



## CHANTRY ACADEMY

Minutes of the Chantry Academy meeting of the Local Governing Body held at the academy at 5.00pm on Thursday, 30<sup>th</sup> March 2017.

Present: Clare Barber (CB)  
 Sheridan Bliss (SB)  
 Miles Cole (MC)  
 Craig D’Cunha (CD) (Principal)  
 Bob Dool (RD) (Chair of Governors)

In attendance: Kate Thomas (KT) – Clerk to the Governors

1	<b><u>APOLOGIES FOR ABSENCE</u></b>	<b>ACTION</b>
1.1	<p>Apologies for absence were received from Iain Dunnett, Lisa Perkins, Andy Baker and Aileen Davison.</p> <p>Governors consented to these absences.</p> <p>RD welcomed SB to the governing body as the new staff governor.</p>	
2	<b><u>DECLARATIONS OF PECUNIARY INTERESTS</u></b>	
2.1	No declarations of pecuniary or other interests were made regarding items on the agenda.	
2.2	<p>Governors were reminded of the requirement to update their entries in the Register of Pecuniary Interests.</p> <p>Governors were further reminded of the new statutory requirements now required to be declared on the School website (as per Academies Financial Handbook 2016).</p>	
3	<b><u>MINUTES</u></b>	
3.1	The minutes of the Local Governing Body meeting held on 9 <sup>th</sup> February 2017 (copy in the Minute Book), having previously been circulated, were <b>confirmed</b> and signed by the Chair.	
3.2	<p><b><u>Matters Arising from the Minutes</u></b></p> <p>Governors were asked if they had any matters arising from the minutes, which were not already included on the agenda.</p>	

	The following items were discussed:	
3.2.1	<p><u>Item 3.2.11 AD agreed to contact CD to start the liaison process with those “harder to reach” parents</u></p> <p>Actioned. CD explained that it was his intention to discuss further with AD how an appropriate activity could be identified in order to work further with those “harder to reach” parents without breaching confidentiality or sensitivities.</p>	
3.2.2	<p><u>Item 4.1 - CD to chase ALT for a response to whether or not they would offer staff BUPA support.</u></p> <p>CD advised that ALT offered individual private health care to academies, but it depended on the number of staff interested on a yearly basis as to the individual discount offered. CD explained that this was not a manageable outcome as the cost of healthcare would change every time a staff member joined or left the scheme.</p>	
3.2.3	<p><u>Item 4.1 - KT to contact Sue Haywood to organise visits with governors on the 4 key priorities.</u></p> <p>Actioned. RD reported that he had completed a recent leadership and management visit and the other governor visits were already diarised.</p>	
3.2.4	<p><u>Item 5.1 - MC and CD to liaise regarding establishing a regular lesson at the University of Suffolk on a weekly basis. This item to be added to the Improvement Plan under Business and Community.</u></p> <p>CD reported that staff had met with the University staff and it was likely that a Science Teacher would be developing further Science, Technology, Engineering and Maths (STEM) activities at the University.</p>	
3.2.5	<p><u>Item 5.2 - MC requested a new password for his log in for the One Drive.</u></p> <p>Actioned.</p>	
3.2.6	<p><u>Item 6.1 KT to ask Sue Haywood to circulate the ROL and Inspector Dashboards for governors relating to last year in order to compare to this year.</u></p> <p>Actioned.</p>	
3.2.7	<p><u>Item 8.1 CD to investigate and report back reasons for Year 11 having a significantly higher number of prejudiced related incidents to governors.</u></p> <p>CD reported that this was a one off event involving a number of individual students.</p>	
3.2.8	<p><u>Item 8.1 ID to talk to senior Finance Director at the LA to ascertain when CA would be funded</u></p> <p>Actioned. CD explained that the funding had been agreed and that it would be focused on key areas:</p> <ul style="list-style-type: none"> <li>• KS2 attainment</li> <li>• KS4 progression to post 16</li> </ul>	

