

**The Axholme Academy**  
Company Number: 0784080



### **THE AXHOLME ACADEMY**

Minutes of the meeting of the Governing Board held at via Google Meet on Monday 18 July 2022 at 5.30pm

#### **Present:**

Mrs D Da Costa (DDC) (Chair)	
Mr D Keogh (DK) (Principal)	Ms N Fairey (NF)
Mrs K Reich (KR)	Mrs N J Shaw (NS)
Ms T Fox (TF)	Mr Spence-Hill (SSH)

#### **In Attendance:**

Mrs P Hodge (Governor Services Lead Officer)	Miss S Leggott (SL) (Business Manager – Observer)
Mr B Creasy (BC) (Vice Principal – Observer)	Mr J Bennett

**Date and Time of Next Meeting:** Monday 11 July 2022 at 5.30pm

<b>Min. Ref</b>	<b>Actions</b>	<b>Action By</b>
942	decision around viability of South Isle route to be on the next agenda	Clerk
943	to check the position around typicality with Helen Parker	JB

	<b>Statutory/LA business</b>	<b>Action By</b>
940	<p><b><u>Apologies, Declaration of Business Interests and Code of Conduct</u></b></p> <p>DDC welcomed everyone to the meeting.</p> <p>Apologies were received from Lisa Pearce.</p> <p><b>RESOLVED:</b> the apologies were accepted.</p>	
941	<p><b><u>Membership</u></b></p> <p>Governors noted:</p> <ul style="list-style-type: none"> <li>● the community governor vacancy</li> <li>● the parent governor vacancy</li> </ul>	

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	<b>Statutory/LA business</b>	<b>Action By</b>
	<p>DDC advised that the board had received an application for the community governor position. There was a need to acknowledge the application.</p> <p>DDC reported that there had been a challenge around governors seeing personal information about pupils while serving on the behaviour panel. Concerns were raised around confidentiality once an individual stopped being a governor and whether governors should see that level of information.</p> <p><b>ACTION:</b> to readvertise vacant governor posts in September.</p> <p>DDC informed the board that she would be stepping down as Chair and as a governor so this would be her last meeting. Work pressure had increased and DDC had less contact with the school now as she had not been a parent of a pupil for some time. DDC stated that it was a difficult decision but the academy had a strong Vice Chair and they would between them ensure there was a smooth handover.</p> <p>DDC reported that she was happy to remain in the Member role which was needed to be resolved in terms of Member numbers. Ian Hamilton had agreed to become a Member. DK indicated that there was a potential applicant to appoint another Member.</p> <p>DDC noted that the current meeting was her 45<sup>th</sup> full governing board meeting as the Chair.</p> <p>NS thanked DDC for her 13 years' service to the school and academy.</p>	
942	<p><b><u>Minutes</u></b></p> <p>Governors considered the minutes from the 23 May 2022.</p> <p><b>RESOLVED:</b> that the minutes were approved.</p> <p><b><u>Matters Arising</u></b></p> <p>Actions:</p> <ul style="list-style-type: none"> <li>● NS/JB still to look at the attendance policy</li> <li>● there was a need to approach Nancy Malkin for Ofsted training</li> <li>● there were still some students below 85%. (covered in Headteacher's report tracking students</li> <li>● finance meeting had been held</li> <li>● an invite would be made for Sandra Burniston to look at the space – this was still to do. The issue was toilets; JB had conversation with a parent about the situation. It needs investment to fully deal with the matter as the school did not have the number needed. The staff had been stricter about toilets breaks. There had been no issues recently.</li> <li>● KR had checked the staff policies.</li> </ul> <p><b><u>Finance Meeting:</u></b></p> <p>NS advised that DDC and NS had met for an hour with SL and DK for an involved meeting. DDC and NS were quite investigative. Catering costs reduction had brought the budget to a positive in year position. In terms of bus costs there had to be an increase of 10%. DK reported that the academy had profiled all the routes and there was one that was very heavily subsidised for a small number of pupils.</p>	

