


<b>The Axholme Academy</b> Company Number: 0784080	
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**THE AXHOLME ACADEMY**

Minutes of the meeting of the Governing Board held at via Google Meet on Monday 4 October 2021 at 4.00pm

**Present:**

Mrs D Da Costa (DDC) (Chair)	
Mr D Keogh (DK) (Principal)	Mrs N J Shaw (NS) in the Chair until min 879
Mrs K Reich (KR)	Mr Spence-Hill (SSH)

**In Attendance:**

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

**Date and Time of Next Meeting: 4 October 2021 at 5:30pm**

<b>Min. Ref</b>	<b>Actions</b>	<b>Action By</b>
888	to contact IH with regard to his return to governor duties	DK
891	governors to read part 2 of the KCSiE 2021	All govs
894	to update link governor structure	DDC
894	to check ToR and Scheme of delegation	Clerk
895	KS3 Data on agenda for next meeting	Clerk
896	attendance update on next agenda	Clerk
900	complaint policy on next agenda	Clerk

	<b>Statutory/LA business</b>	<b>Action By</b>
888. 88	<p><b><u>Appointment of Chair</u></b></p> <p>Nominations were sought for the position of Chair. DDC was nominated.</p> <p><b>RESOLVED:</b> it was agreed that DDC be elected Chair to the date of the autumn term meeting 2022/2023.</p> <p style="text-align: center;"><u>DDC in the Chair</u></p>	
889. 89	<p><b><u>Appointment of Vice Chair</u></b></p> <p>Nominations were sought for the position of Vice Chair. NS was nominated</p> <p><b>RESOLVED:</b> it was agreed that NS be elected Vice Chair to the date of the autumn term meeting 2022/2023.</p>	
890. 90	<p><b><u>Apologies, Declaration of Business Interests and Code of Conduct</u></b></p> <p>DDC welcomed everyone to the meeting.</p> <p>Governors received apologies from Jamie Bennett.</p> <p>The apologies were accepted.</p> <p>DDC reported that she had not heard from IH with regard to his continued sabbatical from his governor duties. DK offered to contact him.</p> <p><b>ACTION:</b> to contact IH with regard to his return to governor duties.</p> <p>It was noted that the new declaration of interest form had been completed and submitted by DDC, KR NS, SSH and DK.</p> <p>It was noted that the new governors' code of practice had been completed and submitted by DDC, KR NS, SSH and DK.</p> <p>SL advised that the Get Information About Schools (GIAS) website had been updated to reflect the governors' register of interests.</p>	DK
891. 89	<p><b><u>Membership</u></b></p> <p>Governors noted the current position regarding the two parent governor vacancies, one of which due to the resignation of Mr Wilde on 1 September 2021.</p> <p>Governors considered the two co-opted governor vacancies noting that the adverts had yet to initiate any interest.</p> <p>It was noted that the end of term of office of SSH, parent governor, was due on 26 November 2021. SSH indicated his willingness to stand for election again. DDC reported that one parent application had been received but as there had not been a vacancy advertised as yet there was a need to advertise before</p>	

	<b>Statutory/LA business</b>	<b>Action By</b>
	<p>considering the application.</p> <p><b>ACTION:</b> SL to load the parent vacancy on the website.</p>	SL
892. 90	<p><b><u>Minutes</u></b></p> <p>Governors considered the minutes from the 12 July 2021.</p> <p><b>RESOLVED:</b> that the minutes were approved.</p> <p><u>Matters Arising</u></p> <p>No matters arising not otherwise covered.</p>	
893. 91	<p><b><u>Safeguarding policy and Safeguarding Audit</u></b></p> <p>Consideration was given to approving the revised safeguarding and child protection policy that had been updated in response to the requirements of the Keeping Children Safe in Education Guidance 2021.</p> <p><b>RESOLVED:</b> that the revised safeguarding and child protection policy was approved.</p> <p>Governors noted the updated Keeping Children Safe in Education 2021. DK stated that governors had received their reminder about their updated safeguarding training.</p> <p>PH reminded governors to ensure they read part two of KCSiE as this related to their role as proprietors of the academy.</p> <p><b>ACTION:</b> governors to read part 2 of the KCSiE 2021.</p> <p><a href="https://publishing.service.gov.uk">Keeping children safe in education 2021 (publishing.service.gov.uk)</a></p> <p>Governors noted that the annual safeguarding audit needed completing and returning by 31 December 2021.</p>	Govs
894. 92	<p><b><u>Pupil Admission number</u></b></p> <ul style="list-style-type: none"> <li>Admission arrangements 2023/2024</li> </ul> <p>A paper had been circulated to head teachers, chairs and vice chairs reminding governing boards of own admission authorities of their statutory duty to consult on any proposed changes to their admissions criteria and any proposed decrease in their school's admission number.</p> <p>Where the governing board had no wish to change their admission arrangements and published admission number for 2023/2024, there was no requirement to consult provided that the admission authority had consulted upon their admission arrangements within the last seven years.</p> <p>The governing board must determine their admission arrangements for the 2023/2024 academic year by 28 February 2022.</p>	

