

Minutes – Herons’ Moor Academy

Meeting Date: 12 November 2025
Location: HMA
Time: 5.00pm

Chair:	Karen Ryan (KR)	Sponsor Councillor
	Wendy Stack (WS)	Support Staff Councillor
	<i>Vacancy</i>	Parent Councillor
	Vicky Green (VG)	Teacher Councillor (via Teams)
	Stuart Harrington (SH)	Sponsor Councillor (Vice Chair)
	Fleur Kent (FK)	Sponsor Councillor

Apologies Andrew Csoka (AC) Parent Councillor

In Attendance	Georgie Tinker (GT)	Principal
	Tracy French (TF)	Executive Principal
	Dave Beesley (DB)	Vice Principal
	Sue Burns (SB)	Clerk
	Donna Harris (DH)	Assistant Principal

Absent Tom Crabtree (TC) Sponsor Councillor

Item	Welcome, Introductions and Apologies	Action
1.1	KR welcomed everyone to the meeting.	
1.2	Absent with apologies: Andrew Csoka	
1.3	Absent: Tom Crabtree.	
2.0	Declarations of Interest	
2.1	None declared.	
3.0	Minutes of Previous Meeting	
3.1	The minutes of the previous meeting (10 th September 2025) were agreed to be a true and accurate record.	
4.0	Academy Council Membership	
4.1	There remains one Parent Councillor vacancy and a Sponsor Councillor vacancy.	
4.2	Fleur will be Safeguarding. Karen will be SEND pending recruitment of further ACs.	
	Chairs Update and VC Election	
4.3	The Academy Councillors unanimously agreed that Stuart Harrington will be the Vice Chair and thanked him for volunteering.	
4.4	KR will attend the next COAC meeting and then report back.	
4.5	The Academy Council noted that Tom Crabtree had been reminded to complete his pecuniary interests via Governorhub and confirm he had read KCSIE 2025.	
5.0	SEND – Donna Harris (Assistant Principal)	

5.1	There are 13 pupils with EHCPs and one in progress. We also have consent from parents to apply for another 4.	
5.2	Three pupils are on part-time timetables, and one has medical tuition. One child is medically complex and has remained in Y6 on a part-time timetable. One child is being educated off-site pending an EHCP and specialist provision.	
5.3	Four pupils with EHCPs have taken term-time holiday due to their SEND needs.	
5.4	The SEND register has 55 pupils on it and 38 children are on the monitor list.	
5.5	What percentage of the school are on the SEND register? About 20%,	
5.6	26% of children with SEND are also PP.	
5.7	The pupils with SEND who have authorised absence is due to part-time timetables.	
5.8	There is one child with unauthorised absence which is due to late arrival after the register has closed.	
5.9	EHCPs are reviewed once a year and we use pupil target plans to measure progress as part of our plan, do review process. We also have behaviour management plans that are updated at least three times a year.	
5.10	The Support Staff had professional development at the last CLF Conference which was well received and very relevant to their PLD needs. HMA is an inclusive provision, and we support children to be in class as much as possible.	
5.11	Baytree set up a sensory circuit in the hall every morning which our children access. Some children with EHCPs access our Discovery Room in the afternoons but they still access the classroom and join in any suitable activities. Parents and carers have noted the progress that our children have made following access to this room.	
5.12	We support our teachers to effectively deploy the support staff who are assigned to children with funding so that they can access education and become independent learners.	
Academy Council Report		
5.13	Is the attendance of children with PP inline with non-PP children? It remains an area of focus for us because PP attendance has reduced year on year in T1. The first week was very strong, but this last week attendance has been lower than 90%. We are supporting the families who struggle with attendance which is impacted by term-time holidays. We review attendance for individual children.	
5.14	Are you working with other schools in the Trust? We are going to link with HVA and see what processes they are using. We have also been working with UVA and have created sub-lists of vulnerable pupils and those children who walk to school alone, on Bromcom.	
5.15	We are going to start inviting parents into school to discuss attendance concerns sooner.	
5.16	ACTION: DB to email Luke Allen at HVA and arrange to meet with him re sharing best practice with attendance processes.	DB
5.17	Is there a pattern of absence during weeks where there is an insight day? Yes. Kate Richardson is the Attendance Lead for the Trust, and we try to reduce the number of part-weeks that arise from inset days.	
5.18	The attendance for all children is 95.9% which should be celebrated.	
5.19	We have seen fewer term-time holidays so far this year in comparison to last year. The children who have persistent absenteeism has also changed.	
5.20	We are supporting families to get their children to school on time because we have several who are marked as absent due to arriving after the register has closed.	
5.21	All year groups except Reception are now full which is very encouraging.	
5.22	We've had no suspensions or exclusions.	

