

Minutes of the Meeting of the Local Governing Board of Wolfreton, held on Microsoft Teams on Monday 02 November at 17:00

GOVERNORS PRESENT:

Mrs S Milner (SM, Chairperson); Mr R Firth (RF); Miss S Kukuc (Headteacher, SK); Mr P Matthews (PM); Mr R McKinnon (RM), Mr A Paffley (AP)

ALSO IN ATTENDANCE:

Mrs L Craxton (Clerk, LC)

Throughout these minutes a question is indicated by Q followed by the initials of the questioner and a comment is marked by C.

13 WELCOME AND INTRODUCTIONS

SM welcomed everyone to the meeting

14 APOLOGIES

Mr K Woodcock (KW)

Apologies had not been received from Mrs L Dennett and Mr R Whitlam

Resolved: That consent was given to the absence of the above-named Governor who had sent apologies.

ACTION: LC to follow up with LD & RW regarding their absence from the LGB

15 DECLARATIONS OF INTEREST

None other than the annually declared interests were tabled

16 MINUTES OF THE LAST MEETING (21 September 2020)

Resolved: The minutes of the last meeting on 21 September 2020 were confirmed as a correct record and are to be electronically signed by the Chair.

17 MATTERS ARISING FROM THE MINUTES

17a ACTION: LC to follow up with LD regarding her absence from the meeting. **No contact made as yet, to be carried forward**

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Signed by the Chair: _____

Date: _____ 14th December 2020 _____

- 17b ACTION:** LC to contact relevant Governors regarding their outstanding PI and DC forms. **Completed**
- 17c ACTION:** LC to follow up with RW and LD to confirm they wish to continue as Link Governors. **RW confirmed he will continue as the PP Link. LC to continue to try contact LD**
- 17d ACTION:** KW to liaise with LC re gaps in knowledge. **Carried forward**
- 17e ACTION:** LC to ensure student well-being is on the agenda of the next meeting. **Completed**

18 HEADTEACHER SUMMARY OF FIRST HALF TERM

SK reported that the vast majority of students had settled in well. Any problems had been dealt with behind the scenes, allowing the students to continue their school day uninterrupted.

- There has been an increase in students receiving Pastoral support
- Jennie Ellis, the Mental Health Support Worker, has been well received
- Work started today, 02 November, with SMASH, a social mediation support
- Attendance for the returning Year 11s today was 91.4%
- WS has advertised for the ELSA (Emotional Literacy Support Assistant) vacancy, this is a repeat advert
- SK extended her gratitude to staff – all have been exceptional since the start of the pandemic
- The Science labs were converted into regular classrooms to facilitate cover lessons, negating the need to bring in extra staff
- 73 Year 11 DfE laptops received and the vast majority have been distributed
- The current tutoring arrangement is in place for the academic year

18.1 SAFEGUARDING

The first half term has seen an increase in safeguarding concerns which was to be expected during the pandemic

18.2 ATTENDANCE

- Attendance is at 94%, higher than national, and the support received from families has been excellent with Year 11 being at just over 92%

Q: (RF) *What is social mediation?*

C: (SK) *SMASH, the social mediation support, are a company that helps our students deal with adverse childhood experiences and mental health concerns. They offer an enhanced level of support and we have identified our first cohort who they will work with in bubbles.*

Q: (RF) *Have you got the funds you need to facilitate the changes?*

C: (SK) *We are managing them carefully. However, there are increased costs in terms of things like sanitizer, benches for outside. I am monitoring the costs.*

C: (SK) *The biggest concern I have is staff absence due to self-isolation*

Q: (RM) *Are you getting any extra facilities specific to the school with regards to testing?*

C: (SK) *Yes and no, it has evolved over the term. In the beginning tests were taking time to come through. Now they are coming through in around 24–48 hours.*



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Q: (AP) Although not addressed directly, are there any plans to keep the current year group system rather than the House System?

C: (SK) That's a really good question. We have implemented year tutor groups instead of vertical tutor groups to maintain the integrity of the bubble. Our House teams have got very good relationships with the families in their houses and the continuity for the student and their families is important.

19 REVIEW IMPACT OF PUPIL PREMIUM STRATEGY 2019/2020

- Focus last year on changing how CPD (continual professional development) is delivered. The very best teaching in the classroom has the biggest impact on all learning in the classroom but particularly on PP student progress
- The new pedagogy leadership team is now leading CPD sessions
- Lexia reading intervention has seen particular success. L Warnett pleased with the increase in reading age the momentum gathered before lockdown
- Yipiyap supporting Lexia and doing intervention work. There are no issues with Yipiyap staff on site as they are part of the wider WS team and are in school for the academic year
- 2 PP mentors this year. The relationships they build are key moving forward
- J Noble (Attendance and Welfare Manager) is providing excellent attendance support to PP students
- The PP fund is continuing to support the smaller groups in subjects like music
- Department based support with funding bidding to be implemented

20 RATIFY PUPIL PREMIUM PLAN 2020/2021

Resolved: The PP Plan for 2020/2021 was approved and is to be published on the academy website

21 REVIEW OF CATCH-UP FUNDING PLAN

Central Government announced the premium as a one off payment to academies to support learners and WS was allocated £107 520. Teams were asked how best to allocate these funds.

