

Minutes – Herons' Moor Academy

Meeting Date: 14 January 2026
Location: HMA
Time: 5.00pm

Chair: Karen Ryan (KR) Sponsor Councillor
 Wendy Stack (WS) Support Staff Councillor
Vacancy Parent Councillor
 Stuart Harrington (SH) Sponsor Councillor (Vice Chair)
 Andrew Csoka (AC) Parent Councillor
 Tom Crabtree (TC) Sponsor Councillor

Apologies Vicky Green (VG) Teacher Councillor
 Fleur Kent (FK) Sponsor Councillor

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

Item	Welcome, Introductions and Apologies	Action
1.1	KR welcomed everyone to the meeting.	
1.2	Absent with apologies: Vicky Green and Fleur Kent	
2.0	Declarations of Interest	
2.1	None declared.	
3.0	Minutes of Previous Meeting	
3.1	The minutes of the previous meeting (12 th November 2025) were agreed to be a true and accurate record.	
3.2	DB to email Luke Allen at HVA and arrange to meet with him re sharing best practice with attendance processes – In progress.	
3.3	GT to circulate the statistics for the number of children with a global majority heritage at the next AC meeting – Carried forward.	GT
3.4	GT to liaise with Saima Akhtar the Trust Diversity and Inclusion Co-ordinator – In progress. GT has contacted Saima and is awaiting a response. SARI are visiting the school next week to provide workshops.	
3.5	TF to share the PP Strategy slides with GT so that she can demonstrated the impact of the pupil premium spend – Completed.	
3.6	GT to raise the issue of the lights with the Trust H&S Officer (James Lewington) – Completed.	
4.0	Academy Council Membership & COAC Update	
4.1	There remains one Parent Councillor vacancy and a Sponsor Councillor vacancy following no expressions of interest to the last advertisement. The vacancy will be advertised again next term.	
4.2	ACTION: TF to share the Castle Primary School Parent AC Vacancy leaflet with GT.	TF

4.3	KR has attended the most recent COAC meeting, but there are no specific elements to report back.	
4.4	Tracy French will move to support other schools in the Trust and instead Craig Jones will support.	
5.0	Academy Council Report	
5.1	Our PP attendance is not where we want it to be. Analysis indicates that the final week of term was taken as a holiday week for 11 children, and we had a significant period of illness. However, since we returned to school in January, the attendance has improved and is 95.7% PP and 96.5% non-PP attendance.	
5.2	We have supported some of our vulnerable families by collecting the children and bringing them into school.	
5.3	Bromcom has a drop-down menu for identifying vulnerable children which means we can quickly identify who isn't in and get them to school before registration closes.	
5.4	Has there been a good uptake of the flu vaccine? Yes, apart from those who refused on religious grounds. The pre-school children were also vaccinated.	
5.5	The Trust is going to support HMA with their attendance strategies due to the drop in PP attendance to 90.6% year to date.	
5.6	Is it common for families to take holidays at the end of term? Half of the families were Eastern European and therefore were returning to see their family over Christmas.	
5.7	What triggers a fine? Ten or more sessions of absence for unauthorised reasons. The fine is £80 if paid within 21 days or £160 if paid within 28 days and is per parent.	
5.8	Is there greater holiday absence in weeks with inset days? Yes, and the Trust carefully considers when they arrange their collaboration days.	
5.9	GT has met with Tom Crabtree to discuss PP attendance.	
5.10	There has been an increase in individual behaviour plans so that we can provide bespoke provision for children.	
5.11	We recently had twenty-eight children taken indoors during lunchtime play for inappropriate behaviour which was very impactful because it demonstrated consistency and the number of occurrences has quickly dropped off.	
5.12	We have been reviewing our behaviours for learning and have introduced the Koala acronym. We are now sharing practice with other schools to see how they are engaging children in their learning.	
5.13	Does each school have their own focus at the Trust Collaboration Day? It's an inset day for each school, but the staff will visit other schools depending on their foci.	
5.14	We are going to collect pupil voice around the Koala learning behaviours to determine what impact it's having.	
5.15	What impact are the behaviour plans having? Some children have a self-regulation section where they can recognise their own change in behaviour and do something to prevent it escalating. This has been very successful.	
5.16	How often are the behaviour plans reviewed? Bi-termly. We also communicate with the parents so that they can see what is in place and what progress is being made.	
5.17	[REDACTED]	
5.18	The Gill Dando News Room is at Worle School and enables students to report on good news. We have connected with them and a group of Y5 students meet as journalists and are	

	motivated by a charity worker. We also visited the opening of a memorial for Gill Dando at the Town Hall.	
5.19	A Y5 Crochet Club has been started by a group of girls which they have arranged themselves in the library. Some other children have requested a Dance Club and a Calming Club which I'm discussing with them as pupil-led opportunities.	
5.20	ACTION: Tom Crabtree to determine what percentage of PP children attend after school clubs as part of his next PP Link Visit report.	TC
5.21	I meet with Fleur once a term to review any safeguarding issues. The S175 LA Safeguarding Audit has been completed and submitted. Whole staff training has been arranged next week with SARI, following a spike in racial incidents in T2.	
5.22	The No Outsiders programme is having good impact, and we will report on that impact at the end of the year.	
5.23	How are racist incidents reported? They are recorded on CPOMS. When an incident is logged it is categorized.	
5.24	How do you teach about race? Via PSHE and citizenship lessons. We also encourage children not to be a bystander. All children have a trusted adult that they can confide in.	
5.25	We are focusing as a staff on how we engage our children in learning and we're reviewing our teaching and learning framework. Greater depth also remains a focus.	
5.26	[REDACTED]	
6.0	Health & Safety – Stuart Harrington	
6.1	The Annual H&S Audit has taken place and again achieved outstanding. The services team has had new recruits which has been very impactful as they are more visible.	
6.2	We have sourced 25 spare bulbs to use whilst we wait for the lighting upgrade. The staffroom has new flooring and the KS1 and KS2 toilets are due to be refurbished.	
6.3	The roof is leaking again, and the school is keeping a record of when and where. A Fire drill took place in T2 and a lockdown drill is planned for this term.	
6.4	The Fire Risk Assessment is limited by building constraints e.g. lift access. The SCR report had an excellent score which is pleasing. The next H&S Committee is in February 2026.	
7.0	Policies	
7.1	Policies to Note: - None. Policies to Approve: - None	
8.0	Matters for the attention of the board/COAC	
8.1	None	
9.0	AOB	
9.1	Parents Evening – Andrew Coska noted that the organisation was exceptionally thorough and should be shared as best practice across the Trust.	
9.2	GT advised that the parents evening arrangements are being reviewed for future meetings and that the feedback was most appreciated.	