

Minutes – Frome Vale Academy Council

Version	Final	
Date	21 April 2020	
Location:	Online Teams meeting (during pandemic period)	
Time:	5.00 pm	
Present:	Laura Walder (LW)	Sponsor Academy Councillor (Chair)
	Nikki Dawson (ND)	Student Advocate
	Maria Cerepanova (MC)	Teacher Academy Councillor
	Jan Saunders (JS)	Principal
	Kate Richardson (KR)	Executive Principal
	Hope Allen (HA)	Support Staff Academy Councillor
	Joyce Adeyeye (JA)	Parent Academy Councillor
Apologies:	Pardeep Dignpal (PD)	Sponsor Academy Councillor
	Lucy Fulton (LF)	Sponsor Academy Councillor
	Lori Streich (LS)	Sponsor Academy Councillor
	Meriam Gordon (MG)	Parent Academy Councillor
Absent:		
Attendees:	Linda Corbidge (LC)	Academy Council Clerk

Minutes

Item	Description	Action
1	Introductions	
1.1	Welcome and introductions were made by LW.	
2	Updates to Declarations of Interest	
2.1	None were declared.	
3	Minutes of Previous Meeting	
3.1	Minutes of the meeting held 21 January 2020 were agreed as accurate.	
4	Matters Arising	
4.1	<ul style="list-style-type: none"> Wellbeing Commitment Plan to be uploaded to Teams – completed. Governance training information to be uploaded to Teams – completed Councillors to read the EDI Plan on the website – taken under agenda item. Councillors to feature on the academy Twitter feed – suggestions for academy council message/video. <u>ACTION: LW will coordinate a letter to be posted on the Admissions page on the website and then further information from September.</u> JS updated councillors on the welcome information on the website for admissions for September. Governance – LW to arrange for LF to be put forward to be LA Rep. LW had actioned, awaiting response from the LA to confirm. Draft Expectation document for councillors brought forward for review – <u>ACTION: taken forward for review at next meeting due to current situation.</u> 	<p>LW</p> <p>LW</p>

Item	Description	Action
	Academy Council Report	
5	Quality of Education including curriculum developments	
5.1	<p>JS briefed councillors on current situation:</p> <ul style="list-style-type: none"> FVA site was currently shut; FVA had joined a hub model with Minerva, Wallscourt and Begbrook primaries which was based at Begbrook Academy. The hub was now in the fourth week and had been very successful with about six children from FVA attending each day. JS explained the procedures for safeguarding documentation and registers for FVA pupils. One person a week was on the rota from FVA with four teachers involved. Provision was reviewed every Thursday in a hub meeting with Principals/VPs. Academy Council asked what support the Year 6 children would receive for transition to Secondary school. JS said SENCOs were already starting the process for children with SEND needs. The academy were aware that Year 6 were one of the most important groups to get back into school if possible before September for transitional work. See Item 6 re provision for Distance Learning. 	
6	Achievement and Standards	
6.1	<p>Student Outcomes</p> <ul style="list-style-type: none"> JS explained that there would be no data recording this year. Term 4 Mocks had taken place for Year 6 but not Year 2 – the academy were pleased with the Year 6 Mocks; results were Reading 81% with 31% on track for deepening; Writing 84% with 23% deepening; Maths 77% with 31% deepening and Combined 77% - JS commented that this is where the academy would have been. KS1 results were in the low 70s which was based more on teacher assessment. Phonics had been on track to be 81% and Early Years was on track for target. There was no updated data as lockdown had occurred before data input. 	
6.2	<p>Attendance</p> <ul style="list-style-type: none"> JS explained that the academy were using the same procedures as normal to keep tight registers and chasing FVA pupil attendance whilst at Begbrook. Social care had been very responsive following a referral last week. 	
6.3	<p>Quality of teaching and learning</p> <ul style="list-style-type: none"> Academy Council asked how home learning was going. JS explained they were now using Word Press after initially using the CLF online platform. JS had spoken to parents today and the feedback was that it now felt more interactive. JS presented snapshot data on Word Press to show interaction from children; the Year 1 teacher had provided a useful analysis on the YouTube channel. JS briefed on the Distance Learning Strategy bespoke to Frome Vale. This included approx 200 You Tube videos, work on Twitter, particularly in Early Year, using Word Press videos/documents. The focus over the next few weeks would be on human interaction and validation on feedback. The academy were mindful that what was provided matched the learning intention and ensuring consistency across year groups. JS explained the work on citizenship was the biggest challenge with the school trying to address everyone's needs as much as possible. MC and ND were monitoring and would check/match against expectations. 	

