



Minutes of the meeting of the Secondary Local Board of
Hessle Academy
Tuesday 19 October 2021 at 5.30pm



THE CONSORTIUM
ACADEMY TRUST

Shaping Positive Futures

PRESENT:

Mr M Benson (Chair, MB), Ms N Gaddu (NG), Mr V Groak (Headteacher, The Hessle Academy, VG), Mr A Haynes (AH), Mr R Lambert (RL), Mrs J Linwood (JL), Mr K Nicholson (KN), Miss K Staveley (KS)

ALSO IN ATTENDANCE:

Mrs J Meir (Assistant Head, JM), Mrs G Stafford (Clerk, GS)

Throughout these minutes a question is indicated by Q followed by the initials of the questioner and a comment is marked by C.

16 WELCOME

MB opened the meeting by welcoming everybody to the second meeting of the academic year. NG was attending on Teams due to ill health. The Clerk informed the Board that Mr Burley had resigned from the LGB.

The Chair congratulated K Staveley on being re-elected as Staff Governor for a further 3 years.

17 DECLARATION OF INTERESTS

No conflicts of interest were declared for this meeting.

18 APOLOGIES

Apologies had been received from Miss J-M Quinn.

Resolved: Consent was given for the absence of the above governor.

19 MINUTES OF THE LAST MEETING

Resolved: That the minutes of the meeting held on 14 September 2021 were confirmed as a correct record and signed by the Chair.

20 MATTERS ARISING FROM THE MINUTES

20a ACTION: KN as Careers Link to carry out student voice around career aspirations – complete, see minute 27

20b ACTION: MB as PP Link to arrange a visit with Jo M to discuss PP strategy and how the LGB would like to see catch up funding presented – date for meeting set

20c ACTION: Additional column be added to the subject specific progress table showing size of cohort - action carried over to the December meeting

20d ACTION: Two governors have completed Safer Recruitment training – this to be reflected on the Safeguarding Report - action carried over to December

- 20e **ACTION: Trust aggregate attendance to be included in the next Attendance Report - action carried over to December**
- 20f **ACTION: Trust data to be included in the Strategic Termly Report as much as possible to allow for comparisons - action carried over to December**
- 20g **ACTION: Subject Leader in Music and French to present plans for improvement in the March LGB meeting**
- 20h **ACTION: All Link Governors to carry out a governor visit with their school contact – see minute 27**
- 20i **ACTION: Governors to complete the 2021 Safeguarding: A Governor’s Role – see minute 28**
- 20j **ACTION: All governors to complete and return the NGA skills matrix – see minute 28**
- 21 ACADEMY DEVELOPMENT PLAN**

VG informed the Board why the format of the Development Plan had changed. The new style had been introduced in Easter 2021 and was a 4 term rolling programme. At the end of each term the SLT review the progress made and update the plan. Staff find the Plan more useful as it is simple to use; boxes indicate action is needed in a certain term. If adequate progress is being made against that action, then the box is ticked.

VG's concern was that there were too many priorities on this plan.

Q: (MB) How do we know that you have achieved the objective? Where can we see the impact of you ticking the box as complete? Where is the evidence?

VG: The next step of the document is to have electronic links to folders that provide the evidence.

Q: (MB) Why has there been no action in autumn 1?

VG: At the SLT meeting tomorrow night we will review progress and update the plan.

Q: (MB) Will any objectives be dropped or their priority level reduced?

VG: We will discuss that as a team tomorrow. We have to address that after 3 and a half terms the plan seems too ambitious to achieve as we cannot fit all the objectives in.

C: (MB) It would be useful for the next version to have different colours for the status of each objective..

C: (AH) A simple RAG rating would be so useful to judge progress against each objective. This is a live document so completed objectives will drop off, we just need to retain the original version of the plan.

C: (JL) Yes, the completed objectives should remain for a period so that we can evaluate what has been done.

C: (RL) The thinking behind C4 'Integration of Cross -Curricular Themes' was presented to us as governors and is an intelligent way of linking subjects e.g. Victorian England was addressed in English but obviously links to history too.

C: (MB) As governors we are very good at asking what the leadership team is going to do. We now need to get sharper at checking if these actions have been done.

Q: (KN) Why is the plan called Back to Great?

VG: It seemed very appropriate at the time. This was written in January and we were planning to re-open the school after a period of lockdown. We wanted to return and not just be back to where we were, but back in a better way so back to great seemed very fitting. It is an internal strapline.

