

**The Axholme Academy**  
Company Number: 0784080



### **THE AXHOLME ACADEMY**

Minutes of the meeting of the Governing Board held at via Google Meet on Monday 7 February 2022 at 5.30pm

#### **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)
Tamara Fox (TF)	

#### **In Attendance:**

Mrs P Hodge (Governor Services Lead Officer)	Miss S Leggott (SL) (Business Manager – Observer)
Mr B Creasy (BC) (Vice Principal – Observer)	Mrs L Kilroy (LK) prospective governor
Roy Scarrott (RS)- prospective governor	Lisa Pearce (LP) - prospective governor
Nicole Fairy (NF)- prospective governor	

**Date and Time of Next Meeting: Monday 28 March 2022 5:30pm**

<b>Min. Ref</b>	<b>Actions</b>	<b>Action By</b>
909	to work on how it would be useful to see the aggregated data for all the departments	DK/NS
909	to raise curriculum coverage at consortium for 6 <sup>th</sup> form colleges	DK
910	to give an input on the impact of the literacy interventions	LK &RW
910	to provide percentage of PP students attending breakfast club	BC

	<b>Statutory/LA business</b>	<b>Action By</b>
904	<p><b><u>Apologies, Declaration of Business Interests and Code of Conduct</u></b></p> <p>DDC welcomed everyone to the meeting. Introductions were made.</p>	
905	<p><b><u>Membership</u></b></p> <p>Governors noted :</p> <ul style="list-style-type: none"> <li>• appointment of Scott Spencer-Hill from 11 January 2022 as a community governor</li> <li>• appointment of Tamara Fox as a community governor with effect from ?</li> <li>• appointment of Roy Scarrott as a parent governor (awaiting DBS)</li> <li>• appointment of Nicole Fairy as a parent governor (awaiting DBS)</li> <li>• appointment of Lisa Pearce as a parent governor (awaiting DBS)</li> </ul>	
906	<p><b><u>Minutes</u></b></p> <p>Governors considered the minutes from the 6 December 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>	
907	<p><b><u>Link Governor responsibility</u></b></p> <p>DDC explained that all governors took a link responsibility to monitor aspects of the school improvement programme and discreet areas such as finance and safeguarding.</p> <p>DDC advised that new colleagues would be invited to shadow an established governor to understand the expectations and process.</p> <p>DDC would invite the new governors to express a preference for any areas.</p>	
	<b><u>Academy Specific Business</u></b>	
908	<p><b>Principal's report</b></p> <ul style="list-style-type: none"> <li>• <u>Covid update</u></li> </ul> <p>DK reported it had been a difficult time in school post the last board meeting. There had been a lot of covid cases. These had reduced to around the 20-30 mark. There had been some staffing challenges with staff who have primary age children. However, staff had back filled and supported each other.</p> <p>FFT produced weekly attendance data which supported attendance monitoring. The academy was generally in line with the national position although, this was lower for PP students.</p> <p>There were a range of pupils who were being supported at a high level. This report was available in the google drive. The academy worked in partnership with other agencies.</p>	

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<p><b>DDC: Persistent Absences: what are the numbers like?</b> DK: They are high for the academy but would like national comparative data.</p> <p>DK reported that parents were a little more cautious about sending pupils to school. NS commented that students did not need to miss many sessions to drop below 90% attendance.</p> <p>Attendance stood at 89.4% for the whole school against 87% nationally for secondary schools.</p> <p><u>Exam clarification:</u> DK reported there had been little information before today. BC would update later in the meeting. DK stated that the staff would need to look at each exam board information to look for the detail.</p> <p><b><u>Autumn Term Standards Visit summary</u></b></p> <p>DK explained that the day was structured around checking the findings of the summer report, to look at progress and included looking at books, etc. The students spoke to visitors about what they experienced.</p> <p>NS added that they had spoken to lots of students and they all seemed to know what was expected of them.</p> <p>DDC commented that they had visited a number of classrooms. They had asked the students about progress, expectations, etc., picked at random. Students could articulate well what was happening and were proud to show us their work.</p> <p>DDC stated that being in school was the best way to get to know the school. There had been no low-level disruptions seen and students were focussed. NS advised that they had monitored the consistency of the structure of the lessons, including looking at the planning.</p> <p>DDC reported that they had dropped into a clubs event; there was great energy and enthusiasm. Those involved also took the opportunity to speak with approximately eight members of staff at lunchtime to garner staff voice. She added that it was a very positive day and it was credit to the school and staff.</p> <p>DK reported that it had been hard work for all staff to embed the expectations.</p> <p>The next standard follow up visit was due on 17 June 2022. Governors queried when the last staff survey was conducted and was advised that it would be circulated soon. LK commented that the academy had done one in the summer and was thinking about the next.</p> <p><b>DDC: Can governors include some questions?</b> LK: Yes.</p> <p>DDC stated that staff found the last term hard work. NS remarked that staff in the larger departments could share the workload.</p> <p>BC explained that within new Ofsted framework emphasis was on to how work was presented to students and sequenced. Staff used long term plans then broke those down and the structure was delivered in shorter "bites". To enable this, staff had needed to restructure their lessons and upskill.</p> <p>DK reported that staff now talked about the 'Axholme way', being ready to learn</p>	

