

Minutes – City Academy Council

Version:	<i>Final</i>	
Date	17 January 2018	
Location:	City Academy	
Time:	5.30 pm	
Present:	Ruth Pickersgill (RP)	Sponsor Councillor (Chair)
	Sherrie Eugene-Hart (SEH)	Sponsor Councillor
	Jendayi Serwah (JS)	Parent Councillor
	SJ Power (SJP)	Teacher Councillor
	Jon Angell (JA)	Principal
	Dan Nicholls (DN)	Executive Principal
	Azmina Mitha (AM)	Staff Councillor
	Clare Colvin (CC)	Sponsor Councillor
	Alex Crook (AC)	Sponsor Councillor
Attendees:	Ben Tucker (BT)	Senior Vice Principal - CAB
	Aisha Thomas (AT)	Assistant Principal
	Linda Corbidge (LC)	Clerk
Apologies:	Peter Jefferies (PJ)	Parent Councillor

Minutes

Item	Description	Action
1	Introductions	
1.1	Welcome and introductions by RP.	
2	Declarations of Interest	
2.2	None declared.	
3	Attendance	
3.1	<p>JA briefed council on headline data as attendance was a key trail at the academy, with little improvement since last year:</p> <ul style="list-style-type: none"> Attendance was currently at 92.8%. Attendance target was 97%. National Average attendance was 94.8%; National Average Disadvantage was 91.5%. RP pointed out this is a Bristol city-wide priority too as Bristol was 144th in the country. 	
3.2	<p>AT presented detailed data (as attached). Council commented/questioned as follows:</p> <ul style="list-style-type: none"> 0.5% unauthorised family holiday? AT explained that holidays were only authorised if there were exceptional circumstances. Why was illness so high at 3.6%? AT responded that Illness was mostly self-certified with some absence resulting from students helping out with younger siblings; Why was there 0.67% with no reason for absence – AT said they were still chasing for reasons – the team aimed to clear these the same day. 	

	<ul style="list-style-type: none"> • What were the reasons/ penalties/rewards for lates and persistent lates? JA responded there were often issues at home, more students were in pm than am. A lot was done with reward systems. • Persistent absence was a concern at 90% - this had improved slightly but was still not good. • What new strategies were in place to improve attendance? AT circulated a paper 'Attendance Stage Flow Chart' which detailed actions in place. The Attendance Officer role was now stable. • Discussion followed on the rewards given; how many staff were involving in visiting (10) and prosecutions (1, but the case was thrown out due to no translator being present – Council asked whose responsibility this was? JA responded that it was the Court's responsibility. • Council discussed the issuing of penalty notices – JA said that more had been issued this year however word was not getting out enough to other parents. • Council commented that the Y7 attendance was impressive but it seemed to fall off from Y8 onwards, therefore it was possible it could be achieved. JA commented on the improved picture for Y11 which showed the impact of good pastoral support. Council asked if pastoral support followed students through the year groups – JA said they were considering this. • Council discussed ethnicity trends - only Black Somali were higher than 94%. Roma attendance was a concern - AT explained the strategy meetings which took place with Roma parents and a police officer from the Roma community. • Council requested an update on progress against actions at the next meeting. 	JA
4	Minutes of Previous Meeting	
4.1	The minutes of meeting held 15 November 2017 were approved.	
5	Matters Arising not dealt with elsewhere	
5.1	None.	
6	Councillor Visit Reports	
6.1	Safeguarding, SEND and CiC Visit Reports were circulated for review. The reports were noted together with the questions/actions RP would follow up. Safeguarding – additional resources and new processes were now in place with the appointment of a Safeguarding Officer; CiC – only 5 students were CiC; RP was impressed with the programme in place for them. SEND – RP would follow up all actions in next visit on 2 nd Feb and do a Learning walk as in visit report.	
6.2	CC's PP Visit Report to be circulated with the minutes.	LC
7	Principal's Report and Appendices	
7.1	<p>Council discussed/asked questions on the report.</p> <p>Student Outcomes:</p> <p>Pupil Premium</p> <ul style="list-style-type: none"> • What was the reason for the jump in PP numbers 342 to 415 Term 1 to Term 2? JA responded that this was due to Yr7 collation of PP eligibility data. Council requested in-year mobility data in future reports. • PP gap in Yr7 – discussion took place on the strategies in place and sharing of best practice from Yr8, particularly for Spanish. 	JA

