

Minutes – City Academy Council

Version: *Final*
Meeting Date: 21 June 2017
Location: City Academy
Time: 5.00 pm

Present: Laura Donovan (LD) Chair
 Ryan Castle (RC) Sponsor Councillor
 Sherrie Eugene-Hart (SEH) Sponsor Councillor
 Ruth Pickersgill (RP) LA Councillor
 Peter Jefferies (PJ) Parent Councillor
 Jendayi Serwah Parent Councillor
 Azmina Mitha (AM) Staff Councillor
 Dan Nicholls (DN) Executive Principal
 Jon Angell (JA) Principal

Attendees: Holly Little (HL) Academy Business Manager
 Linda Corbidge (LC) Clerk

Apologies: Ben Tucker (BT) Senior Vice Principal

Minutes

Item	Description	Action
1	Introductions	
1.1	Welcome and introductions by LD.	
2	Declarations of Interest	
2.1	None.	
3	Minutes of Previous Meeting	
3.1	The minutes of meeting held 6 March 2017 were recorded as accurate.	
4	Matters Arising	
4.1	Pupil Premium update – RC would circulate update after his meeting with BT.	RC
4.2	H&S training for PJ – this would be arranged next term in conjunction with provision for other Academies.	Clerk
4.3	Councillor Visits/Learning Walks – Discussion took place on councillor visits. It was noted that visit guidance and report form was in governance 'resources' folder on CLiF (also attached to minutes). Councillors should aim to visit once per term.	
4.4	<ul style="list-style-type: none"> JA tabled a report on KS3 data and interventions and explained that CLF were carrying out Y7 and Y8 assessments to prepare for starting GCSE courses in Y9. JA assured councillors that he was now much more confident in the Y7 data. 	

	<ul style="list-style-type: none"> Councillors asked what information was available from primaries for those below ARE and if assessment data showed particular groups within levels 1 and 2 – information available <i>only from talks with primaries in Term 6; levels 1 and 2 reading levels were too low.</i> Was the difference in English and Maths Federation wide? <i>Yes – due mainly to the difference in assessments, Maths was too hard. As a result of the Mastery model at primary reality is that only 60% are currently at ARE at end of Y6.</i> Extra support for EAL/SEND students? <i>EAL and SEND leads were skilling up all staff in addition to some intensive immersion.</i> Councillors questioned support with reading. <i>There was a real drive around reading in the Improvement Plan – LF structure lends well to councillor suggestion to buddy up with older students. SEH commented that the Shine project was good. Councillors requested a progress update.</i> 	Nov Agenda
5	Governance	
5.1	<p>Membership & Planning</p> <ul style="list-style-type: none"> LD advised that RC had regrettably resigned from the council with effect from end of the academic year. As a result current membership as follows: <ul style="list-style-type: none"> Teacher Councillor – no nominations were received in the recent election however a teacher was now interested and would be appointed before the next meeting. Sponsor councillors – two vacancies. The skill set of council was discussed – it was agreed that councillors should seek interest from community groups not represented at present, particularly Somali. (Chair would then recommend to Board for approval). LD explained that she needed some support from a Vice Chair. Councillors to email LD if they felt they could help support as Vice Chair. 	ALL ALL
5.2	Chair of Council report on Board matters – LD updated Council on items discussed at COAC.	
6	Principal's Report	
6.1	Council asked for an indication of numbers for September – <i>81 had accepted, 107 offers were out – JA explained that it was estimated at least 50% of the offers would be accepted which would mean the academy would have the budgeted 636 on roll.</i>	
6.2	<p>Student Outcomes – JA highlighted improvements to science predictions.</p> <ul style="list-style-type: none"> Council questioned the -P8 prediction for Maths and English. <i>Predictions were cautious as still unsure of grade boundaries – JA commented that his instinct was that they would be better. JA felt comfortable that the quality of teaching was better and Federation work around English and Maths was good.</i> Council asked if Ramadan was having an impact on students' stamina. <i>No.</i> 	
6.3	<p>Attendance:</p> <ul style="list-style-type: none"> This was slightly improved at 93.5% but still an issue e.g. Mondays after a holiday - a lot of work had been done but more was required. The 	

