



**Minutes of the Holyrood Academy Local Governance Committee Meeting**  
**held at 17.00pm on 16<sup>th</sup> November 2020 at Holyrood Academy**

Attendees	Initials	Attendees	Initials
Jonathan Farey	JF	Daniel Pritchard	DPr
Izzy Hamilton	IH	Richard Poole	RP
Barney Haydon	BH	Sue Watson	SW
Kathleen Lemon	KL	Kate Yamada	KY
Dave MacCormick	DMc	Linda Driscoll – new Clerk	LD
David Pugh	DP	Paula Gibson – Clerk	PG

Apologies / Absence (reason if required)	Initials	In Attendance	Initials
Alison Collins	AC	Sam Davison – Senior Deputy Headteacher	SDa
		Lorraine Heath – CEO, UAT	LHE
		Phil Wilson – prospective LGC Member	PW

Signed as a correct record of the meeting: .....

Date:.....

## **1. Safeguarding Update – SDa**

The Safeguarding Report, updated Safeguarding Review and Safeguarding Update for Governors report had been circulated in advance of the meeting.

Following these reports, Governors ASKED the following questions -

**You mention there has been a particular shift in culture in terms of staff engagement. When will Holyrood be able to state confidently that a culture of safeguarding is firmly embedded across the whole school?**

There has been an improvement but some work still needs to be revisited as expectations and needs change.

**When will the LGC get to see the second strategic plan? Has this been shared with the Safeguarding Lead Governor?**

SDa has meetings with the Safeguarding Link Governor (KY) and the second version of this plan has been shared with her and will be circulated to the other Governors in due course. The majority of the action plan has already been covered so additional measures and actions have been included in the second action plan.

**Can you assure the LGC that improvement of safeguarding is rapid enough to avoid a negative judgement by Ofsted, if inspection was to happen during this academic year?**

Steve Bane, from the Cabot Learning Federation will revisit in February 2021 and will be able to provide an excellent indicator of progress and SDa will value his perspective on the improvements made to date. Significant progress has been made but there is still some way to go and SDa reminded all that Ofsted judges Safeguarding as either Effective or Not Effective. DMc explained that Safeguarding has improved but that some issues remain and SDa explained that these were surrounding inconsistencies across the school and bullying which needs to be addressed.

**Is safeguarding provision at Holyrood absolutely watertight? If not, when will it be and what are the main concerns and barriers which are still preventing this?**

There is always a need for continued improvement and that actions and systems need to be embedded however changes to the pastoral team structure, which requires greater accountability of teaching staff requires further work, including revisiting the caseload management of My Concern.

**What strategies are in place for Staff Mental Health training?**

Last year a significant amount of work took place however this year, available data shows the need to concentrate on specific year groups. Staff have received training on self-injury.

**Staff Governors were asked about any potential Safeguarding barriers?**

The My Concern system continues to be an issue but a number of staff related issues have been addressed and clearer processes are in place. The hopeful introduction of CPOMS will alleviate some issues – once available staff training and a reset process will take place. LHE

reminded Governors that there is a perception that talk of Safeguarding is about the high level risk/abuse rather than “what does it feel like to be a safe student at this school”, which is why the greater challenge of addressing bullying and sexist and racist behaviour is a positive move.

### **How would you describe the profile of Safeguarding?**

It now has a much more prevalent profile across the Academy but further work continues to be necessary. A new Safeguarding Knowledge Organiser has been provided to all staff.

Governors thanked SDa and she left the meeting at 17.23pm

**Action:** *Following the meeting, the HA Safeguarding Knowledge Organiser was circulated to LGC members for information.*

## **2. Local Governance Committee Structure**

This was a confidential minute

*LHE left at 17.44pm*

## **3. Welcome and Apologies**

DP welcomed all to the meeting – apologies were received from Ali Collins.

DP introduced Phil Wilson, who all hoped would join the LGC as a Community Governor, and Linda Driscoll as the new Clerk who takes up the post from PG, who leaves to take up a post at UAT. DMc led a vote of thanks to PG for her work in supporting both himself, individually, and the LGC collectively during her tenure. This was echoed by the governors present.

There is a vacancy for a parent governor – so far three expressions of interest have been received, and election and appointment will follow this term.

