



**Haywood Village Academy Council Meeting Minutes**  
**Wednesday 14th October 2020, 6.00pm**  
*Virtual meeting via TEAMS due to Covid-19 restrictions*

**Academy Council:**

David Jordan (DJ) (Chair)	Sponsor 1	Susie Weaver (SW)	CLF Executive Principal
Fiona Mayne (FM)	Sponsor 2	Craig Jones (CJ)	Senior Principal
Kathryn Volk (KV) (Vice Chair)	Sponsor 3	Sarah Codling (SC)	LA Rep
Karen Thompson (KT)	Sponsor 4	Vacancy	Student Advocate
Vacancy	Sponsor 5	In Attendance	
Fred Fraser (FF)	Teacher	Tamara Dexter (TD)	Associate Member
Vacancy	Support Staff		
Tim Branfield (TB)	Parent		
Kelly Chard (KC)	Parent	Sue Burns	Clerk
*	<- Indicates absent.		<- Indicates question asked

**1, Welcome and Apologies:**

The meeting commenced at 6.10pm

Welcome to Karen Thompson, a new Sponsor Councillor.

No apologies were necessary.

The meeting was deemed to be quorate.

**2, Declaration of Interests**

The Councillors advised that they had no pecuniary interests pertinent to the meeting content.

**3, Minutes of the last meeting**

The minutes of the previous meeting (8<sup>th</sup> July 2020) were agreed to be a true and accurate record and were signed electronically by the Chair.

**4, Actions**

C/F T2, SC to review the EDI (Equality Diversity and Inclusivity) Action Plan – **Carried forward.**

C/F T2, TB to review the Risk Register and report back to the AC - **Carried forward.**

C/F T3, KC to meet with CJ and review the exclusions process and CLF letters – **Carried forward.**

## **5, Academy Council Report** ***Paper circulated in advance*** **Leadership and Management.**

A full curriculum is being delivered.  
An ARV has took place last week.

### **How often does an ARV take place?**

Traditionally we have an ARV and ARM in each term.

### **What is the difference between the two?**

An ARV involves leaders visiting our academy and observing what is taking place in school, then offering challenge and sharing best practice. This is a good collaborative process that is impactful.

The ARM is a reflective meeting to review what actions have taken place since the ARV took place and to plan next steps. Chairs are invited to the end of the ARV meeting so that they are aware of the outcomes of the ARM and ARV which influence the SEF and AIP.

### **Safeguarding**

The LA Safeguarding Audit took place during T6.

There are no child protection cases currently in school.

There are five Child in Need families.

Lockdown drill has taken place, a fire drill is planned for tomorrow.

DSL training is taking place this term and all staff have completed their Safeguarding training.

A new vulnerable learners briefing has been introduced which has been very impactful.

### **With blended learning, is there any correlation between equality characteristics and digital access e.g. disadvantaged and SEND children?**

Yes, much of it comes down to accessing parental support and their capacity to support learning. We have access to eleven laptops that can be deployed if a bubble closes, although if more than one bubble closes this will become very challenging. The choice of platform will be continued, and we will explore achieving additional devices.

KV met Mims via TEAMS and confirmed that the SCR was up to date. The Link report has been circulated to the Academy Council.

### **How do you safeguard children who are walking themselves to school?**

The SLT are ensuring that there is a robust list of which parents have submitted permission for children to walk themselves to or from school. We have also reminded parents that their children must not arrive at school too early because there is no supervision available.

### **How is the process for dismissing children at the end of the day going?**

There are exits for each classroom and we are creating a list of who can return home independently. Some families have expressed concerns about social distancing during collection and drop-off because some parents gather at the reception entrance.

### **Can the reception gates be opened earlier to prevent queuing?**

We can explore this option with the Early Years team.

### **Equality Diversity and Inclusion**

A new SENCo is in post.

Applications from pupils with EHCPs have been received.

### **Behaviour and Attitudes**

#### **How have the children settled in on return to school?**

Most children have made a positive start and have enjoyed returning to school. Attendance has been good, there have been few incidents of inappropriate behaviour and the children are engaged in learning. The parent body has been broadly positive.

#### **What is 'Caring Personally'?**

Our signature pedagogy encapsulates our teaching and learning. We are embedding consistent approaches to teaching in all our classrooms. 'Caring personally' refers to making a connection with children and building emotional currency with them. This means that teachers can then better understand their needs so that you can ensure that they are ready to learn.

#### **Have the new staff adopted the pedagogical language that you use at HVA?**

It forms part of our vision document and we have recruited staff who buy into our ethos. We had an additional inset day before the term started to embed the process.

**ACTION: CJ to circulate the pedagogy placemat to the Academy Council.**

### **E-Safety**

We are developing our E-Safety provision because our children are growing older. UPS has undertaken some work around children being active contributors to their local community. This is something that we would like to develop further, but it is challenging in a Covid context.

We have been developing intrinsic motivation in our classrooms and the quality of the homework being completed indicates that our children are motivated to work independently.

### **Teaching and Learning**

We undertake regular reaching and learning reviews that are then RAG-rated to identify areas for focus. The quality of instruction and specific modelling with lessons that build on prior learning are all areas for our next inset day.

