



## CHANTRY ACADEMY

Minutes of the Chantry Academy meeting of the Local Governing Body held at the academy at 5.00pm on Monday, 23 September 2019.

Present: Miles Cole (MC) Chair of Governors  
 Rob Croxson (RC)  
 Craig D’Cunha (CD) (Principal)  
 Aileen Davison (AD)  
 Iain Dunnett (ID)

In attendance: Kate Thomas (KT) – Clerk to the Governors  
 Kevin Williams (KW) - Observer and prospective governor

		<b>ACTION</b>
1	<b><u>APOLOGIES FOR ABSENCE</u></b>	
1.1	MC welcomed everyone to the meeting, in particular KW, who was hoping to become a governor.  Apologies for absence were received from Rev’d Rob Hinsley.  Governors consented to this absence.	
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 actioned this at the meeting.  Governors were further reminded of the new statutory requirements now required to be declared on the School website (as per Academies Financial Handbook 2019).	
3	<b><u>MINUTES</u></b>	

3.1	The minutes of the Local Governing Body meeting held on 23 May 2019 (copy in the Minute Book), having previously been circulated, were <b>confirmed</b> and signed by the Chair.	
3.2	<p><b><u>Matters Arising from the Minutes</u></b></p> <p>Governors were asked if they had any matters arising from the minutes, which were not already included on the agenda.</p> <p>The following item was discussed:</p> <p>Item 3.2 – Internal Review by the Senior Leadership Team at CA on areas outside of their own daily responsibilities, undertaken with Middle Leaders – CD to report back findings of the review. CD circulated a copy of the recent Behaviour Review. CD explained that Trudy Stannard had been identified on the leadership team as the appropriate person to lead the review on behaviour as it was not her own priority responsibility. CD advised that Trudy’s report highlighted some key points:</p> <ul style="list-style-type: none"> <li>• When lessons were well planned and delivered, behaviour was good</li> <li>• Social care challenges for students impacted on behaviour</li> <li>• The location of the Learning Curve and the Isolation Room had not been appropriate</li> <li>• Staff turnover in key areas and the use of supply staff had also resulted in more inconsistent behaviour</li> <li>• From approximately 5000 opportunities during 1 day for students to make the wrong choice in their behaviour, there were only 9 incidents on average.</li> </ul> <p>CD informed that as a result of the review the Learning Curve was moved to the Ground Floor nearer to the refectory and the Isolation Room remained in the same room as the original Learning Curve.</p> <p>CD confirmed that students were escorted when requiring breaks from the classroom.</p> <p><b>A governor questioned who escorted the students?</b> CD replied that it was either the pastoral managers or the isolation room staff, or whoever was available. CD added that the new system was working well so far. CD explained that the Student Council had been asked for their views regarding the new system of escorting students, and they had also acknowledged the reasons for the system the reduction in disruption.</p> <p>MC thanked CD for his report.</p> <p><b>A governor queried whether the use of C1s, C2s etc was consistently applied?</b> CD responded that the consistency by staff in using the C1s, etc was covered as part of the continuous professional development programme and also further training was offered. CD added that the</p>	

	<p>monitoring of the consistency was being undertaken, and individual classes were identified.</p> <p>CD advised that the forthcoming review on the Quality of Teaching and Learning would be led by Keith Greenwood.</p>	
4.	<b><u>PAY PROGRESSION</u></b>	
4.1	<p><u>Arrangements for pay progression</u></p> <p>CD reported that the appraisals had been virtually completed. CD explained that the next step was to inform all teachers of the outcomes of their appraisals and whether or not they would be recommended for a pay progression. CD advised that the pay review panel required review and some membership changes in order to then meet and consider the pay recommendations.</p>	
4.2	<p><u>Appointment of panel</u></p> <p>Governors approved the following membership of the Pay Review Panel and Appeals Panel:</p> <p><u>Pay Review Panel</u> – KW (upon Trust confirmation to become a governor), ID and Rev'd Robert Hinsley</p> <p><u>Appeals Panel</u> – AD, MC and Lucy Bayliss the prospective new governor would be asked to join this panel.</p> <p>CD agreed to contact Lucy Bayliss to consider joining the Appeals Panel.</p>	<b>CD</b>
5.	<b><u>RESULTS 2019</u></b>	
5.1	<p><u>GCSE Results</u></p> <p>CD presented the GCSE results for the Summer 2019. CD advised that the cohort were the lowest prior attaining group since 2014. CD reminded that in 2014 only 24% of students achieved A* - C grades at GCSE. CD explained that the Year 11s taking exams in 2019 were 2 grades below the national average when joining CA. CD acknowledged that staff had been disappointed with the results this year. CD added that all students with the exception of 1 or 2 had been accepted onto their college course for September 2019.</p> <p>CD reported that the % of Grade 4+ for English and Maths was 41% compared to 55% in 2018.</p> <p>CD explained that the ALPs system of scoring worked on a 9 point marking system, which resulted in CA students making the middle percentile (5 points) for progress in 2019.</p> <p>CD reminded that the Year 11 cohort had 29% students with persistent absence (PA) and therefore, the percentage excluding PA moved to 49%</p>	

