



ACADEMY COMMITTEE MEETING

Date: Tuesday 18th March 2025
Time: 6.00pm
Venue: CHHS – Laurus Institute

Clerk: N Burgess
Present: L Brooks, D Brown, I Castledine, M Turnpenney, C Jamison, M Kelly, P Benton, S Kiani, W Riley, B Gannon, P Gaskell and J Peet for part of the meeting

Action	Initials
Slides of the PDC training to be circulated to Governors	NB
Governors are asked to inform the Clerk of any changes to their Register of Business Interests	All
Send Safeguarding Record of Visit to the Clerk for retention	IC
Slides of the Pupil Premium Presentation to be circulated to Governors	NB
Governors are asked to complete the mandatory training modules prior to the June meeting	All
To send training certificates to the Clerk for retention	All

Agenda – Part 1			
Category	Item	Notes	Action
1	Governance Arrangements	<p>J Peet presented PDC training to Governors</p> <p>Governors will from time to time be asked to be a member of the panel of Governors and Trustees to review the permanent exclusion of a student.</p> <p>JP confirmed that the decision to permanently exclude a student was a very difficult decision to make for a Head of School, and was always a last resort.</p> <p>The decision to permanently exclude a pupil should only be taken: In response to a serious breach, or persistent breaches of the school behaviour policy, and Where allowing the student to remain in school would seriously harm the education or welfare of the students or others in the school.</p>	

		<p>As a member of the panel reviewing the permanent exclusion it is Governor's responsibility to ensure that the decision to exclude was lawful, rational, reasonable, fair and proportionate. The Equality Act 2010 and SEND should always be taken into consideration when reaching a decision. The panel must be held within 15 days of the permanent exclusion, and the PDC documentation should be received by all parties 5 working days before the meeting.</p> <p>The panel should consider all information from the school, parents/carers, the student and the LA and should ask questions regarding the information in order to reach their decision.</p> <p>Governors should challenge the Head of School on the content of the report to answer any questions they may have. Heads expect to be challenged on the decision and are happy to answer any questions. Governors were also informed that regardless if parents were present or not, the same amount of challenge and consideration should be applied.</p> <p>Q – Is there any definition or guidelines as to what is a permanent exclusion? A – No, each case is unique.</p> <p>Work is currently being done to formalise a report proforma which will be used by all schools in the Trust. Alongside the report the Behaviour and the Safeguarding policies should also be considered.</p> <p>The presentation will be circulated to Governors following the meeting.</p> <p>JP was thanked for the informative presentation and left the meeting at this point.</p>	NB
	Apologies	K Pearson would be arriving late to the meeting due to a Parents Information evening being held in school.	
	AOB items	PB wished to raise an item of business at the end of the meeting.	
	Declarations of interest in any of the agenda items	There were no declarations in any of the agenda items made.	
	Register on Business	Governors are asked to check their record on the Register of Business Interests circulated and inform the	All

		Interests	Clerk of any changes.	
		Minutes of the previous meeting	<p>The minutes of the meeting held 24th September 2024 were <u>approved</u> as an accurate record of the meeting.</p> <p>Matters arising:</p> <ul style="list-style-type: none"> • An update on the appointment of a Vice Chair will be given at a future meeting • LAC update is included in the Head of School Report for this meeting • CFO has confirmed that the investment policy is a delegated responsibility of the Finance and Resources Committee. The Trust plans to utilise short term cash management platforms in the future • Pupil premium update is on the agenda for this meeting • Governors are reminded to complete the outstanding training as soon as possible • Dates for school events were circulated by the Clerk 	
		Membership: Recruitment Update/Succession Planning	There were no membership updates for this meeting.	
		Scheme of Delegation	There were no material changes to note to the Scheme of Delegation.	
		Trust Board update	Governors received the reports for the Trust Board meetings in October and December 2024 had no further questions.	

