



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



Date: Tuesday 13th July 2021

PART ONE

PRESENT: Jayne Chapman (Chair), Christophe Cadot (Vice Chair), Emma Morris (HT), Paul Barker, John Clark, Alex Cooke and Marco Cura

APOLOGIES: None

ABSENT: Kevin Mair

IN ATTENDANCE: Stuart Donald (DHT) and Lauren Berry (Clerk)

1. Apologies

Resolved: No apologies were received. Governors noted Kevin Mair's absence.

2. Declaration of Interest

Resolved: No interests were declared.

3. Membership

There are currently two co-opted vacancies and one staff vacancy on the board following John Clark's resignation. The Clerk advised that the deadline for staff governor applications had passed with no applications received. The HT advised she would speak to staff who may be interested in the role. Co-opted vacancies to be advertised in September once skills audits are completed; Inspiring Governance to be used. Careers, PP and Wellbeing Link Governor posts all need filling.

Resolved: HT to speak with interested staff regarding the staff governor role. Co-opted vacancies to be advertised in September once skills audits are completed. The HT, Chair and Clerk to meet in September to discuss Careers, PP and Wellbeing roles. HT to confirm date.

4. Governor Training

Governors have received training on The Key and given an outline of plans for training in the next academic year. All governors have received and read 'Challenge and Support –

find the balance' and 'Contributing to Meetings' documents. John Clark has completed First Aid and Compass training.

Resolved: Governors received an overview of recent training undertaken by the Governing Board.

5. To Review the Part I Minutes, Actions and Impact Statement of the FGB held on Monday 22nd March 2021 and consider Matters Arising

Governors had received and read the PI Minutes, Actions and Impact Statement from the meeting held on Monday 22nd March 2021. All actions had been completed with no matters arising.

Resolved: Governors declared the Part I Minutes, Actions and Impact Statement from the meeting held on Monday 22nd March 2021 a true and accurate record.

6. To Approve Part I Committee Minutes from the Summer Term 2021

Governors had received and read the Part I committee minutes from the Summer term 2021.

P, C & CPDL

The Acting Chair outlined:

- Resignation of previous Chair from the role of Governor
- Chair of Governor's role as acting History CT Link
- Increase in safeguarding workload

Governors questioned if there were still a number of pupils refusing to attend the academy. The HT advised that this number had decreased since March but was beginning to increase again as a reaction to the increase in Covid cases.

SEF

The Committee Chair outlined:

- Future plans for MFL and the department's focus on stability
- Impact of pandemic on uptake in MFL
- SPARK within the curriculum
- Whole School Picture

Governors questioned the number of pupils taking languages within the academy; advised that in Year 9, 78 had chosen French and 50 had chosen German, whilst in Year 10, 24 had chosen French and 20 had picked German.

Governors challenged whether the academy had received feedback from the TAG process yet. The DHT advised they had not, with the process needing to be completed by the end of the Summer term. 14 pieces of work have been requested over 3 subjects which is in-line with the impact of entry point and curriculum changes evidenced across the chosen subjects.

Resolved: Governors received and approved the Part I Committee Minutes from the Summer Term 2021.

7. Director of Children's Services Report

Governors had received and read the Director of Children's Services Report. The Chair stressed the importance of link governors familiarising themselves with the report. The Chair detailed:

- Risk Management and Complaints Procedure had both been considered at Trust
- Listed PP information is on the academy website
- Implementation of SPARK is good
- Academy is ready to handle appeals
- Governor visits to school to commence in the new academic year
- Summer school plans

Number of received appeals relies on parental understanding; issues with practice are investigated. Rationale has been sent to parents. Academy moderation is strong. Pupil engagement is needed; absence of exams has provided opportunity. Governors questioned the criteria for appeals; the HT outlined the following process:

- Investigation of an input error
- Appeal to the exam board regarding evidence of work
- Appeal against the exam board

Governors informed of Learning Walk usual practice; likely to take place in the first two weeks of October. LW's can be focussed or whole school. CT meetings can also be face-to-face from September.

Range of activities to be offered during the summer school; passport to complete over 3 days. SLT to be in the academy for both weeks. Governors voiced their support of summer school citing the benefits it will have on the upcoming Year 7's.

Resolved: Governors had received and read the Director of Children's Services Report. The Clerk to confirm Learning Walk dates with HT.

8. Link Governor Reports

Governors received and read reports from the Safeguarding Link Governor and Health & Safety Link Trustee. M4L and CLASP to be added to the educational acronyms list. Covid restrictions have delayed the Health and Safety audit until the Autumn Term.

Resolved: Governors had received and read both the Safeguarding and Health & Safety reports. M4L and CLASP to be added to the educational acronyms list.

9. Reports from Governor Representation at Academy CT Meetings

English

Year 10 Gifted and Talented pupils have responded very well, allowing for greater flexibility in other groups.

Governors raised concerns regarding pupils studying one subject for a whole school day. The HT detailed that core subjects had been hit, however the decision has been popular with practical-based option subjects. Only way to ensure Covid zoning during the pandemic due to staffing restrictions. Has allowed for more effective departmental working however – hybrid model would be ideal. Hoping to see a return to normal timetabling in September.

PE

Report received and read by Governors.

Maths

Can see where gaps have been; pleased to see evidence for GCSE. Links with STEM are positive and assessment every 3-4 weeks. Baseline established for Year 7's. Teachers staying with pupils from Year 10 to Year 11. Link Governor raised further concerns regarding the tabling of one subject per day. Vibrant department with a CL who has positive relationships with her team. Link Governor eager to conduct Learning Walks within the department.

The Chair reminded governors that CT meetings could be conducted in a variety of ways; via email, TEAMS, phone or a face-to-face meeting.

Resolved: Governors received CT Link reports for English, Maths and PE.

10. Governor Attendance at Academy Events

Open Evening event has been added to the calendar – 7th October 2021, later than has been held previously. This is to support both the site team and to reflect the academy's position within the community. It also benefits new starters to the academy.

Resolved: Governors to support the Open Evening on 7th October 2021. Lanyards to be provided for new governors.

11. School Improvement Plan 2021 – 2022

Governors had received and read the School Improvement Plan 2021-2022. SOL and SA to be added to educational acronym list. SIP advised to be taken into Link Governor meetings to reflect back to. The Clerk to request updated SIP in September to distribute to Governors. A governor questioned the use of initials in relation to staff members; process was explained. Governors instructed the Clerk to upload the SIP to Governor SharePoint.

Resolved: SOL and SA to be added to educational acronym list. The Clerk to send updated SIP, Staff List and acronym list to governors in September. SIP to be uploaded to Governor SharePoint and kept updated.

12. Policy Updates - N/A

Resolved: No policies due to be ratified.

13. Chair's Actions

The Chair had ratified the Homework Policy following amendments relating to ICT access and administrative corrections.

Governors questioned if pupils could complete homework within the academy as stated; the DHT advised that the academy would be resuming its Homework Club in September.

Resolved: Governors informed of the approval of the amended Homework Policy as a Chair's Action.

14. Governor Training at Academy Events (TABLED)

15. HT Report (PI)

Governors received and read the Part I HT Report. Consultation for expansion is now closed and due to be discussed further at Trust following the LA's response. A small number of concerns raised regarding the impact on the green belt and increased traffic.

Future promotional material not to advertise SA as a 'smaller school' but rather a 'community school with a family feel'.

Leaving staff are those that have supported the academy as a result of increased demands during the pandemic. Reported LFD test has since come back positive.

Resolved: Governors read and received the HT Report (PI).

16. A. O. B

No other business discussed.

Approved at the Autumn Term 2021 Meeting of the FGB

Signed: J.Chapman

(Chair of Governors)

Date: 06.12.2021