

Minutes – Herons’ Moor Academy

Meeting Date: 10 May 2023
Location: Via Teams
Time: 5.30pm

Chair:	Kathryn Volk (KV)	Sponsor Councillor & Chair
Members:	Stuart Harrington (SH)	Sponsor Councillor
	Jillian Gorra (JG)	Sponsor Councillor
	<i>Vacancy</i>	Sponsor Councillor
	Julie Fox (JF)	Principal
	Susie Weaver (SW)	Director of Education (joined at 6.15pm)
	<i>Vacancy</i>	Parent Councillor
	<i>Vacancy</i>	LA Representative Councillor
	Dave Beesley (DB)	Student Advocate
	Vicky Green (VG)	Teacher Councillor
	Wendy Stack (WS)	Support Staff Councillor
Apologies:	Tom Crabtree (TC)	Sponsor Councillor
In Attendance:	Sue Burns (SB)	Clerk
	Nuala Harding (NH)	
	Jemima Mogg (JM)	

Item	Welcome, Introductions and Apologies	Action
1.1	KV welcomed everyone to the meeting and introductions were made. No apologies were received for TC.	
2.0	Declarations of Interest	
2.1	None declared.	
3.0	Minutes of Previous Meeting	
3.1	The minutes of the previous meeting (22 nd February 2023) were agreed to be a true and accurate record.	
4.0	Matters Arising	
4.1	DB to include the level of persistent absenteeism in his attendance updates – Completed. See paragraph 6.9.	
5.0	Citizenship – Nuala Harding and Jemima Mogg	
5.1	We have quite a big team involved in Citizenship and have been focusing on adopting the CLF RE curriculum and using floor books to evidence the work for each year group. In addition, a piece of work per unit needs to be included in their Citizenship book.	
5.2	The floor books have been enthusiastically received by the children and are easily accessible for pupils with SEND.	

5.3	Moving forward we are going to tie-in HMA's 20 th Anniversary with whole school events and making values at the forefront of what we do. We will introduce a value per month and hold an assembly where a year group will feed back on the previous month's value.	
5.4	We will start with our four core values and have a wheel that builds out into the additional values.	
5.5	All the statutory PSHE requirements have been taught via the values but from next year we will adopt the CLF curriculum units which work well, then the values can be incorporated into the assemblies.	
5.6	All the units will be covered at the same time which means we will be able to see progression through the school.	
5.7	We want to encourage parental involvement to celebrate our communities and culture in the school.	
5.8	We have completed learning walks and pupil voice this year and will continue to do this regularly.	
5.9	We meet termly with the School Council and will encourage them to be active in promoting our values.	
5.10	We used the staff meetings to upskill staff on the use of floor books and will repeat this next year with additional elements of Citizenship.	
5.11	How do you support the SEND cohort to access the curriculum? The floor books make it more accessible because they do not rely on just speech or writing and involve discussion, drawing, watching videos etc. Teachers use the floor books at their discretion depending on their cohort.	
5.12	The floor books are the end of a collaborative process.	
5.13	JG: When I met the RSE staff they advised that they make the subject inclusive by using a two-to-one approach and talk in more detail.	
5.14	Do you have any strategies to engage the community next year? We would like to have festivals and celebrations and promote them in the school, so we are going to reach out to parents and invite visitors into the school. We lost some community links during the pandemic and want to regenerate those. We already have close links with the Church at Locking Castle.	
5.15	We have links with the local PCSOs who come into school regularly which is well received.	
5.16	We will consult with the staff and parents again around our values next year.	
5.17	Have you fully moved onto the CLF curriculum? Yes, we focused on RE first so that it can embed, and we are ready to start the PSHE roll out now.	
5.18	<i>Nuala Harding and Jemima Mogg left the meeting at 5.45pm</i>	
6.0	Academy Council Report	
6.1	[REDACTED]	
6.2	[REDACTED]	
6.3	[REDACTED]	

