

**Minutes of the Autumn Term Local Academy Committee Meeting 2
held on Monday 18th November 2024 at 5.15pm in the library.**

Membership	Initial	Category	Absence
Ms J England	JE	Staff Governor	A
Mr K Leckie	KL	Appointed Governor	
Ms C Marion	CM	Appointed Governor	A
Miss K O'Hagan	KOH	Appointed Governor	
Mr R Osborn	RO	Appointed Governor	
Mrs S Rhodes	SRH	Parent Governor	
Mrs S Riches	SR	Parent Governor	A
Mr G Roberts	GR	Appointed Governor	
Ms S Wilson	SW (Chair)	Appointed Governor	
<p>Quorum required: 5 (4 for voting) Governors present: 6</p>			

In Attendance	Initial	Position	Absence
Mrs A Hewitt	AH	Governance Professional	
Mr T Jackson	TIJ	Vice Principal	
Mr T Reid	TER	Principal	
Mr D Vernon	DV	Executive Principal	

		Action
AC/13/2425	<p>Apologies for absence Apologies were received and accepted from Miss England (work commitments), Mrs Marion (illness) and Mrs Riches (illness).</p>	
AC/14/2425	<p>Welcome and introductions to new Parent Governor and Appointed Governor The Chair welcomed Mrs Sarah Rhodes to the meeting. Mrs Rhodes has been elected as a Parent Governor from 15.11.24 following the academy nomination process.</p> <p>The Chair welcomed Miss Kate O'Hagan to the meeting. The Academy Committee governors had voted unanimously for Miss O'Hagan to join the Committee (including votes from absent governors).</p> <p>The Academy Committee governors and staff introduced themselves around the table and Miss O'Hagan and Mrs Rhodes introduced themselves to the board.</p>	

AC/15/2425	Declaration of Interest and any changes to declarations made. There were no declarations of interest, either direct or indirect, for any items of business on the agenda.	
AC/16/2425	Minutes of the previous Academy Committee 23.09.24 The minutes of the previous Academy Committee meeting were received and approved as an accurate record.	
AC/17/2425	Matters arising from the previous meeting The Chair noted that the items highlighted in red have been added to the main agenda. AC/04/2425 Matters Arising, page 3 AC/71/2324 Governance Matters – <i>Mr Leckie to feedback on attendance at the INSET day on 2nd September.</i> Mr Leckie reported that he had spoken to staff at the Principal's invitation, thanking them for their hard work and congratulating them on the examination results. He had also explained that governors wish to be more visible in the academy and community, and had spoken with many staff on visits to the academy since September – everyone was very welcoming. The Principal added that it is important to see governors at the academy as it is noted in the Ofsted report that the school is passionate about making East Leake Academy the 'heart of the community'. <u>The Chair highlighted that</u> governor presence at school events continues to be a part of the governance action plan for 2024/25. AC/05/2425 Governance Matters, page 4 3.Link governor reports – <i>Mr Leckie to provide feedback and take any questions from the Curriculum link visit in July</i> - see agenda item AC/18/2425 below. AC/05/2425 Governance Matters, page 4 5.Governance Action Plan 2024/25 – <i>governors to review and agree as final document.</i> See agenda item AC/18/2425 below. AC/06/2425 ERM, Additional Items, page 6 SEND information report 2024/25 and SEND annual review 2023/24 – <i>Update from Ms Marion regarding SEND link visit.</i> The Clerk received notification that a SEND link meeting has been arranged for 26.11.24. AC/06/2425 ERM, Additional Items, page 6 Stakeholder engagement – <i>feedback from governors who attended the Year 6 Open Evening and Sixth Form Open Evening.</i> The Chair had attended the Year 6 Open Evening in October and reported that it was a positive experience, with some families coming over for a brief chat. It was noted that there was no governor presence at the Sixth Form Open Evening due to availability. AC/06/2425 ERM, Additional Items, page 6 H&S Committee minutes – <i>minutes are unavailable as a meeting will take place this half term. Forward to January 2025 meeting.</i>	