	<b>Statutory/LA business</b>	<b>Action By</b>
	<p>For those own admission authorities who purchase the council's admissions SLA, the council offered support to governors to ensure that any proposed changes to admission arrangements were compliant with admissions legislation as well as offering to undertake any public consultation on behalf of schools.</p> <p><b>RESOLVED:</b> the draft admissions policy for 2023/2024 which had not changed from the previous year was approved.</p> <p><b>RESOLVED:</b> the pupil admission number of 115 for September 2023 was approved.</p> <p>DK wished to record his thanks to Sean Kendrew for all his work.</p> <ul style="list-style-type: none"> <li>• School Year 2022-23– identify the training days- deferred from summer term</li> </ul> <p>DK stated that looking at the term dates he would prefer staff to come back on Monday 5 September 2022 with them finishing on 15 December 2022. The school would reopen again on 4 January 2023. The extra staff training day would be disaggregated to after school sessions.</p> <p><b>RESOLVED:</b> that governors approved the term dates as identified.</p>	
	<b><u>Academy Specific Business</u></b>	
895.	<p><b>Strategic Plan</b></p> <ul style="list-style-type: none"> <li>• MAT Developments</li> </ul> <p>DDC commented that the governors had planned a separate session for a development meeting but decided to incorporate the discussion into this meeting.</p> <p>DDC reminded governors that the board had previously had conversations about growing its own MAT. Remaining as a SAT could mean that the academy was vulnerable. The board could consider joining a trust or revisit growing a MAT.</p> <p>DDC stated that when the board started the conversation about renewing its vision, values and mission in the summer term it did not include consideration of MATS.</p> <p>DK reported that he had received an email from an existing Trust and from a local school to open dialogue about creating a Trust.</p> <p>Governors noted that there were no dates or deadline from the DfE in place for consideration of MAT status.</p> <p>DK stated that as an academy we would want to be in control of any decisions so need to look at our strengths.</p> <p>DK provided a briefing note to governors, adding that the next Ofsted outcome was crucial to the board's options. There was a need to look at the leadership capacity.</p> <p>DDC advised that there was no expectation of a decision at this meeting; the meaning was to raise awareness. The leadership would start to open the</p>	

