

**Minutes of the Holyrood Academy Local Governance Committee Meeting
held at 17.00pm on 13th September 2021 at Holyrood Academy**

Attendees	Initials		Attendees	Initials
Louise Allen	LA		Richard Poole	RP
Jonathan Farey	JF		David Pugh	DP
Izzy Hamilton	IHA		Sue Watson	SWA
Kathleen Lemon	KLE		Phil Wilson	PW
Dave MacCormick	DMA		Kate Yamada	KY
Daniel Pritchard	DPr			
Apologies / absence (reason if required)	Initials		In Attendance	Initials
Barney Haydon	BH		Jo James	JJA

Signed as a correct record of the meeting:

..... Date:.....

Curriculum – Jo James Assistant Headteacher

JJA presented to the LGC on curriculum changes made over the last year and those being implemented and embedded during the current academic year.

See Slides in the attachment.

[13.9.21 LGC Curriculum Presentation .pptx](#)

Governors **ASKED** if the Mid Cycle Assessment was carried out for all subjects in one week, and what happens if a student misses an assessment due to absence? JJA **REPLIED** that the assessment window is across a four week period and if a student misses an assessment they are asked to complete this on their return. The school is working closely with a local primary school looking at the work completed prior to moving to Holyrood, and how this links into the curriculum delivered in Year 7, and adapting plans to ensure the work is appropriate and challenging enough.

Governors **ASKED** how these radical concepts and strategies are received by staff and how the school is monitoring to ensure they are applied consistently?

The Headteacher **REPLIED** that response amongst staff has been mixed and with some challenges, but the changes are about ensuring consistency for staff and pupils and that where needed support is being offered to help build the confidence of staff in delivering the new concepts. SLT and CTL's are dropping into lessons and having conversations with staff where the consistencies are not being applied correctly, in order to ensure that the consistencies are applied and students are the priority.

A student voice to be held in the next few weeks will be checking on how the consistencies are being received.

One of the consistencies is SLANT - Sit up, Listen, Answer questions, Never interrupt, Track the speaker, aimed at helping students to concentrate.

Governors **ASKED** - To what extent do teachers share the curriculum plan with students? JJA **REPLIED** the teacher will explain to classes in the pre-hearing session what they will be taught in the term ahead. A curriculum plan is also on display in the classroom and Knowledge Organisers support this too.

DMA **COMMENTED** – only being two weeks into term, it is difficult to know the impact of how well these plans are working as we have little evidence available. However, the curriculum has undergone a thorough review and new systems have been set up. CTL's have been supported to recognise where their departments strengths and weaknesses are, and in making changes to develop and strengthen the curriculum for their departments. On completion of the first Assessment Cycle results will be assessed and if necessary, the scheme reviewed.

Governors ASKED – What about Supply Staff, how are they instructed in relation to the Assessment Cycle and consistencies?

DMA **REPLIED** – Supply staff are very rarely used as we have the Cover Room staffed by consistent people and supported by SLT. A Staff Governor added that they had been sceptical about the consistencies initially as it went against what they had been taught;



but they can now see the benefits as all staff are working to the same plan and it feels calmer in school and in class.

Governors **ASKED** - How changes are made to support PP children and if they have a voice in this?

Discussion took place between several committee members around how the needs of students are considered, and how leaders in the school are required to take ownership for delivering the curriculum to meet students' needs. Initially the school had been working on raising expectations and now work has begun on delivering an aspirational curriculum that is being introduced alongside rewards.

Governors thanked JJA and she left the meeting at 18.15

1a) Welcome and Apologies for absence

DP welcomed all to the meeting and apologies were received and accepted from BH.

2 Declarations of pecuniary interests - none

3 Minutes of previous meeting, held on 12th July 2021

These were signed as a true and accurate reflection of the meeting held on the 12th July 2021.

4 Matters Arising:

Parent Governor Vacancy – This will be advertised to parents and nominations invited. **LDR**

CIF Bid Appeal – The bid has been submitted but no response received to date.

Staff appraisal system – The Policy is not due for review by the Trust until the summer of 2022, as target setting will remain as previously done this year, one set by the staff member and two set by the school.

JJA leads the appraisal process and is delivering training to leaders within the school who will carry out appraisals in their departments. Completion of appraisals is due by the end of October. The Headteacher's appraisal is carried out by the Trust CEO and the Chair of the LGC.

Exam fees rebate - A rebate of £35-40K is expected.

