



## CHANTRY ACADEMY

Minutes of the Chantry Academy meeting of the Local Governing Body held at the academy at 5.00pm on Thursday, 23<sup>rd</sup> May 2019.

Present:            Andy Baker (AB)  
                        Rob Croxson (RC)  
                        Craig D’Cunha (CD) (Principal)  
                        Iain Dunnett (ID)  
                        Rev’d Robert Hinsley (RH)  
                        Lisa Perkins (LP)

In attendance:    Kate Thomas (KT) – Clerk to the Governors

		<b>ACTION</b>
1	<b><u>APOLOGIES FOR ABSENCE</u></b>	
1.1	Apologies for absence were received from Bob Dool, Aileen Davison, Miles Cole, and Louise Mallett.  Governors consented to these absences.	
2	<b><u>DECLARATIONS OF PECUNIARY INTERESTS</u></b>	
2.1	No declarations of pecuniary or other interests were made regarding items on the agenda.	
2.2	Governors were reminded of the requirement to update their entries in the Register of Pecuniary Interests.  Governors were further reminded of the new statutory requirements now required to be declared on the School website (as per Academies Financial Handbook 2018).	
3	<b><u>MINUTES</u></b>	
3.1	The minutes of the Local Governing Body meeting held on 14 March 2019 (copy in the Minute Book), having previously been circulated, were <b>confirmed</b> and signed by the Chair upon the following correction:  Item 5.1 – remove the line “CD highlighted the following areas:”	
3.2	<b><u>Matters Arising from the Minutes</u></b> Governors were asked if they had any matters arising from the	

	<p>minutes, which were not already included on the agenda.</p> <p>The following items were discussed:</p> <p>Item 5.1 - BD asked for comparative data for staff absence, for the previous year, in order to establish the extent of the increase and any trends. CD agreed to action. Actioned. CD explained that the data was included within the Principal's Report for Teaching Staff but not for support staff, due to time pressures within the HR department.</p> <p>Item 5.1 - BD asked that further information on staff absence should be collated showing support staff and teaching staff separately. CD agreed to action. Actioned.</p> <p>Item 5.1 - A governor asked whether there was any data looking at the link to those staff absent with mental health issues and whether they were applying the behaviour system effectively? CD agreed to investigate. CD explained that when he looked at the number of removals of students in a day, the average was 10, within the context that 99.8% of students were not removed, and the overall attendance figure being 95%, the actual proportionate number of C2s was very low. CD concluded that there were no real behaviour patterns shown to link to the reasons for staff absence.</p> <p>Item 5.1 Governors agreed that the Leader of the Council and the Chief Executive of Suffolk County Council should be invited to meet with them at Chantry Academy (CA) to discuss the current issues affecting the young people, including the lack of support services from the Local Authority (LA). CD and BD agreed to action. CD reported that had the Academy Improvement Group (AIG) within the Trust, Clive Bush (Interim CEO), Dave Hilton, Marilyn Toft, Siobhan Gaskins, Bob Dool, Keith Greenwood and Rick Hanson, had all discussed the issues with the limited local support services. CD explained that the Group had agreed to work with the LA to raise their concerns, rather than only senior staff from CA.</p> <p>Item 5.2 - BD requested that an external audit of the behaviour and attendance system should be undertaken. CD agreed to investigate. CD reported that consideration had been given to an external audit through the Suffolk Leadership Improvement Network (SLIN), which was made up of a triad of different Headteachers working together to do a peer review. CD advised that CA was partnered with St Albans and Westbourne and therefore, a theme for a review could be behaviour and attendance. CD further advised that AIG had discussed an external audit but wanted a multi agency approach, which appeared costly. CD explained that an alternative solution was to coordinate an internal review with the Senior Leadership Team at CA, whereupon colleagues would review areas outside of their own daily responsibilities, along with middle leaders. CD hoped that the team would be established for after half term. CD agreed to report back to the meeting the findings of the review.</p>	<p><b>CD</b></p>
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Item 5.5 - CD agreed to provide a response to the Staff Survey and a plan of actions for the next meeting. CD advised that within the key issues raised, some anonymised versions of the appraisal process have been shared with James Chester. CD advised that further training for appraisals would be given to staff in September.

CD informed that consideration was given to whether support staff should have their performance management cycle in line with teaching staff which would mean adjusting any back pay in December to April. CD advised that for support staff, the back dated payment could become an unexpected larger sum of monies just before Christmas, which could prove very timely for staff.

CD informed that the meeting cycle had been adjusted to 1 meeting per week including management meetings as far as possible. CD added that after school interventions had reduced, and that adoption of early options for Year 8 students allowed for greater time for completing Bucket 3 subjects.

