



ACADEMY COMMITTEE MEETING

Date: 6th December 2022
Time: 4.30pm
Venue: Didsbury High School

Clerk: N Burgess
Present: S Wane, M Kara-Mohamed, P Dickens, J Game, D Woolley, K Houghton and M Hill
W Searle and D Helsby were in attendance for part of the meeting

Action		Initials
1	Governors to report any changes in their Register of Business Interest to the Clerk	All
1	The Clerk to contact prospective Governor to extend an invitation to join the committee	NB
1	The Clerk to contact AH to ascertain if he wished to remain a Governor of the Academy Committee going forward	NB
3	To report back on the Safeguarding visit to school which took place in December 2022	JG
4	Governors to send their certificates to the Clerk once they have completed the training modules	All
5	The school to submit a response to a planning consultation for a nearby development	DW

Agenda – Part 1 - GDC Training – W Searle

Category	Item	Notes	Action
1	Apologies	There were no apologies received for this meeting.	
Governance Arrangements	GDC Training presented by W Searle	<p>Governors received a presentation from W Searle on their role in a GDC. W Searle is a Deputy Headteacher at CHHS and is Trust Safeguarding, Behaviour and Attendance Lead.</p> <p>The role of a Governor in a GDC is to test and challenge that the Headteacher's decision to permanently exclude was lawful, reasonable, fair and proportionate.</p> <p>Governors thanked WS for the comprehensive presentation which they felt would assist them should they be required to be a part of a Pupil Discipline Committee in the future.</p> <p>Q – What is the most common reason for Governors to ask the school to reinstate?</p> <p>A – Reinstatement is a rare occurrence but if so it would be if the Governors thought the school had not supported</p>	

		<p>the student enough throughout or the evidence provided was not strong enough to be able to make a reasonable decision. Before making the decision to permanently exclude the Head of School would be confident they have tried everything for the student. Governors were reminded that the decision to permanently exclude a student was a difficult decision which was not taken lightly and was made considering all evidence.</p> <p>Governors were also reminded that for each GDC they are asked to attend every case is a new case and every student is a different student.</p> <p>Q – Can the school or the family appeal the decision of the Governors? A – They can review the outcome decision but will not have the opportunity to question Governors again.</p> <p>Q – Is there an index of what should be included in the GDC report which Governors receive? A – Yes there is a list which the school follow. There can be minimal changes made, for example not including the Head of Year log as this contained Safeguarding information.</p> <p>WS informed Governors that on some occasions the school may issue a 5 days pending exclusion. This is to allow the school time to make any investigations before reaching a final decision which may then extend or change the status of the original exclusion.</p> <p>Governors were reminded that should they have any further questions relating to GDC following this meeting they could be sent to W Searle via the Clerk. Governors thanked W Searle for the presentation, which they had found very useful. W Searle then left the meeting.</p>	
	AOB items	There were no other items of business which were not included in the agenda for this meeting.	
	Register on Business Interests	The Register of Business Interests was circulated at the meeting and Governors were asked to report any changes to their record. P Clements will be archived and M Hill and P Dickens to be added	All
	Code of Conduct	Governors agreed to adhere to the code of conduct.	
	Part 1 Minutes	Minutes of the meeting held 4 th October 2022 were <u>approved</u> as a correct record of the meeting. All actions recorded have been completed and there were no matters arising.	

		<p>Expressions of interest were sought from Governors for the positions of Chair and Vice Chair of the Committee. It was noted that Staff Governors could not be appointed to either position.</p> <p>There has been an expression of interest from a prospective Governor to join this committee. DW proposed that, subject to approval, an invitation be extended to Co-opt and enrol to the committee as soon as possible. Governors <u>approved</u> the recruitment of the new Governor and the Clerk will make contact to extend the invitation.</p> <p>The Clerk reported contact from A Hurley regarding the difficulties in attending meetings of the committee due to work commitments. The Clerk will contact again to ascertain if AH was in a position to remain a member of the committee going forward and will report back at the next meeting.</p>	<p>NB</p> <p>NB</p>
	Scheme of Delegation	<p>There are no changes to note to the Scheme of Delegation.</p> <p>As requested at the last meeting the documents circulated prior to the meeting included the section which details the responsibilities in terms of Trustees and Governors. Page 2 of the document shows the lines of accountability and the delegated functions of the Academy Committee are detailed on pages 5 and 6.</p> <p>Chairs of Academy Committees attend the Governance and Oversight Committee meetings, on a rolling programme, to make representations on behalf of the Academy Committee. The work and impact of the Academy Committee is also clarified for Trustees in the Annual Report to Trust Board, which is updated after each meeting.</p>	
	Trust Board update	<p>Governors received the Trust Board update from the October 2002 meeting and had no further questions.</p> <p>Governors commented that the inclusion of the link to the full minutes of the meetings was useful.</p>	
	Review roles and responsibilities within the Academy Committee	<p>As discussed expressions of interest are sought for the roles of Chair and Vice Chair of the Academy Committee.</p> <p>The following roles were confirmed: Safeguarding Governor – J Game SEND Governor – M Kara-Mohamed</p>	

