

**Minutes of the Academy Committee Meeting
held on Wednesday 6 November 2019 at 7.30am
at Walton Academy**

Membership	Initials	Governor category	Absence
Miss T Boot	TB	Staff Governor	A
Mrs S Cooper	SC	Parent Governor	
Mrs H Ind	HI	Appointed Governor	
Mr N Parry	NP	Appointed Governor	A
Mr N Smith (Vice Chair)	NS	Appointed Governor	
Mr M Sumner	MS	Appointed Governor	A
Mrs R Webb (Chair of Governors)	RW	Appointed Governor	
vacancy		Appointed Governor	

In Attendance	Initials	Position	Absence
Mr W Teece	WT	Principal	A
Mrs J Leonard	JL	Vice Principal	
Mrs J Sharp	JS	Assistant Principal	
Mrs Alison Elway	AKE	Temporary Clerk & Advisor	
Mr N Buckley	NB	Prospective Governor observer	

Item No	Item	Action/ by who/w hen
AC/010/1920	Apologies for absence Miss Boot and Mr Teece had sent apologies due to work commitments. These were accepted. No apologies for absence had been received from Mr Parry nor Mr Sumner and the clerk was asked to write to them to remind them of their requirement to attend. The Chair welcomed Mr Buckley to the meeting who is observing as a potential new governor. Introductions were made.	clerk
AC/011/1920	Declaration of interest and any changes to declarations made at the start of the year. There were no declarations of interest, or any changes from the start of the year, either direct or indirect, for any items of business on the agenda.	
AC/012/1920	Minutes of the last Local Academy Board meeting held on 11 September 2019. The minutes of the meeting, having previously been received, were agreed and signed by the chair.	
AC/013/1920	Matters Arising: <i>AC/07/1920 Exam presentation</i> Mrs Leonard showed governors the Trust dashboard reporting suite which is available for all to access at anytime. Some information is real	



	<p>time reporting whilst assessment data will be updated after each assessment point. Mrs Leonard drew governor's attention to:</p> <ul style="list-style-type: none"> - KS4 results were slightly below national average, whilst KS2 results put the academy in the top1% (51st) nationally for Progress 8 - Attainment 8 has risen for the last 3 years and is well above national average and outperforming both Trust and local schools; P8 is way in front of other Grantham schools and the academy is top in A8 in Lincolnshire - P8 is 0.98 which has risen for the last 4 years which is remarkable given that the students were a less able cohort - The results for students in vulnerable groups has increased and whilst there is still a gap both SEND and PP students are above the national average in P8 & attainment - There will be a full analysis of the results with Trust executives at the Education Review Meeting (ERM) later today which will concentrate on any barriers to success in any subject area for 2020 - Each member of LT is linked to a number of faculty leaders to focus on strategies to achieve outcomes particularly in YRs 9/10/11 with changes to flightpaths if necessary - The new head of Drama is already having an impact. He was teaching in English and governors established through questioning that this responsibility has discontinued - There is a continual focus on KS5 outcomes and embedding the good practices now being seen. Sociology was a weak subject last year and is not being offered this year. Data point 1 has been completed and mocks will be undertaken in January. A strategy for recruitment to the P16 centre has been reviewed and recruitment discussions start in YR9. In response to governors' questions, Mrs Sharp advised that a couple of the most able students have been lost to Kings and whilst competition is strong in the area, numbers are steady. All UCAS applications will have been completed by the end of November <p>Governors asked what the data looks like for the current YR11. Mrs Leonard advising that based on predictions they will be P8 +1.24 and A8 53.79. If previous years' trends continue there is likely to be a dip and then rise thereafter. The academy has previously predicted accurate results.</p> <p>Mrs Ind asked for information of SEND/PP students and was advised that predictions are A8 37.61 and P8 +0.78.</p>	
<p>AC/014/1920</p>	<p>Election of Chair of Governors</p> <p>An email had previously been sent to governors to ask them to advise the clerk if there were any expressions of interest for the role. None had been received and Mrs Webb nominated herself and she was asked by the clerk to leave the room. Governors considered the nomination which will be for a 2 year term of office.</p> <p>It was unanimously Resolved</p> <p>To appoint Mrs Webb as the Chair of Governors.</p>	



