

Minutes – John Cabot Academy Council

Version:	Final	
Meeting Date:	22 June 2021	
Location:	Teams – online meeting	
Time:	4.30 pm	
Present:	Linda Tanner (LT) Kate Willis (KW) Dan Nicholls (DN) Holly Vickers (HV) Neil Ferris (NF) Georgina Tankard (GT) Fiona Thompson (FT) Veronica Mastrandrea (VM) Nigel Eaton (NE) Scott Raybould (SR)	Chair Academy Council Principal Executive Principal Student Advocate Academy Councillor Support Staff Academy Councillor Sponsor Academy Councillor Parent Academy Councillor Teacher Academy Councillor Sponsor Academy Councillor Sponsor Academy Councillor
Attendees:	Linda Corbridge (LC) Chris Ballard (CB) Richard Cormack (RC) Kate Searle (KS) Rick Park (RP) Charlotte Grierson (CG) Ali Hood (AH) Alex Lynett (AL)	Clerk to Academy Council Vice Principal Assistant Principal – Inclusion Assistant Principal – Curriculum and Teaching Science Lead Music & Expressive Arts Lead Senior Operations Manager SENCo
Apologies:	Angela Long (AL) Claire Axel-Berg (CA) Alison Evans (AE)	Sponsor Academy Councillor LA Academy Representative Sponsor Academy Councillor

Minutes

Item	Description	Action
1	Introductions	
1.1	Welcome and introductions were made by LT. LT welcomed Nigel Eaton, the new Sponsor Academy Councillor, to his first meeting.	
2	Declarations of Interest	
2.1	There were no updates to declared interests.	
3	Academy Council Membership	
3.1	Membership – full membership was noted. AL's further term of office was approved at COAC. Link Roles – It was confirmed that GT would take on the role of SEMH Link, SR was confirmed as LAC link.	
4	Minutes of the previous meeting	

4.1	The minutes of the meeting held 21 April 2021 were agreed as accurate subject to SR being added as an attendee.	
5	Matters Arising	
5.1	<p>5.6 Update on school engagement with Kingswood Community Forum – ACTION: LT will contact AE for update.</p> <p>5.7 Feedback on the results of research into transition from year 6 to year 7 – GT has fed back to Susie Weaver and will meet with Trust SENCOs in Terms 1 and 2.</p> <p>6.1 PSHE Student Voice was presented at the SWG meeting held on 11 June.</p> <p>8.7 CB to provide gender balance for Years 7 and 8 PP students – ACTION: KW will send to LC to include with minutes.</p> <p>9.4.2 AL to provide data re career paths of students – report presented at SWG. The report also shows destinations for current Year 11s. ACTION: KW will send data to LC to include with minutes.</p>	LT KW KW
	Academy Council Report	
6	Quality of Education	
6.1	Academy Council Report, SEF, AIP and AIP Summary documents had been shared.	
6.2	KS briefed councillors on the introduction of the more robust Early Career Framework for newly qualified teachers which included a two-year induction programme with mandatory mentors. KW said that she would also be focussing on NPQs to develop colleagues from September.	
	Questions from Academy Council	
6.3	Do you think this programme will be more effective at recruitment and retention than previously?	
6.3.1	There has not been a programme previously – it has potential to achieve great things for the profession at all levels; some of the materials Ambition Institute and other providers put together are really strong. The powerful message is that it takes time to develop good classroom practice	
6.4	Which level of person can act as a mentor? Does the mentor get given time to carry out the role of mentor and will there be protected time for mentor meetings?	
6.4.1	Anyone who is an experienced or established teacher can act as a mentor. Under this programme mentors will be given time to carry out the role. ACTION: KS will check and report back re protected time for mentor meetings.	KS
6.5	The ARV (Academy Review Visit) showed a general decline in the quality of education – what are you going to do about that?	
6.5.1	The ARV showed a decrease in the standard of classroom practice because focus has been elsewhere as a result of COVID – the academy is not alone in this and are not complacent; a lot of strategic planning is taking place. There has been a lot of COVID disruption in the past 2 weeks. DN commented that ARVs across the Trust show that primary schools have weathered the pandemic better as there is more continuity of contact/equity of provision. Attendance is difficult across secondary nationally and within the Trust; students disenfranchised with education has exacerbated on return to school. Almost everywhere in secondary there has been a weakening of practice due to the number of restrictions. DN advised not to draw too many conclusions as we are seeing a national picture playing out in our own academies. KS commented on the importance of routine for children and teachers and collapsed timetables/remote lessons etc. were now routine at the academy.	
6.6	Have you got all the staff in the right places for the plan in September?	

6.6.1	There is largely very little change; there are two roles with a teaching and learning focus and some training to be organised. KW said that KS had led T&L in three separate schools and a very stable curriculum leader team who are highly experienced and have spent 3-4 years embedding a quality assurance process.	
7	Achievement and Standards	
7.1	<p>TAGs Update</p> <p>KW reported that the process had been an incredible amount of work for teachers. KW explained the QA process within school which included full standardisation and robust moderation. KW was confident the grades awarded are a professional judgement on what that child can achieve. DN gave context across the Trust; all secondaries have received requests similar to what JCA received for evidence samples. The Trust were anticipating a period of appeal that will follow results week in August. The process had been overseen across the Trust; there had been an astounding amount of work teachers have put into the rigorous process. DN was confident that the school has followed a good process and had followed centre policy. All grades were evidence based which shows the integrity of colleagues. <u>ACTION: LT will write on behalf of council to thank staff involved.</u></p>	LT
	(SR left the meeting)	
7.2	<p>Science</p> <p>Data Report for Science had been shared. RP presented on Science outcomes highlighting that:</p> <ul style="list-style-type: none"> Students who are sitting science at JCA are doing as well as expected or slightly better. RP explained the difference/context in the two cohorts for Triple and Combined Science. A snapshot of data for Year 11 highlighted the amount of progress for Combined Science, although Triple Science students have done better. All groups in Combined have made more than a year's progress from Sept to June. Data has demonstrated an impact from support given this year although still not managing to reach some students – this was the same picture across the school for the ten students; further action includes getting help across the school, sharing practice from other academies and taking targeted students out of tutor time for intervention lessons Triple Science showed progress for HAPS, MAPS, LAPS, SEN, PP, Non PP which shows what we are doing is having an impact – Chemistry was lower due to specialist staff absence from Covid. Plan going forward - awaiting input from the Trust, line management and across the school. Initially Year 10 focus – will see the picture of all years shortly at assessment point and will put intervention in place from September; aiming for impact on Combined students who are not as engaged as Triple Science students. 	
7.2.1	How do you encourage children further down the school to become enthused with Science to increase engagement and enthusiasm?	
7.2.2	The best way to enthuse Science is to give the best experience at KS3 – this has been difficult this year due to Covid restrictions. I hope it will be possible, with the Trust, to change some timings of assessments, increase subjects which meet the natural enthusiasm of students and offer as much practical Science as possible.	
7.2.3	Current Year 9 were the cohort who had big lessons in Year 7 and have also been subjected to COVID – has this meant that less children are choosing Triple Science due to the negative experience in Year 7?	

7.2.4	<p>Year 9 have a slightly smaller cohort opting for Triple Science which will hopefully increase to similar numbers as in the past following conversations regarding pathways with Year 9. We need to get the love of Science back for these students – this is difficult until we can get back into the classroom to provide practical aspects. Student voice has shown overwhelmingly that students feel they are achieving in Science, feel safe and appreciate that what they are doing has relevance although there are not enough practicals; a display board downstairs shows these responses and how we will work on them. <u>ACTION: Upload student voice data to Teams.</u></p>	RP
7.3	<p>Drama</p> <p>CG shared an overview of Drama, highlighting that:</p> <ul style="list-style-type: none"> • Disadvantaged outcomes were low due to mixed ability groups in GCSE; due to limited literacy in some cases and varied experience in the department in the past. • There was now more stability in staffing going forward to next academic year. • The rigorous process of TAGs showed a slow steady upward trend. • Looking ahead to the next academic year the department will continue the improving journey in Drama; students are achieving better in practical work in Year 10 already than Year 11. • The Drama picture across the Trust is varied due to different cohorts. • There had been a lot of discussion about whether to run a Drama pathway from September; there is a lot of enthusiasm to offer a broad curriculum and now expertise within the department. Students for September are largely in top set or second set in English which is beneficial for the literacy aspect. • With changes this year and next academic year we feel encouraged and confident at continued progress. Students missed out on the practical side due to COVID this year; we will do whatever we can from Year 7 to 11 to offer practical opportunities for students. <p style="text-align: right;">(GT left the meeting).</p>	
7.3.1	<p>Councillors commented they felt reassured on the actions taken and supported continuing with GCSE Drama as there was now a strong team of staff in place.</p>	
7.4	<p>Attendance</p> <p>COVID has knocked the confidence of parents, particularly in Year 7 where there is a significant minority of persistent absentees. The pastoral team are working very closely with families on re-building confidence for families.</p>	
7.5	<p>Behaviour and Exclusions</p> <p>The disruption to Year 7 in secondaries is reflected in the data. There is also a small but significant proportion of Year 7s who have arrived with unmet need – all are at Stage 4 and have received a lot of support.</p>	
7.5.1	<p>What are you doing to reduce the impact on children and make them feel part of the school?</p>	
7.5.2	<p>I am confident in Rich's work that we know those key students well and are providing the right support for them. <u>ACTION: Whole Year 7 focus to make feel part of the school.</u></p>	KW
7.6	<p>Children in Care</p> <p>Councillors had received the annual CiC Report. CB explained the focus moving forward to ensure good quality PEPs through auditing to outstanding practice; communication with staff to ensure students were at the forefront of staff practice in the classroom and ensuring good practice and high expectation in line with other students in the classroom.</p>	
8	<p>Safeguarding</p>	
8.1	<p>Councillors had received Terms 4 & 5 End of Term Reports.</p>	

8.1.2	Councillors noted the school was working through the CLF Safeguarding Audit commenting that this will give a really clear action plan for next year.	
9	Student Voice/Student Advocate	
9.1	It was noted the school was in the process of collecting significant student wellbeing voice that will support work for next year. LT said that she would build student voice into the programme for the Strategic Working Group (SWG) meetings next year. <u>ACTION: LT to add to first SWG agenda.</u>	LT
10	Equality, Diversity and Inclusion	
10.1	Councillors requested that EDI should be the subject of an SWG meeting next year with Equality Champions talking through their work. <u>ACTION: EDI with Equality Champions to be subject of SWG meeting next year.</u> <u>ACTION KW to share EDI slides in Teams</u>	LT KW
11	Transition and Recruitment	
11.1	KW shared slides 'The Year 7 Team, Information and Events for transition' with councillors. KW explained these were heavily influenced by work GT has done. Councillors were pleased to see this work emphasising the importance of gathering information before students arrive.	
12	Staffing and Wellbeing	
12.1	Staffing KW updated that the school were fully recruited for teaching staff with two further appointments to make for non-teaching staff.	
12.2	Wellbeing KW commented that the Federation has good focus on staff wellbeing. Consideration is being given to what changes should be made/kept as we relax measures e.g. virtual or face-to-face parent evenings. TAGs took a lot out of colleagues and the increase in COVID is causing anxiety – 15 staff are out tomorrow.	
12.2.1	Are there any year groups out?	
12.2.2	Year 8 are out, Year 9 120 close contacts and 10 cases. Numbers are rising every day with the minority of students in; Year 10 return tomorrow. KW had met with Public Health England yesterday who are satisfied with the measures; numbers reflect the rising cases in the area.	
12.3	Careers AL said that following recommendation at the last meeting, from September it will be recorded if students are interested in careers and will track from that. AL updated on progress with NEETs and destinations; 4 students who are NEET – AL explained reasons and the support provided. This year has the highest number of students staying onto CLF Post 16. KW thanked Kath Cooper (Director of Post 16) for her support and attending the SWG.	
13	Policies	
13.1	Councillors noted the following policies: Positive Handling & Physical Intervention and RSHE Policy.	
13.2	Councillors queried the JCA Attendance Position Statement which had incorrect date. <u>ACTION: AH will check and bring back to council.</u>	AH

14	Risk Register	
14.1	Councillors noted the shared Risk Register.	
15	Governance	
15.1	Visit Reports There were no reports presented.	
15.2	Training Taken forward to September meeting.	
16	Matters for the attention of the Board /COAC	
16.1	None.	
17	AOB	
17.1	None	

The meeting closed at 6.55 pm

Next meetings:

Wednesday 22nd September from 5 – 8pm via Teams (CLF Board and Academy Council Results Review meeting (to which all Academy Councillors and Principals are invited) that previously took place on a Saturday morning)

Academy Council meetings:

4.30 pm 6 October 2021, 8 December 2021, 2 March 2022, 27 April 2022, 22 June 2022