



# Minutes

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## ACADEMY COUNCIL MEETING OF WHITEHORSE MANOR INFANT SCHOOL

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**Tuesday, 27<sup>th</sup> of February 2018 at 6:00 pm at Whitehorse Manor Infant School**

<b>Name</b>	<b>Position</b>	<b>Status</b>
Richard Hill	Community / Chair	Apologies
Mitra White	Parent	Apologies
Jolanta Zyskowska	Parent	Present
Katherine Grant	Parent	Present
Anna McPhee	Parent	Present
Cheryl Peters	Staff	Present
Stephanie Larkman	Staff	Apologies
Rosalyn Springer	Co-opted	Present
Sharon Russell	Head of School	Present
Nicola Hall	Observer / DHoS	Present
Carly Roberts	Observer / DHoS	Present
Lynne Sampson	Executive Principal	Present

Due to snow and transport issues, the meeting was clerked by LS.

	<b>ITEM</b>	<b>ACTION LOG NO.</b>
	<b>People</b>	
<b>1.</b>	<b>Apologies for absence</b> Apologies for absence were received from RH, MW and SL.	
<b>2.</b>	<b>Confirmation of quorum</b> The meeting was declared quorate.	
<b>3.</b>	<b>Declaration of any conflict of interest with items on the agenda and changes to register of interests</b>	

	There were no conflicts of interest declared and no amendments made to the register.	
<b>4.</b>	<p><b>Board/Committee membership changes</b></p> <p>MACs were told that the new Chair of the Trust was Kevin Smith, Chair of the Ecclesbourne Primary School Academy Council.</p> <p><b>RESOLUTION: Rosalyn Springer was formally approved as a co-opted member of the academy council.</b></p> <p><b>ACTION: Send the welcome pack to RS along with all the documentation.</b></p>	<b>018</b>
	<b>Strategic Leadership</b>	
<b>5.</b>	<p><b>Minutes of the previous meeting (22<sup>nd</sup> of November 2017)</b></p> <p><b>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.</b></p>	
<b>6.</b>	<p><b>Matters arising not discussed elsewhere and Action Log</b></p> <p>Item 013 – reminders were given about the skills audits. AMcP and KG have sent theirs to RH.</p> <p>MACs asked what they would be expected to know in the event of an OFSTED inspection. An explanation was given around safeguarding and radicalisation, including FGM. YZ and AM gave examples of what they had learned from their recent monitoring visits.</p>	
	<b>Accountability</b>	
<b>7.</b>	<p><b>Head of School's report</b></p> <p>The HoS had distributed an acronym sheet to accompany her report. Further acronyms will be added: EYFS, EWO, NQT, SALT and EHCP.</p> <p>The difference between progress and attainment was explained.</p> <p>Following a question from a MAC, it was reported that approximately ten new children have started or are due to start. Several families are moving to places such as Nottingham and Birmingham.</p> <p>MACs discussed per pupil funding. <i>A MAC asked about allocated funding for those with SEND</i> and it was explained that the money allocated did not cover the costs of the staffing and resources. The DHT explained how the needs of children at THNS are met through Pegasus's input. Children particularly with those with high level SEND are often signposted to more specialist provision before their reception year.</p>	

	<p><i>MACs were pleased about the performance of EAL and non EAL</i> and were happy to see that in Year Two a greater % of EAL children are working at ARE in reading, writing and maths than non EAL. MACs also discussed those with EAL in Year One who were not at age related expectations where many fall into many vulnerable groups.</p> <p>The HoS talked through the many interventions in place for those in Year Two. The DHT talked about the challenges in ensuring that Bug Club is impacting on outcomes. Evidence is being collated on use of reading diaries and Bug Club and this is being fed back to class teachers and will be discussed in the parent consultation meetings in March. It was also explained that pupil premium funding is used to purchase the online reading and phonics programs.</p> <p><b>Impact of PE and sports funding : MAC report</b>  Feedback from parents about variety of clubs and their requests was provided in the MAC report. The DHT fed back on positive impact of having sports coaches at lunchtime. A gymnastics coach has been training teachers and trialling sessions for those children who have a particular aptitude in gym.</p> <p><i>A MAC asked about accessibility to specialist resources for disabled children.</i> The DHT explained how adaptations are made.</p> <p><i>A MAC also asked how for example children with autism are included in games/PE.</i> The HoS explained how adaptations are made.</p> <p><i>A MAC requested that parents (particularly at nursery class) be given information about how to help their children get ready for school.</i> For example, please help your child learn to wash their hands, put their coats on, feeding themselves, doing up their buttons.</p> <p>CP fed back on attendance; there has been a slight dip due to outbreaks of scarlet fever and chicken pox in all year groups. Persistent absentees and reasons for their absence were discussed. Strategies for dealing with children arriving late and being late collected were also discussed.  <i>A MAC suggested that staff note with parents the impact on children when they miss learning.</i></p> <p><i>Following a question, the HoS explained three attempts to appoint a learning mentor had been unsuccessful.</i> There is a strategic plan in place to train and recruit internally.</p>	
<p><b>8.</b></p>	<p><b>Behaviour for Learning project</b></p> <p>NH presented and fed back on her school improvement project as part of her NPQH looking at behaviours for learning: what are the barriers preventing children from learning.</p> <p>She explained that where percentages do not add to 100 this is due to mobility and said that from now on only children who start the year will be tracked all through.</p> <p>Attributes for behaviours for learning are linked into the new Gold Award criteria. The associated vocabulary e.g. resilience, perseverance, determination, is being embedded across the curriculum and also used to challenge teachers' practice.</p>	

	<p><i>A MAC asked how teachers made their judgements.</i> NH did recognise the subjectivity in the awarding of stars for attitudes and behaviours for learning but said that as teachers became more skilled their judgements would have more validity.</p> <p>7:55 pm JZ left to go to work.</p>	
<b>9.</b>	<p><b>Safeguarding Monitoring report / Child Protection issues</b></p> <p>A safeguarding MAC visit report was provided to MACs prior to the meeting and was discussed during the HoS report.</p>	
<b>10.</b>	<p><b>DfE and OFSTED updates</b></p> <p>The updates were noted.</p>	
<b>11.</b>	<p><b>GDPR update</b></p> <p>The update was noted.</p>	
<b>12.</b>	<p><b>MAC Training &amp; School Visits</b></p> <p>KG and AMcP have completed their Prevent training. MW attended her new governor training recently (information sent by email as MW sent apologies for this meeting.) RS has undertaken governor induction training and AMcP is soon to do this.</p> <p>Reports were provided by JZ, MW and AMcP and discussed during the HoS reports. Visits for this term re PPG, PE and sports premium, inclusion and safeguarding have all arranged with the HoS.</p>	
	<b>Other business</b>	
<b>13.</b>	<p><b>Correspondence to the Chair</b></p> <p>There was not correspondence to the Chair.</p>	
<b>14.</b>	<p><b>Confidential items</b></p> <p>There were no confidential items discussed.</p>	
<b>15.</b>	<p><b>Any other business</b></p> <p>There was no other business discussed.</p>	

16.	Date of next meeting: 1 <sup>st</sup> of May 2018 at 6:00 pm	
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There being no further business for discussion the Chair thanked everyone for their contributions.

The meeting closed at 8:40 pm.

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