

**Minutes of the Academy Committee Meeting
held on Wednesday 16th November 2022 at 7.30am via Teams.**

Membership	Initials	Governor category	Absence
Mrs H Ind	HI	Appointed Governor	
Mrs R Webb - Chair of Governors	RW	Appointed Governor	
Miss J Lee	JLE	Staff Governor	
Mr J Horsfield	JH	Parent Governor	
Mrs L Crerar	LC	Appointed Governor	A
Mr D Morgan	DM	Appointed Governor	
<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	
<i>Mr N Sturrock</i>	<i>NS</i>	<i>Guest – potential governor for QEA</i>	

Quorum required	3	Governor's present	5
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Item No	Item	Action/ by who/ when
AC/24/2223	<p>Update since the last meeting Mrs Leonard shared her screen with the governors. Mrs Leonard to share the presentation with governors.</p> <p>Governors were advised that for the first time in 2.5 years there has been the return of face-to-face parents' evenings. It was well attended by parents and well received. There has also been the Yr11 examination information evening with a new format for 2022 where parents could speak directly with faculty leaders on what the students needed to do to close gaps as well as preparing for the mock exams and final exams. Attendance was again strong, and feedback from all stakeholders was positive of the new format. Mrs Webb concurred that it was a great event and that the student ambassadors, once again, represented the academy amazingly.</p> <p>Trips and visits are now back and Miss Lee and Mr Hoad are focusing on the offer for students and ensuring there is quality in the opportunities.</p> <p>Within the academy there has been significant events within the cultural calendar with MFL adding strength to these including European Languages Day. Students took part in Linguavision and celebrated the Day of the Dead. The addition within the wider curriculum is helping to increase the uptake of MFL and the popularity of the languages. The life skills and choices day were</p>	JL

