

**Minutes of the Academy Committee Meeting
held on Wednesday 21st September 2022 at 7.30am at the academy.**

Membership	Initials	Governor category	Absence
Mrs H Ind	HI	Appointed Governor	
Mrs R Webb - Chair of Governors	RW	Appointed Governor	A
Miss J Lee	JLE	Staff Governor	
Mr J Horsfield	JH	Parent Governor	
Mrs L Crerar	LC	Appointed Governor	
Mr D Morgan	DM	Appointed Governor	A
<i>3 x appointed governor vacancy</i>			
<i>1 x parent governor vacancy</i>			

In Attendance	Initials	Position	Absence
Mrs C Saxelby	CS	Senior Principal	
Mrs J Leonard	JL	Principal	
Mr M Hoad	MH	Vice Principal	
Mrs K Dolby	KD	Assistant Principal - Behaviour & Attitudes	
Mrs L Owen	LO	Assistant Principal - Outcomes	
Mrs F Gilbert	FG	Assistant Principal - Teaching and Learning	A
Mrs R Chambers	RC	Governance Professional	

Quorum required	3	Governor's present	4
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Item No	Item	Action/ by who/ when
AC/01/2223	<p>Apologies for absence Mrs Webb had sent her apologies due to work commitments and Mr Morgan sent retrospective apologies due to personal commitments. Both were accepted.</p> <p>Due to Mrs Webb sending her apologies, Mrs Crerar was asked to Chair the meeting.</p>	
AC/02/2223	<p>Declarations of interest There were no further declarations of interest, either direct or indirect, for any items of business on the agenda.</p>	
AC/03/2223	<p>Start of term update Mrs Leonard informed governors that it has been an overwhelmingly positive return to academy with the students settling quickly into academy life. There are 19 new staff across the business & teaching teams with each getting welcome meetings. At the start of the term there were 2 inset days which were greatly appreciated by staff.</p> <p>Despite issues around recruitment, Mrs Leonard advised governors that the academy have been able to staff all areas. Specialist staff have been used firstly and then the academy have been resourceful in using permanent members of staff to take on permanent timetables in the autumn term to</p>	

