

# Minutes – Frome Vale Academy Council

<b>Date</b>	9 July 2024	
<b>Location:</b>	Frome Vale Academy	
<b>Time:</b>	5.15 pm	
<b>Present:</b>	Laura Walder (LW)	Sponsor Academy Councillor (Chair)
	Kate Richardson (KR)	Director of Education (from item )
	Jan Saunders (JS)	Senior Principal
	Paul Stephens (PS)	Parent Academy Councillor
	Christian Simmons (CS)	Sponsor Academy Councillor (Vice Chair)
	Jim Mulcrone (JM)	Sponsor Academy Councillor
	Lori Streich (LS)	Sponsor Academy Councillor
	Ricki Petchley (RP)	Support Staff Academy Councillor
<b>Apologies:</b>	Nikki Dawson (ND)	Senior Vice Principal
	Tom Hartshorn (TH)	Parent Academy Councillor
	Tracy Pakrooh (TP)	Teacher Academy Councillor
<b>Attendees:</b>	Linda Corbidge (LC)	Academy Council Clerk

## Minutes

Item	Description	Action
<b>1</b>	<b>Introductions</b>	
1.1	LW welcomed everyone to the meeting.	
<b>2</b>	<b>Declarations of Interest</b>	
2.1	There were no verbal declarations of interest.	
<b>3</b>	<b>Governance</b>	
3.1	<b>Membership</b>	
3.1.1	<p>LW reported changes to membership from Sept 24:</p> <ul style="list-style-type: none"> <li>TH had made the decision to step down from the Academy Council from July 24 – therefore there will a Parent election in Sept 24.</li> </ul> <p>Further changes subject to approvals:</p> <ul style="list-style-type: none"> <li>PS will move to Sponsor Councillor from September following his Parent Councillor term of office ending in July. This role will not be replaced as two sponsor councillors are also parents.</li> <li>LW will be leaving in Dec 24 and CS will take on Chair role</li> <li>New councillor, Phoebe will be joining as Sponsor Councillor in December.</li> </ul> <p><b><u>ACTION: LC will liaise with the academy to organise a parent election for one vacancy in September</u></b></p>	LC
3.2	<b>New Composition of AC for September</b>	
3.2.1	LW explained the changes to the composition of Academy Councils following a Governance Review which will come into effect from September 2024.	

Item	Description	Action
3.3	<b>Link Councillor Roles</b>	
3.3.1	LW reported that there were also changes to the required link roles. From September required roles will be Safeguarding (LS is Link); Disadvantage which will include LAC and CiC (JM is Link) and SEND (PS is Link). Other link roles can be allocated to suit specific academy needs. It was recognised that the council would be parent heavy, and any further councillors would need to be non-parents.	
3.3.2	Councillors commented on the importance of seeking representation of the school community on the Academy Council.	
4	<b>Minutes of Previous Meeting</b>	
4.1	The minutes of the meeting held 23 April 2024 were agreed as a true record.	
5	<b>Matters Arising</b>	
5.1	<i>LW will follow up on contact with WECIL charity re councillor vacancy.</i> JS commented that there is an opportunity to link with Bristol Charities.	
5.2	<i>LW will take the discussion around SEND assessment and paediatric assessor to COAC.</i> Completed.	
5.3	<i>ND to share data on how many children with SEND have jobs in school.</i> Information in report.	
5.4	<i>JS/LW will discuss arranging a session on interpreting data at the Term 6 meeting.</i> <b><u>ACTION: JS will take forward suggestion to combine a session on interpreting data at the AC1 meeting in September.</u></b>	JS
6	<b>Academy Council Report</b>	
	<i>AC Report for Term 6 had been shared.</i>	
6.1	<b>Staffing and Wellbeing</b>	
6.1.1	JS highlighted areas from the report: <ul style="list-style-type: none"> <li>• There were no concerns re staffing for September; teachers had been recruited for Reception, Y3 and Y5 and had already started induction.</li> <li>• An additional apprentice is being recruited as there is some additional SEND funding.</li> <li>• Maria Cerepanova (MC) has been appointed as the new Vice Principal from Sept 24 which is a good appointment as she was previously at the school.</li> </ul>	
6.1.2	<b>How many are new teachers?</b> We will have one ECT in Year 3, the first we have had for five years.	
6.1.3	<b>How will these appointments affect the Curriculum Leads?</b> Three long term substantive teachers are leaving. MC and JS will be leads for two terms for the subjects of the teachers who are leaving to support the new teachers to focus on getting to know the school and children.	
6.1.4	<b>How are you utilising the experience and skills of the new teachers?</b> We have placed the three new teachers according to their experience and strengths but may move around in future years depending on teacher strengths and preferences.	
6.2	<b>Outcomes/Progress</b>	
6.2.1	JS provided highlights from the report: <ul style="list-style-type: none"> <li>• SATs –this is the best set of results the school have ever had.</li> </ul>	

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	<ul style="list-style-type: none"> <li>Reading 93%; Writing 93%, Maths 90%, Combined 83% (2% higher than last year).</li> <li>Y4 Multiplication Check – 80% of children got 25/25, average score 24.6 (which was the highest average mark across the Trust).</li> <li>Phonics – 83% (NA 80%) which was slightly lower than predicted as there were two new children, who joined two weeks before the test. The target needs to reach the government target of 95%.</li> <li>Early Years – dipped at 68% as high SEND need.</li> </ul>	
6.2.2	<p><b>Do the results take account of children with EAL?</b></p> <p>Not in the results, but we can provide individual case studies.</p>	
6.2.3	<p><b>How does Combined compare to National Average?</b></p> <p>71% for Trust, 61% NA. PP combined is 61% across the Trust.</p>	
6.2.4	<p><b>What is the profile for next year?</b></p> <p>Nothing alarming that we know about - we have met with all to identify need and are unaware yet of any unmet need until children join.</p>	
6.2.5	<p><b>Is there more need in Early Years?</b></p> <p>Yes, there is still significant need in Early Years. We are needing to adapt provision now as SEND services are not able to cope with need. We have frontloaded staff already using the apprenticeship scheme to support. We have four TAs this year compared with three last year and two previously.</p>	
6.2.6	<p><b>Are there still children coming into Reception who have had no engagement with nurseries?</b></p> <p>Children are now coming in with records from nurseries.</p>	
6.2.7	Councillors congratulated Jan and all the staff on the excellent results.	
6.3	<b>Attendance</b>	
6.3.1	LW and LS commented that the proactive work on attendance had produced good results.	
6.4	<b>Pupil Premium and Looked After Children</b>	
6.4.2	<p><b>Can we see trends on a term-by-term basis?</b></p> <p>I have requested data on the Black Box on trends/targets/continuing improvement targets.</p> <p><b><u>ACTION: JM will meet with the new Vice Principal before/after Pupil Progress meetings in Term 1 to discuss aims/approach and impact from data at end of Term 1</u></b></p>	JM
6.5	<b>SEND</b>	
6.5.1	<p><b>Following ND leaving at the end of term, how will you manage with covering the SENCo work next year?</b></p> <p>I am already involved in SEND at the school and have led SEND previously. MC also has SENCO experience in her current school and will undertake the SEND qualification. Two other teachers will also support and attend meetings. Good practice is to have a SENCO team, JS will conduct the annual reviews. Paperwork has been handed over, including next year's intake and Year 6 handover.</p>	
7	<b>Safeguarding</b>	
	<i>Safeguarding Report for Term 5 had been shared</i>	
7.1	<p>LS highlighted areas from her visit report</p> <ul style="list-style-type: none"> <li>Care needed when looking at the data as it is skewed due to small school</li> </ul>	

