

# Minutes – Herons’ Moor Academy

**Meeting Date:** 3<sup>rd</sup> July 2024  
**Location:** HMA  
**Time:** 5.00pm

<b>Chair:</b>	Kathryn Volk (KV)	Sponsor Councillor & Chair
	Wendy Stack (WS)	Support Staff Councillor
	<i>Vacancy</i>	Sponsor Councillor
	Julie Fox (JF)	Principal
	Susie Weaver (SW)	Director of Education
	<i>Vacancy</i>	Parent Councillor
	<i>Vacancy</i>	LA Representative Councillor
	Stuart Harrington (SH)	Sponsor Councillor
	Vicky Green (VG)	Teacher Councillor
	Jillian Gorra (JG)	Sponsor Councillor
	Dave Beesley (DB)	Student Advocate

**Apologies:** Fleur Kent (FK) Sponsor Councillor

**Absent:** Tom Crabtree (TC) Sponsor Councillor

**In Attendance:** Sue Burns (SB) Clerk

Item	Welcome, Introductions and Apologies	Action
1.1	KV welcomed Georgie Tinker (new Principal at HMA from September 2024) to the meeting and introductions were made.	
1.2	Apologies were received and accepted for Fleur Kent.	
1.3	Absent without apologies: Tom Crabtree.	
2.0	<b>Declarations of Interest</b>	
2.1	None declared.	
3.0	<b>Minutes of Previous Meeting</b>	
3.1	The minutes of the previous meeting (29 <sup>th</sup> April 2024) were agreed to be a true and accurate record.	
3.2	The budget has now been signed-off.	
4.0	<b>Academy Council Membership</b>	
4.1	The Parent Academy Councillor has withdrawn his application. A Parent Academy Councillor election will be arranged for Term 1.	
5.0	<b>Risk Register</b>	
5.1	The Risk Register has been reviewed and updated.	
5.2	If a child returns to Y1 they will require 2:1 support staff and therefore will be added to the Risk Register.	

5.3	The Nursery numbers are lower than last year, and this has been recorded on the Risk Register, but the numbers are increasing slowly. We don't take two-year olds which means they go to another provision and then stay there.	
5.4	<b>Why do late applications come in?</b> Some parents forget to apply, and some parents are not aware that the school has a Nursery, despite marketing.	
5.5	The roof remains on the Risk Register because despite repairs, it still leaks.	
6.0	<b>MFL – Teresa Wright</b>	
6.1	We have been following the CLF curriculum and have trialled CGB Plus which is inexpensive, to support teaching French.	
6.2	All the year groups have used it and have given good feedback. The software comes with French pronunciation and PDF resources.	
6.3	Y5 arranged a French day which was well received.	
6.4	The children have been doing movement breaks between lessons as part of PE and we have been using French to instruct these which have helped them with vocabulary.	
6.5	<b>How do you measure the impact of the new software?</b> This year we have been trialling it and using teacher feedback to see whether it improves their confidence. In the last week of term, I will arrange a pupil voice and see if the children are enthusiastic about learning a language. The MFL group are developing assessment sheets for use next year.	
6.6	<b>ACTION: JF to circulate the MFL Pupil Voice at the end of term.</b>	<b>JF</b>
6.7	<b>Why did you select French as the MFL?</b> Most of the schools that HMA feed into, teach French. In the past we've had a language teacher from the Secondary School attend and teach our children. We celebrate the languages in our school on Universal Language Day and at regular assemblies.	
6.8	The French budget has been spent on colourful signs for numbers and days of the week which will be displayed in the playground.	
6.9	<b>Do you find engagement is better in KS1 than in KS2?</b> The younger children enjoy the novelty of learning a new language, but there are many KS2 children who are very enthusiastic.	
6.10	The vowel sounds are different in French than in English which children can find challenging when reading the words. In KS1 the focus is on speaking and listening which means they sing songs and repeat words and phrases that they've heard.	
6.11	<b>How will you train the staff in accurate MFL assessment if they are not French speakers?</b> This is under consideration currently. There are models available that we can utilise, and we can test for retention to ensure that they are retaining concepts. We can also consider some AI tools where appropriate.	
6.12	The Y6 teachers requested that the curriculum is updated to include classroom vocabulary so that the children are Y7 ready.	
6.13	<b>Is the PP gap in MFL the same as for Reading, Writing and Maths?</b> No because the lessons are shorter and are fun which means the gap is much smaller.	
6.14	<i>Teresa Wright left the meeting at 5.30pm</i>	
7.0	<b>Academy Council Report – Julie Fox</b>	
7.1	[Redacted]	
7.2	[Redacted]	
7.3	There are three children in the new Reception cohort who come with funding.	