	<p>AC/10/2425 Complete the report to Trustees <i>The Clerk completed the report to Trustees on 26.09.24.</i></p>	
AC/18/2425	<p>Governance Report</p> <ol style="list-style-type: none"> 1. Local response following central training 'Changes to the Ofsted Framework'. All governors confirmed that they had watched the training video prior to the meeting. Due to the recent Ofsted visit, it was felt that the video came a little late in the day for this academy, but it was useful and a good training topic. 2. Feedback on SEND Link Governor briefing, 8th October (CM) and Safeguarding Link Governor briefing, 13th November (GR): Mrs Marion was absent from this meeting but had sent in a brief report from the SEND briefing. Ms Marion felt that it was a useful session, focussing on what questions to ask during link meetings. Mr Roberts reported back on the recent Safeguarding link brief he attended and felt it was another useful session, with a focus on mental health. Mr Roberts is confident that the academy is following all the correct procedures and had no concerns. The briefing covered the awareness of child on child abuse (formally peer on peer) and highlighted how the safeguarding link role fits in to the academy safeguarding process. 3. Link governor reports – Curriculum, Careers and Safeguarding. These reports had been circulated prior to the meeting. Mr Leckie reported that the main takeaway from his Curriculum visit was to see the progress made from his earlier visit in January. He had taken a tour of the school and saw what was expected in the classrooms – it was hugely positive. Some departments are making faster progress than others, but that is only natural, and it can be seen in the results. Frustration was evident amongst the staff team regarding the removal of Class Charts and the move to 'Meet More Parents/Weduc' for homework and tracking of behaviour. The Chair commented that this issue also arose during a meeting with the Staff Governor in the summer term and recommended that the Academy Committee add this to the feedback form to the Trust. The Principal commented that the growth in the Trust has meant that academies are using different systems which may benefit some, but not others. <u>Governors asked</u> whether this had already been fed back and the Executive Principal responded that the academy has already met with the system developers over issues and it was still work in progress. Mr Leckie commented that he could tell, from his visit, that it was a step back rather than a step forward. Mrs Rhodes, Parent Governor, added that from an end user perspective, Weduc appears clunky and Class Charts was better, but it has reduced the number of apps that parents need to track. 	

	<p>Mr Osborn reported that, following his link visit, he had experienced a positive Careers link briefing recently where Mr Renshaw was singled out across the Trust. During the link visit, the link with the Careers and Enterprise Company was discussed and this will be rolled out across the Trust. The process will be used for transitions to ensure students are 'careers ready'. It will be integrated into the foundation of the academy. Mr Renshaw will be invited to the January Academy Committee meeting to talk to governors about Careers from a strategic level.</p> <p>Mr Roberts reported that the safeguarding visit focussed on the annual Nottinghamshire County Council Safeguarding Audit which he reviewed alongside Mr Berry. The document was available on SharePoint prior to the meeting. There were no questions from governors.</p> <p>4. Governance Action Plan 2024/25 for approval: The final Action Plan was available on SharePoint prior to the meeting and governors approved the document.</p> <p>5. GDPR/Cyber Training: The Clerk confirmed that all training and certifications are up to date for 2024/25 for current governors. New governors will complete this training as part of their induction.</p>	
AC/19/2425	<p>Ofsted 2024</p> <p>The report had been circulated prior to the meeting. The Principal stated that he was pleased with the outcomes and a clear indicator that things were going in the right direction was given. Within the areas for improvement was the male students' attitude to female students (which the governors area aware of through pupil voice) and the Principal felt that the report was an accurate reflection over what was seen and discussed over the two days. Verbal feedback was given regarding inspirational teaching, exemplary practice and staff expertly adapting for SEND students, however these points were not noted in the report. The Executive Principal stated that although the report does read as positive, it would have been good to read more of the verbal feedback that was given. However, the report does reflect where we are as an academy.</p> <p><u>Governors commented</u> that, with regards to exclusions, the academy goes above and beyond to support these students, using a vast resource upon them.</p> <p>The Principal stated that with regards to attendance, the academy could go faster to fine, but staff try to work hard with these families. However, the academy is looking at revising its practices as it can sometimes be at a detriment. There are a small number of families that staff are working with, but it is not improving. The Executive Principal added that with a two week break in October, families are taking students out before or</p>	

	<p>after due to costs. <u>Governors commented</u> that it is a balance of ensuring opportunities for others against supporting students.</p> <p>The Principal went on to discuss attitudes in lessons. Students are focussed most of the time, but the social time is different, mainly amongst groups of boys. The academy are working on developing spaces which will relieve some of the issues, but not resolve them. The day the 'Call it Out' initiative was introduced in school, there was a significant change in the political landscape which highlighted issues that need to be addressed.</p> <p><u>Governors enquired</u> whether most of these issues are happening inside and outside of school, and are they focussed around particular year groups. The Principal responded that outside issues spill into school and mainly groups of boys in years 9-11. The Principal will also be writing to parents around comments (by parents and students) to staff. The Academy is aware of all social media comments posted across the different platforms.</p> <p><u>The Chair reported</u> that the Inspectors couldn't look at the results as they had not been verified, however, evidence was shown that things are working. There were no comments in the report around governance, but the Executive Principal noted that the Inspector did comment verbally that governors were proactive in the school and know the school. Staff feedback was also strong.</p> <p><u>Governors asked</u> whether there are any additional actions or focus areas identified following the Ofsted inspection and does the Academy think any adjustment or reflection into the AIP is required. The Principal responded that the AIP will remain the same. The academy continues to tackle racism and continues with the regular meetings with students from a black and ethnic background. Similar work will continue regarding gender and masculinity to try and move this on.</p>	
AC/20/2425	<p>Principals Report</p> <ul style="list-style-type: none"> AIR (Academy Improvement Review): The AIR had been circulated prior to the meeting. The Principal stated that the comments in the AIR are mirrored in the Ofsted feedback, although it has captured more than is in the Ofsted report. It is further evidence that the academy is doing the right thing. The AIR will be shared with staff tomorrow. <u>Governors asked</u> who carries out the AIR and the Executive Principal responded that independent staff from the Trust come in to carry out the annual review. Scheduling of each academy AIR across the Trust is timed on the risk of Ofsted. <u>Governors</u> 	

