

Vale of York Academy
Minutes of the Meeting of the Local Governing Committee held on
held via Zoom on Monday 24th January at 5:00pm

Present:	Toby Eastaugh (Principal) Patrick Looker (Chair) Matt Halifax David Seddon Jenny Smailes	Jack Martin Andrew Thirlwell Paul Clayton
In Attendance:	Gavin Kumar (Assistant Vice Principal: Student Welfare) Liz Hardy (Assistant Vice Principal: Data & Progress) Nathalie Smith (Governance Support Officer, Observer)	

		Action
1.	<p><u>Welcome, Apologies & Declarations of Interest</u> The Chair welcomed everyone to the meeting. Apologies were received, with consent, from Helen Todd. There were no declarations of interest.</p>	
2.	<p><u>Minutes of the meeting held on 15th November 2021, action plan and matters arising</u> Previously distributed. The minutes were agreed to be a true and accurate record.</p> <p>With reference to the Action Plan:</p> <ol style="list-style-type: none"> 1. <i>The Principal advised that Year 11 students were currently taking their first set of mock exams, and an update on progress data for this cohort would be provided at the next LGC meeting. To be discussed in the Principal's Update.</i> 2. <i>It was agreed that an update on the impact of the school specific behaviour and attendance working group meetings with the LA starting in December would be useful at the next meeting. To be discussed under item 3.</i> 3. <i>The Chair agreed to organise a time to come in and review the Single Central Record (SCR) with the Principal, as this regular review throughout the year was now a requirement by the Trust Completed. Jenny Smailes reported that she was in discussion with the Trust Inclusion Lead to see if she also needed to review the SCR as part of her role as Safeguarding Governor.</i> 4. <i>Matt Halifax agreed to forward the working party presentation schedule to the Governance Advisor, so that details could be included on future agendas for reporting back to the LGC. Completed.</i> 	
3.	<p><u>Update from the Principal</u> Gavin Kumar, Assistant Vice Principal (Student Welfare) presented his report, which had been circulated with the agenda.</p> <p><u>Safeguarding</u> Gavin reported that the half termly Safeguarding and Well-Being Newsletter for parents and carers had focused on sexual misconduct and the reporting structures around this in school. He reported that all staff had completed two courses in LGBTQ Awareness and Care Certificate Standard 4 – Equality</p>	

and Diversity. Gavin reported that a formal safeguarding review was due to take place in Spring Half Term by Green Gate Consultancy. He advised that The Trust had recently conducted a Safeguarding review with a focus on RSE and Health Education, PSHE provision and Safeguarding across the Academy. Gavin noted the positive feedback on the report.

Behaviour and Attendance

Gavin reported that overall behaviour around school was good, as evidenced through the tracked data included in the report. He advised that on call and exclusion incidents remained low. Fixed term exclusions also remained lower than previous years due to proactive behaviour management techniques and through work carried out by the pastoral team such as Hive small group intervention, Danesgate outreach support and Danesgate skill centre. Gavin noted that the Behaviour and Intervention Lead had completed an ELSA course enabling them to deliver ELSA and Zones of regulation within the Aspire Centre.

It was noted that the Behaviour Manager was booked on a National Professional Qualification in Leading Behaviour and Culture (NPQLBC) which would be of great benefit to the Aspire Centre.

In response to a governor question regarding why seclusions incidents looked to be at the same level as previous years, Gavin advised that this year's figures were the third lowest over the previous four years. He noted that in 2018/19 they had 26 seclusions a day compared to a current figure of 3 a day. The Principal noted that in Autumn 2021 they used far more fixed term exclusions than seclusions and as a consequence seclusions looked slightly higher on the graph.

Governors recognised that the overall attendance figure was lower than expected and that the overall behaviour was good, could this be due to a cohort of students with challenging behaviour not attending school. Gavin advised that this was not the case.

With reference to attendance, Gavin advised that it had been significantly affected by Covid and that attendance was a concern across all schools. He reported that the school's total current attendance figure was 90.17%

Gavin advised that he continued to attend a half termly city wide attendance focus group led by pastoral leads in secondary schools.

Gavin reported that he chaired a multi-agency meeting in December attended by the City of York Council, the Well Being Service, the Local Area Team and the school's Attendance Officer and SENCo. The focus of the meeting was on Vale of York students with an attendance figure of 60% and how to support the students and their families through interventions. He noted that the feedback from York Council and the Local Area Team was positive and that the school had a pro-active approach to getting students with poor attendance back to school. Gavin advised that the meetings would happen every half term.

A governor noted the figure of 34% for Persistent absence was high, Gavin agreed that it was of concern and that the school had focussed their efforts in raising attendance through positive reinforcement. He advised that the school had a reward assembly focus on attendance, had put up posters in school and circulated a newsletter to show the impact of attendance.

In response to a governor question regarding how much Covid had an impact on attendance figures, Gavin advised that families had been keen to keep students off school as soon as they displayed symptoms. He noted it had been hard to engage with more challenging families. He advised that students had a tutor session on attendance once a week.

A governor asked if the school's attendance data was affected by the way a Covid absence was recorded, Gavin advised that during the last academic year, any student absence due to Cwas recorded as an X onto the register which took them out of the data. He noted however, that this year a Covid absence was recorded as sickness absence which had a great impact on the data and overall attendance figure. The Principal advised that all local schools had been affected by Covid with average attendance figures down by about 3%.

In response to a governor question regarding what were the staffing resources for attendance, the Principal reported that the school had a Senior Attendance Officer who was due to go on maternity leave and that they had advertised for an Attendance Officer with interviews planned for next week. He advised that eventually the school would have two members of staff working on attendance. The Principal noted that the whole school attendance figure to date had dropped below 90% with an average daily figure of 86%. It was noted that Year 7 and 8 were a particularly low attendance cohort of below 90%. The Principal reported that currently 4% of the school population had Covid but that 3% of students were not at school for other reasons. He noted that staff absence had also been a challenge

A governor asked if the City of York Council had reintroduced fines, Gavin confirmed that fines had not been reintroduced but that it had been a topic of discussion in the last Fair Access Panel meeting and was on the agenda for the next one.

[Gavin Kumar left the meeting at 5:31pm]

Student Progress (including Student Premium and vulnerable groups)

Liz Hardy, Assistant Vice Principal (Data & Progress) presented the Year 11 Autumn summary data which had been circulated with the agenda.

She reported that Attainment 8 predictions were below target but were an improvement on the Year 10 summer predictions. Liz noted that there was a gap between the Year 11 mock results and targets. Progress 8 predictions had improved from -0.18 in the summer of Year 10 to -0.13. She noted a big improvement in Basics 4+ English and Maths from 60% to 70% with a smaller gap between predictions and mocks which is a positive. Liz reported a 4% improvement in Basics 5+ English and Maths. Liz noted an improvement in Pupil Premium (PP) and SEN but advised that the students needed more support to progress further. She noted core subjects needed a shift in progress to be closer to prediction.

Liz advised that interventions had been put in place including P6, YSIS and in school tutoring with Year 11.

In response to a governor question regarding whether an improvement was expected in the second mock exams, Liz advised that this was usually the case. She noted that not all students took the first round of mocks seriously. She advised that teachers would look at the results and do a "question level analysis" in order to identify which areas of topics needed a re-teach or to target interventions for individual students.

A governor asked if the GCSE exams were taking place this year, Liz advised that they were working on the assumption that exams were happening and that the Government was set to release advance information of topics for GCSE.

A governor questioned why SEN data was a lot lower than PP. Liz advised that it was due to the fact that there were only a small number of SEN students in the year group, which meant that each individual child accounted for a high percentage figure.

A governor noted that the Maths data was low. Liz reported that it was an improvement from 2019 data. She advised that teachers had interventions in place to target those students who needed a shift up in grade.

