



CHANTRY ACADEMY

Minutes of the Chantry Academy meeting of the Local Governing Body held at the academy at 4.00pm on Thursday, 13th December 2018.

Present: Andy Baker (AB)
 Miles Cole (MC)
 Craig D’Cunha (CD) (Principal)
 Iain Dunnett (ID)
 Rev’d Robert Hinsley (RH) (Vice Chair of Governors)

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

		ACTION
1	<u>APOLOGIES FOR ABSENCE</u>	
1.1	Apologies for absence were received from Bob Dool, Rob Croxson, Aileen Davison and Lisa Perkins. Governors consented to these absences.	
2	<u>DECLARATIONS OF PECUNIARY INTERESTS</u>	
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	<u>MINUTES</u>	
3.1	The minutes of the Local Governing Body meeting held on 20 September 2018 (copy in the Minute Book), having previously been circulated, were confirmed and signed by the Vice Chair in the Chair’s absence.	

3.2	<p><u>Matters Arising from the Minutes</u></p> <p>Governors were asked if they had any matters arising from the minutes, which were not already included on the agenda. The following items were discussed:</p> <p>Item 3.2 Bob Dool to liaise with the new parents to establish possible new pairings for governor monitoring. CD advised that elections for another parent governor would be taking place after Christmas.</p> <p>Item 6.1 RH asked that the GCSE Results presentation was circulated to governors by email. Actioned.</p> <p>Item 6.1 - KT to liaise with Sue Haywood and Bob Dool to agree an appropriate staff briefing for governors to join to thank staff. Governors agreed that Bob Dool would draft up a letter from the governing body to the staff thanking them for their hardwork and support in not only producing a set of good GCSE results but also a good Ofsted inspection. Governors agreed that doughnuts would also be given to all staff on behalf of the governing body.</p> <p>Item 6.2 - RH asked CD to circulate to all governors the dates of student performances taking place at CA. Actioned.</p> <p>Item 9.2 - KT agreed to circulate the links for the revised Keeping Children Safe in Education 2018 (part 1) to all governors and ask for them to sign and approve in readiness for the next meeting. https://www.gov.uk/government/publications/keeping-children-safe-in-education--2 Actioned.</p>	<p>CD</p> <p>BD</p> <p>CD</p>
4.	<u>ANY OTHER BUSINESS</u>	
4.1	<p><u>Governor Link meetings</u></p> <p>The Governor link meetings that took place during the term were: 23.11.18 - HR/Communications and Safeguarding 27.11.18 – Health & Safety 28.11.18 – Outcomes 04.12.18 – Teaching & Learning</p> <p>The Governor link meetings to be arranged for January 2019 were:</p> <ul style="list-style-type: none"> • Special Educational Needs and Disabilities (SEND) • Attendance/Behaviour • Careers • Pupil Premium <p><u>Chantry Academy Weekend Club</u> CD on behalf of Rob Croxon highlighted the Chantry Academy Weekend Club offering parents/carers and students free activities to try together.</p> <p><u>Health and Safety</u> Governors received the Annual Health & Safety Report.</p>	

	<p><u>Governor Papers</u> MC asked for all papers to be numbered in future for the meeting.</p>	<p>CD/SH/AW /KT</p>
5.	<p><u>PRINCIPAL'S REPORT & ACADEMY IMPROVEMENT</u></p>	
5.1	<p><u>Principal's Report</u> CD presented his Principal's report.</p> <p>CD highlighted the following areas:</p> <p><u>Teaching School Partnership</u> CD was pleased to report that Chantry Academy (CA) had agreed to become the secondary partner to the Halifax Teaching School. CD added that by partnering with the Teaching School, this would help support recruitment and training for staff in the future.</p> <p><u>Pupil Roll/Preferences for September 19</u> CD advised that the preferences for September 19 year 7s were unofficially 201 for the 1st preference, when including 2nd and 3rd preference the figure increased to 280.</p> <p>CD explained that the Local Authority had been in touch regarding extending CA and increasing the Planned Admissions Number (PAN). CD advised that he was meeting with the LA in January (11th) to discuss the building development further.</p> <p>CD informed that the admissions criteria for CA were being reviewed to include a clause of prioritising pupils from the ALT feeder primary, Gusford. MC queried how many students could be sought from Gusford? CD confirmed in the region of 40-45 extra students.</p> <p><u>Staffing</u> CD informed that he was advertising for a second in Maths but no candidates had applied, and therefore, he appointed an instructor for one term and would re-advertise again after Easter.</p> <p>CD advised that for Science, he was able to appoint 2 candidates in order to ensure that the Department was fully staffed to support students, particularly in Year 11. CD explained that he was conscious that Science was a key priority from the recent Ofsted inspection and the quality of candidates was high.</p> <p><u>Absences</u> CD explained that there were some longer term staff absences that impacted on the overall absence figure.</p> <p><u>Performance Data</u> CD reminded that the current Year 11s were an overall weaker cohort than the previous year.</p>	