	<p>Governors considered the need to put succession plans in place and discussed that this could be achieved via mentorship with other Chairs of Governors in the Trust and through the DfE courses. Mr Buckley advised he could also give training through his experience in non-executive director roles.</p> <p>Mrs Webb returned to the room.</p>	
AC/015/1920	<p>Safeguarding; culture and compliance</p> <p>Mrs Leonard advised that she had completed the audit received from Notts CC which she will share with Mrs Ind as link governor at her imminent visit. Mrs Leonard will then share this with all governors.</p>	JL before next meeting
AC/016/1920	<p>Risk Register inc. Health & Safety, staff & pupil wellbeing, GDPR</p> <p>Mrs Leonard advised there are two high risk areas:</p> <ul style="list-style-type: none"> - Recruitment of Science teachers which is a national issue and the academy need to recruit two. There have been 3 applications via TES but they are not very strong and as results in this area are very strong, the academy needs to keep this up - Western Power has suggested there may be a significant delay to get power to the new building. Governors questioned what is being done to overcome this and they were advised that it was largely out of the academy/trust's hand as it's Lincs CC funded project. Lincs CC has no control over electrical suppliers however pressure to bring the project in on time is being maintained and the January completion date hasn't yet been moved. Governors asked what the impact on education will be if there is a delay. Mrs Leonard advised that the 1 remaining portacabin will be retained until the build is habitable. 	
AC/017/1920	<p>Review of the AIP 2018/2019 and draft 2019/20</p> <p>Mrs Leonard advised she will forward this to governors after the meeting and requested that governors raise any questions to ensure that the strategic direction denoted in the AIP continues to reflect the vision and ethos of the academy.</p> <p>She advised that the new AIP had been updated in line with the new Ofsted Framework and it is a working document.</p> <p>In response to a question from Mrs Cooper, governors were advised that the 2018/19 AIP to be received has evaluative comments on the outcomes and achievements of the academy and any comments would be appreciated.</p> <p><i>Date sent by email 7/11/19</i></p>	JL after the meeting
AC/018/1920	<p>Admission policy approval and consultation if required</p> <p>Mrs Leonard advised that minor changes had been made to the policy agreed at the last meeting due to requests from Lincs CC to align with their coordinated admissions. This does not relate to over-subscription criteria. Governors approved this.</p>	
AC/019/1920	<p>Pupil Premium Strategy and SEN annual review</p> <p>Mrs Leonard advised that the PP impact statement had been agreed and updated in the last academic year. Outcomes had been achieved and the gap sustained. The chair asked if any changes were being made and she was advised that the strategy had been changed 3 years ago and changes had been consistently followed. The majority of the</p>	



	<p>funds received are used for teaching, staffing, intervention and CPD using evidence based research.</p> <p>Mrs Webb asked how the increase in SEND students in YR7 is being dealt with. Mrs Leonard advised that there is an increase in students with EHCP which brings additional money and another 3 assessments are in the process of going through. An increase in TA's has given more capacity and coverage across all subjects. Bespoke packages of intervention and 1:1s has been put in. Tiff Boot has visited inclusion units across the Trust to establish best practices and initial planning towards an inclusion area from September 2020 is in the planning.</p> <p>Mrs Sharp left the meeting at 8.37am</p> <p>Updates will be given at each meeting. Following questions from governors, Mrs Leonard confirmed that TAs go through a rigorous process of online training, and internal induction training with experienced TAs and twilight training with their counterparts in the Trust via the Institute.</p>	
AC/020/1920	<p>Capital: Summary Plan 2018/2019 and 2019/2020</p> <p>Mrs Leonard advised governors that the Trust has put aside £250k for work to the kitchen, £100k for the canopy/dining space, £35k to add towards the new classrooms air conditioning for the IT suites and fume cupboard etc. Additionally, some capital has been allocated for:</p> <ul style="list-style-type: none"> - general maintenance but how this is to be spent is yet to be established - removal of the two portacabins where the new build is being constructed £10/15k <p>Governor's enquired whether work required in the kitchen is for H&S or service improvement. Mrs Leonard advised she was aware that the work is essential and not part of the new catering contract but will confirm at the next meeting the exact work to be done.</p>	JL agenda
	Dashboard Review	
AC/021/1920	<p>Student performance all year groups including Pupil Premium, Sports Premium and SEND</p> <p>Governor's confirmed that this update had been covered in the matters arising section of this meeting.</p>	
AC/022/1920	<p>PDBA ~ including exclusions and provisions in place/attendance and Persistent absences percentages</p> <p>Mrs Webb advised governor's that a discipline panel had met to hear 2 permanent exclusion cases today. Both had been upheld and governors had received confirmation that strategies are in place to keep exclusions to a minimum.</p>	
AC/023/1920	<p>HR Report</p> <p>Governor's were advised that there are 2 members of staff on long term sick and in response to questioning they received confirmation that support was in place for both via HR. There were no other staff close to the Bradford Score. Mrs Leonard confirmed that there is regular supply cover for lessons and part time staff are doing extra hours to ensure there is continuity for students.</p>	



