

**KING'S OAK ACADEMY**

**Academy Council Meeting No 44  
Monday 13 May 2019 – 18:00**

<b>AC Members</b>		<b>Attended</b>	<b>Apologies</b>
Diane Owen	Sponsor 1 ( <b>Chair</b> )	√	
Sandra Slocombe	Sponsor 2	√	
Sonia Tibbatts	Sponsor 3		<b>Accepted</b>
Gary Pine	Sponsor 4	√	
VACANCY	Sponsor 5		
Adele Rice	Student Advocate	√	
Richard Clutterbuck	Principal	√	
Alice Stallard	Parent Councillor	√	
Nicola Read	Parent Councillor	√	
Sarah Franklin	Staff Councillor	√	
VACANCY	Staff Councillor		
Dan Nicholls	Executive Principal	√	
Andrew Bush	Local Authority Rep		<b>Accepted</b>
<b>Invited attendees</b>			
Katherine Ogden	Acting Vice Principal	√	
Richard Cormack	Asst. Principal	√	
Catherine Wallbridge	Acting Asst. Principal	√	
Jonathan Mailey	Asst. Principal	√	
Emma Mignaud	Primary Phase Leader	√	

Item	Note	Action
<b>1</b>	<b>Introduction, Administration and Apologies</b>	
1.1	Apologies were received and accepted from Sonia Tibbatts and Andrew Bush.	
<b>2</b>	<b>Declarations of Interest:</b>	
2.1	None declared.	
<b>3</b>	<b>Minutes of Previous Meeting:</b>	
3.1	Monday 4 <sup>th</sup> March 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 matter arising	
<b>5 &amp; 6</b>	<b>Achievement and Standards/SEF and Academy Improvement Plans (AIP) and response to OFSTED</b>	
<b>5.1</b>	<b>Student Outcomes - Acorn</b>	
5.1.1	GLD (Good Level of Development) has increased to 82%, this is an increase on last year. <ul style="list-style-type: none"> <li>• Phonics is 82% increased from SATS predictions</li> <li>• 81% Reading</li> <li>• 74% Writing</li> <li>• 85% Maths</li> </ul>	
<b>5.2</b>	<b>There are no numbers populated within the data supplied</b>	
5.2.1	(DN/EM) We will feed this back to the Central Team	
<b>5.3</b>	<b>FTE Data is missing</b>	
5.3.1	We will feedback to Jason. We have had some FTE at Acorn this year.	
<b>5.4</b>	<b>There is an increase in good results – Why?</b>	
5.4.1	(EM) Lessons have been learned each year and put in to practice. Yr2 cohort had a better GLD, Yr3 have a big top & tail. The profile of Y3 is slightly skewed but this is not unusual for the first intake of a new school.	
<b>5.5</b>	<b>Is Yr3 starting to settle?</b>	
5.5.1	(EM) Yes, but there are lots of cohort changes, leavers and starters.	
<b>5.5</b>	<b>Attendance is starting to slip – Why is this?</b>	
5.5.1	(EM) 1 student is attending NEST, 1 student has Medical issues. Any student who has below 96% attendance has received SAM (School Absence Management) letters or invited to a meeting. 1 student is travelling from way outside of the area; a SAF (Single Assessment Framework) is in place.	
<b>5.6</b>	<b>Is there an issue with HAP English?</b>	
5.6.1	(RCK) The issue around HAP English students, they are lower than Maths. There is some disparity between Literature and Language. We have managed to address this for the current Yr10. We have implemented a deliberate disruption in Maths due to a significant	

	number of students predicted U. We have worked with the Central Team to have more experienced Teachers teach the vulnerable students. We won't reach the targets of positive Progress 8, but we should be within 2 tenths of Progress 8.	
5.6.2	There is crossover issue at Grade 6 with HAP. We have received significant help from the Central School Improvement Team on site every day, teaching the HAP student due to staff sickness.	
<b>5.7</b>	<b>Is Reading a concern in Yr10?</b>	
5.7.1	Yes, but we will remedy with Reading interventions.	
<b>5.8</b>	<b>What works and what could be better?</b>	
5.8.1	(Rck) We've stuck to the plan. Roll call means that Yr11 have had Rck since September and this has had a positive impact on the culture of this Year group. Yr10 will take over this in June. Our strategy has been 'build, teach, learn'. Build learning independence, the teachers receive class level data feedback which is repeated after each set of mocks.	
5.8.2	(Rck) There is precise planning from middle leaders; building quality assurance and ensuring effective staff planning.	
5.8.3	(Rck) Tutor programs have been strong – students are grouped by year rather than vertical. There is much stronger engagement in revision. We have logged 1800 hours on Hegarty Maths and 1700 hours on SENECA.	
<b>5.9</b>	<b>What didn't work?</b>	
5.9.1	(Rck) We ran a small program at Easter for revision. This worked well for students who were engaged, but not for those that weren't.	
5.9.2	(Rck) We incentivised the Prom by asking students to attend Period 7, attend holiday revision and submit past papers for exam practice.	
5.9.3	(Rck) We found that the quality of feedback assurance wasn't good, it would be better to have one person running this and taking note of the interventions.	
<b>5.10</b>	<b>KS3 visit – Concerns in Yr9, what are the issues?</b>	
5.10.1	(Rck) In the Core GCSE subjects, particularly Science and English, there has been a significant amount of staff sickness and we have addressed this for exam students in Years 10 and 11, but this has impacted Yr9 Science students significantly.	
<b>5.11</b>	<b>How are you addressing this?</b>	
5.11	(Rck) We are looking at splitting the Year group timetables. (KO) There have been significant behaviour problems in Yr 9 which has recently resulted in 2 PEX.	
<b>5.12</b>	<b>Attendance</b>	
<b>5.12.1</b>	<b>PP (Pupil Premium) and PA (Persistent Absence) in Yr11 – How many students and how do we address this?</b>	
5.12.2	(KO) We have allowed early study leave and given additional 121 or small group sessions. Some students are accessing interventions. We have 12 students that we have identified that we are able to collect children with our minibus if necessary to help them attend.	
<b>5.13</b>	<b>Students on a reduced timetable; is this a helpful strategy? How does it impact on attendance?</b>	
5.13.1	(Rck) We look at this on a student by student basis. (KO) Students on a reduced timetable are reviewed fortnightly. If the alternative provision is not working, we do look outside of KOA and engage with the Local Authority	

<b>5.13.2</b>	<b>Can we see some data/case studies for next time?</b>	
5.13.3	(KO) Yes	<b>KO</b>
<b>5.14</b>	<b>DO recently attended a Safeguarding session and had very positive feedback from the safeguarding officer</b>	
<b>5.15</b>	<b>It seems that Bullying incidents are not being reported due to fear of reprisals – How can we fix this?</b>	
5.15.1	(Rck) We are building a culture of safety and giving assemblies to deliver this message. We are building awareness for protected groups, and celebrate diversity and asking students how they feel.	
5.15.2	(AR) Friends are reporting bullying on behalf of the students	
<b>5.16</b>	<b>There seems to be many broken lockers around the site – What is being done about this?</b>	
5.16.1	(Rck) Yr7 are the biggest users of lockers. We are trying to reduce the usage and getting rid of the broken ones. We would not encourage students putting coursework in lockers.	
<b>5.17</b>	<b>Teaching &amp; Learning</b>	
<b>5.17.1</b>	<b>What percentage of the budget is supply and what is the impact?</b>	
5.17.2	(Rck) The supply costs have significant budget implications. There is an impact on lessons, although some supply teacher from last term were very good. We have had 1 unforeseen long-term sickness from a staff member. Unfortunately, this will continue to impact.	
<b>5.18</b>	<b>Do you use an Agency?</b>	
5.18.1	(Rck) Yes, we use several. Trevor has good relationships with some supply – we have refused to have some back.	
<b>5.19</b>	<b>Could you employ further staff instead to float?</b>	
5.19.1	We already employ 2 cover supervisors.	
<b>5.20</b>	<b>So this will continue in to next year?</b>	
5.20.1	(Rck) Yes, The English department has 3/7 staff on long term sick. We are looking for cover for term 6 but it is not easy	
<b>5.21</b>	<b>Do we do anything to help?</b>	
5.21.1	(Rck) We have supply cover at various levels, but we struggle with rolling sickness.	
<b>5.22</b>	<b>What is the update in Science?</b>	
5.22.2	(Rck) The missing unit has been taught. There is a full quota of staff in Science although one staff member remains on long term sick. We are planning for September within our budget constraints. It is a testament to our Science staff who are producing good results under immense pressure.	
<b>5.23</b>	<b>Behaviour</b>	
<b>5.23.1</b>	<b>There have been 4 Permanent Exclusions this Academic year, with potential for another 2 – Why is this?</b>	
5.23.2	Students who have been Permanently Excluded have had all avenues exhausted. KOA have received praise from Guy Halley (LA Inclusion Team Leader). The students' needs go beyond the support that KOA is able to provide. The most recent PEX was during Yr9 Science when a supply teacher was in place. We have adjusted the behaviour system, there will be a spike in the number of FTEs but interventions are in place along with Teaching & Learning strategies. We need to continue to develop T & L so that we are better at meeting the needs of vulnerable students. Detentions and contact with parents will be earlier, and parents will be invited in earlier if there is a risk of exclusion.	

<b>5.24</b>	<b>Have we seen an impact yet?</b>	
5.24.1	(KO) Yes, Parents have been very positive and glad to hear from the school early. Staff have received clear expectations. (Rck) The feeling around the site is that it is calmer. The new system is working – certainty and inevitability of speaking to parents. Fewer students are making challenging decisions on the same day. (KO) Middle-leaders are volunteering to help out on radios. (Rck) The buy in from staff has been positive; the union rep gave positive feedback. Staff are beginning to make the phone calls home.	
5.25	<b>Pupil Premium</b>	
<b>5.25.1</b>	<b>Is there a deadline for Pupil Passports?</b>	
5.25.2	(EM) By the end of the academic year	
<b>5.26</b>	<b>Is it working?</b>	
5.26.1	(EM) Hard to say, as we tend to know the students very well in Acorn, it's more useful for Supply teachers.	
<b>5.27</b>	<b>Are supply teachers given the Pupil Passport info?</b>	
5.27.1	(Rck) Yes, they are also given access to MINT (internal system with student information). Sometimes supply teachers only have basic information. SEND students have Pupil passports.	
<b>5.28</b>	<b>Any data on the success of Thrive?</b>	
5.28.1	(EM) Yes, for individual students. Data will be available for the next academic year,	
<b>5.29</b>	<b>What is the impact from the Reading programme?</b>	
5.29.1	(Rck) Data will be available in Term 6. It was noted that a full review of the impact of the PP plan and Year 7 catch-up plan is needed and should be tabled at the next meeting.	<b>Rck</b>
<b>6.0</b>	<b>Strategic Planning – All through provision and Governance</b>	
6.1	Noted	
<b>7.0</b>	<b>Curriculum and Ofsted</b>	
7.1	Rck gave a presentation on the new Ofsted framework.	
7.2	KOA need to have a genuine 3-19 curriculum as the framework is changing in September. The next Ofsted inspection will be in 3-4 years when we genuinely become an All Through Academy. Inspectors will look at outcomes but not at internal data during a visit.	
7.3	Bristol Brunel Academy & Fromevale have had pilot inspections: <ul style="list-style-type: none"> <li>• Data was not looked at</li> <li>• The Inspectors were in classes with children &amp; books and asking questions such as ‘why are you teaching that now?’</li> <li>• Students need knowledge and cultural capital</li> <li>• Not keen on 3 year GCSEs (Yrs 9, 10, 11)</li> </ul> Challenging within schools and schools need to have rationale	
7.4	<b>What is CLF policy around the ebaccalaureate?</b>	
7.5	Rck) The Government recommendation is to have 75-90% do ebacc	
7.6	(DN) It should be right for the children but we should increase this over time. Language has to be included to get ebacc.	

	<ul style="list-style-type: none"> <li>• Intent</li> <li>• Implementation</li> <li>• Impact</li> </ul> <p>Workload is also a topic for OFSTED</p>	
7.7	<p>Areas of judgement are:</p> <ul style="list-style-type: none"> <li>• Quality of Education</li> <li>• Behaviour &amp; Attitudes</li> <li>• Personal Development</li> <li>• Leadership &amp; Management</li> </ul>	
7.8	<p>CLF Progressive curriculum:</p> <ul style="list-style-type: none"> <li>• Oracy</li> <li>• Reading</li> <li>• Sense of self</li> <li>• Sense of pride</li> <li>• Writing</li> <li>• Reasoning</li> </ul>	
	<b>DN left the meeting at 19:57</b>	
7.9	(Rck) The feedback from the pilot inspections is that the Inspectors will not look at data, need to articulate why you are teaching and when you are teaching.	
<b>8.0</b>	<b>Risk Register</b>	
8.1	No update	
<b>9.0</b>	<b>Finance, Health &amp; Safety and Estates report</b>	
9.1	N/A	
<b>10.0</b>	<b>Staffing</b>	
<b>10.1</b>	<b>Well-being</b>	
10.1.1	Catherine Wallbridge is overseeing staff wellbeing from term 6	
10.1.2	Congratulations to Emma Mignaud on gaining her first Headship. Emma will be leaving Acorn and starts her new position in September 2019.	
<b>11.0</b>	<b>Policies for review</b>	
11.1	N/A	
<b>12.0</b>	<b>Events within &amp; beyond the Academy</b>	
12.1	Nothing to report	
<b>13.0</b>	<b>Student Voice/Student Advocate</b>	
13.1	There was negative feedback for Yr10 GCSEs	
<b>13.2</b>	<b>The Quality of supply – Is this a problem nationally?</b>	

13.2.1	(Rck) CLF are looking at possibly setting it's own group of supply teachers.	
<b>13.3</b>	<b>When is the next Student Voice?</b>	
13.3.1	(KO) Yr7 & 8 is next and then Yr10 in Term 6.	
13.3.2	It's good to see the students engaged.	
13.3.3	Including the Student Voice from Acorn would be good.	
<b>14.0</b>	<b>Governance</b>	
14.1	KOA are at Scrutiny on Monday 20 <sup>th</sup> May 2019	
14.2	Two Complaints are at Stage 2. The Panel will comprise DOn (Chair of AC), a Director of CLF and an Independent person. A report on complaints was requested for the next meeting.	<b>Rck</b>
14.3	A proposed Immersion Day for Councillors will be held over until next academic year. Co-ordinate with KO regarding the Link visits for next term.	
<b>15.0</b>	<b>AOB</b>	
15.1	DOn is unable to attend COAC on 20 <sup>th</sup> June 2019 (5-7pm) please advise if you are able to attend in her place.	
15.2	There is still a vacancy for a Sponsor Councillor – We are using the Inspiring Governance website to try to recruit.	
15.3	Adverts have been placed to replace EM at Acorn with Interview planned for next week. Councillors are welcome to support the interview process and should contact Rck if they are available.	

The Meeting closed at 20:15

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
1 Oct 2018	40-2	<b>Action 40-2:</b> Update/review following policies as per notes: 40-2.1 Accessibility Plan 40-2.4 Marking policy 40-2.5 T & L policy <b>New Accessibility Plan, Marking policy and T &amp; L Policy to be prepared ready for approval Sept/Oct 2019</b> <b>Upload Trips (Offsite &amp; Residential)</b>	RCK	Open
18 Oct 2018	41-7	<b>RCK to ensure new Visits policy is published on website.</b>	RCK	Open
21 Jan 2019	42-1	<b>DO/RCK to progress filling Staff Councillor vacancy</b> <b>UPDATE: 04.03.19 – In progress</b> <b>UPDATE: 13.05.19 – Continue with this after the Exams</b>	DOn/RCK	Open
04 Mar 2019	5.11.4	<b>DOn and JM will meet re: KS3 – All Councillors to please email DOn any follow up questions</b>	DOn/JM	Closed
04 Mar 2019	5.12.3	<b>FEEDBACK to Jason who collates the CLF data – to include the number of children in Acorn rather than % for the next meeting</b>	KOn/DN	Closed
04 Mar 2019	5.20.1	<b>KOn to provide exclusions/FTERPS case studies for the next meeting.</b> <b>UPDATE: Term 6</b>	KOn	Open
04 Mar 2019	5.24.1	<b>JM to provide case studies on work of HOH linked to academic achievement of PP students for next meeting.</b>	JM	Closed
04 Mar 2019	14.1.1	<b>LP to provide an update on Microsoft Teams at the next meeting</b>	LP	Closed
13 May 2019	5.13.3	<b>KO to provide case studies for students on reduced timetable for the next meeting.</b>	KO	Open
13 May 2019	5.29.1	<b>RCK to provide detail on the impact of the PP Plan and Year 7 catch-up plan for consideration at the next meeting.</b>	RCK	Open
13 May 2019	14.2	<b>RCK to provide a report on complaints for the next meeting,</b>	RCK	Open



## Appendix 2

## King's Oak Academy Council Trail Tracker 2018 - 19

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 2018	Meeting 1 15/10/18	Meeting 2 21/01/19	Meeting 3 4/03/19	Meeting 4 13/05/19	Meeting 5 24/06/19
Quality of Teaching & Learning	Secondary	✓	✓	✓	✓	
Outcomes KS4		✓	✓	✓	✓	
Outcomes KS3				✓		
Outcomes Yr2	New data needed		✓	✓	✓	
Outcomes Yr1		✓	✓	✓	✓	
Outcomes Early Years		✓		✓	✓	
Disadvantaged			✓	✓	✓	
SEND			✓	✓		
Attendance		✓	✓	✓	✓	
Staff & student wellbeing				✓	✓	
HAP			✓		✓	
Boys			✓		✓	
Reading				✓		
Safeguarding	Audit and plan	✓	✓	✓	✓	
Culture			✓		✓	
Finance		✓	✓		✓	
Health & Safety				✓		
All-through: vision & governance					✓	