

Wallscourt Farm Academy Council Meeting Minutes

Thursday 8th October 2020, 6.00pm

Venue – Virtual online video/audio.

Success & Bright Spots (To grow)	Trails & Underperformance (Areas of focus)
<ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> • Children with SEND • New joiners attainment & Progress • Writing in Yrs 4, 5,6 • Children at Greater Depth

Academy Council:

AC Members		Attended	Apologies
Michael Small	Sponsor 1 (Chair)	✓	
Nathan Leigh	Sponsor 2	✓	
Linda Tanner	Sponsor 3		Apologies
Phil Walker	Sponsor 4	✓	
Craig Phillips	Sponsor 5	✓	
Sue Kelham	Principal	✓	
Susie Weaver	Executive Principal	✓	
Trevor Jones	Local Authority Rep	✓	
VACANCY	Parent Councillor		
Jenny Bodnarchuk	Parent Councillor		Apologies
Helen Rea	Staff Councillor	✓	
Lucy Salmon	Student Advocate	✓	
Emma Montmasson	Support Staff Councillor	✓	
Invited attendees			
Hannah McDonnell	Vice Principal	✓	
Charlotte Black	Assistant Principal	✓	

Item	Description	Action
1.	Introduction, Administration, and Apologies	
1.1	The meeting was opened by the Chair, and all were welcomed. The meeting was deemed quorate. This was the first meeting with Michael Small as Chair of the Academy Council.	
1.1.2	The meeting took place online video/audio conference on Microsoft Teams during the Covid-19 pandemic. MS explained the meeting protocol.	
2.	Declarations of Interest	
2.1	None	
3.	Academy Council Membership	
3.1	Welcome to Emma Montmasson who is our new Support Staff Councillor	
3.2	Jenny Bye will take on the role of Vice Chair to the Academy Council.	
3.3	Welcome back to Nathan Leigh who previously stepped down as Chair of the Academy Council, but remains as a Sponsor Councillor.	
4.	Minutes of Previous Meeting	
3.1	Minutes were confirmed. Actions are listed at the end of the document.	
5.	Matters Arising	
6.	Quality of Education including curriculum developments	
	<i>Presentation from Charlotte Black – Assistant Principal</i>	
6.1	Recovery Curriculum	
6.1.1	(CB) There are strategies in place to help learners recover. We have used the first few weeks for our learners to rejoin, reconnect, reignite and reengage. We have also given the students time to reconnect with friends.	
6.1.2	(CB) We sent a questionnaire out to families at the end of T6 asking for feedback on how lockdown was for their family. We presented this feedback to staff to enable them to understand the children upon their return to learning.	
6.1.3	(CB) The first few weeks of learning were themed; After the Fall – Mini enquiries, however whilst Yr5 & 6 began voicing enjoyment, they asked when they would begin regular routines.	
6.2	The Students asked to return to learning – What about the Wallscourt way?	
6.2.1	(CB) We focused on rejoining and reigniting the love of learning and ensuring that children understand Social Distancing and the new way of learning and working.	
6.2.2	(CB) We focused on wellbeing and shared resources with staff so they could help students. We've not felt a dip with learning, our students have been really resilient.	
6.2.3	(CB) We focused a lot on the curriculum last year, and we've now adapted due to the pandemic. We've added being a Designer and being a Computer Scientist to our curriculum, and are currently working on Being a Citizen; this will be added shortly.	
6.2.4	(CB) We have reviewed the 39wk plans we implemented last year along with last year's enquiries with the subject lead and the Year Group Teacher. We shared the content with the year above; it was very helpful liaising with phase leads.	
6.2.5	(CB) Now we have a 2 week narrative focus on non-fiction, with 2 weeks writing to learn, and finally an Independent Big Write. The Team is positive that the learning is correct. <i>Susie Weaver joined the meeting at 18:27</i>	
6.2.6	(SK) The key feature is the language used throughout teaching – It's the Wallscourt way.	
6.2.7	(SW) Charlottes slides have been used trust wide to inform planning.	
6.3	Does the liaising with the Phase Lead help with planing for those students that perhaps didn't engage during lockdown?	
6.3.1	(CB) Yes, it does.	

