

The Axholme Academy
Company Number: 0784080



Minutes of the meeting of the Governing Board
 held at the Academy on Monday 10 July 2023 at 4.30pm

Present:

Mrs Nichola J Shaw (NS) in the Chair	
Dr Karen Andrews-Longbone (KAL)	Mrs Adele Merchant (AM)
Mrs Tamara Fox (TF)	Mrs Lisa Pearce
Mrs Claire Foster (CF)	Mrs Tamara Pullen (TP)
Mr Damen Keogh (DK) (Principal)	Mrs Kate Reich (KR)

In Attendance:

Mr B Creasy (BC) (Vice Principal – Observer)
Mrs Maria Potter (Clerk)
Mrs Sophie Leggott (SL)
Ms Leanne Kinroy (LK)
Mr Bennett (Assistant Principal)

Date and Time of Next Meeting: to be agreed

Min. Ref	Actions	Action By

		Action By
	Statutory Business	
1005.	<p><u>Apologies, Declaration of Business Interests and Code of Conduct</u></p> <p>The Chair welcomed everyone to the meeting and asked everyone to introduce themselves in turn.</p> <p>Apologies were received from Nicole Fairey. Consent was given to her absence.</p> <p>No new declarations of interest were made.</p>	

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1006.	<p><u>Membership of the Board of Governors</u></p> <p>Governors considered the appointment of Mr Ian McNiff as a co-opted governor.</p> <p>RESOLVED: that Mr McNiff be appointed as co-opted governor.</p>																																		
1007.	<p><u>Previous Minutes</u></p> <p>Governors considered the following minutes:</p> <ul style="list-style-type: none"> full governors' meeting held on 30 March 2023 <p>Governors received the following minutes:</p> <ul style="list-style-type: none"> standards committee meeting held on 24 April 2023 finance meeting held on 22 June 2023 <p>RESOLVED: that the above minutes were approved.</p> <p>Matters Arising:</p> <table border="1"> <thead> <tr> <th>Min. Ref</th><th>Actions</th><th>Action By</th></tr> </thead> <tbody> <tr> <td>989</td><td>Chair would ask Sophie Leggott to put some notices out seeking interest in the two co-opted governor vacancies</td><td>Chair</td></tr> <tr> <td>989</td><td>Chair would ask Sophie Leggott to inform gov.bodies@northlincs.gov.uk of Mrs Merchant's DBS number and issue date</td><td>Chair</td></tr> <tr> <td>991</td><td>LF to create a report about the impact of the actions taken to reduce poor attendance</td><td>LF</td></tr> <tr> <td>992</td><td>BC to bring to the next standards meeting the information on progress that governors need to see</td><td>BC</td></tr> <tr> <td>992</td><td>BC to make sure governors have a plan for receiving updates on progress for all year groups</td><td>BC</td></tr> <tr> <td>992</td><td>the Principal would make suggestions for dates for standards committee meetings for the 2023-2024 academic year at the next board meeting</td><td>Principal</td></tr> <tr> <td>992</td><td>the Principal would arrange for the standards committee to receive timely information in a format enabling governors to challenge</td><td>Principal</td></tr> <tr> <td>998</td><td>the Chair would summarise governors' comments on the policies</td><td>Chair</td></tr> <tr> <td>998</td><td>the internal appeals, whistleblowing and exams policies were delegated to the finance committee for approval</td><td>Principal</td></tr> <tr> <td>1002</td><td>the Principal would let governors know the times of assemblies so they could attend if they wished</td><td>Principal</td></tr> </tbody> </table> <p>It was noted that all actions had been completed.</p>	Min. Ref	Actions	Action By	989	Chair would ask Sophie Leggott to put some notices out seeking interest in the two co-opted governor vacancies	Chair	989	Chair would ask Sophie Leggott to inform gov.bodies@northlincs.gov.uk of Mrs Merchant's DBS number and issue date	Chair	991	LF to create a report about the impact of the actions taken to reduce poor attendance	LF	992	BC to bring to the next standards meeting the information on progress that governors need to see	BC	992	BC to make sure governors have a plan for receiving updates on progress for all year groups	BC	992	the Principal would make suggestions for dates for standards committee meetings for the 2023-2024 academic year at the next board meeting	Principal	992	the Principal would arrange for the standards committee to receive timely information in a format enabling governors to challenge	Principal	998	the Chair would summarise governors' comments on the policies	Chair	998	the internal appeals, whistleblowing and exams policies were delegated to the finance committee for approval	Principal	1002	the Principal would let governors know the times of assemblies so they could attend if they wished	Principal	
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1008.	<p><u>Attendance</u></p> <p>JB presented the July 2023 attendance report, focusing on persistent absentee rates. There was an action plan and Laura Flanagan (LF) had worked with the pastoral team and JB and an additional part time member of staff had been appointed.</p> <ul style="list-style-type: none"> calls were made to all students who were absent students attending the medical room were checked to ensure they were ill the tracking spreadsheet and academic review days and home visits had had 																																		

