



Abbey Academy Council Meeting Tuesday 29th November 2022 at 12:00 Abbey School

Those Present:		
Joel Hardwick	Assistant CEO	JH
Luci Windle	Executive Headteacher – via Teams	LW
Louise Abbott	Support Staff Governor	LA
Sue Hodgkinson	Parent Governor – Family Champion, WAVEE and Careers	SH
Dawn Jeffery	Parent Governor	DJ
Jim McIntosh	Governor – Finance Link Governor	JMcI
Jill Newman	Assistant Headteacher	GN
Sonia Seymour-Thackery	Vice Chair & T&L Link Governor	SST
Ian Tankard	Parent Governor – Careers Link Governor	IT
Janine Brullo	Parent Governor	JB
Tayla Hamilton	Staff Governor	TH
Also Present:		
Wayne Askham	Head of School	WA
Sacha Schofield	Executive Regional Director/Chair (for this meeting)	SS
Vicky Hawksley	Governance Clerk	VH
Apologies:		
Alison Warner	Chair – Safeguarding Link Governor	AW
Ivy Dorchester-Brown	Governor – Wellbeing Link Governor	ID-B
No Apologies:		

1. APOLOGIES FOR ABSENCE	Actions
1.1. To receive apologies for absence Apologies were received for AW and ID-B	

<p>SS explained that SST has resigned from her post as Vice-Chair and from the Academy Council at Abbey School. The Chair thanked SST for her valuable contribution to the Academy Council and wished her all the best for the future.</p> <p>Expressions of interest in the role of Vice-Chair are invited and anyone interested should contact the Chair and Clerking Services at the Trust.</p> <p>SS also noted that SH's term of office expires on 1st December 2022. This post will now go out to a parental vote. LW wished to express thanks to SH for her time as a governor and the work she has done on the governing body.</p>	<p>ACTION: GOVERNORS 14/3/22</p>
<p>1.2. To accept apologies for absence</p> <p>Apologies were accepted for AW and ID-B.</p>	
<p>2. OUTSTANDING ACHIEVEMENT AWARDS</p>	
<p>2.1. Presentation to Staff Nominee(s) – not applicable at Abbey.</p>	
<p>3. ITEMS OF URGENT BUSINESS</p>	
<p>3.1. Chair to determine any items of urgent business to be considered.</p> <p>None to raise.</p>	
<p>4. DECLARATION OF INTERESTS</p>	
<p>4.1. Individual Governors to declare any personal, business or other governance interests on any item on the agenda</p> <p>None to raise.</p>	
<p>5. ABBEY SCHOOL LOCAL GOVERNING BODY MINUTES</p>	
<p>5.1. To approve the minutes of the following meeting:</p> <p>The minutes of the meeting held 5th July 2022 were approved as a true record with no amendments.</p>	
<p>5.2. Review of Action Tracker</p> <p>The outstanding actions on the tracker were reviewed and updated.</p>	
<p>5.3. Matters arising from the Minutes</p> <p>LW explained about post-16 provision on this site and reported that planning permission has not yet been granted for the new building due in part to concerns by the Planning Department around possible badger setts in the area. Cameras have now been installed to monitor any possible protected species on the site. We have reviewed 3 weeks' worth of data with another week's data to review. No badgers or protected</p>	

