

HOLYROOD ACADEMY
LOCAL GOVERNANCE COMMITTEE

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Minutes of a Local Governance Committee Meeting
Held at Holyrood Academy
On 27th February 2018 at 5.30pm

PRESENT: Ali Collins, Matt Collins, Mac Davison (Chair), Jonathan Farey, Pauline Lamond, Ian Peacock, Jason Swarbrick, Kate Yamada
Paula Gibson (Minutes Secretary)

APOLOGIES: Peter Chapple, Banah Crook, Anna Flindell
Steve Owen - Trustee

IN ATTENDANCE: Laura Gold, SENCo
Jerry Walden, Chair AVA LGC

WELCOME

MDa welcomed all to the meeting and introduced Laura Gold, SENCo.

1. UPDATE FROM LAURA GOLD, SENCO

LG was present to update Governors following Jamie Atkinson's presentation at the last LGC meeting during which he spoke about time Teaching Staff spent as a Teaching Assistant.

LG explained that in January 2015 the new SENCo code of practice was published – the key message in this is that all teachers are teachers of Special Educational Needs. At HA Learning Passports have been introduced- these are written with the SEN team, the students and their parents / carers. The needs for high quality differentiated learning is an ongoing challenge. Somerset Local Authority have written their own core standards, so it was a very valuable exercise for Teaching Staff to experience the role of a Teaching Assistant.

Changes to funding have also occurred, especially with regard to High Needs Funding – there is a lack of funding for specialist provision, which means that school are now supporting students with a higher level of needs.

The next steps at HA include embedding procedures for staff with regard to supporting SEN students. Regular learning walks and the CPD programme will continue, although this is challenging given the need to support the diversity of needs. The SEN department has now allocated specialist key worker roles in areas such as Autism, Sensory and Physical Needs and Social and Emotional Needs.

Governors questioned the level of SEN needs at HA, and LG explained that this was no larger than many other schools, and that although the Academy controls their own SEN register they are unable to decide where the high level needs funding is allocated.

Governors asked if Students appreciated having a Learning Passport – LG explained that some students thought this was helpful, it was most appreciated by parents. LG explained that other support, such as exam concessions are also in place as necessary, but that students can often be reluctant to use these, as they feel self-conscious.

Governors asked how LG monitors the impact of the SEN standards and she explained that this is via the Learning Walks, Teacher feedback, Work Scrutiny and Student Action Meetings (SAM). Documentary evidence is also available via the “Assess, Plan, Do, Review” form.

MDa and Governors thanked LG, and invited her back to talk to them again at a future meeting to update them on the monitoring and review of SEN. LG left the meeting at 17.56.

A Governor felt that the Primary SENCo’s would be a useful source of evidence and support with regard to Children transitioning from Primary schools to HA, and all agreed that it would be useful for Transition to be an update topic at their next meeting

Action: MJC to invite staff to update Governors with regard to Transition

CHAIRS OPENING REMARKS

MDa welcomed all to the meeting and introduced Jerry Walden, who is the Chair of the Axe Valley Academy Local Governance Committee.

2. APOLOGIES

Apologies were received and accepted from Peter Chapple, Banah Crook, Anna Flindell and Steve Owen.

3. DECLARATION OF PECUNIARY INTERESTS.

No Pecuniary Interests were declared.

4. MINUTES FROM MEETING ON 16TH JANUARY 2018 AND MATTERS ARISING

MDa signed the minutes as a true and accurate reflection of the meeting held on the 16th January.

Action	Update
MJC to discuss with Jamie Atkinson the transition of Gifted and Talented students between feeder primary schools and HA.	Complete
Presentation to Governors on the “Headlines” of progress data including the Ofsted “IDSR – Inspection Data Summary Report”	Agenda Item
Short “Pen Portrait” information to be sent to Paula Gibson	PG to “chase” outstanding pen portraits

5. PRESENTATION FROM MATT COLLINS, INSPECTION DATA SUMMARY REPORT

The Inspection Data Summary Report (IDSR) was circulated to Governors and they were reminded that this data was confidential to the meeting.

