

Minutes – Frome Vale Academy Council

Version	Final	
Date	2 March 2021	
Location:	Online Teams meeting	
Time:	5.15 pm	
Present:	Laura Walder (LW)	Sponsor Academy Councillor (Chair)
	Maria Cerepanova (MC)	Teacher Academy Councillor
	Jan Saunders (JS)	Principal
	Kate Richardson (KR)	Executive Principal
	Hope Allen (HA)	Support Staff Academy Councillor
	Lucy Fulton (LF)	Sponsor Academy Councillor
	Lori Streich (LS)	Sponsor Academy Councillor
	Meriam Gordon (MG)	Parent Academy Councillor
	Paul Stephens (PS)	Parent Academy Councillor
	Joyce Adeyeye (JA)	Sponsor Academy Councillor
Apologies:	-	
Attendees:	Dilan Kaygisiz (DK)	Observer
	Linda Corbidge (LC)	Academy Council Clerk

Minutes

Item	Description	Action
1	Introductions	
1.1	Welcome and introductions were made by LW.	
2	Declarations of Interest	
2.1	None declared.	
3	Academy Council Membership	
3.1	<p>Membership (two vacancies) - LW introduced Dilan, a prospective new councillor attending as an observer prior to approval at next COAC meeting. LW advised that she would also shortly be meeting with another prospective councillor.</p> <p>Link Councillor roles were discussed - it was noted all statutory link roles were in place. The possibility of Attendance, and Maths and Science Curriculum Link roles were discussed.</p>	
4	Minutes of Previous Meeting	
4.1	Minutes of the meeting held 8 December 2020 were agreed as accurate.	
5	Matters Arising	
5.1	<ul style="list-style-type: none"> • JS would contact Boomsatsuma to organise video/arrange for member of staff to take photos – ACTION: taken forward to lifting of restrictions. • Update to bios for website – completed. • LW will arrange dates for visits after Easter, dependant on restrictions in place – Due to current restrictions, it was agreed that on-site visits should 	JS

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	<p>be postponed to Term 6. Councillors requested that, if possible, a Teams meeting take place with a group of children. <u>ACTION: LW will discuss with JS and arrange.</u></p> <ul style="list-style-type: none"> • <i>Councillors to feedback on suggested EDI targets.</i> JS advised that the EDI school lead was currently working on actions which would be presented to staff on the 17th March; LS/LF were also looking at the targets. JS (EDI link) would catch up with EDI school lead to discuss further. <u>ACTION: LW will organise contact for JS/MM.</u> 	<p>LW</p> <p>LW</p>
	Academy Council Report	
6	Quality of Education, including curriculum developments	
6.1	<p>The Academy Council Report had been shared. JS briefed on highlights:</p> <ul style="list-style-type: none"> • The History curriculum would be looked at to explore more EDI areas. • Parental Engagement following lockdown: to re-connect with the community/families there were plans to form groups under 'Frome Vale Family' which would sit parallel to some Pupil Voice Groups; JS would set out a vision over the next 2 weeks then invite parents to forums to share the vision and ask for support to move forward. Groups would include a Community EDI Group; Eco Parents Group and a Parent Wellbeing Group. • <i>Councillors discussed the History curriculum, with questions around the One Bristol curriculum.</i> It was noted that the Trust were looking at the History curriculum through the EDI Steering Group (Aisha Thomas). JS was keen to ensure that EDI is thread through the curriculum and will be exploring the next aspect of Citizenship work next week. • <i>Councillors asked how children would be re-integrated taking account of different groups of home/in-school learning?</i> Councillors noted that the changed format meant that children were receiving the same online as delivered in class with only two children being digitally excluded, preferring pen/paper. On return, the approach would be to follow procedures in the Wellbeing policy. There were expected to be some issues around stamina initially; some vulnerable children who had returned early were already back in routines. • <i>Councillors asked if there was anything the school would do differently from what was in place in September.</i> JS said the current approach seemed a successful model overall; the school had also utilised Catch Up Funding for extra staff to support with interventions online this time. JS said that she could not praise the teachers enough. MC added that the children were returning to the same teachers. • <i>Councillors asked what was planned to support the challenges of social interaction on full return.</i> JS said that the children who had been attending school had been the children who needed support with the social aspect and less resilient children who had been at home, including SEN children, had been brought back through slower transition programmes which had worked well. A high number of Early Years children had also been attending through lockdown as there had been an HLTA (Higher Level Teaching Assistant) to support. • <i>Councillors asked if the quality of work and depth of learning had been a good standard and how this was monitored.</i> JS explained that quality and depth was variable as it was not within the conditions of the classroom 	