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	<p>an impact on hard-to-reach families</p> <ul style="list-style-type: none"> the new reward system also focused on attendance <p>Figures on school Persistent Absence versus national were in the report. The gap had been narrowed and the school figures were only 3% above national now. There had been an improvement throughout year.</p> <p>Q - What is making the biggest difference? A - Visibility and engaging with the children also the regular calls and home visits.</p> <p>Q - What are the plans for September? A - We are preparing the new action plan for next year and are raising the profile of attendance all the time.</p> <p>Q – Can you explain more about the monitoring of the medical room? A - We are 60% of what we had previously.</p> <p>Q – Are these particular groups of pupils such as SEND? A - We do not track this at the moment.</p> <p>Q – Is there an adult in the medical room? A- No, the medical room is next to reception where there are staff who are trained to assist.</p> <p>Governors discussed if SEND students were using medical rooms but it was thought that they had plenty of other areas to go to.</p> <p>Q - Do they come out of particular lessons? A – We have medical need plans so if they have one, we check what lessons they were leaving. Other pupils are monitored.</p> <p>Currently attendance was in line with national figures. (SEE REPORT)</p> <p>JB presented the Student survey feedback; 76% of the whole school had taken part. JB and LF met with a group of year 10s.</p> <p>JB highlighted the following:</p> <ul style="list-style-type: none"> recall starts were popular students liked maths ambassadors badges liked mixed sets in English and set sets in maths some teachers write on the board too much and do not pay attention to those struggling not enough challenge from all teachers <p>Q - How did you choose the pupils for the panel? A - They were the applicants for prefects.</p> <p>The Chair said that there were some discrepancies between the survey results and the panels thoughts, for example, the panel liked DEAR time but the survey results contradicted this.</p> <p>It was noted that DEAR time and Teacher led Reading had had an impact on reading data and that new reading books were more attractive to the pupils. Governors considered how to use the data from the survey.</p>	

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	<p>JB reported that behaviour and attitude had been poor responses in the survey so this had been discussed in the panel and this would be discussed with a wider group of pupils. They had discussed inconsistencies in the behaviour policy being applied by teachers. With regard to safeguarding, the panel felt safe in school and felt that bullying was dealt with well. Students wanted an online form rather than going to Pastoral with problems and school were looking to implement this. Toilets had been an issue but it always was.</p> <p>Governors would like to do a pupil voice next year.</p>	
993	<p><u>Academy Improvement Plan 2022/23</u></p> <p><u>Progress Towards Milestones</u></p> <p>DK reported that they started embedding the curriculum and this would continue in the next year. The other two priorities would be carried on to next year along with the attendance strategy.</p> <p>Leaders had RAG rated the improvement objectives for the year. The school had changed with the practices that had been introduced in the previous few years.</p> <p>KPIs: Since the summer exams SLT had looked at estimates and progress 8 figure but these were hard to collate yet. But attainment data was easier to clarify. FFT50 should be attainable. Six students with additional needs would affect the overall data despite staff working very hard with them. BC added there had not been much change between the last sets of mocks and the actual exams.</p> <p><u>Improvement Plan Priorities 2023/2024 (see plan)</u></p> <p>DK reported that it would be presented in the same format for next year. DK highlighted the three core strategies, one of which was improving the quality of teaching. New support procedures would be put into place ensuring that actions would happen quicker. Attendance remained a priority along with consistently implementing curriculum intent.</p> <p>BC remarked that the curriculum was strong in ambition but inconsistently implemented.</p> <p>Q: As an SLT do you need to know where you need to focus? A: Yes, from DDI data.</p> <p>NS commented that Ofsted came in March but had not seen impact of DDIs and so they could see how staff were progressing. Governors wanted to see staff progress. DK explained how staff would be challenged next year.</p> <p>Staff were now observing other teachers in order to raise standards. Next year DDIs would continue and if a second DDi was required, and improvements not made, a support plan would be put in place. BC said the inspection validated curriculum which helped get the good.</p> <p><u>Monitoring and Managing Implementation Drivers</u></p>	

