



MINUTES
FROM THE MEETING OF THE
LOCAL GOVERNING BODY
OF STANCHESTER ACADEMY
HELD ON
TUESDAY 2 FEBRUARY 2021 AT 6.00pm

Actions from Stanchester LGB Meeting on 2 February 2021

Item Reference	Action	Person Responsible	Due Raised
1.1	PLE to arrange a thank you gift for NH.	PLE	02/02/2021
1.4	TG to ascertain which Governors have completed their online safeguarding training.	TG	02/02/2021
1.4	GJ to look into IT issues MW is having with Trust Governor.	GJ	02/02/2021
2.0	JW to organise leaving gift for AJ	JW	02/02/2021
2.0	TG/PLE to forward out details of exam assessments to LGB when available.	TG/PLE	02/02/2021
2.0	TG to advise JW when interviews for Lead Practitioner will take place.	TG	02/02/2021
2.0	TG to arrange for a letter to be sent out to parents outlining the expectations and commitment of being a Governor. A note also to be added to the welcome pack of information for new parents with children starting in September 21.	TG	02/02/2021
2.0	FD to include approval of Relationships and Sex Education policy on the next LGB agenda.	FD	02/02/2021
3.0	PLE to forward out curriculum model to JW	PLE	02/02/2021
5.0	MR to email Governors on which strand of the ADP they would wish to undertake	MR	02/02/2021
7.0	MR to write to staff acknowledging their dedication and commitment in these difficult times and thank them for all their hard work.	MR	02/02/2021
7.0	TG to contact Yeovil College to ascertain what is happening with the engineering session and qualification for year 11's and advise the LGB.	TG	02/02/2021



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Members

✓	Mike Robbins	(MR)	Chair
✓	Jenna Burrow	(JB)	
-	Nikki Holt	(NH)	
-	Amy Joynes	(AJ)	Head Teacher
✓	Dale Newson	(DN)	
✓	Judy Watson	(JW)	
✓	Mark Wilkins	(MW)	

**In
Attendance**

✓	Fran Davis	(FD)	Clerk
✓	Jane Gillespie	(JG)	BTCT Trustee
✓	Peter Elliott	(PLE)	CEO
✓	Tamsin Grainger	(TG)	Director of Education

1. Procedural Matters

1.1 Apologies for absence and acceptance/non-acceptance

Nikki Holt had sent a letter of resignation from the LGB.

Action – PLE to arrange a thank you gift for NH.

PLE

1.2 Declarations of Interest

None

1.3 Minutes from previous meeting 12 November dated 2020.

Minutes were agreed as accurate.

1.4 Matters arising not covered elsewhere in the meeting.

Actions outstanding:

PLE to forward out staffing snapshot to Governors week beginning 23 November. **Completed**

JW to contact MC to check MW has completed his online safeguarding training. JW advised MC had not supplied the information before leaving his post at Stanchester.

Action TG to enquire which Governors have completed the online safeguarding training with the DSL.

TG

TG to arrange for information to be provided to Governors on all GCSE mock exams and a comparison with previous years' results. – **Completed** the most recent information is contained within the ADP

MW advised he is working with Greg Jones as he is having problems accessing Trust Governor.

Action – GJ to look into IT issues MW is having with Trust Governor.

GJ

1.5 Resolution to close company accounts down

PLE explained that due to inactivity on three bank accounts, the bank had closed them down. In order to access the funds on these accounts they need to be resurrected and then formally closed down.

DN proposed the company accounts be closed and JW seconded this.

2.0 Update from Peter Elliott

TG left the meeting whilst this item was discussed.

PLE gave some background information on events leading up to the HT leaving Stanchester Academy on Friday 29 Jan. There was a co-ordinated communication sent out to all stakeholders including the surrounding community and LA.

Action JW to organise a leaving gift for AJ

JW

The process for recruiting a new HT was outlined.

It was asked how many applicants would be expected to apply PLE advised the pandemic may impact on applications but we would expect around 15-18.

Are you looking to have a HT in place for September Ideally we would like a start date of June in order for them to get a sense of the school and think about the school improvement plan.

Are there any potential candidates from the Trust or would you advertise nationally

PLE advised staff across the Trust had been alerted to the vacancy and asked if interested to contact him for an informal chat. However, we would want to advertise extensively in order to appoint the best candidate for the post.

Governors were in agreement with this and felt having an open and transparent process was extremely important.

It was asked whether it would be possible to complete the interviews and hold the LGB meeting on the same day. PLE advised the process would likely be completed by midday on 4 March allowing plenty of time for the LGB meeting.

A couple of governors asked to be involved in the process.

It was asked if there is a sustainable plan in place until the new HT is appointed.

PLE advised TG will be remaining at Stanchester for the rest of the academic year to give stability. We are very grateful to TG for undertaking this for us.

It was also asked what was happening with the appointment of a Lead Practitioner for English.

There had been four applications for the role but they were unsuitable. We have therefore gone back out to advert, with interviews likely to be end of Feb/beginning March.

TG

Action TG to advise JW when interviews for Lead Practitioner will take place.

PLE gave an update on GCSE exams and confirmed it is likely there will be national moderated assessments. These will be marked by the schools' teachers and if in line with past results they will be agreed. However, if it is felt results have been inflated the school could be inspected and moderated. PLE confirmed the importance of submitting rigorously checked assessments as we do not do our pupils any favours by marking them unrealistically.

Action – TG/PLE to forward out details of exam assessments to LGB when available.

