

Minutes – Frome Vale Academy Council

Version	Draft	
Date	20 April 2021	
Location:	Online Teams meeting	
Time:	5.15 pm	
Present:	Hope Allen (HA)	Support Staff Academy Councillor (Vice Chair)
	Dilan Kaygisiz (DK)	Sponsor Academy Councillor
	Maria Cerepanova (MC)	Teacher Academy Councillor
	Jan Saunders (JS)	Principal
	Kate Richardson (KR)	Executive Principal
	Lucy Fulton (LF)	Sponsor Academy Councillor
	Meriam Gordon (MG)	Parent Academy Councillor
	Paul Stephens (PS)	Parent Academy Councillor
	Joyce Adeyeye (JA)	Sponsor Academy Councillor
Apologies:	Laura Walder (LW)	Sponsor Academy Councillor (Chair)
	Lori Streich (LS)	Sponsor Academy Councillor
Attendees:	Heleena Ashley (HA)	Observer
	Linda Corbidge (LC)	Academy Council Clerk

Minutes

Item	Description	Action
1	Introductions	
1.1	Welcome and introductions were made by HA, who was chairing the meeting in the absence of LW. HA welcomed Heleena, who was observing prior to approval of her appointment at the next COAC meeting.	
2	Declarations of Interest	
2.1	There were no declarations of interest.	
3	Academy Council Membership	
3.1	Membership – Councillors welcomed Dilan as sponsor councillor following approval of her appointment at COAC.	
4	Minutes of Previous Meeting	
4.1	Minutes of the meeting held 2 March 2021 were agreed as accurate.	
5	Matters Arising	
5.1	<ul style="list-style-type: none"> <i>LW/JS will discuss/arrange an online meeting for councillors/group of children – taken forward. ACTION: LW/JS will arrange online meeting</i> <i>JS would contact Boomsatsuma to organise video/arrange for member of staff to take photos -ACTION: JS will look into arranging for someone else to take photos of Academy Council.</i> <i>LW will arrange meeting/contact with JA and MM re EDI – JA confirmed that she had met with MM.</i> 	<p>JS/LW</p> <p>JS</p>

Item	Description	Action
	<ul style="list-style-type: none"> <i>Councillors to contact links in school this term for virtual visit/contact and complete visit form (available in Teams) – see visit item.</i> 	
	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> <p><i>Councillors asked if there had been any positive Covid-19 cases since March.</i> JS confirmed that there had been no cases since March.</p> <p><i>Councillors asked what the overarching strategic priorities between now and the Summer –</i> JS responded that priorities were careful monitoring of Year 1 and Year 2 to ensure impact from funding; looking at books and in class to ensure fully aware of what needs to be done; benchmarking reading is being done as and when now instead of at the end of term; SEND actions need to be implemented; tighter earlier assessment ready for September; transition of Year 6 into Year 7 (a project has just been commissioned for a week for Year 6 to camp on the field); to continue to look after everybody and ensure we don't lose momentum.</p> <p><i>Councillors questioned numbers for intake in September.</i> JS said the picture was not as good as would like, with only 20 at present. JS said it was thought this is a direct impact of Covid and not being able to see families as much as normal. There is a need to continue to focus on work in the community, with work still to do on communication - the work that is being done by PS (Parent Communication Link) and the Ops Manager is important to ensure opportunities are not missed. PS offered his support with communication to new families.</p> <p><i>Councillors asked if there were any updates on inspections from Ofsted.</i> JS updated on the changes, which included not as much emphasis on the quality of education provided in Terms 1 and 2. JS and the team had evidence ready from Term 3 onwards. Attendance would be a focus from 8 March to end of term. The conversation with inspectors will include reflection on the pandemic. KR/JS will ensure prepared.</p> <p><i>Councillors requested an update on implementation of RSHE –</i> JS had followed protocol and also led across the Trust; JS will meet with academy councillors on line to discuss. <u>ACTION: JS to arrange with LW</u></p> <p><i>Councillors asked what was happening in school regarding Ramadan.</i> JS said there was an awareness in school but it had not been shared as a whole school; teachers would be sharing experiences in their own class settings and parents had been greeted in a particular way. Been aware of parents and greeted in particular way. There were no children fasting or abstaining. DK commented this happened more in Years 5 and 6. Councillors noted the EDI plan included actions to ensure acknowledgement and celebrations of other faiths.</p> <p><i>Councillors commented that the end of term newsletter had included an Easter raffle but nothing about Ramadan.</i> JS thanked councillors for the important feedback.</p> <p><i>Councillors asked what was being discussed in school regarding the climate crisis.</i> JS said there was a Pupil Voice Eco Group and opportunities in curriculum to take part in raising awareness of environmental issues. There was also now a parent group to support the journey and a new CLF Environmental Action Group formed with a representative from each school to recognise the</p>	JS

