

## CHANTRY ACADEMY

Minutes of the Chantry Academy meeting of the Local Governing Body held Virtually at 5.00pm on Monday, 1 February 2021

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| Present: | | Lucy Bayliss (LB)  Miles Cole (MC) Chair of Governors  Craig D’Cunha (CD) Executive Headteacher  Iain Dunnett (ID)  Colin Haddock (CH)  Kevin Williams (KW) |  | |
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| In attendance: | | Rick Hanson (RHA) - Head of School  Sue McCardle (SM) – Staff Representative  Kate Thomas (KT) – Clerk to the Governors | | |
|  |  | | | **ACTION** | |
| 1 | APOLOGIES FOR ABSENCE | | |  | |
| 1.1 | There were apologies for absence from Rev’d Rob Hinsley.  Governors consented to this absence.  LB explained that she would need to leave by 6pm for another meeting. | | |  | |
| 2. | DECLARATIONS OF PECUNIARY INTERESTS | | |  | |
| 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 Academy website (as per Academies Financial Handbook 2020). | | |  | |
| 3. | MINUTES | | |  | |
| 3.1 | The minutes of the Local Governing Body meeting held on Thursday, 3 December 2020 (copies in the Minute Book), having previously been circulated, were **confirmed** and signed by the Chair. | | |  | |
| 3.2 | **Matters Arising from the Minutes**  Governors were asked if they had any matters arising from the minutes, which were not already included on the agenda.  The following items from the minutes of Thursday, 3 December 2020 were discussed:  Item 1.1 – KT to contact Gareth Connor regarding meeting attendance. Actioned. | | |  | |
| 4. | **GOVERNANCE MATTERS** | | |  | |
| 4.1 | Virtual Governor Visit Reports  Governors noted that LB’s visit report was uploaded to Governorhub.  KW and ID both agreed to complete their visit reports and email them to KT for uploading to Governorhub. | | | **KW/ID/KT** | |
| 4.2 | Governing Body Membership Changes  There were no governing body membership changes to report. | | |  | |
| 5. | **ACADEMY IMPROVEMENT** | | |  | |
| 5.1 | Executive Headteacher’s Report  CD presented his Executive Headteacher’s report and highlighted the following key points:   * Currently there were 70 students in School, of which there were larger numbers attending for Years 7 and 8 * Rooms available to students were expanded from 4 to 5 * Teaching staff were either at home or in school teaching normal timetabled lessons virtually * Support staff were supervising the classrooms, i.e. cover supervisors, pastoral managers, etc * PE staff were available every day to support PE lessons * There was a significant number of students identified without access to the internet or a device, but a further 180 laptops had been delivered to CA that day * Those students who previously had not had access to a device had been given work packs * By the end of the week all remaining students in Years 7 and 8 would receive a device * Kevin Nunn and the team had worked hard to support the Lateral Flow Testing * The most vulnerable students not already on site, had been visited by staff at home * 13% of students had not engaged with their learning, with a significant number being students with English as an Additional Language (EAL) * Overall student engagement had been high * Responses from the recent parental survey had been comprehensively positive * Staff had been offered the choice of working in school to utilise the strengthened broadband to deliver lessons, if their home set up was not sufficient * COVID-19 risk protocols were being followed   **MC questioned whether the funding for the new testing procedures would be coming from the Department for Education (DFE)?** CD replied that the funding would not be distributed to academies where reserves were already in place. CD explained that currently the costs were reduced as volunteers and some support staff were helping with the testing procedures.  **MC queried why there were more EAL students within the 13% of students not engaging with their learning currently?** CD responded that it was a cultural issue for some families, that if School was not physically open to students then it was considered closed to learning. CD advised that unfortunately those students not engaging were also ones that were not fully engaged prior to Lockdown.  MC thanked CD and the school team for doing an amazing job, in spite of the challenges. CD the staff have been tremendous all the way through and they have responded really well. CD explained that a key challenge for the leadership team was to ask staff to be mindful of the numbers of hours screen time, and to try and stop after 3pm.  CD confirmed that the risk assessments were continually reviewed and updated.  **Governors queried what was happening regarding exams?** CD replied that the latest information was to assess students on a grade not a projected result. CD explained that it was difficult to predict what the final advice would be regarding exams, but Year 11 students would continue with their learning to June.  CD highlighted some points from the recent parent survey results   * 131 responses from parents concerning approximately 160 students * Most students working remotely and engaging with the full virtual offer * Chrome books appeared to be the most popular devices used, but some used PS4, Xboxes, tablets, etc * Attendance had been high * Work being set was seen as reasonable * Quality of learning rated as 3.3 out of 4 stars on average * The survey would be conducted again in 3 weeks time * Follow up on some learning points had been undertaken, particularly relating to tutor form links * 3 parents had contacted Ofsted to feedback positive comments regarding CA   **MC questioned whether any investigation as to who had responded and cross referencing had been done?