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	<b>Statutory/LA business</b>	<b>Action By</b>
	<p>SL explained that previously the academy had operated the South Axholme route with its own bus but because that got stolen they had to use a provider and it costs £54,000 for 16 pupils.</p> <p><b>DDC: has the 10% been communicated to parents?</b> SL: Yes.</p> <p><b>ACTION:</b> decision around viability of South Isle route on next agenda.</p> <p><b>SSH: is it only a 10% not 18%?</b> SL: yes. NS commented that it may be difficult for parents who pay for buses. DDC advised that the finance meeting would run on a termly basis.</p>	Clerk
943	<p><b><u>Safeguarding Audit Analysis</u></b> The audit analysis was received.</p> <p><b>DDC: are we typical in this academy?</b> JB: it was difficult to answer. We are used as a beacon of good practice. We report all lower level incidents such as bad language that in some establishments would not be reported which may make it look like we have more incidents reported. DDC commented that the hate crime figure seemed high. JB responded that the academy registered every incident.</p> <p><b>ACTION:</b> JB to check the position around typicality with Helen Parker</p> <p>Governors thanked Doreen and the team for all their work in this area.</p>	JB
	<b><u>Academy Specific Business</u></b>	
944	<p><b><u>Principal's Report</u></b></p> <p>DK informed governors that an ex-student had passed away. He had spoken to the parents that day. The sibling was still in the school and it was a sensitive time for the staff too.</p> <p>Considering the report, DDC commented that Persistent Absence (PA) "jumped out" of the report. We were an outlier in terms of PA against National. NS commented that every child that is PA was on the Vulnerable Child Register. JB stated there were not 900 hate crimes as mentioned in the report this would be a typing error. DDC would suggest completing the governor number sections and the British values for future reports.</p>	
	<b><u>Academy Improvement Plan</u></b>	
	<p>Governors considered two documents: The school development plan 2020-21 and Improvement Priorities and Strategies 22-23.</p> <p>DK stated that the RAG rated school development plan 2021 had shown the school had come a long way in one year.</p>	

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	Statutory/LA business	Action By
	<p>Within the plan we have reflected the improvements we have made. DK reported that the SLT were again taking a no surprise September approach looking at what we can get better at, with the staff. There was a need to look at what actions we can remove from staff if we gave them further actions.</p> <p>The SLT had refined the executive summary as ready to learn within the leadership plan. DK directed governors' attention to the five pillars of improvement.</p> <p>Referring to the SIP/Peer leader recent visit DK stated there was a good question from Tony Hull (TH) "What makes TAA distinct?".</p> <p>SLT considered the question and there was a need to do more around reading, learning for life and support the ambition of students. DK added that the SIP gave BC and he a tough thought provoking time.</p> <p>Strategic improvements from September included the Axholme Pledge which was launched at the new intake evenings.</p> <p>JB took governors through the Power Point. JB felt sorry for some year 11 pupils who missed out.</p> <p>LK advised that the academy would track every pupil and could see how they transitioned through the school, including the wider promises. Covid had stopped some of the usual provision but SLT were hopeful to widen the offer now. The academy were working hard to make the costings available to all.</p> <p><b>NS: where will these be displayed? When will parents see this?</b></p> <p>LK: it is on the website, and a letter has gone out and SLT are producing a pod cast.</p> <p>DDC remarked that from her own children's perspective she could see the value of leadership outside of the classroom being included for the pupils.</p> <p><b>NS: will any of the students external achievement be included?</b></p> <p>LK: only if they tell us.</p> <p>DDC commented that the pledge would be a good vehicle for the alumni pledge.</p> <p>DK stated that the SLT wanted the improvements to be simple, asking the question: what will make the biggest difference. Staff in front of pupils had the biggest difference. The SLT had looked at the sequence of events and the calendar of high stake assessments. Governors were informed that year 9 had started their GCSE foundation subjects in summer term.</p> <p>The academic review looked at gap analysis. DK advised that the changes would allow staff to track the students through the school and they could share the information with parents to support the learning.</p> <p>DK added that the academy were shifting away from an intervention model and were moving to analysis of high stake assessment and looking at knowledge gaps and what worked or not.</p> <p>The staff were using underachievement data across the cohort, to look at gap patterns from the assessments to understand what students had not remembered. This approach was more curriculum led rather than individual student led.</p> <p>Another change would be around the school day. DK stated they would not</p>	

