

Minutes of the Academy Council Meeting
Great Wishford CofE Primary School
Monday 25th January 2021 @ 5.30pm

Virtual meeting held via Teams

Governor	Type	Roles & Responsibilities
Stephanie Cleaver (SC)	Head Teacher	
Stuart Porter (SP)	Exec Head	
Sue Bale (SB)	Chair and Foundation Governor	Maths and Health & Safety
James Melville (JM)	Foundation Governor	Disadvantaged Learners
Anna Tattersall (AT)	Foundation Governor	Safeguarding
Diane Wilkinson (DW)	Foundation Governor	SEND (SB/JM covering in DW's absence)
Rev Jonathan Plows (JP)	Foundation Governor	Curriculum
Sarah Lamont (SL)	Staff Governor	
Lottie Scard (LS)	Parent Governor	

Key Actions	Responsibility
Prompts for available governor training	LC

ITEM	
Time	Meeting started at: 17.30
Present	Sue Bale (SB), Stuart Porter (SP), Steph Cleaver (SC), Jonathan Plows (JP), Anna Tattersall (AT), Lottie Scard (CS), Jamie Melville (JM), Laura Clifford (LC)
Welcome & Prayer	<ul style="list-style-type: none"> Welcome provided by SB and opening prayer by JP.
Apologies, Resignations and new members	<p>Apologies: Sarah Lamont (SL) Diane Wilkinson (DW)</p> <p>Resignations: Sarah Penny</p> <p>Non-Attendance:</p> <ul style="list-style-type: none"> SB asked if there is a minimum requirement for the number of parent governors an AC must have? LC said recruitment is currently on hold for governing boards whilst the AC structure is reviewed. Due to health concerns, DW is still shielding, but receives regular updates from SB and has been a huge moral support to SC and the school.
Declaration of Pecuniary Interest	<ul style="list-style-type: none"> None declared
Trust Housekeeping	<p>Skills Audit:</p> <ul style="list-style-type: none"> LC will carry over governor skills audits from the end of last year unless any updates are required. All agreed they have no changes to be made. LC will ask governors to complete updated forms in January 2022. <p>Code of Conduct:</p> <ul style="list-style-type: none"> An updated copy of the Code of Conduct was circulated to all governors in December. <p>GDPR/SEND:</p> <ul style="list-style-type: none"> Updates for both were circulated for governor's reference and all documentation can be found on Teams.

	<p>Governor Visits:</p> <ul style="list-style-type: none"> • These are being carried out and the report for SB visit on 27th January can be found in the folder on Teams. <p>Governor Training:</p> <ul style="list-style-type: none"> • Governors were requested to inform LC of any training they have attended. • SB asked if prompts can be given when and if any training becomes available that governors will find useful. Action: LC to provide updates. • Governors were encouraged to utilise The School Bus.
<p>Minutes of the last meeting 21.09.2020 & action points</p>	<p>Skills Audits:</p> <ul style="list-style-type: none"> • See above. <p>Course funding in lieu of the Governors Expenses Policy:</p> <ul style="list-style-type: none"> • LC said foundation governor courses are covered in the school's PSA subscription. All generic training such as safeguarding is conducted internally and governors also have access to The School Bus. • If there are specific training governors would like to attend, details are to be forwarded to LC for further discussion. <p>SEF to be circulated once complete:</p> <ul style="list-style-type: none"> • The report is available on Teams. <p>SIAMS minutes to be forwarded to LC:</p> <ul style="list-style-type: none"> • Minutes are now available in the SIAMS folder on Teams. <p>Governor Self Evaluation to be added to Teams:</p> <ul style="list-style-type: none"> • Actioned by LC <p>Fundraising:</p> <ul style="list-style-type: none"> • AT asked who the last minutes were referring to when stating JR in the fundraising section? LC said this is Jo Ronxin who the governors were thanking for sharing JM charity event on the trust's website. <p>Pre-School Questionnaire:</p> <ul style="list-style-type: none"> • AT asked when will the results be shared? SC confirmed the pre-school circulated the questionnaires and so will receive the results, however there are no confirmed numbers as of yet. <p>School notice board:</p> <ul style="list-style-type: none"> • AT asked if planning permission is needed for the school notice board? SP said this will be the trusts responsibility to oversee. SC said the school logo needs to be designed first but this is not a priority in the current climate. JM offered to liaise with the trust when the time comes to take it further. • SB verbally signed off the minutes and will keep a hard copy.

