



PRIVATE AND CONFIDENTIAL

ACADEMY COMMITTEE MEETING

Date: Thursday 18th March 2021

Time: 4.30pm – 18:00pm

Venue: Microsoft Teams

Clerk: M Dyer

Present: C Nevin (Chair), G Theobold, J Crombleholme, J Birtles, N Thompson, G Lunt

In attendance: A Valentine, I Heslop, M Retburg, R Barlow

Agenda Part	Action	Initials
1	JB and IH to discuss Input on STEM week	JB/IH
1	Clerk to circulate the Acceptable use Policy for IT to all Governors	MD
2	PowerPoint Slides from the Secondary Accountability Measure presentation to be emailed to Governors	RB
2	JB to arrange and attend carpark planning meeting with GT	JB/GT
4	Governors to review the Curriculum and Assessment section of the school website and prepare training ideas for the next AC meeting	All
4	Governors to ensure that they have completed the Pupil Premium train and Catch Up Funding Training and email certificates to the Clerk	All
4	GT to arrange for a different faculty member to attend each of the academy committee meetings to discuss their specialised subject area.	GT

Agenda – Part 1			
Category	Item	Notes	Action
1	Governance Arrangements	There were no Apologies received.	
		Apologies and Welcome	The Chair welcomed and introduced Governor N Thompson
		AOB items	There were no other items of business.
		Register of interests	The Clerk circulated the register prior to the meeting and Governors were asked to report any changes to the Clerk.
	Code of Conduct/ Acceptable use Policy for IT	The code of conduct was circulated prior to the meeting and noted by the Governors. There has been no change to this document. All Governors agree to adhere to it. The Acceptable use Policy for IT to be circulated to all Governors after the meeting by the Clerk	MD

	Part 1 Minutes	<p>The minutes were <u>approved</u> as an accurate record of the meeting held 10th December 2020.</p> <p><u>Actions</u></p> <ul style="list-style-type: none"> • Register of business interests circulated to be checked. • All Governors received instructions regarding the NGA eModules to enable them to complete relevant training • One community Governor was appointed, due to the Covid Lockdown the parent Governor will be recruited in the near future • Governor NT has expressed an interest with working with the PE department as a link Governor. 	
	Membership: Recruitment Update/Succession Planning	<p>Due to the difficult circumstances at present the school have only been able to recruited a community Governor, it has not been possible to recruit a parent Governor at this time. It was discussed that a broad range of Governors would be needed and exiting Governors were asked to make any relevant potential Governor referrals to the chair.</p> <p>Governor NT expressed an interest in becoming a Link Governor for PE which has been warmly received, Governor JB stated his experience in engineering consultancy and is to discuss with IH regarding any input he can have in environmental, economics, social science and Geography and during the STEM week. CN will continue as the English Link Governor.</p>	JB/IH
	Scheme of Delegation	<p>The Scheme of Delegation is published on the Trust website and is an important document that needs to be reviewed on a regular basis, it contains the Terms of Reference for the Academy Committees and is reviewed by the Trust Board. There are no changes to note.</p>	
	Trust Board Update	<p>The report is produced after each Trust Board meeting to inform Academy Committees of what was discussed. The document was circulated by the clerk prior to the meeting, there were no questions raised regarding this document.</p>	

