



**MINUTES
FROM THE MEETING OF THE
BCA LGB
HELD ON MONDAY 19 JULY 2021
AT 5.30pm
VIA MICROSOFT TEAMS**

Actions from BCA LGB on 19 July 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	Update on Gatsby Benchmarks to be added to the agenda in Nov, Mar and June of each academic year.	FD	Ongoing
1.5	The Chair to email DB advising of the proposal to devote the first and last LGB meeting of the year to review and analyse data results.	MH	19/07/21
1.6	MH to raise with PLE the need to recruit another Governor externally.	MH	19/07/21
1.6	AL to supply ZS with contact details of potential new Governor. ZS to follow up and advise LGB outcome.	AL/ZS	19/07/21
1.7	LGB to feedback thoughts on effectiveness of governance to the Chair, who would collate and pass on to FD.	LGB	19/07/21
2.2	The Chair would contact PLE to request a visit to the APex centre.	MH	19/07/21
2.5	FD to forward the Careers strategy to the LGB. Approval for the strategy to be on agenda for September. Any comments to be feedback to the Chair prior to the meeting.	FD/LGB	19/07/21



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Members

✓	Mike Hodson	(MH)	(Chair)
✓	Doug Bamsey	(DB)	Arrived at 5.44pm
✓	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	(KN)	Arrived 5.45pm
-	Jen Jones	(JJ)	

✓ those present

1. **Procedural Matters**

The Chair welcomed everyone to the meeting

1.1 Apologies for absence and acceptance/non-acceptance

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

1.2 Declarations of Interest.

None

1.3 Minutes from last meeting dated 11 May 2021

The Minutes were agreed as accurate

1.4 Matters arising not contained elsewhere on this agenda

- Standing Item - FD to add pupil/parent survey responses and pupil destinations to the agenda in Sept each year

FD

Signed.....

- Standing Item - Update on Gatsby Benchmarks to be added to the agenda in Nov, Mar and June of each academic year.
- FD to forward yearly review checklist of academy website to BH - **Completed**.
- ZS to provide more detail at the next meeting on the interventions that are being put in place. **Completed** – on the agenda
- The Chair and ZS consider the structure of meetings and look at what key focuses need to be addressed as well as ensuring sufficient time is given to cover the detail and content of the reports. **Completed** – on the agenda

FD

1.5 Update on structure of LGB meetings for 21/22

The Chair advised this had been originally raised as there were concerns about the loss of the SSQ committee and whether this would prevent us having sufficient time to devote to reviewing data. However, it is suggested we now devote the first and last LGB meeting of the year to reviewing data results.

Governors were in agreement with the proposal.

Action The Chair to email DB advising of the proposal to devote the first and last LGB meeting of the year to review and analyse data results.

MH

1.6 Governor training requirements

The Chair felt with the specialist Governor link roles, the LGB had sufficient training.

It was noted the Trust would be holding an Ofsted training session in September which was open to all Governors to attend if wished.

The SEN Governor advised he had signed up to an online SEND Governor programme.

The Chair raised the need to recruit another Governor as no response had been received from parents after sending out requests in academy communications.

Action – MH to raise with PLE the need to recruit another Governor externally.

MH

A Governor raised there was a potential candidate for the role and agreed to supply ZS with contact details.

Action AL to supply ZS with contact details of potential new Governor. ZS to follow up and advise LGB outcome.

AL/ZS

1.7 Governor Self evaluation feedback

Governors noted the document and agreed to email thoughts to the Chair on where they sit within the questions raised.

Action LGB to feedback thoughts on effectiveness of governance to the Chair, who would collate and pass on to FD.

LGB

2 CEO Reporting Requirements

2.1 Update on Reading strategies

As JJ was unable to attend ZS outlined the priorities and actions that had been identified from the NGRT's that were carried across years 3-10. Progress from these measures had resulted in, on average, for year 7 – 16 months and year 8 – 18months progress, which is fantastic.

Next steps and strategies and recommendations for the next academic year were discussed. The key focuses were:

- Thinking Reading programme
- Curriculum adaptations
- Lexia
- Daily reading time in tutor time.

A Governor noted part of the problem was the below entry reading level and asked if anything could be done to reduce this.

ZS outlined the measures and focus of the school and the recent investment of £10K in training staff. Phonics has improved from this investment with pupils at 81% compared with national at 71%.

The Governor suggested various ways of reaching families and feeder schools prior to pupils starting at BCA. ZS advised when coming from the nursery parents do receive a phonics pack/resources for them to work on. However, we could do more to promote this with families and we will look into this.

