

Minutes from the Local Governing Board Meeting
Held at Neale-Wade Academy on Wednesday 12th October 2022

Present:

Graham Horn (GH), Jim Rowland (JR), Nick Morley (NM),
Lucetta Crosskill (LC) Chair, Katherine Nightingale (KN), Anna Betts (AB) Megan Holden (MH)

In Attendance: Louise Dearlove (LD) - Clerk to Governors

Apologies: Anthony Chandler (AC)

Item no	Item	Action
1	<p>Welcome/apologies</p> <ul style="list-style-type: none"> • Anthony Chandler gave his apologies via email. • Introductions - Megan Holden who is attending the meeting to give an update on the Student Leadership Team. 	
2.	<p>Declaration of Business/Pecuniary Interests & Conflict of Interest</p> <ul style="list-style-type: none"> • KN – runs regular funded sessions/workshops at NWA with 20twenty Productions. • Pecuniary Interests and Declaration of Business forms to be completed. 	Pecuniary Interests form emailed to KN, LC and AB - (LD)
3.	<p>Chair's Action</p> <ul style="list-style-type: none"> • LC – No action 	
4.	<p>Membership of the Governing Board</p> <ul style="list-style-type: none"> • GH enquired as to how we might thank AC for his assistance throughout the course of his 25 years as Governor. Discussions were had regarding gifts and possibly inviting the local paper to attend. • GH clarified that there are currently two open Governor positions. According to GH, there are more Governors at Cromwell School who either currently work in education or have previously. They also have members of the ALT on their board. • AB asked why the members of the Trust are not on our board. GH said the Trust have offered the details of two candidates, one of whom currently works at Littleport Academy as the Headteacher. • KN said she is aware of a retired Vicar locally who wants to get to know the community so she will invite the Vicar to speak with the school. • NM discussed the information needed from the Governors to ensure compliance. He also asked KN, AB and LC if he could reschedule the Safeguarding refresher training to 27/10/22. KN, AB and LC agreed and asked LD to set up a Teams meeting. • NM explained that the Handsam training must be completed annually and the refresher training every 2 years. 	KN, AB and AC to complete Safeguarding refresher training with NM
5	<p>Minutes of the Last Meeting</p> <ul style="list-style-type: none"> • All agreed that the minutes dated 6th July 2022 were accurate and correct. 	
6.	Business Update	

	<ul style="list-style-type: none"> • GH said we are due a Safeguarding audit next half term and will receive the report closer to Christmas. KN asked if LC comes in to school to meet with the Safeguarding Team. LC confirmed that she plans to do this and will arrange a meeting. GH said there are two platforms for Governors to check safeguarding. One is the Single Central Record and the other is My Concern both of which can be accessed remotely. • GH then went on to Health and Safety, he said the school uses Handsam. The last audit was last summer where the school scored 98% meaning we will not have another audit until next year. KN asked if the school hold regular checks. GH confirmed that yes there are regular meetings with the faculty area including PEEP's, COSHH, Safety Plans etc. GH also said he performs a walk around with the site manager each half term to go through areas including fire escapes/extinguishers etc. KN asked where that is logged. GH answered with Handsam and went on to explain how Handsam issue tasks throughout the year and staff must act on them and record that they are complete. • KN asked why the 6th form numbers are low. GH said they expected approximately 60 students but currently have 50. He said he feels this is due to a weaker year group having also been hindered by the pandemic. The current year 11s look positive so he thinks the numbers will improve next year. KN asked if pupil premium helps. GH answered yes it does although he thinks that money should be 'ring fenced' he said it does help with employing extra staff and resources. KN asked GH if he thought the pupil premium is reflective of the community. GH said no at 30% he did not feel it was reflective. AB asked if pupil premium feeds through from Primary school. GH said yes it should. AB mentioned that the data for the year 7s looked good at 40% receiving free school meals. GH said it varies between the year groups. 	
7.	<p>Principal's Report</p> <ul style="list-style-type: none"> • GH moved on to the School Improvement Plan. GH highlighted in the last meeting the LGB had asked NM to talk about the proposed change in the behaviour teams. GH said rather than lots of things to read it is explained in an executive summary. He explained the 5 main points of the summary discussed at the last meeting and has added what he thinks we should achieve by each half term. He said this is a quick reference guide. • GH then went on to the School Self Evaluation. GH advised that this now replace the Principles Report. The SEF covers all the areas that needs to be covered in one document. This is updated half termly and the Governors can have live access. • GH said he thinks a separate Governance meeting should be arranged which will be actioned. • GH said there will be a behaviour AIG coming up, a Teacher and Learning Progress review in January and the safeguarding audit in the autumn which will assist regarding governance. GH explained that a good governance model should be to visit the school and then speak again at the next LGB meeting. • KN said she is meeting with Kelly Wilshire this week. 	<p>Send Live SEF link to LGB - (GH)</p> <p>Separate meeting for Governance with the LGB. -(GH)</p>

