

**Minutes of the Holyrood Academy Local Governance Committee Meeting  
held at 17.00pm on 22nd February 2021 at Holyrood Academy**

Attendees	Initials	Attendees	Initials
Louise Allen	LA	Dave MacCormick	DMc
Alison Collins	AC	Daniel Pritchard	DPr
Jonathan Farey	JF	David Pugh	DP
Izzy Hamilton	IH	Sue Watson	SW
Barney Haydon	BH	Kate Yamada	KY
Kathleen Lemon	KL	Linda Driscoll – new Clerk	LD

Apologies / Absence (reason if required)	Initials	In Attendance	Initials
Richard Poole	RP	Laura Gold - SEND	LG
Phil Wilson	PW	Jonathan Black	JPB
		Max Graesser	MG

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

Date:.....

## **SEND update - Laura Gold**

The SEND Report was circulated to governors. LG reminded governors that the important factor to remember is that a special educational need is one that is additional to or different from the needs of all students. The current figure for Holyrood's High Needs Funding is £125,453, compared to £45,162. However, it is important to note that for each EHCP that is granted, the school is expected to use £6000 from the Element 2 budget to implement provision indicated. LG gave an example that if an EHCP states that a student requires a 1:1 teaching assistant to support at a cost of £17,000, the school would be issued with £11,000 from the LA, with the expectation that the shortfall was met from the school's Element 2 budget. Currently Holyrood's Element 2 funding is £760,000. With 12 new EHCPs, that would mean £72,000 should be spent on those 12 students in addition to the High Needs Funding allocated.

Following the presentation, Governors ASKED the following questions -

**You mentioned that there are 190 SEND pupils, 29 of these have an ECHP. What does SEN-K mean and what proportion of the SEND pupils are additionally eligible for Pupil Premium.**

A SEN-K pupil receives SEND support for additional needs but is not eligible for an EHCP. The number for SEND pupils in receipt of PP is 71 (37.4%).

**What happens if a pupil's SEND funding runs out?**

In this instance, an application for EHCP funding is submitted. The statutory time for an application to be processed is 20 weeks. This involves a huge amount of work involving the school, an educational psychologist, GP/consultants (if necessary) and the family of the pupil concerned. AC commented that the school now has an impressive success rate in obtaining EHCPs for students. The amount of High Needs Funding awarded to the EHCP pupil is dependent on the outcome and of the application. There are 8 award bands with finance starting on band 2 at £1000. Most pupils receiving this funding at Holyrood are in bands 3&4.

**How has the school managed the increase in the number of pupils requiring additional support?**

The level of funding over the last year has significantly increased and a SEMH specialist teacher has been appointed to a 0.4 role, to offer specialist intervention. The Outdoor Classroom has also been completed and is now ready to be used by pupils. DMC thanked the Site Team for their assistance in helping to get the project completed.

LG said that a pyramid of schools are working with a psychologist, bringing cases for discussion, sharing ideas and offering support to one another, and this is good with transition as we are already aware of some issues when pupils join Holyrood.

The Mental Health in Schools team is due to start in March and they offer support to SEMH pupils. The Social Worker appointed to the school through the Children's Social Care 'Social Workers in Schools' project starts tomorrow (23.2.21) and will be based at Holyrood. Referral to the Social Worker is via the DSL and pupils should be identified as Level 3 or 4.

**Will the Social Worker be employed to work with Sixth form students too?**

Yes, the Social Worker will see Sixth form students if necessary.

Governors thanked LG for her presentation and associated papers. LG left the meeting.

### **1.Welcome and Apologies**

DP welcomed all to the meeting – apologies were received from RP who is shielding and PW who was held up with work commitments. .

DP introduced Louise Allen, who was appointed as a Parent Governor in January. DP also welcomed Max Graesser, the new Chair of the Uffculme Academy Trust Board.

## 2. Declarations of Interest

There were no declarations of pecuniary interest.

## 3. Minutes of the Meeting held on 16th November 2020 and Matters Arising

DP signed the minutes as a true and accurate reflection of the meeting held on the 16th September 2020.

**Matters Arising: the Safeguarding Knowledge Organiser had been sent to all governors.**

**ACTION: Safeguarding Knowledge Organiser to be sent to LA - LD to send**

## 4. Pupil Premium - Jonathan Black

The Pupil Premium information was circulated in advance of the meeting.

JPB explained that students are awarded money for different reasons and the amount received is dependent on that reason. Current amounts : primary schools £1,345 per eligible student : secondary schools £955 per every Ever6FSM student, £2,345 per each looked after student, £2,345 per student who has ceased to be looked after by the Local Authority because of adoption, guardianship or child arrangements orders, £310 per every service student. The money is given to close the gaps of those considered to be disadvantaged to achieve better outcomes.

DMC explained that the gap between PP pupils and other students did not close with last year's Centre Assessed Grades. This could be attributed to PP pupils underperforming over time, an unconscious bias when grading or both of these things. This is being 'unpicked' to ensure future processes are fair. For example, 'blind marking' will allow for unnamed work to be marked without prejudice.

The school is conscious of enabling all pupils to receive access to quality teaching and learning in every class they attend, to meeting cultural needs and inclusivity.

Governors ASKED the following questions -

**You talked about improving the quality of teaching, having a targeted approach and other interventions for supporting students in receipt of Pupil Premium. Do these go hand in hand with the SEND provision?**

In some cases the interventions and SEND do go hand in hand but it is dependent on the pupil's individual needs and this would mainly happen in the classroom. Pupils are aware of the expectations of them.