LP arrived at 5.28pm

CD highlighted that Ican and Iam sessions would allow targeted tutor sessions for English, Maths and Science, removing the need for additional interventions

CD advised that the new Curriculum had been sufficiently developed in order that all students could complete revision and homework within school time rather than additional time outside of the school day. CD added that this would greatly benefit staff wellbeing as a result.

CD acknowledged that there would remain challenges to ensure students achieved their outcomes but there was flexibility to support students with particular subjects, as intervention slots had been reworked.

CD explained that the feedback approach to students had been changed to “assessment in the moment” with no requirement for marking in a 6 weekly cycle. CD advised that it was a culture shift of asking students how much feedback they received, rather than “has your book been marked?” CD added that teachers were less likely to spend hours marking books and feedback was far more immediate.

AB agreed that the shift in culture made more sense and feedback was higher in quality. CD advised that the feedback approach was being trialled for a term.

CD reported that all staff would be trained to become Oracy Pioneers with every “student facing staff member” being trained at the same time within every subject.

	<p>CD advised that there was a general note to the Staff Survey, which was that there was a disproportionate response from the Learning Support Assistants (LSAs), and therefore, a degree of review would be required to ascertain the level of support and training being given.</p>	
4.	<b><u>ANY OTHER BUSINESS</u></b>	
4.1	<p>CD was pleased to report that CA students were County Cup Champions.</p> <p>CD informed that Year 9s had reached the final of Suffolk Athletics District Competition.</p> <p>CD warned that there were a number of disturbances on the Estate, particularly at Ellenbrook with a group of 17 – 18 young people from Year 6 to Year 11 causing problems. CD explained that based on Closed Circuit Television (CCTV) 4 or 5 CA students had been identified, with the remaining students from Stoke High and Westbourne. CD advised that the students had been spoken to regarding behaviour, as had their parents.</p> <p>CD highlighted that a potential fight between rival gangs in the IP2 and IP3 areas had been coordinated, but that CA had warned parents that there could be an incident and asked them to ascertain where their children were, which helped to diffuse the situation.</p> <p>CD reported that a new CEO had been appointed to the Trust.</p>	
5.	<b><u>PRINCIPAL'S REPORT &amp; ACADEMY IMPROVEMENT</u></b>	
5.1	<p><u>Principal's Report</u> CD highlighted the follow point from the Principal's Report:</p> <p><u>Pupil Numbers</u> CD advised that 180 students had been given a place at CA for September with 4 additional students with Special Educational Needs and Disabilities (SEND) and Education Health Care Plans (EHCPs) had also applied to Special Schools but had been refused and were subsequently joining CA.</p> <p><b>A governor queried what the impact of the extra 4 students would have at CA?</b> CD explained that until students actually arrived at CA in September, it would be difficult to judge the impact. CD added that high tariff needs funding and further specialist support would be required.</p> <p>CD pointed out that as part of the future development of CA accessibility and infrastructure would support students with high SEND but currently, the building was not as accessible.</p>	

CD reported that there were 26 appeals for September Year 7 entry.

#### Staffing

CD explained that an additional appointment had been made through the Ipswich Opportunity funding bid to lead on the project for a fixed term of a year. CD was pleased to report that Sue McArdle from Kesgrave had been appointed. CD added that this appointment had also offered further flexibility regarding covering the English department.

CD highlighted that there would be 5 Newly Qualified Teachers (NQTs) starting in September, with 2 of the 5 NQTs already at CA.

**A governor questioned whether there were opportunities for existing teachers to support NQTs?** CD confirmed that there were opportunities, and 7 teachers at CA already had qualifications for coaching NQTs.

CD explained that the information relating to exit interviews now showed comparisons to the previous year. CD advised that it had been difficult to identify a pattern in terms of reasons for leaving. CD added that this year staff appeared to be leaving for more positive reasons than previously.

#### Outcomes

CD informed that exams were being undertaken currently and the feedback from students appeared to be positive.

CD explained that interventions for Year 11 students were taking place during half term, with after school and structured revision being offered during the exam period.

CD warned that the grade quality within thresholds would likely affect the progress 8 score.

CD reminded that the current Year 11 cohort was the weakest group CA had ever received. CD hoped that the results for English and Maths would be broadly in line with the previous year.

CD advised that staff were positive regarding the work undertaken by Year 10 students in relation to the bucket 3 subjects.

CD highlighted the snapshot data for Pupil Premium (PP) students.

CD explained that a third of Year 11 PP students suffered Persistent Absence, which affected CA's overall attendance.

