



## ACADEMY COMMITTEE MEETING

Date: Tuesday 26<sup>th</sup> September 2023  
 Time: 6.00pm  
 Venue: CHHS – Laurus Institute

Clerk: N Burgess  
 Present: I Castledine, M Kelly, L Brooks, B Gannon, H Eckhardt, A Ballard, K Pearson, P Benton, M Turnpenney, D Brown, A Jarvis and C Jamison

Action	Initials
Governors are asked to inform the Clerk of any changes to their register of business interests	All
The Clerk to speak to LW with regards to Governors having sight of Trustee Link visit forms	NB
Trust structure and clarity of the role of Trust Director to be given	DB
Governors are asked to complete the annual GDPR training – Clerk to send the link	All/NB
Governors are asked to send their training certificates to the Clerk for retention	All
A list of forthcoming events to be sent to Governors	NB

Agenda – Part 1				
Category	Item	Notes	Action	
1	Governance Arrangements	<p>Videos and photos of students receiving their A Level and GCSE results were shown to Governors. Governors were also shown the destinations of year 13 students.</p> <p>Governors offered their congratulations to staff and students on the excellent results received and the hard work which had gone in to achieving them.</p>		
		Apologies	There were no apologies for this meeting.	
		AOB items	There were no items of business to raise which were not covered in the agenda for this meeting.	
		Register on Business Interests	Governors were asked to complete the proforma and return to the Clerk to allow the register to be updated and published.	All
		Code of Conduct	Governors reviewed the Code of Conduct and agreed to adhere to.	

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		<p>Minutes of the meeting held 27<sup>th</sup> June 2023 were <u>approved</u> as a correct record of the meeting.</p> <p>Matters arising: Governors requested sight of Trustee Link visit forms – Clerk to speak to LW to seek approval to access</p> <p>Trust structure and clarity of role of Trust Directors will be completed at the next meeting</p>	<p>NB</p> <p>DB</p>
	Membership: Recruitment Update/Succession Planning	M Kelly and A Jarvis were appointed to the Academy Committee for a further 4 year term.	
	Scheme of Delegation	Governors reviewed the Scheme of Delegation and noted the delegated functions of the Academy Committee.	
	Trust Board update	<p>Governors received the Trust Board updates from the May 2023 and July 2023 meetings and had no further questions.</p> <p>DB confirmed that Priestnall School had joined the Trust with effect from 1<sup>st</sup> September 2023.</p> <p>DB also informed Governors that the expression of interest to obtain funding to expand the Sixth Form had been unsuccessful.</p>	