A Governor asked if a multiplier effect of improved reading was being seen.

ZS advised although there is great improvement shown especially in year 7 and 8 pupils are still low compared to their peers nationally. ZS outlined the measures that were going to be undertaken to help improve these outcomes.

A Governor noted that as success had been seen in online teaching and communications out to parents it could be useful to consider engaging them through this form of media.

ZS confirmed they had seen success with SORA, the online library resource.

A Governor queried the anomalies in NGRT's showed a negative progress.

ZS confirmed there were some children who refused to do this, however those pupils were retested.

A Governor noted the school were becoming really successful in engaging parents.

2.2 Head Teacher Report

ZS highlighted aspects from the report:

- Staffing – a number of Teach First colleagues will be joining us in September.
- New role being created for one year - primary leader of BCA Inspired Playgrounds Lead.
- Student numbers are increasing, the LA will support us with growth funding.
- New Academy Leadership structure outlined

Governors felt the new structure ensures someone is responsible for overseeing transition.
It was asked if the LA would be taking over the ASD base
ZS replied the LA process admissions and provide funding however the ASD base sits within the Trust.

- Attendance – The ESS are not yet legally pursuing non attendance, however we are making every effort to support families and ensure pupils return to school.
- Behaviour is showing improvement. There are less PEX and ATE and we are seeing plans put in place coming to fruition.

It was asked if the Apex Centre was opened for referrals.
ZS advised the centre is open for Trust schools and we have had 6 successful applications. The pupils will have three days at Apex and 2 days with us.
Governors would like to visit the Apex centre.

Action The Chair would contact PLE to request a visit to the APex centre.

MH

2.3 Update on ADP

ZS advised they were extremely proud of how much had been achieved despite all the challenges this year. The outstanding areas are due to Covid limitations, but they will be carried over to the new ADP.

The two stand out areas of achievement are the reading strategies and EH's work.

2.4 Update on Interventions

ZS shared the Catch up Covid funding plans highlighting key points:

- Pleased to report that all interventions have had a positive impact.
- The investment in the phonics resources and training of staff have seen outcomes for pupils at 82% for year 1 and 91% for year 2.

- Gap analysis will be carried out and this will be reported back to LGB at the September meeting.
- Intervention teaching for pupils underperforming in reading has showed significant improvement.
- SORA e books for secondary – we have seen 1896 checkouts for books.
- Flash Academy – EAL online programme. We have 233 children in primary with 26 different languages. As can be seen good progress has been made over the last four terms.
- HLTA's x 2 to support pupils with SEMH and reduce the number of FTE's.
- EduKey – Inclusion software package that brings together the work of the pastoral and SEND team under the Inclusion umbrella
- Period 5 lessons for year 11.
- Lexia reading package – already discussed the impact of this in the reading report.

2.5 Update on Gatsby Benchmarks

TN gave an update highlighting key areas:

- The current state for years 10 and 11.
- 6/8 benchmarks have been achieved. The outstanding two areas are not completed due to Covid limitations. However, these will be the focus for next year.
- Strategic objectives
- Actions outstanding – the careers strategy needs approval by September 21.

The link CEIAG Governor advised they have met a couple of times and a meeting was with the careers company had been very useful.

Action FD to forward the Careers strategy to the LGB. Approval for the strategy to be on agenda for September. Any comments to feedback to the Chair prior to the meeting.

FD/LGB

3 Statutory Reports

3.1 H&S – for information.

Governors noted the report.

The H&S link Governor gave an update on the H&S structure, advising BP would be leaving. This means schools will have their own H&S champion and this will be TP at BCA. There will be training for staff and more localised support. The Trust has also contracted into Educating Safely, a former H&S department at the LA that has set up independently, to offer high level support and guidance.

The H&S Governor did note the fire drill timings need to improve.

4 ZS advised there will be a new process for identifying Polden pupils as this is the main reason for the excessive amount of time it takes to record pupils.
Early Career Teachers

ZS outlined the new government framework which replaces the previous NQT system.

- NQT and RQT provision will become a 2 year programme for teacher development with a slightly clearer framework.
- Mentoring programme is more consistent
- CM, who is the Trust staff development Lead will oversee this.
- New framework starts from 1 September.

5 **Accessibility Plan**

AL proposed acceptance of the plan and it was seconded by MH.
All Governors were in agreement.

6 **Date of next meeting** – 21 September 2021