

## CHANTRY ACADEMY

Minutes of the Chantry Academy meeting of the Local Governing Body held as a Virtual Meeting via Zoom on Monday, 6 April 2020

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| Present: | | Lucy Bayliss (LB)  Miles Cole (MC) Chair of Governors  Craig D’Cunha (CD) (Executive Headteacher)  Iain Dunnett (ID)  Rev’d Rob Hinsley (RH)  Kevin Williams (KW) |  | |
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| In attendance: | | Kate Thomas (KT) – Clerk to the Governors | | |
|  |  | | | **ACTION** | |
| 1. | APOLOGIES FOR ABSENCE/CONSENT | | |  | |
| 1.1 | There were apologies for absence from Gareth Connor. | | |  | |
| 1.2 | Governors consented to this absence. | | |  | |
| **2.** | DECLARATIONS OF INTEREST | | |  | |
| 2.1 | No declarations of pecuniary or other interests were made regarding items on the agenda. | | |  | |
| 2.2 | Trustees were reminded of the requirement to update their entries in the Register of Pecuniary Interests in line with the Academies Financial Handbook 2019. | | |  | |
| 3. | **CHAIR’S ACTION SINCE THE LAST MEETING** | | |  | |
| 3.1 | MC confirmed that there was no urgent action to report. | | |  | |
| 4. | **URGENT MATTERS** | | |  | |
| 4.1 | Support Staff Pay Review  CD presented the Support Staff Pay Review recommendations for the year. CD explained that all recommendations had been budgeted for and there had been no issues raised regarding any of the recommendations.  *Governors approved the Support Staff Pay Review recommendations.*  COVID-19 (Coronavirus) Update  CD gave a verbal update on the challenges presented by the COVID-19 pandemic. CD explained that initially prior to School Closures, CA was open for half days to the different range of year groups. CD advised that when the Department for Education (DFE) asked mainstream schools and academies to close, to all students with the exception of those children of key workers and those identified as vulnerable, the number of students identified were up to 100. CD informed that on day 1 only 20 students arrived, and the numbers of students attending had declined continually.  CD reported that the total number of students had not increased above 10 from the first few days of the partial closure.  CD explained that the staff rotas had changed, but were now based on teaching and support staff attending A once every 5 weeks. CD advised that should staff become ill, the rota of 5 weeks should support their recovery sufficiently for when they were able to return to CA.  CD informed that the Senior Leadership Team (SLT) were in once a week and the pastoral team were in once a fortnight.  CD advised that 216 students were eligible for Free School Meals (FSM) and were able to use a “Wonde” system to register for supermarket vouchers of £3 per day. CD further advised that the government were continuing to fund the voucher scheme using the “Wonde” during the Easter Holidays and irrespective of the DFE changing the Voucher provider.  CD explained that CA was open all through Easter holidays, apart from the Bank Holidays, unless specifically requested to do so. CD advised that parents had received letters informing them the School was closed during the Holidays but was open for Key Workers’ children and Vulnerable students.  CD informed that students were set work via Show My Homework and also every student had been given a paper pack to complete. CD explained that the work would offer all students the opportunity of working 5 hours a day. CD advised that the work set had been received by parents with a range of responses, including frustrations in supporting children of different ages and accessing the work itself. CD explained that staff had been asked to support students via the normal timetable and highlighted the paper copies of work. CD advised that the subject work also included a number of hours over a period of weeks, rather than the assumption that students would complete subjects in a long block of time, e.g. for Science there could be 30 hours work for a 10 week period.  CD informed that a staff survey had been undertaken, regarding the impact of homeworking for staff. CD explained that this was a deliberate decision by SLT to ascertain how well staff were able to manage homeworking in order to gain a clearer understanding of capacity for further work. CD presented the staff survey questions to governors explaining that so far there had been 38 responses from staff.  CD advised that based on the responses so far, it appeared that on average staff were spending 4 hours a day on planning, and responding to students and were likely able to complete further work from their line manager. CD explained that possible additional work could include curriculum planning, and mapping out ideas.  CD confirmed that the full response to the staff survey would be shared with governors after Easter.  CD was pleased to report that so far there had been no reports of any staff member or student contracting Coronavirus. CD advised that there were a number of staff who were self isolating and staff were told to ring in and let CA know if they were unable to work due to illness.  CD informed that Keith Greenwood and his team were managing around 150 calls a day to vulnerable students and the contact had been positively received from parents.  **A governor asked whether there was a need to lend out laptops to families unable to access online materials?** CD replied that the laptops were part of the issue, but the main problem was that the families did not have broadband at home. CD reminded that the paper packs would offer all students opportunities for learning. CD explained that 700 students were accessing Show My Homework online every day.  