	<p><u>commented</u> that it would be useful to have the reviewers names on the report.</p> <p><i>Action:</i> Executive Principal/Principal to feedback to Trust for AIR reviewers names to be added to future reports.</p> <p><u>Governors enquired</u> what the actions are in English under ‘areas for development’. The Principal responded that this focus is on English Literature. A strong practitioner has been appointed, to start in January 2025, to help drive this area forward.</p> <ul style="list-style-type: none"> • Quality of education update: It was noted that this has been covered under the Ofsted and AIR reports. • Impact of additional funding: It was noted that this has been covered under Pupil Premium impact. • Pupil Premium evaluation and evidence of impact on outcomes 2023/24 and review of strategy for 2024/25: The supporting documents were circulated prior to the meeting. Mr Jackson stated that the reporting cycle is coming to the end of a 3-year strategy. There has been an improvement in attendance for Pupil Premium students and the gap is closing, but there is still room for improvement. Mr Jackson is working with the attendance team to implement an extra layer of support to certain families. The gap that has reduced over the past 3 years is equal to half a grade – clearly, we want to improve on that. The academy has that detail for every student in order to evaluate all parts of a strategy. 45% of students access the academy attend anxiety workshops but we must endeavour to support every student; Mr Jackson is working with SLT on tracking key metrics. The strategy document will be shortened to be more focussed and a working document. <u>Governors asked</u> for clarity on the ‘3-year strategy’. Mr Jackson responded that granular detail and monitoring is required and the academy look at everything it has done to support the Pupil Premium students. This report will be enhanced going forward and we will work on how we continue to close that gap. The Principal commented that there is a change in the demographic and an increase of EAL students (1.7% in year 11 and 5.4% in Year 7). This is a big jump up for the academy. Mr Jackson also noted that some disadvantaged pupils are not Pupil Premium, and those students are not included in the figures. <u>Governors asked</u> whether there is any other funding from elsewhere for Pupil Premium and Mr Jackson confirmed that schools were given funding during, and post, pandemic, but this has now ended. The Executive Principal highlighted the figures on page 4 of the report do highlight why the academy invest in attendance. <u>Governors enquired</u> whether parental engagement for disadvantaged students has increased and whether parents are chased up for lack of response. Mr Jackson responded that booking for parents evenings is online (meetings are face to face) and this can be tracked to chase up. However, if parents aren’t accessing the communication systems then the academy must 	<p>DV/TER</p>
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	<p>work on this to follow up. <u>Parent governor feedback</u> reported that the system requires a very quick response, otherwise slots are unavailable and suggested that the academy could address this. The Principal responded that the academy do put out the message that if a teacher is unavailable it is possible to make alternative arrangements but acknowledged that more work could be done around this. <u>The Chair commented</u> that clear developments can be seen and the academy is always looking at what it can do next.</p> <ul style="list-style-type: none"> • Additional funding premium and outcome inc. catch up: It was noted that this item had been discussed above. • Receive any surveys/audits/reviews: It was noted that the AIR has been received. • Safeguarding template: The document had been circulated prior to the meeting. There were no questions from governors. • LA Safeguarding Audit: The document had been circulated prior to the meeting. There were no questions from governors. • SEND: It was noted that there was no further update to receive at this meeting. • Health & Safety Committee minutes: It was noted that the H&S meeting took place on 14th November and the minutes will be available at the January meeting. • Staff and pupil wellbeing: The Principal reported that there will be a meeting tomorrow to focus on student priorities. A 12 days of Christmas attendance initiative will be launched in December to re-affirm expectations. The Chair noted that, with regards to staff wellbeing, there appeared to be a consistent approach to work/life balance and no issues were raised through staff voice. • Data protection: It was noted that there was nothing to report at this meeting. • Complaints: It was noted that no formal complaints had been received this term, to date. • Trip calendar: The Clerk noted that one update had been received from the Trip Coordinator; CAT C Snowdonia trip (Year 13, A-level Geography). There were no questions from governors. • Pupil/staff/parents and community views: The Principal highlighted that the academy is aware of the recent social media posts regarding the academy and complaints. However, overall, there are many 	
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	<p>positive comments received from parents and the recent open evenings have also affirmed that. With regards to staff workload, the academy is always looking to support staff; there are currently some frustrations, but generally the academy staff are in a good place. <u>Governors asked</u> what the staff turnover was like and the Principal responded that it was very low. The academy do have high staff costs and the last five appointments have been top scale. <u>Parent governor feedback</u> reported that the empowerment and professionalism of staff is clear and was seen at the ELA Community Connect events. The Executive Principal added that across the Trust, ELA have the lowest staff turnover, however the types of schools do differ.</p>	
AC/21/2425	<p>Policies</p> <p>There were no policies from the Trust, or local appendices from the academy, to receive at this meeting.</p>	
AC/22/2425	<p>How has the Academy Committee held the Senior Leaders to account?</p> <p>Governors agreed that questions had been asked and reviewed through link visits/reports. Governors reviewed the key findings/actions from the recent Ofsted, AIR and Pupil Premium strategy documentation.</p>	
AC/23/2425	<p>How have the vision, mission and values of the Trust been upheld?</p> <p>The governors agreed that these had been upheld. Through the recent Ofsted and AIR, clear strategies are seen to be in place and evidenced, giving our students the best possible opportunities in life.</p>	
AC/24/2425	<p>Complete the report to Trustees</p> <p>The report will be completed by the Clerk following the meeting and will include information on Ofsted and the frustration seen amongst the academy staff regarding Weduc.</p>	
AC/25/2425	<p>Determination of confidentiality of business and Equality Act consideration</p> <p>The Academy Committee agreed that there was nothing confidential to consider. The Equality Act was considered throughout the meeting.</p>	
AC/12/2425	<p>Date and time of next Academy Committee meeting.</p> <p>The next meeting will be held on Monday 20th January 2025 at 5.15pm in the library.</p> <p>The Principal noted that the governors are welcome to the ELA Christmas Showcase on Wednesday 18th December at 6.00pm.</p>	
	<p>The meeting closed at 18.35.</p>	

Signed: *Sharon Wilson* (approved by Chair for circulation)

Date: 18.12.24

Signed: *Tom Reid* (approved by Principal for circulation)
Date: 15.12.24