



**Minutes of the Axe Valley Academy Local Governing Committee Meeting
held on Wednesday 18th November 2020 virtually via Zoom**

Attendees	Initials	Attendees	Initials
Amanda Bujniewicz	AB	Jeremy Walden	JW
Mike Huskins	MH		
Laura Jenkins	LJ		
Jill Larcombe	JL		
Mark Lees	ML		
Julie Paddick	JP		

Apologies / Absence (reason if required)	Initials	In Attendance	Initials
Matt Brookman	MB	Jon Scott	JSc
Rob Crocker		Phil Wilson	PW
		Joanne Govier (clerk)	JG

Signed as a correct record of the meeting:

Date:.....

1. Safeguarding Training

Prior to the LGC meeting, JSc- Designated Safeguarding Lead/Assistant head delivered level two safeguarding training to governors.

Following the training an online Safeguarding pack will be sent to all governors, along with links to two on-line training modules for completion. Emphasise on new KCSIE guidelines highlighted.

Governors to email the Clerk with evidence of completion of the on-line training modules so this can be entered onto the SCR.

2. Welcome to governors

JL welcomed governors and Phil Wilson, new Deputy Head, to the meeting and introductions were made.

3. Apologies for Absence

RC was unable to attend due to work commitments. MB was unable to attend due to family commitments. Their apologies were accepted.

4. Teaching and Learning Presentation

A comprehensive presentation was delivered by PW. He explained modern thinking on how the brain works. PW stressed how literacy underpins all subjects, in all areas. Reading and writing in full paragraphs is key. This encourages an aspirational culture; the introduction of additional reading in tutor time has also been introduced, as a step forward.

The following principles were explained:

- Powerful knowledge
- Subject-specific schemata
- Disciplinary literacy
- Evidence informed teaching approaches
- Cognitive Science
- An aspirational culture

Practice to push this forward includes:

- Curriculum Development Days
- Evidence-informed professional learning
- Coaching
- Subject-based professional learning
- Lesson visits

More detailed information is included in item 5.1- COVID catch-up report

5. Budget Summary

Monthly monitoring reports are showing variations in projections. Projected overspend is currently approximately £40,000 (an increase). This will be revisited to reduce expenditure. The budget remains very tight.

Overspend areas

- reduction of canteen sales
- additional costs – pay progression
- additional cleaning costs
- additional exam fees
- no income generated from SSCO

5.1 COVID catch-up report. This is being approached using three tiers:

- secure attainment outcomes
- high quality remote learning
- mental health support

SEND and disadvantaged focus with more targeted intervention.

The main academic barriers include low literacy; gaps in knowledge; Curriculum delivery; limited resilience; stamina and mental health concerns.

The main external barriers include poor attendance, limited engagement, no engagement in home learning and financial hardship.

Tier 1 Covered by PW. Co-ordinated CPD focus, knowledge rich curriculum and routine retrieval practice with low stakes quizzing. Reduced workload for responsive teaching. Whole school reading. Whole school strategic plans. All under pinned by questions and answers, and appraisal.

Tier 2 Approximately, half the budget to be used for additional targeted intervention. Library, literacy programmes, Hub academic intervention spaces for all year groups, internal tutoring (qualified staff), external tutoring, NTP, period 6, homework club and GCSE specialist teaching.

Tier 3 For the few – the other half of the budget will be for specialist and more extensive work to catch-up. Additional SEND Pastoral Co-ordinator, Timpson project, Educational psychologist hours, sports coaching, ICT hardware and technical support. Breakfast club is provided every morning.

6. Declaration of Interests

6.1 None to declare

6.2 The Clerk will send paper copies to the governors who have not completed their form this year and JL requested they complete it.

7. Board membership matters

A recruitment drive will take place in the New Year. All felt that due to the on-going COVID situation, it would be sensible to re-visit in the near future. Governor vacancies are 2 parent, and 3 staff governors. It was suggested that an advert could be included in the Christmas newsletter to recruit parents.

8. Safeguarding

8.1 One member's safeguarding declaration is outstanding

8.2 LJ reported that there had been a number of hospital admissions due to poor mental health amongst some vulnerable children. This has been indicative of crisis and COVID. Students had received targeted multi agency support.

8.3 Hospital admissions had improved in the last month.

Governors' asked: Which age group is this mostly effecting? A – Older females, linked to anxiety and poor mental health. The younger students seem to be less aware.

Governors' asked: It must be tough for the staff working with these children? A – It can be tough emotionally.

Governors' asked: Have you spoken to parents/carers; could you give them some information via the newsletter? A –Yes we do communicate regularly.

9. Minutes of the last meeting

All governors agreed that the minutes from Monday 21st September 2020, were a true and accurate record of the meeting.