- GH said rather than reading the SEF word for word today we could focus on behaviour at the next meeting after the behaviour AIG and today focus on the quality of education with JR.
- AB asked about the acronyms used in the SEF and GH explained.
- JR asked KN, AB and LC how they found the process of being in school for the day and being fully immersed. He asked what questions they have or any learning points. KN said she felt she really got to know the school and felt the students were amazing, having strangers come into their classroom. Behaviour was fabulous and overall did not see bad behaviour. Where there were challenges with behaviour, she was surprised that students would do it when visitors were in the room and found this interesting. KN said one thing she was surprised with was that the students did not know they were coming into lesson. GH said that he noticed when the Ofsted inspectors came there was a balance between the students who wanted to defend and show off the school and the students who appeared to not want to. KN said when she asked to sit down with students and asked them how they were finding lessons, she found them very responsive. GH said it's about involving the students with improvement planning. He said sometimes we as staff are bad at explaining why things are changing and the reason behind the changes. KN said it comes down to respect sometimes with students. KN said she felt the process was particularly useful especially with SEND where she felt there were no real positives. KN said that she plans to speak with Kelly Wilshire this week. LC said she visited a DT lesson which was very focussed and students appeared to be enjoying the lesson. AB said it was a great learning curve for herself, especially with not being a teacher. AB said she would have liked idea sharing between faculties. AB found the younger years were more engaged than the older years and found this surprising as they had choice to do the subjects in years 10 and 11. JR explained that staff are working at making lessons more engaging and getting under the skin as to how to deliver them. He said that faculties are at various stages with this at the moment and there is still work to be done. Jr went on to say that there is a focus on interactive lessons, paired work, discussions etc and students are very positive. He said it making sure that feeds through from years 7,8 and 9 into years 10 and 11. JR said the aim is to grow teaching strategies. JR explained that there is lots of work to be done on this, but the aim is to develop teaching styles and delivery. GH said the changes we make now won't always be shown straight away. GH said he is looking at fewer spilt lessons and more specialist teachers in role and feels that is exciting. JR said there have been areas where students have missed consistency in learning and its now about going back and looking at gaps in knowledge. JR continued to say that previously teachers would start at a lower level and work upwards, whereas now teachers are working at a higher level and then working back to cover the gaps in knowledge. He said rather than just teaching from a lesson plan they need to move away from that and really make sure the students have got it by checking the student's knowledge. AB asked if the school are putting TAs in lessons as her daughter commented that sometimes the TA can explain things a little differently sometimes which enabled her daughter to understand. JR said that there are intervention TAs and general TAs so he could not say exactly which that may have been. AB said that extra input helped on more than one occasion. GH said that the covid catch up money which they received sixty-seven thousand pounds, enabled JR to set up the online tutoring programme. JR said students had 15-hour blocks, one hour a day for 3

weeks. JR said some students really valued the time they had with a 1:1 teacher but others did not always want to engage. JR felt the impact was minimal as it did not really get under the skin of the gaps in knowledge students had. JR said what really does work at NWA is having the learning on site and worked into the timetable rather than putting in additional learning at home for example. The culture of this needs to change JR said and this needs to be developed. JR then explained some of the after-school clubs that run to develop this.

