

Feb 29th
2016
@ 6pm

Summerhill Academy Academy Council Meeting - Minutes

Members:

Pete Franklin (PF) (Chair)	Sponsor 1	Rory Leadbetter (LB)	Pupil Advocate/Staff Member
Abi Kirby-Shoyer (AKS) (Vice Chair) *	Sponsor 2		Support Staff
Douglas Mant (DM)	Sponsor 3		Parent 1
	Sponsor 4	Ebrima Bojang (EB) *	Parent 2
	Sponsor 5	Rachel Scammell (RS)	Teacher
Mandy Milsom (MM)	CLF Exec Principal		
Laurie Monroe (LM)	Academy Principal	Pam Kaur (PK) *	Academy Business Manager
	LA Representative	Sue Burns (SB)	Clerk
*	<i>Indicates absent from meeting</i>		<i>Indicates question asked</i>

1, Welcome and Apologies –

Welcome to Miranda Motley and Carolina Sánchez Moreno (prospective Academy Councillors - observing)

Apologies were received and accepted from PK, AKS

Absent without apologies: EB

ACTION: PK to upload Councillors Pecuniary Interests information to the academy website.

2, Declaration of Pecuniary Interests

PK is related to the Education Welfare Officer.

3, Minutes and matters arising from 11th January 2016

The minutes from the previous meeting (11th January 2016) were agreed to be a true and accurate record and were signed by the Chair.

LM to liaise with DM re Academy Councillor training requirements – In progress. A Councillor Pupil Premium training session has taken place to date.

Councillor skills audit to take place before the next meeting – Paper tabled, to be completed and returned to LM by end of week.

MM to forward funding details for artwork to SF/RL – In progress, Rory to keep chasing.

LM to hold a Support Staff Councillor election by the next meeting – Due to take place in Term 5.

PF will approach the LA for an LA representative – Completed. A candidate has been identified and will meet with PF shortly.

4, Refurbishment Update

The kitchen works are in progress and are on track. Some asbestos has been discovered in the pipe lagging that in a boxed-in section. This is being dealt with.

Are there any financial implications?

No, it was not unexpected and falls within the £20k contingency that is in place.

How are the children being fed whilst the works are taking place?

Since the beginning of the year we have been bringing food in from a third-party supplier.

The new vehicle access is in place. The pedestrian gate is due to go in and the new water main is being installed by Bristol Water.

Are all the works on track?

Yes

Are the teaching staff happy with how work is progressing?

There has been additional stress for staff as fifty percent of the playground has been lost.

How are you managing the reduced playground facilities?

We have stopped some outdoor activities like football and are using indoor facilities where possible.

Have behaviour incidents increased?

It is too short a time frame to tell but extra vigilance is required at the end of play sessions and when pupils are moving around. This is the most difficult phase of the build. In another month the playing field will be available again.

Do the children understand what is happening?

The parent Governor advised that his child was able to articulate all the building works and will be mixing sand and cement next week (!)

5, Risk Register

Has the SLT reviewed the Risk Register?

Yes, this is being covered in sections. After the last Academy Council meeting the Academy Council section was reviewed.

When is the risk register next due to be reviewed?

14th March 2016.

ACTION: LM to send the risk register document to PF immediately after the meeting.

6, Board Update

The last couple of meetings have been very strategic and have focused on new developments. The CLF will take on a new academy from 1st June 2016 – City of Bristol Academy. Two of Summerhill's teachers have visited the academy recently as part of assisting the transition.

A bid for a Free School has been made (Snowden Village) which is a Special and Alternative Needs hybrid within East Bristol for ages 5 years -19 years.

Haywood Village Academy has been built, the Principal has been appointed and the academy will open in September 2016.
CLF budgets remain tight.

How big does the CLF intend to grow?

The Board will continue to oversee the growth (or shrinkage) of the CLF. All decisions will be based on meeting the needs of the children and maintaining economies of scale.

7, Principals Report

Paper circulated in advance.

One child put an adult at risk of a Safeguarding Allegation?

Yes, there is one child who has inappropriate boundaries around touch. This has been dealt with professionally by the adult and the academy is working closely with the child.

Have all staff been reminded about Safeguarding?

Yes, all staff have been made aware.

Year 5 behaviour appears challenging as they have had an increase in disruptive behaviour?

This may be due to an inconsistency in logging incidents. There is an NQT in one of the Year 5 classes who is having additional support. There have been some new children coming into Year 5 including one from The Nest.

ACTION: LM to fully implement Behaviour Incident logging via Sims

What impact is the behaviour having on progress?

It is having a negative impact on progress, but the introduction of the new curriculum has also impacted on progress.

(6.45pm Miranda Motley joined the meeting)

Data

Paper circulated in advance

The data may not be accurate due to the introduction of the new curriculum.
The SLT and staff are still identifying what 'on track' looks like. The new SATs will provide benchmarking data

How are you supporting the teaching staff to identify attainment?

