

**KING'S OAK ACADEMY**

**Academy Council Meeting FINAL  
Monday 10<sup>th</sup> February 2020 – 17:00**

<b>AC Members</b>		<b>Attended</b>	<b>Apologies</b>
Diane Owen	Sponsor 1 (Chair)		<b>Accepted</b>
Sandra Slocombe	Sponsor 2		<b>Accepted</b>
Sonia Tibbatts	Sponsor 3	√	
Gary Pine	Sponsor 4	√	
David Tibbetts	Sponsor 5	√	
Adele Rice	Student Advocate	√	
Katherine Ogden	Associate Principal	√	
VACANCY	Parent Councillor		
Nicola Read	Parent Councillor	√	
Sarah Franklin	Staff Councillor	√	
VACANCY	Staff Councillor		
Dan Nicholls	Executive Principal	√	
Andrew Bush	Local Authority Rep	√	
<b>Invited attendees</b>			
Jo Thorne	Acorn Primary Lead	√	
Rob Chomnicki	SENCo	√	
Josh Beebe	Science – Programme Leader	√	

Item	Note	Action
<b>1.</b>	<b>Introduction, Administration and Apologies</b>	
1.1	Apologies were received and accepted from Diane Owen and Sandra Slocombe. In Diane's absence, Vice-Chair, Andrew Bush will Chair the meeting this evening. A warm welcome to David Tibbetts who has been approved as a Sponsor Councillor by COAC. We are delighted that Nicola Read, Parent Councillor has had her term extended and will remain with the Academy Council. A round table introduction took place.	
<b>2.</b>	<b>Declarations of Interest:</b>	
2.1	None declared.	
<b>3.</b>	<b>Minutes of Previous Meeting:</b>	
3.1	Monday 16 <sup>th</sup> December 2019 <ul style="list-style-type: none"> <li>• <b>Accuracy:</b> No inaccuracies were reported, and the minutes were signed as a true record.</li> <li>• <b>Actions:</b> refer to Appendix 1.</li> </ul>	
<b>4.</b>	<b>Matters Arising:</b>	
4.1	No matters arising	
<b>5.</b>	<b>Quality of Education including curriculum developments</b>	
	<i>Student Outcomes (including predictions)</i>	
<b>5.1</b>		
5.1.1	(KOn) The biggest area of concern for Year 11 outcomes is in Combined Science. We are implementing interventions within the department (e.g. 100 day plan, master classes, period 7 sessions). The cause is linked to quality of tuition in Year 10 & 11 and exam literacy.  For all subject areas we are hosting Period 7 sessions every evening (Period 7 is an after school revision/homework provision). Attendance at these Period 7 sessions is positive. We are meeting with students and families to encourage attendance and using rewards programmes (e.g. xxx % attendance required to attend Prim).	
5.1.2	(NR) Some PP students are attending the Period 7 sessions.	
<b>5.2</b>	<b>Is there anything specific in place for PP girls?</b>	
5.2.1	(KOn) Nothing specific. Many of our female students suffer with anxiety. We have new Yr11 mentor starting in Term 4, working 2.5 days per week. The mentor will work with approximately 20 girls and others from Yr10.	
5.2.2	(KOn) In addition we are increasing the number of hours the academy councillor will be working in Term 4-6 to specifically work with Year 11 students.	
<b>5.3</b>	<b>Is this paid for by PP (Pupil Premium)</b>	
5.3.1	(KOn) No, there is a Fund within South Glos and we have pooled with Hanham Woods, Digitech and John Cabot.	
<b>5.4</b>	<b>What strategies are working for MCQs?</b>	