**Is there a stigma to receiving Pupil Premium?**

Overall there doesn't appear to be a stigma attached to this, it has been normalised and accepted by pupils.

**Attendance has improved over the last year, how can this be improved further, and what is working?**

JPB REPLIED that the national average for attendance is just under 96% - our current statistics show that pupils are missing approximately 1 day in 20 and this constitutes a safeguarding issue. We have found that calling home and speaking to parents, taking a 'soft' approach has seen an increase in attendance. Encouraging pupils into school in a supportive manner, making school feel safe and education enjoyable is helping to improve this situation.

**You have spoken about the changes to tutor time and improvements to the quality of teaching, how is this fed back to the pupils?**

Last term a Feedback Policy was launched to upskill staff in the way they give feedback to students. Teachers are currently giving feedback online using a 'Mote' comment so they can give individual pupils feedback during lessons. On return to school teachers will be scrutinising school books and feeding back directly.

We try to act quickly to offer support, for example, if no homework has been completed a lunchtime support session is put in place for this to be completed.

**Do you consider other issues when looking at a pupil's needs i.e. hydration, hunger, sight or hearing problems?**

JPB REPLIED - we go through a process to try and understand the triggers and causes, to look at the individual's barriers to learning and what assessments are needed. Where possible and appropriate the findings are acted on quickly. We have one student who is fed very well all day because we know food is in short supply at home.

Governors thanked JB for his report and associated papers.

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

This was circulated in advance of the meeting.

A new SLT Portfolio was issued.

Rob Croker is the DSL and he is supported by Greg Ireland and Kathleen Lemon who are deputy DSLs.

A confidential minute was held.

Governors ASKED the following questions -

**Can you explain more about Remote learning and Engagement?**

Information is collected and updated fortnightly and the chart shows an aggregate score. The information is very useful when communicating with parents as we can see every lesson for every child and where they or are not engaging.

AC suggested that Parent Governors could be asked to provide evidence of how home learning has been for their family and to use this information to help evaluate how well things have worked during the lockdown period.

Action : AC, DPr, RP and LA to be asked to completed a general visit form in this respect.

**Has the school been consulted regarding the return to school on the 8th March and how will this year's exam grades will be determined?**

There has been no communication so far on either of these subjects.

DMC said that Holyrood Academy is leading CPD in Instructional Leadership across the Trust. This is being delivered by DMC and Rob Crocker.

There are currently 1275 pupils on roll. Since September there have been 21 leavers, including 6 permanent exclusions and 22 new starters. Of the 15 remaining leavers, 10 opted to Home Schooling. For all leavers, the school is required to provide a case study detailing what the plans are for their education going forward and any concerns or advice given around this.

All year groups, except Year 11 have waiting lists. September Year 7 numbers look healthy and the school is seeking growth funding.

The school has requested a meeting with Sharon Clark, Access Casework Officer and Jo Symes the Head at SSPS to discuss the issues surrounding pupils with SEMH needs and the lack of specialist support available in the County, particularly for girls. This will assist in ensuring that the safety of these students is considered and will protect the school from off rolling pupils.

**What systems are in place to monitor pupils who are home-schooled?**

There is no specific system in place for monitoring these students unless they already have support services in place prior to leaving, and these remain in place for as long as is deemed necessary,

**Staffing:** Head of Maths has been appointed for a September start. Head of DT has been appointed.

**Expansion Project** - Up-to-date drawings are currently awaited and contractors have been appointed. As soon as plans are finalised the school will prepare communications to share with staff, parents and the wider community.

**The school has a group of Yr10 students who are particularly vulnerable at the current time. What support is in place for the staff supporting these pupils and how is information like this shared with staff?**

There is an impact on staff and SW has spoken to CAMHS today regarding some extra staff support. The school feels it is better for students to have a consistent member of staff supporting them rather than a rota of various people.

On returning to school staff working with these pupils will be fully briefed about their individual needs. All of these students are known to CAMHS and will have support from the Mental Health Support Worker when they start working in school next month. DMC was thanked for his report.

## **6. Standing Agenda Items**

### **6.1 Safeguarding**

KY, RP and Rob Crocker had an online link worker meeting, the report will be sent out tomorrow. ACTION LD to send out the report.

KY has spoken with Jill Larcombe, the Safeguarding Officer across the Trust regarding strengthening Safeguarding across the Trust schools, and appropriate training for staff.

KY suggested governors use 'The Key' to access support, advice and training, and reminded everyone that we all have a responsibility for safeguarding. If you have any concerns please let KY know.

### **6.2 Chairs Update**

MG is the Chairman of the Trust. DP and KY have already had a separate Zoom meeting with MG when the needs of the LGC were discussed along with how the Trust Board and the LGC can work productively together. MG is currently in the process of attending LGC meetings across the Trust to meet members and to see how meetings are organised.

### **7.3 Trust Update / Clerks Update**

- Max Greasser has been appointed as Chair of the Trust, replacing Emma Fielding.
- Emma Fielding is now a member.
- Matt Pearce has been appointed as the IT Manager

**Date of next meeting – Monday 15th March, with a presentation on Health, Safety and Premises from Tina Coles and Barney Haydon at 5.00 p.m.**

The meeting closed at 19.14pm

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

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

**PLEASE NOTE THE MEETING FOR THE 15TH MARCH HAS NOW BEEN CANCELLED – THE NEXT MEETING WILL BE ON WEDNESDAY 28TH APRIL AT 5PM**