



MINUTES
FROM THE MEETING OF THE
LOCAL GOVERNING BODY
OF STANCHESTER ACADEMY
HELD ON
THURSDAY 25 NOVEMBER 2021 AT 5.30pm
Via Teams

Actions from Stanchester LGB Meeting on 25 November 2021

Item Reference	Action	Person Responsible	Due Raised
1.5	The Chair had some actions from the governance self evaluation meeting, held in August, and would circulate them to the LGB	MR	25/11/2021
2.1	EF to forward out a staffing structure to the LGB.	EF	25/11/2021
2.2	EF to consult with staff on the two week break in October 2022.	EF	25/11/2021
5.1	MW to meet with CL, Trust lead and report back to LGB on outcomes	MW	25/11/2021
5.2	JG to come in and meet with JY and curriculum leads in early March to review the data results	JG	25/11/2021
5.2	JG to meet with ZG in January to discuss reading plans and review results	JG	25/11/2021



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Members

✓	Mike Robbins	(MR)	Chair
✓	Jenna Burrow	(JB)	
✓	Dale Newson	(DN)	
✓	Judy Watson	(JW)	
✓	Mark Wilkins	(MW)	Vice Chair
✓	Vanessa Gilder-Stevens	(VGS)	

**In
Attendance**

✓	Fran Davis	(FD)	Clerk
✓	Jane Gillespie	(JG)	BTCT Trustee

1. Procedural Matters

1.1 Apologies for absence and acceptance/non-acceptance

No apologies received as all Governors were present

1.2 Declarations of Interest - None

1.3 Governor Code of Conduct

All Governors have read and agreed to abide by the code of conduct

1.4 Minutes from previous meeting 23 September 2021

Minutes were agreed as accurate

1.5 Matters arising not covered elsewhere in the meeting

Actions outstanding:

EF and JB to advise whether there have been any changes to their Declaration of Interest forms - **Completed.**

- EF and JB to confirm by email they have read and understood the KCSiE document - **Completed**.
- FD to arrange for the Appendix to the RSE policy to be sent out to the LGB - **Completed**.
- JB to forward minutes from meeting discussing training requirements and Governance review to FD - **Completed**
- LGB to meet to discuss the self evaluation questions and feedback at the next meeting – **Completed**. The Chair mentioned there were some actions from the meeting that needed to be circulated to the LGB. The Chair also provided a verbal summary from the meeting.

Action - The Chair had some actions from the Governance self evaluation meeting and would circulate to them onto the LGB.

MR

EF to arrange, where appropriate, for the admin team at Stanchester and HR to include Governors in the interview arrangements – **Completed** – The HT advised Governors would be invited to senior leadership appointments however as the HR team do not manage the interview administration and the academy does not have the capacity, it is not possible to include Governors in other appointments.

- MR to forward photograph to EF, who will arrange for a lanyard to be issued – **Completed**

2 **CEO Reporting Requirements**

2.1 Head Teacher Over sheet

EF advised the centralised dashboard of data was a different format of presenting information to the Governors and would be pleased to receive feedback on whether this way was useful and/or if any additional information was required.

EF explained the headings – pastoral data, KS4 progress and attainment and staffing.

- Student numbers on roll – 736 raising to 791 21/22
- Attendance 91.8%
- Predicted P8 data -0.39. 9-4 English 66%, Maths 70% and Combined 60%. 9-5 English 69%, Maths 46% and Combined 42%.
- It was noted the mocks had been sat very early this year and the data therefore is not entirely comparable. However, it was worth remembering this group has spent a huge amount of time in Covid sanctions.

It was asked how worried should we be about the difference between the Combined data from last year at 72% and 60% this year.
EF advised we are concerned but there is a comprehensive intervention plan already in place which was expanded upon.

There is still a lot of work required to raise attainment but do feel the gaps are closable.

Governors felt there were parts of the form that were extremely useful especially having all the data in place. However, one Governor found the format did not work them due to a disability and would welcome a narrative to explain the data.

