

Academy Council Meeting
Wednesday 2nd December 2020 – 17:30

AC Members		Attended	Apologies
Diane Owen	Sponsor 1 (Chair)	✓	
Sandra Slocombe	Sponsor 2	✓	
Sonia Tibbatts	Sponsor 3		Apologies Accepted
Gary Pine	Sponsor 4		Apologies Accepted
David Tibbetts	Sponsor 5	✓	
Adele Rice	Student Advocate	✓	
Katherine Ogden	Principal	✓	
Wayne Baker	Parent Councillor	✓	
Nicola Read	Parent Councillor	✓	
Sarah Franklin	Staff Councillor (Primary)		Apologies Accepted
Lucy Jacobson	Staff Councillor (Secondary)	✓	
Dan Nicholls	Executive Principal	✓	
VACANCY	Local Authority Rep		
Invited attendees			
Jo Thorn	Acorn Primary Lead	✓	
Liz Gregory	Sponsor Councillor from 01.01.21	✓	

1.	Introduction, Administration & Apologies	Action
1.1	Apologies from Sonia Tibbatts, Gary Pine and Sarah Franklin	
2.	Declarations of Interest	
2.1	None to declare	
3.	Minutes of Previous Meeting	
3.1	The minutes from the previous meeting – 01.10.20 were confirmed as a true record. Actions from the last meeting were carried forward to February 2021 as this was a short plenary meeting following sub-group meetings.	
4.	Matters Arising	
4.1	(KOn) We have confirmed early this evening that we have received a single positive covid case; however, this is complex as the staff affected is a supply staff member and has taught a range of students across all year groups 7-11 who now have to isolate. Some students in Yrs7, 8 & 9 are already isolating and will not be affected by this next round of isolation and will continue with blended learning. Students in Yrs10 & 11 will begin blended learning with a focus on Maths, English & Science and will receive an Emergency pack.	
4.1.1	(KOn) I will be hosting a staff meeting in the morning in an attempt to avoid myths and rumours and will be sending a letter this evening to Parents and Carers to explain this situation. We have had relatively few cases within the Academy but are seeing an increase at this time.	
4.1.2	(DOn) We would like to congratulate the school staff are how they are continuing to work and all that they are doing.	
	Academy Council Report	
5.	Quality of Education including curriculum developments	
5.1	(DOn) The Curriculum meeting held last week worked well. It was a positive start understanding the new OFSTED summary and discussing the feedback on the Curriculum policy.	
6.	Attendance, Behaviour, Safeguarding	
6.1	Overview from AMH. PARS system will be implemented across all years from January.	
6.1.1	There is a cause for concern with behaviour in Yr5, but interventions have been implemented and are making a impact	
6.1.2	A new reward system (Malteser Moment) is working well in the Secondary phase.	
6.1.3	Truancy is an issue in Yr10 & 11 therefore detentions have been implemented to gain back the learning lost. This has been in place for 4 weeks, and we are seeing less students missing lessons.	
6.1.4	The team is working hard on attendance and working with families	
7.	Disadvantaged, PP & SEND	
7.1	We continue to have a focus on our young carers who find lockdown particularly hard as they are unable to socialise within school.	
7.1.1	Jo Thorn is working on a project for our disadvantaged students and has established baseline data comparing PP and non-PP performance across a range of measures and a timeline for improvement.	

7.1.2	Our next meeting will focus on where PP funding is being spent and the catch up funding impact.	
7.1.3	We had a useful SEND presentation which highlighted the individual student needs.	
8.	Estates	
8.1	(KOn) School Improvement work took place during the first lockdown and October half term. We have had to change the catering arrangement to ensure it works for our Bubbles. Our extremely old, and not particularly functional canteen has deteriorated considerably, therefore we are working with the Central Team to find a solution as to whether we can repair/replace.	
8.1.1	(KOn) We are continuing to invest in the Acorn outdoor space.	
9.	Staffing & Wellbeing	
9.1	The staff survey date has been extended therefore the results will be available at the next meeting.	
9.1.1	(DN) Over 1000 responses so far, and we are hopeful of gaining at least 60% response from each academy. The data received so far is pretty positive.	
9.1.2	(LJ) There is some concern amongst staff that the survey answers are not anonymous	
9.1.3	(DN) We do understand, but we want to be able to rectify any issues.	
10.	Policies that require review	
10.1	Policies that had been reviewed by the appropriate sub-group were noted as follows: Behaviour Policy, Attendance Policy, Exclusions Policy, Equality, diversity and Inclusion Policy (EDI)	
11.	Governance	
12.1	Welcome to Liz Gregory & Wayne Baker.	
12.2	Thank you to Sandra for your help, support, guidance and governance over the last 8 years including the Safeguarding role. We have all benefitted and are very appreciative of everything you have done. Thank you.	
12.3	(SS) Thank you to all, and particularly Adele Rice – She really does make your role easier.	
12.	Any Other Business	

Meeting closed at 18:05

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
16 Dec 2019	5.15.1	Focus on PP Acorn children at next visit by link Councillor.	NR	Open
27 April 2020	5.4.4	Yr10 should be our focus at the next meeting in Term 6. 6/07/20: Defer to September meeting	KOn/DOn	Closed
06 July 20	4.3.2	Councillors to refer questions on Wider Opening Plans to DOn who will then consult with KOn.	All	Closed
06 July 2020	4.4.3	GR to share an exemplar of a subject specific Curriculum statement with LP for sharing on Teams. <i>To be picked up by Curriculum sub-group.</i>	GR	Closed
06 July 2020	4.5.1	First agenda item for Curriculum sub-group when it meets next academic year – Review in more detail the Quality of Education document and associated documents.	DOn	Closed
06 July 2020	7.3.1	Young Carers to be an agenda item for first meeting of Vulnerable Groups Sub-group in 20/21	DOn/Nr	Closed
06 July 2020	10.1	Revised Behaviour Policy to be published on the website.	KOn	Closed
06 July 2020	12.2	LP to check that the correct training modules are ready to access and send Councillors the appropriate links so that they can access and complete the units.	LP/All Councillors	Closed
01 Oct 2020	6.2	KOn to continue to produce the year group RAG rating for AC meetings.	KOn	Open
01 Oct 2020	8.2.1	LP to advise of the dates of the next KOA Health & Safety meeting from Cate Gillman and advise GP	LP	Open
01 Oct 2020	6.8.2	SFn to provide a summary of the student and families' survey regarding access to remote learning. LP to upload to Teams	SFn/LP	Open
01 Oct 2020	6.12	AMH to provide information on numbers of students at different levels of intervention re behaviour for next AC	AMH	Open
01 Oct 2020	6.17.3	GP & JTn to liaise re: intro to Kingswood RFC and the Rotary Club for community relations	GP/JTn	Open
01 Oct 2020	6.17.4	Councillors to provide links (if possible) to local businesses for student liaison	ALL	Open
01 Oct 2020	10.1	All Councillors to review policies and email comments, if any, to DOn/LP by Friday 16 th October.	ALL	Open
01 Oct 2010	10.2	KOn to advise LP when the policies have been updated.	KOn	Open

Appendix 2

King's Oak Academy Council Trail Tracker 2020-21

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 2020	Meeting 1 1/10/20	Meeting 2 2/12/20 Short full AC	Meeting 3 8/02/21	Meeting 4 28/04/21	Meeting 5 6/07/21
AIP Trail 1: Curriculum			Curriculum sub-group 24/11/20			
Outcomes KS4						
Outcomes KS3						
Outcomes KS2						
Outcomes KS1						
Outcomes Early Years						
AIP Trail 2: Disadvantaged			Vulnerable sub-group 2/12/20			
Disadvantaged (PP)			Vulnerable sub-group 2/12/20			
SEND			Vulnerable sub-group 2/12/20			
AIP Trail 3: Leadership						
Middle leadership						
All-through: vision & governance						
AIP Trail 4: Culture			Pastoral subgroup 2/12/20			
Attendance			Pastoral subgroup 2/12/20			
Safeguarding			Pastoral subgroup 2/12/20			
Staff & student wellbeing						
Health & Safety						