Head Report and SEF

Y6 Data:

- SC explained the data is taken from the last assessment date in November and was showing a positive picture in comparison to the start of the year. Those children that were targeted were showing improvements in their outcomes.
- In reading and writing 40% of children were working towards their standards. There are still no children working beyond although there is one pupil who is extremely close and it is likely that he will achieve this in reading and maths and possibly in writing- writing will be targeted but achieving GDS across all subjects will be a push.
- Maths see's 80% of children currently working at the expected level which now must be maintained. One child in the year group however is SEND and is unlikely to achieve the expected outcomes and one child has left, leaving just 5 in the year group. With each now child now worth 20%, the results are hugely impacted if even one doesn't reach expected.
- SP reminded governors that as the SAT's are cancelled for 2021, all of these predictions are teacher assessed. SC said teachers are still encouraging and developing children as if the exams were going to take place to keep momentum but the key will be where these children are at once they have returned to school.
- SC provided an overview of Clasdojo and its features and benefits.
- Teachers are monitoring children's submitted work and inviting them into intervention slots where needed. These has been particularly beneficial for children in Y4-Y6 as they are able to receive feedback on what they need to develop. Are given the time to complete this work immediately and then drop back into the session to check understanding with their teacher before moving on to the next stage of the intervention.

Home Learning Survey:

- The results are available on Teams.
- Overall positive results were seen with some next steps to be taken.
- Younger children are struggling when there are 3 or 4 others on screen during the lesson and struggle turning the microphones on and off. These children are permitted to leave their microphones on and parents are present to help support. This however causes disruptions for other children present and they become unengaged. Staff will be working on creating pre-recorded clips that will help with this issue from next week.
- The school is going to look at additional ways of providing phonics pre-recorded sessions- SC to discuss with JB- in response to children and parents requests due to the DFE sessions being too dry and unengaging.
- LS said watching her child become so enthused in a lesson where they spent 3 or 4 minutes discussing what they had done at the weekend, before beginning work, was wonderful and hugely helped with their engagement levels.
- Out of the 27 responses, not one has stated they do not have access to a computer or a tablet to complete work.

Vulnerable Children:

- [DW asked \(via email\) how the vulnerable children are coping?](#) The 5 technically vulnerable children who were struggling to access remote learning- this has been resolved by the children being invited into school as vulnerable children and the trust loaning families a laptop where parents have wanted to keep their children at home. 1 child who borrowed a laptop during the last lockdown has been given the same device to help their parent who is dyslexic and has consistently joined lessons where able to- good relations with this family have meant mum is constantly supported and has been able to work with her child at home.
- 1 vulnerable child on a CAF is in school full time and 2 children are on ECHP's. 1 of these is accessing Link 2 on a part time timetable and the other is in school whenever Mum requires due to her nursing role-currently 4 days per week.
- SC is struggling with 1 family who have 2 children at the school. The EWO is aware of the circumstances and contact has been made today by SC. Mum currently does not want the children in school and doesn't believe education is needed for reception children. The sibling in Y6 is sporadic with accessing home learning. SC will continue to attempt to make regular contact.

Numbers in School:

- 33 children in school in total, but a maximum of 24 on any given day.
- Each critical worker bubble has 10-11 children which are run by TA's. Teachers are providing remote learning to their individual classes which includes interventions, English and guided reading sessions.
- With all of the current demands on teachers including marking, interventions and preparation time, the school is close to capacity.
- JM asked if it has been difficult to balance Maths in to the online learning alongside all the other requirements? SC said students follow the White Rose Maths Scheme which has pre-recorded teaching clips. These clips, whilst are not delivered by a GW teacher, are what would have been taught had children been in school. Children submit their work via Clasdojo and their class teachers can assess and support.
- Live sessions are staggered independently of each other to ensure siblings do not clash and to not impact the poor WIFI in the village. One live session with 10 students is enough to not pull on the service in the school and the timetable has been carefully planned out to ensure children are following the curriculum as they would in school.
- JM asked if this information can be included in the newsletter so parents have a better understanding of how the timetable is created? SP has asked SC to outline to parents the positives and the challenges of the current remote learning package, including how the curriculum taught at home is now aligned with what is being taught in school.
- SP reminded governors to be aware that whilst this may be the case, the quality of learning will not be the same as it would in school. ICT issues, disruptions, limited number of live sessions, will result in some children falling behind, increasing the gap between those that have excelled during lockdown.

