

ST IVO ACADEMY LOCAL GOVERNANCE COMMITTEE

WEDNESDAY 9 NOVEMBER 2022 at 3.30 p.m.

ROOM 2, MAIN BLOCK

ST IVO ACADEMY

Membership: Claire Burke, Duncan Evans, Sam Griffin - Principal, Paul Mumford, Frank Newton, Philip Speer, Elaine Warriner, Heather Wood

Clerk: Emillie Newell

Distribution: Julie Bloor, Link Trustee Cambridgeshire, Melanie Basson, Regional Governance and Data Protection Officer, Astrea Academy Trust

In Attendance: Amanda Crellin, Lead Practitioner (Associate SLT) responsible for Personal Development, Maria Whateley, Personal Development Curriculum Lead, Clare Sherwood, Vice Principal, Mike Craig, Vice Principal, Ben Daly, Assistant Principal, Tomas Thurogood-Hyde, Assistant CEO and Lauren Ward Governance & Executive Services Manager

Agenda

Item	Subject	Format
1	Election of Chair	Clerk
2	Introductions and apologies	Chair
3	Declarations of interests and annual declarations	Chair
4	Terms of reference and scheme of delegation	Papers
5	Minutes of last meeting and matters arising – 14 July 2022	Papers
6	In attendance – Amanda Crellin and Maria Whateley <ul style="list-style-type: none"> Update the committee on the work undertaken to date relating to personal development. 	CI/Wh
7	Principal's Report – committee members questions of Principal's report. Areas covered in the report: - Safeguarding Examination outcomes 2022 – analysis and review Year 11 Maximising Achievement Update Curriculum Teaching and Learning Behaviour and culture Attendance Marketing for 2023 Pupil Premium Planning and Update Any other academy matters – including enrichment and community	Papers Sw/Cg
8	Academy Improvement Plan	Papers Sw/Cg
9	Policies: Clare Sherwood and Ben Daly introducing the new behaviour and culture framework policy to the committee.	Papers Sw/DI
10	Link roles and responsibilities	Chair
11	Any other urgent business	All
12	Date of next meeting: 18 January 2023 3.30 p.m. Room 2, Main Block, St Ivo Academy	

ACTION TRACKER – 2022 -2023

DATE OF MEETING	ITEM NUMBER	ACTION REQUIRED	BY WHOM	STATUS
14 July 2022	3.1	Mr Speer to write to all members if staff at the end of the academic year	Mr Speer	Completed – 21 July 2022.
14 July 2022	7.1	Invite Miss Crellin to the Autumn meeting to provide the committee with an update in relation work undertaken to date in the area of personal development.	Clerk	Completed. Attending meeting on 9 November 2022
14 July 2022	7.1	Mr Speer to contact Mrs Bloor, Link Trustee for Cambridgeshire regarding new initiatives.	Mr Speer	Completed – 2 November 2022

ASTREA LOCAL GOVERNANCE STATUTORY INFORMATION: ST IVO ACADEMY 2022/2023

First Name	Last Name	Appointed	Term End Date	Meetings Attended 2021/2022	Employment, Appointments & Directorships	Non-profit Membership	Astrea Connections	Contractual Interests	Other Education Appointments
Claire	Burke	23/09/2022	22/09/2026	N/A	Primary School Teacher, Thorndown Primary School, St Ives	None declared	None declared	None declared	Primary School Teacher, Thorndown Primary School, St Ives
Sam	Griffin	Principal, St Ivo Academy	Principal, St Ivo Academy	4/5	Principal, St Ivo Academy	ASCL	None declared	None declared	None declared
Duncan	Evans	23/09/2022	22/09/2026	N/A	Metropolitan Police Service	None declared	None declared	None declared	None declared
Paul	Mumford	23/09/2022	22/09/2026	N/A	Project Director – Urban and Civic (master developer active at Alconbury Weald, Huntingdon, Wintringham and St Neots)	None declared	None declared	None declared	None declared
Frank	Newton	01/03/2019	28/02/2023	5/5	Retired	Trustee and Treasurer for Huntingdon Society for the Blind	None declared	None declared	Chair of Governing Body of Thorndown Primary School, St Ives