### **Are there support opportunities for teachers?**

There are lots of opportunities; we are still doing shared practice with teachers observing one another virtually via videos. The NQTs are enrolled with Ambition Education and have weekly tasks aligned to an observation and feedback. TD also provides co-teaching to rapidly accelerate progress in teaching. Feedback is given in the moment and sharing best practice is well received by both parties.

### **Recovery Curriculum**

This is an educational dialogue around an emergent need to ensure that children can access learning and return to where they were. Some children have lost some learning skills, have gaps in learning, or challenges around forming friendships.

Recovery curriculum identifies these challenges and addresses them, but this has always been a part of what we do at HVA, therefore we are teaching the full curriculum and enthusing children with a love of learning again.

Some children need additional catch-up, so we have tailored programmes of support for them. Children who are having to self-isolate are supported with blended learning materials.

### **Pupil Outcomes**

Historical data indicates high outcomes, including those for disadvantaged pupils. Data will be collected next week.

### **Staffing**

We are recruiting a new Vice Principal as Tamara is moving to a new Headship post outside of the CLF.

*The Academy Council congratulated Tamara on her new appointment as a Headteacher and wished her well in the future.*

### **Has there been a good range of candidates for the Vice Principal vacancy?**

We have had four visits from staff outside of the academy and we are anticipating strong applications.

### **Will any Academy Councillors sit on the recruitment panel?**

The process is being finalised and then the HR team will contact the Academy Councillors to arrange panel representation.

The Y2 maternity cover has been recruited to.

The catch-up funding is being used to appoint an additional teacher to support catch up learning.

We have recruited a new apprentice and SMSAs and have increased capacity in the office and the premises management team.

### **Is there guidance for spending the catch-up funding?**

No, this is for the school to determine, but its anticipated that we will have to account for the funding. We have also spent some of the funding on subscriptions for online

catch-up programmes that children can access. We will support parents with guidance about how to use these and create routines for maximum benefit.

The trust has discussed sharing the catch-up funding with all the schools in the trust as it is based on pupil numbers. All the schools have agreed to divide the funding equally to provide equitable support as part of being a 3-19 trust. We have received £45k.

### **Blended learning**

We use Wordpress and learning blogs per year group, with signposts to resources for children who are out of school for a short period of time. Children who have to be absent for longer e.g. if self-isolating, can access their year group learning via TEAMS where they can access a range of materials and teaching videos.

### **How are the teachers managing the new expectations for blended learning?**

The admin team identify which children are out for what period of time and then alert teachers via a SIMS record. The SLT will then arrange for several sessions to be recorded during the day and then uploaded to TEAMS. Most teachers prefer the 'live' recording as this is less onerous for them. Absent children can then access the teaching videos 24 hours later. In the event of full closure, we will move to a live streaming regime. We have been sampling families for feedback about our blended learning so that we can improve the provision over time.

### **Can children access help with work?**

This is reliant on parent support. However, the Learning Partners are making opportunities to check-in with families.

### **How do we know that all children are making progress?**

This has to be a bit subjective and is dependent on our professional judgement until data is available.

## **6, Events within and beyond the Academy**

A feasibility study has been undertaken to expand the academy provision to include an additional pre-school class. Government funding had meant it was not possible for this provision to proceed, however funding for an additional outside toilet block is being investigated by the CLF.

## **7, Staff Wellbeing**

### **How is staff morale?**

FF has undertaken an anonymous short wellbeing survey: There were 27 out of 38 possible responses.

The responses indicated that the children have adapted well to the new regimes, the staff are being supportive of one another, bubbles can feel a bit isolating sometimes, but overall morale is high.

Most staff indicated that they felt safe at work and well informed about the Covid-19 measures. All staff indicated that they felt very supported and that on the whole there were not any further measures that the school could provide to support staff, other than additional deep cleaning which the cleaning team has been made aware of.

**The Academy Council thanked FF for comprehensive feedback.**

### **8, Academy Council Vacancies**

The Support Staff Councillor vacancy has been advertised, there has been some interest which CJ is following up on.

Student Advocate – HVA will link with WFA to develop the provision at HVA.

### **9, Policies**

**CLF Safeguarding Policy** – Updated with KCSIE 2020 changes – **Noted.**

### **10, Nimble Training**

The Academy Councillors were reminded to complete the four core Nimble courses.

### **11, CLF Strategic Headlines**

Uphill Village Academy joined CLF on 1<sup>st</sup> October 2020 and are already undertaking partnership work with HVA.

Winterstoke Hundred has opened and Ian Garforth is the new Principal. They have had a positive start and are working collaboratively with Broadoak and Hans Price Academy.

### **12, AOB**

None.

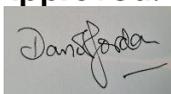
**13, Date of Next Meeting: Wednesday 9<sup>th</sup> December 2020, 6.00pm**

**Meeting ended at: 8.00pm**

### **ACTIONS**

Item	Action	Initials
C/F T2 2019-20	SC to review the EDI (Equality Diversity and Inclusivity) Action Plan	SC
C/F T2 2019-20	TB to review the Risk Register and report back to the AC	TB
C/F T3 2019-20	KC to meet with CJ and review the exclusions process and CLF letters	KC
5	CJ to circulate the pedagogy placemat to the Academy Council.	CJ

**Approved:**



**Date: 9<sup>th</sup> December 2020**