2	School Performance & Accountability	<p>Review Head of School Report including:</p> <p>IDSR report</p>	<p>Governors reviewed the IDSR report, presented by W Riley. The updated report, previously reviewed, contains the final validated data.</p> <p>The report is used by Ofsted inspectors, prior to an inspection, and informs questions to Leaders on the data contained within the report and to challenge any potential areas of weakness. Governors were invited to ask questions where applicable.</p> <p>The report starts with the characteristics of the school, including pupil numbers, FSM, PP students, and also includes comparisons to national average data. The data in the report relates to the outcomes of last academic year.</p> <p>Governors noted the increase in students with EAL in school, which equates to 25% of the student population.</p> <p>Q – How do you change the way you support the EAL students to allow them to succeed? A – By the promotion of strategies, and adaptations to pedagogy, to make their learning effective. All staff are aware of the needs of the students.</p> <p>Q – Does this have any impact on the non EAL students? A – It is always quality first teaching for all of our students.</p> <p>Q – How do you monitor? A – We review the data and we look at EAL as a specific category, the students do well in our school and are closely monitored, including their engagement in the wider school life.</p> <p>Governors noted that the report would normally contain data on prior attainment for the students, but that for the current year 10 and 11 this was not available due to the pandemic.</p> <p>Governors noted percentage of SEND students in the school, including SEND support and EHCPs. Governors also noted the suspension and exclusions data in the report.</p> <p>Q – Is the number of suspensions and exclusions in line with prior to the pandemic? A – Suspensions and data have risen nationally, but our suspension figures are lower than national, including permanent exclusions. Suspension is normally an effective sanction, and the vast majority are for a one-off</p>
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			<p>incident for a student. We obviously monitor the data very closely to see trends. A large number of students only receive one suspension, although some students do receive more than one. No students have 10 or more suspensions.</p> <p>Permanent exclusions are 0.29%, compared to national average of 0.22%, which is relative to the size of our school. Governors were also informed the national average figures included primary schools.</p> <p>Governors reviewed the academic outcomes data within the report, and noted that a significant number of GCSE subjects were in the highest 20% of results.</p> <p>Q – Is the data entries only?</p> <p>A – It is average grades, English is in the highest 20%, this included a number of remarks in English. English is in the top 14% and Maths the top 3%.</p> <p>Governors noted that across the curriculum the progress and attainment was consistently high for all measures, as shown in the report in the blue data boxes. Governors were pleased to review the English results and noted the actions and mitigations which had been in place to move the outcomes to a strong position from the previous year.</p> <p>MFL results relate to the students taking their GCSE in year 9.</p> <p>Destination data is also included in the report, including further education, employment or training. Students in KS5 stay to complete their course of study. Outcomes for KS5 are in the top 6% average grades in the country.</p> <p><u>Head of School Report</u></p> <p>Data</p> <p>Governors then reviewed the Head of School report and the updated headline predictions for year 11. The data will be further updated following the next round of mock examinations in English and Maths. Governors noted the predictions against those made at the same point last academic year.</p> <p>It was noted that the school were working hard to close the gap for disadvantaged students against non-disadvantaged. Governors were delighted to see the progress being made towards this.</p> <p>Q – Is this due to an anomaly within the year group?</p>	
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			<p>A – It is the result of work we are doing lower down the school, to be ahead of what we need to do. The nature of disadvantaged student data is that it is a smaller sample size, and so the data is more volatile.</p> <p>PP numbers are higher in year 11 than in years 7 and 8. FSM6 new legislation now means that FSM entitlement does not automatically follow the students from primary school. There is no Progress 8 figure, due to no KS2 SATs, which means only attainment can be reviewed for this cohort. Teachers are always cautious when predicting student grades. Staff want the best results possible for all of the students.</p> <p>Q – Is the progress of EHCP students where you would expect it to be?</p> <p>A – It is a cohort of students who have a broad category of reasons for SEND. It is always difficult to compare year on year due to the variations within each group of students.</p> <p>Q – Do staff have input on SEND?</p> <p>A – Yes, staff are able to identify student needs ongoing, and are able to meet the needs of individual students.</p> <p>Updated data for the year 9 MFL examinations was included in the report. This data was updated following the recent mock examinations and the predictions for the student outcomes look promising. There is also data for this cohort from KS2 SATs to compare for an indication of what the Progress 8 measure would be.</p> <p>When the current year 11 students were in year 9 the gap was around 33%, compared to date which is 10%, this is a result of the work done by the school and the progress made by the students.</p> <p>Governors thanked WR for the review of the report and had no further questions. WR left the meeting.</p> <p>Attendance</p> <p>Attention was drawn to the attendance aspect of the report. Attendance is currently 95.4% which is very strong. GB and HO are Assistant Headteachers with responsibility for attendance and they are working tirelessly to improve attendance ongoing. It was noted that although attendance is good, better is always possible. Governors were informed that lots of students had 100% attendance to school.</p>	
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			<p>Persistent absence rates are low in school. Work is being done with our disadvantaged students in school, and it was noted that attendance for this group of students had increased from the previous academic year. Governors discussed the important link between attendance and outcomes. Leaders confirmed the highest PA figures was for y10 disadvantaged cohort of students, and that this was a focus for leaders. Leaders are also looking at year 6 attendance data as soon as the students join from primary school. Leaders are aware of the individual stories for each of the students regarding their attendance and the reason for absence, and are working closely with families. Work is also being done to support the students in school to engage with the wider school life. It is important that students feel a part of the community.</p> <p>KP commented that, in the role of Head of House, attendance is a key focus and is closely monitored. It is important to communicate the importance of attendance to students, and the effect it has on their outcomes.</p> <p>Q – When you monitor the attendance data do you use software or is it a manual process? A – We can obtain a lot of data from Bromcom, but there is also a manual aspect which allows for analysis of trends, for example days of the week.</p> <p>Behaviour and Suspensions Data for behaviour and suspensions was presented to Governors in the report. Governors were asked to inform Leaders if there was any further data they wished to be reported on. Governors requested the data for the previous 3 years be removed from the report, with only comparisons to the previous year included.</p> <p>Governors were pleased to note the suspensions data was low compared to LA and national data. Permanent exclusions were also noted to be lower.</p> <p>Q – Is there a link between suspensions and permanent exclusions? A – Not a specific link, but in some cases a permanent exclusion does follow a number of suspensions. Suspensions should be relative to the incident, and be considered in context, and any mitigations, when considering the length of a suspension.</p> <p>Governors had no further questions relating to the Head of School report.</p>	
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		School Development Plan	<p>This year is the first year of the 3-year plan. In previous years it has been a one-year plan, which did not allow sufficient time for a full review period of all actions achieved.</p> <p>A mid-year point review has recently been completed by SLT, and actions agreed, which were highlighted for Governor's information.</p> <p>The plan will be reviewed again at the end of the academic year, and actions and progress will be updated.</p> <p>Q – One of the actions showing as incomplete is work around student voice, why is this? A – Some of this work will be done in the summer term as part of the transition for year 6.</p> <p>Governors had no further questions on the SDP.</p>	
3	Governor Monitoring	Finance update	<p>The Management Accounts to 31st December 2024 were circulated prior to the meeting, and Governor questions were invited.</p> <p>Q – At the start of the year there were concerns about the budget pressures and the impact this would have on teaching and learning, has there been any impact on the quality of education? A – The budget position is challenging and this includes meeting the unfunded pay awards. We are working closely to maintain the frontline services, but we have had to increase class sizes at KS3. This does have an impact on staff with regards to planning, marking and also student behaviour. This could also impact on KS4 but this is obviously yet unknown. Moving forward we will have 10 teaching groups for 280 students, when previously there would have been 12.</p> <p>Q – Is the financial position in line with other Trusts and schools? A – Yes most definitely, all schools and Trusts are in the same position.</p> <p>The budget is under constant review and there will be a more detailed discussion and update, as we move further into the academic and financial year, at the next meeting of this committee.</p>	

