

Minutes – Frome Vale Academy Council

Version

Date 19 October 2021

Location: Online Teams meeting

Time: 5.15 pm

Present:

| | |
|----------------------|---|
| Laura Walder (LW) | Sponsor Academy Councillor (Chair) |
| Hope Allen (HA) | Support Staff Academy Councillor (Vice Chair) |
| Dilan Kaygisiz (DK) | Sponsor Academy Councillor |
| Jan Saunders (JS) | Principal |
| Kate Richardson (KR) | Executive Principal |
| Meriam Gordon (MG) | Parent Academy Councillor |
| Paul Stephens (PS) | Parent Academy Councillor |
| Lori Streich (LS) | Sponsor Academy Councillor |
| Lucy Fulton (LF) | Sponsor Academy Councillor |

Apologies: Joyce Adeyeye (JA) Sponsor Academy Councillor

Attendees: Linda Corbidge (LC) Academy Council Clerk

Minutes

| Item | Description | Action |
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| 1 | Introductions | |
| 1.1 | Welcome and introductions were made by LW. | |
| 2 | Declarations of Interest | |
| 2.1 | There were no declarations of interest. LW reminded councillors of the importance of completing their annual declaration of interest. <u>ACTION: Councillors to complete their September Declaration of Interest if not already done so</u> | ALL |
| 3 | Governance | |
| 3.1 | Membership – LW advised there was now a vacancy for a Teacher Councillor following Maria Cerepanova leaving the academy. <u>ACTION: Clerk to send election documentation for circulation.</u> Discussion took place on link roles. <u>ACTION: LW will review link roles with councillors in separate meeting.</u> | LC LW |
| 3.2 | The Bright Spots and Trails document from the September Academy Review meeting was noted. | |
| 3.3 | Training – The importance of completing the Nimble training was emphasised. <u>ACTION: All councillors to complete Governance Essentials if not done so already.</u> | ALL |
| 4 | Minutes of Previous Meeting | |
| 4.1 | Minutes of the meeting held 13 July 2021 were agreed as accurate. | |

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| 5 | Matters Arising | |
| 5.1 | <p>Completed actions were agreed.</p> <ul style="list-style-type: none"> 5.1 All actions around councillor visits to school have been paused for now due to reduced visits into school. These will be picked up again when restrictions ease. Post meeting: Link visits with individual councillors/staff members can go ahead. 9.3 JS to share arguments captured from pupil voice re wellbeing, socialisation and mixing with people – taken forward | JS |
| 6 | Councillor Visit Reports | |
| 6.1 | <p>LW encouraged councillors to contact their link member of staff to arrange a visit/Teams meet and complete a visit report form. <u>ACTION: Councillors to visit their school link and complete visit form.</u></p> <p>Questions from Academy Council</p> | ALL |
| 6.2 | Could we have a staff structure chart? | |
| 6.2.1 | <p>PS commented that this information would also be useful for parents/the wider community as parents don't know who staff are.</p> <p><u>ACTION: JS will share staff structure with councillors.</u></p> | JS |
| 7 | Pupil Voice | |
| 7.1 | <p>ND updated that all groups have been established for this year. A pupil voice day took place on Friday.</p> | |
| 8 | Staffing and Wellbeing | |
| | Questions from academy Council | |
| 8.1 | What are you doing for staff mental health and wellbeing as the pandemic continues? | |
| 8.1.1 | <p>We are very mindful of staff wellbeing:</p> <ul style="list-style-type: none"> Some actions from the staff summer survey have been implemented. One of the main actions to enable staff to access One Drive documents at home is still ongoing due to some IT issues; Pupil progress meetings have been reviewed; staff now using central data to reduce paperwork; Due to pressures of being back to previous timetabling, managing time will be reviewed at the end of this term with a questionnaire. Some colleagues have been supported with the Employee Assistance Scheme this term which has been useful to them. It has been a challenging term and we are mindful to ensure staff have a rest in half term. JS has signed up for DfE training for Mental Health Leads. KR clarified that the training is for senior leaders focussing on strategy and action planning. | |
| 8.2 | Is there a timeline for the IT work to One Drive? | |
| 8.2.1 | <p>We have asked for it to be completed by the beginning of next term.</p> | |
| | Academy Council Report | |
| 9 | Quality of Education | |
| 9.1 | <p>Quality of Teaching and Learning</p> <p>JS briefed councillors:</p> | |