First Name	Last Name	Appointed	Term End Date	Meetings Attended 2021/2022	Employment, Appointments & Directorships	Non-profit Membership	Astrea Connections	Contractual Interests	Other Education Appointments
Philip	Speer	01/03/2019	28/02/2023	5/5	Consultant, Thomson Webb & Corfield LLP Company Secretary Artisan UK Plc	Trustee – Hemingford Peace Memorial Field Trustee – Vernon Cade Trust The Law Society Humanists UK	None declared	None declared	None declared
Elaine	Warriner	01/03/2019	28/02/2023	5/5	Assistant Principal, St Ivo Academy	Historical Association National Education Union	None declared	None declared	None declared
Heather	Wood	23/09/2022	22/09/2026	N/A	Head of Service – Housing Advice South Cambridgeshire District Council, Shire Homes Lettings (a council owned company)	Fellowship of the Chartered Institute of Housing	None declared	None declared	Vice Chair of Governors at Thorndown Primary School

Former members

First Name	Last Name	Appointed	Term End Date	Meetings Attended 2021/2022	Employment, Appointments & Directorships	Non-profit Membership	Astrea Connections	Contractual Interests	Other Education Appointments
Richard	Potter	01/03/2019	12/07/2022	2/5	Sir Harry Smith Community College	None declared	None declared	None declared	Sir Harry Smith Community College
Charles	Glanville	01/03/2019	03/05/2022	0/5	The Glanville Partnership	European Association of Cardiothoracic Surgeons	None declared	None declared	Member of ACES Academies MAT
Adrian	Smith	01/03/2019	04/10/2021	4/5	Market Operator Services Limited (MOSL), Southampton Emulus Communications Ltd	None declared	None declared	None declared	None declared

Astrea Local Committees Terms of Reference

With effect from 1st September, 2022

Introduction

As a charity and company limited by guarantee, the Trust is governed by a board of trustees (the **Board**) who have overall responsibility and ultimate decision making authority for all the work of the Trust, including the establishing and running of the academies maintained by the Trust.

In order to support the effective operation of the Trust and the Academies, the Board has established a number of committees to which it has delegated certain powers and functions. These terms of reference set out the constitution, membership and proceedings of the Trust's local committees.

In summary, the Board has established two different types of committee:

- main Board committees which are established to deal with Trust-wide matters such as Education and Standards; Finance and Budget; People and Remuneration; Audit and Risk Assurance (**Board Committees**); and
- local committees which are established by the Board to support the effective operation of the Academies.

Local Governing Bodies outlined under the articles appointed pursuant to Articles 100-101A and 104 will be known in practice as Local Governance Committees (LGCs).

The Board will review these Terms of References together with the membership of the local committees at least once every twelve months.

These Terms of Reference may only be amended by the Board. The functions, duties and proceedings of LGCs set out in these Terms of Reference shall also be subject to any regulations made by the Board from time to time.

1 Establishing the Committees

The Board has resolved to establish local committees for its Academies each as a separate committee of the Board. A local committee may act in respect of two or more Academies.

For schools in need of a high level of support and direction from the Trust, a Trust Management Board (TMB) will be established and employees of the Trust will be assigned to be included as members. The functions of these Boards will mirror those of the Local Governance Committees (LGCs) though its members will – by virtue of their position within the Trust – exercise greater direction than an LGC.

Local committees have five core accountabilities:

1. To ensure that the vision, ethos and strategic direction of Astrea is maintained within each school.
2. To hold school leaders to account for the educational performance of the schools, the inclusion of all pupils and the offer a knowledge-rich and broadly-based curriculum.
3. To work with the school's leadership and central team to ensure that high standards of safeguarding are maintained.
4. To promote positive parent, community and stakeholder engagement and to drive school-to-school partnerships for improvement within the Trust.
5. To identify, understand and report to Trustees any strategic risks facing the school.