<p>species have been seen in the footage reviewed so far. If all the footage does not show that there are any badgers in the area, and other planning issues are mitigated, the building work would have to be undertaken within 6 months and LW feels that there is no reason why this could not go ahead in that timescale.</p> <p>6.2 – Governors should now have completed the online safeguarding training. Another link will be sent out to governors to do the updates. The training is being done via Educare.</p> <p>3.1 – New staff/teacher governors – still trying to recruit staff governors to the Academy Council.</p> <p>7.1 – Mental health awareness and wellbeing – The school has been awarded the gold mental health schools award from Carnegie University.</p>	<p>ACTION: LW 14/3/22</p>
<p>6. ITEMS TO BE CONSIDERED</p>	
<p>6.1. Headteacher Report</p> <p>The revised report format was circulated to governors in advance of this meeting. LW explained the main points:</p> <ul style="list-style-type: none"> • The school’s priorities remain unchanged. We are continuing to grow our TAs into teachers and are also supporting Fountainsdale and Discovery Academies by sharing staff across these schools. Abbey School is training up new teachers to support other schools in the Trust and we have a strong ECT programme at this school. <p>Our aim is to prepare teachers to work in schools other than Abbey and we are therefore providing faculty leads with the opportunity to visit other schools to gain experience.</p> <ul style="list-style-type: none"> • Capital works planned – some of the planned work will take place over the summer holidays next year; including refurbishment of the Food Technology, Science and Sensory Rooms. • Staff attendance is good at this school. LW does not have any real concerns around sickness absence and staff understand the system. Most staff turnover at the school is as a result of career progression. • Quality of Education – we are looking to ensure that teaching and the school curriculum are still of a high standard. We have redeveloped the curriculum and the teaching profile across the school is strong. We are fully aware of our strengths and areas for development. We have undertaken deep dives and the outcomes from these continue to be strong. These outcomes have been verified by Trust colleagues who have visited the school. • Curriculum – The school is aiming to ensure that governors have a clear idea of what children are learning in school and we have curriculum maps in place which ensure that teaching is sequenced and repeatedly revisited. • Progression – ‘I Can’ statements are being used as graded steps rather than age-related expectations which would not be appropriate for our children. WA explained that we ensure our teachers are recalling information and re-iterating learning with children. 	

- Area for development – cross-curricular links for children. Big ideas have been displayed throughout the school and have been introduced in assemblies.
- LW noted that most of the information relating to the curriculum is on the school's website for governors to access and she thanked WA for his excellent work on this.

IT – how are teachers taking this on board and how have they put this into practice? WA explained that this has taken time to become embedded. This was included as part of teachers' CPD and they contributed to this by cross-referencing their subject to the national curriculum. We are now confident that staff have ownership of their subject and feel that they have contributed to the process.

- Pupil Engagement – all our children are behind with their learning and this was exacerbated by lockdown. Over the past two years lots of work has taken place to help children catch up and 80% of children are now back to where they were before lockdown. 75% of our students went onto employment, apprenticeships or training and we continue to buck the national trend in this area. Our children left Abbey School with up to 6 GCSEs or BTECs and this is testament to the hard work of our children, staff and families.
- Writing is an area of development for the school.
- Maths, Science and IT – Maths is historically our lowest area across the school, although there are some pockets of success. A Calculations Policy has been created and we have invested in an additional Maths Lead from the National Tutoring Programme to coach new primary staff.
- Science is one of our successful areas in school. Children are required to sit 6 science papers which is a huge challenge for many of our students.
- Computing is an area for development across the school.

Are there certain approaches you are taking to ensure boys and girls and PP and non-PP children are consistent? WA explained that we use a menu approach – all PP children have a PP plan to ensure that the interventions being put in place are working and the timing of these interventions is important. Staff understand the benefits that PP funding brings to our children and this continues to be a strength of the school.

- Funding – LW summarised what PP funding, Catch-up funding and School-led tutoring funding is being spent on. The school is doing a lot of work on careers and enterprises and this is funded from PP funding. Catch-up funding is used for art therapies which give children the opportunities to use communication and reading skills in a different context. We offer work experience beyond the school and link this for post-16 and Y11 students. LW explained that some of our children delivered the Youth Sports Trust work to children at Fountaindale and these children find this really beneficial.
- School-led tutoring – we have a member of staff joining us in January and we are developing sensory training through school along with the development of communication and readiness for work. We aim to form good links with employers.

How do you make links with employers? LW explained that we contact companies by telephone and ask them to consider opportunities for our children. Some of our children go to Kelford and Fountaindale to work with the children there. JB to provide LA with possible contacts for work experience.