	<p><u>Quality of Teaching Report</u></p> <p>CD highlighted that the report showed the updates in Red. CD advised that the Teacher Development Trust had audited the Continuous Professional Development (CPD) provision for CA. CD explained that that was a strategy via the Ipswich Opportunities Funding and as such had resulted in CA being awarded a further £42K for CPD support. CD added that CA was one of very few academies to receive the Teacher Development Trust Silver Award for CPD.</p> <p>Governors agreed that CD should highlight via the staff recruitment pack the level of CPD on offer to staff members at CA.</p> <p><u>Snapshot of Areas for Challenge</u></p> <p>CD explained that there were key areas for challenge as follows:</p> <ul style="list-style-type: none"> • Behaviour • Boys • Pupil Premium • SEND and English as an Additional Language (EAL) <p>CD advised that there were snapshot updates for each of the groups over the year. CD added that for this term, the snapshot included data on Boys, Pupil Premium and SEND.</p> <p><u>Behaviour</u></p> <p>CD explained that the majority of student behaviour was good but that unfortunately there were some small numbers of students causing disruption.</p> <p>CD advised that in Year 11, there were approximately 6 students who were particularly challenging and therefore additional interventions of support had been undertaken. CD informed that 1 student was now attending a different academy via a managed move, 1 was attending a Pupil Referral Unit (PRU), with others being supported by CA via alternative provision at Chantry Library.</p> <p><u>Attendance</u></p> <p>CD highlighted that attendance was improving and in particular Persistent Absence but that this area of a small minority of students not attending was impacting on the overall picture.</p>	
5.2	<p><u>Ofsted Visit</u></p> <p>CD presented the Ofsted report and highlighted the main issues:</p> <ul style="list-style-type: none"> • Science – inconsistent teaching over 4 years • Consistent Knowledge across the whole academy • Middle leader development 	

	<p>CD explained that for Science, the recent appointments would hopefully strengthen the department and ensure stability for the students.</p> <p>CD advised that the middle leaders would be receiving training and CA was also considering bespoke CA training for leaders as well as the national training on offer.</p> <p>RH commented that the recent Ofsted Judgement was a really important step on the journey of CA. RH expressed appreciation and thanks, on behalf of the governing body, for CD and his staff members' work over the last few years in order to support a positive Ofsted judgement this term.</p> <p>CD acknowledged that as a result of the Inspection being positive some staff would need further incentives to remain at CA.</p> <p>ID advised that CA was seen as a beacon of positives at a time when the Ipswich area was dealing with many challenging issues.</p> <p>CD highlighted the Red Amber Green (RAG) rated Ofsted document showing the journey for CA over the last 3 inspections. Governors thanked CD for the report and acknowledged the clear improvements.</p>	
6.	<u>BUDGET UPDATE</u>	
6.1	<p><u>Budget Update 2018/19</u> Governors received the monthly summary report of the Budget for 18/19.</p>	
6.2	<p><u>Non-RPA Insurance Covers</u> Governors approved the following non-RPA insurance covers in readiness for 1 February 2019:</p> <ul style="list-style-type: none"> • Motor Vehicles : eg minibus • Motor – occasional business use for staff who might use their own cars on school business • Statutory inspection of plant such as lifts, lifting equipment and pressure vessels 	
6.3	<p><u>Chantry's Site Specific Financial Data Sheet</u> Governors received and noted the Chantry's Site Specific Financial Data Sheet.</p>	
7.	<u>ALT</u>	
7.1	<p><u>Trust Updates</u> There were no further updates from ALT.</p>	
8.	<u>POLICIES: REVIEW PLAN FOR 2018/19</u>	

8.1	There were no policies to review.	
9.	<u>DATES OF FUTURE MEETINGS</u>	
9.1	Please note all LGB meetings start at 5pm Thursday, 14 March 2019 Thursday, 23 May 2019 Thursday, 4 July 2019	

The meeting closed at 5.01pm.

Signed

Date