



**MINUTES**  
**FROM THE MEETING OF THE**  
**BCA LGB**  
**HELD ON TUESDAY 10 NOVEMBER 2020**  
**AT 5.30pm**  
**VIA MICROSOFT TEAMS**

**Actions from BCA LGB on 10 November 2020**

<b>Item Reference</b>	<b>Action</b>	<b>Person Responsible</b>	<b>Date Raised</b>
<b>2.0</b>	FD to invite Jen Jones to the next LGB meeting to give an update on reading.	FD	10/11/2020
<b>2.0</b>	BH to share STEM website resources with ZS	BH	10/11/2020
<b>4.0</b>	FD to add pupil/parent survey responses and pupil destinations to the agenda once a year.	FD	10/11/2020



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Members

✓	Mike Hodson	(MH)	(Chair)
✓	Doug Bamsey	(DB)	
✓	Jonathan Cridge	(JC)	
✓	Charlotte Dickinson	(CD)	
✓	Ben Hambelton	(BH)	
✓	Sam Lewin	(SL)	
-	Ali Luckins	(AL)	
✓	Zoe Stucki	(ZS)	(Head Teacher)

In Attendance

✓	Fran Davis	(FD)	(Clerk)
✓	Nikki Doughty	(ND)	
✓	Emily Harris	(EH)	

✓ those present

1. **Procedural Matters**

The Chair welcomed everyone to the meeting

It was noted the meeting was to be recorded and there were no objections to this. Protocols for recording meetings had been forwarded out prior to the meeting.

**1.1 Apologies for absence and acceptance/non-acceptance**

Ali Luckins sent apologies – ill health

**1.2 Declarations of Interest.**

All declaration forms have been received.

**1.3 Election of Vice Chair**

Doug Bamsey has agreed to take the role of Vice Chair

**1.4 Minutes from last meeting dated 22 September 2020**

Signed.....

The Minutes were agreed as accurate and will be signed when possible.

1.5 **Matters arising not contained elsewhere on this agenda**

Actions Outstanding:

- FD to put the election of Vice chair onto the agenda for November - **Completed**.
- GJ to forward out role descriptions to ZS and all Governors – GJ has sent out role descriptions and ZS will share those at the next meeting. **Completed**.
- ZS to put together a role description for the non-statutory Governor roles - **Completed**
- FD to forward Code of Conduct, Declaration of Interest and KCSiE to the Chair - **Completed**
- MH to write to Staff thanking them on behalf of the BCA LGB – **Completed**

1.6 Governor Training

The Chair asked the Governors, that when they know their link strand responsibilities, to let him know if there are any relevant training needs and he will contact GJ.

2 **CEO Reporting Requirements**

2.1 Head Teacher Report

ZS highlighted:

Target groups for this year are:

- PP
- High attaining
- Boys.
- SEND

Priority subjects for the year are:

- English and Literature
- Reading KS2
- Phonics EYFS-KS1

ZS advised there will be an update on reading by Jen Jones at the next meeting.

**Action** – FD to invite Jen Jones to the LGB meeting to give an update on reading.

FD

Success will be achieved through

- Whole school Reading & Vocabulary Plan
- Knowledge Based Curriculum & retrieval practice
- BCA Culture

## Staffing:

- Advertising for a HLTA for reading
- HLTA Pastoral Secondary x2 have been appointed, not been able to appoint anyone yet for primary.

KS1 predictions are lower than we hoped however understandable given the loss of learning.

- Phonics year 1 assessment was good.
- Reading, Writing and Maths (RWM) could have been better
- Having carried out assessments we know the areas to focus on which will be phonics teaching and teaching in sets.
- We want to bring back all foundation subjects but we have to focus on reading, writing and maths first.

KS2 data shows there is a lot of work to do across all subjects to bring standards up in RWM.

- 58% meeting expected standard (RWM)
- 1% meeting higher standard (RWM)
- Intervention is being delivered every afternoon for targeted students.
- We have developed sets across both year 5 & 6 and added an additional class in Year 6 to ensure our SEND students are well supported.

GCSE data shows that year 10 are doing well and the continuation of learning for them during lock down has had a positive impact.

- English literature is looking positive
- Maths is negative at this time but this is likely to improve as historically we have always been strong in this subject.
- French and Geography are a concern, however we have a new Head of Geography, Amber Barton, who is addressing the underperformance.
- Photography is still poor however we are liaising with West Somerset College and Stanchester to see what advice they can give and put remedial action in place.

Key school improvement strategies were discussed and ZS highlighted that BCA have become an 'Early Adopter' for both the EYFS baseline assessments and the EYFS curriculum statutory framework which will enable us to understand and master ahead of national release.

A Governor asked if small numbers of pupils in the classes were a factor in results being low in French and Photography. ZS advised that numbers have been low in French for some time, however we will be moving to Spanish as this is the last year we will offer French. There are higher pupil numbers in photography, about 20-25 in a class. Geography is also a large group and there are about 15-20 in D&T.

Behaviour

We have strict measures in place for behaviour and have made some changes to the behaviour systems from September.

- Years 7-10 now have to wear facemasks in communal areas. However 200 masks had to be given out and this is not something we can afford to continue to do.
- COVID-19 has impacted on behaviour and we are seeing push backs from children who were already struggling. Some pupils have been out of school for a long time and are finding it difficult returning to education.
- 6 students are now accessing alternative provision after struggling to return to a mainstream environment. All 6 students are male and all had behavioural challenges prior to lock down.
- We will see higher FTE's however this will calm down as families come onboard with the new measures.