		Policies Governors <u>approved</u> the following policies: Behaviour policy Safeguarding policy Intimate Care policy Q – In terms of the Behaviour policy, how are the changes communicated? A – Although the policy has been in place for a number of years, it is reviewed and updated accordingly. We communicate the changes to parents/carers at the start of the academic year. This year we updated to specifically refer to vapes as this was an emerging issue.	
		School Risk Register The school specific Risk Register was circulated prior to the meeting. IC confirmed that he had been in to school and met with LB and DB to review and update the Risk Register. The document will be kept under constant review and the risks updated accordingly in light of new and emerging issues.	
		Safeguarding and SEND link Governor updates <u>SEND</u> PB confirmed that she had been into school twice and met with EH and RO in the SEND team. All is going well within the team and PB was very happy with the positive visits. PB confirmed that she had decided to step down from the role and a replacement would be sought. Governors recorded their thanks to PB for all her work and commitment to the role of SEND Link Governor. <u>Safeguarding</u> IC confirmed that he had been into school recently to complete the termly visit As the DSL is currently on maternity leave, IC was happy with the level of Safeguarding expertise in school. He noted that safeguarding was much more than just one person, and that there was excellent strength and coverage within the Team. During the visit the focus was on the emerging themes and policies, and there was also a review of the SCR. IC will send the report of the visit to the Clerk for retention.	IC

		Monitor Pupil Premium spending to ensure it improves the attainment of eligible students	<p>P Gaskell, Assistant Headteacher with responsibility for Pupil Premium, attended the meeting to present to Governors. The slides from the presentation will be circulated to Governors for information following the meeting.</p> <p>The link to the Pupil Premium Strategy Statement, published on the school website, was circulated prior to the meeting. Governors noted that every student was an individual person and required a unique approach.</p> <p>Governors were invited to send any questions to PG following the meeting.</p>	NB
4	Governor Development	Review Trust Training Plan	Governors were reminded to complete the mandatory modules by the June meeting.	All
		Minute any training undertaken by Governors since the last meeting	Governors are asked to send their completed training certificates to the Clerk for retention.	All
5	Community	Stakeholder engagement	There were no updates for this meeting.	
6	AOB		<p>PB wished to draw Governor's attention to the vast number of trips and opportunities available to students. As Trips and Visits Link Governor PB has already signed off 13 trips this year, and the amount of work staff put into organising the trips and completing the detailed risk assessments cannot be underestimated.</p> <p>PB wished for thanks to be recorded to staff for their time given to plan trips and for the benefit to the students. Governors also wished to thank PB for her work as the Trips and Visits link.</p>	
7	Meeting Dates:	To note	Tuesday 24th June 2025 at 6.00pm	

Impact of Meeting / Key Outcomes	
Governors received a presentation regarding being a panel member for a PDC meeting	
IDSR report was reviewed in detail	
Head of School report was reviewed, including data, attendance, and suspensions and exclusions	
Governors reviewed the School Development Plan	
Governors were given a finance update	

Governors approved 3 policies
School specific risk register was reviewed
Safeguarding and SEND Link Governors gave verbal updates of their link visits to school
Governors received a presentation on Pupil Premium

Meeting closed at 8.20pm



Ian Castledine
Chair of Academy Committee
24.06.2025