	CB left the meeting at 18:29	
7.	Achievement and Standards	
7.1	An Academy Review Visit (ARV) and Academy Review Meeting (ARM) have recently taken place. How can we have confidence that the children’s work is at the appropriate level?	
7.1.1	(SK) We take confidence in the external review. The Chair is invited to the ARV feedback.	
7.1.2	(SW) We are 18mths into the cycle – This gives us an opportunity to go in to the school, challenge the leadership team, and it’s very useful to have the Chair present. We are able to draw in experts if necessary ie, School Improvement Team. MS has been very proactive with challenge.	
7.2	Principal Report	
7.2.1	(SK) We have recently held a meeting with approximately 10 parents re: RHSE (Relationship, Health & Sex Education) which was very positive and some great questions. We sent the policy out for review, and received to queries, both were positive.	
7.2.2	(MS) Could you summarise the replies for the next meeting, it would be good to have parent feedback.	
7.3	Student Outcomes	
7.3.1	Based on T4 data our results are positive. We know that if a student joins WFA at Reception and remains until Yr6, they generally do very well. Our PP students have not performed well at Greater Depth, and there remains a large gap between our disadvantaged students and all other learners.	
7.3.2	The AIP (Academy Improvement Plan) will be discussed at the next meeting	
7.3.3	(SK) Y6 learners did very well in the first mock exams – The data only arrived this morning. 16 % are already at Greater Depth. Some content has not yet been learned so there is the potential for more marks. We are all feeling positive.	
7.3.4	(MS) It would be great to see how we fare within the CLF.	
7.3.5	(SK) Yr1 Reading & Phonics, we have 29 students who are on level 6 or more (50% of cohort) our target is to have all students at level 6 at the end of Reception.	
7.3.6	(SK) 83% of students are beginning Phase 4 phonics which is where we expect our learners to be, however we have identified some gaps in Phase 3 and we are working to plug these.	
7.3.7	(SK) We will have more phonics, and shorter sessions for the current Yr1; they are a great focused cohort.	
7.3.8	(SK) Year 2 Reading – 14 children are on level 18 or more: 25%, which is the end of year 1 target. 27 children are on level 16 or more: 48%. The Yr2 teaching team are consolidating phonics learning from Yr1. The missed Yr1 Phonics check will take place in Term 2	
7.4	Is this in line with other schools?	
7.4.1	(SW) The same exam paper was used across the trust – Comparative data will be available soon.	
7.5	Yr6 seem to be doing very well, the younger years obviously require some help to catch up.	
7.5.1	(SK) Yes, the home learning went well for the older children, it is harder to keep the younger children engaged.	
	Attendance	
7.6	(HM) 97.2% attendance currently – Week 3 saw a small decline in attendance to 96%.	
7.6.1	(SW) Attendance is up since week 2, WFA are 5 th across the CLF for attendance. We’ve focused on Persistent Absence with families to attempt to close the gap. This remains an area of focus for WFA and throughout the CLF.	

7.6.2	(HMc) We have a tracker for Persistent Absence and are focused on these families who have under 90% attendance to understand the reason why. We still have some families who have not returned to school.	
7.7	How have we managed to bring the Persistent Absence down?	
7.7.1	(HMc) By remaining focused on these families.	
7.8	(SK) Behaviour has been exemplary since the return of students, and there have been no exclusions. The children have been very good. We do have 1 student being educated at the NEST, and have a planned phased return during T2.	
8.	Safeguarding	
8.1	(MS) During lockdown I remained in regular contact with SK, and was very impressed with the safeguarding measures implemented during this time.	
8.1.1	(SK) Families have expressed their appreciation for being contacted during this time.	
8.1.2	(SK) We have recently had a Child Protection conference as we have a student on a Child Protection plan. 3 PEP meetings for Children in Care (CIC). We have 1 CIC who will leaving WFA in January 21 due to a long-term Foster placement.	
8.2	Is the DSL (Designated Safeguarding Lead) Training back online?	
8.2.1	(SK) Yes, HMc has completed it and Charlotte Black will do this in November.	
8.3	(SK) Our Family Support worker, Emily Arnold is building relationships with families who have not returned to school.	
8.3.1	(SK) We are looking at options of providing vouchers for families during times of isolation or bubble closures.	
8.3.2	(SK) Hot Lunches return in T2	
9.	Finance, Health & Safety and Estates	
9.1	(SK) We have no budget concerns. Our Out of Hours budget is lower than forecast, and we expecting approximately £40K of catch up funding. We are deciding how to spend this with possibilities of iPads for Yr6, a new teacher, or more TA hours.	
9.1.1	(SW) The £40K is an uplift on what was expected as we have managed to negotiate with our Secondary Principals to share the money equally.	
9.2	Health & Safety support is very good; Owen Dukes and Fi Mallin have been amazing and continue to ensure we remain compliant. ACTION: Trevor will meet with Fi and Owen in T2	TJ
9.3	(SK) No lettings are taking place right now due to the cleaning required after use.	
10.	Staffing & Wellbeing	
10.1	(SK) Morale is high. Jon Miller is our Mental Health and Wellbeing lead. He send regular emails to staff and is doing very well. Jon is currently preparing gatherings and has lots of ideas for Mental Health with staff and children.	
10.1.1	(SK) We have offered Wellbeing meetings with staff. Supervision returns shortly for 121 staff and the lower years learners.	
10.1.2	(SK) We are closing the school site earlier, and ensure all staff leave the building at 6:30pm.	
	<i>Staffing Update</i>	
10.2	Kris Evans is a new TA in Yr4. We have several staff members going on Maternity Leave, we do have plans in place to cover this.	
10.2.1	(SK) HMc is one of our staff members leaving for Maternity shortly (Congratulations). HMc is our current SENCo. Katie Harrington is currently doing her SENCo training, and is very keen to progress, and will be able to shadow HMc prior to her beginning Maternity Leave.	
11.	Policies	