<ul style="list-style-type: none"> • Behaviour and Attitudes – JN explained that we look at the wellbeing of children and we meet and greet them every day to ensure any issues are picked up early and dealt with swiftly. We are passionate about the benefits of Restorative Practice and we expect our children to carry out community service tasks as part of this practice. We do not use internal isolations as these are not effective for our children. The school has not had any suspensions or permanent exclusions. We work very hard with families and find that they are generally very supportive of the school. It was noted that the lack of suspensions and permanent exclusions at Abbey is exceptional and reflects the culture and dedication of everyone at the school. • Attendance data – LW noted that our figures for unauthorised absence were relatively high. The school does not authorise holidays but understands that families do take holidays in term-time. We do not normally issue fines to families as we prefer to try to understand why children are absent. We track children’s attendance closely to avoid them becoming PA <p>Have absences due to holidays had an impact on attendance in term time? Yes, this is the major reason for persistent absence in the school.</p> <ul style="list-style-type: none"> • Personal development is a really important area for our school. House teams bring all students together and we look at the real-world outcomes that we provide for our children and LW explained that former Abbey children are now talking about their rights to education and about being in control of their own situation. <p>How do you navigate the issues with after-school clubs, relating to transport and logistics etc? What kind of things do you do and how does this work? LW explained this is around the support that is given during break and lunchtimes. We do put family evenings on and after school clubs are consistently and increasingly attended.</p> <ul style="list-style-type: none"> • LW explained that the school is due to have the Careers Mark assessment around January 2023. We had a visit yesterday from the Regional Lead who commended us on our strong careers provision. <p>6.1.1. Appendix 1 - Updated SIP</p> <p>We have a RAG rated development plan with some areas in yellow and some in green. We will be putting on staff wellbeing activities before Christmas; including wreath making etc.</p> <p>6.1.2. Appendix 2 – School SEF</p> <p>No questions raised. We will undergo a Lead Area review after Christmas at which Assistant Heads explain how they have reached a particular judgement.</p>	
<p>6.2. Community Voice Report</p> <p>Pupil work within the community and community engagement – Family Voice focuses on developing good relationships with families. All communications are recorded and</p>	

<p>followed through and we feel it is important to contact families when things are working well.</p> <p>Pupil work within the community focuses mostly on Youth Sport Trust (YST) and we work with other schools across the country and our children take the lead on this. We work with mainstream schools as well. Our post-16 team work on getting children out into other colleges and we have also done work on the Duke of Edinburgh awards. We also have two students who have joined cadets.</p> <p>Winter Wonderland – an event will take place at St. Thomas’s church and children will be interacting with these people and helping elderly churchgoers to make tea</p> <p>The School Fund account remains very healthy.</p>	
<p>6.3. Budget Report</p> <p>LW explained that the budget is looking healthy at this point. We have honoured the 5% increase for staff and will honour any additional rise that may be given. Careful planning and spending have allowed us to retain a healthy budget.</p>	
<p>6.4. Teaching Staff Appraisal outcome Report</p> <p>LW reported that there had been little movement of staff and staffing overall remains stable. We do have some unqualified teaches but, as we are able to train our own teachers, we will ultimately be able to offer support to other schools in the Trust. There has been a slight increase in teachers moving to UPS but overall we have quite a young staffing model with a healthy turnover of staff.</p>	
7. TRUST MATTERS	
<p>7.1 Trust Verbal Update of Key Issues</p> <p>JH explained that the Trust continues to grow. We are currently supporting Holgate Meadows School and a local special school has applied to join the Trust. Conversations are also ongoing with other schools who may possibly join the Trust in the future.</p> <p>JH noted that, whilst Abbey has been successful with its budget across the sector, some of our other schools will face significant challenges because of the recent pay award.</p> <p>As a Trust we are in a good financial position and we are working with some of our schools to ensure that we plan for next year and beyond effectively.</p>	
8. ANY OTHER URGENT BUSINESS	
<p>8.1. To consider any other urgent business agreed by the Chair</p> <p>None.</p>	
9. CONFIDENTIALITY & RISK	

9.1. To consider the confidentiality of any items discussed during the meeting None.	
9.2. To consider any areas of risk discussed during the meeting None.	
10. DATES OF NEXT MEETING	

Tuesday 14 th March 2023	12:00 – 14:00	Abbey School
Tuesday 4 th July 2023	12:00 – 14:00	Abbey School

Minutes approved

CHAIR	SIGNATURE	DATE