5.23	<p>What is Koala?</p> <p>It is an acronym for our learning behaviours which means that we can focus on what it means to be a great learner, and we can give targeted feedback to children.</p>	
	<p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p>	
5.25	<p>Do the lunchtime supervisors require additional training?</p> <p>We need to develop consistency around messaging to children and will develop playground rules that the staff team are all familiar with.</p>	
5.26	<p>We had a lunchtime Health and Safety Audit which recognized the improvement in lunchtime behaviours.</p>	
5.27	<p>A new member of staff has started in Reception and is providing a KS1 Choir after school which is very popular.</p>	
5.28	<p>We are going to take pupil voice for the 'No Outsiders' programme and have already seen children actively engaging with the text that has been chosen.</p>	
5.29	<p>Are the parents made aware which texts are going to be used?</p> <p>We put the link to the No Outsiders website in the school newsletter. Only one parent has objected to some of the content, so we have provided reassurance about how we educate children about tolerance and respect.</p>	
5.30	<p>There has been an increase in racist incidents?</p> <p>Yes, this is being addressed by our No Outsiders programme. We have had an increase in children joining the school from a global majority heritage background, so the demographics of our school cohort is changing.</p>	
5.31	<p>What percentage of the school have a global majority heritage?</p> <p>Approximately 27 pupils.</p>	
5.32	<p>ACTION: GT to circulate the statistics for the number of children with a global majority heritage at the next AC meeting.</p>	GT
<p>Safeguarding</p>		
5.33	<p>There has been an increase in domestic violence cases.</p>	
5.34	<p>I have arranged for SARI to attend and give a workshop to the staff in January 2026.</p>	
5.35	<p>ACTION: GT to liaise with Saima Akhtar the Trust Diversity and Inclusion Co-ordinator</p>	GT
5.36	<p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p>	
<p>Quality of Education</p>		
5.37	<p>We have been working with Chris Baker to improve the quality of our teaching and learning provision by focusing on a specific area each term and doing unannounced drop-in sessions to classrooms.</p>	
5.38	<p>Staff have shared initiatives that they tried in their classroom that had been impactful which has been well received.</p>	
5.39	<p>Is there an option for all teacher to do the drop-ins and not just SLT?</p> <p>Yes, this is planned for next year once the process has embedded. We are also going to consider if coaching pairs would be more impactful for teachers.</p>	
5.40	<p>Have you shared that vision with the team?</p> <p>Not recently, but it was discussed when we launched the new teaching and learning strategy.</p>	

5.41	We've organised for teachers to visit other CLF schools next term and observe learning behaviour and then return and share best practice.	
5.42	Our ARV has taken place and was very positive. Our 39-week Science plan includes entry and assessment timetables. Triangulation with planning, books, learning and children's voice was very positive.	
5.43	We teach handwriting at least three times a week and we undertook moderation with HVA which invigorated our teachers.	
5.44	The new staff have settled-in well.	
5.45	ACTION: TF to share the PP Strategy slides with GT so that she can demonstrated the impact of the pupil premium spend.	TF
Health & Safety - SH		
5.46	A lunchtime H&S Audit and a Site H&S Annual Audit has taken place, and very positive feedback was received, and the H&S provision has been classed as outstanding.	
5.47	A full lighting upgrade has been scheduled for next year because the parts are not available for the existing lighting.	
5.48	Has the Trust been made aware of the lighting concerns? Yes, but we can raise it formally with the Trust H&S Officer.	
5.49	ACTION: GT to raise the issue of the lights with the Trust H&S Officer (James Lewington).	GT
5.50	On 10 th October the site H&S meeting took place.	
5.51	The Fire Extinguishers that required replacing have been replaced and an audit has taken place for the fire doors.	
5.52	Quotes for netting to stop pigeons nesting at the front of the building are underway.	
5.53	A site lockdown has taken place which went smoothly.	
Policies		
5.54	Policies to Note: <ul style="list-style-type: none"> • None. Policies to Approve: <ul style="list-style-type: none"> • None 	
6.0	Matters for the attention of the board/COAC	
6.1	None	
7.0	AOB	
7.1	GT has volunteered to provide nibbles at the next meeting because it is SH's birthday. 😊	