22 HEADTEACHER SUMMARY OF THE FIRST HALF TERM

- Vaccinations are scheduled for 17 November
- 153 positive student PCR cases and 8 positive staff (5 HHS and 3 PPS) since week one autumn term
- The peak was in week 3 (end Sept) and from then face coverings have been worn in communal areas, assemblies have been limited, and parents' evenings have been held virtually. Cases have dropped each week since then. A decision will be made over half term if masks are still to be worn on return in November.
- Has been a high level of compliance regarding additional Covid measures
- Attendance is currently 89.7% (national 30 September was 86.3%)
- Open Evening for new Year 7 students was held 30 September with 178 families attending
- Nurture group has been re-introduced in Year 7

C: (KN) At my Link visit I was offered a mask by the Receptionist, which was very good.

VG: We are very conscious that in the community masks do not have to be worn.

C: (AH) 12-15 year olds are now being invited to walk in vaccination centres.

VG: Yes, it is frustrating that the vaccinations won't take place until 17 November as it will be December before the effect of the vaccinations will be seen.

C: (JM) Year 11 mock exams are also in December...

Q: (JL) How are the staff?

VG: Staff well-being is very important. We have made socialising areas around the school and we are focused on well – being workshops on the training day at the end of this week.

Q: (MB) It is good to hear Year 7 in September 2022 will be full at 250. Does that mean the school is then full?

VG: There are a few gaps in Year 10 as we have 235.

Q: (KN) We seem to have had the baby boom. Do you think there are any dips coming in the number of school age children?

VG: No, there is a dip in Year 4 at All Saints' but that was a turbulent year for leadership there. We have a 10 form entry in Year 7 as we have re-introduced the nurture group at significant cost. We are budgeted to run this next year too. However, we may need Trust support to retain the students when they are in KS4 as they cannot all access GCSEs.

23 REVIEW IMPACT OF PUPIL PREMIUM STRATEGY

JM summarised the funding streams:

- **Pupil premium** – is annual funding to improve education outcomes for disadvantaged pupils in schools in England. Funding is for pupils who are eligible for free school meals, or have been eligible in the past 6 years (£955 per year for a secondary school child), pupils who have been adopted from care or have left care (£2345 per year) and schools get £310 for every pupil with a parent who is serving in HM Forces or has retired on a pension from the Ministry of Defence
- **Recovery funding** - £145 per eligible pupil. Funds are available only this year and paid in 3 instalments
- **Catch -up funding** - £80 for each eligible pupil

Review of outcomes 2020/21

- Moving to a 3 year KS3 curriculum
- Progress 8 gap for Disadvantaged and Non – Disadvantaged is smaller than national (-0.3 compared to -0.45 Nat)
- Small targeted groups in Maths, English and Science. Attainment gaps have narrowed from last year (Maths Attainment 8 gap -1.44 compared to -1.67 in 2019/20, English A8)

gap -1.06 compared to -2.11 in 2019/20 and Science A8 gap -0.32 compared to -0.36 in 2019/20)

- Scholar programme for Year 10
- Increase in DA attending Sixth Form (16.3% from 9% 2019/20)

Q: (MB) Why was the subject knowledge of those taking subject specific target groups not thought sufficient to push the high ability students?

JM: Learning Assistants were taking these groups. They gave the students more confidence but didn't push them to the higher grades of 7,8 or 9.

Q: (MB) How are you working to increase the retention of DA Year 11s to stay on in Sixth Form?

JM: We are working closely with the Head of Sixth Form on retention strategies and increasing aspirations.

Q: (MB) It is good that you have focused on the Scholar Programme to increase aspirations for higher education, but this is very degree heavy. What about other further education that might appeal more to DA families, such as Degree apprenticeships? Other pathways lead to degrees, but have less debt.

VG: I would suggest that Kallum talks to H Lawes about the different routes that can be taken. We need to know if we have the level of expertise to talk about these various pathways.

C: (AH) Further Education should be a viable choice for all.

Q: (MB) Last year what was our PP spend compared to budget?

JM: We spent more than the budget. We have asked our Academy Business Manager to produce a breakdown of how PP funds and catch up funding were spent.

ACTION: KN to discuss with H Lawes the various post 16 pathways to promote, particularly to the DA

24 PUPIL PREMIUM STRATEGY 2021-2024

Hessle Academy Detail	Data
Number of pupils in the academy	1159 (Y7-11)
Proportion (%) of pupil premium eligible pupils	28%
Academic year/years that our current pupil premium strategy plan covers	2021-2024
Pupil premium funding allocation this academic year	£310,375
Recovery premium funding allocation this academic year	£47,125
Pupil premium funding carried forward from previous years (enter £0 if not applicable)	£0
Total budget for this academic year	£357,500

Q: (MB) What percentage of the spend this year is on DA learners?