In response to a governor question regarding whether any intervention work was planned during the February half term, Liz advised that they had not planned any for the holiday as they had a lot of interventions planned during term time. She noted that they would run interventions during Easter and May holidays.

[Liz Hardy left at 5:50pm]

The Principal reported that the school had conducted its first night of school led tutoring with 55 out of 70 students identified for additional tutoring in attendance. The Principal noted a real commitment from the teaching staff. He advised Recovery Premium and Catch Up funding was used to fund the

	<p>program.</p> <p>Student and staff Survey Results With regards to the student survey, The Principal reported that it had shown improvements in certain aspects compared to the 2019 survey. He advised that that they had spoken to those students who responded negatively with a view to plan interventions however it transpired that most of those students had initially not taken the survey seriously hence their negative answers.</p> <p>With regards to the Staff survey, The Principal reported that overall it was a very strong result apart from the first question “do you think this school has improved since it was last inspected” which had scored lower than the 2019 result. He advised that the school had seen a big improvement journey from 2015 to 2019 with an Ofsted inspection which explained the 90% “yes a lot better” result. He noted that the results showed a staff body who were proud to be working at the school. The Chair noted that it was a very positive survey and showed that teachers were happy. The Principal noted that the Trust had introduced a trust wide survey using an external provider who would conduct a Staff, Student and Parent survey every February.</p> <p><i>[Matt Halifax left at 6:00pm]</i></p> <p>NEET Update The Principal reported that he had not received the data from City of York Council. To be reported at the next LGC ACTION: Principal to include NEET Update in next meeting.</p> <p>SEND Update Already distributed. The Principal presented the SEND Update produced by Fiona Hunter SENDCo and highlighted a couple of key areas. He reported that the school had introduced a Trust wide initiative reading program called Read Write Ink. He advised that a full time supply SEND Teaching Assistant would be leaving at the end of the academic year and a part time supply Teaching Assistant had been employed.</p> <p>Staffing Update Already distributed The Principal reported the resignation of an Administrative Assistant. He noted that interviews were planned for a Support Services Manager and Attendance Officer but that the school had yet to appoint a Science Technician after three rounds of recruitment adverts.</p> <p>A governor asked if there was anything that the Trust could do to support issues with recruitment. The Principal advised that they had a temporary Science Technician in place.</p>	TE
4.	<p><u>Working Party Presentation feedback on Computer Science and Media</u> Already distributed. Andrew Thirwell reported that he had attended the presentation and highlighted a few key areas. He reported that they had discussed Key Stage 4 Computer Science and what support was in place for students with grade 5 or less in Maths. There was a drive to encourage girls into Computer Science with the possibility of a computer club for girls. Andrew noted that it was an informative presentation and extended his thanks to the school.</p> <p>The Chair noted to governors that for future working party presentation feedbacks, it would be useful to have some written notes as a formal record of the meeting. ACTION: Governors to provide written notes of working party presentation feedbacks.</p>	
5.	<p><u>Academy Development Plan / SEF</u> Quality of Education Curriculum Implementation</p>	