5.4.1	(KOn) English dipped slightly due to staff absence. We are now curriculum compliant for English and planning is going well. Computer Science is not performing well due to carousel teaching (Students learn for 6-8wks) and the teachers change.	
5.4.2	(KOn) Joint planning has worked well and best practice is being shared between staff.	
<b>5.5</b>	<b>How confident are we that Yr4 will reach the required levels and also reach WIG?</b>	
5.5.1	(JTn) Yr4 children were prepared well enough to write independently during assessments. We have just re-done the pixel assessment and the grades have increased.	
5.5.2	Yr4 is a very vulnerable cohort with a high amount of PP students, and lots of SEND needs. The cohort is also small.	
5.5.3	(JTn) We are tracking from last year, the barriers to learning for the children and working on strategies with the families for attendance and implementing bespoke interventions. Many of our Yr4 students have outside school barriers to learning and attendance is an issue.	
<b>5.6</b>	<b>What is the 2yr plan for the outdoor space? (Acorn – Primary Phase)</b>	
5.6.1	(JTn) The outside space has not been finished to the required standard and the money has run out. We don't want a patchwork finish, therefore we have spoken with the company Greenplay, to come up with a plan to complete the outside space and how we do this over a number of years. The Friends of KOA (PTA) are committed to raising funds for this project.	
5.6.2	(KOn) The Finance team have recently met and the Primary outside space is on their list of priorities to fund	
5.6.3	(JTn) In the short term, we have several fixes in place, ie, bark under the tress to alleviate the mass of mud being traipsed in to the school. We are using logs to fence the area. This area was previously closed to students.	
<b>5.7</b>	<b>Will the bark be funded also for replacement given that it will disintegrate over time and require replacing?</b>	
5.7.1	(KOn) This is being addressed with Finance and the Central Team to incorporate this.	
<b>5.8</b>	<b>SEND – Presentation from Rob Chocmnicki, SENCo</b>	
5.8.1	At KOA we have around the National Average of students on SEND, but only around half the National Average for students with an EHCP (Education Health Care Plan).	
5.8.2	SEND and ECHP students struggle with attendance. Our EHCP students attendance affects the overall KOA attendance.	
5.8.3	The staff voice suggests frustration at the lack of TAs (Teaching Assistants) and a general lack of resources. They feel that training is good, but sometimes feel they have a lack of knowledge for specific issues with some students.	
5.8.4	We have a Speech and Language Therapist working with staff every Friday, to help staff identify students that may suffer with a speech and language issue.	
5.8.5	We are creating student profiles with accurate data for student passports.	
5.8.6	We have created a menu of provisions for a teacher to try in class to help underperforming students prior to SENDCo intervention.	
<b>5.9</b>	<b>Did we not previously have Pupil Passports?</b>	
5.9.1	(RC) Yes there were but they were not regularly updated. The SENCo department is working well, and the TAs are feeling part of the team. We are providing numeracy and literacy interventions.	
	<b>17:43 – Josh Beebe - Science Teacher arrived</b>	
5.9.2	(RC) We are working to lower FTEs (Fixed Term Exclusions) and implementing programs such as Nurture groups, and the reachback program in partnership with Acorn. Our SEND team is making progress but there is still a way to go.	

