



# SHAVINGTON ACADEMY MINUTES OF A MEETING OF THE FULL GOVERNING BODY



**Date:** Tuesday 7<sup>th</sup> July 2020

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## MINUTES PART ONE

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### 1. APOLOGIES

No apologies were received, all governors present.

### 2. DECLARATION OF INTEREST

No interests were declared.

### 3. MEMBERSHIP

No membership issues at present.

### 4. GOVERNOR TRAINING

All governors have completed HAYS Safer Recruitment Training. Emma Clark has completed mental health awareness training via her school. Jayne Chapman has completed COVID-19 training, fire training and manual handling training via her employer.

Cheshire East has postponed all governor training for the foreseeable future.

Chair asked if governors had found NGA membership useful in current climate. Governors stated Cheshire East guidance had been more beneficial. Need to have right type of support to ensure good practice. Staff, Governors and Clerk expressed a preference for The Key. Clerk to source 'The Key' membership costing and to report to Governors.

**RESOLVED:** Governors to subscribe to The Key. Clerk to source cost.

### 5. TO REVIEW THE PART I GOVERNOR RESPONSES, HT RESPONSES, ACTIONS AND IMPACT STATEMENT OF THE REMOTE FGB HELD ON TUESDAY 24<sup>TH</sup> MARCH 2020 AND CONSIDER MATTERS ARISING

Governors had received PI Governor Responses, HT Responses and Actions from the remote meeting of the remote FGB held on Tuesday 24<sup>th</sup> March 2020. Impact Statement unable to be completed. Awaiting Skills Matrix. All other possible actions have been completed.

Chair expressed need to revisit Skills Matrix so as to identify areas for development within the board. Training to be sourced around this.

**RESOLVED:** Governors received PI Governor Responses, HT Responses and Actions from the remote meeting of the remote FGB held on Tuesday 24<sup>th</sup> March 2020 and declared them a true and accurate record. Clerk to roll out Skills Matrix in the autumn term.

## 6. TO APPROVE PART I COMMITTEE MINUTES FROM THE SUMMER TERM 2020

Governors received PI minutes from the summer term SEF & P, C & CPDL committees.

SEF Chair questioned whether pupils were accessing SharePoint. HT responded that there has been a step-up in virtual tutorials for Years 7,8 and 9 alongside Year 10 and keyworker pupil attendance. Class teachers being used for tutorials. SEF Chair challenged whether there had been an uptake in pupil engagement. Year 9 has seen an increase from 50/60% to 80/90%, Years 7 and 8 have seen an increase to 70/80%. HT highlighted work undertaken to ensure pupil access.

New Maths teacher has now started and is getting involved. Doing very well considering the timing of his appointment.

SEF Chair discussed work undertaken by both the Science and MFL departments. MFL department praised – 4 pupils continuing languages on to A-level.

Chair questioned if pupils have to attend in-school and online tutorials. HT advised pupils have the option to attend both but it is not required. Governors challenged whether tutorials are recorded lessons. HT explained that tutorials embed learning gained from voiced-over PowerPoints. Tutorials are used to model examples and invite discussion. Better approach than virtual lessons, have received positive feedback. Chair challenged if both online and in-school should be made compulsory. Issues with staffing capacity and social distancing requirements prevent this. Physically cannot handle capacity.

P, C & CPDL stated that positive work was being undertaken with FSM pupils and those in crisis. Academy is maintaining contact with pupils and interventions are in place. NQT and AT programmes are carrying on brilliantly in current climate.

**RESOLVED:** Governors received PI minutes from the summer term SEF & P, C & CPDL committees and declared them a true and accurate record.

## 7. DIRECTOR OF CHILDREN'S SERVICES REPORT

Governors had received the Director of Children's Services Report for summer term 2020.

**Staff Wellbeing** – Chair advised that the board is very aware of the work being done by academy staff, especially the HT. Governors expressed their desire to do more in order to lessen the workload and asked the HT for areas they could assist with.

The HT advised that workload is dictated by government policy and the notice period provided. Very stressful period but HT feels supported by staff. A governor suggested assisting with risk-assessments; governors could offer walk-throughs to support the process. HT advised that a plan needs to be finalised before risk-assessments are conducted. Issues surrounding staffing, logistics and staggered starts. Social spaces need to be worked. Issues are being encountered across all education providers.

Governors questioned if the leisure centre could be utilised. HT advised they are unable to assist due to re-opening in August. No capacity with social distancing.

Vice Chair challenged how similar-sized secondary schools were approaching planning. HT advised that each school has very different building layouts. Concerns regarding staffing logistics and PPA. Supply staff coming in to assist. Need sustainable approach.

Academy staff stated that the academy has been following all government guidance and that communication has been fantastic. Workload has been realistic and that staff are being looked after. Governors commended the transparent communication throughout all levels within the academy and the strong leadership of the HT.

**Safeguarding under partial closure** - process has been in place since lockdown. Weekly pastoral contact with pupils. CPOMS being utilised as normal. Virtual meetings with social workers taking place.

Governors questioned if there had been any concerns since lockdown. HT advised there had been some issues exacerbated by the lockdown such as familial difficulties and grooming of female pupils. Previously 'functioning' alcoholism has become a concern. Safeguarding team has addressed all issues and updates have been provided to staff.

Governors challenged how concerns were being identified when pupils aren't in the building. HT advised that issues were raised through pupil contact, parental concerns, social work checks and pastoral check-ins. HT stated that the work completed by the pastoral team under constraints has been fantastic.

#### **Additional items:**

Governors questioned the academy's position regarding new EHCP legislation. REC advised risk assessments have been completed for EHCP's and sent to the LA. No issues with engagement. Parents have been supportive.

The Chair questioned where the academy stood on data collection. SxD stated that no hard data was being collected as this wouldn't be fruitful. Reports will be going out without data.

The Budget Forecast report has been picked up by the BM and is being worked through.

New RSE being introduced in 2021 and incorporated into PHSE. Will be responsive to pupil need on return and will differentiate in approach between years. May extend if we go into lockdown again; flexibility is key.

**RESOLVED:** Governors received the Director of Children's Services Report. Staff wellbeing to be added to Autumn FGB.

#### **8. LINK GOVERNOR REPORTS (TABLED)**

#### **9. REPORTS FROM GOVERNOR REPRESENTATION AT ACADEMY CT MEETINGS / LEARNING WALKS (TABLED)**

#### **10. GOVERNOR ATTENDANCE AT ACADEMY EVENTS (TABLED)**

#### **11. REOPENING OF THE ACADEMY**

**RESOLVED:** Not available due to lack of guidance.

#### **12. SCHOOL IMPROVEMENT PLAN 2020 – 2021**

More information to be added over summer and the autumn term. Working hard to get pastoral info to support recovery programme.

The Chair questioned what SISRA was – HT advised it was the analytical programme for data used by the academy.

**RESOLVED:** Governors received the School Improvement Plan 2020-2021.

### 13. POLICY UPDATES - NO POLICIES TO REVIEW

### 14. CHAIR'S ACTIONS

**RESOLVED:** No actions. Chair has been communicating HT's correspondence to the governing board.

### 15. GOVERNOR TRAINING AT ACADEMY EVENTS (TABLED)

### 16. HT REPORT (PI)

Governors had received the HT Report PI.

Admissions have been done under the first ever virtual process. Currently at top 178/179 capacity. Implications regarding social distancing. Have received another 5 in-year admissions from September; 1 is a managed-move, 4 are moves to the area. 1 appeal – HT looking if we can accept.

Issues with a number of EHCPs, need to look at SEN provision. In-line with other schools. Can meet need in most cases.

Secondary Heads have agreed not to publish results and to issue a joint press release instead. Governors voiced their support for this and stated that it would send a solid message to parents. Results can be shared confidentially with governors and trustees.

Governors questioned why some managed moves had failed. HT advised a large number of factors played into this – behaviours, social pressures and mental health all play a role. Many pupils do not do well with the 12-week process. One managed move was ended at parental request.

**RESOLVED:** Governors received the HT Report PI.

### 17. A. O. B

No items were raised.

Signed:



- Jayne Chapman, Chair of Governors

Date: 14.07.2020