2	School Performance & Accountability	Review School Development Plan Priorities	<p>In terms of the key performance and targets there have been no changes made due to the school not currently having a year 11.</p> <p>The Leadership team review the whole school actions. The SDP is reviewed in the June of each academic year and is RAG rated. Actions achieved are rated green and any rated amber are built into the SDP for the next academic year. It was noted that many of the actions are ongoing and are not one off.</p> <p>A Governor asked if the final version of the document for last academic year was available for review. It was noted that the document was available and that some actions had been completed in the last week weeks of the academic year, following the review in June. In July a new SDP is written with any amber outstanding actions fed into the new plan.</p> <p>Q – How do we know if we have hit targets? Where is it reported and where can I see it? A – This information is recorded in registers of Electives and events. Targets are fed into each departments development plans, eg to ensure SEND students participation in Electives.</p> <p>MH confirmed to Governors that she keeps a detailed spreadsheet of attendance and this will eventually be added to Bromcom MIS which will then make it easier to report on. Every student in the school is recorded on the spreadsheet.</p> <p>Q – Do you confirm at the end of the academic year that you have met the targets? A – The role of one of our new Assistant Headteachers is to analyse the outcomes.</p> <p>Q – What is our responsibility as Governors to monitor? A – To try and see that all students in school are attending a trip.</p> <p>DW informed Governors that his own Performance Management was undertaken by the CEO and this was then fed down via members of the SLT own PM. Governors responsibility is to hold leaders to account and be assured that what school say happens is happening and to understand the review process and how this all fits in. DW and CEO work through the SDP on a termly basis.</p> <p>Participation targets and Electives will be easier to review at the end of the year meeting of this committee, whilst noting that external exam results are not published until August and will therefore be reviewed at the first meeting of each academic year.</p>	
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		<p>Ensure delivery of the school curricula and assessment in line with the Trust approach</p>	<p>D Helsby attended the meeting to present the Maths Curriculum at DHS.</p> <p>The intention is for students to behave in a mathematical way and this is achieved in several ways. The school has worked with MMU to develop resources – Mathematical Eutopia. The school is a part of the North West Maths Hub and work is done using the RME resources. The Maths hub was founded in 2013, there are 35 in the country.</p> <p>Mathematical strategies are built throughout all the school years. The are taught the same way across the Trust and are evolving ongoing. The bar model and ratio table are applicable in many aspects of proportional reasoning. Maths is now taught very differently than in previous years and is now much more verbal.</p> <p>A Governor suggested that it would be useful for some sessions for parents/carers to be held throughout the year to enable parents to help their children as Maths is very different from when they were at school. It was confirmed that there is already an opportunity for year 7 parents/carers to attend a Maths information evening in school. Discussion also took place regarding resources being available on the school website. DH confirmed that there were drop in sessions for students available in school on Tuesdays and Wednesdays if they needed further help with any particular topic.</p> <p>Q – Does teaching this model take time and do you need more time? A – It does take time to implement the foundations but it is also applicable in other areas. It does take time initially but it is worth it in the long term.</p> <p>Q – How would a student manage with Maths A Level if they haven't been to a Laurus school? A – By getting the students to think how we think, using models to bridge the gaps quickly.</p> <p>Thanks were offered to DH for a comprehensive presentation. Governors were given example teaching resources for their information.</p>	
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		<p>Review Head of School report</p>	<p>The Head of School Report was circulated prior to the meeting and Governors were invited to ask any questions.</p> <p>Q – What is the EBacc? A – The English Baccalaureate is not a certificate but is a suite of qualifications. EBacc must include a Modern Foreign Language and does not include ancient, eg Latin.</p> <p>Q – Are the targets for EBacc entry or success? A – The targets are for entry. For the current year 10 it is 92%. It is always about ensuring that the students have the right curriculum for them.</p> <p>Q – Do not all students in year 9 take MFL examinations? A – Only a small number, around 8 or 9, do not as it is not appropriate for them. Instead they do one hour per day intensive Literacy support to ensure they have the opportunity to catch up prior to GCSE.</p> <p>Q – What are the reasons sitting a GCSE is not appropriate for some students? A – There can be a number of reasons, including SEND, cognitive ability, or EAL, for example if they are a recent arrival to the UK.</p> <p><u>Professional Learning</u> Professional Learning for staff is a jewel in the crown and something we are very proud of in the Trust. It is something we are known for and is a definite strength and selling point in terms of recruitment.</p> <p><u>Student profile</u> We are signposting parents/carers in how to sign up for Free School Meals where we know there is a need. We assist where possible and this is all done discreetly. MH noted that changes will be implemented in March 2023 meaning that parents/carers will need to re-register when their child moves to secondary school.</p> <p>Governors noted the large number of EHCP students in year 7, currently 7.5%. It is difficult to compare this figure to other schools in the Trust due to the difference in cohorts and how the population has evolved.</p>	
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			<p>Parental choice is powerful and as a school we have to admit a student with an EHCP. We are able to advise if we do not believe that we are best placed to meet the needs of a student.</p> <p>Q – Is there any capacity to push back after a certain number?</p> <p>A – No but we are able to acknowledge that other schools have much lower numbers. There are many positives to having a diverse community, but equally there are some students for whom we genuinely are not able to fully meet their needs. It is important to remember that it is most definitely the right placement for some students who thrive here. Governors felt it was important to have the discussion around the student profile.</p> <p>KH commented that the Trust Lead for Behaviour and Safeguarding had recently undertaken a QA visit and the visit follow up email is included in the report for Governors information.</p> <p>Manchester LA have also been on a QA visit to school and the school will receive their report in due course. MFL and Maths were part of the review, alongside Safeguarding, Behaviour and Attendance. The report will be circulated for the Spring term meeting. The LA visit the school once an academic year.</p> <p>Q – Are there any changes in year 7 behaviour?</p> <p>A – There have been no major incidents in year 7.</p> <p>Governors did not have any further questions related to the Head of School report.</p>
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3	Governor Monitoring	<p>Finance update including pupil numbers, bench marking and value for money</p>	<p>Management accounts to 31st August 2022 were circulated prior to the meeting and Governor questions were invited.</p> <p>Q – How are the energy costs affecting the school? A – We are fortunate that we are in a fixed contract until 2026 which has obviously proved to be an advantage. Two of the schools within the Trust are not in contracts and are facing large energy costs.</p> <p>Teacher unions are currently balloting on potential strike action regarding pay increases. The Trust consulted Trade Unions and DfE and awarded the uplift in November 2022 salaries with the agreement that any additional amount agreed would be uplifted later as necessary.</p> <p>The support staff award was agreed at £1925 per person, pro rata. This was paid in November 2022 salaries.</p> <p>Currently there is no funding in the GAG to cover both the teacher and the support staff pay awards, they are both funded from the existing budgets and the cost for this across the Trust is currently £970k.</p> <p>Further updated budget figures will be available at the next meeting of this committee. The Trust Finance teams are working closely on the budgets of all schools in the Trust.</p> <p>Q – When the teacher pay award is fully agreed will it be backdated? A – Yes, to September 2022.</p> <p>Q – If there is strike action will the school have to close if there is not enough staff? A – Yes, we are unable to specifically ask who is planning to strike so it makes it difficult to predict.</p>		
			<p>Policies – undertake school level reviews and note phase/Trust level policies</p>	<p>Governors <u>approved</u> the Safeguarding Policy.</p>	
			<p>Safeguarding and SEND Link Governor updates</p>	<p>JG will be visiting the school for a safeguarding visit in the week following this meeting. An update will be given at the Spring term meeting.</p>	<p>JG</p>