	<p>give students and faculties consistency. By doing this, it has also allowed for faculty movements within the site which now means all faculties have a base and environment which is their own.</p> <p>Staff absence is already a challenge including Covid which has resulted in several staff having time off already. As a result of the academy covering the gaps in recruitment, there is not as much internal cover supervision. There are casual teachers but often are irregular with their availability.</p> <p><u>Mrs Ind questioned</u> if the absences due to Covid will be taken into consideration when taking their GCSE's. Mrs Leonard confirmed that Covid is now classed as a normal illness. <u>Mrs Ind further asked</u> if there is a policy that the students come back to site if they have no temperature to which Mrs Leonard explained that the current guidance for students, is that they should stay at home for 3 days and for staff it is 5 days from a positive test. <u>Mrs Ind queried</u> how people are completing the tests. Mrs Leonard advised that some still have tests left and some are buying new ones. Testing is a personal discretion and no longer a legal requirement.</p> <p>Governors were advised that there are a handful of critical students struggling to meet the standards expected which has resulted in suspensions. The academy is expecting the suspension rate to be higher for the 22/23 year but this is due to the academy upholding the high standards. <u>Mrs Ind noted</u> that the academy has over 20% of the students that are SEND to which Mrs Leonard confirmed that this is well above the national average of 12.2%. It was added that there are currently 26 EHCP students with an additional 3 being assessed. Mr Hoad added that there was 14 last year.</p> <p>Around the site, there has been a lot of work which has been supported by the Trust and some projects being funded by a central capital pot. The main projects have been; the new block, new toilets (both staff and student), new changing rooms and the paving & seating around site. The snagging is ongoing with some contractors coming back in October half term. Despite this, all the projects have made significant improvements across the site.</p> <p>Within the Trust, Chris West has been appointed as the Academy Business Leader for Secondaries who is working alongside the academy in moving forward. Mrs Leonard informed governors that the Mrs Bagnall, Business Manager, at Walton is only on a term time only contract which does not help when there are big projects throughout the site. Mr West is looking into this change. <u>Mrs Crerar asked</u> if Mrs Bagnall is open to this change to her contract to which Mrs Leonard confirmed she is.</p> <p>There are an additional 70 students across the site which includes 106 students in the P16. Governors were made aware that there are challenges moving forward with the admissions as the LA can no longer support Walton's appeals. There is a meeting scheduled prior to half term to understand everything which the academy needs to put into place to do these. There are also challenges with the mid-year admissions and the fair access requests. The LA have completed a curriculum analysis review which</p>	
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	<p>was at a request of the fair access panel. From there the academy will either have strength in declining students once the 180 PAN is met. The LA could come back and offer the academy more funding to increase capacity however both Mrs Saxelby and the Trust have confirmed that Walton will not be increasing the PAN for the site. <u>Mrs Ind questioned</u> that from a H&S point of view then surely there is no capacity for more students. Mr Hoad confirmed that the curriculum analysis review conducted by the LA does not consider unstructured time and it only focusses on the classrooms.</p> <p>Mrs Leonard advised governors that Walton are wanting to look at the admissions process, policy, and oversubscription criteria to potentially change from a 2-mile radius to a zonal approach for application to service more of the local community. <u>Mrs Crerar queried</u> if there are other academies within the Trust who run their own appeals so that the academy has support. Mrs Saxelby confirmed that Tuxford Academy do. Mrs Leonard added that Priory Ruskin Academy also run their own appeals so with the support from the Trust, Priory Ruskin, and the LA then Walton will know what they need to have in place from a legal perspective.</p> <p>Results</p> <p>In 2020 and 2021 grades were awarded through a different system, due to this Ofqual/DFE announced that 2022 would be a transitional year to start to move back to pre-pandemic grading systems. We are aware that results in 2022 were calculated to be at a midpoint between 2019 and 2021. It was advised that the Progress8 score will not be fully confirmed until January but overall, the academy is looking at a P8 score of 0.69. The attainment8 score will be 52.36.</p> <p>The PP figures are positive and whilst the progress is showing less, the academy is showing more in attainment. Mrs Owen explained that PP students are those in receipt of FSM (previously), a looked after child or if they have been in care for 1 day or more. Forces children also bring in PP. Disadvantaged students are the ones in receipt of FSM currently.</p> <p>The gifted and more able students are being stretched which is evidenced through the P8 score of 1.06.</p> <p>English & Maths have maintained similar percentages. There are some students who achieved less than a grade 4 in English and Maths, which have all been in receipt of specific intervention work. The students who obtained a 5+ in English and Maths have got the grades they need to move on.</p> <p>Out of the students achieving a 7+ in English and Maths, a larger percentage than usual has stayed on for P16. Mrs Owen suggested that this may have been helped by the Oxbridge programme which the academy is part of.</p> <p>Governors were highlighted that the standout subjects are; Chemistry, Philosophy, and Health & Social Care. It was also highlighted that all French students received a grade 5.</p>	
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	<p><u>Mrs Ind asked</u> if the academy will be running Further Maths moving forward to which Mr Hoad confirmed there are currently 7 students in Yr12 doing the course so it will be ran moving forward.</p>	
AC/04/2223	<p>Governance housekeeping inc; Governance strategy and Scheme of Delegation 2022/23 Mrs Saxelby ran through the Scheme of Delegation for 22/23 and reminded the governors of their responsibilities including;</p> <ul style="list-style-type: none"> • Promoting values of trust • Monitor the AIP • Duty of compliance • Driving student achievement • Holding leaders to account • Ensuring staff and pupils can improve • Challenge rational for spending on PP, SEND and Covid catchup plan and making sure academy delivering value for money • Providing the Trust board with community views. <p>Mrs Saxelby also advised that surveys will be carried out by the Trust to both parents, students, and staff.</p>	
AC/05/2223	<p>Training</p> <p>Actions from link governor visit reports <u>Mrs Ind queried</u> if the academy were successful in appointing for the SEND 1:1 roles. Mrs Leonard confirmed that the academy did appoint an additional 3 SEND 1:1 and in addition are now recruiting for a further 2.</p> <p>It was discussed that there is a misconception around what the Hub provision is and that there are concerns with the LA and the LA SEND team. Mr Hoad also noted a challenge in managing parental expectations with a students EHCP funding.</p> <p>KCSIE 2022 Governors were reminded to read pt2 and pt5 of KCSIE and confirm this to the Clerk.</p> <p>Data (review of results) It was noted this had been discussed under AC/03/2223.</p>	Governors
AC/06/2223	<p>Minutes of the AC meeting dated 7th July 2021. The minutes of the meeting that had previously been received were approved and signed by the chair.</p>	
AC/07/2223	<p>Matters arising</p> <ul style="list-style-type: none"> • AC/96/2122 – Governors to confirm they have read KCSIE 22 • AC/98/2122 – To note, all governors have completed the Declaration of Interest and Code of Conduct for 22/23 • AC/100/2122 – Mrs Leonard distributed the results from SV&SH survey with the committee after the July meeting. <p><u>Mrs Crerar questioned</u> how these results compare to previous ones. Mrs Dolby explained that the questions were different with the results from the latest survey being more reliable and valid. This will be repeated this year.</p>	Governors

