



MINUTES
FROM THE MEETING OF THE
BCA LGB
HELD ON TUESDAY 2 MARCH 2021
AT 5.30pm
VIA MICROSOFT TEAMS

Actions from BCA LGB on 2 March 2021

Item Reference	Action	Person Responsible	Date Raised
1.4	FD to add pupil/parent survey responses and pupil destinations to the agenda in Sept each year	FD	Ongoing
1.4	BH submit to a pen portrait to ZS for placing on BCA website	BH	12/01/21
2.0	TN to supply DB with contact details for Dan Morris, Enterprise Advisor.	TN	02/03/21
2.0	Update on Gatsby Benchmarks to be added to the agenda in Nov, Mar and June of each academic year.	FD	Ongoing



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FROM THE MEETING OF THE
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Members

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

In Attendance

✓	Fran Davis	(FD)	(Clerk)
✓	Taryn Nel	(TN)	

✓ those present

1. Procedural Matters

The Chair welcomed everyone to the meeting

1.1 Apologies for absence and acceptance/non-acceptance

AL would be late to the meeting due to work commitments.

DB and AL joined the meeting at 6.00pm and gave apologies for being late.

1.2 Declarations of Interest.

None

1.3 Minutes from last meeting dated 12 January and 9 February 2021

The Minutes were agreed as accurate

Signed.....

1.4 Matters arising not contained elsewhere on this agenda

Actions Outstanding:

- FD to add pupil/parent survey responses and pupil destinations to the agenda in Sept each year.
- BH and CD submit pen portraits to ZS for placing on BCA website - **Outstanding**.
- ZS to arrange for typo on page 5 of the appendix to be amended and a note added to the policy advising a risk assessment had been carried out on home visits - **Completed**.
- Governors to complete skills audit on Trust Governor – **Completed**
- ZS to forward out summary of the roles, responsibilities and expectations for Lead Governors **Completed**
- ZS to look at figures for EHE pupils and advise Governors of the numbers. **Completed**
- ZS to approach Sims about the ability to send to more than one email address. A test email is being carried out tomorrow (3/3).
- PF to forward the video for parents on Knowledge Organisers to Governors. **Completed**
- ZS to give an update on Covid catch up funding at the next meeting **Completed**.
- PLE to advise the LGB of the outcome from The BTCT Board meeting (9 Feb 21 meeting) – **Completed** the Chair will be updating the LGB later in the meeting.

BH

1.5 Parent Governor vacancy

The Chair advised CD is unable to continue as a parent Governor due to the timings of the meetings. It was asked for the vacancy to be advertised in the school's newsletter. MH is also in contact with PLE about looking more widely at Governor vacancies.

1.6 Update on sports facilities

The Chair advised following the meeting on 9 Feb, the LGB had selected the new netball court facilities as the first project to be completed with the primary sports hall being delayed until a later date. At the recent BTCT Board meeting final approval was given for this project to go ahead.

1.7 Governor Skill Audit

Having seen the Audit, the Chair would like to consider the information and then discuss it further with ZS. It was felt in recent LGB meetings training opportunities had been delivered by ALT on various subjects and this could continue.

2 Careers Update

TN gave a presentation and explained each of the Gatsby benchmarks. The presentation would be made available to Governors via Trust Governor.

- In the careers audit out of the eight areas four are 100% complete, two stand at 80% and one at 75%. The last one is at 25%. TN explained what was required to bring the last four areas up to 100%.

It was asked what was the intention with students submitting alumni information

TN advised we have set up our LinkedIn page and through that we can set up our alumni system. We have started to share this but there is a bit more work needed.

How will the alumni be used for the benefits of the students
Building up a network of past students who can share their own experiences will help raise aspirations.

It was asked who is BCA's Enterprise advisor

TN advised it was Dan Morris and would put the CEIAG Link Governor in touch with him

It was asked what feeds and informs the curriculum to help with career development

Working with departments will show how specific subjects can link to careers

Governors felt the alumni ideas are very positive and helps prepare young people for their next steps. It was felt it would be useful to bring this to the LGB on a regular basis
ZS agreed and felt there are two key performance indicators that need regular reviews – destination data and progress updates on Gatsby Benchmarks.

It was agreed to put these on the agenda at least three times a year.

Action - TN to supply DB with contact details for Dan Morris, Enterprise Advisor.

TN

Action Update on Gatsby Benchmarks to be added to the agenda in Nov, Mar and June of each academic year.

FD

Thanks was given TN for the comprehensive report

3 Approval of Policies:

3.1 Provider Access

Governors approved the policy

3.2 CEIAG Policy + Appendix 1&2

Governors approved the policy

3.3 RSE Policy + 2 additions

ZS was pleased to see the audit shows BCA are doing very well in addressing the wider PCSHE needs however there is still some work to do in the secondary phase.

It was asked for more clarity on how evidence would be obtained to produce pupil assessment.
ZS advised there is no formal criteria for assessing; it is about exposure to dialogue, content and topics and teacher assessment.