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| | <ul style="list-style-type: none"> The term had started with exploring the ASE pedagogy on inset day, identifying what Active Learning, Subject Knowledge and Exposition look like in reality and looking through the lens of disadvantage. This was followed through at the ARV (Academy Review Visit) which helped the writing of development plans for staff related to observations in lessons; A book look had been completed for Maths, Writing and History; They were pleased with what was seen; it was clear to see chronology had progressed from Y1 to Y6. On Friday a huge historical timeline was made and will be attached to the football cage; KS2 writing was a bright spot with progression so far and particularly in some year groups where the high percentage of children on track has been maintained. There is a big push on handwriting to reintroduce expectations; Art review of provision – gaps in learning were identified; this year will be aligning the curriculum to support with planning and seeing progression of skills across the curriculum; Received CPD on music – worked with an SLE (Specialist Leader of Education); a music day is planned for the first day back each term, implemented using the CLF curriculum; Science lead is new – Y4 teacher took over and has made a really good start. As part of wellbeing workload, the academy has moved to working walls; this has been reviewed and is successful so far; Education visits – Y6 to Stonehenge – to move thinking and learning forward. Y5 to Bristol Museum for Egyptology; Data blackbox will be received tomorrow; pupil progress meetings will take place on first Tuesday after half term. Early indications - we are particularly pleased with Phonics in Y1 and Y2. Pupil questionnaires on wellbeing – looked at KS1 who reported that they felt very safe and knew who to talk to. There is emphasis every term on key adults so children know who they can talk to. CPD opportunities – JS had met with all teachers leading subjects; two teachers are completing their NPQ qualification; Intervention training completed by ND/JS; RF (Maths Lead) is continuing with Boolean Maths Hub; Hope completed First Aid; class visits had been planned to other schools and classes; moderation of writing and learning together workshops (most successful were reading and phonics). | |
| | Questions by Academy Council | |
| 9.2 | Have all staff had RSHE training and if so when will that be updated? | |
| 9.2.1 | Staff training took place last year with extra support given to those who deliver relationship sex education. Training will be refreshed again this year and new staff will receive bespoke support within specific induction opportunities for new teachers. JS had also met with leads in school in the first week. | |
| 9.3 | Are only teachers receiving training? | |
| 9.3.1 | There is generic training for LSAs and HLTAs attend full staff meetings. | |
| 10 | Achievements and Standards | |
| 10.1 | Attendance JS explained that the academy is looking through the lens of disadvantage at everything this year and for the first time PP children are in school the same if not more than non-PP children which is a pleasing picture. There is a continued | |

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| | <p>focus on children whose attendance is less than 96.6% although there are less than historically at this time of year. Actions include meetings with the Education Welfare Officer (EWO) and with families to support those families to support children into school. There is some work still to do with one child rehoused out of area and with those not attending with the EWO. JS explained the change in attendance 'x' codes this year around Covid related absence. Data had been looked at carefully, the Central team have produced a good attendance tracking document; there are no concerns with patterns of particular children. A lot less children are arriving late this year. Attendance is a relatively pleasing picture; we are aiming higher, to improve further. Some of the impact is a result of higher numbers on role.</p> | |
| 10.2 | <p>Behaviour and Attitudes JS reported that behaviour and attitudes is good – coming back 'live' in assemblies is a great opportunity to re-visit all of our values and remind children of Frome Vale manners which are referred to all the time in a positive light as well as a reminder. This had been seen in Learning Walks and ARVs. Children in Early Years had settled incredibly well into the school this year.</p> | |
| 10.3 | <p>Personal Development JS reported on events which included a 'Me and My Citizen' event with parents on 1 October; a Celebrating Difference Event was being planned for 9 December; a series of workshops with BCC Pavement Professors on road safety had been postponed; Bikeability sessions had gone ahead and children had attended the Life Skills Centre. Since the report was written Ross Fossard, the Year 6 teacher had completed a transition visit to children now in Year 7 to have a look at how they were getting on and to support future planning in transition. Supporting transition next year is starting now with small steps e.g. providing with a pencil case and some work with the DT department at Bristol Metropolitan Academy.</p> | |
| 10.4 | <p>SEND The SEND AC Report had been shared and noted by councillors.</p> | |
| 10.5 | <p>Pupil Premium The Pupil Premium Strategy for 20/21 and Strategy Statement for 21/22 had been shared.</p> | |
| | <p>Questions from Academy Council</p> | |
| 10.6 | <p>With regards to more disadvantaged children and PP (Pupil Premium), with the pandemic highlighting children who are disadvantaged, what are we doing to meet their needs re curriculum development and the challenges in getting up to speed? What support is there for teachers who have children with high needs in their class?</p> | |
| 10.6.1 | <p>The PP (Pupil Premium) spend is on the website and we are currently developing and writing the strategy for this year. A lot of time is spent thinking about the strategy as a school and thinking of what it looks like every day in class. The focus of the CLF Conference this term is through the lens of disadvantage and how our curriculum can privilege those children experiencing disadvantage. We will also spend a day on Friday developing staff in our 'WE CARE' strategy and will also share later with non-teaching staff.</p> | |