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	<p>DK reported that SLT would celebrate good practice and staff wellbeing would be a focus next year and there would be challenge and rewards for good practice.</p> <p>RESOVLED: that governors approved the Academy Improvement Plan.</p>	
994	<p><u>Principal's Report</u></p> <p>DK thanked the senior team and all staff and wished JB well when he left school. DK said much of his report was covered in previous items</p>	
995	<p><u>Budget</u></p> <p>2022-23 budget</p> <ul style="list-style-type: none"> • income and expenditure account, • variation to budget report, • cash flow and • balance sheet <p>2023-24 budget - for approval</p> <p>SL reported that the budget had been discussed in detail at the resources committee and the power point was in the folder for budget update and the finance audit committee files were available.</p> <p>NS: Has the letter gone out to parents informing them of the increases in bus prices?</p> <p>LK : Yes. There were some outstanding payments for previous terms. Letters were sent out saying contact us or we will revoke passes. All but two parents had paid or set up a payment plan.</p> <p>LK presented the amounts outstanding on the bus passes. Governors agreed to revoke passes who had not contacted school. They were no longer on the transport.</p> <p>RESOLVED: that the bus passes be revoked.</p> <p>Three year 11's had left the school with outstanding fees.</p> <p>SL reported that the academy had been successful with CIF bid and it was hoped that work would be completed in the holidays. This included replacing 66 internal doors and seven external doors and emergency lighting, etc.</p> <p>Governors were shown the list of trips and how many Pupil Premium pupils attended.</p> <p>Governors thanked SL for her work.</p>	
996	<p><u>Policy Review</u></p> <p>It was noted there were no policies for approval at this meeting.</p>	

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997	<p><u>Governor Monitoring</u></p> <p>KR had visited to look at staff wellbeing and looked at the different surveys. Governors discussed how as a board they engaged with the wider staff team and considered holding meetings during a day so they could meet with staff more easily. Other options for keeping in contact with staff included using the staff bulletin better and adding things in from governors. TKR spoke about how governors could recognise staff and trying to ensure governors were involved in wellbeing. LK would be working on the mental health strategy next year and would like a governor to monitor this and KR offered to take on that link role.</p> <p>TP and the other SEND governor met with SENCO in May and reported on website. TP explained that they discussed the pen portrait system and how it was working better as a group rather than individuals as it created workload for staff. They spoke about SENDCo time and were concerned if that was enough time when the numbers increased. She needed to balance her time so she could also focus on teaching.</p> <p>DK said that the SENDCo loved her teaching and did not want to give it up. A HLTA had been appointed and would do the pen portraits. The SENDCo had been teaching Health and Social Care this year to cover absence but this would not continue next year. She had also dropped other leadership responsibilities. A HLTA and literacy specialist would teach 10 of her lessons a week and she needed to lead this team rather than manage the problems.</p> <p>Governors discussed how supply staff and other staff were made aware of each child's pen portrait. JB advised they got an email with a link to all the plans so they could easily access the information. There were also class portraits which showed all SEND pupils needs.</p> <p>NS: How often do pen portraits get reviewed?</p> <p>A: Termly and staff should check this and have been shown how to build this into their lessons, so it was not too much additional work. It was making a difference as you can see the impact on work in pupils books.</p> <p>CF had met with BC and would submit a report.</p> <p>NS had met with JB for a Safeguarding report. They had discussed how the team worked and who was responsible for what.</p>	
998	<p><u>Dates of Future Meetings</u></p> <p>The Chair stated there would be a Strategic meeting in September to work out how to monitor for next year. Nancy Malkin would be in attendance. This was scheduled for 14 September 2023 at 2.30pm.</p> <p>It was agreed that the remaining dates would be set following discussion with David McVean as to when it was best to have meetings. BC said the timing of meetings was critical.</p> <p>Finance and Audit Committee: 23 November 2023 29 February 2024 20 June 2024</p> <p>It was agreed that the time of the standards and finance meetings would be at 2.00pm.</p>	

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999	<p><u>Any Other Business</u></p> <p>DK said there would be a student referendum next week about queuing for lunch with Year 11 going first. DK spoke about running an equipment club for students and discussed the uniform. It was being proposed that shorts be included in the uniform for all boys and girls.</p> <p>DK asked if governors would be happy with this change. The board believed this was acceptable with a specific type of shorts and suggested canvassing the views of the pupils.</p> <p>Q: Could pupils wear white socks?</p> <p>A: there was not a rule on colour of socks.</p> <p>Governors offered their thanks to JB for his four years' service at the academy and wished him well for the future.</p>	

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