	Statutory/LA business	Action By
	<p>conversations, adding there was a need to make sure the board was keeping a close eye on the outcomes in the school, while scanning the educational horizon.</p> <ul style="list-style-type: none"> <li>Academy Improvement Plan 2021/22</li> </ul> <p>DDC referred to the July meeting when the revision of the vision was started. The strap line agreed was “Every learner ready and able to go beyond expectations.”</p> <p>DK stated that an ambitious curriculum was central to outcomes. BC commented that the curriculum would form the intent and an area of focus would be the recovery curriculum.</p> <p>BC informed governors that with regard to the catch-up strategy, the academy was receiving more funding than originally anticipated. The academy were expecting an additional £16,000 and would allow the academy to do extra. The strategy was ‘Ready and able to learn’, quality first teaching and independent learning.</p> <p>BC reported that some of the funds would be used for one-to-one tuition; this could be online, external tutors or school led tutoring. Some could be used to remove transport as a barrier to accessing period six learning. There was a need to be “smart” about how the funds were used.</p> <p>DK advised that tutoring and catch-up were on the agenda for the consortium meeting in order to share approaches.</p> <p>DK advised that within the academy improvement plan hyperlinks to the Ofsted criteria had been added.</p> <p><b>DDC: Are we already using the new strap in school?</b>  DK: Yes, beyond expectation is the strap line.  DDC stated that governors needed to approve the vision and school priorities.</p> <p><b>RESOLVED:</b> the vision and academy improvement plan were approved.</p> <ul style="list-style-type: none"> <li>Link Governor Structure, including special responsibilities</li> </ul> <p><b>ACTION:</b> to update link governor structure.</p> <ul style="list-style-type: none"> <li>Committee Structure - Finance and audit</li> </ul> <p>Looking at the meeting pattern NS suggested making the finance and audit committee meetings one and a half hours, four times a year. The Clerk advised that the Chair needed to have sight of and sign off the monthly accounts and that the accounts need to be considered by the governors six times a year.</p> <p><b>ACTION:</b> to check ToR and Scheme of delegation</p>	<p>DDC</p> <p>Clerk</p>
896.	<p><b>Summary of Centre Assessed Grades 2021</b></p> <p>To consider Strengths/ Areas for Development departmentally</p>	

	<b>Statutory/LA business</b>	<b>Action By</b>
	<p>Governors considered the Centre Assessed Grades 2021 outcomes.</p> <p><b>DDC: What is the result column?</b>  BC: The confirmed results. Only progress data would change.  DK stated that the AAG were the grades entered. No marks had been downgraded by the awarding board and there had been no appeals from students which was pleasing.  BC commented that the P8 data was not validated as was no national data.</p> <p><b>DDC: So governors need to concentrate on the green and red outcomes?</b>  DK: Those highlighted red reflect the students were hard to reach over lockdown. Catch up is a priority for the coming year.</p> <p>BC informed governors that as an SLT they were conscious not to draw attention to the departments, any particular groups to mitigate any bias.  BC advised the areas to look at were the English and Maths outcomes and the combined grades 4 – 9.</p> <p><b>DDC: What measures are you planning to use to measure that the strategies are working?</b>  BC: Pupils are given targets to achieve to enable them to access the gym, etc.  SLT were planning to meet with the HoDs every other week. SLT have fine graded the students and would focus on those close to matching and making the required progress.  BC added the SLT were reintroducing the £10 voucher for disadvantaged students who meet their targets.  BC reported that the proposed targets maintained the ambition of positive P8, adding the aspiration was the same but the actual numbers were based on cohort expectations.</p> <p><b>SSH: Are the PP targets achievable?</b>  BC: It was a difficult call as if you set a target lower than other cohorts, questions would be raised. Is it realistic, probably not as they have been even more disadvantaged through COVID?  DK advised that the targets were based on FFT predictions for 4- 9 grades.</p> <p><b>DDC: The tracking data said KS3 data was to follow?</b>  BC: Yes, that will come later.</p> <p><b>ACTION:</b> KS3 data be on the agenda for the next meeting.</p> <p>DDC stated it was important for governors to be able track across the year groups.</p>	Clerk
897.	<p><b>Principals Report including business update</b></p> <p>DK stated that Covid was still around, but the academy was fortunate in the low numbers, adding it was great to see school coming alive, there was a real energy in the school.  DK explained that the new report format linked to SIMS so that information could be more easily downloaded.  Governors were informed the new Year 7 cohort had settled well.  It was noted that the skirt change had gone well.</p> <p><b>DDC: What about Year 8 settling as they had a difficult Year 7?</b></p>	