Governors felt there was a broad range of topics and it was asked if these were prescribed by the DfE or BCA
ZS advised there are elements of statutory requirements and others we have determined.

Governors approved the Policy

4 CEO Reporting Requirements

4.1 Head Teacher Report

ZS highlighted aspects from the report

- There are difficulties in tracking attendance and behaviour when working online. However, we used internal data to monitor those in school and logging in online or using work packs to gain data on attendance and participation over the half term period. This shows the gradual engagement and improvement over time.
- Year 11 and 6 show a high level of commitment, some concern in year 10, but this was followed up with 1-1 tutor meetings.
- Online interventions were also offered
- 180 pupils attending school each day, on average, in primary
- No child has been refused a place.
- Overall very pleased with attendance results

Governors agreed the results were very good and were pleased with the provision being offered.

- Behaviour - 2 FTE's in this term however no further incidents with either child since.
- ZS raised concerns about a high number of Year 10 pupils who have significant complex needs and explained the alternate provision that is being created to ensure they remain in school.
- 1 Permanent exclusion this academic year. There is a significant decrease in exclusions compared to last year but data is not comparable due to the amount of students who are remote learning.
- We are looking at different strategies instead of FTE's.

It was asked for an update on Bridgwater Schools collaborating on exclusions

There was an idea for all local schools to work together to find strategies to prevent exclusions but this has had to be stopped due to the pandemic.

ZS also advised PLE is looking to create an Alternative Provision, for Trust schools, in Minehead, with a view to not having to permanently exclude any child. There would be some high quality academic and vocational programmes on offer. However, it is very much in the planning stage and would need to be fully approved by the Board.

It was asked whether a virtual learning environment allows for a different approach to exclusions

ZS advised that it is definitely possible if staff are available. The Trust does have an online tutoring programme for pupils who are isolating but with exclusions it is more difficult to predict demand and it could be expensive to set up.

It was asked if the spike in year 10 was just this year or has the cohort had problems each year.

ZS advised this cohort have presented with particular challenges but the pandemic has made it worse.

It was thought the one to one meetings must have been useful
Yes 1:1 meetings with years 5 and 10 have been carried out and been very useful.

- Achievement & Consequence System was discussed and ZE advised a CO function was added to monitor lack of attendance and engagement in lessons in secondary.
- Online Parents' Evening Feedback – overall if parents had good IT skills and reliable Wifi it was rated very good however for some parents it was a struggle. Staff like it and found the online system very effective. Moving forwards we would like to offer a hybrid of both methods but we will need to research it further.

It was asked about the relatively low percentage of positive feedback from staff with years 11 and 8.

Staff were probably being critical of the overall process rather than the individual meetings.

4.2 Covid Catch Up Funding Report

- Total of catch up funding budget was £128,705. We are getting an additional £20K for secondary and £6K for primary.
- Catch up plans were originally based on pupils remaining in school. We have however, continued with those strategies online and in school.

- Focus will be on reading and phonics particularly in primary.
- Baseline assessment will be undertaken when pupils return to school
- Intervention for secondary level – Period 5 lessons, three times a week, for year 11. From Easter this will be focussed at year 10.
- 2 x pastoral HLTA are working with some of our vulnerable year 10's and making great connections with them.

It was asked if there was any information on whether summer schools would be rolled out as indicated in the media. ZS would like to give staff the opportunity but for it to be an opt in choice as staff have been working continuously since the start of the pandemic and need a break.

It was felt the pastoral support would be a positive aspect to retain
ZS is keen for staff to continue to have high expectations for children and that children have everything they need to achieve it.

4.3 **Re-Opening Plans**

ZS shared the PowerPoint outlining the plans for reopening which covered:

- Timetable for students returning
- Arrivals and exits
- Face coverings
- Testing schedules
- Home testing
- Attendance
- Protocols
- Suspension of live teaching on Friday and the following week. However, work will be posted onto Teams.

It was asked if there were sufficient tests
Yes, and we can request more if needed.

It was asked whether there would be any training for the teacher assessment grading to ensure consistency in standards ZS advised we are working through the guidance but it states no new content is to be delivered unless essential for the progression to KS5. Focus will be on previous content and assessment will be on what has been originally taught. We are also looking at moderating across the Trust secondary schools.

The Trust will be formalising a standardised appeals process for all our schools.

It was asked how Further Education (FE) providers and potential employers will interpret the grades and will they have confidence in them

FE providers will still expect pupils to achieve the required grades for entry onto the courses. We will not set up our children to fail due to unrealistic expectations and grades. Our processes will be robust and transparent and ensure grades awarded are appropriate and reasonable.

There was a discussion on the standardisation of grades, how children would be graded, the difficulties of accessing and evidencing work and the appeals process.

5 **H&S Report**

Governors noted the H&S report.

The H&S Governor advised he had attended a Trust H&S forum which had been very interesting and informative.

A Governor raised the screen free times for students was an excellent idea.

It was also asked if ZS could relay to parents there might be some government funding available to them if they have to isolate due to schools having to send pupils home.

6 **Date of next meeting** – Tuesday 11 May 2021