	<ul style="list-style-type: none"> <li>Developing community education and learning.</li> </ul> <p><b>Action:</b> RD requested that the plan for the cluster funding was brought to the next governors' meeting.</p> <p>CD advised that he was considering an additional leadership post to support the management and coordination of the funding during the next 3 years.</p> <p>CD reported that he had bid for further monies from the talented leaders programme for 2 associate assistant principals.</p> <p>Governors approved CD to pursue further discussions regarding leadership posts with the CEO of ALT, the business manager and other colleagues.</p>	<b>CD</b>
3.2.9	<p><u>Item 10.1 KT to add Safeguarding policy to the Sub Committee agenda to discuss at the LGB meeting agenda in March.</u></p> <p>Actioned.</p>	
3.2.10	<p><b>Action:</b> KT to email <a href="mailto:idean@chantryacademy.org">idean@chantryacademy.org</a> to ensure approved minutes are uploaded to the website.</p>	<b>KT</b>
4.	<b><u>ANY OTHER BUSINESS</u></b>	
4.1	<p>See Confidential note.</p> <p>CD reminded governors that he would not be attending the Committee meetings on 18 May 2017.</p>	
4.2	There was no news to report.	
4.3	There was no business raised.	
5.	<b><u>GOVERNOR KEY DISCUSSION QUESTIONS</u></b>	
5.1	<p>Governors were asked to discuss the following areas regarding Chantry Academy (CA):</p> <ul style="list-style-type: none"> <li>Key Strengths</li> <li>Key Priorities</li> <li>Context of CA</li> <li>Sources of Evidence</li> </ul> <p><u>Key Strengths:</u></p> <ul style="list-style-type: none"> <li>Ethos, Values, Culture shared by staff, students and parents - parent feedback evidences this, parent view in particular shows the positive impact</li> </ul>	

- Leadership and Management – the rapid response of leaders, the expansion of the leadership team and the development of middle leaders – evidence from recent Link visits, positive Ofsted report and other external review reports
- Environment for learning – new, open, inclusive, safely contained – feedback from student, staff and parents – “the WOW factor”
- Behaviour & Attendance – improving, the monitoring systems in place support this
- Outcomes – show an improving trend on progress particularly
- Parent support for learning – the offer of support from the school to the adult community including parents has been very positive
- Reading – this area has improved rapidly and can be evidenced from the recent link visits.

Key Priorities:

- Quality of Teaching across the school in particular for Science and Maths
- Attainment of the core subjects
- Middle Ability Groups in particular boys
- Impact on Transition – lower ability when joining
- Performance Management linked to appropriate Continuous Professional Development (CPD)
- Numeracy and Literacy across the curriculum
- Confidence and resilience in young people – e.g. some students capable of receiving a University place but would not attend due to lack of confidence and self esteem.
- Homework
- Further parental engagement

Context:

- Young people need aspirations
- High levels of social deprivation, Special Educational Needs and Disabilities (SEND), English as an Additional Language (EAL), Free School Meals/Pupil Premium (PP)
- At KS2 most students are 2+ terms behind where they should be
- For PP students at KS2 they were 1 year+ behind
- Looking back over 3 years the changes in the school from coming out of Special Measures to residing in a new building.

Sources:

- School Self Evaluation
- Academy Improvement Plan
- Link visits
- Principal’s reports and sub committee reports
- Pupil Premium Review Strategy and Plans - this year and last year
- CA’s dashboard
- Raise online Inspection dashboard
- Raise online reports

	<ul style="list-style-type: none"> <li>External Reviews/Reports</li> </ul>	
6.	<b><u>PRINCIPAL'S REPORT</u></b>	
6.1	<p>CD presented his Principal's Report.</p> <p>CD highlighted the following items.</p> <p><u>Visits to CA</u>  CD reported that many visits had taken place during the term including one today, from Adrian Orr, Assistant Director for Schools and Learning, Suffolk County Council, who had commented on how impressed with CA and how different it seemed compared to a few years ago.</p> <p><u>CALSA (culture and arts leaders for schools and academies)</u>  CD advised that CA was the only trust based CALSA project and that there was a showcase event to be held in July. CD was pleased to report that the Festival Bridge organisation had already confirmed that it was the most successful network in the region.</p> <p>MC explained that an Arts Specialist Higher Education Champion had been newly appointed and wondered if they could contact someone from the project.</p> <p><b>Action:</b>  CD agreed to ensure MC had some contact details to enable a network meeting to take place.</p> <p><u>Student Numbers</u>  CD confirmed that the number of Year 7s joining in September would mean the year group would be full.</p> <p><b>A governor queried what further developments were taking place to ensure that CA could cope with higher pupil numbers in the future?</b>  CD replied that he had met with the Local Authority and they were aware of the need to increase the Pupil Admission Number and that building extensions would therefore also be required.</p> <p><u>Staffing</u>  CD reported that he had recently discussed recruitment with a senior figure at the Times Education Supplement (TES) who offered some key tips on recruitment. CD gave the example of incentives for staff, such as "Birthday lie ins", the staff members could attend at 9.30am instead of their normal time if the school day was also their birthday.</p> <p>CD reported that Katy Morrow would also be leaving on 31 March 2017.</p> <p>CD confirmed the resignation from another staff member who was relocating for personal reasons outside of the area.</p>	CD/MC

	<p>RD confirmed that he had written to ALT regarding the recent support staff restructure.</p> <p><b>A governor asked whether Teach First was still worthwhile to use?</b> CD explained that CA had mixed success with Teach First and that it would be used if vacancies could not be filled elsewhere.</p> <p>CD confirmed that cakes would be offered to all staff on the last day of term 31 March 2017.</p> <p>CD advised that exit interviews had been undertaken and follow up action taken.</p> <p><u>School Data</u>  CD reported that the data for Year 11s was accurate to the last half term. CD advised that Progress 8 and Attainment 8 figures were half a grade on average below where CA wanted them to be.</p> <p>CD warned that the attendance figures included a higher number of sickness absence and that the target of 95% may be missed.</p> <p><b>A governor questioned the attendance pattern being better in years 7, 8 and 9 where levels of behaviour in Year 9 was also at times challenging.</b> CD agreed and explained that the absence data included, sickness, authorised absence, unauthorised and fixed term exclusions. CD advised that for the group of Year 9s causing problems, this also affected their attendance if they were excluded for a fixed term.</p> <p>CD reported that the Persistent Absence figures were a declining trend over the last 3 years. RD applauded CD's work on improving Persistent Absence. CD confirmed that there were a number of actions taken by CA to address Persistent Absence with parents and this had impacted on the figures.</p> <p><b>A governor challenged when the mock Ofsted Inspection was planned for CA?</b> CD replied that it was in June in the Summer Term. CD confirmed that Ian Seath, ex HMI would be reviewing CA on the boys middle ability group in April.</p>	
6.1.1	<p>CD informed that the Plan for CA would include the current Academy Improvement Plan, the School Self Evaluation and the Action Plan.</p> <p><b>Action:</b>  CD to send governors the link to the new plan via the One Drive.</p>	<b>CD</b>
7.	<b><u>BUDGET UPDATE INCLUDING LATEST CHANGES TO SCHOOL FUNDING</u></b>	
7.1	<p>RD reported that ALT were proposing to all local governing body (LGB) Chairs a review of the Schemes of Delegation for each LGB. RD added that ALT were looking at taking back responsibility for budget</p>	

	<p>allocation.</p> <p><b>A governor queried whether the new national funding formula had been taken into consideration for every individual academy's budget or would the benefits and drawbacks be amortised across all academies in the Trust.</b> CD replied that it was likely that each academy would be reviewed in isolation and a top slice of funding taken across all academies. CD added that the budget appeared positive currently with a healthy reserve as numbers were increasing, however, funding could change the year after.</p> <p><b>A governor asked whether CA's reserves were considered as ALT's reserves or CA's reserves.</b> CD confirmed that normally CA's reserves are earmarked for CA's use.</p>	
8.	<b><u>ALT</u></b>	
8.1	This item was discussed within the Budget Update in item 7.	
9.	<b><u>POLICIES: REVIEW PLAN FOR 2016/17</u></b>	
9.1	<p><u>Safeguarding Policy</u></p> <p>CD advised that the Safeguarding Policy had been returned to ALT with some queries and these would be hopefully addressed and brought back to the Standards Committee in May 2017.</p>	
10.	<b><u>DATES OF NEXT MEETING</u></b>	
10.1	<p>All meetings start at 5pm:</p> <p>Thursday, 25<sup>th</sup> May 2017</p> <p>Thursday, 6<sup>th</sup> July 2017</p>	

The meeting closed at 7.17pm.

Signed .....

Date .....