<p>AC/024/1920</p>	<p>Finance: Cash flow to end of September 2018/2019 Year end</p> <p>Mrs Leonard read out an email from Trust's Finance Manager.</p> <p>The outturn for 2018/19 is currently being audited and further information will be available at the December meetings, however as an overall message the Trust has met its budgeted position for 18/19. The results are positive but are yet to be fully audited.</p> <p>Summary budget information for 19/20 by academy will be available on the dashboard. At this early stage in the year it will only represent the budget, profiled my month. September's actual results will follow and management accounts will be received to Principals for dissemination.</p> <p>Consolidated cash flow data will be added to the dashboard imminently, how a general message is that the cash position is strong.</p>	
<p>AC/025/1920</p>	<p>Category C Visits.</p> <p>Mrs Webb advised she is monitoring this as the link governor. The only visits currently are D of E visits.</p>	
<p>AC/026/1920</p>	<p>Any academy specific items including policy appendix ratification</p> <ul style="list-style-type: none"> - Confirmation of attendees at training sessions <p>Governors were reminded of training being held at Head Office and East Leake and Queen Elizabeth's Academies on the new Ofsted Framework, Scheme of Delegation and Terms of Reference and the data dashboard.</p> <p>FFT Aspire training is also being held on 18th November (primary) and 16th December (secondary)</p> <p>Mrs Ind and Miss Boot's safeguarding training is due for renewal</p> <ul style="list-style-type: none"> - Governor involvement in visits to the academy <p>Governor's had previously been invited to the Celebration of Achievement evening at the academy on 13 November.</p> <p>The chair led a discussion on how governors can understand the vision and values of the academy and have a strategic involvement with students and stakeholders whilst balancing the time commitment of governors. Governors considered ways of engagement that fulfil this role more comprehensively than in a link governor capacity. Mrs Ind volunteered to attend student forums and it was agreed that the Head Girls would be asked to attend the next meeting at 8.45am.</p> <ul style="list-style-type: none"> - Build update <p>Discussed above</p>	<p>HI/TB</p> <p>JL arrange JS agenda</p>
<p>AC/027/1920</p>	<p>What has been discussed to impact on outcomes for students</p> <p>Exam results and continued focus in the forthcoming terms</p> <p>Risk with delay in build completion</p>	
<p>AC/028/1920</p>	<p>How have governors held the school leaders to account</p> <p>Questions regarding the dashboard</p>	



	Feedback required with the new build progress and alternative plans for the education of students if the time lapses and the appointment of Science teachers.	
AC/029/1920	<p>Governors report to trustees</p> <p>To be completed after the meeting and to include:</p> <ul style="list-style-type: none"> - Excellent results – top in Grantham and top 1% nationally - Admission numbers increased to 444 applications for 180 places which is an increase of 100. - Staff had nominations in every category at the recent Trust Star Awards with Kim Dolby winning the Partnership and Engagement category and Jess Leonard winning the Leadership & Management category. - 2 staff have been appointed to the Research and Development team to drive T&L - The CEO congratulated the academy for being a beacon of good practice and a letter had been received from Lincs CC regarding the excellent results - Post 16 attendance is above 97% in YR12 & 98% in YR13 - The results will see an increase in VA in 2019 - The standard of external Post 16 students who have enrolled is very high <p>Mrs Cooper commended the dashboard.</p>	
AC/030/1819	<p>Determination of Confidentiality of Business, Equalities Act consideration, Nolan Principles</p> <p>Governors considered whether anything discussed during the meeting should be deemed as confidential. It was resolved</p> <ul style="list-style-type: none"> - There were no confidential items discussed - There had been no Equality Act implications - Attendees were content that all decisions made adhere to the seven Nolan principles. 	
	<p>Date and time of next meeting:</p> <p>Academy Committee meeting Wednesday 11 December 2019 7.30am</p> <p>The meeting closed at 8.50am</p>	

Signed by Chair:

Date: