

Minutes – Frome Vale Academy Council

Date	8 October 2024	
Location:	Frome Vale Academy	
Time:	5.15 pm	
Present:	Laura Walder (LW)	Sponsor Academy Councillor (Chair)
	Paul Stephens (PS)	Sponsor Academy Councillor
	Christian Simmons (CS)	Sponsor Academy Councillor (Vice Chair)
	Jim Mulcrone (JM)	Sponsor Academy Councillor
	Ricki Petchley (RP)	Support Staff Academy Councillor
	Tracy Pakrooh (TP)	Teacher Academy Councillor
Apologies:	Lori Streich (LS)	Sponsor Academy Councillor
Attendees:	Kate Richardson (KR)	CLF Director of Education
	Jan Saunders (JS)	Senior Principal
	Maria Cerepanova (MC)	Vice Principal
	Linda Corbidge (LC)	Academy Council Clerk
	Phoebe Tutu (PT)	Observer
	Shanta Amdurer (SA)	Observer

Minutes

Item	Description	Action
1	Introductions	
1.1	LW welcomed everyone to the meeting and introduced Phoebe and Shanta who were new councillors awaiting completion of recruitment checks.	
2	Declarations of Interest	
2.1	There were no verbal declarations of interest.	
3	Governance	
3.1	Membership	
3.1.1	<p>LW outlined changes:</p> <ul style="list-style-type: none"> Shanta had been elected as Parent Councillor, awaiting completion of HR checks. Paul had been appointed as a Sponsor Councillor following his Parent Councillor term of office ending in July. Phoebe had been appointed as a Sponsor Councillor from 27 November following Laura stepping down as Chair at the November meeting. Board approval received for Christian will take on the Chair role wef from 27 November. Nominations would be sought for the remaining Parent Academy Councillor vacancy after half term. <p>ACTION: LC will liaise with the academy to organise a parent election after half term.</p> <p>ACTION: LW will seek approval for CS to become Chair wef 26 November.</p>	<p>LC</p> <p>LW</p>
3.2	Link Councillor Roles	

Item	Description	Action
3.2.1	Link roles were confirmed as Safeguarding – LS; Disadvantage (includes Pupil Premium, Children in Care) – JM; SEND- PS; Health & Safety – RP.	
4	Minutes of Previous Meeting	
4.1	The minutes of the meeting held 9 July 2024 were agreed as a true record.	
5	Matters Arising	
5.1	<i>LC will liaise with the academy to organise a parent election for one vacancy in September.</i> SA had been elected as Parent Academy Councillor in the September election.	
5.2	<i>JS will take forward suggestion to combine a session on interpreting data at the AC1 meeting in September.</i> ACTION: Take forward to AC3 to include new councillors.	JS
5.3	<i>JM will meet with the new Vice Principal in Term 1 to discuss aims/approach and impact from data at end of Term 1.</i> ACTION: Take forward for JM will liaise with MC to discuss use of data going forward	JM
5.4	<i>Any further link roles will be decided at the first meeting in September.</i> Discussion took place around SA supporting PS in the SEND link role, due to the large demand for SEND support and SA's experience'.	
6	Academy Council Report	
	<i>AC Report for Term 1 had been shared.</i>	
6.1	Pupil Voice	
6.1.1	How did the children return in September? JS said that she was pleased to report that the children had remembered what it is to be a Frome Vale citizen. This had also been exemplified in assemblies etc. plus some specific work had been put in place around some areas e.g. review of information form for supply teachers. To ensure reasonable adjustments are being made and these are clear for everybody staff are also alerted to children within certain areas.	
6.1.2	What has been done following a discussion last year around difficulties with some of the children communicating with other children/their peers around SEND? We held a version of the community day which supported the delivery of KS2 books and resourcing.	
6.1.3	How did you explain this to the parent community? There will be a meeting this Friday when Bristol Autism are coming in for coffee and a discussion with parents. There is also someone coming in for a meeting with parents/careers from the Mental Health Support Team who will be focussing on anxiety. Also communicated through Dojo.	
6.1.4	Is there going to be literature, or links to resources for parents for those who cannot attend as sometimes late notice is given? We are considering a SEND newsletter or information may be posted on Dojo. There has also been a suggestion to record session – we would like to build a PD library with links to YouTube videos.	
6.2	Staffing and Wellbeing	
6.2.1	How are the staff doing? We are confident that recruitment processes have resulted in new staff who have experience at working in a small school. Induction, PDP targets and professional	

