

**PRIVATE AND CONFIDENTIAL**  
**ACADEMY COMMITTEE MEETING**

Date: Tuesday 2nd July 2019  
 Time: 18.15 Pre Meeting Training: Local Governance  
 18.30 Meeting  
 Venue: Cheadle Hulme High School  
 Clerk: Rebecca Clare  
 Present: D Brown, I Castledine, M Stewart, M Vevers, G Theobold, C Rath, M Turnpenney, P Benton, W Searle,, J Peet, L Woolley, C Nevin, J Johnson, D Kershaw, C Carling, E Drake, C Johnson  
 In attendance: R Withers

Action	Initials
L Woolley and C Nevin are finalising the final draft of the Code of Conduct for Academy Committees and the final version will be shared at the next meeting.	LW/CN
The student's experience of the cornerstones will be shared at a future meeting.	JP
Yes, it is an item on the autumn term agenda to consider Sixth Form recruitment and attainment.	DB

Agenda – Part 1			
Category	Item	Notes	Action
<b>1</b>          <b>Governance Arrangements</b>	Apologies	Apologies for absence were received for A Jarvis and H Tinker. C Carling (staff governor for Laurus Cheadle Hulme) and C Johnson (parent governor for Laurus Cheadle Hulme) were welcomed to their first meeting. It was confirmed that the Laurus Cheadle Hulme governors will attend the Cheadle Hulme High School Academy Committee meetings until Spring. From Spring onwards Laurus Cheadle Hulme will have an Academy Committee in place.  The Chair confirmed that there was a new agenda and minute format for Academy Committee meetings. The Chair confirmed that there was a Part 2 section of the meeting that would only be used for occasional confidential information that is not made public.	
	AOB items	P Benton raised one item for any other business.	
	Register of interests	There was no declaration of interest.	
	Code of Conduct	<b>L Woolley and C Nevin are finalising the final draft of the Code of Conduct for Academy Committees and the</b>	LW/CN

		<b>final version will be shared at the next meeting.</b>	
	Part 1 Minutes	<p>The Part 1 Minutes of the meeting held on 26 March 2019 were approved as an accurate record.</p> <p>The Chair reviewed the matters arising from the meeting:</p> <p>It was confirmed that the targets from the Development Plan are encompassed in to the Laurus Report for Cheadle Hulme High School. An executive summary had also been added to summarise the highlights and lowlights of the report.</p> <p>M Stewart will be sharing information on behaviour incidents at the meeting.</p> <p>J Peet confirmed that he will ensure that governors are made aware of relevant events that they could attend relating to each of the cornerstones. C Nevin asked governors to attend relevant events when they could.</p> <p><b>The student's experience of the cornerstones will be shared at a future meeting.</b> J Peet confirmed that the Student Council meet termly to review different themes and one of the meetings will be used to review the student experience of the cornerstones.</p> <p>Governors discussed how the new schools share information on numeracy and literacy for Year 7 pupils. It was stated that there are more external measures for literacy than numeracy. M Vevers and G Theobald will agree how best to present information to governors on numeracy and literacy for Year 7 pupils.</p> <p>E Drake will present information in relation to the EYFS baseline under the report on Cheadle Hulme Primary School.</p> <p>It was in the minutes of the last meeting that this meeting would take place at Laurus Cheadle Hulme, but the meeting was moved to Cheadle Hulme High School due to an event taking place at Laurus Cheadle Hulme.</p>	JP
	Membership: Recruitment Update/Succession Planning	<p>C Nevin confirmed that he is using Inspiring Governance to support the recruitment of governors. The skills audit was noted as nearly complete. The skills audit identified that recruitment of a governor with building/conveyance skills would further strengthen the Academy Committee.</p> <p><b>A Jarvis has agreed to serve a further term on the Academy Committee for Cheadle Hulme High School.</b></p>	
	Scheme of	The Scheme of Delegation was reviewed. The only	

