**Minutes of meeting of the Full Governing Body**

*Held Thursday 2nd February 2023*

*Room WS5 – Ansford Academy*

**at 6:00pm**

Membership: Jennie White (Chair of Governors) Chris Culpin (Vice-Chair of Governors)

Rachel Purnell (Headteacher) Darrell Chainey

Arthur Llewellyn Rachel Laurie

Enita Andrews Paul Spencer

Kate Cravero Alison Bennett

Andrea Maistrello Ed Jones Michelle Harris Lindsay Murdoch

Attendees: Rachel Robbins (Clerk)

Su Perkins SENDCo

Fran Hirst (Deputy Headteacher (Welfare & Inclusion), Designated Safeguarding Lead)

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| **Item** | **Item** | **Owner** | | **Actions** |
|  | Welcome from Jennie White  Lindsay Murdoch welcomed to the board | | JW |  |
|  | Apologies from Michelle Harris who also tendered her resignation which was accepted.  Note from Clerk: The TOR (2021-22) determine the roles of the governors and committees. The Articles of Association (2011) states where the governors might come from thus: ‘The Members may appoint up to 2 Staff Governors through such process as they may determine, provided that the total number of Governors (including the Principal) who are employees of the Academy Trust does not exceed one third of the total number of Governors.’ The language throughout this section is not mandatory but suggests how the board might be assembled and where members might come from. This perhaps requires discussion by the board regarding the value or otherwise of having staff members serving on it. | | Clerk | Clerk to check whether TOR require a staff governor on the board.  (See left in blue.) |
|  | Approve minutes of FGB meeting held on December 1st 2022 | | JW | Approved |
|  | Matters Arising from FGB 01.12.22 not covered elsewhere on the agenda   * Discussion on whether we need a skills audit before appointing new members. General agreement that this would be apt * Prevent training – a reminder that some governors still need to do this by 16th February | | JW | Clerk to action skills audit  Clerk to assist by re-sending link |
|  | Declarations of Business Interests on the current agenda  None | | ALL |  |
|  | **SEND Information Report**  SP delivered her report and confirmed to governors that the statutory SEND information can be found on the website, ensuring compliance.  One governor asked for help with acronyms and helpful explanations were supplied enabling better understanding.  A governor asked how many members of the department are full time – 3.  A governor asked for an overview of the provision. SP explained that as a relatively new member of staff in the Academy she is currently undertaking an audit of some aspects of the provision such as the work done by the Teaching Assistants. Her judgement is that the TA support is good and is shared successfully, meaning that no pupil becomes too reliant on any 1 staff member. Interventions in Maths and English are working well and identified staff are undergoing training to become ELSA (emotional literacy support assistants) as we have had some gaps in this provision due to staffing changes.  A governor asked what opportunity SP has had to observe staff provision for SEND pupils in lessons. SP replied that she is currently undertaking learning walks and seeing examples of good adaptive teaching. As a whole school priority, the most recent INSET day was focused on SEND with further follow up planned. Planned practical advice and guidance on use of appropriate resources will improve provision further.  A governor asked how parents can be involved in shaping the future provision. SP replied that she had already met all parents of pupils with EHCPs and is planning further opportunities online meetings, phone calls and meet and greet mornings.  A governor asked how the Academy monitors the discipline and behaviour of SEND students. SP replied that there is close monitoring of all vulnerable groups as part of the whole school approaches. In addition, she attends the daily behaviour review meetings where individual incidents and students are discussed and appropriate reasonable adjustments are made to any consequences if that is appropriate. She is also able to access the full range of functions on Class Charts so is able to monitor SEND students in that way too.  A governor asked how much movement there was on the SEND Register - did pupils come off the register? SP answered – yes if monitoring reveals that no reasonable adjustments are made in their provision a conversation would take place with the family and then they are taken off the register.  SP was thanked and she left the meeting. | | SP | Report on Shared Drive |
|  | Review of Complaints and Compliments Logs Autumn Term  RP presented the log and a summary to help monitor any patterns of areas of concern. Overall, complaints have decreased compared to the same period last academic year which is a reflection of the developing culture and ethos of open communication with parents. RP emphasised that all complaints are viewed as an opportunity to develop provision and practice.  The Compliments Log is a new addition for this academic year and is a welcome positive addition. A governor asked if compliments are shared with staff -RP replied yes always either with individual staff concerned or with the wider staff if more general. | | RP | Document in shared drive |
|  | **Pupil Premium Statement**  Governors were asked for questions relating to the Pupil Premium Statement  A governor asked if there is an increase in number of pupil premium students FH advised that not significantly.  A governor asked what the positives are in this statement? FH highlighted the improvement in attendance and explained how attendance data is scrutinised every week and the evidence demonstrates that the interventions are having an impact.  A governor asked about outcomes and FH acknowledged that the outcomes had not shown the necessary improvement and this remains a key area of focus for current Year 11.  A governor asked if this is still the effect of lockdown? FH replied that it had been a factor.  A governor asked what the Academy’s target is this year for PP students at grades 9-5? FH did not have that information to hand in the meeting but can provide it.  A governor asked for clarification on how the money is spent as some spending appeared to be linked to staffing or training and was not just for PP students. The governors were reassured that the money can be used to benefit a group of children where there happen to be those in receipt of pp – it doesn’t all have to be spent just on those students directly.  A governor asked if the Academy can recommend that pupils should receive PP and was informed that families must apply for it themselves but we do send all the information home to encourage sign up. | | FH | Document in shared drive  Action FH |
| 9. | **Headteacher’s Report**  RP was questioned regarding the impact of the teachers’ strike. She explained that 70% of year 11 attended and it was a worthwhile day for them with a number of activities relating to the core subjects that had already been planned for later in the term taking place. There was positive feedback from parents and pupils.  RP explained that generic work in English, Maths and Science was uploaded for the remaining year groups so that striking teachers could not be identified by the absence of work set by them. Governors agreed that it was right to protect the identity of strikers and expressed the hope that future strike days will go as well. They expressed confidence in the SLT decisions in relation to the strike action.  A governor asked about some of the detail in the report about the rates of suspension and permanent exclusions in Somerset. RP explained that this information had been drawn from an which detailed a range of potential factors including funding constraints, shrinking services including the range of external support available within and beyond the local authority.  A governor asked about the numbers relating to truancy. It was explained that the evidence presented is internal truancy (pupils in school but not attending classes) and not truancy off site.  It was noted that the Academy can now demonstrate attendance figures above the current national and regional averages which is positive.  There followed general discussion with the Headteacher regarding the biggest challenge that she currently faces which is staffing in relation to recruitment and retention. It was noted that this is a national picture and one with no easy solutions. | | RP | Document in shared drive |
| 10. | Any matters of urgency not covered on the agenda  Risk register review  It was agreed that a governors’ strategy day would be beneficial and should be an annual event.  New date for FBAR – meeting currently scheduled for 8th May. To be decided at next planning meeting. | | JW | Clerk to survey governor for availability and arrange the date. |
| 11. | Confidential Item. Staff to leave the meeting. | | RP | Confidential papers sent separately |
| 12. | Dates of future meetings – please see separate document. Note that it has been agreed that all future meetings should start at 5pm. | |  |  |