



Haywood Village Academy Council Meeting Minutes
Wednesday 10th July 2019, 6.00pm
Venue – Academy.

Academy Council:

David Jordan (DJ) CHAIR	Sponsor 1	Susie Weaver (SW)	CLF Executive Principal
Fiona Mayne (FM)	Sponsor 2	Craig Jones (CJ)	Principal
Kathryn Volk (KV)	Sponsor 3	Sarah Codling (SC)	LA Rep
Dave Robson (DR)	Sponsor 4	Vacancy	Student Advocate
Cara MacMahon (CM)	Sponsor 5	In Attendance	
Fred Fraser (FF)	Teacher	Tamara Dexter (TD)	Associate Member
Vacancy	Support Staff	Tony Searle (TS) Senior Principal and HPA Principal	
Tim Branfield (TB)	Parent		
Kelly Chard (KC)	Parent	Sue Burns*	Clerk
*	<- Indicates absent.		<- Indicates question asked

1, Welcome and Apologies:

The meeting commenced at 6.00pm

No apologies were necessary

SW arrived at 6.20pm due to commuting.

KC advised in advance that she may be late to the meeting and arrived at 6.50pm

The meeting was deemed to be quorate.

2, Declaration of Interests

The Councillors confirmed that there had been no change to their pecuniary interests.

3, Minutes of the last meeting

The minutes of the previous meeting (14th May 2019) were agreed to be a true and accurate record and were signed by the Chair.

4, Actions and Matters Arising

C/F T5, TB to review the Risk Register - **Completed**

6, DR to monitor the progress of the new PP children as part of his Link visits - **Ongoing**

9, CJ to liaise with the PCSO re visibility at school drop off time – **Completed. The PCSO have acknowledged the request.**

12, CJ to investigate automatic fire door closers – **Completed. This solution is cost prohibitive.**

Matters Arising

Ofsted Update

A draft Ofsted report has been received which indicates that the school is Outstanding in all areas. HVA is the first school in the CLF to achieve this outcome. The Ofsted Inspector was an experienced HMI and had not awarded Outstanding judgement before.

The Ofsted Inspector noted the whole school approach to reading which she had not seen when inspecting other provisions, and that SEND provision was excellent.

The Inspector noted that you had taken a leadership decision to improve teaching in one class?

Yes.

There were some recommendations for improvements?

Yes, there were two recommendations:

- Leaders and teachers should ensure that children in Early Years who have made strong progress to speak in sentences also gain the confidence to initiate conversations with their peers when learning independently.
- Leaders and teachers should ensure that all pupils organise their learning in mathematics consistently well in Y1.

These are already being addressed and we are working with the CLF who are reviewing the Maths curriculum.

Did the Staff complete an Ofsted survey?

Yes, the staff and parents were surveyed by Ofsted.

The Academy Council expressed concern about managing the interest from inside the Trust and outside the Trust that will be generated by the school becoming Outstanding. Support will be provided by Alison Fletcher at CLF institute to ensure that the school can share best practice without de-stabilising the provision that is in place.

The Academy Council congratulated the SLT and thanked all the staff for their ongoing support of the school.

Parent Questionnaire

147 responses were received from the survey two weeks before Ofsted arrived. The school has responded to the survey.

5, TLG Coaching Decision

Proposal to appoint the TLG Coaching Service for another year: CJ

Seconded: CM

Show of Hands: Unanimous

6, Academy Council Report

Paper circulated in advance.

Attendance is 95.6%. Persistent absence is 7.7%

Robust challenge is in place for non-attendance and the culture is beginning to change within the school.

7, Achievement & Standards

Outcomes

Paper tabled

Outcomes are excellent. It is evident that when children fall behind, we intervene and meet their needs and they rapidly improve. Language and reading have always been a priority for the school, and this has allowed them to access the curriculum.

Reception:

GLD = 88%, (last year 85%)

The cohort was strong and SEND and PP numbers were lower, so the baseline was higher than last year.

Y1 Phonics:

93% (last year 83%).

Y2

Reading 84%, Greater Depth = 33%

Writing 78%, Greater Depth = 22%

Maths 82%, Greater Depth = 27%

Y2 Combined = 76%, Greater Depth = 18%

Founding children (33 children) Combined = 91%

Y2 Phonics re-sit = 100%

8, Safeguarding Update

Several children have been referred to Early Help and Children in Need, but this is a constantly changing picture. Ongoing work is taking place with social care. Some children have been referred to social care, but not by the school.

KV is meeting with Mims next week and will review the number of children being supported by external agencies.

9, Finance, H&S and Estates

Estates

There are planned works over the summer for carpark railings, and two gates to control pedestrian activity. Additional signage will also be erected.

CJ continues to liaise with Persimmon and may be able to apply for £1k of funding.

Will parking remain open to parents?

No, due to the number of staff that will be on site. There are two spaces reserved for Hale, and the Disabled Access spaces may be increased in the future.

The field negotiations are ongoing and a new grounds maintenance contract will be identified.

Are there any risks to staff or children?

No as the field has been cordoned off, pending a solution identified from the CLF Central Team who have been holding contractors to account.

ACTION: CJ to liaise with Heidi Clements and Hale to determine which grounds maintenance contract to select.

Finance

The school is operating within budget.

A new full-time Finance Officer has been appointed to the admin team.

10, Staffing

Paper tabled

All staff and parents are now aware of which class they will be in next year.

The new teachers have been in school today to support with transition.

HPA have been doing some specialist teaching, but their staffing will not allow for this next year. We will try to set up block teaching where possible.

Miss Sear is a peripatetic music teacher and will teach music across the school. We also have a fluent French speaker on the staff team who is considering offering an after-school club.

We are recruiting for an Apprentice Learning Partner and have received eight applications to date.

Learning Partners for children with SENDs have been appointed.

Eleven applications have been made for top-up funding, all of which have been successful.

What happens to Acorn Class between September and December?

There will be two equally balanced classes next year.

We do not have sufficient SMSAs in post currently, but enough LSAs have offered to cover lunchtimes if required.

SLT consists of the Principal, Vice Principal, Acting Assistant Principal and the Operations Manager.

Emilie Sandhaven and Fred Fraser are joining the extended leadership team.

Do you consider the gender balance when recruiting?

Yes, we always interview male candidates, but have to appoint the best candidate. We also have positive male role models in other positions within the school.

There is a job-share in Year 4?

There were two strong candidates who came from different schools and know each other well. They each are 0.6 so there will be time for a handover and staff meeting. Both teachers would like a full-time role eventually.

11, Student Voice

Carried forward.

12, Policies that require review

- Critical Incident Plan
- Fire
- Accessibility
- First Aid

Proposal to approve the above policies: TB

Seconded: DR

Show of Hands: Unanimous

ACTION: SW to determine if the CLF will have a Trust Critical Incident Plan.

13, Papers for Information

- PP Link Visit
- SEND Link Visit

14, AOB

[Redacted content]

15, Date of Next Meeting: *Saturday 21st September 9.00am-12.00pm*

Meeting ended at: *7.55pm*

ACTIONS

Item	Action	Initials
9	CJ to liaise with Heidi Clements and Hale to determine which grounds maintenance contract to select.	CJ
12	SW to determine if the CLF will have a Trust Critical Incident Plan.	SW

Approved: _____ Date _____