- JR explained a review that was undertaken in the summer for KS4. He said Languages did not perform well however there has been work gone into languages.
- AB asked if it is compulsory to take a language in KS4. JR replied only if they want to do it. He said they would be offered guidance on this but said, they do not want a student to take a subject they really do not want to do.
- KN said what she thinks would be useful moving forward is for the LGB to be more challenging and ask questions regarding how things are changing and what the school are doing to change things. She said they also need to look at behaviour and wellbeing. JR explained that support plans are being put in place. The IT department are receiving this. The PE department are on a Rapid Improvement Plan focussed on Curriculum and how this needs to be more coherent and clearer. Drama is on a Rapid Improvement Plan also. KN said from her perspective it is about asking those questions and asking if they have seen any improvements. KN said it is also about asking what the LGB can do to help. Do the LGB come in to do a walk around prior to the Trust coming to audit. GH said its also about the LGB asking about staff wellbeing and workload. GH said the LGB can also have that role in ensuring staff feel supported. KN said that she wants to identify what their role is and the ways they can support the school. NM said it would be helpful to create a model regarding frequency of visits, feedback etc. KN said the Quality of Education meetings GH implemented are excellent and felt she was much closer to the curriculum than she had been previously. GH said it is about being part of the school, GH went on to say he thinks if we had two more Governors, they could share the knowledge and workload. GH said the main areas to look at are Quality of Education, Safeguarding, Pupil Premium, Behaviour and Attendance. LC said it would be good to follow up with the subjects they have previously looked at. GH said it would be good to have a Teams catch up with Shan Oswald and Helen Cassidy to talk about the questions that could be asked in lessons. KN said she felt disappointed with the Quality of Education review regarding the questions the LGB asked in lessons but felt it was an opportunity to ask them what questions should be asked. GH said it highlights the need for training and not to take offence. We can now look at what is a good question, what is a good answer and what evidence we should look at. There will be another Teaching and Learning Review in January.
- AB asked about the pride and presentation in the Quality of Education report which focussed on book presentation. She said as a parent she does not see her daughters' books. JR said that they will now be available to look at during parents' evenings. JR explained in year 7 they will now have two books, one used as an exercise book to practice and another book which will be their pride book used for assessments and other certain activities. Teachers will emphasize that the pride book is not about presentation but about their best work. Whiteboards are also being used in lessons to give them the

confidence to give questions a go and then write in their books if needed to build confidence and reassurance. LC asked do you lose the evidence doing it this way? JR said it depends on the lesson, when students build confidence, they feel they can work solely in their books. JR went on to say staff found that students were reluctant to give things a go and would not participate in case they got it wrong. Ultimately this tells the teacher nothing. GH commented on his thoughts when he arrived at the Academy. No backpacks, very little homework and lack of exercise books. GH said he had an issue with the lack of revision notes to revise from. LC asked how homework is implemented. GH said there have been various attempts at homework strategies previously. JR said previously mastery tests were used but this did not give a real understanding of what students knew. He said homework is now assigned on Teams. GH said its about getting students back into the habit of learning at home and teaching staff seeing it through and giving feedback. LC said they need to see the value in it. GH said it also needs the support from parents. KN said in her experience with homework, when asked, her child would say there was no feedback. AB said as a parent she can encourage when they receive positive feedback. AB then asked who checks homework. GH said Heads of Department need to make sure staff are checking homework. JR said we need to check the content of the home learning and whether it is checking for gaps in knowledge or reaffirming what they have previously learnt