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	<ul style="list-style-type: none"> <li>Less support from a support worker had been available from Bristol Charities than was expected following the earlier discussions. JS emphasised that any support was 'in addition' to school provision. The school will also be getting involved in the Little Chef community project.</li> </ul> <p>Following discussion, councillors recommended providing feedback to Bristol Charities regarding less support than was previously indicated.</p>	
7.2	JS commented that children here are very well supported.	
8	<b>Health &amp; Safety</b>	
8.1	JS referred to the information in the report and commented that RP is doing a great job. At a recent check there was nothing of concern which had been highlighted.	
8.2	<p><b>What actions were taken about children getting into the firepit?</b></p> <p>The local PCSO had looked into it – there was no further sight of the children.</p> <p>LS commented that the PCSO is good and also comes into the school to listen to the children read. RP had sent an email to thank him. JS reassured councillors that she had requested and received a letter of assurance regarding the PCSO.</p>	
8.3	RP reported on work which was being carried out over the summer as the school was an old building. Work included work to the roof, the foyer and leaks which were necessary to futureproof the building. Councillors recognised that funding was provided from CLF central funds.	
9	<b>Equality, Diversity and Inclusion</b>	
9.1	JS reported that the school was working with PINS (Partnership for Inclusion of Neurodiversity in School) on a project next year. Areas to work on had been identified which included providing more of a network of support for parents to come into school to feel more confident of their child's needs (ADHD and Autism or undiagnosed Autism).	
9.2	<p><b>How are you getting parental engagement?</b></p> <p>PINS will support with parental engagement.</p>	
9.3	<p><b>Are you receiving more complaints as that is the national picture?</b></p> <p>We do receive complaints although this is not frequent and parents will talk early on to discuss issues. There is some dissatisfaction around funding for SEND. Recent questions to parents didn't flag concerns although there is always room for development around partnerships with parents.</p>	
10	<b>Policies</b>	
10.1	Councillors <b>noted</b> the following reviewed CLF academy policy: Attendance.	
10.2	Post meeting note: Councillors noted the updated CLF academy policy (by email): Health & Safety.	
11	<b>Link Councillor updates</b>	
11.1	CS (STEM Link) will meet with JS/MC in September.	
11.2	<p>JS suggested a link for Oracy as this was a focus on the AIP. It was agreed that CS will take on this role initially.</p> <p>JS suggested that Link Councillors follow the AIP. KR explained how she would work with link councillors if necessary to help support areas in the school.</p>	

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	<p>Discussion followed on the how the Academy Council holds the school to account outside the AIP. LW explained that her role during meetings with leaders supports this. KR added that quality assurance takes place through the Academy Review Visit (ARV) which the chair attends.</p> <p>LW recommended that councillors come into school on visits, which could include looking at evidence through books.</p> <p><b>ACTION: Any further link roles will be decided at the first meeting in September.</b></p>	LW/CS
<b>12</b>	<b>Matters for the attention of the Board/COAC</b>	
12.1	None.	
<b>13</b>	<b>AOB</b>	
13.1	<p>JS reported that the decision has been made to add an extra INSET day to support staff training as there was a lot of new staff in September. The school would be shut for INSET days on 2nd, 3<sup>rd</sup> and 4<sup>th</sup> September. INSET Training would include:</p> <p>Day 1 - Phonics training for 7 staff.</p> <p>Day 2 - Culture, safeguarding, five pillars of the FVA Way.</p> <p>Day 3 – SEND and adaptive teaching.</p> <p>LS (Safeguarding Link) was pleased to hear that the school were providing an opportunity to discuss safeguarding on INSET day.</p>	
13.2	LW thanked Jan and the staff for their hard work this year.	
13.3	JS explained that there were lots of plans in place for the children to say ‘goodbye’ to Mrs Dawson on 22 <sup>nd</sup> July. Councillors asked for their thanks to be noted for Mrs Dawson’ hard work and commitment to the school and SEND.	

**The meeting closed at 7.05pm**

**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