		Delegation	changes to the Scheme of Delegation from the previous meeting were that the decision making powers had been made clearer and reformatted.	
		Trust Board Update	<p>Academy Committee governors received the Trust Board summary document which shared an update from the last Trust Board meeting. In addition, the Laurus Trust School summary was received which provided an update on all the schools within the Trust. It was acknowledged that this was a useful document.</p> <p>C Nevin reminded governors that the Trust Board summary was a useful way of communicating the work of the Trust Board to the Academy Committee and any questions could be fed back to the Trust Board.</p>	

2	School Performance & Accountability		<p>Each Head of School provided an update that included Pupil outcomes, School Development Focus and a Behaviour and Safeguarding update including attendance.</p> <p><b>CHPS</b>  E Drake provided an update on CHPS referring to the CHPS Development Plan (which was reported to be the same format as Gorsey Bank), Assessment Breakdown EYFS 2019 and a Behaviour and Safeguarding update. E Drake confirmed that CHPS are full for September with a waiting list of 47. There is an induction day taking place on 4 July 2019. E Drake referred to the Assessment Breakdown EYFS and reported that 85% of pupils had achieved a 'good level of development' resulting in the school achieving their KPI. It was reported that 26% had exceeded the 'good level of development' and 9 pupils did not meet the goal but reasons for this were shared. The reasons included a low baseline and summer birthdays, but some of these pupils were expected to make accelerated progress. The document outlined that the Department for Education (DfE) has a 'good level of development' (GLD) performance measure for pupils in the Early Years Foundation Stage (EYFS). Children will be defined as having achieved a GLD if they achieve at least the expected level in: The Early Learning Goals (ELGs) in the 3 Prime Areas of Learning and in the Specific Areas of Mathematics and Literacy. It was confirmed that all of the pupils that had achieved the 'good level of development' had no behaviour and safeguarding concerns. The attendance figures were reported to be healthy. CHPS will be using the 'Operation Encompass' programme and systems will be in place for September. CHPS have begun the induction process for staff in preparation for another year group joining the school in September. Links have been established with Gorsey Bank including the use of Skype. It was confirmed that the 'buddy' system had proved successful and will be built upon next year. <b>The Governors congratulated E Drake on a successful first year.</b></p>	
---	-------------------------------------	--	--	--

**Laurus Cheadle Hulme**

G Theobald shared the 'Laurus Report' for Laurus Cheadle Hulme. It was reported that LCH current attendance is 97.01% and is above target. The behaviour log was shared which mainly related to students behaviour for learning (largely relating to P, P&R). It was confirmed that there had been 3 fixed term exclusions and they had been for a variety of reasons. Students were reported to be making excellent progress and the end of year examinations had been particularly strong for languages. Pupils had made excellent progress in English, but the school was looking to resource intervention in mathematics next year to bring the results in line with English.

The school achieved the Gold Sports Mark award. There had been lots of sporting events taking place including competitions. The whole of Year 7 visited Liverpool with many students experiencing a boat trip for the first time. The school is full for September and oversubscribed. It was reported that there had been three in year admissions this year.

A governor recommended that it would be useful to capture student views through student voice based on the students first year within the school. G Theobald reported that a whole school photograph had been taken and student voice that had already been captured was overwhelmingly positive. A number of student quotes were included in the programme for the Summer Show which governors were invited to attend.

**Q: Are there any initiatives that are being shared amongst schools within the Trust?**

Yes, the intervention for literacy was trialled at CHHS and proved successful so is now being used at LCH. One governor reported that he recently had a tour of LCH and the students were exemplary and a credit to the school. The Parent Governor reported that the parents are equally as proud and positive about the school and this had come through at the recent parents evening held at the school. G Theobald stated that the staff had gone above and beyond during the first year of the school.

**Laurus Ryecroft**

M Vevers shared the 'Laurus Report' for Laurus Ryecroft. The attendance is 97.85% and M Vevers confirmed that this is much higher than schools within the local area to Laurus Ryecroft. The positive attendance compared to other schools locally was thought to be due to the positive culture that had been created. A behaviour breakdown was shared which included a high number of sanctions but had resulted in the environment being calm and positive.

