



**MINUTES**  
**FROM THE MEETING OF THE MAIDEN BEECH ACADEMY**  
**LOCAL GOVERNING BODY**  
**HELD ON**  
**THURSDAY 24 MARCH 2022**  
**AT 6.00pm Via TEAMS**

*Chair –Jonathan James; Head Teacher – Carl Winch;*

**Actions from MBA LGB on 24 March 2022**

<b>Item Reference</b>	<b>Action</b>	<b>Person Responsible</b>	<b>Date Raised</b>
<b>2.1</b>	JJ to ascertain whether the Governance for Apex South will be aligned with MBPA or Apex West.	JJ	24/03/2022
<b>3.4</b>	FD to arrange for DB to be added to the H&S site meetings and forums.	FD	24/03/2022
<b>3.4</b>	FD/CW to arrange for Governors to visit the Apex centre, nursery and new primary school classrooms before the start of the LGB meeting in June.	FD/CW	24/03/2022



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**Members**

✓	Jonathan James	(JJ)	Chair
✓	Flossie McGhee	(FM)	
-	Neville Mapstone	(NM)	
✓	Debbie Wakeman	(DW)	
✓	Carl Winch	(CW)	(Head Teacher)
✓	Doug Bamsey	(DB)	

**In Attendance**

✓	Fran Davis	(FD)	(Clerk
✓	Jana Zacheva	(JZ)	(External Auditor)
✓ those present			

**1. Procedural Matters**

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

NM sent apologies – work commitments

As the meeting was being observed by The Governance Forum, as part of an external review of governance, JZ introduced herself and explained her role.

**1.2 Declaration of Interest**

None

**1.3 Minutes from the last meeting on 18 November 2021**

Minutes were approved

Actions outstanding:

- DW to advise CW of available date to meet with the safeguarding team in December 2021 – **Completed** DW met with CW in JAN 22. The focus was on the outcome of the safeguarding audit, website and associated paperwork.
- CW to forward out Ofsted Review Sheet to Governors – **Completed**. Ofsted visited the school before the sheet could be sent out. However, JW did put together a crib sheet and this was forwarded to TG, Director of Education. It was commented that Inspectors were pleased with Governor input and knowledge.
- CW to summarise areas of focus from SEF and included on Review Sheet for Governors – **Completed**.

It was asked if there will be new policies for primary school.  
Yes, new policies for the primary academy are being prepared and they will be presented to the LGB for ratification at the June meeting. Generic Trust policies will be adapted.

1.4 Matters arising not contained elsewhere on this agenda

None

## 2 CEO Reporting Requirements

### 2.1 Head Teacher Report

CW gave highlights from the report which had been circulated prior to the meeting:

- Challenging time for the academy
- Covid impacted after the Christmas break with cases peaking at 35 across the school with 5-6 staff absent due to illness or childcare problems.
- Ofsted inspection – CW outlined the timeline of events leading up to the inspection. It did go ahead but the team inspecting were very mindful of the circumstances surrounding the academy closure and the effect on the staff.
- School was judged Good in all areas.
- Trust and Governors were all very supportive

- SEN provision was focussed on particularly as it was considered an area of weakness a few years ago and is now viewed as an area of strength.

Governors felt the school had done very well in difficult circumstances and acknowledged the very challenging conditions the staff were working under.

Acknowledgement was given to DW for being an effective and very knowledgeable Governor.

A Governor felt children being described as 'thriving at the school' was an accolade Ofsted do not use very frequently.

A Governor felt the level of challenge being given to the school by Governors had not been reflected in the minutes and we should look to see how that can be improved.

- LW marketing Trust Lead will run an editorial in the local press highlighting the successful Ofsted report.

#### Update on MBPA

- Open morning for primary school was held in December and the LRC was transformed by RB and TG into a primary classroom.
- Likely to have 33/34 children join in Sept 22.
- Information evening meeting planned 4<sup>th</sup> April for current year 5.
- Staffing model was shared

It was noted the schedule to complete all works is tight, how are you managing transition visits. CW felt there is a need for the logistics to be carefully considered as we have to re accommodate another class and space is tight. Apex South will have to be done over the holidays as cannot lose any further space.

It was noted it must be a very challenging time with three different operations being created on site. How will you maintain focus on the school for the rest of the academic year vs the different priorities for the other projects.

