



## ACADEMY COMMITTEE MEETING

Date: Thursday 6<sup>th</sup> February 2025  
Time: 5.00pm  
Venue: Didsbury High School

Clerk: C Longden  
Present: D Woolley, K Houghton, H El-Jarn, M Kara-Mohamed, M Hill, M Abadi, J Game, R Watt, A Clayton, T Theobald

Action	Initials
Code of Conduct to be added to Agenda ACM3	Clerk
Send Link Governor Contact Exchange facilitation	Clerk
Send Link Trips and Visits handover J Game to H El-Jain	JG
Attendance Officer Invite to ACM3	KH
School Development Plan to Agenda ACM3	Clerk
School Level Safeguarding Policy for Agenda ACM3	Clerk
Training Matrix to be produced and circulated prior to next meeting	Clerk
Copies of certificates from training completed to be sent to Clerk for retention	All

Agenda – Part 1			
Category	Item	Notes	Action
1	Governance Arrangements	<p>The Committee were provided with an overview of the ECT role by M Cobb and P Appleby. They discussed the subjects they teach (Beliefs and Values and Health and Social Care &amp; History). They explained their different training routes and how they are both supported in school with a weekly mentor meeting in the first year and every other week in the second year focusing on Curriculum Content, Behaviour and Strategies, Pastoral and Safeguarding.</p> <p>Question: How did you find the transition from training into DHS?</p> <p>Easier than expected, the schools were different but the familiarity made it easier</p>	Received

			<p>Question: What opportunity is there for feedback?</p> <p>When training students always have someone with them, they have half termly observations and coaching sessions. Currently they are taking part in school informal walkabouts which are very useful in seeing other lessons. They receive observation feedback from their mentor and professional mentor who complete observation forms which are reviewed and have strategies going forward.</p> <p>The committee thanked M Cobb and P Appleby.</p>	
	Governance Arrangements	Apologies	Apologies were received from G McGrory	Received
		AOB items	None Presented	Noted
		Declarations of interest in any of the agenda items	None Declared	Noted
		Register of Business Interests	1.1 The register was circulated for amendments.	Noted
		Code of Conduct	1.2 All members of the committee present had previously agreed to the Code of Conduct. Item to be added to ACM3 for new members	Clerk to add to agenda
		Part 1 Minutes	1.3 The Minutes of the meeting on Monday 7 <sup>th</sup> October 2024 were agreed as an accurate record	Approved
		Membership: Recruitment Update/Succession Planning	It was noted that M Kara-Mohammed was stepping down as Chair and leaving the committee after this meeting. The committee appointed J Game as the new Chair. R Watt was appointed Send Link, M Abadi was appointed Safeguarding Link, H El-Jain was appointed Trips and Visits Link. Clerk to provide contact details for R Watt to facilitate the SEND role. J Game to provide trips handover to H El-Jarn. Pupil Premium needs a new link.	<p>Clerk to facilitate contact</p> <p>KH to action</p>
		Scheme of Delegation	<p>1.4 Scheme of delegation</p> <p>Contents noted, no changes</p>	Noted
		Trust Board update	<p>It was noted that Board Minutes are no-longer required to be published. Reports presented to the committee:</p> <p>1.5 2<sup>nd</sup> October 2024</p> <p>1.6 4<sup>th</sup> December 2024</p> <p>D Woolley gave an overview of the Trust Board meetings, including Sharepoint Roles and Responsibilities, Pay and Remuneration and Finance. The documents contain a list of policies that were approved.</p>	<p>Noted</p> <p>Received</p>

2	School Performance & Accountability	<p>Review Head of School report including:</p> <p>Review educational achievement of looked after/previous looked after children (Designated teacher update)</p>	<p>2.1 Head of School Report</p> <p>The committee discussed external results, attendance and sixth form recruitment.</p> <p>Question: What is the Attendance Officer role?</p> <p>It is not an independent role, Head of Year/Pastoral. 3 days tracking every day/week looking for patterns/dipping attendance, prioritises students of concern.</p> <p>Question: Has the role made a difference?</p> <p>Monitoring from September 2024, too early to show.</p> <p>Question: Could the Committee have a review at the end of the year?</p> <p>Guest Speaker for ACM3</p> <p>The committee reviewed the Trust Wide Comparison against National Data. DHS all above average. The EBAC qualification was also discussed. Progress 8 +0.67 well above average. DHS is significantly above the national average which is amazing.</p> <p>T Theobald provided an update on Sixth Form.</p> <p>Question: Has the subject offer been reviewed?</p> <p>It is felt that the current offer meets demand.</p> <p>Question: How many applicants this year?</p> <p>427. Consultation meetings have been taking place.</p> <p>The Governors had no further questions</p>	<p>Noted</p> <p>Noted</p> <p>KH to Invite to ACM3</p> <p>Noted</p>
		<p>Share School Development plan priorities</p>	<p>2.2 School Development Plan</p> <p>Development Plan has been reviewed to include an action from ACM1.</p> <p>Add to agenda for ACM3</p>	<p>Noted</p> <p>Clerk Agenda item</p>

3	Governor Monitoring	Finance update including pupil numbers, bench marking and value for money	<p>3.1 Management Accounts December 2024</p> <p>The management accounts were shared with the committee.</p> <p>Question: How many staff does the school employ?</p> <p>183 members of staff, 92 are teachers. The Trust staff often work across sites.</p>	<p>Received</p> <p>Noted</p>
		Policies – undertake school level reviews and note phase/Trust level policies	<p>No trust level policies currently require review.</p> <p>School level Safeguarding policy to follow.</p>	<p>Noted</p> <p>Clerk add to Agenda ACM3</p>
		Risk Register – agree arrangements for creating/updating school register in agreed Trust format	<p>3.2 DHS Risk Register</p> <p>The updated register was circulated to the meeting. Every year the Risk Register is reviewed and changed.</p> <p>Question: Has the building of the new building next to the school had an impact?</p> <p>It has impacted traffic and parking particularly exiting the site at pick up time, the new flats have 1 parking space per 3 flats which makes parking even more challenging. This will be reviewed going forward.</p>	<p>Received</p> <p>Noted</p>
		Safeguarding and SEND Link Governor updates	A Clayton provided a Safeguarding update	Received
4	Governor Development	Review Trust Training Plan	J Game requested Clerk review existing training records and provide a training matrix to make it easy to see what training has been completed and what is required.	Clerk to action

		Minute any training undertaken by Governors since the last meeting	Please send your completed certificates to the clerk for retention.	Noted
5	Community Engagement	Stakeholder Engagement	No further update required	Noted
6	AOB		Thanks were given to M Kara-Mohammed as he stepped down from his position on the Committee.	Noted
7	Meeting Dates:	To note	Next Meeting Monday 12 <sup>th</sup> May 2025 at 5pm  Please inform the Clerk if you are unable to attend	Noted

Impact of Meeting / Key Outcomes	
Role of ECT presentation received	
Register of Interest Updated	
M Kara-Mohammed stepped down from committee – thanks given	
New Chair Appointed – J Game	
New Link Governor roles allocated: R Watt – SEND Link, M Abadi – Safeguarding Link, H El-Jain-Trips and Visits.	
DHS Extension Plans received	
Financial Update received	
Risk Register Received	
Overview of Looked After Children received	

Meeting closed at 6.43pm



J Game  
Chair of Academy Committee  
12.05.2025