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	<b>Statutory/LA business</b>	<b>Action By</b>
	<p>changing the start and end times but reading would take place in tutor time and lunch would be shortened by five minutes.</p> <p>The academy were introducing 'drop everything and read sessions', with all staff involved, including non-teaching admin staff.</p> <p>BC reported that through the changes 40 minutes a day, three days a week had been found for reading. Whole school clubs on Friday afternoons were still carrying on.</p> <p>The academy had introduced compulsory period 6 on a Tuesday, Wednesday and Thursday for year 10 students . Staff could be directed to do that through directed time for year 10. If students did not engage they would not go to the prom. Developmental drop ins would continue with subject leads.</p> <p>DDC believed that it was excellent that the changes had been communicated at the end of the term rather than on the first day of the term.</p> <p>JB responded that this was part of the 'No Surprises September'.</p> <p><b>KR: what has the reaction been from the staff?</b></p> <p>BC: mostly positive.</p> <p>DDC stated it would be positive if some governors could come in and see the reading in action.</p> <p>DDC queried whether the staff survey spoken about at one time had been carried out</p> <p>JB responded that it had not been done yet but this could be done in the autumn term adding it would be useful.</p> <p>DK stated that the SLT would know after six or seven weeks whether it was working.</p>	
945	<p><b><u>Business Managers Report – including Monthly Management Accounts</u></b></p> <p>SL directed governors' attention to the report in google drive.</p> <p>SL reported there was a meeting the following day to look at putting new CIF bids with a new company.</p> <p>The Health and Safety report was also in the meeting file. The academy were moving to a new company and they would do a new report in September.</p> <p>SL noted there were only a few small issues identified.</p> <p>Governors were advised that the mobile science lab was getting towards its end of life. The academy would put in a CIF bid for one but there was only a 50% chance of success. The mobile may need to be condemned in a couple of years.</p> <p>DDC thanked SL for the comprehensive report.</p>	
946	<p><b><u>SIP/Peer Leader / External Monitoring Reports</u></b></p> <p>DK explained that TH came in and recognised the difference in a year.</p> <p>The "What make us distinctive" was a good question. It had been a good day of challenge.</p> <p>DK informed governors that TH would no longer be the SSIO for the academy as Nancy Malkin taking over the school in that capacity.</p> <p>The academy was also moving to a new peer leader, from within the</p>	

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	Statutory/LA business	Action By
	<p>consortium.</p> <p>DDC stated that she believed the challenge from TH had been positive to move the academy forward.</p>	
947	<p><b><u>Policy Review</u></b></p> <p>KR viewed all the staff policies from the spring term.</p> <p><b>RESOLVED:</b> that all the spring staffing policies were approved.</p> <p>Menopause policy - DK thanked KR for her work on the policy.</p> <p><b>RESOLVED:</b> the menopause policy was approved.</p> <p>SL reported that the Staff Appearance policy had been out to staff for consultation. Two queries had been received; one around wearing legging instead of tights and the other about not having to wear ties in an SEN class. LK had picked up that you could wear thick tights instead of leggings.</p> <p>DDC commented there may be challenges around uniform policy being very different to staff.</p> <p><b>DDC: Will it be on the website?</b> DK: it can be.</p> <p>JB commented that dress standards had formalised naturally, due to a raise in the expectations generally.</p> <ul style="list-style-type: none"> <li>• Attendance Policy</li> <li>• English as Additional Language (EAL), Parent/Carer/Visitor Code of Conduct</li> </ul> <p>NF had considered the student and parent policies.</p> <p>With regard to the EAL policy JB explained that the academy did not have one but needed one. With regards to the attendance policy (which was a requirement from September 2022) JB stated that it was more about capturing current practice than writing a new policy.</p> <p><b>RESOLVED:</b> that the policies were approved.</p> <p>As was required, from September 2022, there was a review of the uniform policy. The expectation was that uniform costs should be kept to a minimum, with minimal items of clothing with logos. Governors noted that only a blazer, tie, PE shorts and top needed to have logo in the reviewed policy.</p> <p><b>RESOLVED:</b> that the reviewed policy be approved.</p>	
948	<p><b><u>Governor Monitoring Reports</u></b></p> <p>The following reports were received:</p> <p><u>Curriculum – KR; met with BC 15 June 2022</u></p>	

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	<b>Statutory/LA business</b>	<b>Action By</b>
	<p>KR stated that it had been great to see how much progress had been made this year.</p> <p><u>CEIAG - KR met with Jo Spencer Hall 22 June 2022</u></p> <p>LK reported the academy had a drop down day for careers which was really good for years 7,8,9. An enterprise adviser was in place.</p> <p><u>Safeguarding – NS: met with JB 16 June 2022</u></p> <p><u>Ready to Learn – NS: met with JB 16 June 2022</u> NS saw an incident in action and how it was dealt with.</p> <p>SSH came in to do the SEND visit. He had looked at transition and toured the school. SSH would write up the report the following day.</p> <p>Governors were informed that LK would take on oversight of SEND and Science would move to JB.</p> <p>NS commented that walking around the school it was good to see what was happening. LK added that it was good for the staff to get used to people visiting the school.</p> <p>DDC had visited on 20 June 2022. And took part in some learning walks. These had been really useful to see what the pupil experience was. DDC reported that she had spoken to the exam invigilators and they said what a good attitude to the exams the students had.</p>	
949	<p><b><u>Dates of Future Meetings</u></b></p> <p>The following dates were agreed:</p> <ul style="list-style-type: none"> <li>● Monday 26 September 2022</li> <li>● Monday 28 November 2022</li> <li>● Monday 6 February 2023</li> <li>● Thursday 30 March 2023</li> <li>● Monday 22 May 2023</li> <li>● Monday 10 July 2023</li> </ul> <p>All commencing 5:30pm</p>	
950	<p><b><u>Any Other Business</u></b></p> <p>There was no other business.</p>	

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