7.4	<b>How many children moved from Nursery to Reception?</b> 41.	
7.5	A child repeated the Nursery year and has made significant progress and his confidence has grown. He will attend Y1 in the mornings and Nursery in the afternoons.	
7.6	We have integrated PD work and have planned the inset days.	
7.7	<b>Has there been any parent feedback on the new value system?</b> Not from current parents, but new parents have been very interested.	
7.8	[REDACTED]	
7.9	[REDACTED]	
7.10	A Phonics Audit took place in March, and we purchased £5k of books. Reception and Y1 Unlocking Letters and Sounds planners have been purchased for parents next year.	
7.11	There have been some significant staff changes. We are recruiting for SEND TAs for Reception and we have received a late resignation from a TA. Two members of staff will go on maternity leave next academic year.	
7.12	Two lunchtime supervisors have been doing some TA work in exchange for overtime who may take up posts.	
7.13	Recruitment has been challenging. The first round of recruitment had very poor candidates, so we held a second round of recruitment. They were a mix of SKITT and Education First candidates. We have appointed a student who had a placement at HMA and a member of staff who has been providing maternity cover for the full-time posts. The part-time post has been appointed to a student who is currently placed at UVA.	
7.14	<b>Is there a risk to having four ECT teachers?</b> We have experienced mentors who can support them. Recruitment challenge is a national picture.	
7.15	Campus Health & Safety has been difficult to engage.	
7.16	Heron's Nest is doing well and is anticipated to make a small profit. The children thoroughly enjoy the provision.	
7.17	<b>Is there funding for PP students to attend Heron's Nest?</b> No, but we try to provide support for families in crisis. Baytree staff use the provision regularly because their school day ends later than ours.	
7.18	We are mixing classes this year where required, but there haven't been any significant concerns raised by parents.	
7.19	<b>Do you have more job-shares this year?</b> Yes, because we have a member of staff returning from maternity leave on a part-time contract.	
8.0	<b>Data – Julie Fox</b>	
8.1	The Writing was moderated and achieved 75% ARE which we are pleased about. The stamina of Y4 writing was noted, along with the amount of writing that Reception children do.	
8.2	EYFS achieved 80% GLD despite being a challenging cohort. The children have made significant progress which we are pleased about.	
8.3	The Y1 children have made significant progress in Phonics 78% which is very good considering they had 58% GLD last year.	
8.4	Four of the ten Y2 children passed the re-test.	
8.5	The Y4 Multiplication Check was above national average.	
8.6	<b>Are the EYFS needs now different to the needs in KS2?</b> Yes, because speech and language is very low in EYFS. This is being mitigated by oracy throughout the school and additional speech and language provision for individual children.	

8.7	<b>ACTION: JF to circulate the outcomes data summary when it's available</b>	JF
9.0	<b>Safeguarding</b>	
9.1	Fleur will be the Safeguarding Link AC next year.	
9.2	The Safeguarding team size will be monitored following the resignation of a member of staff. The number of children with safeguarding concerns has reduced.	
9.3	Summer safeguarding arrangements are robust and funded and the most vulnerable children will be contacted regularly over the holiday.	
9.4	Bereavement has been added as a CPOMS category.	
9.5	There have been two incidences of prejudicial behaviour.	
9.6	Transition arrangements are in place with additional transition arrangement for vulnerable children, ten of whom are going to CLF schools.	
9.7	The Safeguarding Section 175 Audit outcome was reviewed, and it was noted that there was an improvement on last year.	
10.0	<b>Policies</b>	
10.1	<p><b>Policies to Note:</b></p> <ul style="list-style-type: none"> <li>• Attendance</li> <li>• Info Security</li> <li>• Modern Slavery</li> <li>• Human Trafficking</li> <li>• Data protection</li> </ul> <p><b>Section 19 refers to Covid Track and Trace, is that still relevant?</b> The Trust has been advised to leave Covid items in.</p> <p><i>The Academy Councillors noted the above policies.</i></p>	
10.2	<p><b>Policies to Approve:</b></p> <ul style="list-style-type: none"> <li>• Inclusion</li> <li>• RE</li> <li>• School Dinners</li> </ul> <p><b>How do the children order their meals?</b> We encourage families to order via Bromcom at the beginning of the week, but they can order on a daily basis if required.</p> <p><b>Are non-religious beliefs included in the RE curriculum?</b> Yes.</p> <p><b>Does the RE curriculum reflect the beliefs of the children and also of beliefs that they don't have?</b> We give them a wider view of the range of religions that are adopted by families and to be respectful of that. Only one family currently opt out of RE,</p> <p><b>ACTION: JF to add a list of religions that are covered by the RE curriculum.</b></p> <p><i>The Academy Council approved the above policies.</i></p>	JF
11.0	<b>Matters for the attention of the board</b>	
11.1	None	

12.0	AOB	
12.1	The Academy Council thanked Juie Fox for her commitment to the school over many years and wished her well with her retirement.	
13.0	Close of Meeting	
13.1	The meeting closed at 5.25pm	