	<p>The Principal highlighted the key areas.</p> <p>With reference to the third priority “Improve specific aspects of the curriculum” the Principal reported that they had commissioned a Trust review on Relationships, Sex Education and PSHE. In light of that report, the Relationships and Sex Education Policy would be reviewed and re-drafted with a Trust Policy format. He advised that governors and parents would be consulted before Easter.</p> <p>The Principal advised that alongside that review, came the decision to re-organise the PSHE and RE curriculum to meet statutory requirement which would be embedded in September.</p> <p>The Principal reported that the school had moved from a two year Key Stage 3 to three year Key Stage 3 and had increased the time spent teaching RE and PSHE.</p> <p>The Principal reported that the National Tutor Programme and school led tutoring continued to develop with a positive take up by students.</p> <p>The Headteacher highlighted the need to recruit a Support Services Manager to ensure a rolling programme of refurbishment.</p> <p>In response to a question from a governor regarding why there was a red RAG rated issue of reducing work load, The Principal advised that he had approached staff to form a working group to look at work load, however there had been no interest in the offer. He noted that it was rated red as it had not been met but advised that it was not an issue.</p>	
6.	<p><u>Inclusion Data Dashboard</u> Previously distributed. Noted</p>	
7.	<p><u>Governance</u></p> <p>Governors noted the list of training requirements from the Trust, which had been circulated with the agenda.</p> <p>Governors noted the NGA guidance on careers and the link governor role, which had been circulated with the agenda.</p> <p>A question was raised regarding the need for a link governor to monitor careers guidance.</p> <p>There was a discussion regarding how data was recorded around where students go after they leave school in Year 11. It was agreed that this could be discussed with the Careers Support Officer in a working party Presentation.</p>	
8.	<p><u>Safeguarding</u> Discussed under item 1</p>	
9.	<p><u>Premises Update, Health & Safety Monitoring</u> Nothing to report</p>	
10.	<p><u>Risk Management – school-level risk register</u> Already distributed</p> <p>The Principal reported a reduced risk of staff absence due to change in isolation rules and advised that it had remained low this term.</p> <p>He noted a reduced risk of Covid in thresholds being met and a reduced risk of impact of capacity given to other schools.</p> <p>The Principal noted the two big risks were “P8 affected by disruption to learning” and the “impact of attendance of outcomes”</p>	
11.	<p><u>Policy Review</u></p>	

	<ul style="list-style-type: none"> • Care & Control Policy • RSE Policy <p>The above policies had been included with the information for information only.</p> <p>It was noted that the Relationships and Sex Education Policy would need to go out to consultation with parents.</p> <p>The Principal advised that The Trust had produced a Care and Control Policy about restraint and how to handle students. He noted that pastoral leaders would receive training on restraint in July.</p>	
12.	<p><u>Items for escalation to the Trust Board</u></p> <p>Governors would like the Trust to know that they had expressed a concern around attendance and the challenge faced by the school in terms of staffing capacity to manage this.</p>	
13.	<p><u>Any Other Business</u></p> <p>The Chair asked what were the outcomes of a parental complaint regarding the lack of communication within the school around adjustments needed to a student’s school uniform due to medical grounds. The Principal advised that he had communicated to all staff that if a student required an adjustment to be made to the school uniform that this should be communicated to all staff and not just the student’s teachers. He advised that this procedure would be incorporated into the staff handbook and a reminder would be sent out on a termly basis.</p> <p>In response to a governor’s suggestion that a child could carry a card to communicate this, the Principal noted that he would consider the idea but was confident that having the information in the student’s planner would suffice.</p> <p>A governor asked if the lettings had picked up, The Principal confirmed that they had and were on target to generating a £35,000 lettings income.</p> <p>The Principal noted that the next working party presentation was Tuesday 1st March on Food Technology.</p> <p>Governors asked whether the Trust had supported the school around the residential concerns with the new paths and access to the school. The Principal confirmed that the Chief Operating Officer Wendy Munro and a planning officer from the Local Authority had been involved in a response to residents.</p>	
14.	<p><u>Dates of 2021/22 Meetings</u></p> <p>Monday 21st March 2022, 5pm Monday 13th June 2022, 5pm</p>	

The meeting closed at 6:45pm

These minutes were approved by the Vale of York Academy LGC at their meeting dated 21st March 2022

Vale of York Academy LGC – Action Points from the Meeting of the Local Governing Committee held on 24th January 2022

	<u>Action Point</u>	<u>Item</u>	<u>Responsibility</u>	<u>Timescale</u>
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1	<i>Principal to include NEET Update in next meeting.</i>	3	<i>Toby Eastaugh</i>	<i>21st March 2022</i>
2	<i>Governors to provide written notes of working party presentation feedbacks.</i>	4	<i>All Governors</i>	<i>On going</i>

Approved