2	School Performance & Accountability	Review Head of School Report	<p>DB presented the Head of School report to Governors and invited any questions.</p> <p>The headline figures are incredible compared to the 2019 figures for GCSE. The results were the best the school have ever received, at 70%, and were testament to the hard work of what was a really good cohort.</p> <p>The Progress 8 figure based on previous formulas is 0.43, Governors were informed the Progress 8 figure will not include year 9 MFL results for this cohort as they were Teacher Assessed Grades (TAG).</p> <p>Governors noted PP student numbers were relatively small. Each student represents a significant percentage. The targets are aspirational but should also be challenging. In data meetings held in school every student is reviewed individually.</p> <p>Governors discussed the individual subject area breakdown of results.</p> <p><b>Q – Can you tell us about the results in English, was this a surprise?</b>  A – The biggest focus and intervention was around Maths as in previous years this was where it was most needed. We have reviewed the English results in great detail and although they are down on previous years they are still very good results.</p> <p><b>Q – Were you prepared for the results or were you expecting them?</b>  A – The assessment data in school was not as accurate this year. It should be noted that we have submitted a large number of re-marks in English Language and Literature and the results are not yet known.</p> <p><b>Q – Do you think there has been an impact of losing staff to other schools in the Trust?</b>  A – To some degree, although the results in some of the other schools were lower than expected too. Two of our senior members of staff within the Trust have done significant work to review and plan going forward. We are looking in detail at what we can do next year.</p> <p><b>Q – What did the staff in the department think of the English papers on the exam day?</b>  A – They were happy with the paper and there were obviously some shocks on results day. There is always a danger in not looking at external scrutiny. In previous years there have been external exam markers within the</p>	
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			<p>English team.</p> <p><b>Q – Will there be further growth in the secondary phase of the Trust which may affect CHHS?</b>  A – We are now looking at growth within the primary phase. Priestnall joining is a big project for the Trust and we are now looking at a period of stability. Whilst at the same time we would wish our staff to remain within the Trust and there will be opportunities for promotion available to them.</p> <p><b>Q – Did the results affect some of our students in terms of their A Level choices?</b>  A – Yes for some. Some students moved to another Sixth Form within the Trust. We have had one appeal from an external applicant to CHHS Sixth Form. More students from our year 11 were eligible for Sixth Form than ever before. 118 achieved the required grades but not all enrolled. A number of external candidates fell away due to the dip in results. 95 registered on results day and there are some on our waiting list.</p> <p><b>Q – Chemistry, Biology and Physics results were excellent, why were the combined results lower?</b>  A – There is an entrance exam for Separate Sciences and these are the higher ability students. We also have to remember that years 8 and 9 for these students were during Covid.</p> <p>As a school we know that we need to unpick and review the results, whilst also recognising we should celebrate the successes. Better is always possible.</p> <p>Governors were pleased to note the year 9 MFL results. 84% 4+ and 77% 5+.</p> <p><b>Q – Why was there a gap in Autumn, Spring and Summer predicted grades against the results?</b>  A – A big factor is the entries are decided in the Spring term. This is when the decision is made to enter students for Foundation or Higher. 5 is the highest grade possible for Foundation and 9 for Higher. The predicted grades used are to predict the best possible grade for the student, based on the way they are currently working.</p> <p>A Levels results were reviewed by Governors. It was noted that the comparison was based on 2019 results and not 2022. It was also noted for context that the class of 2023 had not sat GCSE public exams due to Covid. The students were enrolled to the Sixth Form</p>	
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			<p>with their TAGs.</p> <p>Whilst the results were very pleasing we know there is still work to be done. Interventions will be implemented earlier in the academic year. We motivate our students as best we can.</p> <p>Overall the average grade is a B which is to be celebrated considering the impact of Covid on the students education. We continue to aim high for our students for their results and also their destinations and we do not lower targets.</p> <p>Competition for top university places is going up and we need to ensure that our students are up there with the best chances. We work with our students on A Level results day to accept the correct offer for them.</p> <p>From 153 student 6 went on to Apprenticeships, 5 of which were Degree level. We anticipate this figure will rise year on year and is the best option for some of our students.</p> <p><b>Q – Do you get approaches from industry or do you approach them?</b></p> <p>A – We do have to go out there sometimes. We are also growing our number of old Laureates and they link to new Apprenticeships.</p> <p>Laurus Launchpad is a weekly event which includes Old Laureates who come in to reflect on their Degree Apprenticeship background. For Degree Apprenticeships there is a separate application for each vacancy, rather than one when applying for a university place. Students have to allow a big focus of their time for applying and the interview process. Some subjects have additional requirements which are subject specific to bear in mind too.</p> <p>Governors had no further questions and wished to say well done and thank you for the detail of the presentations and the outcomes. Governors also wished to pass on their thanks to all staff for their hard work in helping the students to achieve their best outcomes.</p>	
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		Review School Development Plan priorities	<p>Governors reviewed the SDP which was circulated prior to the meeting.</p> <p>The SDP is based on the Four Cornerstones. The Professional Learning (PL) section is the bedrock for staff and underpins all that we do.</p> <p>As a Leadership Team the SDP is revisited throughout the year and updated accordingly. It is the plan to focus on a different Cornerstone at each Academy Committee meeting throughout the year.</p> <p>Departments write their own Development Plan which feeds in the SDP and also informs staff appraisal targets.</p> <p>The possibility of Link Governors to each of the four Cornerstones will be discussed at a future meeting.</p>	
3	Governor Monitoring	Finance update including pupil numbers, bench marking and value for money	<p>Governors received the management accounts to 31<sup>st</sup> May 2023.</p> <p>There were no issues of concern and Governors had no further questions.</p>	
		Policies – undertake school level reviews and note phase/Trust level policies	<p>Governors <u>approved</u> the Safeguarding Policy which had been circulated prior to the meeting.</p> <p>I Castledine, as Safeguarding Governor, confirmed that he had reviewed the policy in detail.</p>	
		Ensure curriculum policies (eg Religious Education and Relationships, Sex Education) Behaviour and Welfare are in line with statutory guidance	<p>DB provided assurance to Governors that the policies are in place in line with statutory guidance.</p>	

