



**DRAFT MINUTES**  
**FROM THE MEETING OF THE**  
**LOCAL GOVERNING BODY**  
**OF STANCHESTER ACADEMY**  
**HELD ON**  
**THURSDAY 23 MARCH 2023**  
**AT 5.30pm via TEAMS**

Actions from Stanchester LGB Meeting on 23 March 2023

Item Reference	Action	Person Responsible	Due Raised
1.6	FD to forward website checklist to DB.	FD	23/03/2023
2.1	GM meeting with PLE shortly and will give an update to the LGB on AHT role and SLT staffing.	GM	23/03/2023
2.1	GM to give a summary at the next meeting on what options will be available to students.	GM	23/03/2023
2.1	GM to feedback on the next steps for vision and values at the next LGB meeting.	GM	23/03/2023
2.1	GM to share plan for grant to support military students in school with LGB.	GM	23/03/2023
2.3	GM to share Homework policy with LGB.	GM	23/03/2023
5.0	GM and AS to confirm date of next LGB meeting.	GM/AS	23/03/2023



**DRAFT MINUTES  
FROM THE MEETING OF THE  
LOCAL GOVERNING BODY  
OF STANCHESTER ACADEMY  
HELD ON  
THURSDAY 23 MARCH 2023  
AT 5.30pm via TEAMS**

**Members**

✓	Adam Surt	(AS)	Chair
✓	Gregg Mockridge	(GM)	Head teacher
✓	Jenna Burrow	(JB)	
✓	Jane Gillespie	(JG)	
✓	David Elford	(DE)	
✓	Doug Bamsey	(DB)	
✓	Vanessa Gilder-Stevens	(VGS)	Joined at 5.40pm
✓	Elizabeth Oliver	(EO)	

**In  
Attendance**

-	Fran Davis	(FD)	Clerk
✓	Liam McLaughlin	(LM)	
✓	Mary Cranna	(MC)	

**1. Procedural Matters**

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

Apologies were received from BO and VGS who were both working but VGS hoped to join later.

Apologies were accepted.

**1.2 Declarations of Interest**

None

**1.3 Minutes from previous meeting 13 October 2022**

Minutes were agreed as accurate.

Actions outstanding:

Declaration of Interest forms to be completed by DE and VGS – **Completed**  
LGB to give GM contact details of local businesses who could support with careers – **Completed.**

1.4 Matters arising not contained elsewhere on this agenda.

None

1.5 Student Representation

The LGB considered the 3 questions concerning how student voice is represented at the school:

- School council contains representatives from each year group which totals 10 across the school. Year group councils also run where 2 students from each tutor group are represented, i.e. 12 from each year group.
- Deep dives each term gains feedback from students.
- SLT meetings have student voice.

It was asked how we can be sure there is no bias between what is coming from students and what is reported. It was suggested that a Governor, where possible, attended the student council meetings to observe and gain an understanding of what is being raised. This was agreed by the LGB.

1.6 Website check

DB volunteered to undertake this and feedback to FD and the LGB.

**Action** – FD to forward website checklist to DM.

**FD**

2 CEO Reporting Requirements

2.1 Head teacher report

- Results not looking too good but there are six year 11 students who do not attend school although there is external provision for them, they have 0.16 impact on the data which is significant. We do need to consider how we ensure this does not happen in the future.
- Very few subjects are positive overall, we should have at least half of them at positive.

It was noted that the data in Nov and Mar for English showed quite a difference.  
GM advised the methodology used is based on projections from the worst scores in Nov. However, moderation has been carried out across the Trust and they are happy with the marking but there is a lot to do in English.  
Looking at aspiration linked to motivation and the fact students were given an easier paper in Nov and have done an extra 4 months learning but have fared worst.  
GM advised when looking at data class by class, a lot of students have made progress but there is a significant amount who have made little or none. However, the lessons in English have all the strategies there but underpinning knowledge is missing.