compared to 41%. CD added that the ALPs score improved to 4 without PA students.

**A governor questioned whether there was any data regarding those students that had just missed their grades?** CD replied that 7 appeals had been submitted for English, for students who were 1 or 2 marks out from the grade and for Maths it was 9 students.

CD reported that Progress 8 data was below national at -0.1 but without the PA students the P8 would be +0.24 with national being zero.

CD informed that there were a further 11 students on alternative programmes who were kept on roll at CA but would have been at risk of permanent exclusion. CD emphasised the ethos of CA for not “off rolling” students, and not then “gaming the system”.

CD explained that there were 59 Pupil Premium (PP) students in the Year 11 cohort with 73 students being non Pupil Premium. CD highlighted that for PP students the P8 was -0.6 but excluding PA students it dropped to -0.02. CD reported that for non PP students and removing the PA students the P8 data went from +0.2 to +0.4.

CD advised that PA students were 1 grade lower in every subject and an extra grade down on 2 subjects.

CD explained that there were some key factors that had impacted on the grades:

- Grade boundaries for some subjects had increased by 7 marks
- In English, there were key staff who were absent which had contributed to the results and the Ebacc result
- Health and Social Care – Pearson the examining board, had changed the grade boundaries, a few days before the final exam

CD reported on the ALPs intervention levels according to colour. CD explained that the Red interventions were low level, White were standard level and Blue were high level interventions. CD added that it was a 3 tier support with some stronger performing subjects supporting other low performing ones.

CD highlighted that P8 over the last 5 years had steadily improved, from well below average, to average consistently for the last 3 years.

CD advised that when looking at the progress made by students from year 10 to the end of Year 11, it had improved by nearly 2 grades on average.

	<p><b>A governor asked whether the number of interventions were sustainable for the next few years?</b> CD replied that the open bucket options for students at the end of Year 8 and then again at Year 9 was making a positive impact on outcomes. CD explained that the new system ensured that certain subjects were covered by January, releasing additional time for students to concentrate on the core subjects, i.e. English and Maths. CD added that there were also “I am” and “I can” sessions which supported students with revision and careers advice. CD pointed out that although after school revision would still be hosted, this was targeted and tended to be focused on open buckets.</p> <p>CD stressed the need to have a targeted revision system/structure which was sustainable.</p> <p><b>A governor asked what the progress for 2020 could look like having seen the in year progress of 1.9 for the summer cohort.</b> CD responded that the current Year 10 were further ahead than previous cohorts and some qualifications had already been completed, i.e. NCFE, English Literature and Statistics. CD added that for some students there were 6 exams that were now not needed to be completed in the Summer of 2020.</p> <p>CD advised that the curriculum changes had also impacted on the year groups, which required less additional interventions.</p> <p><b>A governor questioned whether Year 7s were simply repeating what they had learned in Year 6 at their primary school?</b> CD replied that at CA it was not the case, but instead their skills and knowledge were supported to complete the GCSE curriculum.</p>	
6.	<b><u>GOVERNANCE MATTERS</u></b>	
6.1	<p><u>Election of Chair and Vice Chair of Governors</u> Governors confirmed that MC had already been elected as Chair of Governors from 1 September 2019, and this had been approved by the Trust.</p> <p>Governors elected RH as Vice Chair of Governors from 1 September 2019.</p>	
6.2	<p><u>Governors’ Link Meetings from last term</u> ID – attendance and behaviour 9.7.19 ID – pupil premium 26.6.19 MC – teaching and learning 10.7.19</p> <p>ID informed that the link meeting/visits last term had highlighted many points on attendance, PP, etc which had been addressed via the Behaviour Review. ID was very pleased to see the review and the</p>	

