



## PRIVATE AND CONFIDENTIAL

### ACADEMY COMMITTEE MEETING

Date: Thursday 18<sup>th</sup> June 2020

Time: 4.30pm

Venue: Microsoft Teams

Clerk: N Burgess

Present: C Nevin (Chair), G Theobold, G Lunt, J Crombleholme, C Johnson

In attendance: A Valentine, I Heslop,

Action	Initials
Report any changes to the Register of Business interests to the Clerk	All
Remove draft from the Code of Conduct document	NB
Report back on the final number of Y7 students who joined LCH in September 2020	GT

Agenda – Part 1			
Category	Item	Notes	Action
1	Apologies	Apologies were received from J Birtles	
	AOB items	There were no other items of business.	
	Register of interests	Governors were asked to report any changes to the Clerk.	All
	Code of Conduct	To note and adhere to. Draft to be removed from the document.	NB
	Part 1 Minutes	<p>The minutes were <u>approved</u> as an accurate record of the meeting held 12<sup>th</sup> March 2020.</p> <p><u>Actions</u></p> <ul style="list-style-type: none"> <li>Register of business interests circulated to be checked</li> <li>Skills audits completed by Governors and returned to Clerk</li> <li>Governors were unable to be invited to any events in the summer term due to the school closure due to Covid-19</li> <li>Governors read the Behaviour policy on the school website</li> </ul>	
	Membership: Recruitment Update/Succession Planning	Due to the difficult circumstances at present recruitment of Governors will be revisited in the Autumn Term. Applicants will be asked to register an expression of interest. This will be reviewed by CN and LW and prospective Governors will be directed to the Head of	

			<p>School and Chair of Governors where it was felt their skills would be most utilised.</p> <p><b>Q – How many Parent Governors are there?</b> A – Currently only 1 – C Johnson</p>	
		Scheme of Delegation	There are no changes to note.	
		Trust Board Update	<p>Governors were issued a Trust Board update relating to the two meeting which had taken place to discuss the closures around Covid-19 and the proposed partial reopening of schools.</p> <p>Governors have also been sent two position statements, one for primary and one for secondary, to inform them of exactly what is happening across the Trust. Each school has been impacted differently.</p>	
2	School Performance & Accountability	Education provision since lockdown	<p>Two documents were circulated prior to the meeting:</p> <ol style="list-style-type: none"> <li>1. The number of students attending LCH</li> <li>2. Student timetable</li> </ol> <p><b>Q – There is no data for BAME or any ethnicity split – is there anything to note?</b> A – Currently there are 5 or 6 BAME students from a possible 50 attending</p> <p>Staff are looking at the group breakdown of engagement online since the school closure. This will enable staff to drill down and look into where intervention will be needed. Numbers of students attending have been consistently high in comparison to other schools in the Trust. The school will report to parents who has not engaged in lessons and students will have a chance to catch up over the summer and lessons revisited in the Autumn term.</p> <p><b>Q – Is it consistently the same students attending?</b> A – Yes, some students attend a few days a week</p>	

		<p>Head of School report</p>	<p>Governors were pleased to read the Head of School report and offered their thanks to staff for their hard work and commitment in these unprecedented times. GT reported that staff have been working incredibly hard including delivering online lessons via Teams and working with the children attending school.</p> <p>CJ reported that the biggest theme from parents was their gratitude for the online lessons. AV commented that the online lessons had complimented the learning from the booklets which had been sent home for students to complete. Staff have kept in regular contact with students and families know they are able to contact school if they need to.</p> <p><b>Q – Is there a way of Teams being taught in smaller groups?</b>  A – If still needed in September Teams lessons will be in class groups.</p> <p>Transition for year 6 students was discussed at length. The students were unable to have the traditional Induction day, therefore a transition video will be on the school website and information packs have been sent out to students and their parents/carers.</p> <p>The number of students coming into year 7 is a concern as this has not yet been finalised due to appeals not taking place until after the school has closed for summer. It is known that there are 60 appeals to be heard and the school has already increased the PAN from 210 to 220. If the numbers go over 240 there will be over 30 in a class. Final class lists will not be issued until after the appeals decisions. Year 7 students will be in school on the September Inset day for 3 hours. The final numbers for year 7 will be reported to Governors at the next meeting.</p> <p>In September all students will be expected to attend in full school uniform and this will be clearly communicated to parents as soon as possible.</p> <p>GT was thanked for a very comprehensive and informative report.</p>	
3	Governor Monitorin	Finance update	<p>The finance report was noted by Governors. The surplus was discussed and is being retained to go towards an extension of the dining hall.</p>	

		Risk Register	<p>The Risk Register has been updated significantly due to Covid-19.</p> <p>The register will be reviewed and updated in September and will be an agenda item for every academy committee meeting.</p>	
		Policy Reviews	<p>The following policies were approved by Governors:</p> <ul style="list-style-type: none"> <li>Accessibility plan</li> <li>Anti-bullying policy*</li> <li>Attendance policy*</li> <li>Collective Worship*</li> <li>Communication with parents*</li> <li>Electronic communications</li> <li>Exclusion policy*</li> <li>First Aid policy*</li> <li>Gifted and Talented policy*</li> <li>Inclusion</li> <li>SEND Information report</li> <li>Mobile Technology*</li> <li>PSHE policy</li> <li>School Uniform policy*</li> </ul> <p>*policies have been reviewed and have no changes</p> <p>A Governor noted that with regards to the complaints procedure there was differing information within the SEND Information and the Inclusion policy. It was agreed that this would be looked into and amended where necessary.</p> <p>PSHE is covered within the curriculum under Beliefs and Values but is also delivered via assemblies and form time.</p>	
		Governor Self Review of Impact	<p>The report to Trust board will be reviewed in the Autumn term as this is a newly established committee.</p>	
4	Governor Developm	Governor training	<p>It was acknowledged that Governor training is difficult in these unprecedented times and this will be revisited in the Autumn term meeting.</p>	

5	Community Engagement	Stakeholder Engagement	<p>Students have been raising money for the NHS.</p> <p>Regular contact with students has been maintained throughout lockdown.</p> <p>Heads of Year have worked tirelessly supporting families in need and encouraging students. They have gone above and beyond in every single aspect.</p> <p>Thanks, from all Governors, were again offered to all staff for their hard work in supporting the students through this difficult and uncertain time.</p>	
	AOB		There were no other items of business.	
	Meeting Dates:	Academic year 2020-21	<p>Thursday 23.09.2020 4.30pm</p> <p>Thursday 09.12.2020 4.30pm</p> <p>Thursday 11.03.2021 4.30pm</p> <p>Thursday 17.06.2021 4.30pm</p>	