	<p>Science</p> <ul style="list-style-type: none"> • Requested an update on staffing in science. JA explained the current position was more positive with further staff support/external support/one member of staff leaving/opportunity for early recruitment. • Additional support had been put in place with a new online system 'Tassomai' which was very popular with students. Council asked how the academy knew the system was good – JA responded that it had been recommended by HPA (Hans Price Academy) where it had been very successful. Rewards were also in place for Year 11. • Council requested student voice on the teaching - BT responded that extra support was still in place for a further 10 weeks. Council requested a report on student voice at the next meeting as part of the T&L presentation. • Why were the groups not performing in order in Yr7? JA responded this was due to quality of teaching, a lot of focus and support was now in place. Council requested update at next meeting. • The consistency of Science teachers – JA responded that there was not a high turnover of staff in Science and felt they were making progress. <p>Safeguarding – currently Good - see councillor visit notes.</p> <p>Quality of Teaching and Learning</p> <ul style="list-style-type: none"> • SJP commented on the positive impact of MAC (Mastery, Autonomy and Connection) groups on techniques in the classroom - feedback had been good for challenging groups. Council asked how impact was being monitored – JA responded by learning sweeps/talking to staff etc. • What is the impact so far for the Accelerated Reader scheme, and what are the strategies going forward? BT responded that Yrs7&8 had been tested – there had been some progress although this was inconsistent. They were now tweaking the choice of books with stricter choice. Council asked what action was being taken to support those who were resisting reading – BT responded that there is more investment in books at the right level of reading. Council asked what the next steps were with other elements of literacy? BT responded this would be Yr7&8 student voice and a focus on developing staff. JA added that there would be a focus on oracy/questioning and two sessions of CPD which included marking literacy and subject specific work. Council asked how the results affected lesson planning? BT said that all reading scores were on SIMs for staff to see. Council requested an update to the next meeting. • Council expressed concern about the % of good lesson observations and the quality of teaching and requested a report at the next meeting of the actions being taken and impact of pre capability and support plans. <p>Behaviour</p> <ul style="list-style-type: none"> • Had behaviour incidents increased due to the large shift in culture regarding the policy of locking some areas of the schools during break/lunch? JA responded that the biggest behaviour concern was during social time which was mainly as a result of not being able to use the astro turf - the decision had been taken due to lower staffing levels and the necessity to safeguard and supervise students safely. Council asked for a report on plans going forward for social time to be presented to the next meeting. • What is the search policy for the academy? JA explained the policy which was set down in legislation. Council requested a change of wording re 'consent to search'. JA would ask AT to action. 	<p>BT</p> <p>BT</p> <p>BT</p> <p>BT</p> <p>JA</p> <p>JA</p>
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	<ul style="list-style-type: none"> The staff councillor questioned the consistency of detention sanctions and follow up for the new behaviour system. JA explained the system. Council requested clarification for staff for the process after Restore. 	JA
7.2	Finance, Health & Safety & Estates Report - HL reported that the recent Health & Safety Audit had been Good (last year it was RI).	
7.3	Staffing – HL reported that there was 1 x NQT in Maths who was receiving extra support.	
7.4	Policies <ul style="list-style-type: none"> Admissions Policy – JA reported that the 2019/20 policy was under consultation re sports admissions – council to see website for information on the consultation. CLF Safeguarding Policy – RP requested that all councillors read the updated policy on the website. 	ALL
7.5	Community Engagement Event <ul style="list-style-type: none"> SEH/JS would meet to arrange a date and prepare a pack and agenda for the event which should take place before Easter. CC requested to join the meeting to discuss using PP grant to increase parental engagement and requested parental engagement on the next meeting agenda. Further details regarding the community event would follow separately. 	SEH/JS/ CC Agenda
7.6	Student Voice/Student Advocate <ul style="list-style-type: none"> Council asked JA to find a member of staff to take on the council role of Student Advocate before the next meeting. RP would do targeted visit. To meet students. 	JA
8	Governance	
8.1	Membership: <ul style="list-style-type: none"> Clare Colvin and Alex Crook’s sponsor councillor appointments had now been approved by COAC. Anna Klimczak had resigned from the Council due to work commitments. As a result there was currently one sponsor vacancy and one LA Rep vacancy on the council. Councillors discussed community representation for the vacancies – RP would take forward. 	RP
8.2	Training: <ul style="list-style-type: none"> RP recommended the Academy Councillor Training Day on 22 February – clerk to circulate details. 	LC
8.3	Chair of Councillor Report to Councillors on Board matters: <ul style="list-style-type: none"> None reported. 	
9	Equality and Diversity	
9.1	Councillors requested a report for the next meeting.	JA
10	Matters for the attention of the Board	
10.1	None.	
11	AOB	
11.1	<ul style="list-style-type: none"> JS welcomed councillor contribution to a consultation regarding youth provision in the area by 24 January to Bartonhillvoices@gmail.com. JA requested councillors to contribute to a consultation from the Major/council regarding a Children’s Charter and encouraged councillors to circulate to contacts. Clerk to circulate link. 	LC

12	Next Meetings	
12.1	25/4/18 - Councillor Immersion Day & Pre Meeting/Meeting at 5.00/5.30 pm 13/6/18 – Pre Meeting/Meeting at 5.00/5.30 pm	ALL
	The meeting closed at 7.35 pm	