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	<p>and able to learn; as an academy we have raised our expectations.</p> <p>NS stated that her only querying comment about the day was around differentiation for the more able.</p> <p>DDC advised that as part of the feedback, the boys appreciated the reduction in low level disruption, so they could get on with their learning.</p>	
909	<p><b>Student Progress Data</b></p> <p>Departmental tracking</p> <p>BC showed governors the departmental tracking template which then fed into the central tracking in executive summary. The metrics would show the differences in the cohorts of pupils, broken down by half term. Work was ongoing to look at progress and percentages depending on the topic and subject matter. This was high level progress data.</p> <p>BC believed the best way to present data would be to use QA from lesson dropping and show progress over time. Governors were referred to table 2: attainment and progress. BC reported there was no national standardised data and the academy used FFT to set targets.</p> <p><b>KR: Will the data just show a general cohort or how the individual progress makes up the rate of progress?</b></p> <p>BC: We set academy targets against FFT5 but not all pupils will achieve FFT5 but overall we may achieve FFT5.</p> <p><b>DDC: Will this be populated form Autumn to gain a full overview?</b></p> <p>BC: The departments have already populated their sheets.</p> <p><b>ACTION:</b> DK and NS to work on how it would be useful to see the aggregated data for all the departments.</p> <p>DDC suggested governors could dip sample particular departments.</p> <p>BC commented that the academy had a wealth of data</p> <p><u>Retrieval point assessments (RPAs)</u></p> <p>It was explained that this reporting process identified the strengths and gaps for the pupils in terms of knowledge gaps. BC reported that the academy identified the topic that students do not do so well in and that could link back to what they needed to learn to close the gaps.</p> <p>Years 8/9 had used chrome book self-assessments. Year 10/11 had used mock mocks. DDC suggested that it would be useful to get some middle leaders to talk governors through their assessments.</p> <p><u>Key Stage 4</u></p> <p>BC referred to the executive summary. BC explained what Progress 8 (P8) was for new governors. National Average for P8 was 0. To achieve a positive P8 the students needed to take the breath of subjects. However, some students</p>	DK/NS

	Statutory/LA business	Action By
	<p>were not suitable.</p> <p>The Academy P8 in the autumn term was -0.6 against a target of 0.1. BC stated that it was expected there would be a national drop in P8 due to covid impact. It was noted that the academy were using old grade boundaries when evaluation P8.</p> <p><u>GCSE Exams 2022 Update</u></p> <p>Governors were informed that the academy had that day received information about the exams. Normally 60% of course content could be covered in the exam. DK reported that they had been advised which 60% would be covered. Controlled assessments (course work) had been adjusted and the optional content has reduced.</p> <p><b>DDC: How will you ensure that the pupils are taught the correct 60%?</b> BC: We were told after the first lockdown what was critical content. We have to assume this new information will provide more detail.</p> <p>DK commented that the exam boards were trying to come up with the fairest way forward, nationally. The information would provide clarity. He added that there was still discussion about whether performance tables would be fair this year.</p> <p><b>NS: If the focus was on a narrowed curriculum for the exam, what about the knowledge the content for those that are going on to study that subject?</b> BC: The offer same would be as last year, with the offer to put on sessions after the exams. DDC remarked that in her experience the students revisit GCSE in the first year of A-level.</p> <p><b>ACTION:</b> DK to raise narrowed curriculum at consortium for 6<sup>th</sup> form colleges.</p> <p>DDC requested that the academy shared any communications with governors when it goes out to parents. NS commented that SIMs was difficult to access.</p> <p><b>DDC: Are letters also on the website?</b> DK: Yes.</p> <p>BC advised that currently the SLT expected P8 to be at national average by the summer. DDC added that generally P8 improved over the terms and that it was positive to be on track.</p>	DK
910	<p><b>Academy Improvement Plan - update</b></p> <p>BC reported that he was working with KR and SSH on the Pupil Premium strategy.</p> <p>Governors were informed that three years ago the academy had moved to a template reporting format and this had now changed again. This detailed what and how the funds would be spent.</p> <p>BD explained that some of the funds were used:</p> <ul style="list-style-type: none"> <li>● to retain second in</li> </ul>	