	Statutory/LA business	Action By
	<p>DK: The students have been so adaptable.</p> <p>DK reported that the ready and able to learn strategies were being embedded.</p> <p>It was noted that attendance was lower than in June.</p> <p>DK wished to record his thanks to the staff and SLT for all the work over the summer getting ready for autumn.</p> <p>NS commented that while it was good to develop reporting systems governors did need some stability to enable them to understand the data being presented.</p> <p><b>NS: Are staff happy with all the room changes?</b> DK: There have been no complaints from the staff; the consistency of approach is positive.</p> <p><b>BC: Have there been any comments at home?</b> NS: My daughter liked the prefect model and showing families around. SSH: My daughter seems more engaged (Year 11).</p> <p>BC stated that consistency across the classrooms was important for the students. DK added that the SLT had thought carefully about the flowthrough of students and changeover.</p> <p><b>DDC: Was the expected frequency of the report three times a year and would there still be the expectation of engagement with middle leaders?</b> DK: Yes, in the second half term meeting. <b>DDC: Governor learning walks; could prefects show us around?</b> DK: Yes. DDC highlighted absence as a red flag and requested Laura? to come and speak about it at the next meeting.</p> <p><b>ACTION:</b> attendance be an update on the next agenda.</p> <p>DDC enquired as to when the outcome of our CIF appeal be known. SL was not sure as it would be looked at by another panel.</p> <p>SL reported that the catering tender had gone out. SL advised that the quality of service provided by the current caterer's service had declined.</p> <p>DDC remarked that it was good to see the electrical testing had been completed.</p>	Clerk
898.	<p><b>Peer Leader Programme 2021/22 / Quality of Provision Summer Term Visit 2021</b></p> <p>Governors received the summer report. There had been a lot of information for the Peer Leader and SIP to take in. DK advised that only the Peer Leader would be visiting in the autumn term.</p> <p>Governors noted that the academy were planning a joint SLT meeting with Winterton Academy.</p>	

	<b>Statutory/LA business</b>	<b>Action By</b>
899.	<p><b>Governor Links and Monitoring</b></p> <ul style="list-style-type: none"> <li>• Committee structure - Finance and audit</li> <li>• Appointment of governors with special responsibilities</li> </ul> <p>Covered under minute 894</p>	
900.	<p><b>Year 6 Transition 2022</b></p> <p>With regard to transition governors were informed the open evenings were well attended. The open mornings had also gone well, with pupils taking families round the academy.</p> <p>DK informed governors that they would be kept abreast of updated numbers from feeder schools.</p> <p>NS commented that a lot of out of catchment pupils seemed keen to join.</p> <p>It was noted that the current Year 7 intake stood at 111.</p>	
901.	<p><b>Policy Review</b></p> <p>Governors considered the following policies:</p> <ul style="list-style-type: none"> <li>• Complaint policy - it was agreed to review this at next the meeting.</li> </ul> <p><b>ACTION:</b> the Complaint policy be added to the next agenda.</p> <p>Safeguarding and Child Protection policy  <b>RESOLVED:</b> that the Safeguarding and Child Protection policy was approved.</p>	Clerk
902.	<p><b><u>Dates of Future Meetings</u></b></p> <p>The Clerk proposed the dates below, based on the previous pattern of meetings:</p> <ul style="list-style-type: none"> <li>• 6 December 2021 – AGM</li> <li>• 7 February 2022</li> <li>• 28 March 2022</li> <li>• 23 May 2022</li> <li>• 11 July 2022</li> </ul> <p>The meetings were scheduled for the last week of each half term The start time was agreed as 5.30pm.</p>	
903.	<p><b>Any Other Business</b></p> <p>DDC reported that she had received the latest Arrow publication. There was an advert that stated that SAA was still the number one school in the area; it was a good advert and the school always had an article promoting their activities. DDC stated that while it was recognised the academy were without a media person there was a need to counteract the media produced by SAA.</p> <p>SL advised that an advert cost £430.</p>	



	<b>Statutory/LA business</b>	<b>Action By</b>
	<p>DK responded that when the new communications person joined the team, they would look at a placing a couple of adverts in the Arrow.</p> <p>DDC advised governors that she had updated the governor visit guidance. DDC noted that in previous years the board had produced a governor calendar which outlined the key reporting dates and when the department SEFs were updated.</p> <p><b>ACTION:</b> DDC to produce an updated governor calendar.</p> <p>There was no other business.</p>	