	<p>strategies implemented and asked thanks to be passed onto Trudy Stannard.</p> <p>ID emphasised the importance of external services to support CA students, in particular the Pupil Referral Units, Alternative Provision programmes and support for Mental Health. <b>A governor queried whether any further advice had been passed from the Trust?</b> CD responded that he would be highlighting the issues at the next <b>Academy Advisory Group meeting.</b></p>	<b>CD</b>
6.3	<p><u>Governor membership and statutory responsibilities:</u> Governors agreed the following membership and statutory responsibilities:</p> <ul style="list-style-type: none"> <li>• Safeguarding – Rev’d Robert Hinsley</li> <li>• Health &amp; Safety, HR, Leadership - MC</li> <li>• Pupil Premium &amp; Outcomes – ID &amp; AD</li> <li>• SEND, LAC, CIC Young Carers including all the vulnerable groups – AD and possibly the new parent governor – Gareth Connor</li> <li>• Attendance &amp; Behaviour – ID and KW</li> <li>• Teaching and Learning/Oracy – KW and Lucy Bayliss</li> <li>• Arts – Lucy Bayliss</li> </ul> <p>CD agreed to ask the new prospective governors to join the appropriate groups above.</p> <p>CD and AD agreed to liaise in order to support the new governors with an induction programme, including a tour of the school and useful information. KT agreed to email CD information regarding induction.</p>	<p><b>CD</b></p> <p><b>CD/AD</b></p> <p><b>KT</b></p>
6.4	<p><u>Governor Vacancies</u> CD reported that the Trust had advised that staff governors were no longer required on local governing bodies, but instead, staff could be invited to meetings. CD explained that he would be inviting the Teaching Staff to consider who would be the most appropriate staff member to join the meeting on a regular basis.</p> <p>CD informed that Gareth Connor was the newly elected parent governor.</p>	<b>CD</b>
6.5	<p><u>Terms of Reference and Committee Membership</u> Governors acknowledged that there were no committees and therefore, the terms of reference had remained unchanged since the previous year.</p>	
7.	<b><u>BUDGET UPDATE</u></b>	

7.1	<p>Governors received the dashboard and the monthly outturn which was sent to the Chair.</p> <p>CD highlighted that the lagged funding had inevitably had a negative impact on the overall budget position due to the increase in pupil numbers in the last few years for Year 7. CD circulated the budget dashboard to governors and explained that the reserves were supporting the budget currently and this had been planned for within previous years.</p>	
8.	<b><u>HEALTH &amp; SAFETY</u></b>	
8.1	<p><u>Data from Handsam</u> CD explained that the Handsam data report was currently under review and therefore, the newly revised system and dashboard report would be circulated to governors in readiness for the next meeting. CD agreed to liaise with Anne Weatherby.</p>	<b>CD</b>
9.	<b><u>ALT</u></b>	
9.1	CD informed that the new CEO, Stephen Chamberlain would be invited to the next meeting.	<b>CD</b>
10.	<b><u>POLICIES: REVIEW PLAN FOR 2019/20</u></b>	
10.1	<p><u>Child Protection and Safeguarding Policies</u> Governors approved and adopted the Child Protection and Safeguarding Policies for CA.</p>	
10.2	<p><u>ALT Policy Statement on Relationships Education, Relationships and Sex Education and Health Education</u> Governors adopted the policy statement from ALT on Relationships Education, Relationships and Sex Education and Health Education respectively.</p> <p>CD agreed to review the school's own policy/policy statement on this area.</p>	<b>CD</b>
11.	<b><u>ANY OTHER BUSINESS</u></b>	
11.1	<p><u>Leavers and New Appointments/New Roles</u> CD circulated a report on the leavers and appointments of staff since the last meeting.</p> <p><b>A governor asked whether there was a Learning Support Assistant for Oracy?</b> CD replied that there was an Oracy LSA and also a numeracy LSA to work with the Maths team. CD added that the posts advertised were for fixed term contracts.</p>	

	<p><u>Open evening</u> CD informed that Year 5 and Year 6 pupils and parents were invited to an open evening and the Year 8 option buckets evening was on the same night. CD highlighted the new events calendar for CA for governors to read and pointed out that there were key events for governors to attend should they wish to.</p> <p><u>Mince Pies for the December meeting</u> AD agreed to provide mince pies for the December meeting.</p>	<b>AD</b>
13.	<b><u>DATES OF FUTURE MEETINGS</u></b>	
12.1	<p>Please note all LGB meetings start at 5pm Monday, 9 December 2019 Thursday, 30 January 2020 Thursday, 12 March 2020 Tuesday, 19 May 2020 Monday, 6 July 2020</p>	

The meeting closed at 6.52pm.

Signed .....

Date .....