



**MINUTES OF THE AUTUMN 2 TERM MEETING OF THE FULL BOARD OF GOVERNORS
HELD ON THURSDAY 2nd FEBRUARY 2017 AT 5PM IN THE BOARDROOM**

PRESENT:

("A" denotes absence)

- Mr N Melton (Chair)
- Mr C Richards (Vice Chair)
- Mr J Sale Mrs M J Lovell
- A Mr D Stanley
- Dr W Pearce
- Mr N Perry
- A Mrs D Trusler
- Mr M Douglas
- Mrs S Tryner
- Mr J Fawcett
- Mrs K Potts
- Mrs M Lovell
- Mr M Simmons
- Ms D Gilbert

IN ATTENDANCE

- Mrs K Kerry – Acting Vice Principal
- Mr R Gladwin – Acting Vice Principal
- Mr R Vasey – CEO of Two Counties Trust
- Mrs H Robinson (Clerk to the Governing Body)

1. Apologies for Absence

There was a discussion regarding absence of D Stanley.

Action: The Clerk to send letter to D Stanley regarding the six month absence rule.

2. Declaration of Interest

- None

3. Review of Membership

- Staff Governor

An application had been received by a J Moody member of teaching staff at the Academy to be a Governor

AGREED

4. Minutes of Autumn 2 Meeting (8 December 2016)

Taken as a true record

AGREED

- Matters Arising

- Page 2 Manor College – the Governors asked if there was an update on the numbers for Manor College.

Mrs Kerry Acting Principal explained that there is a strategic drive to recruit to Manor College and members of the senior leadership are assisting with interviews for targeted students.

There was a discussion regarding the numbers required at Manor College and that there will not be collaboration with local secondary schools in the Mansfield Learning Partnership moving forward. The Governors were concerned regarding the viability of Manor College and the financial implications on the academy if there were insufficient students.

Minutes of Extra Ordinary meeting held on 19 January 2017

Taken as a true record

AGREED

5. Report to the Governing Body

Mrs Kerry Acting Principal presented a report to the Governors outlining the current progress of the Year 11 co-hort. The main points were:-

- Pupil Premium – the mocks show the Progress 8 score is -5.3 although this is a conservative estimate and is expected to be -0.17. When the Governors questioned this the Acting Principal confirmed it was due to the unknown grade boundaries in English and Maths.
- The subjects named in the areas to improve have shown an increase in the predicted A*-C from the previous exam results.
- The cohort is a sig – group

The strategies that have been put into place to facilitate this improvement included:-

- Teaching strategies include giving more teaching time to some subjects
- Excellent teachers from Swanwick Hall teaching modern foreign languages
- Children are enjoying lessons more and assessments are improving

A governor asked if Year 11 had dropped some subjects

Mrs Kerry confirmed that some students had dropped subjects. She outlined the legacy of the curriculum where students chose 3 subjects for 2 hours a week. The optimum number of GCSE's to study for a good progress 8 score is 9.

A governor asked what where the students studying who had dropped subjects.

The Acting Principal confirmed that students who had dropped a subject was being taught extra English and Maths.

A Governor questioned if the academy would be judged on the percentage of students achieving the English Bacculaureate

It was confirmed that the EBAC was no longer a performance indicator

- Meetings have been planned for parents/carers of Pupil Premium students in year 11 to discuss their child's progress. Pupil premium mentors have been allocated for the meetings. To enable the conversations to take place the Academy was closing on Monday 6 February.

A governor asked why the school would be closing and not having an evening event.

The Acting Principal confirmed that after a pupil premium parental survey meeting during the day were preferred

- Additional Parents' events are taking place for each subject areas which enables parents to ask questions of the teachers and for the teachers to hand out revision materials and advice on techniques.

A governor asked how the academy would know what percentage of the students were using the revision guides.

The Acting Principal explained that Academy Revision Strategy.

- There are two new Heads who are supporting the Lead on Behaviour who is working with targeted students in Year 11.
- 'Zorba' meetings were taking place where middle leaders discuss those Year 11 pupil premium students who are not achieving their target grade. The Middle Leaders share information and strategies of how they are going to move the students forward. Two weeks later the middle

leaders review their actions and share good practice. Mrs Kerry shared some examples with the governors.

