

8th July
2019
@ 6pm

Summerhill Academy Academy Council Meeting - Minutes

Tony Cherry (TC) - (Chair)	Sponsor 1	Agata Russe (AR)	Pupil Advocate/Staff Member
Mike McLaughlin (MM)	Sponsor 2	Vacancy	Support Staff
Hanifa Tazaoui (HT) *	Sponsor 3	Megan Redwood (MR)	Teacher
Kerry Francis (KF) *	Sponsor 4	Vacancy	LA Rep
Thomas Hope (TH) *	Sponsor 5		
Susie Weaver (SW)	Executive Principal	In attendance as required	
Rebecca Curtis (RC)	Principal		
Sarah Clacey (SC) *	Parent 1		
Louise Davey (LD)	Parent 2	Sue Burns (SB)	Clerk
* Indicates absent from meeting			Indicates question asked

1. The Academy Council met for twenty-five minutes (without the Principal), to review the papers and discuss lines of enquiry, and trends.

HVA has had a recent Ofsted inspection where the HMI reinforced that the documentation that is being used across the Trust indicates the connection between the Academy Council support and challenge, Education Team and Scrutiny. This has reinforced the need for the pre-planning meetings and the need for informed support and challenge questioning, to hold the leadership to account.

2, Welcome and Apologies

The meeting commenced at 6.00pm.

Absent with apologies: TH, KF, and HT. The apologies were received and accepted by the Councillors. The meeting was deemed to be quorate.

3, Declarations of Interest

The attendance and pecuniary interest register was signed by all present.

4, Minutes of Previous Meeting (8th May 2019), Actions and Matters Arising

The minutes from the previous meeting were agreed to be a true and accurate record and were signed by the Chair.

7, RC to circulate an organisational chart once the interview process has completed – **In progress. The staff Handbook has been reviewed and updated and the organisational chart will be circulated this week.**

7, RC to circulate the Y3 pupils on roll once the LA have confirmed them – **Carried forward.**

7, SW to support RC in obtaining all the statistics required for the Academy Council Report – **Completed. The Academy Council report is being reviewed for next year.**

7, RC to identify common themes in book looks as a trail for the Academy Council to monitor – **Carried forward.**

7, RC to share the external book look report with the Academy Council – **Carried forward. RC confirmed that book looks take place as part of Academy Review Visits.**

11, TH to update the Risk Register to capture contextual safeguarding e.g. gang recruitment – **Completed. This information is also included in the SEF.**

11, SW to meet with MM to cover the Safeguarding Link Role – **An appointment with Steve Bane (CLF Safeguarding Lead) has been arranged.**

Matters Arising

A Parent Councillor election has taken place, Sarah Clacey has been appointed and will attend Academy Council meetings next academic year.

Mr Palmer has expressed an interest in becoming the LA Councillor. His application is currently being processed.

ACTION: PK to arrange for Tony Cherry to meet with Mr Palmer, prior to his application going to COAC.

Google

There are some unfavourable reviews of the school on Google, some of which are out of date.

ACTION: SW to feedback the need to improve the Google reviews to the CLF Marketing Team

5, Update on SATs Predictions and Writing Outcomes

Writing Outcomes.

Writing is teacher assessed, 78% of pupils achieved ARE and 15% achieved greater depth. Last year our results were 72% and 9% so this is a significant improvement.

What were the national averages for Writing last year?

78%. Therefore, this year's results are inline with last year's national average.

What were the PP results?

This information has not yet been calculated.

Predictions.

Reading 69% (60% last year) 29% greater depth.

Maths 62% (67%) 11% greater depth.

Combined is predicted to be 58%. (last year was 52%)

Why is the Maths predicted to be lower?

The children struggled with the arithmetic, 40 marks from 110 are arithmetic. The mock test (2018 paper) indicated that they lost a lot of marks in arithmetic and that there were gaps in their learning which we have taught to. The Y6 team have been working hard to address the gaps in the pupils learning. Sequencing and progression for the majority of the cohort has not take place in the past.

This year's Y5 cohort is 5% higher on all the tests than the PIXL cohort. Therefore, the Y5 team have been reviewing the planning, and consolidating the pupils' skills ahead of Y6. Arithmetic in the current Y5 is much stronger than in the current Y6.

How will the outcomes be communicated to the Academy Council?