			<p>It was reported that there had been 6 fixed term exclusions of which 1 was a failed managed transfer. Members of staff at LR were working hard to try and reintegrate the pupil back into the school. Governors discussed the breakdown of exclusions by group. M Vevers reported that there had been 3 pupils on a managed move and out of the 3, only 1 had failed. A governor suggested looking at statutory guidance and reviewing the difference between the numbers of exclusions within the context of each school within the Trust.</p> <p>M Vevers reported that the Trust currently has schools across four different authorities and the policies are quite different. A governor suggested looking at the well-being of the pupil within the behaviour policy and behaviours amongst the different schools within the Trust. A discussion took place around work being undertaken to reduce exclusions in Primary Schools.</p> <p>M Vevers informed governors that literacy had become a whole school focus due to students having a lower reading and vocabulary age. The school is currently considering programmes for next year that will be effective. It was reported that there had been 100% participation rate in sport and the boys had remained unbeaten in Tameside for rugby. Due to the high number of electives, there was a vast array of sports on offer including boxing, dancing and fencing. The quality of the electives was due to the professionalism and good will of members of staff.</p> <p><b>CHHS</b> D Brown shared the 'Laurus Report' for CHHS. The school is waiting for the Year 11 results in the summer, therefore D Brown asked governors to review the progress of the current Year 10. It was reported that the current Year 10 are a high achieving year group. It was reported that the basics measure 9 – 5, including mathematics and English is 79% which is incredibly high for attainment. The progress measure is currently at +0.59 which means that each student gains over half a grade higher than other schools nationally. The average point was reported to be a 6 which is the old Grade B. There is still a difference between the attainment and progress of males to females.</p>	
--	--	--	--	--

			<p>The attendance was reported to be better than last year at 96.29%. The school is continuing to look at how marginal gains can be made. The school was also reviewing the attendance for Pupil Premium pupils in Year 7. There have been 4 permanent exclusions and 78 fixed term exclusions. There is no national data for the last two years to enable the school to draw any comparisons for exclusions. Governors discussed the reasons behind the number of fixed term exclusions. It was confirmed that there is no pattern to the time of the day when behaviour incidents occur. A governor asked if the school considered adverse childhood patterns and whether reasonable adjustments were made. W Searle confirmed that E Warrington worked closely to support students emotionally and with any mental health needs. Students can also access the student support centre.</p> <p>A new Safeguarding update will be shared with all schools within the Trust from September to allow information from Primary Schools to be shared with the Secondary School on pupils entering in Year 7. CHHS have engaged with Operation Encompass and a first domestic violence case was reported to the school.</p> <p><b>School Development focus (for all schools within the Trust)</b></p> <p>M Stewart provided an update on the Cornerstone Report for Competition and Physical Endeavour. A sports competition had been held across all schools within the Trust. The high level of coaching was reported to be strong across the Trust and had allowed expertise to be supplemented and allow teachers more time to run fixtures. The DofE expeditions had been successful along with the varsity competitions. The Trust had identified students that had not taken part in any competitions and how they could be supported to do so in the future. The wide range of activities on offer was discussed such as fencing, climbing and boxing. The House Competitions were reported to be a good way of getting all students involved. Sports Awards Evening had taken place and was a successful event.</p>	
--	--	--	---	--

3	Governor Monitoring		<p><b>Health and Safety Update</b>  There were no Health and Safety matters to report.  Laurus Cheadle Hulme has some snagging issues that are being monitored closely.</p> <p><b>Policies</b>  The following policies were reviewed and approved:  Attendance policy_CHHS  Behaviour Policy_LR  Safeguarding Policy  Safeguarding Policy_DHS  Staff behaviour Policy_LCH  Staff behaviour Policy_LR  Use of a Word Processor in Formal Examinations Policy  School Uniform Policy_LR  School Uniform Policy_LCH  School Uniform Policy_CHHS  Safeguarding Schools Policy_LCH  Safeguarding Protocol_CHPS  Safeguarding Policy_CHHS  Safeguarding and Pupil Welfare_LR  Risk Management_LR  Risk Management_LCH  RE and Collective worship  PSHE policy_LR  PSHE policy_LCH  PSED Objectives_CHPS  Mobile Technology Policy_LR  Mobile Technology Policy_LCH  Mobile Technology policy_CHHS  Local offer_LR  Inclusion_LR  Inclusion_LCH  Gifted &amp; Talented provision_LR  Gifted &amp; Talented provision_LCH  First Aid_LR  First Aid_LCH  Exclusions_LR  Exclusions Policy_LCH  Electronic Communications_LR  Electronic communications_LCH  Communication with parents or carers_LR  Communication with parents or carers_LCH  Collective worship_LCH_July 2019  Child Protection &amp; Training_LR  CEIAG Policy_LR  Behaviour policy_LCH</p>	
---	---------------------	--	---	--