## **4. Declarations of Interest**

There were no declarations of pecuniary interest.

## **5. Minutes of the Meeting held on 14<sup>th</sup> September 2020 and Matters Arising**

DP signed the minutes as a true and accurate reflection of the meeting held on the 14<sup>th</sup> September 2020.

- (a) Additional Year 11 Period 6 study sessions commenced w/c 16<sup>th</sup> November – transport has been arranged for students to enable them to participate.
- (b) Social Worker in Schools programme – the scheme is struggling to recruit candidates – SDa is involved with the recruitment process.
- (c) Diocesan Youth Worker – Tom Tame is now in post and is working in school alongside the specialist SEMH teacher.

## **6. School Evaluation Form (SEF)**

The SEF had been circulated in advance of the meeting. Following this report, Governors ASKED the following questions -

**You say that leaders are aware of the gap between the achievement and progress of disadvantaged students in comparison to non-disadvantaged students. Are the plans to address this gap robust and rigorous enough and given due emphasis in the Academy Improvement Plan, with money being targeted efficiently and effectively? If so, how rapid an improvement should we expect?**

The gap could be due to a number of factors such as

1. unconscious bias,
2. students attitude to learning in lessons may not be at the same level as some others, which also links to point 1
3. the Teaching and Learning experience at HA – there is a recognised variation between the best and least able teaching, which may result in up to 1 grade difference.

A number of strategies are therefore required, including

- mock exams will be anonymised to allow for objective marking.
- learning expectations will be revisited for both staff and students which will allow for greater T&L techniques in the classroom
- the new Coaching model will be introduced in January, in which all teaching staff will have a T&L Coach

**Governors ASKED how the non-hand up initiative will reduce unconscious bias?** Staff may unconsciously select students who they believe may provide the correct answer whereas the purpose should be to insure involvement and engagement giving all equal opportunity.

**Governors ASKED how SEND students will be helped to understand more stringent behaviour / T&L strategies.** Young people who enjoy routine thrive using simple clear commands which are easier to understand – it is also about adopting positive learning behaviours and to encourage students to be well prepared and actively involved in their learning.

**Year 10 students take GCSE English Literature a year early to reduce the exam load at the end of Year 11. Given Covid 19 will this still be the case for our current Year 10 students? Can a Year 10 student resit the exam in Year 11 if the resulting grade is not deemed supportive of the student's ability?**

All Year 10s will sit GCSE English Literature in 2021 as the unseen poetry element has been removed from the specification therefore giving them the best opportunity. They would not currently be able to resit but those students who received a grade 4 or below would receive additional support in Year 11 in English Language.

**Governors ASKED what about the situation if exams were cancelled** – unable to answer with clarity as this is still unknown, but DMc anticipates this as being similar to this year's CAGs and therefore if a student was unhappy with their result they could resit in the Autumn Term.

**You say Year 8 and Year 10 behaviour dominates data. Is leadership of these two years sufficiently strong enough to see a noticeable turnaround, and what additional support can these year leaders expect in order to implement rapid change?**

There are now experienced Years Leaders with these two year groups and they are supported by Jonathan Black and an additional SLT Link. The Year 8 strategy is being worked upon as behaviour outside of lessons is a concern – key students have been targeted for interventions and group strategies are in place.

**There are several references to SEND students being effectively supported to fully access learning, etc.. Is the SENDCo sufficiently involved in the SEND entitlement spend at the Academy in order to target support effectively?**

High needs funding has increased by £56K and the Academy has increased the SEND budget by £80K which is the equivalent to 3 x FTE Teaching Assistants and 2 days of specialist SEMH teaching. The Academy has therefore committed additional expenditure to support the SEND provision.

Significant improvements have been made over the past 12 months, students with an EHCP get recognised support, however provision for SEND K students is an issue due to the current social distancing guidelines but work continues to support these in a safe and appropriate manner.

**Governors ASKED how Covid has impacted on the supportive work with parents?** The PFSA is a bridge between the Academy and families, but it is not possible to determine the impact definitively. Some families are extremely anxious so a nuanced approach is used with these to help support.

DP reminded all that the key areas for Ofsted are intent, implementation and impact, with impact often taking much longer to evidence.

