



Haywood Village Academy Council Meeting Minutes
Wednesday 21st April 2021, 5.30pm
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	Truon Ellis (TE)	Vice Principal
Vacancy	Support Staff	Lucy Brice (LB)	Assistant Principal
Tim Branfield (TB) *	Parent	Mims Yacomeni (MY)	
Vacancy	Parent	Sue Burns	Clerk
*	<- Indicates absent.		<- Indicates question asked

1, Welcome and Apologies:

The meeting commenced at 5.35pm
 Apologies were received and accepted for FM and TB.
 The meeting was deemed to be quorate.
 SW joined the meeting at 5.55pm due to commuting.

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 (24th February 2021) were agreed to be a true and accurate record and were signed electronically by the Chair.

4, Actions

6, CJ to circulate the return to school parent communications to the Academy Council – **Carried forward.**

Powerpoint shared with the Academy Council.

5, Leadership and Management

The SEF concludes that Leadership and Management is a mix of good and outstanding. Our school has maintained key processes during the lockdown and professional practice is exemplary.

Relationships with the community are excellent and anecdotal feedback from parents is very positive.

Middle leadership requires development around understanding the strengths and areas to develop in the school.

You have a new SLT, are the staff confident about their discrete roles?

We have an open dialogue with our staff and therefore we would know if the SLT are not working effectively. LPs require some support in understanding their roles better and who to approach in the line management structure which we are addressing.

Truon, have you embedded into your role?

Yes, Lucy has been very supportive in helping me to settle in, and we work well together and transparently.

How will you develop Middle Leadership?

We are supporting them to know their subject and deliver input to staff which is then followed through to determine the impact. Subject Leadership requires proactive engagement and follow-up. We are mindful of succession planning which has put us in a strong position when key staff have moved on to other roles.

Computer Science has been re-aligned so that the content within the current framework is being taught but also improved.

I've been involved in over-seeing the development of the music curriculum in the trust and have worked with Wallscourt Farm who have strong music provision. The CLF framework will focus on the listening and appraising of music this term.

6. Attendance – Mims Yacomeni

I liaise with the CLF Attendance Officer if we have any attendance queries which is really helpful.

Current attendance is 96% which we are really pleased about given how challenging the year has been. Five out of nine classes are above 97% and 23 children have persistent absence (less than 90% attendance).

The office manage day to day attendance and follow the attendance protocols.

How can the Academy Council support attendance?

Having a Link Councillor responsible for attendance has been very supportive.

What are the patterns and commonalities and how do you work with families to prevent persistent absence?

Historically our biggest challenge has been term time holiday absence, particularly for our EAL families. We have made them aware of penalty fines and are encouraging them to value consistent attendance. Broken weeks are also challenging for some of our more chaotic families.

(MY left the meeting at 6.30pm)

7. Curriculum – Lucy Brice

Most children have returned to school and have settled into routines. We are enacting the recovery curriculum to ensure readiness for learning.

Ready to Learn is secure in all the classrooms.

We are continuing to focus on enrichment opportunities for all classrooms to encourage a joy of learning, which has been very positive. The assembly programme covers all the different aspects of learning as well as wellbeing.

The curriculum is motivating and interesting and we have used PIXL tests to identify gaps which are now being addressed.

Leaders have taken on the role of curriculum design and we are considering our Y6 curriculum.

The Inclusion Team meets weekly to ensure that the curriculum is accessible for all and that the children are making progress.

Teachers have strong relationships with the children in their class and the children are very engaged.

Whole class Thrive assessments have taken place so that we can identify any children who need additional support with their emotional development.

We are encouraging the children to describe their learning and the reason for it as part of their reasoning.

External trips will resume again this term which is very exciting.

Team Talk is continuing, and we are introducing more emotive topics.

(LB left the meeting at 6.55pm)

8. EDI – Sarah Codling

I have reviewed the policy and statement, as well as the asking questions about the recruitment process.

There is a recognition and celebration of diversity as part of the classroom activities, but this could be reflected more in the EDI plan.

The social model of disability (in this case the school) was discussed, and practical examples of accessibility was provided. Again, this could be strengthened in the EDI plan, as well as staff awareness.

9. Safeguarding – Kathryn Volk

I met with Mims on Monday and reviewed safeguarding which is very robust in the school. The number of bullying incidents have increased from 6 to 9 in the last term, but this is probably because the school is taking a stronger stance on bullying. There have been two incidences of racism in different year groups in the last two terms which may need to be addressed with a Team Talk.

