



Making our best our standard



Wolstanton High School Academy Council Minutes of meeting held on Tuesday 14th November 2017

Present: Dr H Chapman, Mr M Street, Mrs J Yarwood, Mrs M Jones, Mrs R Wright, Ms S Black, Ms S Brookes – Mills, Mrs H Jackson, Mr G Thorley (SET)

Apologies received and accepted from: Mrs D Platt

Guests: Mrs M Hobson, Mr D Moore, Mr C Lakin, Mr I Verow, Mrs A Harvey

Prior to the start of the formal meeting Mrs Yarwood lead a training session on Understanding Secondary Accountability Measures. All members have now received this training.

Agenda Item	Action	By whom
1 Election of chair and vice chair	Dr Helen Chapman was proposed as chair by Mrs H Jackson and seconded by Ms S Black. Duly elected Mr M Street was proposed as vice chair by Dr H Chapman and seconded by Mrs H Jackson. Duly elected. Term of office for both these posts is 1 year.	
2 Academy Council Matters: Membership Confidentiality Register of business interests Declaration of interests Code of conduct	Council members were reminded of the confidentiality of the meeting. Ms Brookes-Mills has joined the council to replace Mrs C Thomas. Mrs Platt has joined the council to replace Mrs Postlethwaite. Register of interests has been completed. Mr Street gave notice that he provides pest control to Entrust and Walton Hall Academy. Council members were reminded of their code of conduct.	
3 Minutes of the previous meeting Matters arising	The minutes of the previous meeting were accepted as a true and accurate record and were signed by the Chair. Council members noted that the Key Stage 3 graduation for Year 9 pupils had been well attended by parents and both the school and SET graduations had been successful. They provide another excellent opportunity for parental engagement.	
4 Review of committees and Nominated link Council Members	A discussion was held to see how the council can better support the school in its work. Links with subject areas and year groups were discussed and specific curriculum areas were identified and links set up. These meetings will initially be with line managers but move to include HoDs when established. The Chair is meeting with SLT on alternate Friday mornings and this will include tours of the school when time allows. Notes from these meetings will be circulated and a pro forma for use in all meetings between council members and school staff will be circulated The list of committee members and link staff is noted separately to these minutes and circulated to	SLT HC/SLT Clerk

	council members	
5 Reports	The Chair and Vice Chair have no actions to report Reports from the Education and Standards Committee and the Resources Committee were received. Nominated / link members will provide written notes for future FAC meetings.	
6 SEF and SDP	<p>These 2 documents were circulated prior to the meeting.</p> <p>The performance indicators for current pupils are more positive than previously; the science team has been transformed and is working well; support continues for the maths team from SET.</p> <p>JY explained the thinking behind the SEF and this was supported by council members.</p> <p>The SDP is now ready for RAG during the course of the year.</p> <p><i>Is there enough in the SEF and SDP to support the grade given to disadvantaged and pupil premium?</i></p> <p>The full detail of PP plans, expenditure and impact is contained in the Pupil Premium document which is available in school, to Academy Councillors and on the school website.</p> <p>Extra documentation in school supports both the documents and is available for Council Members.</p> <p>Ongoing evidence of impact will be shown when the documents are ragged.</p> <p><i>The chair suggested that the SEF should be used as a check for visits by council members and to focus their discussions with staff.</i></p> <p><i>The Chair asked members to note that p5 relates to governance. Council members will be notified of presentations and webinars by the Clerk</i></p> <p><i>How is the SDP owned by staff?</i></p> <p>The document was distributed to staff at the end of the last academic year. Department development plans, linked to this document, are now in place and supported through the line management agenda on a half termly basis. Anything with * in the SDP MUST been in the dept dev plan.</p> <p>RAG versions are also distributed to staff.</p>	<p>SLT</p> <p>SLT/council members JY/Clerk</p>
7 Headteacher's Report	<p>This document had been circulated prior to the meeting. JY explained that this document supports both the SEF and SDP and reports on progress.</p> <p><i>Why were numbers for yr7 lower than expected?</i></p> <p>The numbers that came into school were the numbers expected according to LA figures but it had been hoped that other pupils would come in. However, this year saw the sibling effect of previous years when pupils had opted to go elsewhere and now siblings were following on. The recent open evening for yr6 parents indicated that historical issues have been eradicated and that the school is seen in a far more positive light in the community. A council member noted that yr6 parents in her school have put WHS as their first choice for September 2018 having been undecided prior to that evening.</p> <p><i>Can we alter the PAN?</i></p> <p>Technically we can.</p> <p>The SET have now appointed a "Press Officer" who will take control of social media accounts. This should improve communications with our stakeholders.</p> <p>Attendance</p> <p>The areas in blue are the focus areas. The deputy head explained the documentation which had</p>	<p>SLT</p> <p>SLT</p>

