

Minutes – Hayward Village Academy

Meeting Date: 12 July 2022
Location: HVA
Time: 5.30pm

Chair:	Kathryn Volk (KV)	Sponsor Councillor & Interim Chair
	<i>Vacancy</i>	Sponsor Councillor
	<i>Vacancy</i>	Sponsor Councillor
	<i>Vacancy</i>	Sponsor Councillor
	Craig Jones (CJ)	Senior Principal
	Susie Weaver (SW)	Executive Principal
	<i>Vacancy</i>	Student Advocate
	Della Hall (DH)	Teacher Councillor
	<i>Vacancy</i>	Support Staff Councillor
	Hannah Cooke (HC)	Parent Councillor
	Fiona Mayne (FM)	Sponsor Councillor

In attendance Truon Ellis (TE) Vice Principal

Absent with Apologies Sarah Codling (SC) LA Councillor
 Ewa Bowman (EB) Parent Councillor

Minutes

Item	Description	Action
1.0	Welcome, Introductions and Apologies	
1.1	KV welcomed everyone to the meeting and introductions were made.	
1.2	Absent with apologies: Sarah Codling, Fiona Mayne and Ewa Bowman.	
1.3	The Parent Academy Councillor election has concluded and Ewa Bowman was elected and will join us at the next meeting.	
1.4	The meeting was quorate	
2.0	Declarations of Interest	
2.1	None declared.	
3.0	Minutes of Previous Meeting	
3.1	The minutes of the meeting of 10th May 2022 were approved.	
4.0	Actions and Matters Arising	
4.1	SW to provide a breakdown of the four SEND categories, along with the budgeting and the attainment of the pupils per category – Completed . FM to liaise with the SENCO to review the costed provision map - Carried forward. SC to circulate the Pupil Voice Data – Completed . CJ to arrange for anonymised case studies to be circulated as exemplification of areas challenged by the Academy Council – Carried forward .	CJ

	<p>CJ to arrange for a list of summer local activity suggestions to be circulated to parents – Completed.</p> <p>Could the open dates for other CLF schools be circulated to parents?</p> <p>Yes, this is in the process of being arranged.</p>	
5.0	Academy Council Report	
5.1	A teaching and learning review took place in week 4 which focused on learning partners and corresponded with our ARV.	
5.2	The general picture is one of outstanding and good practice that could be shared across the academy. Items that we need to work on are included in the SDP.	
5.3	Phonics is very secure in the school and no children will go into Y3 without passing their Phonics test.	
5.4	The Y2 cohort have a high proportion of PP and have been disrupted by the pandemic so we are particularly pleased with their outcomes.	
5.5	[REDACTED]	
5.6	<p>Will flexible working and job-share requests increase in the future?</p> <p>We aspire to support people to start a family and will consider any flexible working request in conjunction with HR that also meet the needs of the children.</p>	
5.7	The Times Table results are above the national average which we are pleased about as we offered morning tuition sessions with breakfast to support children to access Times Table Rock Stars.	
5.8	The KS2 data was not unexpected. Our Y6 cohort is 30 children so each child represents a higher percentage. The data is unvalidated and we have submitted some making error checks.	
5.9	<p>Do you know where the children who did not achieve ARE will go?</p> <p>Yes, and we will support them with the transition.</p>	
5.10	The combined outcome was 50% which was disappointing and we have learned from this. Some children just missed the qualifying mark, but they are a complex cohort with high SEMH needs and we are very proud of their resilience and attitude to the SATs.	
5.11	<p>Are the current Y5 cohort 'home grown'?</p> <p>Thirty of them are.</p>	
5.12	The Y1 and Y3 cohorts are very strong.	
5.13	<p>The pre-school has closed one classroom and another provider is opening another class. Can you create a relationship with them as they will be a feeder provision?</p> <p>Yes, this is in-hand so that we can share our goals and expectations and we will change our transition accordingly.</p>	
5.14	<p>Are the children assessed by a Speech Therapist in Reception?</p> <p>Some of the children will be screened in pre-school and we will arrange screening if necessary. We pay for a Speech and Language Therapist to come into school and offer a range of talk interventions and provision.</p>	
5.15	The overall attendance is 93.7% (PP 92.7%, non-PP 93.3%). We have robust attendance systems in place and a strong culture around the importance of education. The attendance gap between PP and non-PP has decreased.	
5.16	<p>Are parents made aware of their children's attendance?</p> <p>Yes, the Trust has a range of models for describing the impact of absence on progress and attainment.</p>	
5.17	<p>Can attendance celebrations be shared with parents?</p> <p>Yes, we can arrange to put it on the window.</p>	
5.18	The culture of inclusion is strong in our school which is reflected by the recent EDI award and pupil voice will be a focus next year.	
5.19	Can the values be included in the school newsletter?	