- NM then went on to discuss behaviour statistics. NM said that so far there have been 23,038 positive points given and 3408 negative points. NM said this is a 7:1 ratio with the dream being a 10:1 ratio.
- JR spoke about the departmental RAG rating containing Curriculum Intent and Sequence, Teaching and Learning, Outcomes at KS4 and Outcomes at KS5. He explained which areas are performing well and those that are currently under performing. JR said the focus this year is on tighter deadlines and following up with those students who have not met the deadline. He said they want to know how vocational subjects are tracked, how the class teacher tracks the student progress and do the students know where they are and what they need to do to improve. Moving forward JR said they will add further RAG tables side by side so Governors can see the improvements. JR said the support that is needed varies between departments. GH said he wants all students to have a consistent experience in lesson. He said he feels that if a timetable has consistent engaging lessons, a student will want to be in school which feeds into good attendance. AB asked if they see patterns in attendance. GH said it needs to be looked at and wants to ensure that students want to come to school and have that engaging teacher in lesson rather than a supply teacher. KN said she feels that students learn best when it is interactive. GH said we need to find an excuse to engage the kids and ultimately that is what JR is saying, that when they are working in a book that is great but there are other ways to learn. JR said staff have been restricted with the pandemic and have become used to working with barriers like social distancing. He feels it is now a time for Middle Leaders and SLT to unpick this and try new ways to engage students. GH spoke about enrichment within Social Sciences and some of the ways teachers are already using trips and guest speakers, but also said some are still working from text, in a classroom and its less engaging. GH said this then feeds into behaviour as most of the time when students are engaged, they behave. There are one thousand children who get it right every day (stats since Sept 2022) AB said improvements are

	<p>happening and that expectations rise with consistency. GH said he is confident that it is getting better but the pressure is when the school gets things right, is it soon enough. GH said there are lots of things that need to be in place first before we can move forward including staffing, less cover etc.</p>	
8.	<p>Safeguarding</p> <ul style="list-style-type: none"> NM said that the safeguarding culture within school has changed dramatically. He said in September 2018 there were 9 safeguarding logs made by staff. This year there have been 183 logs made which shows staff are reporting a lot of information a lot of the time. KN asked what that tells you. NM said that tells him that staff are aware that students could be at risk. He said this obviously has its challenges regarding staffing. The key themes are bullying and mental health. Staff are getting refresher training to enable confidence in reporting. Staff behaviours are also a focus, staff can collect a form from GH, write the concern and then GH will investigate if needed. The Safeguarding Team largely consists of Gina Brown, Emma Poole and Lindsey Butler looking at the concerns day to day and Mark loveday is focussing on attendance. NM said he feels that Safeguarding in the school is getting better and meeting statutory expectations, but he wants it to be better. KN asked if the school do home visits. NM confirmed that yes, they are, particularly those who have an attendance under 50%. KN asked if he has thought about next term as in her experience Christmas brings challenges. NM said its difficult at the moment to answer that as he needs to see the trends for NWA but does know that Mental Health is a factor. KN asked if Pastoral Teams are trained as DSL'S. GH said historically they have refused. KN then asked why? Don't the two roles interlink? GH said there are changes being made and moving forward they should all be DSL's. AB asked if there was a benchmark for how many logs we should be receiving. NM said that is very difficult to judge. NM said he does worry about what these numbers may look like next year with the economic crisis and the choices families may have to make. GH said that the Trust audit the safeguarding reports made so they will have a number across all schools in the Trust. KN said she thinks the move to make all Pastoral teams DSL's is a promising idea. NM said it is about developing staff confidence and competence. 	
9.	<p>Policies</p> <ul style="list-style-type: none"> The Behaviour Policy, Attendance Policy, Safeguarding Policy and Home Visits Policy were put the LGB to be ratified. LGB is happy to ratify the policies with the amendment being made to the Behaviour Policy regarding grammar on page 19 second paragraph LD is producing a Policy Matrix to ensure clarity and sequencing. AB would like to look at the Attendance Policy again at the next meeting but is happy to ratify. 	<p>Behaviour Policy amendment to page 19, second paragraph - (LD)</p> <p>Complete Policy Matrix - (LD)</p> <p>Add Attendance Policy to the next agenda - (LD)</p>
10.	<p><u>Governor Monitoring, Development and Training</u></p> <ul style="list-style-type: none"> GH spoke about Gov Hub and asked if the LGB would like to use it. LGB all agreed. LD to organise. Safeguarding training via Teams 	<p>Set up Gov Hub for LGB - (LD)</p> <p>Set up Teams meeting for Safeguarding</p>