It was explained that this report was built for Ofsted Inspectors in which their statisticians work out the key points and areas to investigate.

MJC then explained the report, which included information surrounding the whole school context (ie gender, Free School Meals, English as and Additional Language, SEN and the School Deprivation Indicators). In addition, MJC explained information on –

- Year Group Data
- Prior Attainment
- Absence, inc persistent absence
- Exclusion information
- Trends over time for each subject area

Discussions took place regarding the differences in cohorts and the data available. MJC invited Governor's to contact him should they have any further queries or questions regarding the report.

6. ADMISSIONS CONSULTATION

The Admissions Policy 2019/20 had been previously circulated – this policy had been recently consulted upon, as per the legal requirements. The changes involved were to bring the policy in line with current DfE admission arrangements and in the interest of clarity. MJC and MDA had recent undertaken a careful review of the In-Year Admissions arrangements, given that the current Year 7 is oversubscribed.

The Policy was agreed as circulated.

7. CHAIRMAN'S UPDATE

Governors Visits / Link Governors

MDa's Visit notes were circulated in advance of this meeting.

Link Governor roles were discussed and it was agreed that these should be linked to the Academy Improvement Plan (AIP) – key proprieties were identified in the Heads Report. The idea of this role is to share knowledge and both support and challenge the Academy as appropriate.

Action: PG to circulate the AIP and key areas / specialisms so Governors can suggest areas that they would like to be linked with.

Governor Training

PG has recently circulated dates for Governor Induction Training – Governors are to identify their preferred dates.

VLT Trust

MDa has met with Ann Adams and subsequently with Heather Burnett (HB) and Jerry Walden. HB is the new Chair of the VLT, and she will attend an LGC meeting in the near future so that she can meet the LGC's.

MDa explained that positive discussions were held and that all agreed the need to work together as part of a Trust.

MDa then updated all on the consultation process at AVA with regard to the closure of their Sixth Form – as a result of the consultation process, it has now been agreed to suspend recruitment into the Sixth Form – therefore it will no longer be a requirement to redesignate the Academy as an 11-16 school.

Governors asked about where students could study post 16 if they lived in the Axminster area and JW explained that traditionally students opted to travel to Bicton College or Exeter College or take up apprenticeships. JW explained that it was not financially viable to keep the Sixth Form open, but that the Trust had agreed to initially support transport for students who wished to travel to HA to continue their studies.

JF left at 7.00pm

MDa then read a statement of support from HB, which reiterated her support, and commitment to working with the LGC's to achieve their objective of delivering high quality education to all students within the community.

Clerks Business

PG reminded all to let her know about their preferred dates for Induction training as well as sending her their pen portraits.

8. ANY OTHER BUSINESS

PL asked Governors to consider the possibility of a joint committee with HA staff and representatives from the LGC to review behaviour issues within the Academy – it is hoped that a pro-active approach in looking at case studies could be a positive. Governors felt that this was something they would like to be involved with and they could then be reassured about the support that HA puts in place for its high tariff students.

Action: Staff Governors to look at the remit of this suggested committee

MEETING CLOSED AT 19.25pm

CHAIR:

Approved as a true and accurate record of the meeting;

..... Signed

..... Date

Action	By Whom	By When
Invite staff to update Governors with regard to Transition process,	MJC	By next meeting
Circulate the AIP and key areas / specialisms so Governors can suggest areas that they would like to be linked with.	PG	ASAP
Staff Governors to look at the remit of a behaviour review committee	Staff Governors	ASAP

Dates of Upcoming LGC Meetings:

Tuesday 17 April 2018 – 5.30pm

- Review Single Central Record
- Update on Transition process
- Possible presentation from the Head Boy and Head Girl
- Possible update on Primary Transition

Tuesday 5 June 2018 – 5.30pm

- Agree individual school budgets for recommendation to Trustees
- Headteachers Report

Future Agenda Items:

- Student Transition between KS2 / KS3 and KS4/ KS5
- Head Boy and Head Girl presentation
- Update on SEND monitoring and review