



Making our best our standard



Wolstanton High School Academy Council Minutes of meeting held on Thursday 3rd March 2016

Present: Mrs T Thomas, Dr H Chapman, Mr M Street, Mrs H Jackson, Mrs M. Jones, Mrs R Wright, Mrs C Thomas

Apologies: Mrs E Postlethwaite, Mr A Price (these were received and accepted by the Council)

Guests: Mrs M Hobson, Mrs A Harvey, Mr J Johnson

Agenda item	Action	By whom
1 Membership	<p>The Chair explained that full clarification is awaited of comprehensive terms of reference for the full council from the Shaw Education Trust (SET). The CEO (SET) is to attend the next meeting of the council. There are vacancies on the council, however it was agreed, following discussion, that these are left pending until the full terms of reference are known. The skills audit, previously undertaken, will then be used to support and aid recruitment.</p> <p>Dr K Jones will no longer serve on the Council as his time of office has expired and members wished to record their appreciation of his work and commitment to the governing body of Wolstanton High School. Dr Jones will be continuing his links with the school as he is to become the STEM adviser / ambassador.</p>	
2 Confidentiality / code of conduct	<p>Council members were reminded that matters relating to this meeting are confidential to it.</p> <p>Council members were informed that there will be a confidential item raised at the end of the meeting when staff members / guests will be requested leave.</p> <p>Members were reminded that they have agreed to a code of conduct and</p>	

	were directed to page 25 of the Governor Information pack.	
3 Declaration of interests	Mr M Street declared that he provides pest control advice to Entrust and to Walton Hall Academy.	
4 Minutes of the previous meeting and matters arising	<p>The minutes of the previous meeting were accepted as a true record and signed by the Chair.</p> <ul style="list-style-type: none"> • Social networking. This will be dealt with when the full terms of reference are received. • There is now a vacancy for link member with SEND/LAC as Dr Jones is not on the Academy Council. Mrs R Wright volunteered to take up this position and council members thanked her for this offer and were pleased to accept it. • The Head informed members that there will be an external safeguarding audit in April which the school have requested and this will be paid for by the SET. There will also be a SEND area review at the same time. These will help focus on areas of need within the SEND area. • Link members were reminded that it is good practise to submit a short written report for the Academy Council following visits to the school. • Council members were informed that the school website is currently being updated and that members will be required to update their details and information for this 	<p>Hc</p> <p>TT/Hc</p> <p>TT/Lk/Jn</p> <p>EP/RW</p> <p>AH/DO</p>
<p>5 Reports:</p> <ul style="list-style-type: none"> • Chair / vice chair actions • Resources committee • Education and Standards Committee 	<ul style="list-style-type: none"> • There were no actions to report • The report from this committee was accepted • The report from this committee was accepted. Council members were updated on the current projected numbers for year 7 intake in September 2016: target = 207; current = 191. The budget has been revised to account for 195. Although numbers will fluctuate before September it was agreed that the outlook is positive. Currently the Head is visiting the primary schools and feedback from them concerning the primary liaison undertaken by the school is extremely positive. In particular it was noted that 96% of students from Ellison 	

<ul style="list-style-type: none"> • Link governor reports 	<p>will be coming to WHS and 73% of students from St Margaret's. The latter is particularly encouraging as it is 10% more than previously. Council members questioned student numbers from those schools considered to be out of area but who the school have been working with. The AH with responsibility for primary work explained that work is being done with year 5 teachers to ensure a good response from 2017. Council members wished to record their thanks to the staff at WHS and acknowledged that without their efforts in the primary liaison programme there would not be such positive outcomes in place.</p> <ul style="list-style-type: none"> • There were no reports to this meeting but EP has said that she will present a report for the next meeting. Council members are satisfied that appropriate contact is being made and that they are sufficiently updated. 	<p>TT/Jn</p> <p>EP/RW</p>
<p>6 Headteacher's report</p>	<p>This report had previously been circulated to council members. Council members asked for an update on the projects. The bursar reported that we should hear shortly about the bids. It is hoped that the heating project will be accepted. If this is the case tenders will be sought and it is hoped that work will commence in September. Council members were assured that although work will be done during term time it will not impact on the school day.</p> <p>Should the flat roof project be accepted tenders will also be sought and again work should start during the autumn term.</p> <p>There was much debate and challenge around the issue of staffing in school. They were reassured that this issue was being handled appropriately and efficiently.</p> <p>Council members questioned the removal of some subjects from the yr10 curriculum for 2016/17. The deputy head re-assured members that this was for one year only and that the situation would be reviewed for the following year when the cohort will be larger.</p> <p>Council members were re-assured, following questions, that the forecasting of results is both rigorous and reliable as well as accurate. The Head is</p>	<p>AH/TT</p> <p>TT/AH</p> <p>Hs</p> <p>TT/Hs</p>

	<p>happy that this is so but recognises that the final test will be when the results come in in August. Council members acknowledged that Progress 8 will probably be beneficial to WHS.</p> <p>Members were informed that the AH T&L is currently in Middlesborough to look at the T&L strategies of a known good school and this will aid production of a Wolstanton model for this area. It was noted that there had been very positive feedback from the Education and Standards committee in this area.</p> <p>Following up on INSET and training council members were informed of a market place event for staff which will look at work from several students across the ability range and sub groups. Council members are encouraged to attend this event to better inform their work and scrutiny of the school. Attendance is up on last year, particularly with pupil premium students who have been a focus during this academic year.</p> <p>The software being used for safeguarding and PREVENT is not user friendly. However, council members are satisfied that it is working sufficiently well and acknowledged that referrals have been made. 2 members of staff are to attend further training in March.</p> <p>Members were asked to make sure that their DBS checks are up to date. The bursar will contact members re this.</p> <p>Council members said that they are happy with the new style of Headteacher report. Mrs Thomas was thanked for her work so far.</p> <p>Upcoming focii will include: the detention system; the budget.</p>	<p>Ve</p> <p>TT/Ve</p> <p>LK/AH</p> <p>AH</p> <p>Jn/AH</p>
7 Council self evaluation	<p>Council members were referred to Appendix 3 in the Governor Information Pack. It was felt that much of this work had been done prior to the academy conversion but members were asked to look at this before the next meeting and if there are any issues or questions arising from it to contact the Chair. When the full terms of reference are known this will then be used as part of induction for new council members.</p>	Hc/council members
8 Policies and procedures	<p>Council members were reminded that policies come from the SET and that this body is required to apopt them. Various policies have been circulated to all members and discussed at length at the Resources committee. It was agreed by all that these policies be adopted.</p>	

	Members will receive further policies as and when they are required.	AH
9 Financial update	This had been discussed at length at the Resources committee and members had accepted their report. Council members were informed that the school had had it's first audit 3/3/16 and had been given no improvement points. The full report will be distributed when it is received. Council members thanked the finance team for their hard work.	AH
10 Health and Safety	All matters relating to this had been discussed fully at the Resources committee and reported back to full council. Council members noted that the bursar and site manager have been invited to sit on the Facilities Board for the MAT across the SET. Questions were raised about the Pavillion. A cost to demolish has been received (£45,000) and the AA have noted this. Surveyors have been working in the school and their report is awaited. However, it is to be presumed that the pavillion work will not be deemed as a priority for spending.	TT/AH
11 Any other business	None	
	The meeting concluded at 7.15pm	

Please note that the date of the next Academy Council meeting is: Thursday 16th June 6pm

Approved and signed by the Chair:

Dr H. Chapman: _____

Date _____