2 Membership

- 2.1 All local committee members are formally appointed by the Trust, including in circumstances where they are elected by a stakeholder body or co-opted by the committee.
- 2.2 The Trust may appoint such independent persons as it deems fit to be members – including the Chair - of Trust Management Boards, provided that the numbers in each category do not exceed those indicated for LGCs.
- 2.3 Each LGC operating in respect of one Academy shall, unless the Board resolves otherwise, have a minimum of five members and a maximum of twelve members.
- 2.4 Each LGC operating in respect of two or more Academies (a “joint LGC”) shall, unless the Board resolve otherwise, have a minimum of seven members and a maximum of fourteen members
- 2.5 The membership of each LGC (each an LGC Member) shall be as follows (unless the Board resolve otherwise):
 - Up to two parent members;
 - Up to two staff members;
 - The Academy Principal;
 - Up to seven persons appointed by the Trust;

- LGC2.5.1 The membership of each joint LGC shall be as follows (unless the Board resolves otherwise):

- Up to 1 parent member per Academy
- Up to 1 staff member per Academy
- Up to 1 Principal per Academy
- Additional persons appointed by the Trust so that a minimum membership of 7 is achieved, subject to a maximum of 14

2.6 The Trustees shall:

- 2.6.1** determine all matters relating to an election of parent local committee Members, including any question of whether a person is a parent of a registered pupil at an Academy. When a vacancy arises, the Principal(s) will write to all parents at the Academies in question seeking parents to nominate themselves for the vacancy. Nominees will be asked to provide a personal statement identifying their skills and suitability for the role. In the event that the number of suitably experienced nominees equals or is less than the number of vacancies on the LGC, the LGC can choose to appoint all (or any) of those nominated. If there are more nominees than places available, the Principal(s) will write to all parents at the Academies in question asking them to vote for their preferred candidate.
- 2.7** The LGC may co-opt two staff members whose experience, skills and attributes would benefit the committee.
- 2.8** The term of office for an LGC Member appointed on or after 1st September 2021 shall expire on the last day of December, March or August, being the first of these dates to fall four years after a member is appointed, save that this time limit shall not apply to a Principal and is subject to remaining eligible under the terms of Section 8 of these Terms of Reference. For illustrative purposes, this means that a committee member appointed on 10th October 2021 shall reach the end of his or her term of office on 31st December 2025.
- 2.9** A parent committee member who ceases to be eligible under the terms of 8.1.13 of these Terms of Reference may, by resolution of the committee, have their ongoing appointment confirmed to the end of its original four-year period.
- 2.10** Subject to remaining eligible, any member may put themselves forward for re-appointment or re-election (as the case may be).

3 Chairs

- 3.1** The term Chair refers to the person appointed under this paragraph as chair of the relevant local committee.
- 3.1.1** the LGC Members shall at the first meeting of each academic year appoint an LGLGC Member to act as Chair of the LGC;
- 3.1.2** the LGC Members will elect a temporary replacement from among the members present at the meeting in the absence of the Chair;
- 3.1.3** the Trust shall appoint the Chair of a TMB.

4 Authority, remit and responsibilities of the local committee

- 4.1 Each local committee shall be responsible for the matters as set out in the Scheme of Delegation and below in Appendix A.
- 4.2 Each local committee is authorised by the Board to:
 - 4.2.1 Carry on any activity authorised by these Terms of Reference; and
 - 4.2.2 Seek any appropriate information that it properly requires to carry out its role from any senior employee of the Academy and all senior employees shall be directed to co-operate with any request made.
- 4.3 The establishment of any new sub-committees other than ad hoc working groups required to deal with specific issues, must be agreed in advance with the Trust CEO.

5 Proceedings of local committee meetings

- 5.1 The local committee will meet as often as is necessary to fulfil their responsibilities but at least six times a year (unless otherwise resolved by the Board), and to review the frequency of meetings as necessary or on the advice of the Trust.
- 5.2 Meetings attended by three or more full members of the committee shall go ahead. Where fewer than three members attend, the Chair may determine whether the number of members attending a meeting is sufficient for the committee usefully to discharge its responsibilities.
- 5.3 The relevant Principal(s) shall ensure that a clerk is provided to take minutes at meetings of the committee.
- 5.4 Any resolution at a meeting of a LGC must be determined by a majority of the votes of the members present and voting on the matter.
- 5.5 Each committee member present in person shall be entitled to one vote.
- 5.6 Where there is an equal division of votes the Chair shall have a casting vote.
- 5.7 A register of attendance shall be kept for each committee meeting and published annually on the relevant Academy's website.
- 5.8 Local committees may invite attendance at meetings from persons who are not members to assist or advise on a particular matter or range of issues. Any member of the Executive Board may also attend and speak at local committee meetings.
- 5.9 References to the "Chair" shall in the absence of the Chair be deemed to be references to the chair of the relevant committee meeting.

6 Conduct of Committee members

- 6.1 All committee members shall observe at all times the provisions of the Code of Conduct.

7 Members' Interests

- 7.1 Local committee members are required to declare any business or other interests in any item being discussed at a meeting.
- 7.2 Each committee member, if present at a meeting, disclose their interest, withdraw from the meeting and not vote on a matter if:
 - 7.2.1 there may be a conflict – or the appearance of a conflict – between their interests and the interests of any of the Academies or the Trust;
 - 7.2.2 there is reasonable doubt about their ability to act impartially in relation to a matter where a fair hearing is required; or
 - 7.2.3 they have a personal interest (this is where they and/or a close relative will be directly affected by the decision of the committee in relation to that matter) in a matter.

8 Disqualification & Removal of Committee Members

- 8.1 A person shall be ineligible for appointment to a local committee and, if already appointed, shall immediately cease to be a member if the relevant individual:
 - 8.1.1 is or becomes disqualified from holding office under the Trust's Articles of Association;
 - 8.1.2 is or becomes disqualified from holding office as a governor of a school or academy;
 - 8.1.3 is included in the list of teachers or workers considered by the Secretary of State as unsuitable to work with children or young people;
 - 8.1.4 is barred from any regulated activity relating to children;
 - 8.1.6 is convicted of any criminal offence (other than minor offences under the Road Traffic Acts or the Road Safety Acts for which a fine or non-custodial penalty is imposed or any conviction which is a spent conviction for the purposes of the Rehabilitation of Offenders Act 1974);
 - 8.1.7 has been fined for causing a nuisance or disturbance on school/academy premises during the 5 years prior to or since appointment or election as a Committee member;
 - 8.1.8 refuses to an application being made to the Disclosure and Barring Services (DBS) for a criminal records check;
 - 8.1.9 commits a serious breach of the Trust's Code of Conduct or any standing order or protocol implemented by the Board, as determined by the Trust;
 - 8.1.10 is absent without the permission of the committee from all their meetings held within a period of six months;
 - 8.1.11 resigns his/her office by notice in writing to the relevant Chair;
 - 8.1.12 in the case of a Principal, they cease to be the Principal;

- 8.1.13 in the case of a parent elected (including elected unopposed) to the position of a parent committee member, they cease to be the parent of a child registered at the school and the committee has not resolved to re-appoint them for the remainder of their original term;
- 8.1.14 in the case of a member of staff elected (including elected unopposed) or appointed to the position of a staff committee member, they cease to be employed at the school or schools for which the committee is responsible;
- 8.1.15 their term of office expires and they are not re-appointed.
- 8.2 The Trustees shall have the right at their sole discretion to remove or suspend (on such terms as they see fit) any committee member by written notice to the member and the relevant Chair.
- 8.3 The suspension from employment duties of any committee member who is an employee of the Trust shall have the effect of suspending their membership of the committee.
- 8.4 Any committee member who is subject to a banning order issued by the Principal shall be deemed to be suspended from the committee for the duration of the ban.
- 8.5 The CEO may suspend a local committee member where it is necessary to undertake an investigation into any alleged breach of the Code of Conduct.

9 Reporting Procedures

- 9.1 Within 5 working days of each meeting, the Clerk will produce draft minutes of the meeting;
- 9.2 Within 15 working days of each local committee meeting, the draft minutes will be received by its members and agreed as a final, accurate record of the meeting;
- 9.3 Once ratified at the subsequent meeting of the committee, the final adopted committee minutes will be held by the Central Governance Team and the Academy Office as an official record.
- 9.4 The Chair of the local committee shall meet, or arrange for a deputy to meet, the Link Trustee and will report on the committee's work.
- 9.5 Each committee shall conduct an annual review of its work and shall communicate its finding to the Trust.

Appendix A: Remit and Responsibilities of the local committees

The powers and functions delegated by the Board to the committees are set out in detail in the Trust's Scheme of Delegation as approved by the Board and in summary include the following which should be read in conjunction with the scheme of delegation:

- 1 To ensure that the vision, ethos and strategic direction of Astrea is maintained within each school.
- 2 To hold school leaders to account for the educational performance of the schools, the inclusion of all pupils and the offer a knowledge-rich and broadly-based curriculum.
- 3 To work with the school's leadership and central team to ensure that high standards of safeguarding are maintained.
- 4 To monitor and advise on the running of the Academy in terms of learning, standards, safety and wellbeing. This includes identifying committee members that take on a special link responsibility in the following areas: Safeguarding, SEN, Grants (PP/PE/COVID Catch-up).
- 5 To promote positive parent, community and stakeholder engagement and to drive school-to-school partnerships for improvement within the Trust.
- 6 To support the Academy's senior management staff to deal with parental complaints pursuant to the Trust policy on parental complaints and support Principal(s) in recruitment and selection, grievance and disciplinary processes where appropriate.
- 7 To review the decisions of Principals of other Academies within the Trust in exclusion cases where appropriate and, if requested, recruitment panels.
- 8 To record visits to the Academy/Academies both during school hours (with prior arrangement with the Principal) and for evening events.
- 9 To identify, understand and report to Trustees any strategic risks facing the school. To draw any significant recommendations and matters of concern to the attention of the Trust Board via the Link Trustee.

**MINUTES OF THE
ST IVO ACADEMY LOCAL GOVERNANCE COMMITTEE MEETING
WEDNESDAY 14 JULY 2022 at 3.30 p.m.
PRINCIPAL'S OFFICE**

PRESENT:

Sam Griffin

Frank Newton

Emillie Newell (Clerk)

Philip Speer

Elaine Warriner (joined at 16:05)

APOLOGIES:

None received

IN ATTENDANCE:

Tim Blake, Executive Principal, Astrea Academy Trust

ITEM	DISCUSSION	ACTION
1.0	Apologies	
1.1	No apologies received.	
2.0	Declarations of Interest	
2.1	There were no declarations of interest in relation to any item on the agenda for this meeting.	
3.0	Minutes of the last meeting, action tracker and matters arising	
3.1	Minutes of the last meeting held on 11 May 2022 approved. ACTION: Mr Speer to write to all members of staff at the end of the academic year.	Mr Speer
4.0	Feedback Tim Blake, Executive Principal	
4.1	Mr Blake provided his final update to the committee. Steady progress has been made in terms of cultures, strengthening these, and promoting positivity; the training delivered to staff is training filtering through in terms of language used.	

A good foundation for September 2022 is now in place and this is also referred to in the Self Evaluation Framework.

Positive responses were gathered in the student voice work undertaken in June 2022, with students expressing an awareness of values, vision, and the 'work hard, be kind' mantra. Students were aware of the code of conduct and what expected in terms of culture, positive responses were also given in terms of classroom routines with students expressing that these have had a positive impact; students are now calmer in and out and lessons. Work continues in relation to improving uniform standards and morning addresses will continue to take place. Not all students can articulate the changes that are taking place and in response to this further re-enforcement will be needed to ensure that this is part of everyday vocabulary; onboarding new students in September will be of particular significance to further re-enforce this mission.

Older students as part of the student voice commented that the new systems are repetitive, and they were less positive about morning address. From September the morning address will be shortened from five minutes to three minutes.

Further work is required to recognise those students who meet expectations but are not praised. Mr Blake advised that a wider sample survey in September/October 2022 will be organised. Overall, responses from students are positive.

Mr Blake informed the committee of the new trust wide behaviour policy to be launched in January 2023, with Ms Sherwood taking the post of Vice Principal (responsible for behaviour) there will be greater accountability and oversight of this area with quality assurance for consistency, students will be held to account and data monitoring will be responsive and interventions will be put into place. The initiative of split lunches remains under discussion.

Positive progress is also being made with engaging members of the community. Parents have joined listening sessions and the use of social media is promoting events taking place within school, most recently the awards evening.

Mr Speer questioned Mr Blake on how pleased he was on balance with what had been achieved since January 2022.

Mr Blake advised that there had been a lot of work conducted by leaders in the school and now was the time to build momentum, sustain this and then raise the bar higher in order to achieve more.

Mr Newton asked if the no go areas and restricting where students can go on the school site was working well.

Mr Blake advised that they were working, and it was better than not having them as the school area is such a broad site lending itself to having areas where supervision is not possible. With the restricted areas in place, students are monitored much more closely now.

Mr Newton commented that certain year groups had caused problems previously, with the new systems in place, expectations are then set in year 7 which then assists with getting the message through before they move up throughout the school.

With Covid now been less active, students are benefitting from assemblies and award ceremonies. Mr Griffin added that the subject award ceremonies for years 11 and 13, took place on 13 July 2022. The evening was positive and very well received.

Mr Griffin acknowledged that the challenge is recognising those students attending school and doing the right thing every day. Miss Macleod, Head of Music will take on the lead role of Praise and Reward and the expectations of staff next year will be to acknowledge students doing the right thing every day.

Mr Blake added that success is desirable and achievable for everyone, and praise and rewards will be given to students displaying the desired values and qualities.

Mrs Warriner added that form tutors acknowledge those students who have not received C1s or negative points throughout the year.

Mr Griffin commented that Mr Daly and Mr Varey have been working on the behaviour framework reviewing routines, structures, sanctions, and rewards.

Mr Speer acknowledged that the behaviour system needs to be balanced.

Mr Blake commented that adding reward pathways will help students to recognise that success is central to good behaviour. Mr Griffin added that this work has been undertaken with all secondary schools and the central team working in a collegiate way.

Mr Newton reported that he was interested in the underachievers and other students to have an incentive.

Mr Speer requested that another student voice exercise is undertaken towards the end of the Autumn term to gauge student buy in. Mr Speer questioned the proportion of staff training time focussing on behaviour compared to other areas such as Teaching and Learning.

Mr Griffin advised that it is difficult to distinguish between pedagogy and behaviour techniques, teaching techniques is not behaviour management. The text "Teach like a Champion" has been used and has taken up seventy per cent of training days. Mr Wilson will plan training days for the remainder of the academic year and a programme will be rolled out.

Mr Speer commented that this is a major area of work to ensure that the right culture established.

Mr Newton questioned whether less disruptive behaviour has been seen during lessons.

Mr Griffin advised that behaviour in lessons does appear to be less disruptive, with the Reflection Room receiving those hard-core students in each year group, with the same students in there frequently. This has highlighted that well above 75% of staff are not sending students out of class. Mr Wilson is supporting those members of staff regularly sending students to the Reflection Room. Behaviour outside of lessons much calmer and the red lines excluding students from certain areas do work.

Mrs Warriner commented that the refresher sessions covering various aspects of behaviour management may not be well received by staff at the end of a long day and added that there is so much more to teaching and it is a worry that curriculum time may be lost.

Mr Griffin added that the idea of the training is to bring everyone to a standard level as not everyone is as skilled and this is designed to help specific members of staff to manage behaviour, with lessons being as close to disruption free across the school, some departments will then experience what other departments have had over the years. These

	<p>conditions will allow great teaching to take place and therefore over communication and reminders are required to secure this.</p> <p><u>Mr Speer commented children are to be educated, not managed.</u></p> <p>Mr Blake stated that is about changing the culture before taking subjects on the curriculum journey, culture and curriculum must sit together as they are interdependent.</p> <p>Mr Speer stated that the journey over last two terms and embedding the work on culture enables us to think about the next steps.</p> <p>To conclude, Mr Griffin informed the committee that Mr Blake will continue to be attached to St Ivo for one or two days a week for quality assurance and embedding.</p> <p>Mr Blake thanked Mr Griffin and his leaders who have enabled his work to happen and confirmed that he will continue to provide support in a different format during 2022 -2023.</p> <p>Mr Blake left the meeting at 16:14 hours.</p>	
5.0	Chair's Update	
5.1	Mr Speer informed the committee of Mr Potter's resignation from the committee on 12 July 2022. On behalf of the committee, Mr Speer thanked Mr Potter for his time with the St Ivo School governing board and the St Ivo Local Governance Committee.	
5.2	Recruitment to the committee	
	Mr Speer informed the committee that there is a number of parents expressing an interest in joining the committee. Meetings have taken place to manage expectations and to outline what a committee member means. Mr Speer advised that two committee members would be chosen in a parent ballot but he and Mr Griffin hoped that, out of the interested parents, it might be possible to find two other members who also had valuable community links.	
6.0	Principal's Report	
6.1	<p>Mr Griffin's report was circulated to the committee prior to the meetings. Before opening the meeting to questions from the committee, Mr Griffin discussed those members of staff leaving in the summer, referring to long serving members of staff Miss Morrison and Mrs Carmichael. Mr Griffin commented that this year there was a low-level turnover of staff with staff moving on for promotions and new members of staff have been recruited for September 2022.</p> <p>Mr Speer referred to the named leavers in Mr Griffin's report and commented that Mr Maynard and Mrs Moore were also governors at St Ivo School at one stage.</p> <p>Behaviour data</p> <p>Attendance</p> <p>Mr Griffin referred to the attendance data and informed the committee that trust discussions had taken place this morning. It was acknowledged that in some areas the data for attendance was quite worrying compared to what we have seen in previous years but highlighted that this is the national picture; this is the end of year DFE figure and the Cambridgeshire average for secondary schools due to the impact of Covid.</p>	

Interform sports mornings have also impacted the attendance rate as these were very poorly attended, for example 67% attended for Year 8. Mr Griffin informed the committee that discussions with the PE department will be held as a consequence of the interform days impacting on year group attendance.

Fixed term suspensions

Mr Griffin referred to fixed term suspensions rising, sharply and the impact of the work with the trust in terms of behaviour, culture, and consequences, the more the system evolves then more there are sanctions for failing to meet expectations.

Mr Newton referring to the suspension data for year 8s and 9s, in particular the number of suspensions for female students and the reason for this.

Mr Griffin advised that within the year 9 cohort there is a group of girls with challenging behaviour, some of these students have since moved elsewhere. Within the year 8 cohort there has been a rise in the number of girls fighting. Mrs Warriner added that this is due to social media, Tik Tok and issues outside of school and bringing these issues into school.

Mr Newton commented that this data was very worrying; this led the committee to discuss permanent exclusions and the arrangements within Cambridgeshire. Mr Griffin stated that monitoring takes place of frequent removals from lesson and suspensions and informed the committee of the use of pre-exclusion plans put in place for those students.

The increase in year 10 suspensions is due to non-attendance at SLT detentions on a Friday after school from 3.00 p.m. to 4.30 p.m.

Mr Speer commented on the attendance figures and recognised that there is a new team in place and requested that attendance had some focus in September 2022 to improve the current attendance rate.

Mr Griffin advised that work would take place in the new academic year to re-educate parents about the importance of attendance.

Mr Newton enquired as to whether maths and science appointments had been made for September 2022.

Mr Griffin confirmed that both departments were fully staffed for next year.

7.0	Self-Evaluation and Academy Improvement Development Plan	
7.1	<p>Mr Griffin discussed the Self-Evaluation Framework (SEF) draft with the committee and explained that this is with Regional Directors as a team, this will be discussed again once GCSE results are available. In view of personal development provision (for students not staff) this area would remain graded as require improvement.</p> <p><u>Mr Speer commented that this area could be something a newly elected member of the committee could contribute to.</u></p> <p>Discussion took place regarding the changes to the Ofsted framework.</p> <p><u>Mr Speer raised the difference in availability of taught personal development curriculum for key stage 3, receiving two hours with key stage 4 currently receiving more and the fact that this is to reduce to two hours from 2023 -2024. Mr Speer expressed that this was astonishing since this is a key focus in context of Ofsted, and it is most regrettable that year 10 and 11 students will receive less formal time for personal development.</u></p> <p>Mr Griffin informed the committee that some elements of PD appear in assemblies and tutor time activities. Miss Crellin has a schedule of specific topics to evidence the delivery of personal development.</p> <p><u>Mr Speer commented that it is unfortunate that the time has been reduced at a stage when children require it more at Key Stage 3.</u></p> <p><u>In terms of personal development, Mr Speer requested that Miss Crellin is invited to the first meeting in the autumn to discuss the work that has been taking place in this area.</u></p> <p>ACTION: Invite Miss Crellin to the first meeting in the autumn term.</p> <p>Mr Griffin explained that this was to allow more time for English and maths.</p> <p><u>Mr Speer raised concerns about the Home School Agreement –and the very mixed feedback from the focus group reported by Mr Griffin.</u></p> <p>Mr Griffin advised that as part of the listening sessions those who had attended were asked to proofread the home agreement. Half of the responses stated that they would refuse to sign it and commented that the school was “overzealous and only interested in punishing children.” DfE guidance states that parents must accept any punishment the academy deems appropriate.</p> <p><u>Mr Speer enquired as to whether it would be possible to develop a more acceptable Home School Agreement and whether this was intended for all students or only as part of the behaviour policy.</u></p>	Mrs Newell

	<p>Mr Griffin advised that this was prescribed by the trust and was for all students.</p> <p><u>Mr Speer and Mr Newton expressed their concern about getting parents on side and this home school agreement having the opposite effect and alienating people. Even if the agreement is sensibly drafted half of all parents may refuse to sign it and then the initiative becomes damaging to students, staff, and the parent body.</u></p> <p>Mrs Warriner commented that there have been positives with improved behaviour at lunch and breaktimes. To conclude Mr Griffin stated that with the core routines and more training taking place with Teaching and Learning, routines and other initiatives during the year, the new behaviour policy will be implemented later in the academic year.</p> <p><u>Both Mr Speer and Mr Newton both freely expressed that they did not share any positivity in relation to the new initiatives and would raise this with the link trustee, in view of the parent view negatively impacting on the inspection in November 2021.</u></p> <p>ACTION: Mr Speer to contact Mrs Bloor, Link Trustee for Cambridgeshire.</p>	Mr Speer
8.0	Member visits report	
8.1	Nothing to report at this meeting. Mr Speer is to meet with Dr Craig in relation to Pupil Premium and grants.	
9.0	Any other business	
9.1	None.	
10.0	Date of next meeting	
10.1	Dates of meetings for 2022 -2023 to be confirmed.	
	Meeting ended at 17:21	