	<p>academy had struggled without an attendance clerk – this was now sorted.</p> <ul style="list-style-type: none"> • Council discussed persistent absence, legal action and the new pastoral re-structure from September which was expected to have an impact on attendance • JA commented there was more work to do around making sure parents realised the importance of children attending and around our context. Council stressed the importance of parental engagement with key messages becoming part of the culture at parents’ evenings etc. It was noted this was a trail across the Federation. Council requested further discussion on the plan to improve attendance at September meeting. 	<p>September Agenda</p>
<p>6.4</p>	<p>Safeguarding:</p> <ul style="list-style-type: none"> • LD asked why this was now RI? <i>JA felt that the DSL had judged this harshly due to a growth in issues and the new CPOM system. Students felt that the safeguarding system was effective.</i> • Council asked why incidents had doubled in terms 2-5. JA felt that the rise was due to austerity. • RP (Safeguarding Link Councillor) had met with the DSL and reported that due to the context of the academy she felt there was not enough resource in the department. <i>JA responded this was part of the reason for the pastoral support re-structure from September.</i> • Council asked if Roma students were impacting on attendance. <i>Yes, through exclusions.</i> • Discussion took place about the effect of incidents outside of school. JA advised council that Rizwan, a local imam, came into school when incidents happened to talk at assemblies. There had also been a focus on talking to students about the importance of reporting hate crime. • RP reported that during her visit to school she had talked with students who had been positive there was no discrimination at the academy. 	
<p>6.5</p>	<p>Quality of Teaching:</p> <ul style="list-style-type: none"> • This would be a major focus from September – the academy would be using the periodic table of teaching. KF had returned from maternity leave to lead coaching. • Improvement since last meeting, with only 5-10 not consistently good who were either at various levels of support plans or low level informal support. • Answering a question from council, JA confirmed that staff respected the senior leadership team and heads of faculty as good teaching leaders. • Sweeps and federation school improvement provided evidence and support. 	
<p>6.6</p>	<p>Behaviour:</p> <ul style="list-style-type: none"> • The behaviour system was working for approximately 90-95% of students, with persistent disruption from approximately 20 students. Strategies had been put in place including a new pastoral support worker role that would focus on behaviour from September. Councillors suggested coaching/Kick Start/expectation and culture focus/peer support/role modelling. RP said that on talking to students the only issue had been that some younger students had felt unsafe as a result of older student’s behaviour. Council commented that they would expect 	

	to see an improvement as a result of the new pastoral and behaviour system changes and asked how JA would measure this. JA responded that an increase in attendance and outcomes would indicate an improved system.	
6.7	Finance <ul style="list-style-type: none"> JA commented on the surplus predicted this year and thanked HL for her excellent work on the budget. 	
6.8	Health and Safety <ul style="list-style-type: none"> The H&S Committee had been held prior to the council meeting. PJ (H&S Link Councillor) reported that most of the issues previously raised had now been completed. RP commented on the state of the toilets. <i>HL said that the daytime cleaner was unexpectedly absent at present.</i> 	
6.9	Recruitment <ul style="list-style-type: none"> RP emphasised the need for a Careers Information Advisor at the academy. <i>JA commented that there was no budget for this at present.</i> JA reported that 125 Y6s had been at the academy today. 	
7	Safeguarding Report from Safeguarding Councillor (verbal)	
7.1	In addition to previous comments, RP reported as follows: <ul style="list-style-type: none"> Children in Care support was good; Capacity for SG was difficult due to the context of the academy. <p>Councillors requested that RP should visit and report back again next term following the new pastoral structure.</p>	RP
8	Resignation / Ofsted	
8.1	<ul style="list-style-type: none"> JA advised councillors that the academy had been re-designated as a result of joining CLF and Ofsted were now not expected until June 2019. Councillors commented on the importance of keeping staff momentum going. Discussion followed on the importance of getting positive messages out to parents and the community. JA to email councillors with positive messages/news/facts which could be used e.g. Somali progress compare to the rest of City. <i>(AM left the meeting)</i> 	JA
9	Staff Focus Group Feedback	
9.1	<ul style="list-style-type: none"> LD had met with two members of staff and asked for their comments/concerns. These included: <ul style="list-style-type: none"> Proud of the school, engaged and they felt the leadership team were good; Coaching/CPD should be available for further development of all staff, not just concentrated on those who needed support. Couldn't print – very aware no money. <i>HL commented that individual faculties may restrict printing. Paper order had been delayed but sorted now.</i> Re-structure had been handled well. Request for more recognition/opportunity to progress/pay progression. There was too much focus on English and Maths. <p><i>(DN left the meeting)</i></p>	

	<ul style="list-style-type: none"> Council asked if there were any staff on zero hour contracts. HL responded that sports assistants and exam invigilators were on zero hours however she was about to look at the sports assistants contracts as some were now working regularly. 	
10	Community Engagement	
10.1	Separate meeting to be arranged to discuss this further.	SEH/JS/LD
11	Matters for the attention of the Board	
11.1	None.	
12	AOB	
12.1	<ul style="list-style-type: none"> Councillors discussed the impact and concern as a result of the Grenfell Tower fire as the locality was similar with many high rise buildings. Looking ahead to the medium term JS recommended that this huge tragedy of modern times should be built into the curriculum. JA agreed and would follow up in due course. <i>RP suggested that the fire safety department could come in to talk to students. RP would send contact details to JA.</i> 	RP
13	Next Meetings	
13.1	27/9/18, 15/11/17, 17/1/18, 25/4/18, 13/6/18 – all at 5.00 pm	ALL
	The meeting closed at 7.00 pm	