5.9.3	(KOn) I would like to congratulate RCi for all of his hard work over the last 2 terms. Our SEND department is starting to work well towards supporting our SEND students	
<b>5.10</b>	<b>How many pupils do you think should have an EHCP?</b>	
5.10.1	(KOn) It wouldn't be appropriate to speculate as the application involves many outside agencies including the Local Authority 0-25 team. KOA have been better at our applications for EHCPs.	
5.10.2	(RC) We've been able to be more robust with our Yr7s, and are screening for Reading age at Yrs7, 8 & 9 as we seem to be assessing exam needs quite late.	
<b>5.11</b>	<b>Who holds the Local Authority to account?</b>	
5.11.1	(KOn) Local Authorities have SEND concerns, there is an appeals process for EHCPs. The DfE (Department of Education) are aware of the Local Authorities	
	<b><i>DN arrived at 17:53</i></b>	
5.12	Are you still looking at pupils in KS4?	
5.12.1	Yes, and we are applying for EHCPs if necessary.	
	<b><i>RC left the meeting at 17:57</i></b>	
<b>5.13</b>	<b>(KOn) Josh Beebe is the Science Lead at KOA</b>	
5.13.1	(JBb) One of our main concerns is Curriculum Consistency. We have produced booklets for our NQTs (Newly Qualified Teachers) and ensure that the Yr11 teachers are consistent.	
5.13.2	Yr11 have a teaching carousel so they receive teaching from a teacher who is subject specific. They receive 6 50min lessons per week. We would like to increase the amount of time in lessons for students who are taking triple science.	
	<b><i>Rich Cormack arrived at 18:05</i></b>	
<b>5.14</b>	<b>(KOn) Two Science classes are under achieving</b>	
5.14.1	(JBb) We are using roadmaps, ensuring the students are revisiting learning, exam practice, and then new learning. We are using SENECA, which is an online platform for science revision which students are able to access from their phones. We are able to quality assure the homework set and handed in. We have seen some good improvements with the students.	
5.14.2	(JBb) We've seen a weakness in extended answer writing. We are building a policy on how to answer the longer questions so that students are not leaving them blank as in previous years.	
5.14.3	(JJb) We are also looking at small group interventions as we have seen some challenging behaviour within Yr11.	
<b>5.15</b>	<b>What is happening with Triple Science?</b>	
5.15.1	(JJb) The current Yr10 will not do Triple Science.	
<b>5.16</b>	<b>Are those 2 classes attending Period 7?</b>	
5.16.1	(JJb) No, we are trying to increase the reach. The focus was on Triple Science for Period 7. We were disappointed with the previous Mock results, but we felt that most of the content hadn't been revisited, and this along with the exam technique teaching we have implemented puts us in a better position for the February Mocks.	
<b>5.17</b>	<b>(DN) Will it be better?</b>	
5.17.1	(JJb) Yes	

<b>5.18</b>	<b>(DN) How much better?</b>	
5.18.1	(JJb) I feel my classes are confident	
<b>5.19</b>	<b>How does this Yr11 cohort compare to last year?</b>	
5.19.1	(RMc) The cohort is better.	
<b>5.20</b>	<b>What happens if we don't perform in the Mocks?</b>	
5.20.1	(JJb) The roadmaps will be altered and a refocus during Period 7. We don't have the capacity to be bespoke for our students	
5.20.2	(RMc) We have strategies in place, but Seneca has improved. We look at paper 1 after paper 2 and are able to identify weaknesses that students may have. We have a coherent plan.	
5.20.3	(JJb) If the next round of Mocks are successful, it will be a huge boost psychologically for our students.	
<b>5.21</b>	<b>(DN) What more can be done?</b>	
5.21.1	(RMc) Capacity - Teachers vs time	
5.21.2	(DN) We have School Improvement time available	
<b>5.22</b>	<b>Are we able to support all of the Sciences we offer?</b>	
5.22.1	(RMc) Yes, Yr10 had a consistent teacher and had a whole grade higher than those who had supply cover.	
5.22.2	(JBb) I don't think we should offer less as I feel it would short change the students.	
5.22.3	(DN) We are very keen to offer Triple Science and continue to explore what the science department actually need. Could we over staff the science department next year to build the team and help build confidence and cover for sickness.	
5.22.4	(JBb) It would be great to have specialist teachers to reach the kids.	
5.22.5	(DN) This is high on the trust priority list to overload the science department at KOA.	
5.22.6	(JBb) It would be great to have someone focus on teaching and learning	
	<b><i>JBb and RJK left the meeting at 18:24</i></b>	
<b>5.23</b>	<b>Curriculum Offer – In the separate paper it explains that courses with historical poor outcomes and pupil numbers are not running in 2020-21. What is the news on Health &amp; Social Care – The progress 8 was not great and is still running</b>	
5.23.1	(KOn) This is a new course within Yr11 who are learning the content within 6months. We have removed Child Development from the 2020-21 curriculum offer and replaced with H&SC. Our current Year 10 cohort will be the first group to complete this programme.	
<b>5.24</b>	<b>I felt morale was low during my visit within the World Affairs department as there is no lead teacher.</b>	
5.24.1	(KOn) We've not recruited for a Head of Department. We had a new Geography specialist begin, but was then absent with flu. Gemma Read is leading the department on 0.6 basis. We've not jumped in with a replacement as we are factoring in our all-through vision. We are working very closely with staff to support their well-being and line management	
5.24.2	(DN) We are monitoring very closely and are aware, but not jumping in to recruitment	
5.24.3	(KOn) We have reduced the timetable for one staff member to enable them to teach outside of KOA, but within CLF. We have also kept another new member of staff's timetable significantly below load to support their planning and preparation time.	