They can be circulated once they have been communicated to SW and the staff.

How are the outcomes communicated to the parents?

Individual results are communicated via the children's reports. The cohort results will be circulated with the national data in the last newsletter of the year.

6, Quality of Teaching

A recent Academy Review Visit identified that assessment for learning was used and that teaching was pitched correctly. There is still an inconsistency in pace in some of the books in Y4 for Writing. The new English Lead will ensure that Writing is developed consistently across the school. Talk for Writing will be introduced as one technique and we will liaise with HVA who are having good impact with Writing.

Where has the English Lead come from?

From Berkshire where he is a Specialist Leader in Education.

Begbrook have had excellent results from Writing Revolution which has moved children from not on track, to on track. Part of the Trust wide curriculum has been based on Writing Revolution. This is an approach that builds on to the way in which we teach Writing.

Will Writing Revolution encourage greater depth?

Yes, probably more so than Talk for Writing.

Quality of teaching has been assessed as Require Improvement due to the inconsistencies across the academy. However, the quality of teaching has improved overall.

What is the likelihood of an Ofsted inspection in the next two weeks?

This is possible but unlikely. Therefore, we are likely to be inspected under the new regime.

How are you preparing for an Ofsted inspection?

Trust wide with the development of the curriculum, and then in the Academy we have planned to ensure higher expectations in teachers' planning. Subjects have been allocated to individuals so that the intent of their subject can be discussed with Ofsted and intent statements are at the beginning of the curriculum. These will be discussed at the first Ofsted inspection to determine what the intent statements would actually look like. I have worked with Elaine to develop inquisitive classrooms; 'Who am I?' 'What is my community?' 'How do I fit in?'. This will dovetail to high quality RE provision and the broader curriculum. We have a new leadership structure and will be engaging staff with what the new Ofsted framework looks like.

When would be the best time for an inspection so that you can demonstrate progress?

Term 4 or Term 5. After week 7 we would have the Y5 data as well as the outcome data. Next year the things that we have put in place should really start to embed. This year has been very challenging but has taught us all a lot. Ofsted will recognise that some schools will not yet have fully implemented a broad and balanced curriculum.

The teachers have responsibility for each part of the curriculum, can a brief synopsis be circulated to parents for each year group and each subject?

We are investigating this to ensure that it is consistent across the school.

How do you measure the progress of your improvement plans?

The Academy Improvement Plan and the SEF.

The school and Infants school are working collaboratively with Bristol Plays Music and have implemented a pilot project for 'Start with Singing' in Y2 which develops into ensembles. The Y3 teachers have been invited by the Infants School to visit the Y2 children as part of this initiative which will strengthen the transition further

7, Teach First Update

Trainees are starting in September and will job share with Kirsty McCloud, this is an exciting opportunity for the school.

8, Pupil Premium Report

Kirsty McCloud has shared her PP report. She has undertaken analysis based on what interventions PP children have accessed and what their progress has been since KS1.

There are fewer PP children in the year groups lower down the school than in Y6. Nine children have recently been added to the PP register and therefore may not have made the same amount of progress.

Five children are in ALP, four of whom are PP.

17 out of 25 who are accessing Thrive are on the PP register. The strategic development of Thrive will be overseen by Kirsty McCleod.

Two PP children are accessing one to one support. Therefore, some TAs have had to be re-deployed to meet this need.

In Y6 all the PP children received LSA or specific teacher support. This process will be reviewed to see if it is achievable in other year groups as the PP gap had closed in Y6. Pre-teaching has been used in Y3 and Y6 which has had impact. We are part of the national school's breakfast programme and therefore can offer free bagels for all children for the next year.

Is this done in a way that PP children are not singled out?

Yes, but we have to be careful that the groups do not become too big.

Does pre-teaching involve different skills to the teaching of the lesson? Are teachers taught how to pre-teach?

Teachers teach key skills to the children before they are taught the main lesson. This consolidates the knowledge. Gap analysis from PIXL tests indicate where the gaps are, therefore, we can use this information as an intervention.

There are social-emotional and behavioural elements to pre-teaching, how are these benefits captured?

We know that children's self-esteem and confidence has improved. Pupil conferencing would help to capture this information.

ACTION: LD to draft a short survey and undertake pupil conferencing about how pupils feel about pre-teaching.

