

Minutes – Frome Vale Academy Council

Date	27 February 2024	
Location:	Frome Vale Academy	
Time:	5.15 pm	
Present:	Laura Walder (LW)	Sponsor Academy Councillor (Chair)
	Kate Richardson (KR)	Director of Education
	Jan Saunders (JS)	Senior Principal
	Nikki Dawson (ND)	Senior Vice Principal
	Paul Stephens (PS)	Parent Academy Councillor
	Christian Simmons (CS)	Sponsor Academy Councillor
	Tracy Pakrooh (TP)	Teacher Academy Councillor
	Jim Mulcrone (JM)	Sponsor Academy Councillor
	Lori Streich (LS)	Sponsor Academy Councillor
Apologies:	Sophia Feinbaum (SF)	Sponsor Academy Councillor
	Ricki Petchley (RP)	Support Staff Academy Councillor
	Tom Hartshorn (TH)	Parent Academy Councillor
Attendees:	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	There were no verbal declarations of interest made for this meeting.	
3	Governance	
3.1	Membership	
3.1.2	It was noted that the vacancies for LA Representative and Student Advocate were ongoing. <u>ACTION: ND will follow up on possible leads.</u>	ND
3.1.3	LW proposed Christian Simmons (CS) as Vice Chair of the Academy Council. Academy Councillors unanimously approved the appointment.	
3.2	Link Roles	
3.2.1	CS reported on his visit for RHSE, highlighting: <ul style="list-style-type: none"> • Discussion had taken place around Cyber safety. JS updated councillors on the use of Senso which supports the safeguarding of children around E Safety. • CS had talked about home resources for parents and the need for frequent messages for parents around RHSE. 	
3.2.2	Have there been any activities where the school have had to intervene? Yes, a few years ago.	

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3.2.3	Councillors discussed the difficulties of mobile phone use outside of school/social media/AI and children being unsupervised on devices at home. It was agreed that a cultural shift is needed. JS advised councillors that they were continually talking about the risks and the children were really good about talking to school adults about concerns. Parental engagement with the school tends to reduce with the older children in Years 5 and 6. It was noted that many families are working families with limited time.	
	Training	
3.3	LW thanked councillors for completing their Nimble training.	
4	Minutes of Previous Meeting	
4.1	The minutes of the meeting held 12 December 2023 were agreed as a true record.	
5	Matters Arising	
5.1	<i>JS/ND will seek interest for a Student Advocate again in January. See item 3.1.2.</i> Further discussion took place on possible contacts for new councillors. ACTION: LW will follow up on contact with WECIL charity re councillor vacancy.	LW
5.3	<i>Link Councillor to report on Pupil Premium gaps/focus at the next meeting.</i> See item 6.3.1.	
6	Academy Council Report	
	<i>AC Report and Term 2 data had been shared.</i>	
6.1	Outcomes/Progress	
6.1.1	How do you feel about SATs compared to last year? Progress is about the same as last year, despite a weaker cohort. There is strong data showing greater depth in reading.	
6.1.2	Do you have any children who won't sit the SATs? All children sit the SATs.	
6.1.3	Is there any anxiety around SATs from the children? No, there is a lot of practice. We have started 1:1 tuition (ND/JS) and there are lots of booster sessions and morning breakfast club.	
6.1.4	How are the cohorts this year? Year 4 are strong, Year 3 need some boosting and Year 5 is similar to Year 3. Year 1 and 2 are strong, Reception is weaker as a result of the pandemic.	
6.1.5	Will you change anything around teacher induction this year? We will focus on additional support at induction for teachers around the differences of a single form entry school.	
6.1.6	Is there other support available within CLF for single form entry schools? Yes, possibly.	
6.1.7	As a small school, how much of your time is it taking to support the school? There is more work as we are covering a teacher off sick (JS/ND). The children have adapted well.	
6.1.8	If another teacher went off sick, would you cope? We would not be able to cover internally, and supply is impossible to find.	