JM: Quality first teaching is aimed at all and that is £200K. Specifically targeted for DA is £150K.

MB: OK, so that is approximately 60% on all and 40% specifically on the DA.

VG: We have the freedom to spend the funds as we see fit and all our students benefit, not just the DA.

Q: (KN) Do families know if their child is entitled to receive pupil premium funding?

JM: The student may understand they receive further support but we would never tell them they are a PP child.

JM: We are planning to spend £370K this year, which is £12.5K over budget. This additional spend is justified as we spend it on the wider learner population.

C: (RL) We are told that the funds should be focused on the pupil premium cohort and improving their outcomes.

VG: Some is specifically for the DA cohort. There is controversy here as we need to narrow the gap between DA and Non – DA. However, the gap also narrows if the Non-DA performance drops, so we need to ensure we focus on both groups.

Resolved: Governors were content to approve the Pupil Premium Strategy 2021-2024

25 CATCH UP FUNDING

- Total Academy catch up income was £118,900. Hessle High income being £84K
- £26K has been rolled over to this year
- £29K has been spent on teaching priorities: including development and use of GCSE Pod for 3 years, purchase of dongles and eBooks
- £31K has been spent on targeted academic support: salary of a cover supervisor to take interventions and the National Tutoring Programme Pearson – in English, Maths and Science
- £10K on wider strategies for support: temporary increase in working hours of the Safeguarding Manager and The Scholars Programme

MB queried why the report states “projected spending” when the spend had already been made. MB has arranged a meeting with JM to go through the Catch Up Plan in detail.

26 ACADEMY RISK REGISTER

The Trust CEO has requested that academy risk registers are a standard agenda item for all LGBs. VG was very honest in presenting the risk register and said that he had put this together with no training was so very open to comments / recommendations to improve. The register showed Hessle Academy’s top ten risks.

Comments included:

- The overall target risk cannot become zero with no actions listed in the ‘actions designed to reduce risk’ column
- If management actions do not lead to a reduction in risk level (in risks 1,2 and 6) then the actions are not effective and so the initial risk level was underestimated
- Governors should be concerned with the direction of risk
- Who checks the register?
- A Risk Incident Register would be useful to document the history of actions taken following an occurrence
- Training is needed for Headteachers, Central team and Governors

ACTION: GS to request risk register training for all

27 GOVERNOR LINK VISITS

KN had carried out a visit with the Careers Lead – H Lawes on 19 October. All governors to email their contacts within school, carry out a visit and complete the Visit Form.

ACTION: A Haynes, N Gaddu and J Linwood to conduct a Governor Link visit with their school contact.

28 GOVERNOR TRAINING AND SUPPORT

- Only 3 governors had returned their skills matrix to date

- NGA Safeguarding module has been released by Learning Link and **must** be completed before the next meeting

ACTION: A Haynes, N Gaddu and JM Quinn to complete the 2021 Safeguarding: A Governor's Role ASAP

ACTION: M Benson, N Gaddu, K Nicholson and K Staveley to complete and return the NGA skills matrix

29 POLICY REVIEW

Resolved: The Careers Policy was reviewed and approved with a review date of May 2022.

30 DATE OF NEXT MEETING

Tuesday 14 December 2021, 5.30pm

31 AOB

None

32 ACTION POINTS

32a ACTION: Additional column be added to the subject specific progress table showing size of cohort (minute 20c)

32b ACTION: Two governors have completed Safer Recruitment training – this to be reflected on the Safeguarding Report (minute 20d)

32c ACTION: Trust aggregate attendance to be included in the next Attendance Report (minute 20e)

32d ACTION: Trust data to be included in the Strategic Termly Report as much as possible to allow for comparisons (minute 20f)

32e ACTION: Subject Leader in Music and French to present plans for improvement in the March LGB meeting (minute 20g)

32f ACTION: KN to discuss with H Lawes the various post 16 pathways to promote, particularly to the DA (minute 23)

32g ACTION: GS to request risk register training for all (minute 26)

32h ACTION: A Haynes, N Gaddu and J Linwood to conduct a Governor Link visit with their school contact before the next LGB meeting (minute 27)

32i ACTION: A Haynes, N Gaddu and JM Quinn to complete the 2021 Safeguarding: A Governor's Role ASAP (minute 28)

32j ACTION: M Benson, N Gaddu, K Nicholson and K Staveley to complete and return the NGA skills matrix (minute 28)

The meeting closed at 7.10pm