Some PP are not yet on track and therefore require accelerated progress. The strategies that we have introduced should help to achieve this.

Do we have assurance that PP funding is being spent appropriately?

Yes, this information is included in the PP strategy.

ACTION: RC to share the PP strategy and success criteria with the Academy Council.

There has been a move to a whole school Thrive approach, how are the parents engaged with the language of Thrive?

Louise Dunbar is trained in Family Thrive. When children are receiving Thrive we provide a home Action Plan and work with the parents. Information could also be shared via Dojo as a wider school context for all parents and can be included with the whole information supplied to parents on induction. Key policies will also be reviewed to ensure they cross-reference Thrive.

9, Academy Council Report

Paper circulated in advance

No questions

10, New Ofsted Framework Overview

See T5 minutes.

11, Equality & Diversity

Ian Payne is carrying out a CLF wide strategy for Equality, Diversity and Inclusion.

There is a Trust Wide EDI statement and the academy statement will be released this term.

A curriculum creator group are reviewing EDI across the curriculum.

12, Student Advocate Report – AR

The street party was very successful. The road was closed and the Infants School joined-in and raised the profile of walking to school. The community and parents were involved, and the local paper reported on it.

At the CLF conference the BIG BOX collected suggestions of events that can be held Trust wide, one of which was a big street party.

Two Y5 girls have formed an action team to reduce plastic drinking cups in the school. They will have a stall at the summer fair to raise awareness of environmental issues.

The Academy Council encouraged pupils to be activist in environmental issues and thanked AR for her work with pupil voice.

13, Safeguarding

Paper tabled.

The Academy Council noted from the Principals report that good progress has taken place in safeguarding this year, and that the Safeguarding Lead will present at the T2 AC meeting.

14, Policies that require review

None.

15, Communication

The Academy Council congratulated the school on Class Dojo which has been embraced across the school.

ACTION: RC to advise the Academy Council about the number of parents using Dojo after the new cohort starts in September, and how they are communicating with parents who are not using it.

16, Papers for Information

None

17, AOB

Breakfast Club and After School Club recruitment.

Recruitment has been a challenge. The advert has gone out several times with little or no interest. Agency staff have been required during the recruitment drive.

How many staff are required for After School Club?

A Play Leader, Deputy Play Leader and one or two additional staff.

We are considering using an external company for wrap-around provision e.g. Shine. PK and RC have liaised with Sarah Lovell and Bryony Green re compliance for external tenders. We will advertise the vacancies again because if we are successful the new staff can be TUPed over to the new provider.

Is the salary the same across the Trust?

We researched Bristol and Gloucestershire and are paying too little. Some CLF academies use an external provider, RC will continue to pursue this option, pending tendering regulations. RC has met with Shine provisionally to determine what they would charge. Jag Singh will provide cover between now and the end of the academic year to provide consistency as he is qualified.

Will a permanent solution be in place by the beginning of next academic year?

This would be challenging to accomplish.

What is the contingency plan for wrap around care?

We will staff it internally and ask the other CLF academies if they have any LSAs available who can support us. We need to offer wraparound care or we will lose pupil numbers.

Megan Redwood

Megan is leaving Summerhill to go to Kings Oak Academy, therefore a Staff Academy Councillor election will take place in Term 1.

The Academy Council thanked Megan for her support and commitment to the school and wished her all the best in her new school.

18, Date of Next Meeting – Saturday 21st September 2019, 9.00am-12.00, City Academy.

Meeting ended at 8.10pm

Actions

Item	Action	Initials
C/F T5	RC to circulate the Y3 pupils on roll once the LA have confirmed them	RC
C/F T5	RC to identify common themes in book looks as a trail for the Academy Council to monitor	RC
C/F T5	RC to share the external book look report with the Academy Council	RC
4	PK to arrange for Tony Cherry to meet with Mr Palmer, prior to his application going to COAC.	PK
4	SW to feedback the need to improve the Google reviews to the CLF Marketing Team	SW
8	LD to draft a short survey and undertake pupil conferencing about how pupils feel about pre-teaching.	LD
8	RC to share the PP strategy and success criteria with the Academy Council.	RC
15	RC to advise the Academy Council about the number of parents using Dojo after the new cohort starts in September, and how they are communicating with parents who are not using it.	RC

Signed by Chair: _____ **Date:** _____