



**Wallscourt Farm Academy Council Meeting Minutes**  
**Thursday 10<sup>th</sup> October 2019, 6.00pm**  
**Venue – Academy.**

Success & Bright Spots (To grow)	Trails & Underperformance (Areas of focus)
<ul style="list-style-type: none"> <li>• EYFS</li> <li>• Phonics</li> <li>• Writing in R-2 (Now 3)</li> <li>• Year 2 outcomes in Reading, Writing and Maths</li> <li>• Curriculum – Enquiry Approach</li> </ul>	<ul style="list-style-type: none"> <li>• Children with SEND</li> <li>• New joiners attainment &amp; Progress</li> <li>• Writing in Yrs 4, 5,6</li> <li>• Children at Greater Depth</li> </ul>

**Academy Council:**

AC Members		Attended	Apologies
Nathan Leigh	Sponsor 1 (Chair)	✓	
Arun Haridass	Sponsor 2		<b>Accepted</b>
Michael Small	Sponsor 3	✓	
Phil Walker	Sponsor 4	✓	
Craig Phillips	Sponsor 5		<b>Accepted</b>
Sue Kelham	Principal	✓	
Susie Weaver	Executive Principal	✓	
Trevor Jones	Local Authority Rep		<b>Accepted</b>
Linda Tanner	Associate Councillor	✓	<b>Late Arrival</b>
Yana Palaguta	Parent Councillor	✓	
Jenny Bodnarchuk	Parent Councillor		<b>Accepted</b>
Helen Rea	Staff Councillor	✓	
Lucy Salmon	Student Advocate	✓	
<b>Invited attendees</b>			
Hannah McDonnell	Vice Principal		<b>Accepted</b>

The Academy Council spent fifteen minutes before the meeting started, reviewing, and discussing the Academy Council report to identify trends and lines of enquiry.

Item	Description	Action
<b>1.</b>	<b>Introduction, Administration, and Apologies</b>	
1.1	The meeting was opened by the Chair, and all were welcomed. The meeting was deemed quorate.	
1.1.2	NL advised that apologies were received from Jenny Bodnarchuk and Craig Phillips. Linda Tanner would arrive later.	
<b>2.</b>	<b>Declarations of Interest</b>	
2.1	None	
<b>3.</b>	<b>Minutes of Previous Meeting</b>	
3.1	Minutes were confirmed	
<b>4.</b>	<b>Matters Arising</b>	
4.1	Arun Harridass has resigned from the Academy Council due to Work Commitments. We extend our thanks to Arun. Arun was the Safeguarding Councillor and we will discuss the replacement during this meeting.	
<b>5.</b>	<b>Academy Council Report</b>	
<b>5.1</b>	<b>Could the Stats please be put on the front page of the report like they were previously?</b>	
5.1.1	(SW) We are avoiding duplication with the dashboard, however I will speak with Jason to ask if some data can be added back in.	<b>SW</b>
<b>5.2</b>	<b>Attendance</b>	
5.2.1	Attendance dropped slightly last week due to Yr6 visits to Secondary schools. Yr6 will be our first cohort to transition to Secondary in September 2020 and there is no obvious choice of Secondary school.	
5.2.2	A couple of students were late return from holidays in September 2019 and several families had to reschedule breaks due to Thomas Cook entering Administration.	
5.2.3	The 2 students that were Persistent Absence have now left WFA	
5.2.4	Hannah McDonnell (Vice Principal) is the Lead on Attendance and is supported by Esme in the Welcome Zone. We have an Attendance chart on display in reception with certificates for the children. The children are very focused on this.	
5.2.5	Our current number on roll is 399 with a capacity of 420. We have a small Yr6 cohort.	
<b>5.3</b>	<b>Our Pupil Premium Average attendance is 91.9%. How does this compare to the National Average?</b>	
5.3.1	(SW) The National Average is 94.3% for PP attendance, and 94.5% for SEND.	
5.3.2	(SK) We have had 1 child who has been on a part time timetable since reception. The child's parents want the student in mainstream school, and now the student is in Yr3, we have devised a fulltime timetable which includes mainstream lessons in the morning and Arts ie, Swimming, crafts etc in the afternoon. Hannah McDonnell has secured the funding for this and we are awaiting a decision on further funding.	
5.4	We are holding Anti-Bullying gatherings on Monday 18 <sup>th</sup> October and extend the invite to our Councillors. NL & PW will attend. PW explained that he is often approached by other parents to speak about bullying.	
<b>5.5</b>	<b>Is this the last year for guaranteed funding (due to being a new build school)?</b>	
5.5.1	(SW) Yes, and we are within our budget at the moment. South Glos is the lowest funded authority, and CLF are working predominantly with Secondary schools. WFA is low priority for budget right now.	
<b>5.6</b>	<b>Safeguarding &amp; Inclusion</b>	
5.6.1	There are no queries from the Safeguarding report.	
5.6.2	(SK) We are holding a meeting soon regarding the Equality, Diversity and Inclusion policy that comes into force in September 2020. We would like as many Councillors to attend as possible. SK to set a date and confirm to the AC	<b>SK</b>
<b>5.6.3</b>	<b>Have you received any pushback from Parents?</b>	

5.6.4	(SK) None, we have only received positivity. I am attending x2 workshops: Are you ready and how to deal with difficult parents.	
5.6.5	(SK) We have developed inclusion statements for the website (Everyone is Welcome) and shared resources. We have always taught relationships here at WFA.	
5.6.6	Hannah McDonnell has met all teachers regarding SEND and has invited all Parents with SEND children to a Coffee morning.	
5.6.7	There is a Parent Workshop available at Begbrook Primary re: Sex and Relationships.	
<b>5.7</b>	<b>Are we doing anything re: E-Safety?</b>	
5.7.1	(SK) We ran an E-Safety workshop last year and it was really poorly attended.	
5.7.2	(NL) I attended and it was very good.	
<b>5.7.3</b>	<b>Will you run it again?</b>	
5.7.4	(SK) Yes, but we will try to link it with another event.	
<b>5.8</b>	<b>What is our EAL? (English as an Additional Language)</b>	
5.8.1	(SW) Approximately 17%	
5.9	(SK) The SLT has more capacity this year therefore we are able to be around the learning more. The capacity has made a huge difference.	
5.9.1	(SK) Some areas highlighted are that we felt that some Yr6's had projected anxiety's regarding SATs. We must ensure that they know its important, but there is no pressure for them.	
5.9.2	(SK) Charlotte & Layla met with all teachers recently re: literacy. We will be asking the children to write 'as a Scientist' etc	
<b>5.10</b>	<b>Can we take reference from ARM/ARV (Academy Review Meeting and Academy Review Visit)</b>	
5.10.1	(SK) There are not many notes from the last meeting.	
5.10.2	(SW) We have produced an Academy Improvement tracker, which is a summary of ARM & ARV. We can share this document with the AC (ensure it is redacted)	
5.10.3	(SK) Our first ARM is 11/10/19	
5.11	(SK) The changes to OFSTED don't affect us too much as we have always taught a broac curriculum. We ensure that the children know they are learning Science even if they are writing.	
5.11.1	(SW) The new framework is lined up with us very well. There are no planned Section 8 OFSTED visits as yet. OFSTED will have seen the national data and they will want to know what it is like to be a child in this school. We are able to choose one area that OFSTED will do a deep dive. Quite a few WFA have been involved in writing the CLF curriculum.	
5.11.2	(SK) Would you be interested in receiving curriculum documents?	
5.11.3	ALL, yes.	
<b>5.12</b>	<b>Outcomes</b>	
5.12.1	(SK) I'm really pleased with our outcomes from last year – Are there any queries? GLD is down by 1% but still above National Average. We should be around 80%, no issues with teaching, more around the cohort. We have a very different and stronger cohort this year.	
5.12.2	(SW) Principals have predicted/set their own GLD	
5.12.3	(SK) We are aiming for 80% - We will bring these results to our next meeting. We have 75% combined (Maths/English) for Yr6. Helen is a Yr6 lead. We have 3 different Reading groups and Maths groups.	
5.12.4	(SK) Phonics is above National Average but lower than last year.	
<b>5.13</b>	<b>The PP children are very low, why is this?</b>	
5.13.1	(SK) The prediction is made from last year, and the cohort was very different. We have new testing in Yr2.	
5.13.2	(LS) Assessing each term and teaching Phase 2 (1 letter), Phase 3 (3 letters), Pahse 4 (adjacent consonants) and Phase 5 (longer words). Those that don't get it in Yr1 receive an intervention.	
5.13.3	(SK) Mocks for phonics	
5.13.4	(LS) We use Alien words	
	19:09 – Linda Tanner arrived	

5.14	KS1 <ul style="list-style-type: none"> <li>• Reading increased by 2%</li> <li>• Writing increased by 10%</li> <li>• Maths has increased</li> <li>• Combined has increased</li> </ul>	
<b>5.15</b>	<b>Has the writing been looked at?</b>	
5.15.1	(SK) Yes, The planning has already been done	
5.15.2	Yr5 are still low in writing. This is an areas for development for Yr6. This is mainly for the children that have joined WFA during an academic year, and not for the children who have been here from day 1. The children who have only attended FA are around 80%.	
<b>5.16</b>	<b>Do we have any plans for the joiners?</b>	
5.16.1	(SK) Yes, we assess them when they join and find the gaps	
<b>5.17</b>	<b>Has the extended writing stamina improved?</b>	
5.17.1	(SK) Yes, very much so and spelling also. Children take their exercise books from 1 academic year to the next.	
5.17.2	(LS) This is really great for the teachers to be able to see and moderate.	
5.17.3	(SK) We don't have final numbers for PP children yet as we are still awaiting some PP applications from Reception children. Our Sports Premium from last year is in our website. We have extended our contract with Bristol Sports.	
5.18	Are you getting much support from other Academies re: Yr6?	
5.18.1	(SK) Yes, I've visited EPA and also observed at Begbrook and Fromevale.	
<b>6.</b>	<b>Risk Register</b>	
6.1	N/A	
<b>7.</b>	<b>Safeguarding</b>	
7.1	The Safeguarding statements require updating for the website ASAP.	
7.2	A new Safeguarding policy and Complaints policy will be sent for Board approval w/c 14/10/19	
7.3	SK to send the WFA Behaviour policy to AC	<b>SK</b>
7.4	A Learning has been scheduled for 18/11/19 which is the same day as our Anti-Bullying workshop. The workshop is presented by an outside company and they perform 2 versions, each suitable for KS1 & KS2. The workshops begin at 9:45am.	
<b>7.5</b>	<b>Is there much peer on peer bullying?</b>	
7.5.1	(SK) The most common cause of any bullying at WFA is from the online video game Fortnite.	
7.5.2	(PW) Perhaps we could have a Fortnite workshop and update for parents and children to attend. SK to look at the possibility of hosting this	<b>SK/PW</b>
<b>8.</b>	<b>Finance, Health &amp; Safety and Estates</b>	
8.1	(SK) We had £4K left over from our budget that we were unable to spend, it has been returned to the Central pot. We have bid for it to cover staff doing overtime, ie, Breakfast club. There is a HR issue as there is a discrepancy re: Holiday pay and Overtime.	
8.2	We have been supported by Finance to recover long-term debts. Lunch is now paid for online, although parents still bring cash and we allow them book a lunch if they are in arrears.	
<b>9.</b>	<b>Staffing &amp; Wellbeing</b>	
9.1	Kate Wiggan is due to return from Maternity Leave and has requested reduced hours (3 days per week).	
<b>10.</b>	<b>Policies</b>	
9.1	N/A	
<b>11.</b>	<b>Student Voice/Student Advocate</b>	

<b>12.</b>	<b>Governance</b>	
12.1	Please ensure you have all completed the Nimble training.	
12.2	<p>We have 2 vacancies on the Academy Council</p> <ul style="list-style-type: none"> <li>• Support Councillor</li> <li>• Sponsor Councillor</li> </ul> <p>We would like to propose that Linda Tanner takes the role as Sponsor Councillor pending approval from COAC. We can do this via email as Linda is currently a Chair of Academy Council at JCA, however the approval for Sponsor Councillor has to be formalised.</p>	
12.3	Michael Small will present an overview of the Blackbox Data and how to get the best from the data prior to the next meeting. If you would find this beneficial please ensure your availability	
12.4	<p>Academy Council Links:</p> <ul style="list-style-type: none"> <li>• Yana Panalguta – SEND/Humanities</li> <li>• Jenny Bodnarchuk – Mental Health &amp; Wellbeing</li> <li>• Michael Small – Safeguarding</li> <li>• Linda Tanner – CIC/LAC (Children in Care &amp; Looked After Children)/Literacy</li> <li>• Phil Walker – Pupil Premium/STEM</li> <li>• Trevor Low – Health &amp; Safety</li> <li>• Nathan Leigh – Sports Premium and Physical Development</li> <li>• Craig Phillips - TBC</li> </ul>	
12.4	(NL) The only update from the last COAC meeting was on the new OFSTED framework. This was closely connected to the Saturday meeting.	
12.4.1	Councillors are requesting the slides from the Saturday meeting – LP to check availability	<b>LP</b>
<b>13.</b>	<b>Equality &amp; Diversity</b>	
<b>14.</b>	<b>Matters for the attention of the Board/COAC</b>	
<b>15.</b>	<b>AOB</b>	
	<b><i>The next meeting is Thursday 19<sup>th</sup> December – 6pm</i></b>	
	<b><i>Meeting closed at 19:53</i></b>	

**ACTIONS**

<b>ITEM</b>	<b>MEETING DATE</b>	<b>ACTION</b>	<b>OWNER</b>	<b>STATUS</b>
4.1.1	10.10.19	SW to speak with Jason to ask if data can be added to front of the Academy Council report.	<b>SW</b>	<b>Open</b>
5.6.2	10.10.19	SK to set a date for the meeting regarding the Equality, Diversity and Inclusion policy and confirm to the AC. As many Councillors as possible should attend	<b>SK</b>	<b>Open</b>
7.3	10.10.19	SK to send the WFA Behaviour policy to the Academy Council	<b>SK</b>	<b>Open</b>
7.5.2	10.10.19	SK/PW to discuss possibility of hosting a Parent & Child Fortnite workshop	<b>SK/PW</b>	<b>Open</b>
12.3	10.10.19	Michael Small to present an overview and understanding of the Blackbox data – Date TBC	<b>MS</b>	<b>Open</b>
12.4	10.10.19	NL/SK to confirm Link Councillor details with CP	<b>NL/SK</b>	<b>Open</b>
12.4.1	10.10.19	LP to check availability of slides from the Saturday meeting	<b>LP</b>	<b>Open</b>

Approved: \_\_\_\_\_ Date \_\_\_\_\_