CW agreed there is a lot of juggling and so much to consider regarding planning and the day to day management of the school.

It was noted the primary school will be rebranded, are the year 6 pupils expected to take on the new uniform from Sept 22.

CW advised Jual, the new suppliers of uniform, will offer a simple navy sweatshirt and T shirt with no branding to keep costs low. There will also be the opportunity to recycle uniform from the three year groups leaving us.

It was asked if there are any celebrations planned for MBA

Yes pupils have contributed to many of the ideas for activities they want to have on site for the last week. With regard to staff there will be a evening event which focuses on Carl Street, who is retiring after 40 years with us.

#### Apex South

- 17 new referrals into APEX South
- Weekly meetings to discuss the new APEX provision are taking place.
- Various online training courses are taking place.
- CW is undertaking 'train the trainer' course for (Trauma Informed Schools) TIS.
- Admin administrator role to fill.

It was asked if the curriculum will mirror APEX West  
It will be similar but APEX west is more focussed on areas such as agricultural and horticultural, whereas APEX South will focus on engineering and construction.

It was asked if Team teach, the positive behaviour management system would be used by the school  
Yes it will, AB, who is a qualified leader, will led on the training.

It was noted that CW is listed as full time for both HT roles, what is the split between them

For the first and second year 100% at APEX South.

The school will have HW as deputy Head and will pretty much run itself as we have arranged for HW or EM to always be available on a daily basis. However, I will also be on site every day and APEX South timings are from 9.30am – 2.30pm.

It was asked whether the Governance for APEX South will be aligned with MBPA or Apex West

JJ will need to have a conversation with PLE.

JJ

**Action** – JJ to ascertain whether the Governance for APEX South will be aligned with MBPA or Apex West

## Update on nursery provision

- 28 Parents have registered interest in the nursery.

It was asked what age range and numbers can the nursery accommodate  
FD advised three under 1 year of age and up to nine 1-2 year olds in the Under 2s room and up to sixteen 2-3 year olds and up to sixteen 3-4 year olds in the main building per session.

## What is the time frame

Hopefully, taking all things into account such as building, Ofsted registration and recruitment, to have a soft opening in July and the main start in September.

## Is there a separate entrance to the nursery provision

Yes

## Will you be able to offer places to children with SEN

Yes absolutely we will be putting together our SEN Offer and working closely with AB and EM.

- Staffing/personnel update was given.

## Risk management – risks have all now moved to Amber from Red.

- Covid 19 – from 24 March new guidance will be followed.
- School reorganisation – now we have a staffing plan there is more stability.
- The school roll has fallen to 383
- Only 80% of current Year 6 children will attend Wadham School.

## Key events

- KS2 production at Christmas was delivered to parents via video.
- VB is now working with us 1 day a fortnight. VB has a caseload of three children/families.
- We have been allocated a Trust counsellor for one day a week. Has 4 open cases already.

CW shared some sad news with the LGB but reiterated there has been significant support from LA and Trust.

It was asked about the Get Ahead sessions  
CW confirmed this is a fantastic programme which offers a free online tutoring programme and is open to

anyone. It has been well promoted in Somerset schools.

- Residential will take place for 4 days over Easter at Brymore Academy. We have 80 children attending and is free to everyone.

## 2.2 ADP – update

Since last the LGB meeting the ADP has been reviewed rigorously by PLE. However a lot of strategic planning is only for this year and will change significantly next year when we convert to a primary academy.

- Strand 1 only areas rated red falls under evaluating classroom practice. Two of the red areas related to technology for online teaching in case the academy went into lockdown again which is not now likely to happen.

The Chair commented that the ADP is another mechanism for showing challenge by the Trust which highlights that challenge does not necessarily have to be just via governors at the LGB meetings. CW agreed and commented that a section on modelling EAL and SEN evidenced by learning walks (page 5) was shown as red as we have not had the opportunity to evidence this however when Ofsted visited, they said outcomes for this area were a strength of the school.

- Strand 2 shows a few red actions. This is being covered by EM who has a huge job, with three year groups transitioning and only in four days a week. Ofsted noted MBA have an above average number of children with SEN. This has impacted on us and we have not done the monitoring and evaluation we would have liked.
- Strand 3 is on target
- Strand 4 – two of the actions showing red are starting to happen as we are receiving Trust support.
- Strand 5 - reading buddies. This has not yet been embedded but this a quick fix and can be sorted relatively easily.