#### Staffing update

- The Assistant headteacher interviews to replace RWP were not successful in December or January. The AHT appointments have now been postponed.
- LW is currently away ill.
- Senior Leadership capacity is severely short.

**Action** GM meeting with PLE shortly and will give an update to the LGB on AHT role and SLT staffing.

GM

The Chair advised this is an ongoing discussion and it is a concern of ours - the vulnerability of the school at this time. A Governor agreed this was a worry and on the impact on GM.

- LM is a great addition to the team.
- The options process started in January 2023 and is nearing completion. A new process was used and it seems to have gone smoothly but will gain feedback from JY.

**Action** GM to give a summary at the next meeting on what options will be available to students.

GM

#### Attendance

It was noted there is substantial variations in year groups and the percentage reached. Is there an understanding to why some tutor groups have a higher degree absence and of authorised and unauthorised differential.

GM advised year 7 has had repeated supply teachers and the teacher is off on maternity leave but it has the highest attendance which indicates it is student attitude. On the other hand, year 10 who has a fantastic tutor but has the most challenging students in that year group. JM confirmed it is very much down to the student and whether there are any medical problems or if they attend APEX, as it can all impact on attendance.

It was noted the biggest gap is the SEND group at 13%. The work LM is doing is very needed.

The Chair extended an offer for anyone at the school to come to the College and see their PSE programme.

It was suggested a deep dive in attendance in JM tutor group would be useful to explain the challenges there as figures do not show these factors.

JM agreed and was happy to help with this.

The Chair noted this is a historical issue but hoped to see improvements as we move forward.

- We do have a significant number of students with good attendance and in particular 100%.

## Safeguarding

It was suggested that as no categories are listed, thought should be given to how this is being risk assessed. GM advised this is an area that is being looked with SP to ensure every concern has a category. It was also asked do we need to consider the school's curriculum on personal development and what is being done to support positive mental health. We have a staff forum voice which has feedback that the tutor programme is not good. We are therefore reviewing this and the deep dive for PSHE is next week. Also, HH has been tasked with reviewing Business and Digital Skills programme to make it more engaging.

- The vision and values next steps will be discussed at the LGB meeting.

**Action** GM to feedback on the next steps for vision and values at the next LGB meeting.

GM

- RH has won a grant of over £60000 to support military students in school. The plan will be shared with LGB.

**Action** – GM to share plan for grant to support military students in school with LGB.

GM

- We have increased the number of trips and visits on offer to students
- Destination data for current Y11 is being collected.

## 2.2 Predictive Data KS4

- Grade distributions will go back to 2019 this year.
- Students have been responding really well.

Main reporting was covered in Head Teacher report.

## 2.3 ADP

- Need to arrange link governor meetings as this is the best way to ensure accountability.

The Chair offered to be available for SLT meetings to give an overview. GM advised they happen about every 6 weeks on a Thursday from 3.30pm - 5.30pm.

- This is a working document and reviewed and rag rated every 6 weeks.
- Explanation was given on rag ratings for each section.
- On Strand 1 we are looking at effective transition for students attending APEX provision.
- Biggest piece of work is for Strand 2.

### Strand 3

- homework policy has been redrafted and going to student council for feedback.
- Assessment cycle mapped.
- Significant amount of work carried out on staff workload.

### Strand 4

- Calendar to have a maximum of one meeting a week to reduce staff workload.
- Improve communication with the community will also be ongoing.

It was asked does homework allow for gaps in learning to be narrowed or it is based on general subjects.

GM advised the homework policy has been revised as there was too much emphasis on knowledge organisers. Moving forwards it will be on how to revise and learn.

Looking at red rag rating on bullying and the suggestion that some students do not feel safe on site indicates quite a problem.

GM advised it is narrowing down the use of unsafe and whether the word is being used correctly as when some of the reasons are unpicked it can be over friendship falling out etc. however there are some with genuine concerns and these have been addressed with students. It is an ongoing piece of work but we are addressing this and it will not be overlooked.