**Governors ASKED how the suggested Ofsted outcomes could be improved?**

The key driver is quality of education – therefore the gaps between the levels of teaching needs to be addressed – this will be via the Coaching model. The curriculum has been reviewed and there are clear objectives using sequencing and design but there is a need to continue to develop upon delivery. In the Sixth Form, the focus is on levels of aspiration with expectations needed to be pitched at a higher level.

With regard to behaviour and attitudes, there needs to be a reduction in the number of FTEs and positive learning behaviour needs to be modelled. Discriminatory behaviour is now being reported and managed more effectively.

**7. Heads Report – Dave MacCormick, Headteacher**

This was circulated in advance of the meeting.

The revised reopening strategy had also been circulated in advance of the meeting - this is reviewed and updated as necessary.

Attendance: 93.65% which is lower than other Trust schools, however many students had been sent home to self-isolate. One family is refusing to send their children into the Academy due to Covid concerns and the Academy is working with this family.

Behaviour: There has been a significant reduction in the number of FTEs and internal isolations – DMc is pleased that discriminatory behaviours are being tackled and there is a reduction in students refusing to obey the instructions of senior staff. Students are responding appropriately to the cultural changes in place.

Some students remain at risk of permanent exclusion but many students, who have had targeted interventions, are no longer of concern.

A confidential minute was held

Covid19: The Academy has had a number of positive Covid cases, which have been dealt with as appropriate. DMc paid tribute to his SLT for their support and DP supported this explaining that the SLT had spent a great deal of the half term break contact tracing.

**Governors ASKED if the wearing of masks was encouraged on school transport ?** – the Academy has contacted all parents to explain that this is mandatory and bus drivers have been told to give warnings to those students who are not wearing them, and then to deny them access if this continues – this has raised a safeguarding concern which has been raised with the Transport department. HA is currently providing masks to students who have forgotten them and is trying to understand the reasons if this is a continual issue.

A number of operational changes have been put in place to assist social distancing measures – the previous system had been unsustainable and had led to greater levels of staff absence.

Recruitment: A D&T Teacher and a Cover Supervisor are currently being recruited.

Finance & Resources: Rewiring and Safety work has commenced in A/B Block. Two CIF bids have been prepared for more rewiring, flat roof repairs and fire doors.

## **8. Standing Agenda Items**

### 8.1 Safeguarding

KY is attending Level 2 Safeguarding training via the LCSB on 18<sup>th</sup> November 2020, KY and RP both attended the SSE Governor Safeguarding training and their link governor visit notes had been circulated prior to the meeting.

A confidential minute was held.

### 8.2 Chairs Update

There have been three Permanent Exclusions upheld this term related to the same offence.

A successful review of DMC's Headteacher Performance Management targets by LHE and DP has taken place, with salary recommendations going to the Trust Board. Targets for 2020-2021 have been agreed and set.

### 8.3 Link Governors

Link visit notes had been circulated outside of the meeting. 15 Governor visits had taken place so for this year and DP thanked all for their continuing efforts. This shows the cross reference of visits and the AIP – this is used as an evidence base for moving forward.

### 8.4 Governor Training

Governors were reminded to complete their Safeguarding training if they had not done so.

### 8.5 Trust Update / Clerks Update

- The Trust has approved the Managing Allegations against Staff Policy and the NQT Induction Policy
- Neroche Primary School is on schedule to join the Trust in January 2021.
- Emma Fielding is to step down as the Chair of the Trust at the end of this term, to become a Member. Her successor is yet to be confirmed.

## **9. Risks and Concerns to be passed to the Trust Directors:**

- (a) Staff absence remains high and this impinges on the workload of the Headteacher and SLT in covering lessons, which cannot be sustained long term.
- (b) The pace of safeguarding change and embedding of a safeguarding culture at the Academy might still not be enough for an 'effective' judgement from Ofsted.

**Date of next meeting – Monday 11<sup>th</sup> January, with a presentation on SEND at 5.00 p.m., and an agenda item on Pupil Premium during the meeting.**

The meeting closed at 18.53pm

**Dates of 2020/21 LGC Meetings – 5.00pm start**

- 15th March 2021
- 28th April 2021
- 21st June 2021
- 12th July 2021