		refresher training - (LD)
11.	<p><u>Trust Update</u></p> <ul style="list-style-type: none"> KN requested the Strategy Document. GH said he will ask Sam Mandley to email it to her. 	Email Sam Mandley for the Strategy Document to be sent to KN - (LD)
12.	<p><u>Risks Update</u></p> <ul style="list-style-type: none"> GH advised that we go through this at the next meeting 	
13.	<p>Any other business</p> <ul style="list-style-type: none"> MH spoke about the Student Leadership Team and how each student is selected. She explained that the students go through a ruthless interview process and are chosen based on their ideas, punctuality and how they adopt the 'Ready, Respectful, Safe' rule. MH said there are three principal areas with six categories focussing on Academic and Pastoral, Wellbeing and Anti-Bullying and Competition and Community. MH said the aim of this is to gain student input. She said the students have lots of ideas and are full of enthusiasm. MH then went on to explain some of the ideas they are currently working on. She said the students are currently working with Mrs Harriman on a 'Thinking Reading Programme' which allows them to read with the year 8 students. They are also looking at Christmas and how they can improve on previous events. They have looked at the demographics in March and following this, feel that a hamper event would work well. LC asked if this will be opened to the whole school. MH confirmed that yes it would and that the students want to make it as fun as possible to encourage other students to enter. KN asked how are you funding the prizes? MH said that she has a small 'nest egg' but that they will be asking students and staff to donate prizes. They have also looked at asking local companies for donations. AB asked how often they meet. explained that they meet every Tuesday period 4. MH said that they also communicate with each other using WhatsApp and Teams Chat. KW asked how many students are in the team. MH said that there are 24 students across years 10 and 11 and 1 student in year 13. MH then went on to talk about other projects they have in the pipeline. MH said that the students would like to attend a local care home to offer reading sessions, talk about history of the Fens and involve the Choir which is managed by Mrs Griffin in the Music department. MH said they are looking at setting up Sport Ambassadors for years 7,8 and 9. The Sport Ambassadors will look at after school clubs, focussing initially on Rugby. MH said that the students have identified equality and diversity as an area they would like to improve and would like to encourage guest speakers to come in to school to spread positivity, they feel that someone influential would be great. MH also said that Mrs Butler is looking to set up a safe space area within school where students can sit in a calm environment. She said she is looking at the logistics of staffing the area and where it would be located. MH said how this topic area is huge and that students are extremely passionate about this subject. MH finished by saying a staff 'lip sync battle' is being organised. The aim of this was to show staff in a different light and show that staff are also human and can have fun. MH suggested that GH, NM and JR enter as Boyzone. KN asked how this would be funded. MH said that this would again be donations. MH said that she would like to look at local charities including the March food bank this year. KN said that she is managing the collections this year for the food bank and is corresponding with Sam Mandley 	

	<p>regarding this. MH said she would like to speak with KN further about this. KN said she felt that the work MH and the School Leadership Team are doing and the work she is doing are very similar and feels that they can help each other. KN said she feels there are challenges with communication and felt this could be worked on. KN said the work Paul Fowler is doing with Agents for Change could also be drawn upon. She said she was aware of a pot of money that schools can pitch for. GH Said that it is a share of five thousand pounds across 5 schools. He said he is speaking with a contact regarding this and is confident this will help with the work that MH is doing. KN said that MH and the team are doing an amazing job. KN then went on to say that 20Twenty Productions have been accepted to work with Plan International who are a women’s rights charity and Astra Zeneca, and this is also around wellbeing. KN said that the organisations are high profile and felt that she could support the work MH is organising financially. GH said that he is planning to invite students to the next SLT and LGB meetings and that getting Paul Fowler and the Agents of Change involved is a good idea. KN asked if the focus for the School Leadership Team was just for years 10 and 11? MH answered no, she would like to expand the group and involve year 12 students to develop the link between the 6th form and the lower school.</p> <ul style="list-style-type: none"> • NM said there will be a Triple P Parenting course on 2nd November • NM mentioned an event he is working with KN on called One Community which will include local food banks and local community businesses. This will take place on 27th October at the school. 	<p>Posters for the One Community and the Triple P course printed and displayed in school - (LD)</p>
<p>13</p>	<p>Dates of Future Meetings</p> <ul style="list-style-type: none"> • LGB Meetings: Wed 7th December 2022 Wed 8th February 2023 Wed 12th April 2023 Wed 5th July 2023 	