	<p>a real success with increased numbers of providers and agencies including the RAF, STEM, and the university.</p> <p>Governors were advised that there has been the first set of celebration assemblies which highlight the achievement and efforts of the students as well as celebrate the student of the term. Mrs Dolby and team are also doing vast amounts of work on the alternative learning packages for the students needing something different and who are not responding to the intervention and supports in place. This benefits not only them but also the rest of the academy.</p> <p>The academy has had the first parent community meeting which will be run once a term moving forward. This is a chance for the academy to share the current journey as well as the academy's priorities and challenges with parents. Governors were also made aware that the achievement evening for the outgoing Yr11 was fantastic and throughout the evening there was music from Yr10 students, which was a brilliant addition that Miss Charity had arranged. The academy also celebrated Armistice Day with the whole academy doing a 2-minute silence.</p> <p>Within Post16, Mrs Cluley has focussed on the enrichment programme including the delivery of taekwondo and self-defence alongside life skills and confidence building. The programme is now structured and gets a dedicated curriculum around that time. The feedback from students has been positive.</p> <p>On the return after the half-term, the academy had a 2-day graded OFSTED inspection. Mrs Leonard explained it was a very positive outcome. The academy has developed a strategic response within SLT which sits in the 3 headlines of communication, review, and action planning. Mrs Saxelby added that the 2-day inspection highlighted the real strength of the leadership within the academy at every level. Each leader at every level knows their area inside out which is how Walton operates. Mrs Webb added that on behalf of the governors, it had been a privilege to see how exceptional the team are and how they pull together. It was inspirational seeing every member of staff continue to smile and look out for their colleagues whilst under immense pressure. Mrs Saxelby advised that for an academy to produce outstanding outcomes and outstanding results comes from strong and dynamic leaders. Mrs Webb also thanked the governors for being part of the team and for their support within each meeting. There was full confidence knowing that Ofsted could read through the minutes and see that the LAC was doing everything they can and provide good support and challenge. Mrs Ind advised that feedback from the students is that the inspectors would ask questions without waiting for responses and were specifically interested in the British Values.</p> <p>Some of the key feedback from the inspection is;</p> <ul style="list-style-type: none"> - The academy has ambitious and passionate leaders. - Leaders and teachers have high expectations for students. - Safeguarding is very strong across the academy. - There are plenty of student leadership roles. 	
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	<ul style="list-style-type: none"> - PSHRE and SRE are real strengths in the academy. - Careers is very strong area and the Gatsby Benchmarks are met. - There are positive attitudes and engagement in lessons. - Students were clear that any concerns, including bullying were dealt effectively by staff. - Attendance remains above the national average and punctuality is not an issue. - Students feel well supported by P16 teachers. <p>Mrs Leonard added that this has been shared with the staff and has been celebrated. Mrs Webb noted it is great to see amazing P16 feedback after the last Ofsted. Mrs Leonard added that it is hard to believe that Mrs Cluley has only been in place since September and the inspector commented on how strong her leadership skills are.</p> <p>Governors were informed that Mrs Chambers is changing roles within the Trust but will continue to support until a replacement is found. Mrs Webb also added that Miss Lee has given her resignation for the committee due to additional commitments within the academy. Governance Professional / Mrs Leonard to send out staff governor nomination forms.</p>	JL / RC
AC/25/2223	Apologies for absence Mrs Crerar sent apologies due to work commitments. These were accepted.	
AC/26/2223	Declarations of interest There were no further declarations of interest, either direct or indirect, for any items of business on the agenda.	
AC/27/2223	Training Actions from link governor visit reports Mrs Ind had conducted a safeguarding and SEND visit and confirmed everything is in place. Mrs Dolby also confirmed she was happy with the report. Mr Morgan confirmed he will get a date in to complete a link visit. Behaviour, Attendance, Inclusion (inc. Alternative Provision, and Exclusion and Quality Assurance. Mrs Webb confirmed it is encouraged for all governors to attend. The sessions are useful to get questions to bring to the governor meetings and challenge with. All sessions are available on SharePoint and for governors to let the Governance Professional know when completed for the training log. Link governor training – Safeguarding It was confirmed all training had been completed.	DM
AC/28/2223	Minutes of the AC meeting dated 21st September 2022. The minutes of the meeting that had previously been received were approved and signed by the chair.	
AC/29/2223	Matters arising <ul style="list-style-type: none"> • AC/05/2223 – To note, all governors have read pt2 and pt5 of KCSIE. 	
AC/30/2223	Principal's report to include;	