The Chair felt it was good to recognise these outstanding points need to be undertaken and completed. It was also noted the data in the ADP matches the SAT data.

A Governor felt the verbal update added a lot of detail to the outstanding red sections and asked whether this could be captured in the ADP moving forwards.

It was asked how will the points raised by Ofsted be addressed in the ADP

CW outlined an example - reading for enjoyment and confirmed this would remain an action for the new primary school. However, with regard to low level disruptive behaviour – this is not in the ADP at the moment however we have strategies in place but long term this will not be an issue for the primary school as we will have systems in place from the start of their journey through school.

### 2.3 KS2 Predictive data

- Reading showing a dip from 80% to 71% however we do not know nationally what impact the pandemic will have on those KS2 outcomes. Therefore 71% could be above or below the national average. A very robust recovery programme has been put in place.
- Middle schools meeting on 6 April and we will be benchmarking ourselves against similar schools.

It was queried whether the drop in results were related to high numbers of SEN rather than Covid related CW agreed the profile of the current cohort coming into school were lower however we are expecting our progress measures to be better than attainment.

## 3

### **Statutory Reports**

#### 3.1 Safeguarding

It was noted that online prevent training had become a real focus again.

CW outlined the training that had been carried out and procedures in place.

- A significant spike in safeguarding concerns being reported.
- Two Level 4 referrals and Four EHA's
- Schools are liaising with each other and external agencies over safeguarding concerns. A joint meeting will be held at Wadham school and directed at families who need to be aware of what is happening locally.



- Racist incidents have increased.

There was a discussion about a pupil who is of concern. CW gave some contextual background on the family and what is being put in place to support them.

- GIFT intervention has been successful
- Four of the five highest categories of concern are showing a downward trend.

It was noted that Ofsted picked up on 'what is it like to be a female pupil at the school'  
Yes we are really mindful of this.

### 3.2 SEN

- 13 pupils have an EHCP plan
- Waiting for a transition meeting for a child coming to us for one term before moving onto Wadham
- 2 pupils are funded to have 1:1 support full time
- Significant number of interventions are being put in place.
- Key challenge is the transition programme onto Wadham.

### 3.3 Behaviour, Exclusions and Attendance

- Overall attendance nearly at 91% and is inline with other schools nationally.

CW gave some background detail on where attendance figures would normally be at.

- Behaviour – going through a challenging time and this manifests in inappropriate behaviour. Still supporting managed transfers.
- Covid has impacted on behaviour
- Lesson exclusions and fixed term exclusions have increased.

It was asked what a lesson exclusion is  
CW outlined the process for lesson exclusions which are aimed at preventing fixed term exclusions.

It was asked if pupils abuse the system and use it a method of getting out of lesson time  
CW advised we monitor this very closely and if it is being used inappropriately, we will speak to the pupil, but it is rarely misused.

CW advised they are close to giving a permanent exclusion to a pupil. We are doing everything possible to support this pupil and external agencies are involved but the behaviour is very challenging. Governors asked questions about the incidents.

It was noted by a Governor the Trust is holding a session on exclusions for Governors shortly.

#### 3.4 H&S Report – for information

- Report has been produced by SR
- Fire evacuation drill needs to be carried out.

It was asked if the fire drills are announced  
Yes the first one of the academic year but from then on they are unannounced.

It was asked about the 'bump book'  
This is for recording minor injuries but serious incidents go onto EEC Live.

Have the figures reduced due to the fact children have been in school for less time due to lockdowns and Covid.

CW felt that last year there were more periods of time when students were not in school due to covid however this year has been more 'normal' but there were 102 incidents for the whole of last year whereas this year, at the half way point, only 20 incidents recorded. Therefore, we believe numbers are generally down and there is more effective monitoring in place.

**Action** FD to arrange for DB to be added to the H&S site meetings.

**Action** – FD/CW to arrange for Governors to visit the APEX South centre, nursery and new primary school before the start of the LGB meeting in June.

CW advised MG, head teacher at Wadham, has resigned.

**FD**

**FD/CW**