



## Wolstanton High School Academy Council

### Minutes of meeting held on Tuesday 5<sup>th</sup> March 2019

**Present:** Mary Hobson, Dawn Farrent, Helen Chapman, Mark Street, Diane Ahearn, Emma Postlethwaite, Carolyn Lear, Michelle Jones, Adele Richards

**Apologies received and accepted from:** Sharon Black

**Guests:** Dan Moore, Ally Harvey, Clint Lakin, Ian Verow, Ashleigh Gripton, Emma Moore

Agenda item	Context	Action/by whom
<b>Academy Council Matters</b>	Council members were reminded of the confidentiality of the meeting and their code of conduct. Mrs Ahearn was welcomed onto the committee. There is still no replacement for Mrs Wright but this is being addressed by the school. There were no declarations of interest for this meeting.	Hs/DF
<b>Minutes of the previous meeting Matters arising</b>	The minutes of the previous meeting were agreed and signed as a true record. The PAN will be reduced to 150 from September 2020. Pupil numbers for September 2019 are 226. 78 pupils have been added from Stoke on Trent schools. This will impact the budget and planning and the school will look to get reimbursement from Stoke LEA once the numbers are finalised at the end of March. It will mean that there is an extra class needed for the pupils in year 7 and 2 extra staff. There will be 51 feeder primary schools this year. There have been increased numbers this year from Bradwell and Bursley schools. The patrol crossing person was given an Above and Beyond award at the end of last term.	Hs/DF Hs/DF
<b>Pupil premium</b>	Papers related to this were circulated prior to the meeting. The school is now making better use of this funding and the targeting of pupils has improved. Council members were shown how to access the information on the website and encouraged to use it. The yr 10 visit to Ullswater and the Younger Minds link in school were used as positive examples of how this funding is being used to good effect. <i>Council members feel that the money is being used well, is correctly targeted and can be monitored and linked to the school data and is, therefore, more accountable.</i> <i>Has this information been sent out to parents?</i> No but the relevant parents are aware that pupils receiving it have individual targets and discussions with parents and HoY/SEND are held to give explanation. This will be a stand-alone agenda item at the next Education and Standards Meeting in May.	Clerk/Lk
<b>Reports</b>	There have been no actions by the Chair or Vice Chair. Minutes of the Resources Committee had been circulated prior to the meeting. A link report from the Vice Chair had been received and circulated prior to the meeting based on a visit to the school to interview pupils. This had been done with year 8 & 10 pupils and there will be further meetings to cover the other year groups.	Hc/Ms/Hs/DM

<p><b>SEF/School Development Plan/Principal's Report</b></p>	<p>These had been circulated prior to the meeting. There had been a lot of staff absence in January due to a sickness bug but this is now resolved.</p> <p><b>Progress</b> The most up to date yr11 data was shared at the meeting with the CWA and Forecast grades. The forecast grades are much more positive than the DC2. In the past the forecast grades have been an issue. This is now more accurate and the main focus of the middle leaders is to ensure that forecasting is accurate. The Head of School and Assistant Head have held QA meetings with middle leaders to ensure that the right pupils are being targeted for intervention and support. <i>Apart from individual teacher assessments what else are you doing to improve forecasting?</i> Several middle leaders are now examiners; there are standardisation meetings across the SET; appropriateness of the key assessment tasks are done by middle leaders. The data is showing improvement and that what is being done is working. <i>2 years ago forecasts showed a similar picture. Is this data realistic?</i> The T&amp;L process is dealing with this. <i>Is the frequency of assessment governed by the T&amp;L process or departments?</i> It is done through T&amp;L but HoD decide what and when the assessments should be based on their SOW and KATs. It was stressed that the focus of the school is accuracy of forecasting. <i>In each year group for subject areas there have been dips. Why is this? Is it the flightpaths?</i> The flightpaths do need to be revisited. Retesting of yr7 identified some middle ability students whose data was potentially incorrect. These pupils need to be enthused and given confidence so they don't become disillusioned. This data will be useful for a future Ofsted visit. Departments have reviewed SOW to ensure that pupils are being stretched. CPD concentrates on challenge. Year 7 pupils say they are being challenged. <i>Are homework tasks setting pupils on the path to good habits?</i> The homework policy is being reviewed and moving towards independent learning so that pupils take ownership of their work. <i>Can they pick or are they assigned specific tasks?</i> Both. They should make better progress in lessons if they have done the work. <i>Perhaps some parents aren't aware of the expectations and are not supporting?</i> The school is trying to build the skills from year 7 upwards.</p> <p><b>Teaching and Learning</b> QA cycle is to monitor. <i>Is there movement from good to outstanding?</i> There is no massive variation. The "weeding" has already been done so variation will be less. <i>What is being done to raise standards now?</i> CPD: speed dating tasks; T&amp;L carousel, evaluations on line which helps future planning.</p> <p><b>Erasmus Visit</b> Thanks were expressed to the assistant head for the recent Erasmus visit. This had been excellent for both staff and pupils. Because of the success the project has been expanded and there will be training for HOY and other relevant staff. It has had a very positive effect on those pupils who took part. <i>Council members noted that enrichment activities will be a focus for the new Ofsted framework.</i></p>	<p>SLT</p> <p>SLT/middle leaders</p> <p>Ve</p> <p>Gn</p>
--	--	--

	<p><b>Behaviour</b>  The deputy head went through the report and feedback. This had been previously circulated. Support staff are encouraged to be on the corridors at change of lessons and also to go on gate duty so that they get to know the pupils. Ready, Respectful, Safe is now in use with the school rules fitted into it. The behaviour policy is being reviewed with staff encouraged to take ownership of their issues with pupils and all staff have been issued with cards with scripted interventions which they put on their lanyards. There will be one weekly detention where staff will be expected to attend to discuss with pupils why they are in detention and ways to move forward.  There was discussion around the merit system and this will be looked at.  The <b>attendance</b> section on p30 was noted.  <i>It is concerning that the detention and exclusion data for year 11 is as it is especially when compared with the forecast figures.</i>  The HOY11 gave a full explanation of why the figures are as they are and spoke of the few individuals who are causing the issues.  <i>Are these pupils who haven't yet got placements for KS5?</i>  Work is being done in this area but there is a correlation.  <i>It was noted that these pupils have gone through massive changes at the school during their time there.</i>  <b>Quality of leadership and management</b>  There will be training for those staff who were absent for the level 1 safeguarding training.  The actions and impact in this section were fully discussed and acknowledged.</p>	SLT  DM  DM  LK
<b>Safeguarding update</b>	None	
<b>Financial update</b>	There will need to be a review based on the extra numbers expected in yr7. There will be no redundancies and the school will be looking to recruit staff. Planning is already in progress for all of this.	
<b>Governor information pack</b>	All council members have received copies of this together with a written set of notes from the clerk.	

There being no further business the meeting closed at 7.59pm

**Please note that the date of the next Academy Council meeting is on: Tuesday 18<sup>th</sup> June 2019**

Approved and signed by the Chair:

Dr H. Chapman: \_\_\_\_\_

Date \_\_\_\_\_