

**Date: Tuesday 25<sup>th</sup> June 2024 at 4:30pm**

**Present:**

Mrs Mary Massey (MM) Chair  
Mr Phil Howell (PH)  
Mr Simon Lockett (SL)  
Mr Andrew Middleton (AM)

**Apologies:**

Mrs Lisa Hodgkison (LH)  
Mrs Helen Pate (HP)  
Dr A Howells (AH)

**In attendance:**

Mr Peter Kingdom (PK) - Headteacher (HT)  
Mrs Emily Abberley (EA) – Assistant Headteacher  
Mrs Alexandra Brooks (AB) – Assistant Headteacher  
Mrs Helen Holland (HH) – Assistant Headteacher  
Mrs Emma Leftwick (EL) – Assistant Headteacher  
Mrs Joanne MacKreth-Aylett (JM) – Deputy Headteacher  
Mr Jason Newham (JN) – Deputy Headteacher

**Clerk:**

Sharon Dutton – TLP (SD)

Governance and Administration	Action
<p><b>1</b> <b>Welcome, Quoracy, Apologies and Declarations</b> The Chair (MM) welcomed everybody to the meeting. The meeting was confirmed quorate. As this was the first meeting after the successful Ofsted inspection, she congratulated the school leadership team on their immense hard work and excellent collaboration and this achieving the Good grade. She mentioned the much-improved culture and infrastructure at the school and whilst the Year 11 data was not available at the time of the meeting, she confirmed the total transformation the school had gone through. Apologies were received and accepted from LH and HP. There were no additional declarations of prejudicial or personal interest. Unless otherwise stated, all papers referred to had been uploaded to GovernorHub (GH) prior to the meeting:</p> <ul style="list-style-type: none"> <li>• SIP 2023-2024 – minute item No 6</li> <li>• Culture &amp; Behaviour Report 23-24 – minute item No 9</li> <li>• LGB Report 25.06.2024 - various</li> <li>• SEND Visit 02.05.2024 – minute item no 11</li> <li>• TLP SEN Information report – minute item no 13</li> </ul> <p>Minute items No 19:</p> <ul style="list-style-type: none"> <li>• Attendance Policy</li> <li>• First Aid &amp; Medicine Policy</li> <li>• Medical, First Aid &amp; PEEPS Procedures</li> <li>• TLP SEND Policy May 2024</li> <li>• All Achieve SLT Analysis Week 30 – 2024</li> </ul>	
<p><b>2</b> <b>Minutes of the last meeting and matters arising</b></p> <p><b>a</b> The Minutes of The Oaks Academy LGB meeting held on 7<sup>th</sup> March 2024 were approved and will be electronically signed on GH.</p> <p><b>b</b> <b>Matters Arising</b> It was confirmed that the table of actions of the 07.03.2024 had all been completed, and the use of mobile phones had been added to the Behaviour Policy.</p>	

	There were no other matters arising.	
<b>3</b>	<b>Governors' Skills' Audit – update</b> MM confirmed that the skills audit showed that the LGB was a highly skilled group.	
<b>4</b>	<b>LGB Membership and Terms of Office – Recruitment</b> Constitutionally more Governors were required, namely 2 Parent Governors and 1 Appointed Governor. It was suggested that enquiries be made of primary headteachers within the area who might have staff members willing to sign up as governors.	
<b>Strategic Direction and Progress against Priorities</b>		
<b>5</b>	<b>Ofsted: Report and next steps</b> It was observed that the discussions held during the inspection were far richer than the final report might suggest.	
<b>6 a</b>	<p><b>School Improvement Plan (SIP)</b> <b>Update on progress against 23-24 priorities.</b> The updated SIP had been uploaded onto GovernorHub. MM cautioned on confusing task “impact” with task “completion”. She also underlined that where an area was described as “improved”, this needed to be clarified and if the data was available and largely positive, it should be presented wherever possible. She was pleased to see the impact of the updated SIP on SEND pupils.</p> <p><b>Governors question:</b> <i>What are the emerging priorities for 2024-2025?</i></p> <p><b>Headteacher Response:</b></p> <p><b>1. Progress for all</b></p> <ul style="list-style-type: none"> <li><i>All pupils to make at least the expected levels of academic progress in all subjects through rigorous assessment and tracking procedures.</i></li> </ul> <p>Currently Attainment in Year 11 is not up to acceptable standard and meeting the needs and encouraging the ambitions of the most able pupils is a priority.</p> <ul style="list-style-type: none"> <li><i>To enhance the engaging and ambitious knowledge rich curriculum for all learners.</i></li> </ul> <p>At present some pupils are passive in their learning and not actively engaging or “hungry” enough for success.</p> <ul style="list-style-type: none"> <li><i>All SEND pupils have full access to high quality teaching leading to outcomes in line with their peers.</i></li> </ul> <p>In contrast to others, SEND, PP and EAL pupils were making great improvements.</p> <p><b>2. Presenting and explaining new information</b></p> <ul style="list-style-type: none"> <li><i>To ensure pupils reach their full potential through teaching consistency of delivery through the Teaching and Learning Framework.</i></li> </ul> <p>EL is doing sterling work around empowerment, confidence and self-belief for both students and staff.</p> <p><b>3. Attitudes to Learning</b></p> <ul style="list-style-type: none"> <li><i>To define a whole school approach to encourage positive pupil relationships and routines to improve attitudes to learning.</i></li> </ul> <p>MM observed that pupils have respect for each other and their seniors and there is little evidence of bullying.</p> <ul style="list-style-type: none"> <li><i>To maintain high levels of attendance rates and ensure low levels of persistent absence for all learners, including disadvantaged.</i></li> </ul> <p><b>4. Protected Characteristics</b></p> <ul style="list-style-type: none"> <li><i>To ensure our thriving personal development curriculum positively impacts across all aspects of school life.</i></li> </ul>	

	<p>Governors observed that the installation of a sense of moral purpose was required as a next step.</p> <p><b>5. Literacy</b></p> <ul style="list-style-type: none"> <li>• <i>To ensure the whole school literacy framework further raises standards of literacy for all pupils and with a particular focus on reading.</i></li> </ul> <p>Literacy rates are the lowest of all the Trust schools. A Literacy team is currently being built with specialists coming in to support this. MM emphasised how important Oracy was in addition to Literacy.</p> <p>In addition:</p> <p><b>Leadership and Management</b></p> <ul style="list-style-type: none"> <li>• <i>To ensure leadership accountability leads to positive change.</i></li> </ul> <p>Recruitment of middle leaders has been unsuccessful and therefore the school must grow its own. However, the pastoral team is solid and staff retention is high.</p> <ul style="list-style-type: none"> <li>• <i>To ensure that safeguarding is a core part of the school's culture.</i></li> <li>• <i>To ensure the wellbeing of staff is high priority and consistently monitored and reviewed</i></li> </ul>	
<b>Education</b>		
7	<p><b>Admissions and Pupil Numbers</b></p> <p><b>Governors question:</b> <i>Have admissions increased since the issuing of the recent Ofsted report?</i></p> <p><b>Headteacher response:</b> <i>Not noticeably so efforts were being stepped up to promote the school's Ofsted rating. Whilst figures were down between 2024 and 2023 this was more to do with a "bulge" in 2023. He was confident the school would reach it's PAN of 130.</i></p> <p><b>Governors question:</b> <i>What is the current staff turnover?</i></p> <p><b>Headteacher response:</b> <i>There are no unexpected staff changes. A few Early Career Teachers (ECT's) are leaving due to lifestyle changes but those wishing to continue in education are staying and 6 tutor groups have been formed for the new academic year.</i></p>	
8	<p><b>Attendance</b></p> <p><b>Current Position:</b></p> <ul style="list-style-type: none"> <li>• Whole school attendance remains 2 points above national average at 92.87%. Persistent Absenteeism (PA) is 3 points below national average at 21.56%.</li> <li>• EAL attendance 94.13% versus non-EAL 91.14%</li> <li>• The gap between SEND and non-SEND has remained the same throughout the year. The Assistant Headteacher (Behavior and Attendance) and Assistant Headteacher (SENCo) meet regularly to triangulate support for SEND pupils and improve overall attendance. We continue to focus on pupils with EHCPs and although the data has not significantly improved the school has continued to foster a more trusting and supportive relationship with parents and carers.</li> <li>• The current Year 11 cohort has maintained their improved attendance figures currently at 91.2%. The Key Stage Director and Pastoral Leader have continued to work closely with the Attendance Manager daily to ensure pupils are in school and learning. We have had 100% attendance for all GCSE exams so far this season.</li> <li>• All year groups are above national average with their attendance data. This has been stable for Key Stage 3 for the whole year. Key Stage 4 has increased its attendance since our last meeting with year 10 at 91.7% and year 11 at 91.2%.</li> </ul>	

	<ul style="list-style-type: none"> <li>• Pupil Premium pupils have above national average attendance, but we have not yet closed the gap between PP and Non-PP which is an area for improvement.</li> </ul> <p><b>Areas requiring continued improvement &amp; way forward:</b></p> <ul style="list-style-type: none"> <li>• To continue to remain above national average for attendance and below for persistent absence for the rest of this year. Focus on current year 10 to reduce PA in line with other year groups. HH reiterated that this cohort had several individual cases who were affecting the overall figures.</li> <li>• To continue to work with our vulnerable groups particularly our Pupil Premium pupils in raising aspirations. This will involve making connections with schools with a similar context and sharing good practice and using evidence-based research to close the gap.</li> </ul>	
9	<p><b>Behaviour</b></p> <p>Governors received the Culture and Behaviour Statement Position for Term 3A 2024. This statement covers all aspects of the curriculum and is updated on a termly basis.</p> <p>A discussion ensued as to the effectiveness of this document. It was agreed that it was worth continuing with as it focussed and challenged staff and drove quality forward as well as maintaining continuity. Figures were compiled on positive and negative incidents by category, with improvements and actions clearly outlined.</p> <p><b>Governor challenge:</b>  <i>Staff have been encouraged to make at least three positive phone calls per week under Actions (page 3). Is this too much of a burden on staff?</i></p> <p><b>Headteacher Response:</b>  <i>The wellbeing of the staff is being closely monitored and at present staff are coping well.</i></p> <p><b>Governor challenge:</b>  <i>Whilst the positives and negative incidents are clear to see, is there a danger that many pupils “in the middle” going unnoticed due to unremarkable behaviour in either direction?</i></p> <p><b>Headteacher response:</b>  <i>An Achievement Night is being planned for 11<sup>th</sup> July to celebrate these pupils.</i></p> <p>It was clarified to Governors on the Faculty Data Overview on Page 5 that the numbers of incidents between 1A and 1B, “2A and 2B etc were cumulative and Governors were pleased to note that the rate of increase for incidents during English had slowed down. MM was particularly pleased to see that Attitude to Learning Grades on Page 7 of the report.</p> <p>Governors were pleased to see that suspensions had dropped significantly and the SLT reported that the school felt calm with an excellent team in place well equipped to deescalate situations. Systems are now well in place and pupils have a clear understanding of the consequences of their actions.</p> <p>Governors were assured that a clear process was in place to ensure that student work completed whilst on a suspension was marked.</p> <p>Governors noted that there had been a rise in suspensions between the spring and summer terms of the 2023-2024 academic year. Staff explained that this was the result of a legacy year group who were partly formed from a prior school which had had less strict rules and was therefore judged to be a spike and not a trend.</p>	

	<p>Governors noted the expanded information regarding the Respect Room on Page 13 of the report and were pleased with the initiative.</p> <p>The Headteacher asked Governors to take note that with the approaching new academic term some challenging pupils would be joining the school and he would be expanding on this issue at a future meeting.</p>	
10	<p><b>Curriculum – Progress and attainment projections</b>  <b>See LGB Report (25.06.2024)</b>  <b>Current Position:</b></p> <ul style="list-style-type: none"> <li>• PPEs (mocks) took in place late March and pupil conduct and attendance was strong.</li> <li>• Easter and May-half term revision sessions took place.</li> <li>• P8 at -0.69, similar progress to last year at -0.70 in 2023. This has improved from December and March PPE results.</li> <li>• English has improved 9-4 attainment to 51%, showing signs teaching and learning is becoming more consistent.</li> <li>• Books continue to show sound formative (Quality Marked Formative) and summative (Quality Marked Summative) feedback to move learning forward. Pupils are engaging and responding to their feedback to close gaps and move learning forward.</li> <li>• Year 10 will be undertaking mocks in June in English / Maths / Science to ensure accurate data and a realistic picture of how they will perform in exam conditions.</li> <li>• 31.25% entered for EBacc, showing we are ambitious for our learners. This figure will rise when we add our additional EAL pupils for Polish, French, and Portuguese.</li> <li>• Elevate Up after school sessions have been up and running since the start of 1B; turn out is improving.</li> </ul> <p><b>Areas requiring continued improvement &amp; way forward:</b></p> <ul style="list-style-type: none"> <li>• To strengthen outcomes in English and Maths at 4+ to above 50%. This will be achieved by closer monitoring of assessment, regular raising standards meetings and wider support from SLT.</li> <li>• To ensure English, Maths and Science are all achieving a minimum standard pass rate of 50% 9-4 for 2025.</li> <li>• PE and Health &amp; Social Care to be placed on rapid improvement plan as there are concerns regarding outcomes achieved based on final predictions.</li> <li>• To continue to closely monitor the progress of More Able learners with CTLs ensuring subject teams are providing that daily stretch and challenge.</li> </ul> <p>A discussion took place around the actions the school has been taking to engage pupils with complex needs related to their personal lives, medical problems, lack of supervision at home and parental disengagement often exacerbated by such events as recent changes to the school leadership and COVID. PK reported that the atmosphere within the school during this year's examinations has felt far calmer than in previous years, parents were more positive in their attitude to the school and therefore engagement is improving. Governors congratulated the Pastoral teams of their success in this area.</p>	
11	<p><b>Curriculum – Link Governor Monitoring</b>  The SEND link governor reported that she conducted a recent visit to the school and was delighted with what she had found.</p>	
12	<p><b>Curriculum – Pupil Premium (PP) Reporting and Plans</b>  The updated Pupil Premium 3 Year Strategy Plan has been shared at last LGB meeting.</p>	
13	<p><b>Quality of Education – Teaching and Learning, Literacy, SEND</b>  The LGB Report outlined the following:</p>	

	<p><b>Teaching &amp; Learning:</b></p> <ul style="list-style-type: none"> <li>• Early Career Teachers status</li> <li>• Staff Appraisal</li> <li>• Curriculum development</li> <li>• Effective formative assessment</li> </ul> <p><b>Literacy:</b></p> <ul style="list-style-type: none"> <li>• EAL Lexonik data</li> <li>• Flash Academy Banding data.</li> <li>• Accelerated Reader data.</li> </ul> <p>Governors noted the improved results for the Accelerated Reader Data where 23 pupils had graduated out of the lowest 20% of readers in February 2024 following their positive engagement with the intervention strategy. Many had gained enough confidence to ask questions in the classroom, but some EAL students still had no English at all.</p> <p><b>SEND:</b></p> <p>Governors acknowledged the SEN information report received from the Trust which highlighted the quality of education statistics for SEND pupils at the school and noted the marked improvement in figures from July 2023 to May 2024. HH reported that she was focussed on increasing SEND parental engagement by encouraging them to apply the school’s Three Golden Rules at home, giving parents confidence in managing their children.</p> <p>It is planned to hold three SEND parents evenings during the coming academic year.</p> <p><b>Governor challenge:</b> <i>Has the recent CPD for staff teaching SEND pupils been positive?</i></p> <p><b>Response:</b> <i>HH confirmed that staff had increased in confidence.</i></p>	
<b>Welfare</b>		
14	<p><b>Safeguarding</b></p> <p>MM reported that she had conducted a Safeguarding visit that day (25.06.2024) which she had found to be very positive. Staff and students alike felt safe and confident and were conscious of clear reporting channels. There were no “no-go” areas. A discussion ensued regarding the PE toilets which, whilst improved, were a potential issue which the SLT were aware of.</p> <p><b>Governor challenge:</b> <i>Was online safety a focus of the Ofsted inspection?</i></p> <p><b>Headteacher response:</b> <i>It was of no particular concern. The school was aware that the rules differed between school and home. However, staff were planning to engage with parents and pupils regarding online safety in the home.</i></p>	
15	<p><b>Welfare and Wellbeing – Students</b></p> <p>The SLT reported that there had been some stress within the student body and their parents due to the examinations. Apart from this, there was no specific year group where there was a cause for concern. The highest year group where unkind words and actions had been made were in Year 7.</p> <p>There had been no LADO referrals or FGM.</p> <p>Areas requiring continued improvement &amp; way forward:</p> <ul style="list-style-type: none"> <li>• Supervision to begin with DSL receiving supervision from Trust Safeguarding Lead</li> </ul>	

