

## CHANTRY ACADEMY

Minutes of the Chantry Academy meeting of the Local Governing Body held Virtually at 5.00pm on Monday, 6 July 2020

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| Present: | | Lucy Bayliss (LB)  Miles Cole (MC) Chair of Governors  Craig D’Cunha (CD) - Executive Headteacher  Iain Dunnett (ID)  Kevin Williams (KW) |  | |
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| In attendance: | | Rob Croxson (RC) - Staff Representative  Rick Hanson (RHA) - Head of School  Trudy Stannard (TS) – Vice Principal  Kate Thomas (KT) – Clerk to the Governors | | |
|  |  | | | **ACTION** | |
| 1 | APOLOGIES FOR ABSENCE | | |  | |
| 1.1 | There were apologies for absence from Andy Baker, Rev’d Rob Hinsley and Gareth Connor.  Governors consented to these absences. | | |  | |
| 2. | DECLARATIONS OF PECUNIARY INTERESTS | | |  | |
| 2.1 | No declarations of pecuniary or other interests were made regarding items on the agenda.  KT agreed to liaise with Sue Haywood regarding the completion of the annual Pecuniary Interest template and ensuring it was uploaded to Governorhub. | | | **KT** | |
| 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 2019). | | |  | |
| 3. | MINUTES | | |  | |
| 3.1 | The minutes of the Local Governing Body meeting held on Tuesday 19 May 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 Tuesday, 19 May 2020 were discussed:  Item 3.2 - JH explained that as part of the Ipswich Opportunity Funding,  virtual tours of local businesses were available for students to access.  JH agreed to provide a link for governors. MC agreed to chase JH for  the link. **Actioned.** | | |  | |
| 4. | **ACADEMY IMPROVEMENT** | | |  | |
| 4.1 | Executive Headteacher’s Report  CD presented his Executive Headteacher’s report and highlighted the following key points:  Wider reopening from 15 June 2020:   * Year 10 – 53% of entire cohort returned – 93-94 students attending either a morning or afternoon session * 9 hours face to face teaching a week – the largest amount in the area * All student committed to attending regularly * 50 students who were Critical/Key Worker children or Vulnerable also attended from other year groups * Teachers delivered on a rota system, face to face, online, additional support, etc   **A governor queried why more teaching was taking place face to face at CA than elsewhere in the area at secondary level?** CD replied that although there were no easily identifiable reasons for the difference, many students attended CA on foot.  CD pointed out that the key for students returning this term was to ensure that there was then less disruption in the Autumn Term as students were used to attending School again.  CD commended RH on ensuring students in Year 10 had been provided with laptops (60 in total), supporting the philosophy of “no barriers to learning”.    **A governor questioned whether there would be a bigger gap for those students who were unable to return until September compared to those that had already returned?** CD conceded that there were risks, but the positive feedback from students and parents had helped to alleviate many concerns regarding returning.  CD explained that videos of the school for students would be shared to help support students feeling concerned about returning.  **A governor asked what contact hours there were offered by other secondaries in the area?** RH replied that it ranged from 1-2 hours. RH reminded that all lessons were recorded and monitored by senior leadership to ensure the quality of learning remained at high levels.  CD informed that the time away from CA had made many students appreciate the support they had from staff, and the face to face teaching in year 10 evidenced student support.  **A governor queried what the percentage was for those students not engaged at all in their learning?** CD explained that the information could be provided via TS charts within her presentation and uploaded to Governorhub.  Pupil Numbers  CD was pleased to report that the School was full for Year 7 with an extensive waiting list.  Staffing  CD highlighted the staffing changes for the Autumn Term including Anne Weatherby retiring as CA’s Business Manager and Kevin Stronach leaving for an Assistant Headteacher post at Colchester Academy.  Online Learning  CD informed that the quality of teaching was being monitored and approximately 60-65% were attending lessons on line, but subject attendance varied according to the teacher. CD advised that for Year 8 students were clearly prioritising lesson attendance according to their Option choices.  **A governor asked if there were any further updates regarding the Local Authority’s decision to review Exclusions in Suffolk?** CD responded that there had been no further information, but the main issues affecting exclusions, were the lack of Special Educational Needs & Disabilities (SEND) provision, etc.  Moderate Learning Disabilities (MLD) Specialist Unit  CD advised that CA, the Trust and SENDAT (a Local Trust) were working together to discuss provision for an MLD Specialist Unit on site. CD explained that SENDAT would provide the learning but the students would remain on roll at CA. CD expressed hope that the additional unit could be part of the wider discussion with the LA regarding extending the building. | | |  | |
| 4.2 | Updates  September Scenario Planning  CD explained that many scenarios had been considered but the latest government guidance had resulted in the following scenario:   * Year 10 and 11 in year bubbles of 180 * Years 7 and 8 could remain in class bubbles as much as possible * Year 9 would receive the majority of lessons as a standard class, but 40% of options would offer a further 70/30 mix * Tutor groups would be used for teaching Years 7-9 * Students depending on their year group would arrive and leave at different times * Teachers would move to the students * Parts of the curriculum will need modification to remain in class, i.e. Music, Art, Drama, etc * Tables and desks will be laid out in accordance with risk assessments * Main office would be shielding for Pastoral Staff * Reprographics, etc will be organised in advance * Storage of student work, i.e. books, etc would need to adhere to strict protocols * Students will be asked to follow a strict cleaning regime of themselves and their desks * There would be no mass gatherings, i.e. assemblies * Break times will be 3 in total for 20 minutes each, in order to ensure that all year groups will have opportunities for meals at different times   CD agreed to circulate to governors the finalised arrangements for students returning in September.  **A governor queried how meals would be issued within shorter breaks?** CD explained that many of the meals would be provided on a “Grab and Go” basis, and the catering service were involved in the new guidance and timings.  CD reminded that electronic devices would be rolled out to all year groups from the Autumn Term up to Easter which will also support students in the event of a second Lockdown, etc.  CD conceded that the biggest challenge would be convincing parents to return their children to school, when they had concerns.  Pupil Premium  TS presented a PowerPoint on Pupil Premium, highlighting the following points:   * Pupil Premium students’ barriers to learning were often:   + Living in overcrowded/noisy homes without a quite space to learn   + No desk or adequate access to the internet   + Parents/Carers less able to support their children to learn   + Persistently disadvantaged households * Prior to Lockdown:   + targeted tutoring offer   + Individual needs by small group or individual interventions i.e. specialist spending time with the pupils.   + Small group interventions/Tutor intervention sessions -     - Upper School - Maths/English/Science     - Lower School – Study skills, Lexia, primary liaison   + Before/after school – Breakfast Club, Homework club, Subject specific revision/catch-up sessions   + Out of hours – Half term catch-up and revision skills * Trust View was key:   + Compassionate leadership is needed.   + Holistic approach towards pupils’ needs by identifying and delivering the right interventions for pupils.   + Restoring relationships - More children may need a key adult to talk to.   + Engage the communityin transitioning * Since Lockdown:   + Focussing on the vulnerable students and encouraging them to attend school   + Laptops lent to those Pupil Premium students unwilling to return to support online engagement   + Regular contact from tutor, heads of subject, year and senior team to re-engage students and encourage them in their learning   + Summer Learning and Summer Programme offered to those Pupil Premium students needing support to re-engage and catch up with their learning   + Curriculum maps for key subjects and year groups   + Sensitive and informative assessments across all subjects for students to ascertain gaps and support required   + Further support for those students in the event of a second lockdown to ensure they receive support for online learning and could access an appropriate learning environment, but also paper packs for learning where online was not accessible.   **A governor queried whether discussions will take place with students to ascertain their experiences during the Lockdown, including wellbeing, etc?** TS explained that tutor days would also be opportunities for students to share experiences, and although regular contact with staff has been in place, on Thursday, all students would be invited to come in and discuss their learning via a series of questions.  **A governor questioned how students would be able to reform as a community again and reform their social relationships again?** TS advised that for Year 10s there was a mini project that helped reform the community again. TS added that as more students returned more re-connecting would inevitably be established.  CD agreed explaining that when Year 10s initially returned, they received a video of what to expect at School and a similar system would be used for other returning students. CD advised that the Trust had also asked for a renewal, improvement and recovery plan together in order to understand the challenges faced, the social aspects, etc. CD informed that it was very likely the number of Pupil Premium students would increase considerably from September and therefore monitoring using the quadrant system depicted within the presentation would be very helpful to identify support required.  ID commended TS, CD and the staff on the impressive amount of work already covered for Pupil Premium and Vulnerable students.  **Governors queried when further information would be available for the new Pupil Premium budget?** CD responded that it would likely be delayed until October but also further information regarding Catch Up funding was required as well as the Government funding for tuition services. CD advised that the strategy to support the new funding would be shared with governors, once finalised. | | | **CD** | |
| 5. | **FINANCE MATTERS** | | |  | |
| 5.1 | Budgets 2019/20 and 2020/21  CD highlighted the monthly reports received, and reminded that the underspend for the year would be utilised on the IT project.  CD advised that there were potentially some issues in Year 3 future budget plans, but without the finalised Funding Formula, it was difficult to address. | | |  | |
| 6. | **ANY OTHER BUSINESS** | | |  | |
| 6.1 | Arts Mark  LB congratulated CD and the team on receiving the Platinum Arts Mark award.  Chartered College of Teaching  LB congratulated CD on being awarded the Fellowship of Chartered College of Teaching  Business Support  CD reported that business support was being reviewed and currently working remotely and this was something being considered for the future along with virtual meetings. | | |  | |
| 7. | **SAFEGUARDING AND HEALTH & SAFETY** | | |  | |
| 7.1 | Safeguarding Update  CD confirmed that there was nothing further to update regarding Safeguarding. | | |  | |
| 7.2 | Health & Safety Update  CD commended RC on managing Health & Safety over the site, particularly since Lockdown. | | |  | |
| 8. | **ALT** | | |  | |
| 8.1 | CD advised that the Trust had been very helpful with advice and a toolbox of support during the period since Lockdown and the wider reopening of Schools. | | |  | |
| 9. | **DATES OF FUTURE MEETINGS** | | |  | |
| 9.1 | Please note all LGB meetings start at 5pm – Virtually:  Thursday, 24th September 2020  Thursday, 3rd December 2020  Monday, 1st February 2021  Thursday, 11th March 2021  Thursday, 20th May 2021  Thursday, 8th July 2021 | | |  | |

The meeting closed at 6.25pm.

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| Signed |  |
| Date |  |