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	<p>department</p> <ul style="list-style-type: none"> <li>● support for literacy</li> <li>● member of secondary consortium.</li> </ul> <p>DDC commented that she was not sure membership was a legitimate pupil premium use. BC responded that everything that was included had to be evidence based and Quality First teaching had the greatest impact which linked to the CPD programme.</p> <ul style="list-style-type: none"> <li>● Literacy intervention: PP students were usually disadvantaged most through lack of literacy skills. LK advised they were working with Kyra Teaching schools on this aspect getting pupils to access more vocabulary.</li> </ul> <p><b>DDC: Will this come out through monitoring?</b></p> <p><b>ACTION:</b> LK and RW to come to give an input on the impact of the literacy interventions.</p> <ul style="list-style-type: none"> <li>● Ready and able to learn - interventions were delivered by SLT including colleagues on Upper Pay Scale 3 had been identified and time freed up to allow them to man learning room.</li> <li>● Period 6 transport costs.</li> <li>● Catch up – utilising and extra 25% from PP funding</li> <li>● Use remainder for apps with the chrome books.</li> </ul> <p>Governor were informed that the gym programme was used as a reward for year 11 as encouragement to engage and complete with interventions. BC added that staff man? interventions sessions and received time in lieu.</p> <p><b>DDC: Do we know what percentage of PP students access breakfast club?</b></p> <p><b>ACTION:</b> BC to provide percentage of PP students attending breakfast club.</p> <p><b>DDC: Are we due for a website check?</b></p> <p>PH suggested that at least one of the new governors were involved. DK stated that the academy was due for a new look on the website.</p> <ul style="list-style-type: none"> <li>● catch up funding - slightly more received this year. Covered in the executive summary</li> <li>● National Tutoring Programme - spending two thirds to remunerate staff for period 6 rather than use external tutors</li> </ul> <p><b>KR: What will happen if staff expect paying for Period 6?</b></p> <p>BC: For the other third of pupils we are using external tutors via Pearson, for year 10, using detailed analysis of gaps in English and maths.</p>	<p>LK &amp;RW</p> <p>BC</p>

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	<p><b>DDC: Mental health support for students, can any funds be spent on them? What are we doing in that arena?</b></p> <p>BC: School led tutoring is ring fenced to academic need. Doreen Milward has designed support and interventions around wellbeing.</p>	
911	<p><b>Business Managers Report – including monthly management accounts</b></p> <p>SL reported that the month end reports continued to be uploaded for governors to view.</p> <p>With regard to budget forecasting SL advised that the General Annual Grant funding figures based on pupil numbers for 2022-2023 was expected next month.</p> <p>School resource management: governors attention was directed to the School Resource Management Self-Assessment (SRMSA) document. It was noted that governor input and approval with the checklist was needed before submission.</p> <p>NS reported that she had looked at this and was happy with the responses. DDC commented that the only 'no' was capacity for recruitment but as we have just recruited four new governor that should be yes.</p> <p><b>RESOLVED:</b> that governors approved submission of the SRMSA.</p> <p><u>Catering</u></p> <p>SL reported that the contract was ready to sign and that she was satisfied with contract. The contract was for three years with an option of two extra years.</p> <p><b>RESOLVED:</b> that governors approved the contract.</p> <p><u>Budget</u></p> <p>NS informed the board that she had signed all the budget sheets on behalf of the board. It was noted that due to increased costs for the current year the academy was using some of its reserves. Governors were informed that the academy were progressing academically well but financially there was a risk. SL advised that it was expected that funding would go up less than half a percentage point.</p> <p>DDC remarked that it was good to see seven more chrome books that came through from the DfE.</p> <p>In terms of risk management SL signposted governors to the top six risks to the academy, that were highlighted in the google drive. DDC informed governors that she along with NS, DK and BC and SL had conducted a thorough review of Risk register. DDC stated that the risks identified included:</p> <ul style="list-style-type: none"> <li>● High need students – the academy was so successful with high needs students that it was getting more coming in. DK reported the academy had a high number of EHCP students</li> <li>● Single academy trust - this was ongoing risk given the DfE stance around MATs as poor results or low finance could lead to placement in a MAT. We would want to partner with schools with similar ethos to us</li> <li>● Outcomes risk - if outcomes dropped student numbers may fall as the academy becomes less attractive to students and parents</li> <li>● Health and safety risk</li> </ul>	

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	<ul style="list-style-type: none"> <li>Financial risk</li> </ul>	
912	<p><b>Policy Review</b></p> <p>For the benefit of the new governors SL explained about the review cycle and the three categories of policies. SL added that all the policies to be reviewed come with tracking sheet to show what changes had been made. Governors were informed that all the latest policies would be in the google drive by 11 March 2022</p> <p><b>ACTION:</b>  NS and TF to review business and operations policies.  KR and RS to review staff policies.  LP and SSH to review student and parent policies.</p>	
913	<p><b><u>Dates of Future Meetings</u></b></p> <ul style="list-style-type: none"> <li>28 March 2022 – monitoring visit reports need to be completed by 14 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>	
914	<p><b>Any Other Business</b></p> <p>There was no other business.</p>	