Closing the gap:

- SB asked SP if there is anything else the school should be doing to help narrow this gap? SP said SC and her team are doing an incredible job at reacting and adjusting in response to parent feedback on what isn't working. The catch up funding is still to be finalised by the trust but will help those children that need the additional support and constant monitoring of the curriculum alignment between classroom and home learning must take place.
- Investigation into the Oak National Academy has shown some similarities between what they offer and the school's curriculum. It is monotonous in places but others may be useful.
- SP said the school needs to ensure the safety of the pupils, with the needs of parents, the welfare of staff all whilst delivering quality learning. Achieving these 4 things is enormously challenging but SP praised SC and her team. SB agreed and said all are appreciative of all the school's hard work and the trust's on-going support.
- JP asked in terms of the trust, will they provide a pot of money for SC to use to help close the gap as she sees fit? SP said each of the heads were asked to submit a document which broadly discussed which children had fallen behind due to lockdown. How they would intervene and how much would this cost. The information was passed up to the trust directors who have agreed a figure for each school.
- The initial plan was to utilise the national tutoring programme from January to provide interventions for groups of children but lockdown has put these plans on hold. Discussion is now underway whether to continue with this or to use the trusts own teachers.

Nursery:

- Last week SC met with the nursery leaders to discuss progress and both are very keen for a pre-school to open in the grounds of Great Wishford.
- Building permissions for the mobile classroom are to be renewed and confirmed before any further progress can be made. This may take up to 8 weeks but the trust site team are confident this will be approved.
- In the meantime, the trust has approved all building and repair works the pre-school leaders have requested, such as fencing works and renewal of fire exits.
- Confirmation of the number of weekly sessions to be provided needs to be given, but an open date for September is planned with staff members already in place and interest from families.

	<ul style="list-style-type: none"> • JP reminded SC about WHIMSET who have funds available to help and when ready, to promote the nursery in the village magazine.
Safeguarding	<p>Building and repair work:</p> <ul style="list-style-type: none"> • SC discussed site issues with JE this week. • The points raised in the SEF, do not need action immediately but do need to be monitored. • The windows at the top of the library/old hall are rotten and site will be visiting to establish what work is needed to replace these. • The guttering to the side of the building is also under review and is ongoing. • AT asked if the school gate has been reviewed? SC said whilst it still needs permanently addressing, it has been temporarily fixed with a chain bolt to ensure it is secure. • A merit was awarded at the latest safeguarding audit with lots of areas highly effective, so the school is moving in the right direction.
Computing	<ul style="list-style-type: none"> • The IT team are now in school rectifying the ICT issues. • This includes increasing the speed of service and allowing teachers some form of remote access, to allow them to work from home. • SP said a further, more substantial refurbishment of the IT suite will take place later in the year. • Many thanks from those present for all of the IT team's hard work and the speed at which they have reacted. SB seconded this and passed on her thanks to the trust for their support in all areas of the school.
Policies	<ul style="list-style-type: none"> • Substantial progress has been made with updating school policies. • A number still have action points which will be completed once all staff are back in school. • JM said it states in the SEF, that the PP and SEND policies are still to be completed but these have actually been updated. SC all have been completed and are available on the school website. SC will update the SEF to reflect this. • AT asked for a definition of NPQSL and NCETM: NPQSL: National Professional Qualification of Senior Leaders. NCETM: National Centre for Excellence in Teaching of Mathematics.
Governor Training	<ul style="list-style-type: none"> • SB asked governors to log any completed training with LC on The School Bus. • JP is attending the foundation governor training next week. • SB has attended the Academy Show and the Governor conference with feedback circulated to all. • AT asked if we still have access to Right Choice? LC said no, only The School Bus.
AOB	<ul style="list-style-type: none"> • None raised
Next meetings	<ul style="list-style-type: none"> • Monday 26th April 2021 @ 5.30pm • Monday 12th July 2021 @ 5.30pm
Meeting closed at:	19.00

Chair of Academy Council: Date: