

Date: Thursday 1st May 2025 at 4:30pm

Present:

Mrs Mary Massey (MM) Chair
Mr Andrew Middleton (AM) Vice Chair
(delayed)
Mr Cody Brookes (CB) (via Teams)
Mr Phil Howell (PH)
Mrs Helen Pate (HP)

Apologies:

Mrs Lisa Hodgkison (LH)
Mr Simon Lockett (SL)
Mr John Weir (JW)
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

1. Welcome, Quoracy, Apologies and Declarations

The meeting started at 4:33pm.

The Chair (MM) welcomed everybody to the meeting and the meeting was confirmed quorate. Apologies were received and accepted from LH, SL, JW and AH. CB joined the meeting via TEAMS and AM had notified MM he would be delayed.

There were no additional declarations of prejudicial or personal interest.

The following papers had been uploaded to GovernorHub (GH) prior to the meeting:

- Chair Approved Minutes 19.12.24 - item No 2
- TLP School Improvement Plan (SIP) 24/25 with RAG and additional review column - item No 3
- LGB Report May 2025 – item No 3
- All Achieve 2 SLT Analysis 2024
- Attendance Report Term 2024-2025
- Culture & Behaviour Report 2024
- Link Governor Visit PHSCE Student Voice 22.01.25
- TOA February Newsletter
- TOA April Newsletter
- EDI Survey 2024-25
- Key groups AA2 Year 11 April 2025
- Student Survey Nov 2023 – Jan 2025 comparison

2. Minutes of the last meeting and Matters Arising

The Minutes of The Oaks Academy LGB meeting held on 19th December 2024 were approved and will be electronically signed on GH. There were no matters arising.

ACTION LOG FOR MEETING 19.12.24

	ACTION	BY WHOM	BY WHEN
Pg 2 Item 2	Inform JW of his Careers link role.	Chair	After meeting
Pg 2 Item 2	Email monitoring schedule to governors.	Chair	After meeting
Pg 6 Item 15	Complete mandatory training for Summer term.	ALL	After meeting

3.	<p>Membership update</p> <p>a) The Clerk confirmed that there is one pending appointment of a Parent Governor. If this appointment goes ahead, there will be two vacancies for Appointed Governors at the beginning of the 2025/26 academic year.</p> <p>ACTION: Clerk to chase up DBS check status</p> <p>b) Five Governor's terms of office expire 31.08.25. LH and SL have indicated they will not be renewing. MM, AM and PH confirmed they are willing to renew for a further 4-year term of office.</p>
Strategic Direction and Progress Against Priorities	
4.	<p>School Improvement Plan (SIP) (to receive and update on progress)</p> <p>MM observed that the Excel format of the SIP which is the preferred format as recommended by the Trust is difficult to read and work with and requested that the Word document be reinstated. The SLT is not comfortable with the format and finds it difficult to monitor.</p> <p>ACTION: MM to engage with the Trust regarding the format of the SIP document</p> <p>Governor question: <i>The volume of paperwork submitted to the LGB is expanding. Is the SLT making too much work for itself?</i></p> <p>JN response: <i>The documentation submitted is the paperwork that the headteacher and SLT require to monitor various educational and operational areas. These are live documents which are being updated on a constant basis and are merely being shared with the LGB.</i></p> <p>MM observed that the LGB Report, which this month was running to 19 pages, did not have to carry so much detail; summaries could be used and only important data which the school wished to draw the governors' attention to, should be included. She cautioned the SLT on including data which included pupil's names.</p>
Education	
5.	<p>Pupil Numbers</p> <p>See pages 1-3 of the LGB report.</p> <p>Current Position:</p> <p>The ongoing popularity of the school is evidenced by the number of new admissions. As a result, pupil numbers have steadily increased since September, and already 125 places have been filled for the new Year 7 2025 intake, a highly encouraging figure considering the current Year 11 cohort leaving is 94 pupils. It is pleasing to have an overall NOR sitting at 656; the highest in the history of The Oaks Academy with a projected 680 by September 2025.</p> <p>Areas requiring continued improvement & way forward:</p> <ul style="list-style-type: none"> • To work collaboratively with the LA admissions team to ensure our school receives fair allocations. • To continue to ensure our school does not have an unfair proportion of challenging pupils admitted through FAP or LA as this could undermine the culture of high expectations for standards and conduct within school. • To closely examine every admission application to ensure there is no underlining challenging behaviors or pupils on EHE for behavior as these will need to go through the FAP process. <p>Governors congratulated the SLT on these positive figures.</p>
6.	<p>Attendance</p> <p>See pages 2 - 3 of the LGB report and the Attendance Report Term 2024-25 which expanded on attendance matters in detail.</p> <p>Current Position:</p> <ul style="list-style-type: none"> • Whole school attendance stands at 93.19% v national average 92.6%. Persistent absence (PA) is 22.67% v national average 22.4%.

	<ul style="list-style-type: none"> • The gap between PP and non-PP remains stable but still too high at just under 5%. PP figure is above national. (PP 91.44% vs 96.29%)’ • EAL cohort remain excellent attenders - 94.59% v full cohort 92.41% • SEND attendance has improved since the new monitoring and tracking system has been put in place. There is still a gap which is to be expected but it is closer than ever. The SEND figure is above national figures for SEND 90.28% v National 89.1%. • In spring term 2A all year groups were above national average except Year 11 who were just under (0.49% below) <p><u>Areas requiring continued improvement and the way forward:</u></p> <ul style="list-style-type: none"> • To continue to work on closing the gaps with all vulnerable groups using the new Department of Education website to introduce banding across attendance. • Director of Key Stage and Pastoral Leader of Year 11 to remain focussed on improving attendance in Year 11. • Work with The Trust to implement researched informed strategies to improve attendance. • Embed the new Arbor system for behaviour and attendance <p>Governors were extremely impressed by the improvements made in the attendance figures and congratulated all those involved on their excellent results in this area. MM observed that if teaching is conducted properly and pupils feels safe and happy, they will attend.</p> <p>HH informed governors that she had been tracking and analysing SEND attendance and serious persistence absence figures and had identified four outliers. These were affecting the overall figures significantly.</p> <p><i>Governor question:</i> <i>How do we close the PP and SEND gap?</i></p> <p><i>Response:</i> <i>Attendance is hard to manage but unauthorised attendance is now very low. The school has the fourth highest attendance in the Trust (and is aiming to be in the top 20% nationally) and knows exactly where children are missing and identifying the reasons. This is particularly pleasing considering the demographics and background of many of the pupils.</i></p>
7.	<p>Rewards and Behaviour (including suspensions and exclusions) See pages 3 to 4 of the LGB report and the Culture & Behaviour Report 2024.</p> <p><u>Current Position:</u></p> <ul style="list-style-type: none"> • Most pupils continue to meet high expectations both in and out of lessons. • 150 pupils from across both key stages attended the Easter Reward Trip at Ninja Warrior, Stoke. • Suspensions remain lower compared to this time last year, highlighting the impact the Key Stage Directors and Pastoral Leaders are having, and high expectations are driving up the culture of the school. • The Key Stage Directors continue to work with CTLs to have a proactive a ‘hotspot’ timetable. This focuses on helping specific staff develop positive relationships with pupils which leads to a calmer environment. • The ‘3 Golden Rules’ are embedded practice which all staff consistently follow to support pupils in making the right choices. This was supported by the Pupil Voice completed by Assistant Headteacher and Key Stage Directors in term 2B. • RESPECT room (internal isolation) continues to have a positive impact on improving pupil behavior and reducing the need for external suspensions. • Pastoral Leaders continue to use hourly register updates to check in with pupils who gain a ‘4’, this enables them to reset the pupil and stop any negative behaviors from spiraling. This is also key to lowering suspensions as pupils are given extra pastoral support.

	<ul style="list-style-type: none"> No permanent exclusions have been issued for this term. <p>Areas requiring continued improvement and the way forward:</p> <ul style="list-style-type: none"> To continue to work with the most vulnerable pupils to ensure they can be successful. For the pastoral team to be proactive in preventing poor behaviours using the managing emotions intervention and positive mentoring. <p>Negative incidents had peaked at the beginning of the Autumn term but were now easing off and many of those captured in the second half of the term had been down to one pupil. The long second half of the term leading into Christmas is always a challenge. JN presented an overview of which pupils were causing problems (cohort numbers were a factor). He confirmed that all will attend GCSEs and that the turnout for mock exams has been positive with most pupils approaching them seriously. MM confirmed that the general atmosphere of the school felt peaceful.</p> <p>AM joined the meeting at 5:13pm.</p>
8.	<p>Progress and Attainment (including breakdown of groups – PP, SEND, exclusions)</p> <p>The SLT presented the All Achieve 2 SLT Analysis 2024 document which outlined headline measures for all years. There has been improvement in every key area of Attainment 8 and the low Progress 8 figure is due to a case of persistent absenteeism. Elsewhere attendance had been included in the results to show the direct link between attainment and absenteeism.</p> <p>MM pointed out an error in the report whereby it stated “53.93% of pupils are achieving 9-4 in Maths” and then further down stated “Maths 9-4 is low at 38.04%”. She confirmed that the figure 53.93% was correct. Governors noted the improvement in Year 9 results and a discussion took place around the positive shift in results particularly the 9-4 headline in Maths and English.</p> <p>Governor question: <i>What accounts for the anomalies in English figures:</i></p> <p>Response: <i>Emphasis had previously been placed on English language results and English literature had fallen behind. This has been corrected.</i></p> <p>Governor question: <i>What is the weakest subject in the current Year 11?</i></p> <p>JN response: <i>History. This suffers from the legacy of a lack in consistency and effective teaching. It is a difficult GCSE due to its heavy content. However, results are showing an improvement as pupils and staff “buy into” the subject.</i></p> <p>Governor question: <i>Are teachers happier and teaching better?</i></p> <p>Response: <i>Absolutely, although there are still a lot of Early Career Teachers who need encouragement and CPD. But conversations around teaching (data, interventions, engagement, attainment) are now embedded.</i></p> <p>Governors observed that the conversion to ARBOR has been successful and thanked HH for her significant involvement with this.</p> <p>Governor question: <i>Have the staff engaged with ARBOR?</i></p> <p>Response: <i>Yes, engagement has been positive. It is more intuitive, and the standard is improving with usage.</i></p>

9.	<p>Link Governor Monitoring Links</p> <p>The following governor link monitoring roles were confirmed:</p> <p>Safeguarding: AM</p> <p>SEND: MM (to replace LH)</p> <p>Quality of Education: JW</p> <p>Careers: TBC</p> <p>ACTION: SD to contact JW to confirm Quality of Education role.</p>
Welfare	
10.	<p>Safeguarding</p> <p>See Pages 6 to 11 of the LGB report. The following was reported on:</p> <ul style="list-style-type: none"> • Organisation and policy updates • CPD and training updates – staff and parents • Referrals to Cheshire East Children’s Services • CPOMS data overview and analysis • Filtering and monitoring system overview and analysis <p>MM asked for an explanation of what Operation Encompass is or the benefit of new governors. JN explained that it is a police and education early information-sharing partnership that supports children and young people who have been exposed to domestic abuse. It was confirmed that due to a few recent serious cases liaison with the police was high and there were strong communication links with CHECS and SCIES.</p> <p>The LGB thanked the member of staff who had uncovered a London gang related link with a Year 9 pupil which has now been referred to PREVENT.</p> <p>A discussion took place around the filtering and monitoring system. Governors were assured that Smoothwall is effectively filtering online activity, daily alerts are sent to the DSL team and are actioned by the Pastoral team following three strikes. Parents are informed by the Pastoral team and on the third incident internet access is removed and parents notified.</p> <p>It was confirmed that a termly bullying analysis is still taking place with emphasis on prevention and mitigation. The impact of a strong Pastoral team is allowing pupils to feel fully supported holistically. Counselling support is being offered through Visyon and Motherwell as well as the Mental Health Support team who offer a drop into the Pastoral team every fortnight – this is to offer further support for more vulnerable pupils. Reports of bullying have dropped considerably.</p> <p>ACTION: SLT to present results from the latest pupil voice in this area.</p>
12.	<p>Welfare and Wellbeing – Students</p> <p>See Page 13 of the LGB Report:</p> <p>Current Position:</p> <ul style="list-style-type: none"> • Monthly report drops to accurately identify persistent offenders of child-on-child abuse through supervision meetings with Pastoral team. • Visyon to continue completing pupils’ workshops on managing emotions • Deputy Designated Safeguarding Lead to be Young Carers Ambassador • PE theory room to be used as a pop-up shop for DABA ambassadors – this is ongoing, and a member of teaching staff has joined the Equality and Diversity group. Pupils currently designing displays. • Mental Health Support Team to begin exam stress workshop for pupils who are low in mood and struggling with the thought of external GCSEs.

	<ul style="list-style-type: none"> One pupil in Year 11 is currently working from home due to an ongoing Police investigation. A risk assessment is in place to keep him and other pupils safe. Weekly welfare checks are completed for his emotional wellbeing. <p><u>Areas requiring continued improvement & way forward:</u></p> <ul style="list-style-type: none"> DSL to link with external agencies to have positive male role models providing mental health and emotional support possibly with Crewe FC or Men in Sheds. DSL to enquire with Motherwell regarding self-defense lessons for females. All staff to undergo Safeguarding training with SCIES during July inset.
13.	<p>Welfare and Wellbeing – Staff See Page 13 of the LGB report.</p> <p><u>Current Position:</u></p> <ul style="list-style-type: none"> Trust response to Wellbeing has stalled so an internal wellbeing survey was compiled so that a temperature check of staff moral could be established. <p>ACTION: Feedback to be sought regarding the proposed standardized Staff Survey which was to come from the Trust</p> <ul style="list-style-type: none"> Wellbeing survey questions were gathered and compiled using research and survey distributed to all staff with a 2-week window to complete. 40 staff responded to the anonymous survey <p>A follow up wellbeing meeting with all staff invited was held on 02.04.25 where the results, areas for development and next steps were discussed</p> <p>AM recommended that a staff “temperature check” be taken at the same time every year – ideally one at the end of winter and one at the end of summer.</p> <p>Governor challenge: <i>Is the school fully staffed?</i></p> <p>PK response: <i>At present there are restrictions to staff recruitment due to budgetary constraints. The Trust is monitoring this closely and will keep the school updated as to when (and who) it can recruit.</i></p>
Local Matters and Stakeholder Engagement	
14.	<p>Local Policy approval:</p> <p>a) List of school policies requiring review</p> <p>ACTION: SD to send through to PK/MM a spreadsheet schedule of any policies requiring review</p> <p>b) To receive any statutory Trust policies</p> <p>There were no Trust policies to review.</p>
15.	<p>Governor Training update SD reminded governors that they needed to complete a) Safeguarding and Prevent training and b) Exclusions training as posted on GovernorHub and upload their certificates.</p> <p>ACTION: Complete mandatory training</p>
16.	<p>Stakeholder Engagement – Parents/Carers See page 14 of the LGB report.</p> <p><u>Current Position:</u></p> <ul style="list-style-type: none"> Online Year 8 Progress Evening 27.3.25 - 74.84% attendance Online Year 9 Progress evening 30.1.25 - 78.3% attendance Online Year 11 Progress evening 16.1.25 - 78.3% attendance

	<ul style="list-style-type: none"> Year 9 options evening held 13.1.25 which included presentations from Deputy Head Quality of Education, Careers Lead, CTLs Maths, English and Science. Parents and pupils were then invited to meet with option subject staff and view the work of current KS4 pupils to develop an informed decision. <p>Governor challenge: <i>Does the school follow up with those parents who don't attend?</i></p> <p>Response: <i>The pastoral lead engages with those parents who don't attend by giving an overview in a telephone call. Scheduling the evenings later has boosted attendance and conducting some online meetings in the evening has been done. However, this must balance with staff wellbeing. A few parents are disengaged and those with EAL often lack confidence to attend.</i></p> <p>Governors encouraged the SLT to continue their successful work in this area.</p> <p>Page 15 of the LGB report carried a chart showing the social media data analysis from 6.3.25 - 2.4.25. Followers were growing on a monthly basis but meaningful comparison figures would only be available once more time had elapsed.</p> <p><u>Areas requiring continued improvement & way forward:</u></p> <ul style="list-style-type: none"> Continue to target parents who fail to attend parents evening Parent survey to be distributed in half term 3A which will include analysis against prior data collected last academic year.
17.	<p>Stakeholder Engagement – Wider Community See Pages 15 of the LGB report.</p> <p><u>Current Position:</u></p> <ul style="list-style-type: none"> Assistant Headteacher for Community & Personal Development has recently completed Carbon Literacy Training with 'Lets Go Zero' and has been appointed school Sustainability Lead in line with new guidance Sustainability Lead has established a school 'Climate Leadership Group' consisting of 4 teaching staff who will support the leadership of the new Climate curriculum Contact has been made with external agencies to support climate curriculum Higher Horizons have supported a KS3 more able workshop and delivered a Year 10 assembly on Higher Education 12 more able Year 10 pupils attended a Scholars for Schools Day facilitated by Cheshire College South & West and will attend a follow day at Keele University in June Meeting held with Local Authority to discuss recent data sharing agreement around trend for NEETs <p>Pages 16 and 17 of the report outlined destination information for pupils in 2024.</p>
18.	<p>Communication – To Trust The SLT reported several areas of the school which need urgent replacement as they are either causing a significant Health and Safety risk or are a hindrance to effective teaching and learning in the classrooms. These needs have been discussed with the Trust and were listed in page 19 of the LGB report.</p> <p>Governors urged the Trust to consider these requests with some urgency.</p>
19.	<p>Communication – From Trust</p> <ol style="list-style-type: none"> Equality & Diversity Survey – tis has been uploaded onto GovernorHub One biography (AM) is still outstanding. Confirmation of the 2025 Governors' Conference – Saturday June 14th 2025

20.	AOB There was no AOB.
	The meeting closed at 6:02pm Next Meeting: Thursday 10th July 2025 at 4:30pm

ACTION LOG FOR MEETING 01.05.25

	ACTION	BY WHOM	BY WHEN
Page 2 Item 3	Chase up DBS check status for new governor is approval process	Clerk	After meeting
Page 2 Item 4	Engage with the Trust regarding the format of the SIP document	MM	After meeting
Page 5 Item 9	Contact JW to confirm Quality of Education role.	Clerk	After meeting
Page 5 Item 10	Present results from the latest pupil voice in Safeguarding	SLT	10.07.25
Page 6 Item 13	Seek feedback regarding the proposed standardized Staff Survey which was to come from the Trust	MM	After meeting
Page 6 Item 14	Send through to PK/MM a spreadsheet schedule of any policies requiring review	Clerk	10.07.25
Page 6 Item 15	Complete mandatory training	ALL	Before new term