We also have 11 students who are not attending school because parents are keeping them off citing COVID-19 as the reason. These pupils are accessing learning online.

A Governor commented that it was a sobering report on the impact of COVID-19 on the pupils' wellbeing and education. Governors thanked ZS for doing a great job managing Covid and keeping on course to deliver education to the pupils.

Parent Governor offered to share STEM website resources with ZS.

**Action** BH to share STEM website resources with ZS.

**BH**

6 parents have opted to home educate their children since September. One has returned.

It was asked what support is given to parents home educating from the Local Authority (LA). ZS advised it is entirely a family choice but there is little support available. The LA can after one year determine if the arrangement is suitable and if not take the family to court. The children would then go back on roll.

A Governor wished to congratulate ZS on the amount of information that has been feedback to families. Communication has been fantastic with video links, newsletters etc.

## 2.2. Pupil premium Evaluation

There is an improvement on attainment for KS4 however there is still work to do, especially for boys. Funding for the coming academic year will focus resources on quality first teaching and will also include training in the explicit teaching of academic literacy as well as the further development in the use of Knowledge Organisers.

Governors noted the primary pupil premium evaluation report.

3 **BCA Statutory Reports**

- 3.1 Safeguarding - ND gave highlights from the report:
- General downward trend in concerns, however we have had 201 concerns raised in term 1.
  - 20 children receiving level 4 intervention, with 43 at level 3.
  - There is an increase in workload and we will need to expand the team as we are struggling to cope with capacity.
  - Highest category of concern is home issues (49) with emotional health with 31.
  - We are putting plans in place for students returning to school as they need coping strategies for low level anxiety.

It was asked how staff identify pupils who have low level anxiety  
 ND advised pupils will come to us and say “I’m not happy” or we will see it in low level self injury.

It was asked what were the home issues and what support is there.  
 Domestic violence showed an increase during lockdown. It could also be everyday things like lack of sleep, food, disrupted routines. They are quite varied. Capacity is an issue for us to help support pupils/families and we have to prioritise. There has been a change in the process which makes it difficult to get the help required. We try to give advice and signpost families/pupils to other agencies.

It was asked how much support is there from the LA.  
 It is difficult to get a referral but Team around Schools and Partnership Panel do normally help.

It was asked what is the number one safeguarding concern you have  
 Grooming and County Lines are the most worrying.

3.2 SEN

Emily Harris gave an update highlighting:

- 101 SEN students in primary, 140 students in secondary making a total of 241, which represents 17.5% of the whole academy.
- We are likely to see the numbers rise in the future.
- In primary 12% are boys and across the academy it is 11%.
- 75 pupils have SEMH profiles

Results

- 62% achieved GLD in EYFS. Nationally 71.8%. There were 6 SEND pupils not achieving GLD.
- Year 1 Phonics screening – 73% achieved this against a National Average of 82%. SEN pupils at 27%.
- We will be increasing interventions but have a lot of work to do.
- Pleasing to see green areas show improvement
- KS2 results show some red areas. In comparison to 2018/19 data, SEN pupils in 2019/20 made better progress in Writing and GPS. However, significantly less children achieved ARE in Maths and Reading.
- Moving forward we are investing in eBooks and will look closely to see if this has an impact.
- GCSE showing a lot of green areas which means progress is good.
- Despite being over a third more children in the 2019/20 cohort, the SEN pupils improved their Progress 8 scores this year, scoring 0.35 higher than 2018/19.
- The prior middle attainers scored 0.57 lower than the year before.
- Breakdown of subjects shows 3.2% of our SEN pupils, did not achieve a grade 1+ in English and 12.5% in Hospitality. Need to look into this.
- New knowledge organisers have been introduced and we will monitor the impact.

Governors noted the report was very comprehensive. There seems to be a consistent trend moving downwards. Do you track total percentage of pupils entering and leaving the register.  
 EH advised the earlier pupils are identified the quicker they come off the register. We have had a big influx after Covid but we are targeting children, however attendance, focus and engagement impacts on how long they will be on there. Pupils with medical issues can be on the register longer.

3.3 H&S

A Governor asked for clarity on fire drills  
 ZS advised we have been told that fire drills must happen regularly as they are a high priority. Covid is not a reason for them not to happen. As expected pupils were slow and it took some time for pupils to go from the Chevalley building to the sports hall. We will be looking to improve on timings.

The H&S link Governor gave an update:

- Although incidents through physical assaults have increased the academy are doing everything they can to prevent this.
- The Trust has instigated a forum for H&S Governors from all academies to meet up virtually and share experience and ideas. This will allow us

to understand the H&S requirements more fully and take a more active role.

4 **AOB**

Governance Report

The Chair advised he had noticed from the report there was a requirement for Governors to review pupil/parents surveys and pupil destinations. It would be useful to have these items on the agenda once a year to discuss.

**Action** – FD to add pupil/parent survey responses and pupil destinations to the agenda once a year.

**FD**

Admissions Policy 21/22

ZS advised we have 205 applications, which is a significant increase. We will need to restructure to accommodate this.

It was raised that there used to be feedback from BTCT Trust board meetings to the LGB.

The Chair advised he attends the Board meetings and is the link between the two. There has not been anything yet to report back on but will do so if anything arises.

Governors thanked ZS for the huge amount of work that has been undertaken

5 **Date of next meeting – Tuesday 12 January 2021**