

**The Axholme Academy**  
Company Number: 0784080



Minutes of the meeting of the Governing Board  
held at the Academy on Thursday 30 November 2023 at 4.30pm

**Present:**

Mrs Nichola J Shaw (NS) in the Chair	
Dr Karen Andrews-Longbone (KAL)	
Mrs Tamara Fox (TF)	Mrs Lisa Pearce
Mr Damen Keogh (DK) (Principal)	Mrs Tamara Pullen (TP)
Mr Ian McNiff (IM)	Mrs Kate Reich (KR)

**In Attendance:**

Mr B Creasy (BC) (Vice Principal – Observer)
Mrs Pam Hodge(Clerk)
Mrs Sophie Leggott (SL)
Ms Leanne Kinroy (LK)
Miss K Causier (Assistant Principal)

**Date and Time of Next Meeting:** to be agreed

Min. Ref	Actions	Action By
	There were no actions identified	

		Action By
	<b>Statutory Business</b>	
1016.	<b><u>Appointment of Chair</u></b>  <b>RESOLVED:</b> it was agreed that Nicola Shaw be elected Chair to the date of the autumn term meeting 2024.	
1017.	<b><u>Appointment of Vice Chair</u></b>  <b>RESOLVED:</b> it was agreed that Tammy Fox be elected Vice Chair to the date of the autumn term meeting 2024.	

Chair's signature.....

		Action By
1018.	<p><b><u>Apologies, Declaration of Business Interests and Code of Conduct</u></b></p> <p>The following apologies were received: Clarie Foster, Adele Merchant and Nicole Fairey and consideration was given to consenting to their absences.</p> <p><b>RESOLVED:</b> that consent be given to the aforementioned absences.</p> <p>It was noted that all governors had returned and completed their Declaration of Interest and Code of Conduct forms.</p> <p>The following interests were declared:</p> <p>NS - Shaw accountancy Services (sole proprietor) and additional governor at St Barnabas and St Helena Federated Governing Body</p> <p>To ensure that the Get Information About Schools (GIAS) website has been updated to reflect the governors' register of interests To remind governors of the governor networking page on MS Teams</p>	
1019.	<p><b><u>Membership of the Board of Governors</u></b></p> <p>Governors noted the following:</p> <ul style="list-style-type: none"> <li>● Mr McNiff had been appointed co-opted governor with effect from 27 July 2023 (accepted and DBS cleared)</li> <li>● the resignation of Mrs K Reich from 1 January 2024</li> </ul> <p>Governors considered the following:</p> <ul style="list-style-type: none"> <li>● the co-opted governor vacancy</li> <li>● the community governor vacancy</li> </ul> <p>NS: reported that Jill Cooper had applied to become a governor. NS had spoken to her and she was keen to join. NS had invited her to attend the meeting as observer but she had been unable to do so at short notice.</p> <p><b>RESOLVED:</b> that Jill Cooper be appointed as a community governor.</p> <p>Link governor responsibility:</p> <p><b>RESOLVED:</b> that the following governor link responsibility areas were agreed:</p> <ul style="list-style-type: none"> <li>● SEND – KAL and TP</li> <li>● Safeguarding – NS</li> <li>● Pupil Premium - CF</li> <li>● Wellbeing - LP</li> <li>● Careers - JC</li> <li>● Appraisers: NS, IMF, CF- KR to attend review of this year's outcomes.</li> </ul>	
1020.	<p><b><u>Previous Minutes</u></b></p> <p>Governors considered the following minutes:</p> <ul style="list-style-type: none"> <li>● full governors' meeting held on 30 March 2023</li> </ul>	

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		Action By
	<p><b>RESOLVED:</b> that the above minutes were approved as a correct record.</p> <p>Governors received the following minutes:</p> <ul style="list-style-type: none"> <li>● standards committee meeting held on 19 July 2023 and the 16 November 2023</li> <li>● finance committee - 23 November 2023</li> <li>● pay committee - 23 November 2023</li> </ul> <p>Matters Arising:</p> <p>It was noted that all actions had been completed.</p>	
1021	<p><b>Safeguarding Policy and Safeguarding Audit</b></p> <p>Governors considered the following:</p> <ul style="list-style-type: none"> <li>● adopting the updated Safeguarding Policy.</li> <li>● to note the updated Keeping Children Safe in Education 2023</li> <li>● to note that the annual Safeguarding Audit needs completing and returning by 15 December 2023</li> </ul> <p>Governors received the safeguarding report and the completed safeguarding audit report. All governors confirmed they have completed the safeguarding training.</p> <p>DK advised that with regard to filtering and monitoring it was difficult to get the certification form from the provider regarding online filtering but governors were assured that the system was safe.</p> <p>NS requested that the skills audit be re-circulated and completed by all governors.</p>	
1022	<p><b><u>Pupil Admission Arrangements</u></b></p> <p>A paper had been circulated to Headteachers, 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 2025/2026, 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 was advised that no changes are suggested for 2025/26.</p> <p>The governing board must determine their admission arrangements for the 2025/2026 academic year by 28 February 2024.</p> <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>	