Item	Description	Action
	<p>vision. JS said there is a real awareness of the impact of what is happening. A CLF group of pupils also meet once a term – one from each school – environment is on agenda this term. This sits alongside EDI work at the academy. Councillors asked if anything was being done regarding the building itself e.g. waste management. JS said there were opportunities to reduce the carbon footprint. PS asked if there had been an environmental impact assessment? JS responded that she was not aware an assessment had been done.</p>	
7	Achievements and Standards	
7.1	<p>Outcomes JS briefed on highlights from the report:</p> <ul style="list-style-type: none"> • PIXL assessments had not been carried out as usual in Term 3. Ready to Progress documents were being used as guidance for Maths; Phonics assessments in Year 1 had shown a good predictive result; benchmarking was taking place to check reading skills. Data in the report was from teacher assessments in class. • KS2 a much stronger picture than KS1. There is good progress in Year 2 in writing and maths since last data provided in December. In Year 1 data in the report shows not yet seeing children 'on track' although full data from central team shows Year 1 children moving from 'at an early stage' to the next stage. Following monitoring, children are now expected to convert from 'yet to be on track' to 'on track with significant weeks of learning over the last few weeks to consolidate learning. • Year 5 – particularly pleased with Year 5 – important going into Year 6. • Since full return to school, leaders were supporting teachers to focus on writing, with improvements being seen already. 	
7.2	<p>Attendance JS gave highlights from the report: Tracking daily – attendance was 92% at 25 March. Comparisons provided with and without x codes – with x codes attendance 95.7% , year to date 94%. 8 families were coming in for attendance meetings. Persistent absence - three sets of children were causing a big impact on data. The academy were working closely with the Education Welfare Officer (EWO) and social care to support those families; there had been improvement to one since 8 March. A close eye will be kept on attendance – there are currently 19 children of focus.</p>	
7.3	<p>Quality of Teaching and Learning Councillors asked what lessons have been learned from the pandemic to take into the future. JS said this included how to engage pupils virtually through the distance learning platform; ability to teach on Teams; children's resilience and not to make assumptions about children coping in different situations; flexible and able to respond to changing needs; a reminder that every second counts to ensure our children get the best provision all the time. An increase in the impact of lockdown had been seen in the lower part of the school. Reminded of the importance of robustness of approaches; rigor of reading, phonics. The biggest reminder is how the school functions as a community really well. Councillors asked how the academy will take advantage of closer connection to the community following the pandemic. JS said that four new groups had</p>	

Item	Description	Action
	<p>been formed and surveys completed to capture parent voice; it was important to keep and maintain the close connection. There is still work to do, with more workshops planned for parents to engage in led by curriculum leaders.</p> <p>Councillors asked how the quality of education is currently being measured. JS explained it is measured through outcomes across year groups or informal assessments; pupil conferencing by SLT; observations of live lessons on teams/recorded lessons/now back into classes and looking at quality of books. JS said the quality of provision is at least good currently with some very strong outstanding practice.</p> <p>Councillors asked what was being done to improve the quality of education further. JS explained there were specific personal development opportunities identified in CPD plans for teachers. Senior leaders had been making better use of staff meetings by inviting staff to particular targeted meetings.</p> <p>Councillors asked if teachers had the opportunity to share good resources which had been found during Covid. JS said there was now a bank of resources at the academy available for the future. The Trust also had a distance learning platform with links to use. It was important to keep resources live. PS commended the school on the amount of CPD taking place.</p>	
7.4	<p>Behaviour and Exclusions</p> <p>JS reported that she had been very pleased with how children had settled back into school. Behaviour is good around the school – new parents looking around the school were impressed with the children yesterday.</p>	
7.5	<p>Personal development</p> <p>JS reported that survey results were positive. A few children who were already on the radar for therapy before lockdown will now benefit when others finish. Transition projects were working well. The academy had taken part in Mental Health and Wellbeing week. Pupil voice is active.</p>	
7.6	<p>Pupil Premium and Catch Up Funding</p> <p>Councillors questioned the gap in Years 1, 2 and 3 and particularly Year 1. JS said that she fully expects to see PP results improve as outcomes improved. For context, JS explained there were only five PP children in Year 1 which affected the data presented.</p> <p>Looked After Children</p> <p>Councillors noted there were no looked after children at Frome Vale at the current time.</p>	
8	SEND	
8.1	<p>JS had shared the Academy Councillor SEND Report which showed a snapshot of SEND at the academy. JS welcomes feedback on the new report.</p> <ul style="list-style-type: none"> • Current profile 15 on SEND register – 9% of school. This is likely to increase slightly over the next few weeks following CLF identification of SEN and monitoring. • High percentage of boys; 60% of SEND cohort are PP; 20% of cohort have Educational Health Care Plans (EHCPs) - 3 EHCPs were recently completed/started for children in Year 3 and Year 5. • Comparisons provided against national – FVA is just under national, will be in line with national after further identification/completed EHCPs . 	