	<p>previously been circulated and said that data is now being used to support targeting pupils more appropriately. Attend EDC are the school's attend partner. They meet with the attendance officer regularly and identify patterns in attendance which may have previously been unidentified. Exclusions numbers have increased, but exclusions are appropriate and are only put in place when all other avenues have been explored. The number will decrease as measures to support inclusion are embedded. The SAS room is proving successful with targeted work appropriate to the misdemeanour. However, the message is getting through to students that they will be excluded if necessary and that behaviour must be up to the expected standards and that poor behaviour will not be tolerated.</p> <p>Progress The latest data for yr I I was circulated and explained. Line management is focussing on how departments know the data is accurate and how they can prove it. Changes to the examination system have made this more difficult in some subjects and national grade boundaries were changed because of this. It is hoped that these boundaries will now remain relatively stable for the foreseeable future. Heads of Department and Heads of Year are now working together to target pupils more efficiently. Strategies to support pupils who are struggling are in place. Work is being undertaken with support agencies to diagnose issues and it may be that some pupils will need time away from the more formal curriculum. Individual plans related to need will be in place. Other schools within the Trust are also providing support and advice with this work. The data presented is the first data capture of the current academic year and this will be used to identify issues and put strategies in place. <i>Council members were asked to use this data to inform discussion when they meet with their link partners.</i></p> <p>Teaching and learning. Lesson observations are now unannounced. Support remains within some departmental areas and changes of staffing ae having a positive impact in some areas. Staff who are on long term absence will be supported on their return as appropriate and observed in due course. <i>What is in place to carry on from the RAP from last term in terms of behaviour?</i></p> <p>The updated behaviour initiative was explained to inform members of the detention system and the rewards system. More emphasis is now being given to positive comment and recognition.</p> <p>Erasmus Project Council members were informed that the bidding for this project has been successful. A visit has already taken place to work on the project and 6 pupils have been identified from applications received. They will travel to Sicily to start work on the project. Progress will be shared at future meetings. Council members recognise the work that has already gone into this excellent project.</p> <p>Leadership and management Much discussion earlier in the meeting had centred on this area but council members were informed</p>	<p>DM</p> <p>DM/SLT</p> <p>HS</p> <p>SET/SLT/LK</p> <p>VE/SLT</p> <p>DM</p> <p>LK</p>
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	that the Parents Forum is active and working well and is positively challenging the school. Budget Mr Street will join the Health and Safety panel. The school will be made aware of 1 st choice applications on 1/12/17 and of actual numbers on 1/3/18. Predicted numbers are 140 for 2018 and 150 for 2019 and a budget will be set based on these figures Successful CIF funding is supporting the work of the school to improve the building.	AH/SLT
8 Safeguarding updates	There were no updates to the information supplied within the presented reports	
9 Financial update	There were no updates to the information supplied within the presented reports	
10 consultation on proposed admission arrangements	A letter from the LA relating to this was circulated to each council member	Clerk
11 Governor information pack	Items of interest to council members were highlighted by the Clerk. Copies of this were distributed and had been previously circulated electronically.	Clerk
12 Any other business	Council members are asked to note that there will be Level 1 Safeguarding training at the school on 7/12/17 at 3pm.	Lk

There being no further business the meeting closed at 8.10pm

Please note that the date of the next Academy Council meeting is on: Tuesday 6th March 2018 at 6pm

Approved and signed by the Chair:

Dr H. Chapman: _____

Date _____