		Ofsted training discussion topics	This will be part of the Annual Laurus Trustees and Governors Conference which will be held at CHHS on 1 st February 2023. Further details will follow and it is hoped that as many Governors as possible will be able to attend.	
		Governor self-review of impact (update Annual Report to Trust Board)	The Annual Report to the Trust Board is updated following each meeting and is used to record the work of the governing body and its impact. Governors are asked to send the Clerk details of any items they would like included. There will also be a session at the Trustee and Governor Conference on the content of the reports.	
4	Governor Development	Review Trust Training Plan	The mandatory training modules of GDPR (via Educare) and Safeguarding (via NGA) should be completed by the end of the year. Please inform the Clerk if you have any issues in accessing the modules.	
		Minute any training undertaken by Governors since the last meeting	Governors were reminded to inform the Clerk once they had completed the training.	All
5	Community Engagement	Stakeholder Engagement	DW informed Governors of the planning consultation which was taking place regarding a local building development. The land is owned by Southern Housing, and there are plans to build a 76-person apartment block with a Doctors surgery on the ground floor. The development would be 8 storeys high and have 23 parking spaces. Neighbours have been asking what the school response to the consultation is. Governors were informed that the traffic survey for the development had been done in the heart of the lockdown. Following a long discussion, it was agreed that the school would object on this basis and request a further traffic survey be done at the end of the busy school day.	DW
6	AOB		There is the possibility the opening of the 3g pitch could be scheduled for the same day as the next meeting of this committee. This would involve DHS vs Trust staff matches in Football and Rugby. Further details and invites will be sent in due course. The opening event would be prior to the meeting.	

7	Meeting Dates:	To note	Tuesday 14 th March 2023 at 4.30pm Tuesday 13 th June 2023 at 4.30pm	
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Impact of Meeting / Key Outcomes
Governors received comprehensive training on being a member of a GDC panel
P Dickens attended his first meeting as a Governor
Governors reviewed the School Development Plan
D Helsby attended to present the Maths curriculum at DHS
Governors reviewed the Head of School report
Management accounts were reviewed by Governors
Governors approved the Safeguarding Policy
Governors discussed a planning consultation in the local area and agreed a response on behalf of the school

Meeting closed at 6.45pm