Item	Description	Action
	learning are already in place, and we are really pleased that the new staff have already embraced the FVA way. We will check in again on Inset day.	
6.2.2	Do established staff still take on responsibility towards newer staff? This has not been done this year as we are embarking on a project of what leadership looks like in a smaller school which is a collaborative opportunity with Evergreen Primary. Established staff will monitor the effectiveness and identify where professional learning takes place. This is a different model from making every teacher a curriculum leader.	
6.2.3	Is the project being introduced for time saving or to develop the individual? There is some cost saving and not everyone wants to be curriculum leader. There are two strands – to create a middle leadership curriculum so staff can look at a role to see what they might want to do, also looking at different models. This is a result of the tighter curriculum not needing as much work going into it.	
6.3	Attendance	
6.3.1	JS reported that at the end of week 5 attendance was on an upward trajectory at 96.9% compared to 94% at the end of last year. Strategies had been maintained which were put in place last year and were reviewed today in a triage meeting. JS outlined the monitoring which took place each term. KR explained that Pupil Premium (PP) attendance was broadly in line with PP nationally. In the triage meeting today, it had been found that non-attenders were mainly children who were abroad, and another child was a school refuser working to get into school.	
6.3.2	Are you continuing to use the tougher policies with graduated scale if children are being taken away or are you taking a further step to fine? We are fining and not authorising holidays.	
6.3.3	Would the school refuser be fined? No that will be a package of support.	
6.3.4	Would the school refuser be included in the data? Yes, but we can have conversations to explain individual cases. There is not a trend or trail currently around attendance.	
6.3.5	Are there some children who would previously have received Pupil Premium Grant as there were over 50% of children receiving Pupil Premium but numbers seem to have reduced by 25%. The numbers have reduced as the threshold is now very low.	
6.4	SEND	
6.4.1	How is Reception as there are a lot of Reception children coming in with EHCPs? There is quite a significant high need in Reception, some with EHCPs, some not. Some are on pathways to diagnosis or referrals for further support from BCC. There are discussions taking place on whether extra provision will be needed at Frome Vale going forward which will involve small building works using a small surplus from the recruitment budget.	
6.4.2	There is also a lack of capacity elsewhere for a quiet space We are looking at providing useable space and will be having a sensory audit shortly and sensory PD before the end of term. Another TA has now been recruited on an agency contract as the need is rising. If we are asked for other children to join the school, we meet with parents to see if we can	

Item	Description	Action
	meet need as EHCPs/previous information are not always accurate. Recently one pupil we felt we could meet need, and another we didn't feel the schools could meet need.	
6.4.3	Discussion followed around children whose needs are met at Primary but aren't successful at Secondary due to the change in environment. Secondary exacerbates SEMHs problems. SA commented that from a community perspective it is good to hear the schools are meeting families who want to attend the school to ensure the school can meet the need.	
6.4.4	Are annual reviews being conducted regularly? BCC are not attending annual reviews at present.	
6.4.5	Are there still delays with the processing of EHCPs? The speed of processing has improved.	
6.5	Targets (outcomes)	
6.5.1	JS reported that numbers of children and narrative will be provided in the AC report this year to support councillors understanding of the data. The data for Year 2 cohort is now more in line for writing and maths. Have recently looked at Year 3 writing and are confident the data there will also look better.	
6.6	Admission Numbers	
6.6.1	Do any of the years have places available? There are up to two spaces in most years; we have the highest numbers of pupils we have ever had.	
6.6.2	What is the churn rate of year groups? There were more in than out last year with a waiting list in Reception and Year 3. Movement is usually a result of families moving areas or to home countries.	
6.6.3	Why are the pupils choosing here? Parents like a single form entry school, Ofsted Report, recommendation from friends and school grounds.	
7	Safeguarding	
	<i>Safeguarding Annual Report 2023-24 and Link Councillor Report had been shared.</i>	
7.1	LS had not been able to meet due to illness. LS will arrange meeting shortly.	
7.2	Councillors noted the Safeguarding Annual Report 2023-24.	
8	Health & Safety	
8.1	RP reported that there was now a brand-new roof.	
8.2	How is the one-way system going? It is well embedded and working well.	
8.2	As more children are now joining has the building been risk assessed? Yes, part of the ambition now is having partnerships with the community utilising the building when we are not here e.g. basketball, summer offer and leasing to Scouts.	
8.3	Is this making money? The main ambition is for it to be a community endeavour. Some funding from the Scouts has been put towards the monkey bars along with £1000 from the PTA.	
9	Equality, Diversity and Inclusion	
9.1	<u>ACTION: Taken forward to next meeting.</u>	JS

Item	Description	Action
10	Policies	
10.1	Councillors noted the updated Policies for Health & Safety; Data Protection; Information Security; Modern Slavery and Human Trafficking and Records Retention.	
11	Link Councillor updates	
11.1	There were no further updates.	
12	Matters for the attention of the Board/COAC	
12.1	None.	
13	AOB	
13.1	None.	

The meeting closed at 6.55pm

Next meetings:

FVA			
AC1	Wed	25-Sep-2024	5-8pm (online/in person)
AC2	Tues	8-Oct-2024	5-7pm
AC3	Tues	26-Nov-2024	5-7pm
AC4	Tues	25-Feb-2025	5-7pm
AC5	Tues	22-Apr-2025	5-7pm
AC6	Tues	1-Jul-2025	5-7pm