

Minutes – JCA Academy Council Meeting

Meeting Date: 9 December 2024
Location: John Cabot Academy
Time: 4.30pm

Present	Linda Tanner (LT)	Chair of Academy Council
	King Egwu (KE)	Academy Councillor
	Matthew Fincher (MF)	LA Member
	Angela Long (AL)	Academy Councillor
In Attendance	Kate Willis (KW)	Principal
	Oonagh Wisener-Walsh (OWW)	Proposed Staff Councillor
	Carolyn Pimm (CP)	Deputy Operations Manager
	Gemma Read (GR)	Vice-Principal
	Nathan Richardson (NR)	AP for Raising Attainment
	Tricia Brabham (TB)	Deputy Head of Governance

Actions:

Item no	Action	Owner
3.1.1	ACTION: WH to contact Oonagh Wisener-Walsh regarding recruitment to the Academy Council. KW advised that OWW appointment was ongoing.	WH
6.3.7	ACTION: KW to check if MCAS has a translation function. KW confirmed it does. Action closed.	KW
6.3.8	ACTION: KW to look into the possibility of parental coffee mornings This action has been carried forwards to the next meeting.	KW
6.1.2	Councillors discussed the shared URN between JCA and P16 and how this impacts an inspection and suggested a joint meeting in the near future to discuss inspection preparation. ACTION: LT & KW Inspection has happened. Action closed.	LT/KW
6.1.3	ACTION: KW to elaborate on safeguarding in the executive summary of the Ofsted paper. Action closed.	KW
7.1.2	The draft annual report was shared. There are final updates to make by the DSL and AL Action closed.	AL
7.1.4	ACTION: Councillors requested Steve Bane attends a future AC meeting. SB is attending March meeting	WH/KW
11.2	ACTION: WH to add EDI link role in the next agenda for discussion. This action has been carried forward.	WH
12.1	All policies will be approved or noted offline via email by LT. (ACTION) closed	LT

Minutes

		Action
1	Introduction, Administration and Apologies	
	Councillors Nigel Eaton, Andrea Duignon and Georgina Tankard sent apologies. Samira Musse was not in attendance. Jon Jones (Executive Principal) sent apologies. The meeting was not quorate.	
2	Declarations of Interest	
	There were not declarations of interest.	

3	Governance	
3.1	Action: TB to contact those who haven't completed training	TB
4	Minutes of Previous Meeting	
4.1	This was deferred to the next meeting.	
5	Matters arising and action log	
5.1	The action table above was updated.	
6	Academy Council report	
6.1	<p>Finance, Estates and Health and Safety.</p> <p>CP advised:</p> <ul style="list-style-type: none"> Meeting business rules with a small surplus but that will probably be used for supply. Have to meet business rules of 1% savings that goes into a pot that schools can then bid for funding for projects. Recent pay awards are funded by government grant. 	
6.1.1	Has there been a decision on the hardcourt cover?	
6.1.2	CP advised it would cost £30,000 to replace it so looking at alternative options such as paint or professional cleaning.	
6.1.3	MCAS app is about to launch?	
6.1.4	CP advised that hoping to go live next week for year 9, then every 2 weeks after that to different groups. By Easter it will have been rolled out to all. Really lucky with appointment of data manager to support this.	
6.2	<p>Safeguarding</p> <p>The Safeguarding link governor advised that she had met with students to talk about safeguarding. Her main concern is that we do not currently have a DSL. GR is doing the role in addition to her other responsibilities.</p>	
6.2.1	KW advised that a recruitment process had been started in September, but still waiting for checks to be completed.	
6.2.2	Can we speak to other schools in the trust?	
6.2.3	KW advised they would not be able to provide support.	
6.2.4	Does the remuneration reflect responsibility and workload?	
6.2.5	<p>KW the role has been through a job evaluation process. Safeguarding received a strong report from Ofsted despite not having a DSL in post.</p> <p><i>CP left the meeting 16.54</i></p>	
6.3	<p>Behaviour and Attitudes/ Achievements and Standards/Pupil Premium</p> <p>GR updated on three key areas from the academic year 2023/24</p> <p>Progress:</p> <ul style="list-style-type: none"> PP performed a grade better than other disadvantaged students across the country and half a grade better non disadvantaged in school. None of our Year 11 went on to become NEET (Not in Education Employment or Training) The current year 11s are looking strong and above national average. We are making good solid progress with PP students. <p>Attendance:</p>	

	<ul style="list-style-type: none"> Attendance is positive. Increased to 87%, Increasing a percentage every year. National average is 84% PP versus non-PP attendance gap is 6% last year. This is smaller than the gap across the trust so should be pleased. Been steady decrease in gap over the last few years. Attendance processes are robust. Have worked hard on psychological safety in the building over the last 2 years which has helped. <p>Behaviour:</p> <ul style="list-style-type: none"> Behaviour data shows a high representation of PP students. SEND PP students have higher number of referrals to SLR We are working in TAG meetings to look at behaviour data and focus on PP students and the reason for these referrals. 	
6.3.1	What is the reason for referrals?	
6.3.2	<p>GR advised it was often unmet need with autism, dyslexia, ADHD.</p> <p>We do our own assessment, work with medical professionals to diagnose need, but can take 2 years to get diagnosis. We work to put things in place but if they need an EHCP then length of that process can make this difficult.</p> <p>Pastoral team provide support where SEND can't.</p>	
6.3.3	What if is not a SEND need?	
6.3.4	GR advised that it could be trauma or something happening at home. Or it might be that they need a mentor or role model that can offer them a weekly sit down to set them some goals be a sounding board.	
6.3.5	Is there is a cross over with attendance and SEND?	
6.3.6	GR confirmed there was.	
6.3.7	<p>GR continued her update:</p> <p>Next steps</p> <ul style="list-style-type: none"> Core part of our strategy is focussing on progress of PP students. It is a 5-year plan and we are halfway through that. Work with NR the Raising Attainment Lead to look at mock data and work out who is underperforming. Need to make sure PP attendance is strong. Would like it at 94%. Using reading interventions where need is identified. Post 16 – carers adviser prioritises disadvantage students at year 11. Most engage in work experience in year 10. Continue to work on psychological safety Reduce exclusions <p>PP spending is £280,000. We provide free uniform, music tuition, pastoral support, mentors.</p>	
6.3.8	Are students taken out of lessons for interventions?	
6.3.9	KW advised that every student is assessed for reading when they start and then put into various interventions depending on need. They do it every single day and then we retest in year 8 or year 9 to pick up any more that are still behind or those that need further interventions. Each intervention has an impact measurement next to it, but I am	

	not convinced it is good enough yet, although Ofsted were pleased with it. We then need to address Ofsted target of reading for pleasure.	
6.3.10	<p>What proportion of PP would you categorise as having reading difficulty?</p> <p>Action: GR to check proportion of PP students categorised as having a reading difficulty. <i>GR left the meeting 17.16</i></p>	
7	Raising Attainment	
7.1	<p>NR advised:</p> <ul style="list-style-type: none"> • In late October and November year 11s undertook mock exams across all GCSE subjects. • The Head of KS4, Year 11 Pastoral Team leader and Student support team member provide pastoral support and psychological safety. • This academic year the cohort were affected by Covid in year 6 so we do not have KS2 data for them. The last year and a half have been about assessing where each student is at and then creating targets for them. • Progress 8 was one of the main focuses in terms of outcomes. Because we have no KS2 data there will be no progress 8. Instead, it will be attainment 8. All schools will be judged on that nationally. <p>Term 2 mock headlines.</p> <ul style="list-style-type: none"> • 9-5 45.8% • Attainment 8 average point score is a high grade 4 across the year. We are doing better than national average just about. Results in the summer last year we did well. • We are not that far away from what we got last summer, and it is only November. Think this year group is stronger and can do something special. • Meeting or exceling national average in most subjects. • Identified subjects where we need to do more work to make sure that all students are doing the best they can. • Last year did well closing gap with our SEND team. • Gap between PP and non-PP is too wide. Last year PP students did better than non-PP. Work is still to be done this year but have 6 months to do it. <p>Next term for year 11</p> <ul style="list-style-type: none"> • Our comms with students and families has started strong. Letting students and families know what is going to happen, they can ask questions and there are no surprises. • We are supporting year 11s to thrive – the focus is on attainment to ensure all students get the best they can. Want to get students to a 5 and be ambitious with all students. • Attendance is good in year 11 • Talking to curriculum leaders about data from mocks and how they can use it and push forwards. • We are going to have a virtual well-being support session for families 	
7.1.2	<p>What sort of parental engagement are you expecting at the wellbeing sessions?</p> <p>NR advised that they would be led by a mental health support worker who works with our KS4 students. She will explore some of the issues students might be facing and how their children might respond to the demands of the exam season.</p>	
7.1.3	<p>Could it be a blended online and in person session?</p>	
7.1.4	KW advised that they do not have the technology to host a blended session.	

8.	EDI	
8.1	<p>NR advised:</p> <ul style="list-style-type: none"> • This year reviewing current academic behaviour, safeguarding data, and stake holder voice. Empowering students and understanding and celebrating differences. • Safeguarding team are creating spreadsheet to log incidents so we can do educational work with students involved in incidents. • EDI check-ins to support students post incident, student feedback and surveys. • Equalities Council focusing on the different areas. • Black History month assemblies, delivered and performed by students. • assemblies on EDI across all year groups. Culture week being planned for February. • Working with external agencies, wellbeing lead is working with project SARSI on mental health of young people and of students with protected characteristics. • Integrate event on Friday with students presenting. 	
8.2	How are you tackling students using inappropriate language if they hear it at home?	
8.3	The students are helping us tackle it with assemblies and culture week.	
8.4	How do we tackle misogyny in boys, particularly when influenced by Andrew Tate?	
8.5	NR advised it is about making sure students feel empowered to report, and confident that something will happen, but that they won't feel victimised for being the victim.	
8.6	<p>NR continued:</p> <ul style="list-style-type: none"> • Working to empower staff, feedback is that they feel the school has really invested in this. • The staff demographic is not the same demographic represented in our students. Providing training and CPD on inset day on EDI with Saima Aktar EDI co-ordinator for CLF. Gloucester Council is also doing CPD with SLT in January. • Student survey results showed students were confident in identifying issues of discrimination and reporting them. Work to be done around post incident feedback. <p><i>NR left the meeting 6pm</i></p>	
9	Academy Council report	
9.1	<p>KW advised:</p> <ul style="list-style-type: none"> • Have received draft Ofsted report and we are happy with it. Have done a decent job showing difference between JCA and Post 16. Hope it will be published in next week. • We have looked at what could potentially shift us to Outstanding including comments about reading. • Need to look at the AIP and see if it is still fit for purpose. • Need to consider the format of the AC report and work with SLT to write evaluative rather than descriptive reports. <p>Action: KW to consider format of AC report</p>	
9.2	SEND E suspension figures. How many children does that represent?	
9.3	<p>KW advised. There are 21 SEND E children in the school. This year there have been no suspensions.</p> <p>KW It is difficult to get an EHCP. Tried to work with local authorities to reduce number of suspensions. As there is no special or AP provision available the LA advised we need to</p>	

	put in mixed economy provision. We have half a dozen children on a mixed economy. I meet with the LA every term and ask them if this is the best that we can do, and they advised it is. The direction from government is inclusion in the mainstream. Think they are going to create a resource base in every school.	
9.4	Are attendance figures impacted by part-time timetables?	
9.5	KW confirmed they were	
9.6	What is a spiral curriculum?	
9.7	KW advised it was when you come back to the same things each year but in greater detail each time. Build on previous learning.	
9.8	Some of the students could not define protected characteristic?	
9.9	KW advised they did not understand the term but could talk about them in depth.	
9.10	How was staff wellbeing affected by Ofsted?	
9.11	KW for most people it should not have been much different apart from members of SLT.	
9.12	Is there an update on the trade union discussions?	
9.13	Progress has been made but discussions are ongoing.	
9.14	Comment about workload and wellbeing being reactive not proactive? What do we do to make sure we are proactive?	
9.15	KW advised that we do a lot of work around workload and supporting staff including ensuring the calendar for the year is shared, so staff know what is happening when.	
9.16	94% of staff enjoy working here. So that is good?	
9.17	KW agreed. Resources are constrained so staff do work hard. The DSL role is a significant weakness but have put in place a new administrative role to support attendance and cover. Also need to recruit a new executive assistant. The science department have long term absences so looking at the science timetable.	
9.18	Can someone from another CLF school help us?	
9.19	There are science vacancies across CLF schools, it is hard to recruit. Central team are supporting with triple science.	
10	AOB	
10.1	The AC agreed that: <ul style="list-style-type: none"> • next year would like the AC to meet on a Wednesday • That there is no need for a premeet. 	
	The meeting closed at 18.29	

ACTIONS

Oct 24 6.3.8	ACTION: KW to look into the possibility of parental coffee mornings This action has been carried forwards to the next meeting.	KW
Oct 24 11.2	ACTION: WH to add EDI link role in the next agenda for discussion. This action has been carried forward.	WH
3.1	Action: TB to contact those who haven't completed training	TB
4.1	Minutes deferred to the next meeting	TB
6.3.10	GR to check proportion of PP students categorised as having a reading difficulty.	GR
9.1	KW to consider format of AC report	KW