2	School Performance & Accountability	Review Strategic Priorities and Critical Success Factors (School Level)	<p>Critical success factor targets are to be tabled each time. The focus is to be on one priority at a time involving a five-minute discussion. Performance indicators will be discussed at the beginning of the year around the Year 7 intake.</p> <p>Conversations will take place around KS3 and KS4 transitions as to where the students are currently up to and if the students are at the correct level in order for them to embrace the full curriculum.</p> <p>RB discussed and presented a PowerPoint presentation on Secondary Accountability Measures, the slides highlighted Progress 8 and Attainment 8, EBacc targets, calculations and gradings in order that the Governors gained an understanding of the Secondary Accountability Measures as well as the Year 9 Spanish headline data. It was stated that internal grades in Spanish will be given this year.</p> <p>JC Q: Is the data in the presentation taken from national data and is it based on similar schools, are FSM students, SEN students, gender or ethnic differences taken in to account?</p> <p><i>RB A: The KS2 cohort performance is based on national data and breakdown of subgroups are taken in to account and analysed.</i></p> <p>JC Q: was the Progress 8 data taken before the Covid pandemic?</p> <p><i>RB A: Yes, however our students have not been affected as many others have been.</i></p> <p>JC Q: Is that due to the level of online home learning that the school have provided?</p> <p><i>GTA: Targets where set pre-Covid therefore no adjustments have been taken into consideration</i></p>	
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		<p>Head of School Report</p>	<p>Governors received the Head of School report prior to the meeting, GT gave an overview of the Head Teacher Report and pointed out that attendance and behaviour was exceptional, the students are getting their 'spirit' back after the lockdown and home learning, it was pointed out that the media is reporting a disengagement with student's home learning however this is not the case at Laurus Cheadle Hulme. Lateral Flow Testing ran smoothly and the attendance rate was 97.8 % in the first week, the key message of adhering to rules and attendance is being reiterated to students.</p> <p>MR explained that the Options process has been delayed due to the lockdown with the initial assembly taking place in December 2020. It was explained that promotional videos in each subject has been received by all parents with the Options booklet being sent home on the 31st March and teacher student discussions due to take place on the 21st April. There are a large range of offers including Religion and Philosophy as a GCSE. The options videos where made available for Governor to view.</p> <p>The Critical Success Factors were discussed regarding Year 7 English and Maths, the KS2 data and its importance in predicting student grades. The Year 7 English cohort have a big range of abilities however their academic abilities are lower than the previous year due to the impact of the Covid pandemic. Year 7 took part in a national project regarding the writing age for all students and a comparative judgement.</p> <p>CN Q: What strategies are in place to address any issues?</p> <p><i>MR A: English have big strategies in place, they have broken down the writing process into shorter pieces of work in order to build complexity of sentences, which is proving successful.</i></p> <p>JC Q: Is there a reason for the difference in the Year 7 abilities, has there been a change in student profile?</p> <p><i>GTA: It has been put down to the Covid pandemic and that the new Year 7 students missed the summer term and then went into a second lockdown.</i></p> <p><i>MR A: The lockdowns have also had an impact on student socialisation therefore the current Year 7 students seem emotionally younger than the previous years.</i></p>	
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			<p>The Chair CN thanked GT and staff for a useful summary and stated that the Critical Success Factors are to be tracked at each meeting to ensure that the disadvantaged gap is being closed to ensure that the school are supporting and helping the SEN students develop.</p> <p>A discussion took place relating to stakeholder carparking complaints from primary parents and local residents (Appendix 5 Head Teachers Report) It was pointed out that when the schools are at capacity there will be no available parent carparking, the school are working closely with a planner and have some ideas regarding how the issues can be overcome.</p> <p>JB stated that it is not a new issue with schools and is not specific to the school site, parents tend to be the complainers but are also contributing to the issue, it was also pointed out that the idea of barriers on site will in turn push the carparking issues to the residential streets. JB also stated that due to his planning experience he has other ideas that he would be able to contribute.</p> <p>GT briefly explained the idea behind securing parking at Bruntwood park, the local church and public house along with 40 spaces already secured at Cheadle Collage as the issue arises when there are bad weather conditions and during after school collection. Some of the buses have already moved their collection to the main road rather than the school site due to health and safety issues.</p> <p>GT is to send JB information regarding the planner meeting as it was agreed that it would be useful if JB could attend due to his experience.</p> <p>It was discussed that the Head of Schools report gives the Governors a flavour of what the staff are working towards, they are currently trying to get back to as much normality as possible. It was identified that there is a noticeable difference in the new Year 7 students and the impact that the lack of education during the Covid-19 lockdown has had on their level of learning and achievements. Writing strategies have been looked at in the subject of English to enable the issues to be addressed.</p> <p>GT was thanked for a very comprehensive and informative report.</p>	
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3	Governor Monitoring	Finance update	<p>The finance report was noted by Governors. After the planning, design and build meeting outcome it has been decided not to go ahead with the extension to the dining hall as it would only accommodate an extra 50 students therefore it is not a viable option, instead snack pods and canopies are to be installed by September 2021 to provide an outside eating area.</p> <p>Reserves have also been designated for new offices and a conference room to be created within the existing building, this is due to the increase in staff numbers and the old conference room being used as a media suite.</p> <p>The new 3G sports pitch will be in place by January 2022, which will overcome the issue of the current waterlogged pitches.</p> <p>It was stated that all of the projects will enhance the current site.</p>	
		Policy Reviews	There were no policies to review	
		Risk Management	<p>The March 2021 Risk Register was distributed by the Clerk before the meeting, there were no questions from the Governors. The Chair, CN, stated that each time the Governors view the Risk Register they need to be looking for any material changes that impact on the Risk Register and to check if any of the RAG ratings have changed, there has been no change to the Risk Register on this occasion.</p> <p>GT stated that with the number of workers that will be onsite in the near future regarding the development of the new offices, installation of the 3G pitch, food pods and canopies, she will be speaking with the Estates Manager regarding any safeguarding issues.</p>	

