



**Minutes of the Axe Valley Academy Local Governing Committee Meeting
held on Monday 21st September 2020 virtually via Zoom**

Attendees	Initials	Attendees	Initials
Amanda Bujniewicz	AB	Jeremy Walden	JW
Matt Brookman	MBR		
Laura Jenkins	LJ		
Jill Larcombe	JL		
Mark Lees	ML		
Julie Paddick	JP		

Apologies / Absence (reason if required)	Initials	In Attendance	Initials
Mike Huskins	MH	Rob Crocker	RC
		Rob Selby	RS
		Joanne Govier(clerk)	JG

Signed as a correct record of the meeting:

Date:.....

1. Welcome and Apologies

Welcome to the first LGC of the new academic year. Introductions from the Chair for all present.

2. PSHE Presentation.

Governors received a PSHE presentation. Draft policy was circulated in advance. AVA have purchased JIGSAW, and adapted this to suit the curriculum. This covers all statutory components for 2020. The curriculum covers: relationship education, health education and sex education. Sex education lessons have been explicitly identified. An overview of curriculum content and exemplar materials are available on the website. Parental consultation letter has already been sent out, and this process has now closed. The draft policy is on the website. Updates made to draft policy gone through with the LGC.

Governor Challenge – Does online safety only come into the curriculum at year 10? This feels late. A – No earlier, but we can also move and replace items as teachers move through the scheme. This would be based on local context.

Governor Challenge – Do we have many students withdrawn from sex education? A – Only one student this year (SEND) not withdrawn but delivered separately through Learning Support.

3. Appointment and Election

Chair – JL was elected unanimously. Proposed by JW and seconded by MBR

Vice-chair – JW was elected unanimously. Proposed by JL and seconded by AB.

4. Apologies for Absence

Apologies were accepted from MH (work commitments). Agreed.

5. Declaration of Interest

None

LGC members asked to update register of Interest form by 30th September

6. Completion of Annual Business Terms

6.1 All governors had received the forms they are required to sign annually, the Declaration of Pecuniary Interests and Safeguarding Self-declaration. They can be signed via google forms, or hard copies can be requested.

6.2 Updated Code of Conduct. JL explained the Code of Conduct had been updated in line with the National Governance Association Model Code of Conduct. This can be signed via google forms, or a hard copy requested.

6.3 JL defined open/closed meeting. All LGC members felt that to be transparent to the community, an open meeting would be a positive move forward. This would happen only when meetings were to take place in School, and not appropriate for a remote meeting. The Headteacher was happy for an open meeting. Proposed, seconded-agreed unanimously.

6.4 JL briefly explained the Scheme of Delegation, and how the Trust Board delegates responsibilities to the LGC. No questions.

6.5 Governor vacancies - 2 parent, and 3 staff governors required.

7. Safeguarding

7.1 Safeguarding updates to LGC by LJ. Chair asked all governors to read Keeping Children Safe in Education 2020, Parts 2, 5 and Annex A in particular. The following changes have been made from KCSIE 2019.

- Mental Health – Now explicit in safeguarding definition. Staff should identify potential problems mental health problems through behaviour. These concerns can be followed through normal safeguarding routes.
- CSE & CCE – Child criminal exploitation and child sexual exploitation- forms of exploitation where imbalance of power is prevalent. Victims can be exploited even if it appears unsexual – this could be online.
- New guidance for Heads, Designated Safeguarding Leads and governors on supporting children with social workers
- Contextual safeguarding - safeguarding incidents and/or behaviours can be associated with factors outside school and/or can occur between children outside of this environment. Consideration should be given to whether children are at risk of abuse or exploitation in situations outside their families.

7.2 Safeguarding declaration documents to be signed by 30th September 2020. These can be signed on paper, or via google forms.

7.3 Update on Mental health

- Anxiety is high, but more so around what might happen, and not knowing what the future holds. This is more for students than staff

8. Minutes from the Previous meeting

8.1 The minutes of the meeting held on 25th June 2020 were agreed as an accurate record by all.

8.2 Part 2 Minutes agreed (displayed on screen) as an accurate record by all

9. Matters arising

Actions from the last meeting - Recruitment to the LGC and the August update meeting was held via Zoom on 26th August 2020@10am.

10. Results

LJ- GCSE Results- These have been difficult to analyse as centre assessed grades were used. However, as the Head Teachers report states-boys, HPAG, Disadvantaged, and SEND students remain focus groups

- 9-4 basics 73%, 9-5 basics 46%
- SEF run through-LGC will support in running on the priorities we want to move the Academy forward

11. AIP

LJ - Feels the need to drive on with improvements. LJ will give update in November. JL will look at curriculum implementation as an overview.

The following governor responsibilities were agreed:

- Mark Lees - Behaviour and Attendance
- Rob Crocker – Teaching and Learning
- Jerry Walden – Safeguarding and LAC
- Mandy Bujniewicz – PP
- Julie Paddick – SEND

12. Governor Development

- 12.1 Level 2 Safeguard training to take place before the November meeting
- 12.2 Chairs Update – revisit at November meeting
- 12.3 Development for the year ahead – see point 2
- 12.4 Trust Update - no board meetings have taken place
- 12.5 No Clerks business

13. Policies

- 13.1 JL will email Lucy Ford, Headteacher’s PA, to find out where we are on policies
- 13.2 PSHE proposed, seconded and all LGC were in agreement for ratification
- 13.3 Safeguarding policy will be brought to the next meeting-prior to audit

14. Urgent Business

- 14.1 No urgent business was brought to the table

15. Meeting Summary

- 15.1 The LGC feel that they are supporting pupils well
- 15.2 Risks and concerns to be passed to the Trust Board - none

16. Date of next meeting

Wednesday 18th November 2020. Level 2 Safeguarding will be delivered at 4pm followed by the LGC meeting

The meeting closed at 6.30pm

ACTIONS

Agenda item	Action	Who	Deadline
3.	To send final PHSE Policy to JG and website	RS	18 th November 2020
5.	Complete register of Interests form	LGC	30 th September 2020
6.5	Governors to complete their skills audit	LGC	18 th November 2020
6.5	Write to parents and staff regarding specific skills gaps to recruit	JL/LJ	4 th November 2020
10.1	Add catch-up funding to the Heads Report	LJ	4 th November 2020

11	Produce AVA Governor Visit Form template for governors to record their visits	JG	30 th September 2020
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