



## PRIVATE AND CONFIDENTIAL

### ACADEMY COMMITTEE MEETING

Date: Thursday 12<sup>th</sup> March 2020  
 Time: 4.30pm Pre meeting training: Ofsted – Curriculum Focus – Quality of Education  
 4.45pm Meeting  
 Venue: Laurus Cheadle Hulme  
  
 Clerk: Nicola Burgess  
 Present: C Nevin (Chair), G Theobold, G Lunt, J Birtles, C Johnson  
 In attendance: A Valentine, I Heslop, M Retberg

Action	Initials
The Clerk will circulate the Register of Business Interests at the start of each Academy Committee meeting	NB
Governors were asked to complete their skills audit and return to the Clerk	All
Invite Governors into school to attend events	GT
Governors were suggested to read the Behaviour policy on the school website	All
Training	Initials
Ofsted curriculum focus training was delivered at the start of the meeting by M Retberg	
The framework has changed this year with more focus on what is being taught and why. The inspections take place over 2 days and consist of a deep dive into curriculum areas, in addition to English and Maths.	
Prevent Training will be provided for Governors at a future meeting.	

Agenda – Part 1				
Category	Item	Notes	Action	
1	Governance Arrangements	Apologies were received from Jane Crombleholme.		
		<p>Governors were welcomed to the first Laurus Cheadle Hulme Academy Committee meeting. Governors were reminded to declare any interest in any of the agenda items at the start of the meeting.</p> <p>C Nevin explained the role of the Governance and Oversight Committee who oversee all Academy Committees and act as a link between Academy Committees and Trustees. The role of Link Governors was discussed for the future.</p>		
		AOB items	There were no other business items to raise.	

		Register of interests	The Register of Business Interests form was circulated to Governors to complete. Governors were reminded that it was important to keep the information up to date and inform the clerk of any changes. This information is published on the website. The Register will be circulated at the start of each academy committee meeting for Governors to check and update if necessary.	NB
		Code of Conduct	The code of conduct was circulated prior to the meeting and noted by Governors. The Code details the integrity of the role of Governor and how to operate and Governors are required to agree to the Code on an annual basis.	
		Part 1 Minutes	As this was the first meeting of the Academy Committee there were no previous minutes to review.	
		Membership: Recruitment Update/Succession Planning	Membership of the committee was discussed and the need to recruit additional Governors over the coming months. C Nevin agreed to Chair the Committee until the end of the calendar year whilst the committee numbers are increasing.	
		Scheme of Delegation	The Scheme of Delegation contains the Terms of Reference for the Academy Committees and is reviewed by the Trust Board. The Scheme of Delegation is published on the Trust website.  The main priority for Academy Committee Governors is to monitor pupil progress and attainment.	
		Trust Board Update	A briefing paper from the Trust Board meetings is circulated to Academy Committees as a mechanism of feedback.	
2	School Performance	Review Head of School Report	The Head of School report was circulated prior to the meeting.	

SDP -  
Cornerstones

I Heslop talked Governors through various aspects of the report. An action group, including of Head of Year, Heads of House and Trust Counsellor was set up and meets weekly to discuss vulnerable students and what additional support can be provided or evaluate any support already in place.

Behaviour was discussed and the strategies the school has implemented. Attendance and Behaviour is reviewed weekly and also half termly. Analysis takes place, considering safeguarding and well being, to see if there is a link. The rewards culture is also reviewed and minutes are sent to all staff to enable them to support the students. Consistency is key for behaviour management. Staff training takes place to monitor behaviour system implementation to ensure correct use of sanctions.

Intervention strategies are put in place and reviewed constantly.

Q – How well is the HYMS worker going?

A – Well at present, implemented within TAC and TAS meetings.

Governors were recommended to read the School Behaviour policy, on the school website, to fully understand the culture and expectations.

Governors were invited to visit the school during the school day to have a look around and experience the culture.

A Valentine detailed to Governors how the school tracks student progress and uses data. The tracking system is used across all Trust schools. The data is analysed to inform any interventions required.

KASH (Knowledge, Attitude, Skills, Habits) reports are issued to parents 3 times per year but students are spoken to by staff on a regular basis.

Q – Is there a way of adding a National Average for KS4 figure – this may be easier for parents to understand?

A – This is not possible due to the number of variables. The Red Amber Green system serves as a visual guide for parents.