CJ advised that the Academy Council does not need to be unduly concerned by the racist incidents because it was a clumsy use of language and the school has supported both the families.

SW advised that the North Somerset Prevent Strategy is very much alive in our cluster schools, and early education will support the Secondary aged pupils and their contextual challenges.

ACTION: CJ to arrange for LB to circulate the assembly planner for this academic year.

10. Pupil Voice

We are planning to develop opportunities to share Pupil Voice with the Academy Council. Vertical Tutor Group sessions and the CLF Parliament will all be developed when Covid security allows.

Next year we are going to work towards the Eco School Award and are considering an Eco Group and maybe a children's community group.

In the first improvement stream of the SEF there is reference to 'pupils sharing their reason for learning'. How will you provide a structured way for this to take place?

We are confident that most children can place their learning in a journey of learning when asked what they are learning and why. However, there is no reason why a committee or group can't articulate and showcase a project.

11. Outcomes – Truon Ellis

Academic assessment has taken place via PIXL papers. We asked children to repeat the paper that they took just before Christmas in order for us to be able to determine the progress they have made during lockdown. Most children improved their summative scores in Maths (Arithmetic) and Reading.

We balanced children's wellbeing by reducing from four to two papers, plus moderation. Children enthusiastically engaged in the World Book Day activities.

We have triangulated the data with class visits and book looks in order to identify the strengths and areas for improvement.

Many children have retained their knowledge and therefore are now working on deepening, which we are pleased about and therefore we can be more adventurous with our teaching for the rest of this and next term.

Y1 development will be a focus because they missed a significant amount of Reception.

What will the Covid Catch-Up Grant be used for?

We are going to pay for a Catch-Up teacher. The majority of the funding is being used to create capacity with Lucy Brice supporting the quality of education. Teachers who are returning from maternity leave in the last term will support specific children to make progress, and Maths reasoning and writing will be prioritised.

When will you be able to evaluate the impact of the Catch-Up Spend Plan?

Pupil Progress reviews will provide this data as well as an evaluation of the Y1 and Y2 outcomes. An assessment agreement has been shared with all staff.

ACTION: All ACs to review the Covid Catch-Up Spend Plan on the website.

ACTION: CJ to circulate the power-point presentation to the Academy Council

12. Teaching and Learning – Truon Ellis

The children have returned to school in a very positive manner.

Spelling will be a focus in our next teaching and learning review.
We have linked with other schools within the trust to develop strategies that can be championed.
Our children are getting more involved in the community and the wider staff body are considering how we can liaise more with the community.

13, Staffing

Recruitment is in progress as part of the growth of the school.
The budget was approved today.

Is there a retention of staff issue?

No, some colleagues have moved to new positions outside of the trust because they are seeking promotion.

14, Health and Safety

Have there been any H&S incidents not related to Covid?

No.

How are you ensuring that contractors are complying with the school's Covid procedures?

We have tried to arrange for contractors to be on site when the children are not, and to work within their own teams.

Has repair work to the playing field been completed?

Yes, the playing field is now safe to use and the children are delighted. We now have confidence in our contractor who also services other schools within the trust.

15, Policies

CLF Policies to Note:

- Charging and Remissions
- Online Safety
- First Aid
- Remote Learning
- Intimate Care and Toileting

HVA policies

- Administration of Medicines
- Supporting Pupils with Medical Conditions*

*Note: dose and dosage is inter-changed in the medical policy, and both should be noted on the label.

Proposal to approve the above two policies, subject to the above grammatical amendment: DJ

Seconded: SC

Show of Hands: Unanimous

16. Governance

The Academy Councillors were reminded to save the date of Friday 2nd July 2021 for the CLF Summer Conference. There are two CLF conferences each year which encompasses the whole trust and provides a range of professional development opportunities. Potentially this year it will be a virtual event and all Academy Councillors are encouraged to attend.

17, AOB

None.

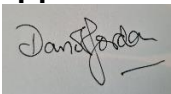
Date of Next Meeting: Tuesday 13th July 2021, 6.00pm

Meeting ended at 7.55pm.

ACTIONS

Item	Action	Initials
9	CJ to arrange for LB to circulate the assembly planner for this academic year.	CJ
11	All ACs to review the Covid Catch-Up Spend Plan on the website.	All
11	CJ to circulate the power-point presentation to the Academy Council	CJ

Approved:



Date: 13th July 2021