	<p><u>Mrs Crerar further asked</u> if there is any insight as to the reason why students have not reported an incident. Mrs Dolby explained that if any answers followed a trail, then the safeguarding team do speak with the students. The majority had noted it was a one-off incident. The students who said it was persistent (albeit rare), then the academy did follow this up with the students and called parents if needed. <u>Mrs Crerar noted that</u> the results highlighted that students were more likely to report incidents from home than they were at school to which it was confirmed by Mrs Dolby that this highlights the safe culture within the academy. <u>Mrs Crerar queried</u> if the survey asked if students know how to report an incident if they do experience sexual harassment or sexual violence. Mrs Dolby noted that she will flag this to Patrick Knight as it is not a current question within the survey. The academy does conduct termly assemblies where this is covered though. Mrs Ind added that she did pick this up when she was last in the academy and students did confirm that they knew who and where to report any incidents.</p> <ul style="list-style-type: none"> • AC/101/2122 – To note Mrs Shipstone was thanked for her contribution to the committee. Recruitment drive is ongoing. • AC/105/2122 – Mrs Leonard to share the AIR with governors • AC/109/2122 – Mrs Ind to distribute her link visit from 4th July. 	
AC/08/2223	<p>Principal's report to include;</p> <p>Safeguarding</p> <ul style="list-style-type: none"> o Compliance: to inc. Single Central Record (SCR), safer recruitment, policy, Keeping Children Safe (KCSIE) o Culture: to inc. peer on peer, sexual harassment and violence, mental health, bullying and racism, online safety <p>There were no questions from governors on safeguarding.</p> <p>Targets 2023</p> <p>There were no questions from governors on the targets for 2023.</p> <p>Behaviour and attendance/FPE/PEX review 2021/22</p> <p>There were no questions from governors on the behaviour and attendance.</p> <p>SEND –local offer, information report 2022/23, annual review 2021/22 inc. all vulnerable groups</p> <p>There were no questions from governors on SEND.</p> <p>Identified academy risks and Risk Reports</p> <p><u>Mrs Crerar noted</u> that the Covid risk had been removed from the risk report <u>before asking</u> if this needed to be put back on given the increased absence. Mrs Leonard confirmed that it has been archived from the risk register due to the government's view on Covid and it now being classed as a generic illness. Staff absence is monitored daily and a meeting is held weekly for Mrs Leonard, Mr Hoad and Mrs Bagnall to ensure the academy are exhausting every avenue to run the academy to the best of their ability.</p> <p>Health & Safety, staff & pupil well-being, Data Protection</p> <p>There were no further questions on Health & Safety.</p>	

	<p>2022/23 Trip calendar and review any Cat C trip review</p> <p>Mr Hoad explained that all extra-curricular activities are being written into the curriculum plans. This has seen for an influx in requests as all trips need to be calendared in by half-term. Governors were noted that there are 6 Cat C trips for this year;</p> <ol style="list-style-type: none"> 1. Ski trip in February with some trips to the Snow Dome before to ensure all have a basic level of skiing. There will also be a parents information evening. 2. A Disney trip for the Maths department in March 3. 2 x Geography field work trips. This is to the same coastline and is deemed as a Cat C due to the close proximity to the sea. 4. Duke of Edinburgh expedition in July. 5. Partnership with RAF Waddington for the Performing Arts department. At the RAF base there is a trauma centre where people come from all over the world to practice. The students will need to be in character all day of people with head wounds / broken legs etc. This drifts into a Cat C trip due to the close contact which will happen. <p>There are lower-level trips including History visiting the trenches at Sherwood.</p> <p>Local policy appendix</p> <p>It was noted these will be done at the next meeting. waiting for trust to be approved and format to be done.</p> <p>Admissions 2024/25 local appendix approval</p> <p>This had been discussed in AC/03/2223.</p> <p>Value for money and measurable outcomes and impact review – SEND/PP/Catch-up funding</p> <p>There were no questions on the value for money.</p> <p>Stakeholder engagement</p> <p>In advance of the meeting, a list of the autumn term events had been distributed. Mrs Leonard detailed how the governors were welcome to attend including the parents evening for Yr7 on the 5th of October.</p> <p>Mrs Leonard explained how the academy are planning on having meetings throughout the year for parents to come onto site to have a short presentation around the key strategies in place around the AIP to open lines of communication. Once these dates are set then they will be shared with governors and it is planned for 3 meetings a term. Mr Hoad added that a residents meeting will also be planned on a similar cycle.</p>	
AC/09/2223	<p>How has the AC held senior leaders to account?</p> <ul style="list-style-type: none"> - The sexual harassment & sexual violence survey - The capacity of the PAN following the LA curriculum review - The removal of Covid from the risk register 	

AC/10/2223	How have the VMV of the Trust / Equality been upheld? <ul style="list-style-type: none"> - It was agreed that the VMV of the Trust & Equality has been upheld 	
AC/11/2223	Complete report to Trustees AC members discussed the report and agreed to add: <ul style="list-style-type: none"> - Thanks for the funding and support on site improvements over the summer. 	
AC/23/2223	Determination of Confidentiality Equalities Act consideration 7 Nolan Principles AC members considered whether anything discussed during the meeting should be deemed as confidential. It was resolved; <ul style="list-style-type: none"> • There were no confidential items discussed • There had been no Equalities Act implications • Attendees were content that all decisions made adhere to the 7 Nolan Principles. 	
	Date and time of next meeting: Academy Committee meeting Wednesday 16 November 2022 at 7.30am at the academy. The meeting closed at 8.51am.	

Signed by Chair:

Date: