



Wallscourt Farm Academy Council Meeting Minutes

Wednesday 17th July 2019, 6.00pm

Venue – Academy.

Key Issues (OFSTED Inspection April 2016)

1. Middle leaders, who are new to their roles, are not yet precisely checking the learning and progress of pupils in their subjects.
2. On occasion, teachers do not challenge pupils to extend their learning. Pupils do not then receive the feedback they need to improve their work.
3. Action plans do not include sufficiently precise and measurable objectives to enable leaders and academy councillors to frequently and precisely check the impact of the actions taken to improve the school.

Academy Council:

AC Members		Attended	Apologies
Nathan Leigh	Sponsor 1 (Chair)	√	
Arun Haridass	Sponsor 2	√	
Michael Small	Sponsor 3	√	
Phil Walker	Sponsor 4		Accepted
Craig Phillips	Sponsor 5	√	
Sue Kelham	Principal	√	
Susie Weaver	Executive Principal	√	
Trevor Jones	Local Authority Rep		Accepted
Linda Tanner	Associate Councillor	√	
Yana Palaguta	Parent Councillor	√	Accepted
Jenny Bodnarchuk	Parent Councillor	√	
Helen Rea	Staff Councillor	√	
Lucy Salmon	Student Advocate	√	Accepted
Jacqui Holbrook	Support Staff	√	
Invited attendees			
Emma Smith	Art Teacher	√	

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
1.	Introduction, Administration, and Apologies	
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 TJ, PW, LS and YP.	
2.	Minutes of Previous Meeting	
2.1	Minutes were confirmed as accurate.	
3.	Matters Arising	
3.1	NA	
4.	Presentation – The Arts - Emma	
4.1	Emma Smith gave a presentation on the Arts Mark journey for WFA. Helen Rea gave a presentation on the music element of this. The slides will be available in Teams.	
4.2	AH joined the meeting.	
5.	Academy Council Report	
4.1	A detailed look at outcomes will take place in September. The headlines are below.	
4.2	GLD GLD is down slightly to 75%; students in this cohort were particularly low on entry. The cohort size is 58 children, one of who joined WFA 2 weeks before the submission of data. The results for that student is included in the figures for WFA and it should not be. SK will contact Jason Bedingfield to ensure that data is removed and the figures revised. PP students achieved 75% against a target of 80%.	SK
4.3	GLD for EAL students is low – is there any reason for this?	
4.3.1	There are a couple of children with significant speech and language needs in their first language, and GLD assesses speaking and communications. There is lots of intervention in place and some amazing progress is being made.	
4.4	Phonics Results for phonics has dipped slightly to 85%. Historically there has been a focus on reading alien words, and this has been to the detriment of writing, where words must be spelt correctly. This year there was a lot of focus in year 1 around which spelling was correct and this has had a good impact on the writing scores. Boys outperformed girls. PP results for phonics is disappointing. The low result is due to some students with very complex needs in addition to 2 children who are the lowest attenders in the school. Staff are working very closely with those families and attendance has improved but is still not where it needs to be.	
4.5	Year 1 writing Writing is at 73% this year.	
4.6	Year 2 outcomes All components of the year 2 outcomes are up, with combined at 72%. Results are very consistent across all subjects. There was a focus on handwriting and spelling this year and this has had a big impact on the results.	
4.7	The report shows there are 36 PP students that are still ‘working towards’ writing. What is in place for those children?	
4.7.1	There is a lot of additional provision for those children and it will be an area of continued focus for this year.	
4.8	How does it look for students that require stretch and challenge?	
4.8.1	There is still some work to do around deepening. Katie Harrington is doing a project in year 3 to move them on. There is a relentless focus on this. There is also the issue of teachers being very cautious. They do not want to assess a child as at greater depth only to find they move backwards when they move up to year 3. Action: SK to include this area on the planner for the review day on 21 September 2019.	SK
4.9	Attendance	

	Attendance at WFA continues to be the highest for primary academies in the trust. There is one child on a part time timetable for whom the academy has secured some extra funding. This will allow the student to come to school for a modified afternoon session and will ensure their attendance is much better. PA is still above national and the academy continues to work closely with families; there have been some real successes. SK is presenting during the 'meet the teacher' session for year 6 tomorrow and will include a slide on the impact of regular attendance.	
4.10	Safeguarding SK reported that the annual report will be available for the first meeting of the next academic year. There are currently no children on a CP plan. The challenge for the academy (and wider federation) at present is getting the necessary support needed for families from social care. JB reported that she has details of a north Bristol holiday activity provider (a lot of which is SEND based) that she will share with SK. A safeguarding audit was carried out earlier in the year and almost all actions are now complete. The new Operations Manager is very strong in this area. SK plans to ensure all staff have completed the Nimble online safeguarding training by the end of the first week in Term 1.	JB
4.11	Terms 4 and 5 show a high number of incidents – is there a trend showing?	
4.11.1	No, there have been a lot of incidents but there is not a specific trend. There are some issues with categorising incidents and as such a new system will be in place across the federation from September. This will involve all incidents being logged as a cause for concern. These will then be reviewed by a DSL who will then put them in the appropriate category.	
4.12	The main area of concern at present is online gaming. Problems occur online and then issues are brought into school. The academy continues to warn parents and students about the risks involved in children playing games, such as Fortnite. Crimestoppers have come in to school to work with the drama group, with a focus on crime awareness.	
4.13	Teaching The AC have carried out a learning walk and one review since the last meeting. LT reported that the engagement of the children is very strong and this was evident throughout the school. It was also evident from the learning walk that greater depth was a focus of the school and this was reflected in the language used by both the teachers and the students. NL reported that this was very evident in the maths classes he saw. There was a lot of really good questioning and challenge; it had not yet translated to outcomes.	
4.14	The academy have worked on planning which is also a focus for next year. Staff continue to increase the expectations of the children and build on their stamina. The next development involves Layla working with year groups to plan for 2 pieces of extended writing per term.	
4.15	How is the academy planning for the new curriculum relationships education from 2020?	
4.15.1	This does not involve anything that the academy aren't already doing. We already teach about all the different sorts of family that exist and about giving respect to everyone. The aspects of sex education that teach are those involving the students learning the correct names for parts of the body and about how a baby develops. The next stage for upper years is learning about how a baby is conceived. Parents can choose to withdraw their children from some of the content, but not from the science part.	
4.16	SK updated the AC on the recent successful visit of 30 children from China. There will be an opportunity in October 2020 for children to visit China.	
4.17	How are we preparing for year 6 activities?	
4.17.1	Camp has been booked and the majority of students are going. Those that stay behind will have some fun activities to do in school. It takes place in November and is for 4 nights in Wales.	
4.18	You were talking about doing something in year 5, maybe for a shorter length of time, to prepare children for this. Is that not happening?	

4.18.1	We don't have anything planned, but could plan a sleepover at school. It is quite common for schools to offer a 4 night camp without any similar shorter trips in younger years.	
4.19	Is it affordable?	
4.19.1	It is a few hundred pounds and is not subsidised but we do support parents by offering a staggered payment plan.	
4.20	Behaviour A discussion took place about behavior during the recent Academy Review meeting. It is on the cusp of being outstanding.	
4.21	The FTE is high – there are 8 recorded in the report. What is the reason for this?	
4.21.1	It is for one child with complex needs. The parents are requesting specialist provision. We now have the child on a totally different timetable with lots of support.	
4.22	As the academy grows, is the behavior policy revised?	
4.22.1	No, the rights respecting schools approach is firmly embedded and does not need revising. It is typical that an academy gets more exclusions with an older cohort.	
4.23	NL reported that there was some feedback around the behavior policy following a permanent exclusion. The behaviours that might lead to exclusion need to be defined. The policy needs review and advice needs to be sought from the central team on this. Action: SK	SK
4.24	New exclusion letters have been sought from the federation's lawyers and these are now available to be used. The exclusion policy is to be modified to include after school clubs.	
4.25	A new tracker has been designed that tracks progress for disadvantaged students. The disadvantages included on the tracker are much wider than the typical PP definition and include things like trauma due to death of a close relative. The tracker gives each child a score and allows provision to be individually tailored to each child. SK will share the blank template with the AC.	SK
5.	Risk Register	
5.1	Copy available. Not all red, available in teams. More about formatting. Build into planner for 21 September Leigh to drop into teams	
6.	Academy Council	
6.1	Phil Walker is the link Councillor for PP.	
7.	Finance, Health & Safety	
7.1	The Health and Safety audit has taken place and the result is that WFA is still outstanding. The audit took into account that there was no site manager for a long time.	
7.2	The community facilities committee has met. It has been agreed to raise the lettings fee by 3%. It has also been agreed that the café is going to be acoustically treated. There is a child with a hearing impairment starting in September, and this is only possible due to the planned works. It will be a good community use space and as such is being funded from the community use budget.	
7.3	Staffing The academy has appointed an upper key stage 2 lead, Helen Rea, who will be working alongside the team and looking at planning. Advertisements are now out for a lead worker for the after school club, which now offers 90 places.	
8.	Parent voice	
8.1	Nothing further to report.	
9.	Policies	
9.1	N/A	
10.	Student Voice	
10.1	Lucy Salmon has apologized but has provided a report. This was read out by Helen Rea and will be available to view in Teams.	
12.	Governance	
12.1	Feedback from COAC	

	SW reported that some of the paperwork presented for the AC will change from next year. The AC report has been slimmed down to ensure it avoids repetition with information contained in the AIP and SEF. The agenda has also been updated and will match up with the new report. The new paperwork will be shared ahead of the first meeting of the next academic year.	
12.2	Councillors were asked to complete the revised skills audit as requested by Leigh Paul, as well as a short biography for the website. Action: Councillors	ALL CLLRS
12.3	SK reported that this is JH's last meeting. From September, Sarah Berry will join the AC.	
12.4	Link Councillor reports have been sent out to all, these will be reviewed at the September meeting.	
12.5	SW reported that Jane Harrington, the Chair of the trust, has accepted a new role at the University of Greenwich, and as such will be leaving UWE and the CLF. Jane remains until November, at which time it is hoped that UWE will be able to recommend a new Chair.	
12.6	SW provided an update about the federation's plans for growth in the North Somerset cluster. Broadoak Academy has joined recently, as has Winterstoke Hundred Academy (formerly NSETC). Wintestoke Hundred Academy is not due to open until September 2021 and when it does it will be the third secondary academy in Weston Super Mare. This will facilitate great collaboration and partnership working.	
12.7	Kate Richardson joins the Executive Team as primary EP replacing Mandy Milsom. SW and Kate will be supporting the Bristol cluster and SW and Dan Nicholls will support the South Gloucester cluster, including WFA.	
13.	Equality & Diversity	
13.1	This area has been covered. SK is doing some work around equalities with other Principals.	
14.	Matters of the Board	
14.1	There are no matters for the attention of the board.	
15.	AOB	
15.1	The next meeting takes place on Saturday, 21 September 2019.	
15.2	The meeting closed at 20.10 hours.	

ACTIONS

ITEM	ACTION	OWNER	STATUS
	SEND Boys are behind in Writing - How does this compare nationally? SK to provide data at next meeting	SK	
	SK to provide review meeting progress for new staff at the next meeting		
	LP to check the details surrounding the requirements for an Exclusion Panel	LP	Closed
	LS to send the thesis information to Council	LS	Open
	Meeting 07.03.19		
7.1	TL to schedule a meeting with Fi Mallin for a Health & Safety walk.	TL	Open
12.3.6	SW will present the new OFSTED framework at the next meeting	SW	Closed
	Meeting 17.07.19		
4.2	SK to contact Jason Bedingfield to ensure a pupil who joined the academy very late is not included in the results figures for GLD	SK	Open
4.8.1	SK to ensure that getting children to greater depth is on the planner for the review day 21 September 2019, to ensure this remains a focus for next year.	SK	Open
4.10	JB will share details of a North Bristol holiday activity provider with SK	JB	Open
4.23	SK will review the behaviour policy following feedback after a PEX.	SK	Open
4.25	SK will share the blank disadvantaged tracker template with the Council	SK	Open
12.2	Councillors are asked to complete the revised skills audit, and to provide some information about themselves for the website.	All Cllr	Open

Approved: _____ Date _____