A governor asked if this was a proven effective strategy.

There was a discussion regarding the success of the Zorba strategy at another school. Moving forward the plan is also to use the technique with all students. Other strategies which focused on teaching and learning included

- Seating plans – pupil premium students sit at the front in lessons.
- Question pupil premium students first and marking first.
- Links with the other schools in the MAT have facilitated closer working with other schools including work being moderated and staff from the Manor visiting the other schools.
- Monitoring the quality of supply staff teaching. The aim is to make the cover lessons the best they can be. A tracker is being maintained of all the cover work being provided. Long term cover staff are given the schemes of work and are included in the Quality Assurance process.

The governors asked if the Acting Principals were confident in their predicted results.

Mrs Kerry confirmed that she was confident with the processes in place that the results were reliable. She explained that the course content of some subjects was not covered towards the end of the year and therefore anticipated further improvements.

A governor questioned that could the work being carried out on pupil premium students showed progress however this could be to the detriment of the others.

Mrs Kerry explained the circumstances around the individual non-pupil premium students who were not performing and was impacting in the non-pupil premium figures.

A governor asked how many Pupil Premium students were also SEN.

Mrs Kerry confirmed in Years 7 to 11, 41 students out of 269 Pupil Premium students are SEN.

A governor questioned what support was in place for those students who were not SEN but were still vulnerable.

There was a discussion regarding the SEN support and provision currently, including the categories, how many students were funded and those who still required support without funding.

- Mr Gladwin, Acting Principal presented a report on the Quality Assurance Review for January. He outlined the main points of the recent Section 8 Monitoring Visit on 8 December with regard to how supply staff were monitored. Supply staff are now included in the statistics which has impacted on the figures.

In November 2016 75% of lessons were good or better. In January the figure was 70% which included supply staff which indicated 13% of supply lessons were good. Currently 6 members of staff are on Maternity Leave, two of whom were outstanding and the supply replacement is inadequate. There are also a teacher off with long term sickness.

The Governors asked how the underperformance of supply teachers was being addressed.

Mr Gladwin confirmed that all staff who are deemed to be inadequate would be given a dedicated coach of help from the Head of Faculty. The Heads of Faculty know it is their responsibility to support the supply member of staff.

There was a discussion regarding supply staff, the spread of cover and future plans the MAT have regarding supply staff.

There was a further discussion regarding the Quality Assurance Process.

6. Governor Monitoring Visits

There was a discussion regarding the number of monitoring visits and upcoming opportunities including

- Manor College
- Quality Assurance of Cover lessons, SEN and PP students
- Academy Development Plan
- Outstand visit to see students

Action: Clerk to advise of date when Governors to see students

Governors to email potential dates to Clerk for other monitoring opportunities

7. Academy Development Plan

Mrs Kerry outlined the additions and amendments to the Academy Development plan since the Ofsted Monitoring Visit including

- More targets have been added
- Year 7 curriculum – moved away from skills based curriculum to discrete subjects. This has been well received by parents.
- Alex Centre has now been changed to Inclusion Centre. Has a new Manager with the emphasis on restorative behaviour and reducing the number of times students come into the centre.
- The updated version is available on the portal

8. Correspondence/Information

- Nottscs Governor's Spring Newsletter
- Governance Handbook January 2017

9. Governor Training

- The in house training date is incorrect and will be rescheduled
- NCC Governor Conference Saturday 11 March 2017
- NCC Governorhub 'Hot Topic' training circulated

Action: Governor to contact Clerk to book required places

10. AOB

- Leave of Absence Request – Mr Gladwin outlined a Leave of Absence request for a member of the teaching staff for one day. After a discussion it was proposed that it would be taken as a day in lieu on one worked whilst on paternity leave due to an Ofsted visit.

AGREED

11. Date of Next Governors Meetings

Spring 2 Thurs 30 March

Summer 1 Thurs 25 May

Summer 2 Thurs 6 July

12. Determination of Confidentiality of Business

None

Meeting ended 19.11