		Governor Self Review of Impact	<p>The Annual Report to the Trust Board Report template was distributed to the Governors by the Clerk prior to the meeting.</p> <p>Governance arrangements The governors are satisfied that the schedule of business is being completed efficiently and effectively. Succession planning is not taking place at the moment as it is too early however membership is being actively looked at on a regular basis</p> <p>School performance and accountability The Governors have studied the School Development Plan and are aware of the contributions that they need to provide. Achievements have been focused on and they are being tracked on a regular basis. The Head of School report is very comprehensive and covers a broad range of topics, giving the Governors a feel of what is happening within the school, the Governors do not feel that there is any additional information that needs to be added. The report has picked up on the Wellbeing of Students monitoring process, future monitoring will take place in order to gather further information and improve. Critical success factors have been highlighted in the Head of Schools Report to Governors and discussed and a way forward has been confirmed. The Governors are ensuring that the school is meeting its targets by the plan agreed around the Critical Success Factors which are meeting their requirements.</p> <p>Governor monitoring The Governors have identified that the school is managing its finances well, the school is currently solvent and the surplus is being allocated to eating pods and canopies, a 3D sports pitch and the creation of additional offices and a new conference room.</p> <p>Governor Development All Governors are to completed their Pupil Premium training. All Governors are to have access to the NGA Learning portal eModules which they will complete on an elective basis. Governor training is part of the regular Agenda and discussions for required training takes place at each committee meeting.</p> <p>Community Engagement Community engagement does take place via virtual options evenings and virtual parents' evenings however due to the current pandemic face to face engagement is</p>	
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			<p>limited. Virtual engagement is evidenced in the positive feedback received from parents. Future engagement with stakeholders has been discussed and it was identified that this is currently complicated with the Covid-19 pandemic however will increase when we gain some level of normality.</p>	
4	Governor Development	Governor training	<p>It was acknowledged that all Governor should have now completed the Pupil Premium and Catch-up funding training, and that certificates need to be emailed to the clerk as a record of training completed.</p> <p>JC Q: Who is our named Governor for Pupil Premium?</p> <p><i>GTA: It was Governor CJ who has now resigned</i></p> <p>JC: I will be happy to take on the role</p> <p>A discussion took place around what training the Governors need to participate in, CN stated that it would be useful if the Governors thought about and identified any gaps in their knowledge. It was recommended that all Governors should view the school website to get a feel for what is currently taking place in each of the key stages, looking at assessments, training and familiarisation of the school website to enable a decision to take place at the next Academy Committee Meetings regards NGA training or alternative training provision.</p> <p>The Secondary Accountability Measure presentation given by RB at this evenings committee meeting forms a part of Governor training.</p> <p>A short discussion took place between CN and GT where it was decided that a faculty member would attend each academy committee meeting to discuss their specialised subject area.</p> <p>The Chair CN reminded Governor that they can engage in the NGA Learning Link portal to complete any training that they find of interest as and when they would like.</p>	All/GT

5	Community Engagement	Stakeholder Engagement	<p>A short discussion took place around stakeholder engagement and the current Covid restrictions.</p> <p>NT Q: What is Laurus Cheadle Hulme's engagement with other schools, what connections has the school built up? It seems that more Cheadle Catholic students are coming over rather than going to St James Catholic High School.</p> <p><i>GTA: We do not have any feeder schools so we cannot go into school to market Laurus Cheadle Hulme as it would be seen that we were poaching students from St James Catholic High School and Kingsway High School. We can only wait until student places are allocated and then proceed with the induction evenings. Due to the Covid restrictions this year the induction process will be deferred until September where we are to use the first day back to get the new Year 7 cohort in school.</i></p>	
	AOB		There were no other items of business.	
	Meeting Dates:	Academic year 2020-21	Thursday 16.09.2021 4.30pm	
2	AOB		There were no other items of business to raise.	