5. UAT 'Vision Statement'/Holyrood Academy's 'Vision Statement'

DMA invited Governors to view the Vision Statement and the Leadership Handbook, and to familiarise themselves with the Holyrood Way prior to the next LGC meeting. OFSTED inspectors will expect governors to be able to articulate these. There will be a starter quiz! **ALL Governors**

6. SEF (School Evaluation Form)

The committee reviewed and discussed each section, Key Notes/messages are listed below:

1. Background and context

The reference to the LGC will be amended to give a fuller picture. **DP**

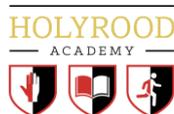
2. Safeguarding - Students have a poor perception of how bullying is dealt with. A new strategy has been implemented.
3. Outcomes – The school needs to evidence improvements in student outcomes through their books and assessments, showing high standards and expectations. Mock exams were blind marked and showed a narrowing of 2% in the PP gap.
4. Quality of Education- The school has undergone a revision in all outcome areas and plans have or are being implemented to raise standards where necessary. New consistencies across the Academy are aimed at addressing concerns to raise expectations and aspirations by being responsive and ambitious for all. Improving behaviour has been the focus throughout 2020/2021 and statistics support the improvements seen.
5. Personal Development – Revised delivery to ensure that all pupils receive one PDP lesson per fortnight from a small team of PDP trained staff, supported by Knowledge Organisers.
6. Behaviour & Attitudes- behaviour has improved demonstrably and data shows a decline in FTEs, Restart Room visits, Internal Exclusions. A new policy has been written and leadership of behaviour changed. DMA to bring Bullying and Discrimination Data to next LGC meeting. **DMA**
7. Leadership & Management – Significant changes have been made in personnel as a result of robust challenges in the middle and senior leadership teams. An amended reference to the LGC to be added. **DP**
8. Sixth Form- 87 students have joined this autumn for BTEC Level 3 and above and A Level courses. Since 2019 outcomes have shown an improvement and the first students have gone to Oxford and Cambridge. The school is working on pupils' having a sense of being on a seven-year journey through the school and aspiring to stay for Sixth Form. This approach was welcomed by Governors who ultimately would like to see numbers in the Sixth Form rise to around 200 in the future.

Invite PWE to the next meeting with some Sixth Form Students – to be held in the Sixth Form **LDR**

Recirculate Ofsted Handbook to LGC members **DMA /LDR**

First and second external safeguarding reports from Steve Bane (Cabot) from March and the summer term to be circulated. **KY**

7. Headteachers report – none this meeting



8. Academy Improvement Plan – KY & DP are updating section 10 – Local Governance, so that the LGC can be seen to be proactive in the work governors undertake.

9. Standing Items

- a) Safeguarding - The 2021 KCSiE update has been made available and all Governors are requested to read and complete Part 1. The Key also has guidance in what's new within the 2021 KCSiE regulations.
- b) Chairs Update – Governors were asked to complete the Self-Review document being sent out following this meeting. This is in direct response from governors to evaluate their own and the LGC's performance, so that changes can be addressed going forward.
- c) Governor Visits / Link Governors – no visit documents received so far this year. Governors with specific roles were asked to look at the relevant sections of the 2021-2022 Academy Improvement Plan, and to start contacting their SLT member to arrange a visit for this term.
- d) Governor Training – 27.9.21 Online Training – 'Expectations of Governors at an Inspection' – delivered by Mark Lees. The session will be recorded for those unable to attend. This session will be delivered via Teams, and the link sent to governors.
- e) Trust Update – 23.9.21 Quality of Education Meeting. This is the first QoE meeting with independent Chair, Deborah Wring. Each Headteacher and LGC Chair will attend an allotted slot, and be required to submit documentation prior to the meeting in order to facilitate a focussed session. All other QoE committee members will be in attendance for the whole of the meeting, but Trust schools will not attend each others' sessions.
- f) Clerks Business – none.

10. Meeting Schedule 2021-22

Future meeting Dates:

Monday 7th February: Presentation 5.00 p.m. – Safeguarding – Rob Crocker

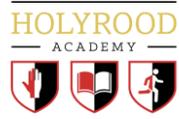
Monday 4th April: Presentation 5.00 p.m. – Behaviour and Exclusions – Jonathan Black

Monday 23rd May: Presentation: 5.00 p.m - Budget – Tina Coles

Monday 11th July: Presentation: 5.00 p.m. - Academy Improvement Plan 2021-2022
- Dave MacCormick

Date of next meeting – 8th November 2021: Presentation at 5.00p.m.– 'Sixth Form' Puck Webber and students, to be held in the Sixth Form Centre.

The meeting closed at 19.40pm



Chairs Initials Date