



ACADEMY COMMITTEE MEETING

Date: Thursday 26th March 2026
 Time: 4.00pm
 Venue: Crown Street Primary School

Clerk: A Maugham
 Present: F Booth, S Hilton, H Thompson, L Woolley, P Wanless and A O'Leary N Daniel

	Action	Initials
1	ROVs to be booked in for the summer term	All
1	Completed ROVS to be sent to the Head of School and the Clerk	All
2	Copy of School Evaluation Form sent to Governors	AJM
2	SEND RoV to be completed	AO'L
2	Governors to contact HT if they would like to attend a QAV Visit	NB
2	QAV 3 date has been changed to 30/04/2026, from 08:30 until 11am	All
3	Look at section 175 audit with FB	HT/FB
4	Governors are asked to complete the four mandatory training modules	All
4	Governors to contact the Clerk if there are any issues with access to training	All
4	Certificates for training to be sent to the Clerk for retention	All

Agenda – Part 1

Category	Item	Notes	Action
1	Governance Arrangements	HT had uploaded slides for Governors to read before the meeting. The school have high expectations; they are consistent and have routines such as walking down the corridor. Everyone in school has a responsibility for behaviour, the Head, Teachers, Learning Support Assistants and Admin. It must be a culture. Routines and consistency are important, things such as wonderful walking, lovely lines, and super sitting. "Letting them off is letting them down". The school is empowering the older children to become role models for the younger children.	

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		Within the policy are restorative conversations so that the child has an understanding what's happened, why it's happened, who it might have impacted, and the consequences of their actions.	All
	Apologies	No apologies New Clerk welcomed	
	AOB items	There were no other items of business to raise which were not covered in the agenda for this meeting.	
	Declarations of interest in any of the agenda items	There were no declarations of interest made for any of the agenda items for this meeting.	
	Register of interests	Governors are asked to check the information is correct and make amendments. Register subsequently updated and published on school website.	All
	Link Governor Roles and Responsibilities	Governors all agreed to Link roles. Visits to be booked in for the summer term	All
	Actions	All actions completed Governors confirmed they are receiving the School Newsletter.	
	Pupil Outcomes	Governors are asked to review the data circulated prior to the meeting and are welcome to ask any questions. The only statutory data is for the reception cohort for the last year and their progress towards Good Level of Development (GLD). HT advised a focus on Phonics. Displayed a Phonics tracker on screen and advised the Governors how the data is broken down within the tracker. The pass rate is 32 out of 40. Discussion about the high levels of mobility and the implications of this. Q – Are disapplied children included in the figures? A Yes. HT discussed different pupil groups- Pupil Premium (PP), EAL, SEND and then Summer Born, as another level of tracking. PP funding is used to close the gap with non-Pupil Premium children. 14% PP.	

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		HT informed that she sits with teachers to conduct Pupil Progress Reviews (PPR). In this intricacies of child performance are discussed.	
	School Development Plan	The School Development Plan was circulated prior to the meeting. It is a 2-year plan which is continually updated. It consists of a one-page summary and a much longer in-depth document. It is a RAG (Red, Amber, Green) rated document a visual, traffic-light system. It is discussed with staff at professional learning meetings. It is a document that is continually reviewed and updated.	
	Confirm school curricula and assessment is in line with statutory requirements and Trust approach	HT, as Head of School, confirmed that the school curriculum and assessment is in line with the statutory requirements and the Trust approach.	
2	Confirm curriculum policies are in line with statutory guidance	HT also confirmed that all curriculum policies are in place in line with statutory guidance.	
	School Self Evaluation	The SEF will be reviewed throughout the year and a completed SEF will be shared with Governors at AC3. Safeguarding is a binary standard it is either met or not met. <u>Internal SEND Audit</u> took place in November led by Trust Director of Inclusion. Lots to celebrate and priorities for next steps identified and already being acted upon, for example dedicated SEND teacher in response to high levels of need. Audit shared with Governors prior to the meeting. SEND Governor invited to follow up on this during visit during the Summer term. LW updated that there is now additional SENDCO support from another primary school, dedicated spaces within the school, AT implementing an action plan.	

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		Q- EAL- any links with other schools? A- Yes. In the process of setting up an English as an Additional Language (EAL) Strategy. Developing a culture of multilingual learners and celebrating richness this brings to school community. AO'L offered to provide link details of a school he worked with recently, rated 'Outstanding'.	AO'L
	Quality Assurance Visit report	<u>Quality Assurance Visit 1</u> which took place on 21/01/2026 has been distributed prior to the meeting. Undertaken by LW and Executive Head of Primary, JM. Governors encouraged to attend these visits, dates are set in advance. The visit and the report provide reassurance to Governors that there is both support and challenge for the Head of School.	
	Finance update	Governors reviewed the Management Accounts November and December 2025. HT explained lag time in income and expenditure E.g. Pre-School and Kids Club. Q – Did you have to challenge the council for the SEND budget you were given? A – Yes. HT advised that staffing and pay awards are always one of the biggest costs. LW added that the budget is tight, but that the Head is being prudent with all financial decisions. Pupil numbers are the most significant influence over the school's income. Q- Does new funding arrive with new pupils? A- Yes, but it depends on when they start with us as funding is allocated at certain points in the year. October census drives the budget.	
	Policies	No school-level policies to approve.	All
	Safeguarding and SEND Link Governor updates	At future meetings the Safeguarding and SEND Governors will give a verbal update of their visits to school. FB updated that she had attended in February and had a detailed discussion about the behaviour policy. She did a walk around the school and was able to meet staff and	

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		pupils. She was able to ask scenario-based questions to see how they would deal with situations. They had recently completed a fire drill and FB was encouraged that they gave great answers. She reflected on 'wonderful walking', space for emotional regulation, reading stories, witnessed strong relationships that have been built with the families. Discussed safer recruitment, asking explicit, direct and clear questions and training given to staff. She felt an open-door culture on whistleblowing was strongly established. SCR is up to date and being reviewed regularly. Focus for next time to include more staff voice in relation to Safeguarding. SEND RoV to be provided at next meeting.	
3	Governor monitoring	Behaviour and Safeguarding update Governors reviewed the Behaviour and Safeguarding update which had been circulated with the meeting. HT updated Governors on her recent training as Designated Safeguarding Lead (DSL) for child sexual abuse which she found very useful and has shared with staff. Upcoming training: Child criminal exploitation, Child neglect training HT advised she has completed section 175 audit. HT updated about the consultation of the curriculum of Relationships and Sex Health Education (RSHE). The government has released statutory guidance and is due to change in September 2026. HT has started the consultation process with parents, acknowledged by SH and PW. The school will work with parents to feel more confident and reassured that teaching will be age appropriate. Child Protection Online Monitoring System (CPOMS) is used to record safeguarding referrals to the DSL. Not all referrals need to go any further. Incidents can be multi layered and encompass more than one area such as behaviour, relationship and SEND. HT reported that the updated Behaviour Policy has refined the way CPOMS is being used to record behaviour incidences. LW added that child-on-child violence is a safeguarding concern.	HT/FB

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		Governors had no further questions to raise.	
	Attendance	Governors reviewed the Attendance report. HT reported that attendance is strong. Year 1 figures are nationally acknowledged of being low so the school is working hard to mitigate this. Regular reminders about the importance of attendance are included in the school newsletter. Head and Attendance Lead review attendance on a bi-weekly basis. The school monitor attendance closely and follow up absences with parents/carers.	
	Pupil Premium and Sport Premium	Governors reviewed the Pupil Premium (PP) report and the key areas of focus. Discussed that if you're getting it right for the most vulnerable children, you're going to get it right for everyone. Sport Premium is in the first year for the school due to there now being a year 1 cohort, the report will be published at the end of the academic year. It will be available to Governors to discuss at AC1 next academic year. Governors had no further questions to raise.	
	Health and Safety update	The Health and Safety update was circulated prior to the meeting. Governors had no further questions to raise.	
	Pupil numbers	Governors noted the school pupil numbers on roll. HT noted that the school has a mobile population, with pupils starting and leaving as previously mentioned and reflected in the mobility figures, one child only stayed for 15 days. Q- Did you say the preschool numbers are increasing? A- Yes, because of the bigger space. Governors had no further questions.	
	School Risk Register	The School Risk Register was reviewed by Governors. HT updated that there were no significant changes to the school's risk profile.	

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		Governors had no further questions.	
4	Governor Development	Governors are asked to complete the four mandatory training modules ahead of the next meeting. GDPR, Cyber Security, Prevent and Safeguarding. The training can be accessed by the link in the agenda. Governors who had already completed training were thanked. Governors are asked to contact the Clerk if there are any issues in accessing the training.	
	Review Trust training		
	Training completed	Governors are asked to send any certificates for training to the Clerk for retention. AJM acknowledged receipt of certificates, and spreadsheet for tracking had been created.	All
	Academy Trust Handbook	The Academy Trust Handbook was circulated for Governor information.	All
5	Community Engagement	The school newsletter contains a wealth of information to allow Governors to have an insight into the life of the school. Governors have added to the distribution list for newsletters. RSHE Parent/Carer Consultation, ongoing as mentioned earlier, ensuring the school is transparent with parents. An in-person event has already taken place and will be repeated. Slides have been sent out to parents with a Microsoft form embedded for feedback.	All
	AOB	There were no other items of business to raise.	
	Meeting dates:	Thursday 9 th July 2026 at 4.00pm	

Impact of Meeting / Key Outcomes
HT provided training on Behaviour
Governors reviewed the Link Governor roles and responsibilities
Governors reviewed two reports from the Trust Board
Pupil outcomes from in year were reviewed
Governors reviewed the School Development Plan
SEF template was reviewed
Governors reviewed the Quality Assurance visit report
Management accounts were reviewed
Governors reviewed the School Risk Register

Meeting closed at 5.45pm

F Booth

F Booth
Chair of Academy Committee
09.07.2026