	Yes, this can be arranged.	
5.20	Are there any ECTs in the school next year? Yes, three have been recruited, one of whom did their training here. We will continue to have students in the school because it adds capacity to the school and offers us the opportunity to develop our leaders.	
5.21	Are Learning Partners moved around the school during the year? We typically recruit Learning Partners for 30 hours a week to work with a year group. Sometimes a child will join the school with top-up funding, or there will be a change in needs or intervention requirements and sometimes a colleague will benefit from a developmental opportunity.	
5.22	Health and Safety was awarded outstanding, what were the key areas? Culture, robust systems, and weekly risk assessment reviews. The Health and Safety Link Academy Councillor was experienced in compliance and held us to account.	
5.23	During the heatwave are children allowed to wear their PE kit? This can be challenging in upper KS2 who challenge the PE uniform, but we can communicate that the school PE kit can be worn.	
5.24	Do the children have exposure to careers options? Yes, we regularly talk about states of being and how they apply to the real world and we have guest visitors to talk about their roles and inspire children, and a careers day.	
5.25	Do you recommend Secondary Schools based on their curriculum offer in relations to potential careers? Not directly, but the Open Days are an opportunity for the Secondary Schools to outline their curriculum offer.	
6.0	Safeguarding	
6.1	KV: I've met with Mims this term; E-Safety has been a focus this term and I reviewed the safeguarding reports. Bullying concerns in one of the year groups was raised and the need to educate parents about the definition of bullying. There has been an increase in parental complaints to CLF but this is reflected nationally.	
7.0	SEND Update - FM	
7.1	Following the matters arising at the last meeting, I liaised with Laura about the SEND spending and a breakdown of attainment by SNED pupils has been circulated.	
7.2	I met with Laura who will reduce to one day of teaching a week next year.	
7.3	There has been an increase in EHCPs in the school due to parental awareness and guidance from GPs.	
7.4	'Beat Dyslexia' is going well.	
7.5	No parents attended the SEND Coffee morning, it is not known why but may be due to communication of the event as the last one was well attended.	
7.6	Why was the decision made to increase the SENCOs SEND days? Due to the increase in capacity, we can utilise this for the SENCO to set up some early SEND intervention.	
8.0	Staff Survey	
8.1	This was undertaken in T4 which was the most challenging term for staff. We did not provide a specific time for staff to complete the survey which has been a learning point.	
8.12	There was a mixture of positive and challenging feedback which we are reviewing and will take actions from.	
8.13	There were no EDI trends which was positive.	
8.14	Staff requested additional personal development which was reflected Trust wide which outlines the need to be more specific about the various ways in which personal development is delivered.	
8.15	We had good feedback around staff being informed about changes in the academy.	

9.0	Policies	
9.1	Behaviour – no significant changes.	
9.2	Uniform – to reflect the government guidance. Next year we will work with our provider to make the uniform more accessible.	
9.3	ACTION: All Academy Councillors to read the policies and email KV to advise whether they approve them or not.	All
10.0	Governance	
10.1	A Health & Safety Link Councillor and a PP Link Councillor is required and will be appointed next term.	
10.2	Della Hall has been appointed as the new Staff Academy Councillor.	
10.3	Ewa Bowman has been elected as the new Parent Academy Councillor.	
10.4	The Academy Councillors were reminded to complete their Link Roles once a term and write them up.	
10.5	CLF Annual Board and AC Review Meeting – save the date! Wed 21st Sept 5pm-8pm via TEAMS	
11.0	Matters for the Board/COAC	
11.1	None.	
12.0	AOB	
12.1	The Academy Councillors thanked all the staff for their ongoing commitment and resilience and wished them all a restful summer break.	
13.0	Close of Meeting	
13.1	The meeting closed at 7.30pm	