The Cornerstones are made up of 4 elements and the focus for the meeting today is Leadership and Service. Governors were given a detailed presentation of the

opportunities on offer for students:

- Currently there are 56 students in Y7 and 79 in Y8 who hold a position of responsibility within school.
- 16 Librarians – 8 from each year group – the Library is the hub of the school
- The School Council are currently working towards Eco School Certificate
- The students have selected 2 charities, and they plan the fundraising activities. £100 has been raised so far.
- Students are currently working hard on their production of Aladdin
- Y8 students go into Y7 forms to help them with their Spanish
- Able Mathematicians in Y7 and Y8 work together
- Computer Science Ambassadors

#### Social responsibility

- Students placed a wreath on Memorial day
- Students attended Abney Court Care Home to visit residents
- Members of the elderly community come into school to work with students who show them how to work their phones/tablets – training provided by Vodafone

#### Scholars Programme

- TED talks are given by G Lunt as Head of House
- Staff mentor students to enable them to be able to do TED talks to other students

#### Assemblies

- Chinese New Year
- Find your brave – students worked with Counsellor and spoke in an Assembly at the end of their Find your Brave course.
- Work with T Morrison – Trust Voice Coach

The School Council and Vice School Council meet on a Thursday and Governors were invited to call in and attend a meeting.

Governors agreed there were very encouraging experiences and opportunities available to the students. The Chair asked that Governors be invited to any events which would allow them to experience and engage in school life.

		External Monitoring Update	The last monitoring visit had taken place in October 2019. T Gartside is to do an independent external review 28 <sup>th</sup> April 2020. Governors will receive feedback at the next meeting.	
<b>3</b>	<b>Governor Monitoring</b>	Finance update	Management accounts were circulated prior to the meeting.  Plans are in place for an external food pod to be added to the outside space to alleviate space and queue time in the dining hall. Some funding is already allocated towards the cost.	
		Risk Register	The Risk Register was circulated prior to the meeting.  It was noted that the Risk Register circulated was school specific and that there was an additional Trust Risk Register. The document is a live document which is reviewed ongoing.  C Nevin asked that SEND income be separated from PP and identified as a separate risk on the register.	
		Policy Reviews	Most policies are held at Trust level and are received by the Academy Committee.  The Safeguarding Policy is a school specific policy which was approved by Governors.  C Nevin informed Governors that at some point a Safeguarding Governor would need to be appointed from within the committee.	
		Governor Self Review of Impact	CN explained the process for the Governor self-review of impact. The Committee were encouraged to look at the Annual Report to Trust Board and think about the questions and discuss at the meetings. This would enable Governors to see what has already been done and what could be done in the future. The report template is completed and submitted to the Trust Board at the end of each academic year.	

4	Governor Development	Governor training	<p>Governors were asked to complete the skills audit and return to the Clerk. This would enable Trustees to see the skill set of current Governors and identify gaps to aid future recruitment of Governors to the committee.</p> <p>Governor training will be provided at the start of each Academy Committee meeting and there will be online E-Learning modules to complete via NGA. Online training would be completed in between meetings and discussed at the following meeting.</p> <p>Q – Are Laurus Trust Governors involved with GOVAS?</p> <p>A – The Chair confirmed that the Trust did use GOVAS in the past but didn't currently. NGA is currently being used and this will be reviewed.</p>	
5	Community Engagement	Stakeholder Engagement	<p>Parents were consulted over the proposed changes to the school day. 86% of parents were in support of the change.</p> <p>The current school day length has been a concern as following lessons and electives some students did not leave school until 5.00pm. The proposal is to reduce each lesson from 1 hour to 55 minutes. Lessons will then end at 3.05pm and Electives at 4.00pm.</p> <p>Following the consultation Governors <u>approved</u> the changes to the school day and for communication to this effect to be sent to parents.</p>	
	AOB			
	Meeting Dates:	Summer Term	Thursday 18 <sup>th</sup> June 2020 at 4.30pm	

#### Impact of Meeting / Key Outcomes

Inaugural meeting of the Academy Committee  
Governors received training – Ofsted Curriculum Focus  
Governors reviewed the Risk Register and Head of School report  
Safeguarding Policy was approved  
Governors approved the proposed changes to the school day following consultation  
Future Governor training was discussed