

Academy Council Meeting
Wednesday 6th April 2022 – 17:00

AC Members		Attended	Apologies
Diane Owen (DOn)	Sponsor 1 (Chair)	✓	
Gary Pine (GPe)	Sponsor 2	✓	
Sonia Tibbatts (STs)	Sponsor 3	✓	
Nicola Read (NRd)	Sponsor 4	✓	
Liz Gregory (LGy)	Sponsor 5		✓
Adele Rice (ARe)	Student Advocate	✓	
Sonny Richards (SR)	LA Representative (Observer)	✓	
Katherine Ogden (KOn)	Principal	✓	
Wayne Baker (WBr)	Parent Councillor		✓
Deda Odutola (DOa)	Parent Councillor	✓	
Sabrina Marie-Anais (SMA)	Staff Councillor (Primary)	✓	
Lucy Jacobson (LJn)	Staff Councillor (Secondary)		✓
Dan Nicholls (DNs)	Executive Principal	✓	
Charlotte Seavill (CSl)	Clerk	✓	
Invited attendees			
None			

	Introduction, Administration & Apologies	Action
1.1	Apologies had been received from Liz Gregory Sonny Richards joined the meeting, as an observer whilst HR checks are being completed. Charlotte Seavill joined the academy as Academy Council Clerk.	
	Declarations of Interest	
2.1	None to declare	
	Minutes of Previous Meeting	
3.1	The minutes from the previous meeting were confirmed as a true record and actions from this meeting have been updated and are listed at the end of the document.	
	. Matters Arising	
4.1	<ul style="list-style-type: none"> October 2020 6.17.3 - GP & JTn to liaise re: intro to Kingswood RFC and the Rotary Club for community relations. Ongoing – Gary will be passing on a contact to Jess Ware regarding this. April 2022 - COMPLETE July 2021 5.4 - Councillor to attend KOA Parliament in February to observe the all-through pupil voice – Ongoing and we will seek attendance nearer the time – during Term 4 work will be taking place. October 2021 9.3.1 KOn and DOn to consider how to report to AC re staffing and wellbeing in 121. Ongoing. February 2022 5.3.4: DO and KOn to look at when it would be appropriate to share case studies to see how the policy is working in practise across the academy. April 2022 - COMPLETE February 2022 6.1: AMA to share updated RAT plan. April 2022 - COMPLETE February 2022 6.1.8: To look at the transition work in the next full Academy Council meeting. April 2022 – Carry forward February 9.4: DO to send a short message from the Academy Council to acknowledge the hard work the staff are putting in April 2022 - COMPLETE February 9.8: Vulnerable Groups committee to focus on SEND provision at it's next meeting. April 2022 - COMPLETE February 11.1: Launched student councillors into the upper school. ACTION: In Term 4 invite councillors to join these meetings in person. April 2022 – Carry forward 	<p>GP</p> <p>ALL</p> <p>Kon/Don Kon/Don</p> <p>AM Kon/Don Don Don/Kon/NR</p> <p>KO</p>
	Update from KOn – current context and strategy	
	The full presentation is available in Teams.	
5.1	KOn gave a presentation to bring councillors up to date with the ethos and aims for the academy, the foci for terms 4-6, working within the trust, support from the central and executive teams, staffing changes, school improvement for each of the schools, routines and structures, CPD for Teaching & Learning, creating school identities, transition, continuity of progress, subject specialist teaching at years 5 & 6, HOY model, pastoral care and the plans to expand the pastoral team, mock data, trails, challenges and successes for subject areas, exam readiness, Ofsted readiness, improving areas of success – not just areas for concern, personal development, work around school is trust and trust is school, trust wide and national pictures of improvement, behaviour and circumstances.	

5.1.1	What involvement has the new HOS for Lower school had in the strategy and plan for the school?	
5.1.2	The new member of staff hasn't yet started with the academy so there hasn't been any collaboration yet. The member of staff has worked for the Trust previously so is familiar with many aspects of the curriculum and has lots of experience in primary aged leadership.	
5.1.3	What will their induction look like to ensure they are able to adapt to the role quickly and maintain the pace of improvement?	
5.1.4	We will build upon their experience of working within the CLF and if at all possible, arrange for an earlier start date in Term 6. SLT are already working with them to strengthen existing relationships.	
5.1.5	What can councillors look for in terms of impact, measures and timeframes with regards to the changes and plans for the future?	
5.1.6	Outcomes is a key area – not just attainment but marginal gains in progress and progress in specific subjects. Reviewing the rapid improvement plan and AIP in visits and meetings and checking for success and impact. <u>ACTION: KOn to circulate the Rapid Improvement Plan when it is finalised.</u>	KO
5.1.7	How are you balancing working in the lower school 3 days a week with the other priorities?	
5.1.8	The wider leadership team have been great. It has increased autonomy in running the middle and upper schools. DNs has supported onsite also. Every effort has been made to ensure that there is leadership presence across all sites.	
5.1.9	How have the changes to the lower school been received by staff?	
5.1.10	The changes were implemented last week after lots of collaboration with staff to create a timetable that reflected their best practices and shared common set pieces. Staff have been asked for feedback before and after launch and are encouraged to continue to do so. Contract changes have been made for those staff necessary to make the model work.	
5.1.11	Has any impact or any early trails been identified?	
5.1.12	There will be training on INSET day around what reading looks like now and how it looks across the range of abilities as well as crafting the learning that happens in each part of the day. After this we can identify impact and any possible trails.	
5.1.13	<u>ACTION: KOn to invite Emma Sanders to the next meeting</u>	KOn
5.1.14	The reading strategy in Lower School is really strong – will there be a similar model for Middle School?	
5.1.15	Yes, the plan is to grow it up following a reading deep dive in Term 5. We will focus on accelerated reader, how we teach phonics within the curriculum and supporting readers.	
5.1.16	How will specialist subjects such as French and DT be delivered in years 5 & 6 if not with a specialist teacher?	
5.1.17	The intention is to introduce specialist teachers in a secure way as this was done too quickly last time. We need to manage the amount of change children experience in one go.	
5.1.18	What is the timescale for developing the specialist timetable for Y5 & 6?	
5.1.19	There isn't a set timescale – in the areas that specialist teaching hasn't worked as well as hoped, or for areas with high supply/cover teaching, lessons are returning to the classroom teacher. When and where we can manipulate timetables to offer positive experiences in specialist areas, we will do so.	
5.1.20	<u>ACTION: Curriculum committee to revisit specialist subject teaching for Y5 & 6 in the next meeting</u>	CSI
5.1.21	Are you getting everything you need from the academy council?	

5.1.22	We benefit from working with staff councillors every day and having parental support in governance is great. The committees help SLT share their work at a much deeper level. It will be good to get everyone back on site regularly when it is safer to do so.	
5.1.23	Are you getting everything you need from CLF central teams?	
5.1.24	The Trust has been remarkable, and we've been working collectively to support our community and improve. The level of change and investment needed was surprising and we've been well supported.	
5.1.25	Change can be difficult for everyone, and people deal with change in different ways. How are you ensuring that everyone is comfortable with change and is very much on the journey with you?	
5.1.26	We've made sure that the why and the how are very clear for staff. Staff have been very candid in their feedback on what they do to make KOA a school of choice and how we can work together to make improvements. The circumstances of the last two years have been very stressful, so we have ensured that we take measured steps in a manageable timescale to avoid burn out and ensure improvements are sustainable and have impact.	
5.1.27	It appears we are always on the back foot when it comes to Y11 outcomes, and now we have Y6 outcomes as well. Will we see impact so that we are not on the back foot going forward?	
5.1.28	The current Year 11 data is positive so we aren't on the back foot. There are always improvements and reflections which will of course feed into next year and beyond.	
5.1.29	What has created the issue for maths at EY and KS1?	
5.1.30	It's the pandemic mainly as some students have had 2 years of disrupted learning. We are closing gaps but we've been unable to cover all of them. We continue our work with the school improvement team to ensure those gaps are closed as quickly as possible. Due to the maturity and size of the trust, there are more central teams available to schools to support and drive improvement. There is no end to the resources available to the academy in terms of a deadline or timescale to ensure sustainable change and improvement.	
5.1.31	What was the operational feedback from the most recent mock exams?	
5.1.32	The last mock was entirely different to the previous one. It was well designed and thought through. The organisation was much better, as was the language and students were more engaged with the paper. The data reflects this too and some areas of subject improvement are the best in the trust.	
5.1.33	How are you? How are staff feeling?	
5.1.34	Staff have been remarkable, really resilient and there is a real sense of doing what needs to be done. Teachers really care about what they do. We are making deliberate decisions to support people's wellbeing and ensure people don't burn out.	
5.1.35	Are there devices available for students who don't have access at home in case of remote learning?	
5.1.36	We offer spaces to children in school who need it and keep track of who needs additional resources like devices. We have prioritised children in exam years but if we know of any children in need we support as we can.	
6.1	Governance	
6.2	Committee meetings will be arranged in May – dates to follow. The Governance Conference takes place on 10 th May – details on email. The CLF Summer Conference takes place on 8 th July – details to follow.	

	<u>ACTION: Everyone to complete the short survey on committee structure next year – link in meeting chat and email.</u>	ALL
	Any Other Business	
	Given the changed agenda for this meeting the trail tracker was not completed. DOn will review this with KOn.	

Meeting closed at 18:45

Approved

Date:

Diane Owen

Chair King's Oak Academy Council

Appendix 1

KOA Academy Council

Open Action Item Status

Meeting	Action No	Action and Current Status	Responsible	Open/ Closed
01 Oct 2020	6.2	KOn to continue to produce the year group RAG rating for AC meetings.	KOn	Closed
01 Oct 2020	6.17.3	GP & Jtn to liaise re: intro to Kingswood RFC and the Rotary Club for community relations Update: 08.02.21 – GP currently speaking with the Chairman, able to help further when current lockdown restrictions are lifted. Update: 06.07.21 – GP to arrange meeting with Jtn & Kingswood RFC Chairman Updated 13.10.21 – GP to contact.	GP/Jtn	Closed
06 July 2021	5.4	Councillor to attend KOA Parliament in February to observe the all-through pupil voice. Updated 13.10.21 – will seek attendance nearer time.	ALL	Open
06 July 2021	5.5	Councillors welcome to attend ECO school committees – SFN to advise when committee meetings are taking place.	ALL	Closed
06 July 2021	5.8	KOn to share the link for the Conference session by the Reach Foundation that are partnered with KOA	KOn	Closed
06 July 2021	6.6.2	Hannah Pearch to be invited to a future Curriculum sub-committee Updated 13.10.21 – this meeting will be later in the year.	LP/DOn	Closed
13 October 2021	5.3.2	KOn to consider presentation of data in AIP including rag rating to support access by Academy Council.	KOn	Closed
13 October 2021	6.4.2	Curriculum sub-committee to look at community language offer.	DOn	Closed
13 October 2021	6.26	Curriculum sub-committee to look at quality of teaching year 9 into 10.	DOn	Closed
13 October 2021	7.2	Discuss safeguarding in more detail at the next Pastoral Sub Committee meeting.	LGy	Closed
13 October 2021	9.3.1	KOn and DOn to consider how to report to AC re staffing and wellbeing in 121.	KOn/DOn	Open
13 October 2021	10.2	Anti-bullying to be reviewed by next Pastoral Sub Committee meeting.	LGy	Closed

February 22	5.3.4	DO and KOn to look at when it would be appropriate to share case studies to see how the policy is working in practise across the academy. April 2022 – COMPLETE	DO/KOn	Closed
February 22	6.1	AMA to share updated RAT plan. April 2022 - COMPLETE	Ama	Closed
February 22	6.1.8	To look at the transition work in the next full Academy Council meeting. April 202 – Carry forward	CSI	Ongoing
February 22	9.4	DO to send a short message from the Academy Council to acknowledge the hard work the staff are putting in	Don	Closed
February 22	9.8	Vulnerable Groups committee to focus on SEND provision at it's next meeting. April 2022 - COMPLETE	CSI	Closed
February 22	11.1	Launched student councillors into the upper school. ACTION: In Term 4 invite councillors to join these meetings in person. April 2022 – Carry forward	KOn	Ongoing
April 22	5.1.6	ACTION: KOn to circulate the Rapid Improvement Plan when it is finalised along with the updated AIP	KOn	
April 22	5.1.13	ACTION: KOn to invite Emma Sanders to the next meeting	KOn	
April 22	5.1.20	ACTION: Curriculum committee to revisit specialist subject teaching for Y5 & 6 in the next meeting	CSI	
April 22	6.2	ACTION: Everyone to complete the short survey on committee structure next year – link in meeting chat and email.	ALL	

Appendix 2

King’s Oak Academy Council Trail Tracker 2021-22

Trails will be RAG rated at the end of each meeting. A blank box indicates a trail that was not scrutinised in detail at that meeting. RAG rating may also be based on feedback from the relevant sub-committee. Refer to the minutes for detail.

Trail/Focus Area	Status R/A/G Sept 2021	Meeting 1 13/10/21	Meeting 2 9/02/22	Meeting 3 6/04/22	Meeting 4 22/06/22
Attainment of Disadvantaged					
Lower School					
Middle School					
Upper School					
Progress of Disadvantaged					
Lower School					
Middle School					
Upper School					
Attendance of Disadvantaged					
Lower School					
Middle School					
Upper School					
Quality of Teaching					
Lower School					
Middle School					
Upper School					
Effectiveness of middle leadership					
Safeguarding					
SEND					
Staff voice & wellbeing					
Student Voice					
Health & Safety					