10. Matters arising from those minutes

10.1 All matters had been dealt with

10.2 JL as new chair will provide an introduction profile feature in the next newsletter

11. Headteacher's Report

11.1 COVID catch – brought forward to point 5.1

11.2 Year 11 Pre public exams will take place in the first two weeks of December. All will be externally invigilated

11.3 Recovery Curriculum has been divided into three separate categories:

Universal (quality of teaching for all)

- Build positive relationships with staff, peers and other agencies
- Implement a clear curriculum pedagogy behind a rich and coherent curriculum
- Teach PSHE that explores self and relationship themes.
- Provide low stakes quizzing and retrieval
- Secure explicit big ideas
- Nuanced planning
- Comprehensive remote learning
- Enhanced literacy and reading strategy

Focused (targeted strategies)

- Increased personalisation – including gaps identified and filled more flexibly

- Small groups and one to one tuition
- The Hub has been extended to three models to accommodate different year group bubbles
- Re-skilling of learning behaviours- including enhanced RTL SEMH support
- Period six for all year 11 (97% attendance)
- Meeting individual needs through pastoral gap analysis
- Enhanced parental engagement through remote and online opportunities

Deep (wider strategies)

- Multi agency intervention
- Educational Psychology
- CAMHS
- Timpson Project

Attendance

Detailed attendance analysis 94%, which is higher the national average. Attendance is a key priority. Low attendance for disadvantaged students was noted, much of which revolves around COVID

Additional levels of support put in place include:

Written communication to families

Work with individual families

Rapid response and intervention plans.

SEND

21% of students are on the SEND Code of Practice

At present we have 26 Education Health and Care plans, with more pending

New Learning Passports have had a new share date to coincide with the CPD day in January

Whole School training day in January 2021 is a joint SEND and Teaching and Learning CPD

Due to restrictions because of bubbles, we have three academic intervention Hubs.

Students are using on-line programmes. These are used for academic intervention in all cases

LJ screened shared a Learning Passport to give governors a sense of what these looked like. These are based on child specific intervention. This document includes a Plan, Do, Review log which is updated regularly. Having these documents in place has reduced the number of students coming out of the classroom.

Governor Challenge: Has there been a shift in Teacher's thinking when it comes to working with SEND students? A- We continue to support Teacher's by providing them with the information that help students in the classroom

Governor Challenge: Has there been any feedback from staff? Will they ask for training? A- We are moving to meaty folders, this will be a SEND (bible). JP, as SEND Governor, will link with GC, SENDCo to discuss how intervention is being monitored in Learning Support

Pupil Premium

Numbers have stayed consistent with last year, approximately one third of the school population is disadvantaged. These figures are higher than the national average.

Looked after Children

Are all doing well, and all have settled back into School positively.

Behaviour

The return to School has been calm and purposeful for the majority of students. Where behaviours have arisen the RTL system is working to ensure disruption free classrooms. There are a handful of students that find managing their behaviour difficult despite multi agency approaches and interventions, as part of their Wave. AVA works closely with the inclusion officer to prevent permanent exclusions.

Staffing

The biggest challenge has been the proportion of staff absent at one time. There have been numerous reasons for absence- Staff who have been identified as having a high risk to COVID by their General Practitioner, teaching placements, exceptional family circumstances, and a fifth member of staff being injured, and unable to return to work. SLT have been used as cover.

Governor Challenge: How long is this sustainable with limited staff? A - Hopefully, this isn't a long term plan, as long as national restriction's finish on the 2nd December.

Governor Challenge: What are staff doing when they are working from home? A - Still setting work and passing on to whoever would be covering their lesson.

Governor Challenge: How are staff coping with their own mental wellbeing? A - This has meant reduced breaks; the cleaning routines have been tricky. This has not been an easy time to be in education. However, staff have pulled together, and the networks in school ensure they support each other.

12. Academy Improvement Plan

LJ gave an update. As reported previously there is ongoing work based on the OFSTED report. Pupil premium has been completely revamped.

13. Governor Development

13.1 Further safeguarding training to be completed remotely. JG to forward links for the two online assessment modules. Governors to provide evidence of completion (a screenshot was suggested) to JG so this can be recorded.

13.2 Chairs Update: The LGC will work with the SLT to create portfolios. JL was aware and conscious of time constraints on SLT during COVID. JL explained that the LGC need to know the School well, and to continue with their meetings with SLT, virtually if necessary. Visits can still go ahead, in line with governments guidelines. PW has revamped the Staff Handbook. JL had received RC's report on 'remote working'; this had been circulated prior to the meeting.

13.3 Development for the year ahead – see point 2

13.4 Trust Update: Neroche Primary School will be joining the trust in January 2021

13.5 No Clerks business,

14. Policies

14.1 Safeguarding and Child Protection Policy. Unanimously AGREED.

14.2 Behaviour Policy: Unanimously AGREED.

14.3 Exams Escalation Policy: Unanimously AGREED.

14.4 NQT Induction Policy: Noted. This is a Trust Policy.

15. Any urgent business

15.1 No urgent business was brought to the table.

16. Meeting Summary

16.1 The LGC feel that they are supporting pupils well

16.2 Risks and concerns to be passed to the Trust Board: None

17. Date of next meeting

Wednesday 10th February 2021 @ 5.00pm

The meeting closed at 6.40pm

ACTIONS

Agenda item	Action	Who	Deadline
6.2	Send out hard copies of Business Interest form and skills audit form	JG	30 th November 2020
.7.1	Organise a governor recruitment drive. Advertise parent governor vacancies in the Christmas newsletter.	JL/JG	18 th December 2020
10.4	New chair will provide an introduction profile feature in the next newsletter	JL	February 2021
13.2	Liaise with GC to discuss monitoring in Learning Support	JP	31 st January 2021
13.2	Liaise with JSc virtually on safeguarding	JW	31 st January 2021