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	<ul style="list-style-type: none"> Further focus going forward would be consistency on YouTube, more class Twitter pages and teacher to parent calls for work check. Academy Council asked if there were any children who couldn't access the Internet and how these children were being supported. JS explained that copies of work were being printed at Begbrook and taken to the Children's Centre where parents were allocated a 3 hour slot for collection. 	
6.4	Behaviour and Exclusions – none reported.	
6.5	<p>Pupil Premium</p> <ul style="list-style-type: none"> Academy Council asked how the school were supporting children in receipt of free school meals. JS explained the various ways the children had continued to receive FSM as guidance had changed from week to week. From meals being prepared at Frome Vale to then receiving meals at Begbrook, with the kitchen at Frome Vale staying open initially for a further week offering collection of lunches. CLF had then provided vouchers in the transitional phase until the Eden Red government voucher scheme was up and running which was very slow to start. To cover the Easter holidays CLF had also provided over 2000 vulnerable families with food boxes and 25 FVA families had signed up to receive the boxes. The school was also working with the Children's Centre to support vulnerable families who don't have FSM but the school deem to be suitable – making boxes up for them every week for collection. 	
7	Safeguarding	
7.1	<p>Academy Council asked how the school was ensuring the safeguarding of all children. JS explained how families were identified, how check-ins are completed and how new safeguarding issues were being followed up during the current situation. There were four levels with 25 families being phoned daily, some weekly and some every 10 days. In addition, teachers were also now making calls with Year 1 teachers from the start; Year 4 had just started. There was a live active forum for Early Years. Teachers were now making more calls to support learning. All calls were being recorded on CPOMS. The NEST were also supporting with contact.</p>	
8	Finance, Health & Safety and Estates	
8.1	<p>Finance</p> <ul style="list-style-type: none"> JS reported that the budget set for next year. It was a comfortable position, with a £10K surplus forecast. Some money for this year may now need to be used in alternate ways, possibly for CPD. <p>Health & Safety</p> <ul style="list-style-type: none"> JS reported that there had been no meeting held due to the current circumstances Health & Safety had been considered in the hub model. 	
9	Staffing and Wellbeing	
9.1	<p>Staff and Wellbeing</p> <ul style="list-style-type: none"> JS advised that she rings everyone every week to check they are ok. There was also a whole Federation scheme for staff wellbeing. JS said staff wellbeing was better when they were more purposeful; she was therefore mindful that the TAs have some focus. 	

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	<p>KR briefed on the range of resources on the CLF Wellbeing blog. There had been good feedback received from staff.</p> <p>CPD</p> <ul style="list-style-type: none"> • JS explained that she was very keen to provide staff PD for the TA's. • Teacher CPD – this was about supporting each other with the online learning platform and with curriculum leaders, including changes to monitoring formats and expectations. Councillors noted Maria's expectation of reading and writing paper which had been circulated. <p>Staffing update</p> <ul style="list-style-type: none"> • JS reported that ND/JS had undertaken interviews online on 25 March to recruit a Year 2 teacher – there had been a lot of interest. JS explained the interview process for the 3 candidates. The successful candidate was very strong, induction was already underway ready for September. • Ivan, the caretaker, had left – something will be done in the autumn term for his send off. JS explained the successful candidate's background and that he was due to start tomorrow. • JS advised that ND is expecting a baby in the autumn. As a result JS was looking at recruiting for a 6 month position and a year position; a 6 month VP opportunity for 6 months with a class share with another teacher for one year. The internal advert was out currently with interviews being held on 11 May. Academy Council asked how this would be communicated to parents. JS advised this would be by email. 	
10	Policies	
10.1	<p>Councillors noted the policies for: Admissions 2021/22 (noted by Email); CLF Online Safety; CLF Remote Learning; CLF COVID Specific Guidelines & Modifications to Safeguarding Policy</p>	
11	Student Voice	
11.1	<p>JS briefed on the school debate which had recently taken place on the banning of single use plastics; it had been fantastic with the entire school in houses in the school and good quality contributions. It had been based on speaking and listening rules when in lesson time, with points awarded on input of debate. The vote had been overwhelming positive to ban single use plastic in the academy and from September they would work out how to do this is a planned way. One of the children would be chairing the next debate.</p>	
12	Governance	
12.1	<p>Membership</p> <ul style="list-style-type: none"> • <i>EDI Link role to be confirmed</i> – JS had recommended a new parent councillor who was interested in joining the academy council and would meet with LW to discuss expectations of the role. JS would then move to a Sponsor Councillor role subject to formal approval at COAC. <u>ACTION: Taken forward to September for COAC approval and Parent Election.</u> <p>Training</p> <ul style="list-style-type: none"> • <i>All academy councillors to complete NIMBLE training.</i> LW advised that most councillors had completed the training. <u>ACTION: LW would email councillors with any outstanding modules.</u> 	<p>LW</p> <p>LW</p>

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	<ul style="list-style-type: none"> LW said she had enjoyed the CLF Governance Conference Training Day and recommended academy councillors attend further CLF training. 	
13	Equality and Diversity	
13.1	JS referred to the EDI policy on the website explaining targets were reviewed termly. Trust wide work was underway to develop the plans further. JS said that she was hoping to see a government announcement tomorrow for additional resources to support equality in the current situation to enable all children to access the online work. The academy would need to be mindful of this to support our families going forward. Academy Council commented that it must be difficult for families with lots of children.	
14	Matters for the attention of the Board	
14.1	LW welcomed questions for the Board by email to take to next COAC.	
15	AOB	
15.1	None.	

Meetings: Tuesday 7 July 2020

(5.00 pm pre meet, for 5.15 pm meeting)