We are working closely with the teaching staff as assessment is about driving teaching and learning forward. The use of the labels is the tricky bit as they are being mapped against the entire curriculum. By the end of Year 6 most of the children should be 'on track'.
The data is comparative figures so moving forward it is possible to compare across year groups.

Are you using all the appropriate interventions?

Yes, all the teaching staff are working towards this.

What data assessment tool are you using?

At end of Year 1 we are using TEST BASED. In-year assessments are mixed and there is not a single scheme being used.

Year 6 data on writing – 36% meeting ARE for being on track. This figure is based on teacher’s worst case scenarios. When the children’s work is moderated this figure should increase.

When will the teachers be able to make more confident judgements?

They are currently using an end of year measure to assess the children throughout the year.

Are the teachers clear about their assessment results?

Yes, as the classes compare across the year group, not just within their class. Teachers have a better understanding of their pupils at this point in the year as they have been with them since September 2015.

Pan Federation, are there comparisons?

Yes, there have been three sessions across the Federation for Maths and one is planned for Writing so that there is a consensus of what ‘embedded’ and ‘on track’ looks like.

What does good teaching look like?

Good teaching is dependent on what the children produce and therefore the children’s progress and attainment reflects on the quality of the teaching. The teachers are using the data to inform them of what areas the children are struggling with.

How are pupils identified for interventions?

Via classroom observations as well as by the data. Many children access the age-related curriculum but are not confident in applying it in different situations. The Parent Governor advised that he has been very pleased that his child’s needs have been identified quickly and that they are having additional maths provision. Fewer children are needing to access the catch-up maths sessions. It is important that the parents are on-board and LM will ensure this where possible.

Writing at end of Year 6 appears to be low – this is a focus as 65% of children must meet ARE as a floor target. The younger children are accessing the new curriculum earlier and therefore should make accelerated progress moving forward.

Scrutiny Meeting:

PF has requested Councillors to hold him to account as Chair and challenge him where required.

8, Vulnerable Groups

Paper tabled.

Pupil Premium spending plan and review.

A large amount of spend is around therapeutic work. The Pupil Premium funding is made based on the January census, therefore forward plans are made on estimated income.

The Sutton Trust Education Endowment Fund is a research based group that rank the quality of education interventions. Summerhill spend money based on interventions that are proven to have a positive impact on education.

ACTION: LM to put the Pupil Premium estimate (based on the January census) on the form and outline what the Pupil Premium is for.

Pupil Premium has a specific purpose which is to raise attainment, Summerhill will use case studies to indicate this as well as the attainment data.

9, Student Advocate Councillor Report

The pupils were very enthusiastic at the last meeting on 18th February 2016.

Items that were discussed were:

Artwork in the back corridor.

Running a competition between classes to walk on the left (fifteen entrants to date).

Student Advocates are being tasked with getting feedback from the class.

Ideas that have been generated to date:

Classroom doors to include teacher's names and using staff pictures from the website.

New library assembly, outlining its importance, use and plans for it.

Badges or lanyards that they can wear on days that they are collecting information around the school.

Some Student Advocates been included in recruitment interviews, showing candidates around the school.

The March meeting has been moved to 4th March at 11.20am, all Councillors are invited.

10, Finance

Paper tabled.

There has been a slight increase in income and a slight reduction in expenditure resulting in a slightly increased budgeted surplus (£98k). The majority of this has come from the income from Breakfast Club and After School Club, a number of unfilled administration vacancies resulting in salary savings, and recruitment at lower salary ranges. In view of the large build taking place it is wise to have a surplus.

Has the SLT structure been established?

There was a consultation around SLT structure and HR advice was sought. Consequently we will be recruiting for one Vice Principal shortly. This will allow for clear succession planning.

Has there been an impact on learning?

No, but there has been a lot of stress on the school reception administration staff. A management of change process has taken place resulting in three full-time receptionist posts that meet the schools' needs.

11, Policies

- Safeguarding - CLF
- Charging & Remissions -
- School Admissions - CLF

Proposal to ratify the above policies: LM

Seconded: PF

Show of Hands: Unanimous

- Behaviour – this policy needs to be re-written to include Gem Powers.

ACTION: LM to re-write the Behaviour Policy and include the new Gem Powers

12, Any Other Business

- PREVENT Training - Weds 27th April 4.00 - 5.30pm at The Acorn, King's Oak Academy.
- This year's CLF Summer Conference is taking place on Friday 8th July 2016.

13, Time and Date for the Next Meeting - **25th April 2016 – 6pm**

14, Student Council Dates

- Thursday 24th March

Meeting ended at 7.50pm

ACTIONS:

ITEM	ACTION	INITIALS
1	PK to upload Councillors Pecuniary Interests information to the academy website.	PK
5	LM to send the risk register document to PF immediately after the meeting.	LM
7	LM to fully implement Behaviour Incident logging via Sims	LM
8	LM to put the Pupil Premium estimate (based on the January census) on the form and outline what the Pupil Premium is for.	LM
11	LM to re-write the Behaviour Policy and include the new Gem Powers	LM

Signed by Chair: _____ Date: _____