Item	Description	Action
6.2	Attendance	
6.2.1	Are children able to work at home if they are off sick for a while? Yes, there is work available. Whole school data has improved in the last 2 weeks. National attendance is lower at 94.6% than pre Covid.	
6.2.2	Do the two children with persistent absence have other needs? Yes, there is a lot of impact.	
6.3	Pupil Premium/Looked After Children	
6.3.1	JM (PP link) reported that he had visited to discuss Pupil Premium. Visit form had been shared.	
6.3.2	It was noted there were currently no looked after children at Frome Vale.	
6.4	Budget	
6.4.1	Will there be an impact on staffing in the longer term due to funding? Our numbers have risen, although some are leaving again, mostly due to house moves. It is hard work to keep the budget balanced.	
6.4.2	If extra costs arise, what do you do? We need to prove we are managing the budget carefully before we request support from CLF.	
6.4.3	Will you need to cut school trips or camp? We are always generating money in different ways. Our Operations Manager is acting as a consultant for new Operations Managers in the Trust which is generating funds.	
6.5	SEND	
6.5.1	PS (SEND link) reported that he had visited and will be visiting again this week (post meeting note: visit form now in meeting folder). PS highlighted areas from his previous visit: <ul style="list-style-type: none"> • Good discussion around the numbers of SEND children increasing. Concern over capacity – will explore at the meeting on Friday. • 5 EHCP applications have been submitted with further applications to do. This is a national picture. 	
6.5.2	ND reported: <ul style="list-style-type: none"> • that the Surgery 1:1s went well for staff with everyone attending. • Staff meetings are taking place which have included pupil passport, legalities of SEND, key areas of SEND, statutory duties, principals of SEND education. • ND shared an FVA document around SEND assessment which is being developed. 	
6.5.3	How are you monitoring the staff training? After every weekly PD session, we issue the same questionnaire to assess the PD session to inform PD going forward which has been really helpful.	
6.5.4	Are there opportunities for networking with other SENCOs? Yes, they meet termly with other CLF SENCOs. There are also Bristol Networks; ND runs the Inclusion Education Group with feed directly back to the Director of Education of Bristol on SEND.	
7	Safeguarding	
	<i>Safeguarding Link Visit Reports for Terms 3 and 4 and Terms 2 and 3 Academy Safeguarding Report had been shared</i>	

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7.1	LS referred to her visit notes, highlighting the lack of external resources. The school does a fantastic job at supporting difficult situations and families with the reduced support. The Family Support Worker through Bristol Charities is doing an amazing job with the families.	
7.2	Councillors discussed seeking further charity support for schools. ND would like access to medical charities (paediatrician) as access to paediatric assessments would be welcome.	
8	Health & Safety	
8.1	What is the process for risk assessments for PTA events? ND explained the process in place for risk assessments and the tweaks to the procedure going forward, following a recent incident at a PTA event. The changes will ensure there is a longer timescale for the risk assessment to be checked and in place prior to the event, with events cancelled if this is not the case.	
8.2	Discussion followed around mitigations in place for PTA events and the role of the school/PTA when planning events. Councillors were reassured that the school would be responsible for organising the big events with the PTA organising smaller events/raising money. Councillors noted the simple step process which was now in place for risk assessment preparation for events.	
8.3	Have there been any reportable accidents under RIDOR this year? No. Health & Safety at FVA has been a deep dive focus. A full audit will be undertaken every two years.	
9	Policies	
9.1	Councillors signed off the FVA Admissions Policy 2025/26, noting that following consultation under the 7-year rule there were no changes to last year's policy. Councillors noted the following reviewed CLF academy policies: Asbestos and Management Plan; Complaints; Legionella Management.	
10	Link Councillor updates	
10.1	There were no further updates.	
11	Matters for the attention of the Board/COAC	
11.1	<u>ACTION: LW will take the discussion around SEND assessment and paediatric assessor to COAC.</u>	LW
12	AOB	
12.1	None	

The meeting closed at 7.00pm

Next meetings:

FVA		
AC1	27/09/2023	5-8pm (CLF Board & Academy Council Results Review)
AC2	17/10/2023	5-7pm
AC3	12/12/2023	5-7pm
AC4	27/02/2024	5-7pm
AC5	23/04/2024	5-7pm
AC6	02/07/2024	5-7pm