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	<p>which is why they are keen to get routines, consistency and catch up programmes in place on full return.</p> <ul style="list-style-type: none"> • Councillors asked if any additional actions were needed to support teachers with planning. JS explained the focus this week on pupil progress profiles in order to plan the support required; so far three classes had produced robust plans. 	
7	Achievements and Standards	
7.1	<p>Outcomes</p> <ul style="list-style-type: none"> • Councillors asked how children who have been working at home would be assessed. JS said that Phonics assessments and benchmarks for Reading would take place in the first weeks back. MC/JS had been looking at pupil profiles and priorities for individual children. • Councillors asked if 1:1 support had been able to go ahead on Teams for the pupil in Year 5. It was noted the child was in school. • Councillors asked what would be in place instead of SATs. JS explained the extensive work which was taking place with other primaries around opportunities for assessment; Years 6 was high on the agenda to ensure the right information was captured for transition to secondary schools. More formal assessment was likely to take place at Frome Vale before the end of the year. Assessments just before Christmas had been extremely positive. 	
7.2	<p>Attendance</p> <p>JS gave highlights from the report.</p> <p>Councillors asked how individual children who were not engaging with remote learning were being tracked and supported. JS explained the initial issue had been lack of technology which had been a focus at the start of lockdown. Ongoing support is provided through phone calls and home visits; three children vulnerable to learning through low engagement had been invited in during this term. A recent detailed survey on home learning was overwhelmingly positive about the variety and support given. Some comments requesting more live learning showed that parents had not understood that teachers were teaching online as well as in class; this showed that it should have been communicated to parents that teachers were also teaching in school so had less capacity to deliver live learning. JS would send a thank you message to teachers for their flexibility and approach to online/in-class teaching. The logistics of having 2 or 3 children at home had also caused issues; support was given through re-distribution of laptops not required by some families and ensuring no timetable clashes with siblings from other years.</p>	
7.3	<p>Quality of Teaching and Learning, impact on priority groups</p> <p>JS explained the change of approach to monitoring online sessions only. Through attending Teams sessions JS had been delighted to see the approach teachers were taking re pedagogy into the virtual world. Further updates included the use of catch up funding to provide an academic mentor in Year 5 so that all year groups now have an additional adult; the work the Maths Lead is doing in Maths around 'How To' videos and accessibility for parents to support the Love of Learning Strategy; professional development remains a priority; work around the curriculum is continuing particularly on geography and one teacher is now a CLF curriculum curator for computing.</p>	

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7.4	<p>Behaviour and Exclusions</p> <p>JS reported there had been no issues with pupil conduct online; a tool called Senso monitored the use of all IT equipment in CLF including laptops sent out. There had been prolific use of CPOMS which LW and MG had both seen. Some children would benefit from play therapy. The Wellbeing Policy had been written so the approach to wellbeing was clear to everybody. Creative Network was already supporting Year 6 with transition to Year 7, along with Forest School.</p>	
7.5	<p>Pupil Premium and Catch Up Funding</p> <p>JS reported that catch up funding of £40,000 had been used to employ three members of staff until the end of the year, with some spent on technology.</p> <ul style="list-style-type: none"> • Councillors asked if the academy would receive further catch up funding next year and how this would be spent. JS said it was an assumption that the academy would receive £80 per pupil in September however this has not yet been included in the budget. KR commented on the £700m mentioned in the Press and in information released by the DfE but there were no details yet. JS commented that the funding would be well spent, also making some use of the National Tutoring Programme. 	
8	SEND	
8.1	<p>Councillors welcomed the suggestion from JS to include SEND more specifically in academy council meetings and include a live report on actions every term in addition to the annual SEND Report. MG (SEND Link) had recently attended SEND training and would meet with JS to discuss areas/how the report would look. Councillors noted that JS would be going to the SEND Forum before the end of term to feed into the Information Report.</p> <p>JS reported that two out of three EHCP assessments had now been submitted and agreed, one was awaited; top up requests for funding had also submitted.</p> <ul style="list-style-type: none"> • Councillors questioned timescales for EHCPs since lockdown. JS said the timescales had varied; one was early, one had needed chasing. There had been a significant rise in top up applications for the authority through lockdown. 	
9	Parent Voice	
9.1	<p>JS reported that there were a lot of positive comments received in the December Parent Questionnaire. Work had taken place around information received about communication – all related to Reception class. PS (Communications Link) had been supporting the process by working with the Operations Manager. PS said many comments were the result of an unusual year for Reception where the usual in-school communications had not taken place. Action going forward included adaptation of the newsletter to include details on how to engage and what a normal year looks like.</p> <ul style="list-style-type: none"> • Councillors asked what further actions were taking place going forward. JS said that a lot of the issues mentioned were Covid related; in normal circumstances the academy was a vibrant place welcoming parents into the building at many times. Staff will work hard to engage with parents in these groups to mitigate what came through in comments. Refinement of the amount of texts going out, ‘week ahead look’ going out this Friday and notification boards in different places would help with some inconsistencies in information. By the end of term, it should be possible to gauge interest 	