It was also felt by a Governor that English and Maths outcomes are not a recent problem. It was hoped that with the Trust supporting the academy with the right facilities and investment the situation should improve.

There was a discussion about some of the individual subjects that were causing concern and what was being put in place to remedy this.

Staffing was also discussed. EF advised recruitment was challenging in the area and a supply deficit which is a national problem.

- Staffing – new PE teacher starts after Christmas. LP will also be starting in Jan 22 instead of Easter. We are also looking to add some supply capacity to the leadership team.

It was asked who would be covering AR's role when he leaves.

EF explained PC is currently picking up the DSL role however he was Head of Behaviour at BCA and has shared ideas on how to implement and improve systems on monitoring and tracking. It was therefore felt more sensible for PC to take on AR role.

A Governor felt it was important for the DSL to be a member of the SLT.

EF confirmed this will happen as PC will be line managing the DSL role. EF outlined the staffing model to Governors.

Action – EF to forward out a staffing structure to the LGB.

EF

A Governor felt it was important for a member of the LGB to be on the interview panel for the deputy head teacher role. It was agreed VGS would be part of the interviewing panel for this vacancy. It is scheduled to be held on Wednesday 15 December.

2.2 Confirmation of term dates 2022 23

Term dates have been shared with staff and no one has raised any concerns.

It was asked if EF was reflecting on a two week break in Oct after the experience of the more challenging behaviour this term

EF felt the staff wanted and needed the break but it gave students too much spare time however she didn't think this was the reason for so much challenging behaviour but more what has been happening in the community.

There was a discussion on having a two week break in October and it was decided EF should make the overall decision on whether to continue with it. EF will put it to the staff and advise the LGB at the next meeting.

Action – EF to consult with staff on the two week break in October 2022.

EF

2.3 ADP - rag rated

An explanation of the rag rating was requested as the colour system can be interpreted in two ways – not yet due to be done or due to be done and outstanding.
EF advised red is denoted as not happened yet.

EF went through the ADP outlining some items that are red and the reason they are flagged as this.

It was asked which areas are of the most concern
EF advised progress and attainment and interventions with pupils with SEND. Most of the concerns centre around closing the gaps.

2.4 SEF

EF advised this document had been written over the summer and was a reflection of the previous year.

It was mentioned that in the SEF behaviour and attitudes are rated Good but would it be fair to say it is not at the moment. EF agreed and felt that since half term it would now be rated as Requires Improvement.

Governors felt the SEF was very thorough and did a good job of representing where the academy stood.

2.5 Review of complaint actions

There has been a category 3 complaint made to Ofsted as well as receiving some others. EF shared the responses to some of the complaints and gave background information on the cases.

It was asked if the student would feel safe and happy now at school with the measures that have been put in place.
EF felt the student would feel safe but probably not happy as there are other family experiences that will have impacted on this situation.

Governors were pleased with the responses so far and tone of communications sent were very constructive and supportive.

EF outlined what has happened with the category 3 complaint and it will be ongoing for sometime.

EF advised there will be a chronological process set up in order to be able to see type of complaints coming up, monitor progress and record outcomes.

3 **Statutory Reports**

3.1 Safeguarding

JW referred to the report and gave highlights from it:

- Meeting held to look at SCR
- Safeguarding audit has not yet been uploaded but SP advised it will be available shortly.
- Staff training all up to date
- New DSL started
- Safeguarding proforma has been given to PC but not yet been able to complete it.
- Governor training needs to be completed shortly.

3.2 Behaviour and Attendance

- Attendance is a serious concern – boys 91.2% and girls 88.6%, this makes a combined figure of less than the required 90%. FSM 82.5%. Pupils with statements/EHCP 77.8%. and PP 87.2%
- Persistent absence has also increased

It was asked who was now responsible for attendance EF advised it would be JY and he has had the team from ESS into the school. However, it was mentioned that the data is being compared to national data that does not have the covid tolerances included. Our figures are not that far away when the allowances have been made.

