



Minutes

ACADEMY COUNCIL OF BEULAH INFANT SCHOOL

Wednesday, 20th of September 2017 at 6:00 pm at Beulah Infant School

Name	Position	Status
Fiona Fearon	Community / Chair	Present
Adrienne Cluer	Community / Vice Chair	Present
Gerrie Ozah	Community	Present
Sue Styles	Staff	Apologies
Annie Vethakkan	Staff	Present
Yuliana Ortiz	Parent	Apologies
Deborah Butler	Head of School	Present
Jeanette Indarsingh	Deputy Head of School	Present
Lynne Sampson	Executive Principal	Present
Jolyon Roberts	Executive Principal	Apologies
Richard Hill	Board Representative	Present

	ITEM	ACTION LOG NO.
	People	
1.	Apologies for absence SS, JR and YO sent their apologies for the meeting and these were accepted.	
2.	Confirmation of quorum The meeting was declared quorate.	
3.	Annual Update to the Register of Interests	

	Members of the council signed the annual declaration of pecuniary and personal interests at the end of the meeting. The hard copies were collected by the clerk and will be stored in the business office.	
4.	Election of Chair and Vice Chair Fiona Fearon was nominated and agreed to stand as Chair. Adrienne Cluer was nominated and agreed to stand as Vice Chair. RESOLUTION: Fiona Fearon was elected as Chair of the Academy Council for the period of one year. RESOLUTION: Adrienne Cluer was elected as Vice Chair of the Academy Council for the period of one year.	
5.	Board Membership Annie Vethakkan was elected as the new non-teaching Staff MAC at the start of the academic year. There are two parental vacancies still open and these will be filled in the Autumn term.	
	Strategic Leadership	
6.	Minutes of the previous meeting (6th of July 2017) RESOLUTION: The minutes were reviewed and it was agreed that they constituted a true and accurate reflection of the meeting. They were signed by the Chair.	
7.	Matters arising not discussed elsewhere and Action Log All items were closed, except for item 001 regarding parent MAC elections, per item 5.	
	Structures	
8.	Academy Council Processes <ul style="list-style-type: none"> • Link roles were agreed <ul style="list-style-type: none"> ○ SEN – Gerrie Ozah ○ CLA – Fiona Fearon ○ Pupil Premium – Adrienne Cluer ○ PE Funding – Adrienne Cluer ○ Safeguarding – Fiona Fearon ○ Website – Richard Hill 	

	<ul style="list-style-type: none"> School visits to be agreed <p>MACs were reminded of the coffee morning at the school for Macmillan Cancer Research.</p>	
9.	<p>Performance Management arrangements</p> <p>MACs were informed that there is a meeting on Monday 25th September for all PAT staff to share information about the performance related pay decisions.</p>	
	Accountability	
10.	<p>End of 2016/2017 performance data</p> <p>The HoS confirmed the majority of information in the HoS's report had already been discussed at the summer FGB. She noted that nursery details were now included and that between 93%-98% of children had made expected progress across the five areas tracked, between 73% – 84% had made good progress and 38% -60% had made outstanding progress in all areas tracked. The PPG pupils were comparable / slightly lower. The percentages of children at age related expectations (attainment) varied between 64% - 86% - the lowest being speaking and reading for all pupils and PPG. This was attributed to the high levels of EAL children (77%) many new to English (43%)</p> <p><i>The MACs discussed the large percentage of EAL students in the school and how the school is working to improve their outcomes.</i> The EAL teacher was working in the nursery during the second half of the summer term, which has made a difference to outcomes. The school has a full time EAL specialist TA who supports those children not working at expected levels or are new to English. This intervention makes a significant difference to the outcomes for our EAL pupils. The SALT was also in the nursery where low numbers made increased focus on children with difficulties possible.</p> <p>It was noted that Reception and Year 1 are full with a waiting list after the temporary in-year reduction to two forms of entry. The waiting list plus the extra children in each class is insufficient to warrant moving back to three forms of entry at this point in time. <i>In response to a question, the EHT told the MACs that while there are more than 60 children in Reception, each class has three members of staff so there is a higher staff to child ratio than normal in that year.</i></p> <p>MACs also noted that it was likely the school would be able to move back to three forms of entry next year due to the number of new housing developments coming to completion and two schools in the area receiving unsatisfactory OFSTED results.</p> <p>The school is currently identifying the children who are eligible for PPG in Reception and nursery in order to be able to support them fully. MACs noted that children who are eligible for PPG often have multiple vulnerabilities.</p>	

	<p><i>MACs commented that they were looking forward to seeing the progress of Year 2 in particular this year as that is the first year that has had the intense focus on development since reception.</i></p> <p><i>MACs also discussed their disappointment regarding the teacher who breached her contract on the first day of school.</i> The HoS confirmed there was a temporary arrangement in place whereby a teacher from another Trust school is taking the class until she was due to go off on maternity leave. After taking legal advice the Exec Heads wrote the teacher who left without notice.</p> <p>This led to a discussion about the interlinking of the schools in the Trust and the way each school supports the others, using their specialities in order to improve outcomes for all schools.</p> <p><i>A MAC asked whether teachers were happy with the extra work that providing this support to other schools entailed.</i> The HoS said that some staff had actually asked for extra challenges this year and were coping well with the workload – she also pointed out that this is a good opportunity for their own professional development. There were still teething problems to iron out but staff were happily bring any concerns to her which she was reporting to the executive head / development team.</p> <p><i>MACs agreed that this extra challenge would hopefully provide an incentive for motivated staff to stay with the Trust in order to further develop their careers.</i></p>	
11.	<p>DfE and OFSTED Updates</p> <p>MACs noted the updates mentioned in the agenda. The HoS expressed her frustration at the issues she was having logging into Analyse School Performance (ASP).</p> <p>MACs were informed that OFSTED will now using a desktop assessment for “good” schools to conduct a risk analysis and decide whether to do a section 5 or section 8 inspection.</p> <p>MACs also noted the OSTED report on children’s services in Croydon.</p>	
12.	<p>School Self Evaluation / School Improvement Plan</p> <p>This will be completed in the Autumn term using the outcomes from the OFSTED and Local Authority visit report.</p>	
13.	<p>MAC Training</p> <p>It was agreed that MACs should attend exclusion training as soon as they were able, given the changes in the guidance introduced in September 2017.</p> <p>MACs were told that Octavo training course are now being streamed by competency and that the skills matrix which they are to complete in the next few weeks will indicate possible training requirements.</p> <p>ACTION: All MACs to complete new Skills Matrix sent out with agenda papers.</p>	010

	ACTION: Clerk to confirm the next exclusion training date.	011
	ACTION: Send AV details of the New Governor Training course.	012
	Strategic Leadership	
14.	Correspondence to the Chair There was no correspondence to the Chair.	
15.	Confidential items There were no confidential items discussed.	
16.	Any other business The HoS informed the meeting that she had received a letter from one parent and a number of parents at the school have also spoken to her directly regarding the lack of halal options at lunchtime. She told the meeting that the school dinner uptake had decreased as a result. ACTION: HoS to discuss halal option with JR.	013
17.	Date of next meeting: 14th of November 2017 at 6 pm	

There being no further business for discussion the Chair thanked everyone for their contributions.

The meeting closed at 8:00 pm.

Signed as a true and accurate record of the meeting	
Chair's signature	
Chair's name	
Date	