importance of ensuring children are in everyday unless there is illness.	
		KPIs	There is a reduction in funding as we have lower class numbers in Reception and Year 2. The school emphasised that this is not specific to school. It is to do with birth rates in the local area but the onset is a reduction in funding which can have a fundamental affect on the School. The School is receiving support form the Trust	
3	Governor Monitoring	Record of Visits	Governors received SM's Record of Visit. Governors were reminded to use the new Template on Teams.	
		Policies	Governors reviewed the Safeguarding Policy for Gorsey Bank. This is very different to the Trust Safeguarding policy. It is very detailed and based on the Cheshire East template. Governors were happy with the policy and everything covered.	

		Safeguarding and Send Link Governor updates	Safeguarding visits include looking at the Single Central Record and ensuring that the School is doing what they need to.	
		Finance Update	Governors noted that Finance update provided and had no further questions.	
		Health and Safety Update	The Health and Safety report was circulated prior to the meeting and Governors did not have any further questions as they felt the detail in the report was sufficient.	
		Check website compliance (publication of all required details on Governance and SEND Report/Pupil Premium Strategy/Sport Premium Report)	The website is compliant in terms of the publication of statutory documents.	

4	Governor Development	Review Trust training plan	<p>The Governors were asked if they have any request for training.</p> <p>JL suggested Equality and Diversity training which would link in with Inclusion.</p> <p>Governors reminded to inform the Clerk of any training completed.</p>	
		Clerk to Minute any training undertaken by Governors since the last meeting	<p>Governors are reminded to send their certificates to the Clerk to enable the training log to be updated.</p> <p>JL suggested that the highlights from the conference would be a good update for ACM2.</p>	
5	Community Engagement	Stakeholder Engagement	<p>The Parental Engagement Strategy is working well based on a guidance report. The School is constantly reflecting on how we're going for engagement: using websites and Twitter (X) and E-safety.</p> <p>Q SM: Is Parent Council still working?</p> <p>A JM: It is much better now that we have adapted the format. It is more forum based and we set a topic to gain feedback in a more controlled and effective way.</p>	
	AOB		Nothing was raised for discussion.	
1	Meeting Dates:		<p>ACM2: 12th December 2023 5:45pm</p> <p>ACM3: Tuesday 19th March 2024 5:45pm</p> <p>ACM4: Tuesday 9th July 2024</p>	

Impact of Meeting / Key Outcomes
Governors received insightful Safeguarding Training.

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The Govenors were updated on the progress of Crown Street Primary

Meeting closed at 7:25.



Neil Mitchell
Chair