Behaviour

- TIS training has been undertaken by five senior staff.
- Harmful Sexual Behaviour policy has nearly been finished.
- General behaviour is not moving in the right direction and some factors could be students are having supply staff teaching them and lack of consistency when dealing with poor or challenging behaviour.
- FTE are high but this is because we want the academy to be a safe place for students
- 1 permanent exclusion and 1 pending.

Overall JW is concerned about behaviour and attendance but less worried now by the management structure now that EF has explained it.

3.3 SEN

JB joined the meeting to give a verbal explanation of the report:

- SEN have increased significantly and we are above the national average number.
- Division of SEND need is showing the highest need in Cognition and Learning with 44 pupils. Social, Emotional and Mental Health difficulties is the second at 35. A significant number of these pupils fall into the Previously Looked After Children (PLAC) and LAC category. We have nearly twice the number you would expect for a school our size.

A Governor asked how many students in total were there in or previously in care.

JB advised there are approximately 20.

It was asked are those students having more FTE's than others

Yes they are.

A Governor felt that this was very worrying.

EF agreed it is, but we only have so many systems in place to utilise. However every day we are looking for other ways to support those students rather than through a FTE. The problem is the behaviour is very extreme.

A Governor felt very uncomfortable with excluding these very vulnerable students and JB agreed but we have to keep staff safe but because staffing is stretched it is a difficult balance.

It was asked if there was anything more governors could do to support

EF suggested being available for meetings to discuss potential FTE with parents would be helpful. The other issue is external agencies are behind with referrals.

Governors felt this was an awful situation for students and a lot of stress and additional work for teachers. The Chair reiterated the Governing body are fully supportive of the academy and keen to assist where needed.

- We have a more structured system for identifying and supporting students with SEN with four phases for identifying need.
- EduKey is a new software portal which centralises all inclusion provision.
- LUCID Exact is a screening tool which we will be using for years 9,10 and 11.
- NGRT testing taken place and data is being reviewed

- Trust SEN audit has been carried out and Stanchester was noted to be the most compliant.
- Staff development
- Work with external agencies – the Trust has built up its SEN inclusion team and we now have access to an Educational Psychologist, Speech and Language Therapist and a virtual teacher as well as to the APEX centre.

It was asked about if LAC are still having their termly PEPs
Yes they are.
Who attends those meetings
JB confirmed he attends the meetings.
The safeguarding governor thought it was important she meet with JB to discuss LAC.

Governors thanked JB for a thorough and very interesting report.
EF summed up JB's involvement and wanted to record thanks for his hard work and commitment.

4 **Approval of policies**

4.1 Admissions policy

All Governors approved the policy.

5 **Governor Report Update**

5.1 Career and Business Studies

- MW has met with Rob and sat in on a business studies class which was extremely impressed with the content and the engagement and enthusiasm of the students.
- It was noted that staff across the academy are under a lot of pressure with additional workloads.
- Looking to meet with CL, Trust Careers Lead and will report back after the meeting.
- Also attended a couple of Abri meetings who are a local building and property service company that also has a section within the business that provides schools careers advice, guidance and support. I met a couple of students who were receiving career's guidance. The counsellors were well informed and gave good advice.

Action - MW to meet with CL, Trust lead and report back to LGB on outcomes.

MW

5.2 Career Leader PIPs

JG gave an update on her link role for strand 2 of the ADP.

- Gave background to the purpose of the meeting.
- Very encouraging to see how staff were so focused and aware of the need to raise attainment in their subjects.

- Encouraged to see from rag rating on the ADP that more has been done since my visit.
- Next time would be useful to identify the strategies that have worked, strengths and areas for improvement.
- Look to meet with JY and curriculum leads and review data in early March.

Action JG to come in and meet with JY and curriculum leads in early March to review the data results.

JG

- Would also like to see how reading is going and look at results.

Action JG to meet with ZG in January to discuss reading plans and review results.

JG

It was asked when Direct Instruction would be commencing. EF advised this was not due to launch until the new year, but we have found a provider and met the trainers.

6 **Date of next meeting** – 10 March 2022 via teams