	<ul style="list-style-type: none"> <li>• Fortnightly supervision for DSL and DDSL with a report run from CPOMS making sure all actions have been completed or addressed.</li> <li>• Jason Newham to attend further training re Diana Anti-bullying Award – June 2024.</li> </ul>	
<b>16</b>	<p><b>Welfare and Wellbeing – Staff</b></p> <p>The HT reported that staff wellbeing was at high levels due in no small part to the positive Ofsted outcome and the time of year.</p>	
<b>Local Matters and Stakeholder Engagement</b>		
<b>17</b>	<p><b>Stakeholder Engagement – Parents/Carers</b></p> <p>The Parental forum group was formed with the first meeting held on 08.05.24. Agenda included:</p> <ul style="list-style-type: none"> <li>• TOA Vision and Values</li> <li>• Teaching and Learning</li> <li>• Literacy</li> <li>• Supporting your child at home</li> <li>• Home Learning</li> <li>• School Communication</li> </ul> <p>Although only 6 parents had attended it was considered a success. Clear actions were decided from breakaway groups. The next parents evening was taking place on 10.07.2024 and outcome feedback would be posted on social media.</p> <p>It was acknowledged that a “drip feed” approach to information sharing was more positively received.</p>	
<b>18</b>	<p><b>Stakeholder Engagement – Wider Community</b></p> <p>The HT reported that the school continued to engage with its feeder primary schools. The profile of the school continues to improve. Closer links with Gainsborough continue to be developed.</p> <p><b>Current Position:</b></p> <ul style="list-style-type: none"> <li>• Plans for the Drop-Down CHARACTER Day on 18.7.24 are underway which includes engagement with the wider community</li> <li>Year 7 - Team Building - Orbis Outdoor Adventures</li> <li>Year 8 – Dragons Den – Skills Builder Challenge Day</li> <li>Year 9 - Dragons Den - Skills Builder Challenge Day</li> <li>Year 10 – Work Experience Day - Everybody Leisure, Police, NHS, Balfour Beatty, Rookery Hall, Crewe Hall, Alstom Engineering</li> <li>• Cheshire College South &amp; West Community Fun Day performances by pupil Choir on Saturday 18.7.24</li> <li>• Promotion following Ofsted our ‘Good’ Inspection has begun, including promoting the 2024 Open Evening. Promotion to include: <ul style="list-style-type: none"> <li>o Weekly social media posts on Instagram, Face Book and X</li> <li>o Banners outside school celebrating ‘Good’</li> <li>o Website banners</li> <li>o Wider promotion being centrally organised by Marketing team to include national press articles.</li> </ul> </li> </ul> <p>Governors were pleased to note that the previous damage to the integrity of The Oaks Academy brand had been repaired and was no longer an issue.</p> <p><b>Areas requiring continued improvement &amp; way forward:</b></p> <ul style="list-style-type: none"> <li>• Review primary enrichment programme for 2024 2025 with an emphasis on new</li> </ul>	

	targeted schools and impact from previous programme <ul style="list-style-type: none"> <li>• Explore outreach work with the wider community with pupil leadership team</li> <li>• Ensure Global Citizenship is promoted and explored within PD programme.</li> </ul>	
<b>19</b>	<b>Policies to be updated.</b> <ul style="list-style-type: none"> <li>• SEND Policy and SEND Information Report - <b>approved</b></li> <li>• Careers (CEIAG) - <b>approved</b></li> <li>• First Aid &amp; Medicine Policy - <b>approved</b></li> <li>• Attendance Policy - <b>approved</b></li> <li>• Relationships &amp; Sex Education (RSE) - <b>approved</b></li> </ul>	
<b>20</b>	<b>Estates Update</b> The estates update was to be presented directly to the Trust.	
<b>21</b>	<b>Communication – To Trust</b> A discussion ensued as to the financial situation of the school with regards to capital expenditure. PK commented that the school was breaking even and that upgrades were needed in the food technology area and PE toilets and that an additional IT room was required. The school had also committed to improvements to the heating of classrooms before the onset of winter 2024.	
<b>22</b>	<b>Communication – From Trust</b> Nothing to report.	
<b>23</b>	<b>Any Other Business</b> There was no AOB.	
	<b>The meeting closed at 18:05.</b> <b>Next Meeting: Thursday 19<sup>th</sup> December 2024 at 4.00pm at The Oaks Academy</b>	

**There were no actions recorded**