- Visualisers have been ordered for each classroom, these are an invaluable tool
- Online tools and apps have been successful
- Additional tutoring has been identified in English and Maths
- My Tutor working on the 3 to 1 tutoring, hoping to allocate more students to the programme
- Literacy targeted support via Lexia ongoing
- Year 7 & 8 tutors implemented a reading group and this is seeing benefits
- 12 students engaged with The Brilliant Club (a charity promoting fair access to universities)
- Laptop/tablet purchase – D Brooke (Head of ICT, TCAT) looking into the availability of laptops/tablets
- Study skills support has commenced with Year 11s starting today (02 November)
- Once recruited, the additional ELSA will receive full training

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- M Carruthers developing a relationship with MIND

C: (RF) From personal experience, the online learning apps do seem to be more accessible via tablets

C: (SK) D Brooke has provided excellent ICT support throughout and I know he will continue to do so if any issues arise going forward. We are being guided by an expert

Q: (RF) I see you have the 16-19 fund but nothing for the targeted academy support for Years 12 & 13?

C: (SK) Their support is in house through the teachers. The 6th Form has additional staff in both of their study rooms to help when they are in school

C: (AP) The engagement on Teams was already there in the 6th Form and aids like visualisers will benefit the groups. Students facing financial difficulties are given a bursary ensuring they have direct financial support and PP students rely on us spending the money on their behalf. If anyone has any questions I am more than happy to take them to the 6th Form LGB on their behalf

22 ACADEMY DEVELOPMENT PLAN AND SELF EVALUATION UPDATE

Leadership & Management

The focus this year is to focus on a reduced number of priorities underpinned by 3 areas – self-improving professional learning culture, work needed in catch-up and the grassroots work led by the pedagogy team.

During the training day last term staff were invited to provide their own feedback on the Teaching & Development Trust audit which looks at the CPD offered with the second part of the audit taking place on Tuesday 03 November.

Quality of Education split into 2 parts, A & B.

Part A: R Appleyard working hard on developing the curriculum instruments, focussing on the streams of knowledge and the work that was done. This connects into the CPDL and the curriculum development work done and encapsulates the work on the 2 Year KS4.

Part B: This looks at effective assessment practice, ensuring the tracking is as effective as it can be. Although there is no information that teacher assessed grades are to be used, the academy has to prepare for any eventuality.

Both parts A and B include the blended learning work, developing the provision to all year groups.

Behaviour & Attitudes and Personal Development

A culture of ambition and pride is being fostered. PD in the revised Behaviour Policy has been very well received alongside Class Charts which have had a positive effect on rewarding and being able to celebrate with a greater number of students through events like 'Hot Chocolate Days'

Resolved: Governors were content to approve the Academy Development Plan 2020/21

23 POLICIES FOR REVIEW

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Signed by the Chair: _____

Date: _____ 14th December 2020 _____

23.1 Uniform Policy

The Uniform Policy was tabled for approval

Resolved: The Uniform Policy was approved

23.2 NQT Induction Policy

The NQT Induction Policy was tabled for approval

Resolved: The NQT Induction Policy was approved

23.3 SRE Policy

The SRE was tabled for approval

Resolved: The SRE Policy was approved

RM left the meeting at 17:55

24 GOVERNOR TRAINING AND SUPPORT

24.1 NGA Learning Link Modules

LC reminded all Governors to complete the **new** 'Safeguarding: The Governor's Role' module on Learning Link as soon as possible if they have not already done so

24.2 KCSiE 2020 Guidance and updates

LC reminded Governors to read through the latest KCSiE updates that they have all received

24.3 Governor Data Protection Training

LC asked all Governors to complete the Governors Training Module on GDPR Sentry before the next meeting

RF asked for all of the above training information to be sent via email for clarity.

ACTION: LC to email all Governors with specific details of which training modules must be done and where to find them. Governors to feedback if they have not received any links for the relevant modules/trainings

25 GOVERNOR VISITS TO SCHOOL

At this present time no physical visits are to be undertaken. However, this should not stop the Links from contacting the relevant staff in school to check in. All virtual visits must be recorded on the Governor Visit Form.

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Signed by the Chair: _____

Date: _____ 14th December 2020 _____

ACTION: LC to email Governors to check subject links and report back to SM & RF on any gaps

26 DATE OF NEXT MEETING

Monday 14 December 2020, 17:00, to be held virtually via Teams

27 ANY OTHER URGENT BUSINESS

None

28 ACTION POINTS

28a ACTION: LC to follow up with LD & RW regarding their absence from the LGB (minute 14)

28b ACTION: LC to follow up with LD regarding her absence from the meeting (minute 17a)

28c ACTION: LC to follow up with LD to confirm they wish to continue as Link Governor (minute 17c)

28d ACTION: KW to liaise with LC re gaps in knowledge (minute 17d)

28e ACTION: LC to email all Governors with specific details of which training modules must be done and where to find them. Governors to feedback if they have not received any links for the relevant modules/trainings (minute 24.3)

28f ACTION: LC to email Governors to check subject links and report back to SM & RF on any gaps (minute 25)

Part A finished at 18:05

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Date: _____14th December 2020_____