		Safeguarding and SEND Link Governor updates	<p>Governors were reminded to use the Safeguarding and SEND Link Proformas for their visits from September 2023.</p> <p><u>SEND Link Governor</u> PB confirmed she had used the proforma for her visits in the summer term and had found it most useful.</p> <p>Of the two link visits which had taken place in the summer term the focus had been on interventions and their outcomes. PB had look at BLIP (Behaviour Learning Intervention Pathway) and had completed a learning walk with the SENCO and also lesson observations.</p> <p>In the week following this meeting PB will be attending a Parent Champion meeting for the first time.</p> <p><u>Safeguarding Link Governor</u> IC had met with DB and WS in the summer term.</p> <p>The visit had included a review of the Single Central Register (SCR) which holds records for all staff and visitors.</p> <p>IC will continue to link with A Ballard and will be meeting in the weeks following this meeting.</p>	
		Critical Incident Planning	<p>A summary document of the levels of critical incidents was circulated prior to the meeting.</p> <p><b>Q – In terms of the levels, what is sitting behind them?</b> A – There is a full policy which contains a significant level of detail which is held at both school and Trust level. In terms of gold the response would be co-ordinated at Trust level. Silver and bronze incidents would be dealt with at school level.</p> <p><b>Q – Are protests considered as critical incidents?</b> A – The list included is examples and is not exhaustive. Each incident would need to be considered individually. An incident is anything which has a significant impact on the school. For example a while ago we did have anti-vax protestors come into school but the did not have any impact on the school.</p> <p><b>Q – Are staff aware?</b> A – Yes, it would be good to flag to our staff that protestors could appear in all 3 levels, dependent on the scale and impact of the protest.</p>	

4	Governor Development	Review Trust Training Plan	Governors were asked to complete GDPR training. The clerk will send the link to Laurus Institute to access the training.	NB
		Minute any training undertaken by Governors since the last meeting	Governors were asked to send their completion of training certificates to the Clerk for retention.	All
		Governor Competency Framework/Effective Governance Handbook	Governors attention was drawn to the Governor Competency Framework and Effective Governance Handbook as key documents they should be aware of.	
5	Community Engagement	Stakeholder engagement	<p>HE updated Governors on the success of the Laurus Live Concert which had taken place in the summer term at RNCM. There were 90 students from across the Trust, including CHHS.</p> <p>It was an incredible evening and an excellent experience for the students. It was amazing to see the growing musician community and the performance of the joint orchestra.</p> <p>There had also been the Laurus Limelights performance. This was a Trust wide drama performance which also included Sixth Form. The next Laurus Limelights performance will be held at DHS in November 2023.</p> <p>An events list will be circulated to Governors. Governors really appreciate the opportunity to attend school events.</p>	NB
6	AOB		There were no other items of business to discuss.	
7	Meeting Dates:	To note	<p>Tuesday 5<sup>th</sup> December 2023 at 6.00pm          Tuesday 19<sup>th</sup> March 2024 at 6.00pm          Tuesday 25<sup>th</sup> June 2024 at 6.00pm</p> <p>Please inform the Clerk, as far in advance as possible, of any meetings you are unable to attend.</p>	

#### Impact of Meeting / Key Outcomes

Governors reviewed a video presentation of students receiving their GCSE and A Level results and were also updated on student destinations

The Head of School report was reviewed, with particular focus on outcomes



Governors reviewed the School Development Plan priorities
Management accounts to 31 <sup>st</sup> May 2023 were reviewed
Governors approved the Safeguarding Policy
Safeguarding and SEND Link Governors gave updates on their link visits to school

Meeting closed at 7.30pm

Signed



Chair of Academy Committee  
05.12.2023