<b>5.25</b>	<b>How is the recruitment going for an AAP</b>	
5.25.1	(DN) Katie Friedman and Chris Baker are filling capacity at KOA as KOn is still technically the Assistant Principal. Changes are being made and the SLT is working well together. We have no plans to advertise, as we want continuity and to ensure consistency. KOn is doing a good job and we don't want to implement a new Head for Easter, we are looking at September 1 <sup>st</sup> 2020.	
5.25.2	(KOn) The Leadership table seems quite full and is working well, including leaders throughout the school.	
<b>5.26</b>	<b>Are you (KOn) supported enough?</b>	
5.26.1	(KOn) Yes, the CLF are supportive. There has also been a cultural shift here at KOA, but still some way to go	
<b>6.</b>	<b>Behaviour, Attitudes, Personal Development</b>	
<b>6.1</b>	<b>What will happen if the PEX (Permanent Exclusions) don't decrease?</b>	
6.1.1	(KOn) Some of the PEX could have happened earlier, ie, last academic year, and I think they will continue to be high this academic year. The FTEs are low, so we are not expecting to PEX lots of students after an FTE. We have some challenging students in Yrs9 & 10, but we are looking at a bespoke timetable for these students that meets their needs. However, this could mean that they are not Progress 8 compliant.	
<b>6.2</b>	<b>Yr7 &amp; 8 seem settled</b>	
6.2.1	(KOn) There are outside influences with Yr9 boys, particularly with CCE (Child Criminal Exploitation)	
6.2.2	(AR) We are working with outside agencies and bespoke work and assemblies.	
<b>6.3</b>	<b>Is there engagement with mentoring?</b>	
6.3.1	(AR) The CCE has only just come to light and we are receiving outside support. Children are being exploited in the community.	
<b>6.4</b>	<b>What is happening day to day to minimise the impact?</b>	
6.4.1	We are providing support with named individuals by providing them with 3 people (triangle of trust) for all of the students everyday.	
<b>6.5</b>	<b>Is the removal of the exclusion room working?</b>	
6.5.1	(KOn) I think it is, but we are still having challenges from approximately 6-7 students. There is a stigma of an older child going to a younger class and vice versa.	
<b>6.6</b>	<b>Is there undue pressure on these students?</b>	
6.6.1	(AR) No, staff are aware of these students.	
6.6.2	(DN) It's the right thing to do, but not the easiest. Children are visible outside of lessons and we can meet their needs. Yr9 is often a little tricky in all academies.	
<b>6.7</b>	<b>How did you launch think like a learner?</b>	
6.7.1	(SF) We launched it at Inset and then through teaching in class. Diamond power is making a huge difference, and we are slowly implementing others ie, Ruby power throughout the classes.	
<b>6.8</b>	<b>Yr10 Attendance is causing concern, can the Academy Council see the effectiveness of this later in the year?</b>	
6.8.1	(KOn) Yr10 attendance is a couple of students who bring the attendance down.	
6.8.2	(NR) It was great to have the EWO (Education Welfare Officer) and Attendance officer at Parents Evening.	
6.8.3	(KOn) Our EWO is very good and will do out of hours meeting with Parents.	

<b>6.9</b>	<b>There is a Persistent Absence concern within Yr4 &amp; Yr10 – How many students is this?</b>	
6.9.1	(KOn) Only a few students in Yr10, a few of them are school refusers.	
6.9.2	(JT) We have a wider number of PP children in Yr4.	
<b>6.10</b>	<b>Has this been a problem before?</b>	
6.10.1	(JT) Yes. I am about to implement a new strategy from Minerva school and starting our interventions earlier ie, at 97% we will meet with the parents/carers.	
<b>7.</b>	<b>Safeguarding</b>	
<b>8.</b>	<b>Finance, Health &amp; Safety and Estates</b>	
<b>9.</b>	<b>Staffing &amp; Wellbeing</b>	
<b>10.</b>	<b>Policies that require review</b>	
10.1	The Behaviour Policy was noted.	
<b>11.</b>	<b>Student Voice/Student Advocate</b>	
<b>12.</b>	<b>Governance</b>	
12.1	All happy with the sub-committee minutes and to move forward with the sub-groups.	
12.2	(JT) A Pastoral Primary lead is required at the sub-committee meetings	
<b>13.</b>	<b>Equality &amp; Diversity</b>	
<b>14.</b>	<b>Matters for the attention of the Board/COAC</b>	
<b>15.</b>	<b>Any Other business</b>	

Meeting closed at 7:10pm

Approved .....

Date: .....

Diane Owen

Chair King's Oak Academy Council

## KOA Academy Council

## Open Action Item Status

Meeting	Action No	Action and Current Status	Responsible	Open/ Closed
1 July 2019	5.28.1	Nicky Baker to present on Thrive at the first AC meeting next term – <b>UPDATE – Defer to later in the academic year 10.02.20 – UPDATE – Deferred to subcommittee</b>	KOn	Open
1 July 2019	10.2.3	KOn to provide an update on Staff well-being at the October 2019 AC meeting. – <b>UPDATE – Defer to later in the year 10.02.20 – UPDATE – Deferred to subcommittee</b>	KOn	Open
1 July 2019	14.6.1	Schedule in depth curriculum discussion	LP	Closed
1 July 2019	14.6.2	KOn to request 360 feedback on the Academy Council from staff and what are the expectations from staff of the Academy Council?	KOn	Closed
23 Sept 2019	6.2	KOn to maintain oversight of actions noted on Policy List	KOn	Open
16 Dec 2019	5.12.2	AB to visit the Science department	AB	Open
16 Dec 2019	5.12.3	Invite the Science department to the next meeting	LP	Closed
16 Dec 2019	5.15.1	Focus on PP Acorn children at next visit by link Councillor.	NR	Open
16 Dec 2019	5.18.1	Amend target in PP plan.	KOn	Closed
16 Dec 2019	7.2	Follow up safeguarding queries through meeting with Safeguarding lead.	SS	Closed
16 Dec 2019	8.1.1	KOn to check the negative figure on the supply total.	KOn	Closed
16 Dec 2019	8.1.3	KOn to supply the figures for supply costs again in T5 & 6	KOn	Closed
16 Dec 2019	12.2	AB & NR to liaise with Rose (McCarthy) for visit dates/times	AB/NR	Closed
16 Dec 2019	12.4	Report from SENCO at the next meeting	KOn	Closed



Appendix 2

King's Oak Academy Council Trail Tracker 2019-20

A tick indicates when a trail has been scrutinised in depth at a meeting. Refer to the minutes for detail.

Trails will be RAG rated at the end of each meeting.

Trail/Focus Area	Status R/A/G Sept 2019	Meeting 1 21/10/19		Meeting 2 16/12/19		Meeting 3 10/02/20		Meeting 4 30/03/20	Meeting 5 06/07/20
		Acorn	Secon	Acorn	Secon	Acorn	Secon		
AIP Trail1: Teaching		✓	✓	✓	✓	✓	✓		
AIP Trail 2: Culture		✓	✓	✓	✓	✓	✓		
AIP Trail 3: Leadership		✓	✓	✓	✓	✓			
AIP Trail 4: Year 11		✓	✓		✓		✓		
Outcomes Yr7-10									
Outcomes Yr1-4				✓		✓			
Outcomes Early Years				✓		✓			
Disadvantaged				✓	✓	✓	✓		
SEND						✓	✓		
Attendance		✓	✓	✓	✓	✓	✓		
Staff Wellbeing							✓		
Student Wellbeing									
Safeguarding		✓	✓	✓	✓				
Finance									
Health & Safety		✓							
All-through: vision & governance				✓	✓	✓	✓		