**Action** GM to share Homework policy with LGB.

**GM**

GM will be working on the ADP and would value input from Governors.

## 2.4 SEF

- This document does not change hugely as it is reviewed every 12-14 weeks.
- SLT update it for those meetings.
- We are at RI for every area and of particular concern is SEND. Biggest challenge in this area is staff being aware of which students are SEND and the strategies in place.
- Safeguarding is better but staff training log is not up to date and as accurate as it should be.
- GM felt there are elements across the school of Good but this is not reflected in the outcomes at the moment.

Governors felt it was important to recognise the good practice that is happening at the school as well as being fully aware of the work yet to do.

The Chair feels reassured that the school is moving forwards but we need to be mindful how we justify Good for T&L when outcomes are not Good.

### 3 **Statutory Reports**

#### 3.1 Safeguarding

Covered in Head Teacher report.

#### 3.2 Behaviour and Attendance

MC gave highlights from the report:

- Data shows a comparison with 2021 and 2022.
- Bigger decrease is expected in next term's data.
- Number of days has significantly reduced.
- Students are now aware of our expectations.
- Biggest concern is persistent disruption.
- Huge improvement in number of students who were wandering around the site. This does not happen now.
- Physical assaults should see a significant drop in numbers for next term.
- Every half term we reinforce expectations as well as what has gone well to the students.
- Isolations were not recorded last year but we have changed procedures.
- Have increased the number of rewards vs sanctions with teachers having a 3:1 ratio in every class.
- Every member of staff is encouraged to make one positive phone call every Friday to parents.
- Parents now have SIMS app which has improved understanding.
- Every half term we have an awards ceremony.

The Chair wished it to be noted that MC is doing a fantastic job, the approach being adopted is very consistent.

A Governor was pleased to hear parents are being contacted for positive conduct.

- We run positive reward trips. At Christmas we went to Cribbs Causeway.

#### 3.3 SEN

LM gave highlights from the report:

- First priority was to get an accurate understanding of the students currently on the register. With help from the Trust all student files have been reviewed.
- Number of EHCP: 17 (2.1%) - National figure: 4%. There are 3 in draft form and another 5 students in the process of applying for an EHCP.
- No of students with SEN: 142 -  $142/785 = 18\%$  SEND, potentially there are another 60 students who could be added to the register which would increase the number to 25%.
- Student passports are now being reviewed for quality assurance.

- Looking at transition of students from primary to ensure passports are in place when students arrive in year 7.

GM advised having visited feeder primary schools and out of 166 students only 2 have EHCP's which is low. Priority is to build relationships with the primary schools.

- Historically there is a lot of non-attendance from pupils on the SEND register.

The Chair thanked LM for the clarity of reporting. It was asked are the EHCP targets being bedded down by the staff and targets moving forwards. The review of the SEND register was for this reason; that all staff will have a better understanding of what support is required. Having clear succinct passports to follow and EHCP's being available to staff will also assist.

It was suggested with such a small number of pupils coming from the primary schools, a strategy would be needed to cope with undiagnosed SEND needs which could manifest into behaviour issues.

It was noted that across County EHCP's take a significant time to process. It would therefore be useful to consider how the message of undiagnosed SEND need impacts on the receiving schools and students, in particular, on delivering teaching and learning.

LM agreed and confirmed the priority is to establish good relationships with the primary schools.

It was asked for clarity on how students coming off the SEND register is managed.

LM advised there are students who do not quite make the register but you want to monitor them. In order for this to be relayed to staff clearly, we wanted to let them know that the noted need list is not there now. Students either are on the register or not. The only reason to have this noted need list is for students coming off the register but they are still under review.

#### 4 **Policies**

None

#### 5 **AOB**

The next meeting is not convenient for a Governor and GM and AS will review dates and advise LGB by email of new date.

**Action** GM and AS to confirm date of next LGB meeting.

**GM/AS**

Governors were pleased such tremendous gains since September and thanked staff for all their hard work.

#### 6 **Date of next meeting** – tbc