6.4	[REDACTED]	
6.5	[REDACTED]	
6.6	Attendance has been impacted by the Bank Holiday and teacher strikes with many of our teachers being on strike.	
6.7	Today's attendance has been 95.5% but it is variable across the week and there is no discernible pattern.	
6.8	We are continuing to follow up on absence.	
6.9	The government threshold for persistent absence is attendance below 85%: we have 34 children in that category (12 are from 5 families). Three pupils are in alternative provision, six are children with medical needs and two have parents who are ill which affects their attendance. We are seeing some improvement, but it is an ongoing challenge. Nine children have no specific reasons for persistent absence which we are addressing. 11 of the 34 children have had attendance over 85% over the last 6 weeks.	
6.10	If the persistently absent children had 100% attendance for the rest of the year, would they be above the pa threshold? Yes, about 12 are in reachable distance of coming out of that category.	
6.11	Can you demonstrate impact on attendance over time? Yes, we capture all the statistics each term for each of the children.	
6.12	Besides the medical and alternative provision students, are there SEND and PP children in the remaining persistent absence category? Not overly.	
6.13	Attendance at last week was 93.1% and national and CLF were at 93.9%	
6.14	SW: Fiona Lightwood has recommended further investment and support given that the team will be depleted, which will be reviewed as part of the ARV to see if we can adapt some of the systems.	
6.15	[REDACTED]	
6.16	[REDACTED]	
6.17	We are full in Reception and over subscribed for Nursey which is the highest numbers we have had. There is only one space in the academy as a whole.	
6.18	In terms of the Reception intake, were you oversubscribed? Yes, there were 23 appeals which the LA will handle.	
6.19	We have been working with the Children's Centre to provide 'stay and play' sessions to get the children and parents ready for our Nursery and for the staff to get to know them. The Childrens Centre has been very supportive in letting us use their space and we will take 17 children per session.	
6.20	Personal development: we had a lovely day celebrating the Coronation and also did fundraising for the PTA and our chosen charity.	
Safeguarding		
6.21	The end of term safe report has been circulated and the North Somerset Safeguarding Audit report was all green.	
6.22	KV: I have been into school and discussed the audit report and the school has completed the Prevent training via Nimble. We have discussed supporting safeguarding for staff as well as for the students.	

6.23	Our safeguarding is becoming more complex, and we have seen an increase in mental health conditions.	
6.24	Has the cost-of-living crisis contributed to the mental health issues? Yes, and the effects of the pandemic and poor weather.	
6.25	[REDACTED]	
6.26	The First Aid Policy indicates that a lot of staff have received First Aid training, are any of them training in Mental Health First Aid? Yes, five staff are, and one is about to start lead training which takes a year. The team meet regularly and update the staff wellbeing board and provide bespoke staff wellbeing meetings and treats. We are going to work with the ELSAP team around speaking and listening.	
6.27	The curriculum development roll out is continuing but computing has been impacted by the strike days.	
6.28	The reading team will visit another academy and join their ARV.	
6.29	SATs are underway. SPAG and Reading papers have been completed. The children were well prepared and took it in their stride. We provide breakfast every morning and greet any anxious parents.	
6.30	How is the writing going? The Y6 picture is looking sound and there has been a lot of movement in Y2.	
6.31	On Friday the Y6 pupils are all provided with their leavers hoodies, the school play is announced and school camp takes place.	
6.32	What has Y6 attendance been this week? One child has been ill but is anticipated to return tomorrow and we will catch up before we submit the papers for marking. One child is working below, and one phobic so these two won't take them.	
Health & Safety and Finance		
6.33	We have had a second outstanding Health & Safety Audit.	
6.34	The Academy Councillors thanked Shane Hawkings for his ongoing commitment to Health & Safety in the Academy.	
6.35	The fire risk assessment has been completed.	
6.36	The budget is challenging due to the campus costs of £63k and the additional support for three children. We will need to rely on our PTA for some of our basics now which is disappointing. The PTA have contributed £2k to purchasing banded reading books which we are grateful for.	
6.37	SW: As a Trust we are finding that the budgets for all our schools are challenging due to increased costs which have not been matched by funding.	
6.38	In South Africa, parents pay for their education, could parents contribute financially to the school? SW: The British culture means that this would be prohibitive. There is a private/state split in education provision. Some parents chose to pay for private consultations if required.	
6.39	The HMA Nest is doing well and is breaking even. We will increase prices slightly next year and also the Nursery fees to cover our costs.	
6.40	We are planning our staffing for next year. We have received two resignations to date for personal reasons.	
6.41	Staff cover is challenging because the agencies often do not have sufficient staff. We will have to postpone PE monitoring because we cannot get staff cover which is disappointing	
7.0	Data	