** CD responded that that type of analysis had not been conducted, but that overall both the responses and the social media messages were positive and supportive of CA.  Teaching and Learning  RHA presented the Teaching and Learning report highlighting the following points:   * The number of 1 to 1 devices purchased to support students was significant and this was helping students with their learning * Wifi access via dongles had also been distributed * There was a full curriculum offer to students and quality assurance of lessons was continuing * Staff had been helping students to ensure that Oracy skills were continuing to be supported with a range of strategies to ensure students were able to share ideas, etc virtually * Marking in the moment strategy was also helping to offer students quick feedback * Staff had worked hard to develop their IT skills and used innovative ways to engage students further within their virtual lessons   LB congratulated the leadership team on successfully developing staff to support students with virtual lessons and home learning.  CD advised that immersive IT group work was continuing outside of the School day and further development could offer strategies once Lockdown finished.  **MC questioned how CA was coping with 25% of teachers being Newly Qualified Teachers (NQTs) or Trainee Teachers?** RHA agreed that although the percentage was high, the key strategy was the support for Trainees and the calibre and quality of the trainees being exceptional. CD reminded that the disruption to the NQTs was significant as many would be 18 months behind other teachers at the same stage in their career.  CD informed that staff absence had decreased significantly in the last 12 months.  CD was pleased to report that 320 applications had been received from parents/students to join CA, with only 180 places. CD confirmed that the number requesting places at CA was the highest for 5 years.  **MC asked what additional support was being given for Year 11s for those students requiring extra help?** CD responded that students had a meeting 1 to 1 with the careers advices, and students were offered further insights to post 16 providers via MS teams.  LB left at 5.57pm  Specialist Unit and Expansion Strategy  CD highlighted the following points regarding the Specialist Unit and the expansion strategy:   * 12 months ago, Special Educational Needs and Disabilities Academy Trust (SENDAT) approached CA to consider hosting a specialist unit * SENDAT already owned Stone Lodge the special school residing next to CA grounds * SENDAT would via a Service Level Agreement provide specialist support to a Specialist Unit on CA site * CD was in discussions with Suffolk County Council (SCC) to increase the Pupil Admission Number (PAN) from 180 to 210 and ultimately up to 240 * The Specialist Unit was due to open by January/February 2022, but an interim location was being considered in order for the Specialist Unit to host students from 2021 * The increased PAN of 210 would be targeted for September 2022 start * CD highlighted plans to show the different phases, and how changes would be made * Consultation would be commencing soon, with some 3d graphics depicting the changes   **ID questioned whether funding to support the expansion and Specialist Unit could be sought from other areas?** CD agreed, that although discussions with Ipswich Town Football Club had been postponed, further discussions should be instigated to consider upgrading sports pitches and including an athletics track. ID volunteered to support CD with some funding strategy sources.  **MC queried when the final decision on whether or not the changes were happening would be?** CD confirmed that there was already a formal decision regarding the Specialist Unit and the first increase of the PAN appeared to have been approved as well. CD conceded that phase 3 with the increase to a PAN of 240 was the only area requiring further clarity. | | |  | |
| 6. | **FINANCE MATTERS** | | |  | |
| 6.1 | Budget 2020/21  Governors received the budget update reports for December 2020  CD explained that the reserves would also cover some of the resources required for the expansion, etc. | | |  | |
| 7. | **SAFEGUARDING AND HEALTH & SAFETY** | | |  | |
| 7.1 | Safeguarding Update  CD confirmed that the Safeguarding Policy had been updated to include the COVID-19 implications. | | |  | |
| 8. | **ALT** | | |  | |
| 8.1 | CD confirmed that Shirley Young had visited CA from the Trust recently. | | |  | |
| 9. | **ANY OTHER BUSINESS** | | |  | |
| 9.1 | There was no further business discussed. | | |  | |
| 10. | **POLICIES** | | |  | |
|  | Governors adopted the following policies:   * Bereavement Policy * SEND Policy   MC asked for tracked changes to be shown within future policies brought to the governing body. | | | **CD** | |
| 11. | **DATES OF FUTURE MEETINGS** | | |  | |
| 11.1 | Please note all LGB meetings start at 5pm – Virtually:  Thursday, 11th March 2021  Thursday, 20th May 2021  Thursday, 8th July 2021 | | |  | |

The meeting closed at 6.26pm.

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| Signed |  |
| Date |  |