Item	Description	Action
	<ul style="list-style-type: none"> • SEMH is biggest category – addressed with play therapy. Councillors asked if this had changed in the last few months. JS said it was representative of the last couple of years and was similar to last year. • Referring to the primary needs detailed in the report, councillors questioned how the academy ensures that secondary needs are captured. JS said the plans include all needs which are not included in the snapshot data presented. This includes how learning is supported. EHCPs are a legal document reviewed annually. • Councillors asked what handover was provided for SEND children between primary and secondary JS said specific SEN transition meetings were starting on Thursday – particularly EHCPs handover; the NEST also provides support. <p>JS reported that she had taken part in a SEND peer review – attending CLF SEN cluster meetings, and had looked at training. SENCos had spent a day looking at FVA SEND provision and actions had been set from that. Part 2 was taking place face to face later this term with a full report written at the end with clear actions to work on.</p> <p>Councillors asked how the academy was allowing visitors inside the building. JS said they were adhering to Covid regulations/conducting risk assessments.</p>	
9	Staffing and Wellbeing	
9.1	<p>Councillors asked what is being done to maintain the wellbeing of staff and how the academy was changing to meet the needs of staff. JS responded that all meetings within CLF start with a wellbeing check in – this is high profile within CLF. On a more local level JS regularly goes around to talk to people – staff are appreciative. This had been shown in the resilience seen amongst staff. The CLF Employee Assistance Scheme had been utilised during the last year and there is also access to a Thrive wellbeing App. JS also had an open-door policy. Councillors asked if JS was receiving the same support. JS said that she was checked on regularly and felt supported. MC commented that there was a fabulous admin team/staff culture at the school.</p>	
10	Pupil Voice	
10.1	<p>JS reported that most of the pupil voice groups had met up in a Covid secure way last term:</p> <ul style="list-style-type: none"> - Eco Group – had achieved a bronze award which was the first step to a green award; - EDI Group – had looked at the Equalities Act and what they would like to see in school; <p>The pupil voice survey results on experiences of distance learning were mostly a positive picture which was in line with parent responses.</p>	
11	Parent Engagement	
11.1	<p>JS had met with the EDI Community and Wellbeing groups and was meeting the FVA fundraisers and Eco Warriors groups this week.</p> <p>Action from:</p> <p>EDI community – parents would make links with various community groups to help support in delivery of the EDI curriculum; links with OXFAM and potentially some work with the Children’s Centre next door.</p>	

Item	Description	Action
	Wellbeing group – good and diverse mix of ideas – when can will offer various parent wellbeing - yoga/walking/community performances /Frome Vale recipe book.	
12	Safeguarding	
12.1	<p>Councillors noted the Safeguarding Link Visit note 29.03.2021 and the Termly Safeguarding Report which had been shared.</p> <p>Councillors asked if there had been an increase in safeguarding concerns since full return. JS said there had not been an increase, however the school had been trying to raise the status of one attendance case; the social worker was trying to support but it didn't reach the status. The school don't agree however other things are in place – parenting support/opportunities during school holidays. The support the school are giving in the case had been recognised.</p> <p>E-Safety – an E Safety adult group had been formed of JS, Vicky Butcher, Heather and Laura – following completion of a 360 audit some actions had been implemented already. LW (Link) will meet Heather and JS/VB will join to discuss E Safety on visits. Will keep high profile. VB sends information out weekly, on Twitter and often have a full page in the newsletter.</p>	
13	Finance, Health & Safety and Estates	
13.1	<p>Estates JS reported that she had received communication from central re works that will take place during the Summer – in the kitchen and automatic shutters. The heating system is also scheduled for the Summer.</p> <p>Health & Safety Councillors asked if there are signs in school of 'Covid fatigue' creeping in. JS said risk assessments have not changed – all is in place and being adhered to.</p> <p>Finance – JS reported that the school were on track to meet the surplus this year.</p>	
14	Policies	
14.1	Councillors approved the Parent and Carer Engagement & Partnership Policy. Councillors noted the CLF Board approved Bereavement Guidance: pupils and family members.	
15	Governance	
15.1	<p>Link Roles</p> <ul style="list-style-type: none"> PS (parent communication link) said that following conversations with Lynn, it was recognised that there needed to be a more streamlined approach to meetings/communication between links and staff in school. <u>ACTION: councillor communication with staff to be discussed at next councillor get together.</u> LF (Pupil Premium Link) reported that she had been in contact with Lou re PP and talked through deep dives. The plan was not as far forward because of lockdown – meeting scheduled mid-May to catch up. LF had been sent a helpful overview and updated PP strategy. <u>ACTION: Will send headlines to other councillors shortly.</u> 	<p>LW</p> <p>LF</p>
15	Matters for the attention of the Board/COAC	
15.1	Councillors to contact LW if there were any items to take to next COAC.	

Item	Description	Action
16	AOB	
16.1	There was no further business.	

The meeting closed at 6.50 pm

Next meetings: 13 July 2021

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