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	<p>in the new parent groups – JS welcomed support from the academy council. Councillors noted that refinement of communication would be built into the existing strategy.</p> <p>JS updated on enrichment opportunities taking place; Year 1 achieved the Silver Award for Wild Challenge and World Book Day was taking place this week. A big community project would also take place next Easter to commemorate the school being 70 years old.</p>	
10	Pupil Voice	
10.1	<p>JS reported that pupil voice had been more of a challenge during lockdown; all groups would meet this term with one focussing on school dinners as this needs to be fed back into the contract with Aspens.</p> <p>Children would be completing a pupil voice survey upon return to school to capture ideas/challenges.</p>	
11	Safeguarding	
11.1	<p>Councillors noted that reports to First Response had been zero in Term 3. LW (Safeguarding Link) reported that she had met with the DSL in Term 3; councillors noted the visit report LW had shared in Teams.</p>	
12	Health & Safety	
12.1	<p>HA (H&S Link) updated councillors following her attendance at the H&S Committee meeting:</p> <p>New works at the Children’s Centre and the NEST would have a positive impact on Frome Vale.</p> <p>Following quite a few heating issues around the school and looking ahead to spring and summer the H&S Officer would be taking concerns to the CLF Central Team to request the right heating is in place for the winter months.</p> <ul style="list-style-type: none"> • HA asked if there were any changes needed to the risk assessment for full re-opening next Monday. Councillors noted the main updates to central risk assessments would reflect lateral flow testing and may include an update on family testing. JS explained the process for staff testing twice a week; information would also be in the newsletter next week on how families can access packs. The risk assessment would be re-issued to teachers along with the PowerPoint about return to school, although most of the staff were already in school. Personal risk assessments would also be looked at again. 	
13	Staffing and Wellbeing	
13.1	<p>Councillors asked if there were any staff wellbeing issues of concern. JS said the relatively small team meant that it was possible to frequently check in with staff; JS had spoken to everybody last week after the announcement of full return. There were a few anxieties around an element of feeling dismissed by government policies around vaccination which was a national agenda not specific to Frome Vale. Staff were beginning to get notification of vaccines and were generally excited to have the children back. The low level of traffic of emails over half term had given staff the much needed opportunity to refresh.</p>	

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14	Policies	
13.1	<p>CLF Approved Academy Policies: Accessibility Plan: Charging & Remissions; First Aid were noted.</p> <p>Academy Policies: Lone Working; Uniform; Wellbeing; Staff Mobile Phone Protocols were approved.</p> <ul style="list-style-type: none"> • Councillors asked if there were difficulties with children not changing uniform daily. JS said they were trying to keep consistency; conversations were taking place with families if not refreshed. 	
14	Governance	
14.1	LW encouraged councillors to continue to contact links in school and report using visit/meeting form. ACTION: Councillors to contact links in school this term for virtual visit/contact and complete visit form (available in Teams)	Links
14.2	Training – LW encouraged councillors to attend training – contact LW/LC if any queries/requests.	
15	Matters for the attention of the Board/COAC	
15.1	Councillors to contact LW if there were any items to take to COAC.	
16	AOB	
16.1	Councillors wished staff good luck for next week	

The meeting closed at 7.00 pm

Next meetings: 20 April, 13 July 2021

Save the date for the CLF Summer Conference – councillors invited 2 July 2021.