	<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>In advance of the meeting, the governors received the safeguarding checklist and the NCC SG audit.</p> <p>Mrs Leonard added that there are currently 2 students who are going to governor panels due to having 16 days+ of fixed period suspensions and there are more students potentially at risk. Mrs Dolby and team are working hard with students and parents at alternative learning packages and other pathways to avoid further suspensions and permanent exclusion. Panels are an important part of the process for students, parents, and the academy. The governors were thanked for their past support and future support in doing these. Mrs Webb advised if governors would like to take part but would like support then to be in contact.</p> <p>Yr11 & Yr13 plan</p> <p>There were no questions on the Yr11 and Yr13 plan.</p> <p>Quality of education update, staffing and future plan.</p> <p>Mr Hoad informed the governors that when Ofsted look at the quality of education, they measure by visiting 5 deep dive areas of which the academy chose based on areas of strength. Inspectors then triangulate to ensure what they see within the main academy, what they see within P16 and what they see during general walk arounds is correct.</p> <p>There are 3 areas the inspectors look at within quality of education – intent, implementation, and impact. Impact is the smallest area of an inspectors focus which was supported through discussions on the academy’s journey. The intent work commenced 4 years ago with the leadership team and middle leaders looking at how the curriculum is designed, the purpose, how it is sequenced and ensuring there is a consistent approach. During the inspection the inspector gave feedback that every area was ambitious, well sequenced and beyond the national curriculum and was not narrowed for any student including SEND students. The academy has also rolled out the ‘love to read’ programme, where once a week all students do group reading as a targeted cultural reading intervention which is linked into the cultural calendar. The implementation is through strong subject knowledge and passionate teachers with high expectations, strong routines, and good relationships.</p> <p>Mr Hoad advised that the academy is going to work on the inconsistency in faculty expectations e.g., marking or assessment. The feedback was that the teachers in some classrooms were not challenging all students in the classroom. However, the teachers advised there was additional work for those students identified as not being challenged.</p> <p>Looking forward, the governors were advised that nothing changes because of feedback and it is another point in the academy’s evidence. The academy</p>	
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	<p>is going through changes in how they operate quality assurance to incorporate more student voice as well as a deliberate routine to tighten the quality assurance systems. The feedback will be fed into strategic systemic sustainable solutions. The 3 routes forward are communication, review, and action planning. The communication is how the academy will share the feedback and how they will action any changes. The parental meeting in January will be focussed on the feedback from Ofsted too. The review stage will review the inspection and the feedback given and the action plan will be the academy creating a full response which will sit within the AIP as that is the academy's improvement journey and tracking.</p> <p><u>Mrs Webb asked</u> if there is a way for staff to feedback anonymously to SLT about any points they would like to raise. Mr Hoad explained that staff have been asked if they would like to share feedback by emails but anonymous feedback could be investigated. <u>Mrs Webb confirmed</u> it is important to hear all staff voice. Mr Hoad to share staff feedback from the inspection.</p> <p>PP evaluations and evidence of impact on outcomes 21/22 and review of strategy for 22/23</p> <p>It was reminded that the academy has a 3-year PP plan.</p> <p><u>Mrs Webb asked</u> what the main point of impact addressed in the new plan is. Mrs Owen advised that the change of plan has been DfE-led as all academies need to report PP in the same way. For Walton, there are 8 challenges listed, with all having equal weight. The approach to PP needs to be embedded so the academy has tried to mesh the 8 challenges so all are met. All PP students are treated as individuals so it is key that all their needs are met to ensure they are meeting the attainment they need to move on.</p> <p>Mrs Owen added that last year there was only one double disadvantaged student (SEND and PP) whereas there are 8 this year. This will be an area of focus as will the higher prior-attaining students.</p> <p><u>Mrs Ind added</u> that there was evidence in the PP report that Walton has closed the gap above the national average to which Mrs Owen confirmed Walton is significantly above national average. The national average is -0.55 and Walton is at +0.55.</p> <p><i>Mrs Dolby and Mrs Owen left the meeting at 8.30am.</i></p> <p>Any academy specific items including policy appendix ratification, breaches/SARs/FOIA/Police requests), complaints, claims (no's/overview) audits & any Cat C trip</p> <p>It was confirmed there are no amends to the trip calendar.</p> <p>Local policy updates</p> <ul style="list-style-type: none"> • Safeguarding appendix <p>The above appendix was updated by Walton in September 2022 and is available on the Academy website. Governors were informed of this update on the 9th November 2022 and was ratified in the governor meeting.</p>	DM