CD acknowledged that there was a tremendous challenge for CA for when students return for the vulnerable and disadvantaged students, as the gap was highly likely to widen. CD explained that Rick Hanson and Trudy Stannard had been asked to prepare a recovery plan for the most vulnerable students, i.e. current Year 10 students in order to ensure they “caught up” with their learning sufficiently in order to not adversely impact their GSCE performance.  **A governor queried whether September was the due date for when schools would reopen?** CD responded that the due date had not been announced currently.  **A governor questioned whether there were school staff who were unable to undertake homeworking due to their own child care issues?** CD replied that school staff were deemed key workers, and they could use their local schools to support their children if they required support. CD reminded that as staff were given a 5 week rota, most staff were able to be supported by another family member.  **A governor asked whether staff capacity should be reviewed, based on the number of other factors impacting homeworking, i.e. the national lockdown, and support required of other family members.** CD agreed, and explained that the staff survey was the reason for not making assumptions on capacity without asking staff directly first.  **A governor questioned what was happening to the gradings and GCSE qualifications for Year 11 students**? A governor asked how students would be transitioned to 6th form? CD responded that teacher’s professional assessment would be undertaken for each grade, as well as mock exam results, coursework, etc. CD explained that gradings from 9 to 1 should show best work, second best, etc for each subject. CD advised that currently there were no further details on how moderation would be completed.  CD pointed out that there were no expectations on students completing any further work or exam papers. CD advised that the teacher assessment relied on every school and academy nationally being consistent and accurate in their approach. CD explained that based on projected grades, the Progress 8 data showed CA at 0.1. CD informed that the current year 11s were the first students to complete 5 years at CA within the new regime, and results were expected to be the best ever, and was now disappointing that exams would not take place.  CD reported that students at Year 11 had been set work related to the next stage of education and learning, on areas such as money matters, how to calculate compound interest, careers information, mortgages, interview techniques, etc. CD advised that teachers had been asked to ensure students wishing to focus on key subjects at sixth form to be given further work on those subjects. CD further advised that for BTECs, further government guidance was awaited.  CD informed that the current Year 10 were expected to complete certain exams during the year, i.e. English Literature, Statistics, and Health & Fitness, but these exams were unlikely to be supported. CD advised that there was a possibility that students could undertake the exams in the Autumn Term during the time of resits, but this situation was currently being consulted upon.  **A governor queried what transition arrangements were in place for Year6s joining CA in September?** CD responded that there were virtual packages offering students information about CA, including virtual tours, video clips from current Year 7 experiences, and other information. CD explained that some of the most vulnerable students attending local primaries would also be invited to attend CA later in the term as part of their induction.  **A governor questioned whether there would be a results day in August for GCSEs?** CD replied that currently the date had not been confirmed, particularly as the appeal process was unclear, but if the date was earlier, than normal, this would help colleges and universities with their processes.  ID highlighted the positive twitter feed from CA and commended CD and his team on the high level of communication and the interesting and detailed stories shared publicly. CD agreed, that the staff had been very supportive and various activities, i.e. the weekly recipes, drama rap, dance videos, and gym workouts, etc, had all been positively received and appreciated.  CD expressed the importance of students being reminded that they were part of a Community at CA and the challenges of maintaining that “sense of community” when not in school. | | |  | |
| 5. | **SAFEGUARDING UPDATE**  CD informed that students with safeguarding/child protection concerns were contacted by CA staff daily. CD added that those students that were not contacted by CA staff but had social workers, etc were contacted by other agencies regularly.  CD explained that some students had attended CA when, they were not necessarily deemed vulnerable, but were unable to work at home due to parents not coping, in these cases, CA welcomed the students and supported them, irrespective of their age range. | | |  | |
| 5.1 | Safer Recruitment  CD explained that although no recruitment interviews had been undertaken currently, a process had been prepared in order to facilitate recruitment, including using a student panel of students in school on the interview day. CD advised that the formal interview would be undertaken by Zoom and a Safer Recruitment trained panel member would be included in all interviews. | | |  | |
| 6. | **ANY OTHER BUSINESS**  CD confirmed that an update on attainment would be given at the next meeting. | | |  | |
| 6. | **TIME AND DATE OF NEXT MEETINGs** | | |  | |
| 6.1 | 19th May 2020 – 5pm | | |  | |

The meeting closed at 5.37pm

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| Signed |  |
| Date |  |