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		Action By
	<p>DK reported that the indicative number for 2025/26 was 120 pupils. He added that there was a dip expected in the coming years so would suggest keeping the PAN at 115. No change to the policy would be required.</p> <p><b>RESOLVED:</b> the draft admissions policy for 2025/2026 was approved.</p> <p><b>RESOLVED:</b> the pupil admission number of 115 for September 2025 was approved.</p>	
	<b>Academy Specific Business</b>	
1023	<p><b><u>Academy Improvement Plan 2023/24</u></b></p> <p>BC commented that this section felt like a duplication of the standards committee. DK reported that the AIP was RAG rated by SLT and looked at standards committee. BC suggested reading the standards minutes. NS countered that it may be worth looking at the RAG review as governors did not look at that at the committee.</p>	
1024	<p><b><u>Principal's Report</u></b></p> <p>Governors received the report.</p> <p>DK stated that it had been a challenging term although he was able to welcome Kate Causier as an SLT member. Through reflections on outcomes, DK commented that the school was not where he would like it to be but was judged good in Ofsted. The focus was now on subgroups, to push progress further.</p> <p>Attendance was just dipping off. Claire Gregory, from the LA, had been assigned to engage with the school. Some students had increased absence and the school did not want it to become a pattern.</p> <p>Governors noted the large increase in EHCP numbers and the impact this could have on Quality First Teaching. Behaviour issues had increased with a small proportion of students having caused some issues. The school was trying to work with parents. vaping had also increased.</p> <p>DK advised that staff had worked diligently and resiliently to challenge the behaviours. BC commented that the staff were raising the expectations; increasing the work the pupils were expected to complete to reinforce expectations. Pupils were spoken to about progress, attitude and expectations, and parents were also spoken to.</p> <p><b>KAL: How was the school coping without the transition group, noting the increase in EHCP?</b></p> <p>DK: Apart from English and maths, all the other staff taught the transition group  KC: as long as we adapt our delivery to suit their needs and understand their pen portraits it can be achieved.  KC: We have spoken about making sure the right staff teach those groups.</p> <p>BC: The provision is still that they are in small groups with similar ability and half their lessons taught by a primary specialist.</p> <p>They are not based in one room and move around the school which BC believed was the right thing to do.</p>	

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		Action By
	DK added that staff aligned their curriculum to the rest of each year group so they were covering the same subject matter.	
1025	<p><b><u>Budget</u></b></p> <p>SL directed governors' attention to the audited accounts and the finance committee minutes.</p> <p>2022/23 Budget outturn figure stood at £606,738. This included the carry forward and it was noted that this would decrease over the next few years.</p> <p>The committee had reviewed the Risk Register updated with main top five risks being: funding, special needs, outcomes, recruitment, provision for SEN/PP/most able students. These were reviewed each term.</p> <p>Governors received the full audited report and the month end accounts.</p> <p>NS wished to record the board's thanks to SL for all her hard work.</p>	
1024	<p><b><u>Policy Review</u></b></p> <p>It was noted there was a child protection policy for consideration for approval at this meeting.</p> <p>DK stated that this was more of a checking exercise and update, as required as there were not huge changes to the KCSiE 2023 .</p> <p>It was noted that the whole school pay policy needed reviewing and that the national pay awards had been agreed.</p> <p><b>RESOLVED:</b> that governors approved the policies.</p>	
1025	<p><b><u>Governor Monitoring</u></b></p> <p><u>CEIAG report - KR</u></p> <p>KR advised that the settling in evening for Year 7 had included career aspirations. Work undertaken included:</p> <p>Year 9: Royal Navy came in to the academy</p> <p>Year 10: work ongoing around preparation for year experience. KR explained that a video was created by Year 11 talking about their work experience</p> <p>Year 11: offered a free residential</p> <p>KR reported that there was work going on around developing an Alumni, and using past pupils' experiences to support the work.</p> <p>There was now an enterprise adviser linked to the academy, Nick Andrew, to help establish further links to businesses</p> <p>A future action would be to present a benchmark report analysis for the board.</p> <p><b>NS: What would happen if a student found a placement but could not afford to get there?</b></p> <p>LK: Sometimes they can use the John Leggott coach into Scunthorpe.</p>	

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		Action By
	<p><b>NS: Do you check when they have found somewhere to go that they can get there?</b></p> <p>LK: We will try to support where we can or we will try to find another placement.            BC: We are proactive in supporting students, especially around uniform.            LK: When a concern does come to us, we will help where we can. We have bought shoes, etc.            SL: We have a hardship fund.            KAL: the issue is getting through that level of shame for the parents and student.</p>	
1026	<p><b><u>Dates of Future Meetings</u></b></p> <p>The following dates were noted:</p> <p>Full board meetings:</p> <ul style="list-style-type: none"> <li>● 14 March 2024</li> <li>● 11 July 2024</li> </ul> <p>Finance and audit committee:</p> <ul style="list-style-type: none"> <li>● 29 February 2024</li> <li>● 20 June 2024</li> </ul> <p>It was agreed that the time of the standards and finance meetings would be at 2.00pm.</p>	
1027	<p><b><u>Any Other Business</u></b></p> <p><i>Agree AGM date (on Teams) N Shaw, D Da Costa, J Bassindale</i></p> <p><i>This was later confirmed as 22 January at 6:00pm</i></p>	