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	<p>Other policy updates</p> <ul style="list-style-type: none"> • Induction Policy for Early Careers Teachers • Safeguarding Policy • Attendance Policy • SEND Policy • Managing People Policy • Staff Grievances Policy • Safer Recruitment Policy • Disciplinary Policy • Pay and Reward Policy • Whistleblowing policy • Concerns and Complaints Policy • Data protection (GDPR) policy • Freedom of Information policy • Privacy Notice members, Trustees and Governors • Privacy Notice Parents • Subject Access Request Form • Unreasonable complaints and vexatious communications policy • Student Privacy Notice <p>The above Diverse Academies policies were updated by the Trust throughout October and November 2022 and are available on the Trust website. Governors were informed of these updates on the 2nd and 9th November 2022.</p> <p>Admissions 2024/25 local appendix approval Mrs Leonard confirmed that the 24/25 admissions policy is in line with the Schools Admission Code and Lincs County Council. Governors approved the policy. Mrs Leonard to send it on to the council for any feedback.</p> <p>Pupil / staff (inc. wellbeing) parents and community views As part of the Ofsted process, there was a parent, staff, and student survey. The staff survey was overwhelmingly positive. The academy is also pleased with the responses for the parent and student survey and the comments which were made, the academy was aware of and already actioning.</p> <p><u>Mrs Webb noted</u> that there are peaks and troughs in staff welfare, not just from Covid but also the pressures of an Ofsted visit <u>before asking</u> what the concerns are. Mrs Leonard advised that education is a tough industry to be in and is hard at all levels. The academy continues to instil an open-door culture to allow staff to speak up. Mrs Leonard informed governors that the academy response to the Ofsted feedback will not add more stress. It was added that the AIP also has a priority focussed on staff and students. <u>Miss Lee added</u> that all staff have multiple layers of support and that Mrs Leonard does have an open-door policy if needed. There is a lot of support for staff and the leadership put lots of investment into staff development which has a positive impact on wellbeing.</p> <p>Mr Hoad advised governors that staff absence has been lower than expected at this time of year. A long-term cover supervisor has been recruited to help across the academy. There are recruitment gaps from January to Easter,</p>	<p>JL</p>
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	<p>which is a national issue, so Walton will need to look at different recruitment strategies. <i>Mrs Webb queried</i> if the Trust is supporting the academy to which Mrs Saxelby confirmed they are. Recruitment and retention throughout the Trust and nationally are tough and the Trust are looking at ways to be creative in recruiting and over-recruiting, including ECT and ITT.</p> <p>Mr Hoad added that support staff is the most challenging area for recruitment due to pay scales. There have been 2 members of staff recently who have moved on based on the additional costs they are facing and that their wages do not cover the difference. <i>Mrs Ind questioned</i> where the areas of concern and gaps are, to which Mr Hoad detailed that the academy has struggled to recruit maternity cover in MFL and DT. The academy is also looking at Humanities.</p> <p>IDSR</p> <p><i>Mrs Webb asked</i> if there are any trends to bring to governors' attention from the report. Mrs Leonard advised that the report will be updated in January and the one shared is mostly historical data and is not reflective of the current picture. The 2 main areas to be aware of are attendance and suspensions. The academy is seeing a higher rate of suspensions for the right reasons and Ofsted noted that the academy is using suspensions correctly. Alternative learning packages are being investigated to ensure the academy is meeting the need for those students getting suspensions to ensure there is a consistent approach within the academy.</p>	
AC/31/2223	<p>NCC Safeguarding audit</p> <p>The academy, alongside Mrs Ind, has completed the NCC safeguarding audit and was sent to governors in advance of the meeting. Although the academy is in LCC, the academy completes the NCC audit as an exercise in line with the Trust.</p>	
AC/32/2223	<p>How has the AC held senior leaders to account?</p> <ul style="list-style-type: none"> - Staff welfare - Quality of education - IDSR 	
AC/33/2223	<p>How have the VMV of the Trust / Equality been upheld?</p> <ul style="list-style-type: none"> - It was agreed that the VMV of the Trust & Equality has been upheld 	
AC/34/2223	<p>Complete report to Trustees</p> <p>AC members discussed the report and agreed to add:</p> <ul style="list-style-type: none"> - Congratulations to the academy on the Ofsted outcomes and for keeping the additional curricular activities going at the same time as the inspection - The academy is creating an action plan in response to the feedback. - Staff welfare and the ongoing issue of recruitment and retention based on pay. - Jo Lee has resigned as staff governor due to increased responsibilities within the academy. The Governance Principal and Mrs Leonard will start staff nominations to find a replacement. 	
AC/35/2223	<p>Determination of Confidentiality</p> <p>Equalities Act consideration</p> <p>7 Nolan Principles</p> <p>AC members 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 Equalities Act implications • Attendees were content that all decisions made adhere to the 7 Nolan Principles. 	
	<p>Date and time of next meeting: Academy Committee meeting Wednesday 18th January 2023 at 7.30am at the academy.</p> <p>The meeting closed at 8.58am.</p>	

Signed by Chair:

Date: