



ACADEMY COMMITTEE MEETING

Date: Monday 23rd March 2026
 Time: 5.00pm
 Venue: Norris Bank Primary School

Clerk: N Burgess
 Present: E Ponsen, N Evans, L Woolley, J Worth, L Doe, M Griffin, M Greaves, C Barnett, R Ledder and S Mellor

Action	Initials
To report any changes in record of business interests to the Clerk	All
Staff survey will be shared at the next meeting	EP
Governors to contact EP if they would like to attend a QAV visit	All
Completed records of visits to be sent to EP and the Clerk	All
Governors are asked to complete the four mandatory training modules	All
Certificates for training to be sent to the Clerk	All

Agenda – Part 1

Category	Item	Notes	Action
1	Governance Arrangements	EP presented to Governors an overview of the work which has been done to align with the Trust and the Cornerstones since September. <u>Ambitious Curriculum</u> Writing- Pupils working at greater depth in writing has been a focus. A review has been completed to ascertain which components are missing and to be able to be precise in delivering to the pupils to address the gaps. A robust 8-year overview of writing has been taken to ensure progression is clear. Oracy – This is a focus for all schools in the Trust with a key focus on EYFS. Maths – Mastery of numbers is due to roll out. This is an extra 15 minutes of Maths per day, which is currently being trialled in year 3, it is then planned that this will be rolled out to EYFS, Reception and years 1 and 2 in the next academic year. It is being implemented to ensure number fluency is in place and this allows more time to do so.	

			<u>Assessment and Curriculum</u> On joining the Trust, the school moved from Google to Microsoft and Bromcom. EP noted that there are some real strengths in doing so, but that it was a big change for staff. Bromcom is new to the school and this will be fully aligned by the end of the academic year. Bromcom is a good tool to be able to analyse the data and we are able to report PITA – Point In Time Assessment. Q – What is PITA? A – We are assessing on do you remember it, can you implement it, and how are you doing in light of what has been taught. Parents are very clear that PITA is where they are now and not at the end of the year. Reading for pleasure is also a focus. We have reviewed the bookshelves in school and aligned with the books used across the Trust. They are age specific and show good English, which can benefit writing. All books have now been purchased. Writing moderation has been done across the Trust, we are paired with another school to be able to work collaboratively and to learn from each other, this has been a real benefit. <u>Inclusive Attitudes</u> QAV focus was on how disadvantaged children were supported and the adaptations made for them. A SEND audit had taken place in July 2025 and the school is now in the process of moving to School Focussed Plans (SFPs) for the children which will remove the need for replicating multiple documents. Work is being done to move the children to SFPs and this will be fully in place for September. An additional advantage is that if the children move to PRS there is the same format used, and this will stay with the children for the full 5 years. Support staff training is taking place to move from TA role to LSA to align with the Trust model. Every LSA will be confident in SEND and also in supporting teaching and learning. <u>Professional Development and Wellbeing (staff)</u> There have been lots of opportunities available to staff and work has been done with Trust Directors. Each Subject Leader has had the opportunity to collaborate and build on existing practices, whilst also adopting new.	
--	--	--	---	--

		EP attends weekly meetings with Heads of School at all other Laurus primaries and it has been very beneficial to be able to share expertise and be able to develop and help each other. In addition, the following is being undertaken: 8-year overview of PSHE curriculum Science outreach work at two trust primary schools Drawing club will be rolled out after the Easter break Developing Mastery of Maths <u>Personal Development and Wellbeing (pupils)</u> An ELSA has been appointed and is currently training. New Trust Behaviour policy is being implemented. Links are being built with other trust primary schools. Governors were updated on the communication systems the school uses. The school will be using Instagram to showcase events and learning once the training has been completed. EP commented that the alignment with the Trust had been a busy, but good few months. Governor questions were invited. Q – Where does the extra 15 minutes of mastery of numbers come from? A – It is actually done when the register is being taken in the afternoon before lessons. It is a better use of time and is working well, there has been no reduction of time in other areas. Q – In terms of behaviour points, is there an opportunity to review against other schools? A – There is a behaviour lead in each school and they are able to work together to be able to report to parents, and also to analyse. Q – In terms of PITA, how does this link to progress rates and confidence in forecast of outcomes? A – We have changed this year to PITA, previously it was different. Next year we will also be able to report to parents and carers exactly where the children are up to and how to progress. Governors had no further questions.	
	Apologies	There were no apologies received for this meeting.	
	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 report any changes in their record of business interests to the Clerk.	All
		Minutes of the previous meeting	Minutes of the meeting held 17th November 2025 were <u>approved</u> as an accurate record of the meeting; <u>Matters arising:</u> ROBI was updated Staff survey was completed and will be shared at the next meeting SEF is on the agenda for this meeting Conference slides were circulated and can also be found in the Governor Teams area Governors are reminded they are welcome to attend QAV visits and should contact EP Records of visits to be sent to EP and the Clerk Link visits to the school have been arranged No recommendations were received for inclusion in the Risk Register Governors had reviewed the school website and commented they found it easier to navigate.	EP All All
		Membership	M Griffin was welcomed to her first meeting and introductions were made. Governors were informed that J Gurry had taken the decision to step down from the Academy Committee. Governors recorded their thanks to JG for her time and commitment to the school. It was discussed that the Academy Committee should have a balance of non-parents which are representative of the community it serves. Governors were asked to let LW or EP know of any prospective Governors who may be interested in joining the Academy Committee.	

		Link Governor roles and responsibilities	Link Governor roles were confirmed: Maths – R Ledder Science – R Ledder Safeguarding – C Barnett SEND – M Greaves English – N Shaw It was discussed that as the Academy Committee grows in the future there would be additional roles appointed to.	
		Scheme of Delegation	There were no changes to note to the Scheme of Delegation.	
		Trust Board update	Governors received the reports from the October 2025 and December 2025 Trust Board meetings. Governors were informed that Trustees scrutinise the finances, via sub committees, and that this is done in a driven and robust way. Trustees also review the strategic direction of the Trust, including for primary. RL, as Chair of the Academy Committee, will be invited to the Trustee Governance and Oversight sub-committee. This is to connect the Academy Committees to the Trust, and helps Trustees to build a relationship with schools, and also to be able to understand issues at a more local level. RL confirmed that she was also attending a Laurus Trust AC Chairs meeting in the week following this meeting.	
2	School Performance and Accountability	Pupil Outcomes	Governors reviewed the progress towards KPI data which was circulated prior to the meeting, and Governor questions were invited. Governors noted that the data was from the Autumn term and that some areas had not yet been taught at the time of the assessments. The learning process is to be aligned and in sync with the Trust. Year 6 use past papers for assessment and not PITA. Q – In Maths in year 6 there is a significant difference in attainment between girls and boys. Was this something you expected or is it an attainment gap? A – It is very cohort specific, we do a past paper at the start of year 6, but not all the curriculum has been taught at this point.	

		Q – In terms of the year 6 data, there are challenges ahead and a bigger workload, how are you feeling? A – This cohort require additional input. We are adding additional interventions and boosters for core. We can see the progress from the Autumn term. The data shown is year 6 in November. EP encouraged Governors to review the data and then the QAV report to be able to get context. The actions to address will be part of the review for QAV3. Q – Is the PP gap in year 2 cohort spec? A – Yes, this is down to the different lens of disadvantaged children. It is not a large number compared to some settings. Year 6 have the largest number of disadvantaged, 50% of the cohort. Q – Are you able to reflect this in the KPIs for this year? A – We change and adapt, we have the third teacher in year 6, who leads extra support to address the need. Some children have come into disadvantaged this year. Every child counts. Q – Does following the disadvantaged children mirror the Ofsted criteria? A – Yes, and also the White Paper. We ensure that we know the children well to be able to identify the barriers. Q – Do you share the data with the high schools? A – Yes, the data follows the children. The recent QA visit done by the LA had an inclusion focus to ensure the school was still on track after joining the Trust. Governors had no further questions.	
	School Development Plan	The SDP, circulated prior to the meeting, has been reviewed and RAG rated. Governor questions were invited. Q – In terms of the golden thread, how can you be sure the children have the knowledge? A – This is done by retrieval. With the foundation subjects it is specifically done at the start of every lesson. In addition, we do long term retrieval every 3 weeks, and also go back further as the year progresses, to update their knowledge and constant learning. Q – You are in Maths Phase 2 of the hub – is there	

			anything from Phase 1 to use? A – To develop, embed and sustain was Phase 1 and we can now move to Phase 2. We select 3 priorities at the start of the year. Maths Hub has been very good and the staff have taken a lot from it. Governors had no further questions to raise.	
		School Self Evaluation	The SEF has been aligned to the new Ofsted Framework. The document is updated and reviewed ongoing. Focus for QAV3 visit will be Reception and ensuring their progression through the school in the future. There will be a narrative behind the children. LW commented that EP had led the way in terms of updating the SEF and adapting the language. It is of a strong standard which is permeable in all areas and can be validated by what is being done in school. It is a good position to be in with such a new document and framework and moving forward this will be revised ongoing and will feed into the SDP. Q – In terms of the data, is school avoidance an issue? A – This is a national need after the pandemic. Some children simply prefer to be at home. SENCO has had formal training and also our newly appointed ELSA. Anxiety is key in all year groups. We are working to ensure that we have good pastoral support in place for the children. Q – Is it significant in all years following Covid or is there a decline in numbers? A – It is in all year groups and is still ongoing. There is some anxiety from parents and carers too. MG commented that she had recently completed some additional training and was happy to share resources with school. Q – In terms of zones of regulation, how does this work with ELSA, it is combined? A – It is a whole class approach, but can also be used more specifically by ELSA, dependent on the needs of the children.	
		Quality Assurance Visit report	Governors reviewed the Quality Assurance Visit report and had no further questions.	

3	Governor monitoring	Finance update	Governors reviewed the Management Accounts to 31 st December 2025 and had no further questions to raise.	
		Link Governor records of visits, including Safeguarding and SEND Link Governor updates	RL confirmed that since the last meeting she had made a Science Link Visit to school and a record of visit had been uploaded. MG had visited school to have an introduction to SEND and to gain an overview. A record of visit will be completed and uploaded. CB had undertaken a Safeguarding Link visit to school and as part of this had reviewed the SCR. SM confirmed that he had been Safeguarding Link at GBPS and offered any assistance he could to CB. The Safeguarding record of visit is completed over the course of 3 visits during the year. Each visit focusses on a different area of KCSiE. Governors were reminded to send their completed record of visits to EP before they are uploaded in the shared area by the Clerk. Q – On CPOMS, is it a normal number of referrals reported? A – Yes, it is much more efficient and accurate now that it is recorded on CPOMS. There can be multiple referrals for one child, reported by different people, which allows for a bigger picture to be built. Q – Are staff happy with CPOMS? A – Yes, we had no electronic system previously, and this is more accurate as when concerns are recorded we are able to act on them straight away.	
		Policies	Governors <u>approved</u> the School Uniform Policy. Q – What has changed in the policy? A – We have made some changes around hair bands, but the key change is around branded items. We have updated to reflect that the logo is not an expectation on all items. We have reduced the number of branded items to ensure that it is accessible to all. We have also updated to reflect the size of school bags as we do not have enough storage space to accommodate. We do not have one sole supplier of uniform to ensure competitiveness, and we also have preloved items of uniform for £1 to ensure inclusion of all families.	
		Behaviour and Safeguarding	Governors reviewed the report which was circulated prior to the meeting.	

		update	The report contained an update of training completed by staff. Work is being done on the new trust wide Primary Behaviour policy, including specific languages and incident recording, before the policy is rolled out to parents and carers. Q – Have the expectations been changed? A – No, we are robust with our expectations and sanctions, in all years in all schools. Governors had no further questions.	
		Attendance	Governors reviewed the attendance data, circulated prior to the meeting, and questions were invited. Q – In terms of the gap, is this unique to NBPS or are some disadvantaged children also not attending? A – Some children can be in more than one category, for example disadvantaged and EAL. We are aware of reasons behind the data for individuals. We also do not authorise holidays. Some of the children who are EAL are new to the UK. Governors discussed education neglect. As a school everything possible is being done to improve attendance and for each individual child. Governors had no further questions.	
		Health and Safety update	Governors noted that the school were still advertising for an Estates Manager. Thanks were offered by LW to EP and NE for their assistance during this time in locking and unlocking the school building. Q – Is there any detriment to the school and pupils due to there not being an Estates Manager in post? A – No, the statutory compliance checks are currently being completed by the Trust.	
		Pupil numbers	Governors were pleased to note the pupil numbers despite the falling roles experienced by other schools. Q – Are the numbers for September confirmed yet? A – We receive the allocation and definitive list in April. Q – Have the open days been well attended? A – Yes, we have had four events which have been booked up, which as a school is pleasing to see.	

4	Governor Development	Review Trust training	Governors were reminded to complete the four mandatory modules of training. Training can be accessed by the link in the agenda.	All
		Training completed	Governors are reminded to send their training certificates to the Clerk.	All
5	Community Engagement	Stakeholder Engagement	EP informed Governors that there was a rising number of children who are joining who are not school ready for a number of reasons. The school is planning on delivering a school readiness workshop. The school had received a number of questions from parent/carers around the revised RSE curriculum. It was discussed a parent focus group could be convened to be able to show the curriculum and materials to alleviate any concerns. The school has now moved to use Instagram and training is being completed by staff. The platform will be used to post class work and information. The site will need to be signed up to by parent/carers and will not be available publicly.	
	AOB		There were no other items of business to raise.	
		Meeting dates:	Monday 13 th July 2026 at 5.00pm	

Impact of Meeting / Key Outcomes	
EP presented to Governors on the Thematic Goal	
Membership of the Academy Committee was reviewed	
Governors reviewed progress towards KPIs for pupil outcomes	
School Development Plan was reviewed	
Updated SEF was reviewed	
Governors gave updates of their link visits to school	
School Uniform Policy was approved	

Meeting closed at 6.35pm

R Ledder

R Ledder
Chair of Academy Committee
13.07.2026