11.1	The Safeguarding policy has been updated by the Board in line with the new guidance. This policy was noted.	
11.2	(SW) RSHE was reviewed at the last Board Meeting. It was quite a shift for some schools, and can't be approved until Parent Consultation has taken place. It will go back for Board Approval shortly.	
12.	Student Voice/Student Advocate	
12.1	(LS) We sent a MS Form to teachers recently asking for feedback regarding the children being back at school; <ul style="list-style-type: none"> • Children are enjoying being back at school • Friendships, collaborating with friends • Joy filled learning • Keeping safe during Covid • Understanding & knowledge of strategies 	
12.1.2	How do you feel about being in a learning bubble? <ul style="list-style-type: none"> • Helps us feel safe • Glad the bubbles are in Yr groups • Different and odd at first • Missing friends in other years • Miss sitting with other friends at lunch • Missing Gatherings – Whole school and Key Stage • Missing singing 	
12.1.3	What are you enjoying being back at school? <ul style="list-style-type: none"> • Being back • Seeing friends • Video calls are not the same • Enjoyed experiments in Science • Learning is joy filled 	
12.1.4	How do we keep safe? <ul style="list-style-type: none"> • Sanitising, cleaning and staying in Bubbles • Walking around school, not running 	
12.1.5	What are you worried about? <ul style="list-style-type: none"> • EYFS – Leaving Mummy (no Covid worries) • KS1 – What would school be like upon return • KS2 – Covid worries and Secondary school 	
12.2	(LS) Learners are well equipped to handle worries. We have implemented SMILE time – given children time to pause.	
12.3	Reflections; <ul style="list-style-type: none"> • Children have adjusted well to change • Excited about learning • Enjoying seeing friends • Aware of worry about Covid 	
12.4	It is great that our students are so positive – What is SMILE time?	
12.4.1	(HMc) I heard about it during a recovery curriculum podcast Socialising Movement I Learning Engaging It gives the students time to pause, and take a breath. It helps regulate children and adults and helps distress. If we embed it at Primary school, it will be helpful throughout Secondary. ACTION – LS to add Presentation to Teams	LS

12.	Governance	
12.1	(MS) We are encouraging online Link meetings with your Link subject teacher – If you have any queries, please speak with Michael or Sue.	
		LP
13.	Equality & Diversity	
13.1	SK & SW are on the Race and Diversity committee. Will focus more on this during T3	
14.	Matters for the attention of the Board/COAC	
	N/A	
15.	AOB	
	Meeting Closed at 19:42	

ACTIONS

MEETING DATE	ITEM	ACTION	OWNER	STATUS
10.10.19	4.1.1	SW to speak with Jason to ask if data can be added to front of the Academy Council report.	SW	Closed
10.10.19	5.6.2	SK to set a date for the meeting regarding the Relationships, health and Sex Education policy and confirm to the AC. As many Councillors as possible should attend UPDATE; 12.02.20 – Focus groups for the PHSE policy is almost ready for consultation	SK	Closed
10.10.19	12.3	Michael Small to present an overview and understanding of the Blackbox data – Date TBC	MS	Closed
19.12.19	5.4.2	Please ensure that Steve Taylor is aware when the meeting with Dave Baker and the head teacher of Patchway community college is taking place. UPDATE: 13.02.20 – This will take place after Secondary places are allocated in early March UPDATE: 30.04.2020 – Postponed due to the COVID 19 pandemic	SK/SW	Closed
19.12.19	5.13.2	PW and SK to meet re: PP	SK/PW	Open
30.04.20	6.2.4	SW to liaise with HR regarding a detailed reference request due to video interviews	SW	Closed
08.10.20	9.2	Trevor Jones to meet with Fi Mallin and Owen Dukes RE: Health & Safety in T2	TJ	Open
08.10.20	12.4.1	LS to add the Student Advocate presentation to Teams	LS	Open

Approved: _____ Date _____