TG/PLE

It was asked about numbers of Governors required on the LGB

PLE advised there is no set requirement however around 7/8 would be an ideal number to have. We will, therefore, be starting the process to recruit for new Governors.

It was agreed a letter be sent out to parents outlining the expectations and commitment of being a Governor.

Action – TG to arrange for a letter to be sent out to parents outlining the expectations and commitment of being a Governor.

TG

A note also to be added to the welcome pack of information for new parents with children starting in September 21.

PLE advised on the personal circumstances of a member of staff and that they would be stepping down from SLT after the February half term but remaining as a teacher at the school. When the new HT has been appointed the structure of the SLT can be reviewed.

Relationships and Sex Education update

TG advised new coverage of the SE curriculum has to be in place for 1 April 21. Mel Clarke is leading on this and TG is confident they have everything in hand and will be able to deliver this on. The Relationships and Sex Education policy has been approved by the BTCT Board and will be on the agenda for approval at the next LGB meeting. Parental and staff consultations have gone out. Information from this has been collated and any questions responded to. Staff training will be arranged on a local level as well as some Trust wide training on common concerns.

Action – FD to include approval of Relationships and Sex Education policy on the next LGB agenda.

FD

3 **Curriculum Model**

PLE tabled the curriculum model plans outlining the move to a more tradition timetable with teachers delivering their own specialists subjects rather than covering other lessons.

This model is based on staffing at the moment however this can change. This model also also feeds into the budget for 21/22.

Governors welcomed this change as they were concerned with the strain placed on staff with the existing model.

Action – PLE to forward out curriculum model to JW

PLE

It was asked what is the plan for Ebacc delivery
We would want to offer a broad and balanced curriculum for our young people whatever that format may look like.

4 **Staffing Model**

Covered earlier in the meeting

5 **ADP**

TG outlined the five priorities for 2020/2021 based on Self-evaluation

- To raise standards of attainment across the Academy and secure good GCSE outcomes.

- To ensure excellent behaviour and attitudes are demonstrated consistently across the school.
- To develop and secure consistently effective teaching and learning.
- To create a culture of competent and passionate readers.
- To design, develop and embed a high quality, knowledge rich curriculum

TG mentioned that Governors had not yet been assigned to roles linked to the strands.

Action MR to email Governors on which strand of the ADP they would wish to undertake.

MR

It was asked how achievable was this plan
TG advised we should be seeing great gains towards the goals within the next 12/18 months.

Uniform was discussed and it was felt this was an area that needed to be reinforced as it has slipped recently.

6 **Catch up Plan**

TG outlined the key outcomes

- Improving GCSE Outcomes for Year 11 Cohort
- Improving Outcomes in Maths
- Improving Outcomes in English
- Improving Outcomes in Science

Before investing on these outcomes we had to be able to measure how successful the plans would be. It is also worth noting that although these plans sit with the current year 11 the focus will shift to year 10.

The Trust is offering online Get Ahead sessions for students and the attendance from Stanchester pupils is quite high. The subjects offered are:

- English
- Maths
- Science
- Geography
- History
- Spanish

It was asked for more detail on the issues of transport on page one of the document.

TG advised this was linked to raising attainment for year 11. Students stayed in school for an additional hour to be involved in targeted interventions. However, this meant late buses were

put on to facilitate this. Moving forward this will move to online lessons which will be more cost effective.

Governors felt this was a well thought through plan and well documented.

7 **Remote Learning Plans**

TG advised in our approach to Remote Learning we have maintained focus on our school vision. We are continuing to strive to foster ambitious learners who are knowledgeable, literate and driven by the 6Cs. To this end, we have implemented remote learning procedures which aim to replicate the high standards which we set in school.

Students have 6 sessions per day with 5-10 minutes live learning. An assignment is then set which needs to be submitted at the end of the lesson. This is working well for the majority of students, any issues raised we have been responding to.

Distribution of laptops has been very successful with 60 gone to families in need.

The Praise system has fallen short but is getting better.

The behaviour and uniform expectations will be relaunched when we return to school.

The engagement from parents has been really good which is most helpful.

It was commented that the tone of communication to parents has been very good.

It was asked what does the term returned mean
TG advised it is an expression used on Teams but we do mark and feedback on pupils work.

It was noted that the initial response has been good but there is a small minority where it is not working, how do you identify them and what is being done about the concerns raised.
TG we do know who the families are via the student logins and some families have shared the child's name so we are able to follow up.

PLE advised there had been a lot of feedback from parents commenting that the live teaching now is a huge improvement from the first lockdown.

It was asked is the survey measured out of a 100%
We had over 100 responses but not all parents replied. It is worth noting though that parents have been surveyed extensively lately and may be feeling slightly overloaded.

It was noted the survey showed very positive feedback and staff were thanked for all their hard work.

TG wished to acknowledge the dedication and effort staff have been putting in and asked if the LGB could formally acknowledge this to the two teams – teaching and support

Action The Chair to write to staff acknowledging their dedication and commitment in these difficult times and thank them for all their hard work.

MR

PLE felt the professional growth of colleagues had been phenomenal in the last few months. As a Trust we will need to think how we recognise this.

It was asked whether the optional year 11 engineering session at Yeovil College was monitored and assessed for good value. TG advised although the intention was good when it was setup, it is not something we will probably continue with long term.
PLE advised we will follow up with Yeovil College and find out what the offer is, what is the likelihood of completion and what plans are in place if not able to complete it.

Action TG to contact Yeovil College to ascertain what is happening with the engineering session and qualification for year 11's and advise the LGB.

TG

8 Date of next meeting – 4 March 2021