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| | <p>ND shared and explained the 'WE CARE' strategy on diminishing the difference – what does an FVA teacher do; working partnerships with parents and particularly building around every adult's responsibility regarding oracy - FVA had joined a project with Ambition Institute on oracy.</p> <p>The PP report format is being reviewed as it does not lend itself to strategic planning looking through the lens of disadvantage. We are looking at how best to utilise the Catch-Up funding of £8900 for additional adults to support, particularly for classes where the PP gap is largest in Years 2,3 and 4. There is a clear timetable around 1:1 provision for Reading and other additional work around Phonics. <u>ACTION: JS will share the PP Report with councillors when complete.</u></p> <p>KR emphasised the importance of how the strategy is implemented and recommended that councillors come in and test it. JS explained that the children had been asked questions to inform the strategy however it would be really useful to teachers for actions going forward if councillors came in to talk to the children about their learning and what could help them by asking 'even better if?'</p> | JS |
| 10.6.2 | Did the teachers do the interviews themselves, if so were they biased? | |
| 10.6.3 | Not at all – the information provided was very powerful and is now part of PD plans and pupil progress meetings for children experiencing disadvantage/eligible for PP. Curriculum leaders also do student voice. | |
| 10.7 | How are children who are being kept home not illness being supported to fill gaps in their learning? | |
| 10.7.1 | <p>We don't have many children for each of those families; there is a lot of communication to families to have children tested. The community know it is important that children are in school and there is a reasonable turnaround with results. The Word Press site is still 'live' and work is added there as soon as children are absent.</p> <p>LS said that she would like to come into the school to look at the Book Club and read with the children – LS will contact the school to arrange.</p> | |
| 10.8 | How has central CLF moved forward on diversity and inclusions issues since the last report? | |
| 10.8.1 | <p>JS explained that the CLF working party had not yet met this term but would be continuing to develop and support diversity and inclusion across CLF.</p> <p>The plan for the academy is due to be reviewed following a meeting with the Parent EDI group last Thursday; to include improving communication through accessibility for people whose literacy skills are not as well developed in order to access/navigate the in depth information provided and broadening the scope further of what we understand of EDI. The Pupil EDI group met last Friday and made an action plan for the year which includes plans to celebrate and recognise diversity in school. The EDI Parent Group also had the opportunity to see a video being premiered at St Michael's Community Centre about diversity; a well-choreographed film of pupils at Frome Vale. This will be shared with the rest of the school. EDI is at the forefront of everything we do. We are also</p> | |

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| | working with parents on gender/gender within literature and reviewing books to provide careful balance. | |
| 11 | Safeguarding | |
| 11.1 | The Safeguarding Annual Report had been shared. JS highlighted that it had been a good term with no referrals or concerns around attendance and follow-up. | |
| 11.2 | The Safeguarding Link Visit Report had been shared and noted. | |
| 12 | Policies | |
| 12.1 | Councillors had reviewed the policies. Policies were: APPROVED: Feedback; SEND; Collective Worship; Looked After Children; EYFS; Homework; Science, RE, Healthy Eating; Allergen and Anaphylaxis Management; Lettings. ADOPTED: Critical Incident Plan; Online Safety. NOTED: Supporting Pupils with Medical Conditions. | |
| 13 | Matters for the attention of the Board/COAC | |
| 13.1 | None. | |
| 14 | AOB | |
| | None. | |

The meeting closed at 6.55 pm

Next meetings:

5.00 pm - 30 Nov, 8 Feb, 5 Apr, 5 July