			<p><b>Governor Self Review of Impact</b></p> <p>The Chair stated that this item was evolving and was important as the Trust grows in order for governors to add impact, challenge the information they are given and ask important questions. There should be a common approach used by all schools and governors should ensure each school is well led. A governor commented that an 'Outstanding' School can be as difficult to govern as the need to not let anything slip was so important. The need for CHHS and Gorse Bank to retain their staff and nurture their talent is vitally important. Governors discussed the 'unashamedly academic' reference to the Trust and how it was important for parents and students to understand the meaning of the words and whatever a pupils starting point the mechanisms to support everyone were robust.</p> <p>Governors discussed funding being a challenge and the need to balance the budget particularly in relation to the Sixth Form and the courses that are on offer with smaller class sizes.</p> <p><b>Q: Will the Sixth Form be reported on at a future meeting?</b></p> <p>Yes, it is an item on the autumn term agenda to consider Sixth Form recruitment and attainment.</p>	DB
4	<b>Governor Development</b>	Training Governor Verbal Update	C Nevin confirmed that the Trust was looking at an online training package to allow governors to continue their training in their own time. Pre-training at Academy Committee meetings was now a regular item on the agenda and planned for in advance of each meeting. C Nevin asked for governors to forward any future ideas/areas to focus on to the Clerk.	
5	<b>Community Engagement</b>	Link Governor Verbal Update	C Nevin asked governors to think how they could contribute to the local community through their role as an Academy Committee governor. It was acknowledged that it was easier to support community engagement at Primary School level than Secondary, due to the increasing opportunities to meet with parents in the playground. Governors were invited to consider how they communicate with the local community for consideration at a future meeting.	

	<b>AOB</b>		<p>P Benton stated that she had spent a lot of time in school recently signing off risk assessments. A huge number of staff had given up a lot of their time to attend trips. <b>Governors acknowledged the time and commitment and good will of staff in making the trips successful.</b></p> <p>M Vevers thanked C Carling and M Stewart in attending the Laurus Ryecroft trip to London even though they are based at a different school within the Trust.</p> <p>D Brown confirmed that this was D Kershaw's last meeting as an Academy Committee governor. D Brown thanked D Kershaw for her commitment to Cheadle Hulme High School during the last two years. D Kershaw will remain as a Trustee and has been appointed to the Audit, Finance and Resources Committee.</p>	
	<b>Meeting Dates:</b>	<p>Autumn 1 Autumn 2 Spring Summer 1 Summer 2</p>	The meeting dates for the next academic year will be confirmed.	

### Agenda – Part 2

The press and members of the public to be excluded from the meeting at this point under 2003 (school governance procedures) (education) regulations because of the confidential nature of the business to be transacted.

Category	Item	Notes	Action
<b>1</b>	<b>Governance</b>		
	<b>Staff</b>		
<b>2</b>	<b>AOB</b>		

### Impact of Meeting / Key Outcomes

Detailed update report on each school within the Trust  
 New Governors attended the meeting for LCH  
 A wide range of Policies were approved  
 Competition and Physical Endeavour Cornerstone was reviewed for each school  
 The importance of Governance and the impact that can be made was outlined

Signed Chair of Academy Committee:

Date:

E enquiries@laurustrust.co.uk  
 T 0161 485 7201