CD advised that he had sought further support from the Trust regarding attendance as he acknowledged that the strategies to improve

	<p>attendance in year 11 had not worked as well as he had hoped.</p> <p>CD warned that the smaller number of SEND students were difficult to compare performance wise to the previous year as the context was different.</p> <p><u>Behaviour</u>  CD reminded that the overall average percentage of students behaving well in lessons was 99.8%. CD admitted that there was a small cohort of students who were significantly challenging. CD reported that these students had been highlighted with the In Year Fair Access Panel (IYFAP) at the LA. CD advised that despite involvement with IYFAP, those students could not be placed at a Pupil Referral Unit, due to the lack of available places.</p> <p><u>Attendance</u>  CD reported that the number of exclusions issued and Persistent Absence (for Year 11 students) had affected attendance.</p> <p><b>A governor asked whether the challenges were reducing or stabilising at CA?</b> CD confirmed that the challenges remained, particularly regarding LA support, significant difficult behaviour from a small number of students and insufficient places for Alternative Provision being available.</p> <p>ID agreed and pointed out that when permanently excluding students, further discussion has taken place regarding the wider issues including the service provision available to vulnerable young people.</p> <p>RH highlighted that the general feeling about CA was very positive. RC and AB agreed that the social media surrounding CA had also been really positive.</p> <p><u>Teaching and Learning Update</u>  CD explained that those areas which had been updated within the report since the last report were highlighted in red.</p> <p>CD reminded that the main focus for Continuous Professional Development (CPD) was on Oracy.</p>	
5.2	<p><u>Academy Improvement Plan (AIP)</u>  This item was discussed within Item 5.1.</p>	
5.3	<p><u>Staff Absence Data</u>  This item was discussed within Item 3.2.</p>	
5.4	<p><u>Audit of the Behaviour and Attendance System</u>  This item was discussed within Item 3.2.</p>	
5.5	<p><u>Leading Active Learning Project Presentation from Mr R Croxson</u></p>	

RC gave a presentation on his Leading Active Learning Project, called the Chantry Academy Weekend Club.

RC explained that he had identified a key focus for the project as to how the Sports facilities/centre could be used within the Community for CA's parents and students. RC advised that ideally the focus was to encourage CA students to take up sporting activities with their parents. RC informed that students and parents were offered access to 3 key areas:

- Sports Hall
- Gym/Fitness Suite
- Fitness Class

RC explained that aspects of the project went very well, i.e. students and their parents used the sports hall and the gym/fitness suite at weekends, but the fitness class, was less successful.

RC advised that the initiative was launched in February and was highlighted to students via Assemblies.

RC explained that although the Fitness class was not as successful, it had been promoted during curriculum time and students participated. RC advised that around 30 parents had signed up to the fitness suite with their child and the facilities were used regularly by approximately half of them.

RC informed that the Sports Hall had a spate of bookings for Badminton but there were times when it was unavailable due to exams starting.

RC explained that monthly membership was being offered to students and parents and it was hoped more families could be encouraged to use the facilities.

LP suggested contacting Adam Baker at Suffolk County Council with regard to his view of the take up of physical activities across Suffolk.

ID advised that the timing of the Fitness Class could be earlier, and highlighted the Park Runs starting in Ipswich at 9am, and these had proved very popular with families.

RC informed that he was contacting the PE Department to ascertain if they were aware of sporting areas that the students were interested in, to try and focus activities accordingly.

Governors thanked RC for all his hard work on the project and that it was very much a long term strategy aimed at the students and their families in the Chantry community.

6.	<b><u>BUDGET UPDATE</u></b>	
6.1	<p><u>Budget Update 2018/19</u> Governors received the monthly summary report of the Budget for 18/19.</p> <p>CD advised that the new budget for 2019/20 would be a balanced one, with some reserves being used for the year, particularly as CA was likely to lose 139 students at Year 11 and gain 184 students in Year 7. CD reminded that the funding received for 2019/20 budget would be for 850 students when the actual student numbers would be 890. CD added that there would be less of a student number and funding gap in the following year, i.e. a difference of around 10 students approximately.</p>	
7.	<b><u>ALT</u></b>	
7.1	<p><u>Trust Updates</u> CD reported that a new CEO had been appointed.</p>	
8.	<b><u>POLICIES: REVIEW PLAN FOR 2018/19</u></b>	
8.1	There were no policies to approve.	
9.	<b><u>DATES OF FUTURE MEETINGS</u></b>	
9.1	Please note all LGB meetings start at 5pm Thursday, 4 July 2019	

The meeting closed at 6.54pm.

Signed .....

Date .....