7.1	<i>Paper shared via screen</i>	
7.2	DOYA: D = Deepening, O = On track, Y = Yet to be on track and A = at an earlier stage.	
7.3	Our prediction for end of year reading is 92% compared to 88% CLF. The T4 reading mock was 83% but we still anticipate getting high 80s. Which reflects the hard work of the teaching team and the raised expectations culture.	
7.4	Last year writing was an issue, we are anticipating 78% this year and ongoing assessment indicates that that is accurate.	
7.5	Maths should be mid 80s which is an uplift on last year.	
7.6	We are hoping for 78% combined to 56% last year.	
7.7	Y5 predictions are optimistic so we are going to meet with the teachers and review the data. This is probably due to inexperience. Some children have converted from Y to O which is encouraging.	
7.8	How do the DOYA results compare between the two Y5 classes? The ECTs predictions are higher than anticipated because the cohort is more challenging.	
7.9	Are you anticipating LA moderation this year? SW: The school is due, so we are expecting it, especially as we have an ECT in post. I am confident in the moderation of Y2 and Y6 so would welcome external moderation. Post meeting addendum: The academy has received confirmation that they will be moderated. Trust wide moderation for Maths has taken place and reading is planned in the next few weeks.	
7.10	If you are externally moderated, are there any repercussions for discrepancies? No because the school will already have picked it up.	
7.11	Y4 judgements are sound.	
7.12	Y3 Maths has gone well this year, the cohort have made improved progress following a lot of work. We changed the way we taught Writing this year and provided additional support where required.	
7.13	Y2 is looking promising in Reading and Maths, and Writing is much improved which will be reviewed in the forthcoming ARV. Last year we focused on Maths, and we re-used the system this year which has provided additional capacity to focus on writing.	
7.14	Y1 are making the expected progress and are secure, but 90% is probably a bit optimistic.	
7.15	The PP data is displayed in the same chart and compares well with the CLF average. Y3 has the highest PP cohort in the school. Y2 PP writing will be reviewed.	
7.16	Do you have many Phonics resits? No because last year's Y1 was a strong cohort.	
7.17	We provide a lot of wellbeing initiatives which have now been captured in one document. We are now going to write a children's version.	
7.18	Has the wellbeing strategy been distributed to staff? It has gone to the mental health and wellbeing team before going wider.	
8.0	Governance	
8.1	2022-23 Training Programme Attendance and Exclusions – 7 th June 4-6pm on Teams Recently appointed councillor induction - 15 th June 4-5.30pm - Location TBC Link Role Networks Safeguarding: 22 May & 21 June - all 4-5.30pm - on Teams SEND: 26 June - all 4-5.30pm - Location TBC but probably hybrid PP: 19 June at 4.30-6pm - on Teams	

9.0	Policies	
9.1	<p>CLF Policies to Note:</p> <ul style="list-style-type: none"> • First Aid • Online Safety • Remote Learning – <i>Link Councillor will be JG</i> • Toileting and Intimate Care • Treasury management <p>The Academy Councillors noted the above policies.</p>	
9.2	Can head injury concussion guidance be circulated to the Academy Councillors? Yes.	
9.3	ACTION: JF to circulate the Head Injury and Concussion guidance to the ACs	JF
9.4	In the First Aid Policy 'Covid 19' will be changed to 'infection control' but in the Toileting and Intimate Care Policy there is still a specific reference to Covid 19, is that still required? It was left in the policy when it was reviewed by the CLF Central team.	
9.5	ACTION: JF to check with Jo Crickson whether Covid 19 should be referred to as 'infection control' in the Intimate Care Policy. – Action completed. Policy updated	JF
9.6	<p>Policies to Approve:</p> <ul style="list-style-type: none"> • Assessment • Attendance • Nursery Admissions • inc Nursery Ts & Cs • HMA Wellbeing Strategy (to note) 	
9.7	<p>Assessment Policy Queries:</p> <ol style="list-style-type: none"> 1. Should phonics assessment be included in the reading section, and multiplication in the maths section? 2. Guidelines states that assessments are undertaken regularly, is this specific enough, should a reference to the appendix be made? 3. Writing is referred to as ranked from highest to lowest, is this per child? Yes, it is part of the moderation process to establish the point of where expected which is can then be moderated across classes and support can be put in place for children to achieve the expected standard. 	
9.8	<p>Attendance Policy Queries:</p> <p>Page 11; arrival time and closure of registration has been changed.</p>	
9.9	<p>Nursery Admissions Policy Queries:</p> <ol style="list-style-type: none"> 1. Achieving economic wellbeing, what does this mean? This can be removed as it is and old reference to every child matters outcomes. 2. Spelling error, 'academic year' should read 'academic term'. 2.4 children admitted during the academic year...this should also be academic term. 	
9.10	<p>Nursery Terms & Conditions Queries:</p> <p>There is some red text remaining which needs to be removed before publication and the date of acceptance updated.</p>	
9.11	<p>HMA Wellbeing Strategy Queries:</p> <p>There is a spelling error on last page, 'ahs' should read 'has'.</p>	
9.12	<p>Proposal to approve the above policies subject to minor grammatical amendments: KV Seconded: SH Show of Hands: Unanimous</p>	
10.0	Matters for the attention of the Board /COAC	
10.1	None	

11.0	AOB	
11.1	<p>Can we have an in-person induction session for North Somerset Councillors? Yes, we can request that CLF Central Team arrange this.</p> <p>ACTION: Clerk to contact CLF Central Team to arrange an in-person induction session for North Somerset Councillors. – Action completed. An induction session has been arranged for 26th June at HPA.</p>	Clerk
12.0	Close of Meeting	
12.1	The meeting closed at 7.05pm	