



Chantry Academy

Local Governing Body Agenda
Thursday 7th July 2016 @ 5.00 pm

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| Chair: | Bob Dool | Clerk: | Elaine Szpytma |
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| Name | Governor Type Trust/Parent/Staff/Associate | <u>P</u>resent/<u>A</u>pologies/<u>A</u>bsent |
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| Aileen Davison | Parent | Ap |
| Craig D'Cunha | Principal | P |
| Bob Dool | Trust (Chair) | P |
| Etholle George | Trust | P |
| Revd Robert Hinsley | Trust | Ap |
| Liz Jones | Parent | P |
| Lisa Perkins | Trust | P |
| Kevin Stronach | Staff | P |
| Sharon Wickiewicz | Staff | Ap |
| Iain Dunnett | Trust | Ap |

In Attendance:

Chantry Academy Local Governing Body
Agenda Items / Minutes / Actions

Thursday 7th July 2016 @ 5.00 pm

| | Agenda Item & Associated Challenging Questions | Items Discussed | Action |
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| 1. | Welcome from the Chair/Apologies | <p>The meeting commenced at 5.04 pm. Apologies for absence received from Aileen Davison, Reverend Robert Hinsley, Iain Dunnett; governors consented to the absences.</p> <p>Prior to the formal agenda items the Chair made some observations on the school's achievements during the past year as follows:-</p> <p>As we get towards the end of our first academic year as a LGB, I just wanted to make some observations and offer some thanks.</p> <p>We have a strong ethos and culture, a determined work ethic, a focus on delivering high quality teaching and learning and a climate where care, consideration and respect for others are equally important with positive behaviour obvious throughout the academy. All aspects of the school have been rebuilt the buildings, the services and most importantly the approach. Improvement has been rapid. Long term objectives are in place and the school is now extremely well placed to drive standards beyond that what which some imagined possible.</p> <p>Today, we have a school that parents want their children to come to, where expectations are high, where students feel confident and enjoy their learning, where aspirations are exceeded, where a safe environment exists and where students are able to thrive and succeed.</p> <p>The Principal and his Senior Leadership team have been remarkable as they have driven the school forward and are absolutely clear and confident about where we are in our journey and where we are going. We have an enthusiastic and experienced staff team in place- across the whole school. They are fully engaged and continue to have opportunities to develop as we improve and implement effective teaching and assessment techniques. All of these are no longer statements of intent this is now the reality of being part of Chantry Academy. This enables us to be very confident and take control of the way in which we develop in the future- but also not to be complacent.</p> <p>We are not about achieving or exceeding national averages, we are not about exceeding targets we are about ensuring that every single one of our students leaves this Academy equipped with the skills, qualifications</p> | |

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| | | <p>and experiences which support and enable them to realise their high ambitions and succeed in the future. So far I have not mentioned Ofsted. Although it recognises where we are today, and make no mistake we should be extremely proud of the judgement and the distance the school has come from Special Measures to a strong overall judgement of Requires Improvement with Good for Leadership and Management and also Good for Personal, development, behaviour and welfare. However, in my opinion, it is what I have talked about earlier that has and will continue to make the real difference. It is our forward thinking SLT, our committed and experienced staff, our confident and engaged students and supportive parents that will be crucial and important to the ongoing development and success of our students at Chantry.</p> <p>On behalf of the LGB, I would like to congratulate all the students, staff, parents and leadership team of the academy for the way in which they have put in place, developed and embraced a powerful vision and a set of core values which are now accepted as everyday life at Chantry Academy. As a consequence, there is now a solid foundation for building success in the school and its wider community</p> <p>The role played by Governors has offered a good balance of challenge, involvement and support and ensured statutory compliance. Governors have contributed to the development of a strong strategic direction and ensured the academy is accountable for its actions and continues to improve. The initial comments on the previous GB were damning to say the least, as a new team Governors have worked extremely very hard over a short space of time to provide effective governance and I know this has been fully recognised and acknowledged by SLT, ALT and Ofsted. It has made a real difference to our young people. Thanks are therefore also due to Governors.</p> <p>Finally, thanks to ALT for the positive, effective and experienced way in which they provide an overall strategic direction, advise and support the academy in areas including; teaching and learning, financial matters, personnel issues, statutory compliance, policy development and indeed all aspects of our work. I know the Principal regards where we are today as only a step towards where we want the school to be. Along with his colleagues they have a huge appetite, energy and commitment which will ensure achievement and success will continue to improve at Chantry Academy and at the pace we have already experienced.</p> <p>That said, it remains important that, as we get towards the end of term, we do take a breath, recognise everyone's contribution and celebrate our success.</p> | |
| 2. | Declarations of Pecuniary Interest | There were no declarations of pecuniary interest relevant to items on the agenda. | |

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| 3. | | <p>The minutes of the previous meeting were approved as an accurate record.</p> <p>Matters arising from minutes:</p> <p>Item 3 - Minutes of the meeting held on 10 March 2016 and matters arising: A record of governor visits has been compiled and has been seen by the Chair.</p> <p>Item 4 – Reports from sub-committees: <i>School Improvement Plan:</i> A meeting has still to be arranged with the principal to develop an engagement strategy. LP, RD, CD to arrange date.</p> <p><i>Governor visits:</i> Reports for pupil premium and teaching and learning are still outstanding. Sue Haywood is chasing these up.</p> | <p>LP, RD, CD</p> <p>AD, EG, LP</p> |
| 4. | Ofsted Monitoring Visit | <p>The Principal provided an update on the Ofsted monitoring visit which took on 14/15 June 2016. Governors received a copy of the feedback and forward plan, previously circulated; a copy has been included in the minute book. Key points arising from the discussion:</p> <p>Chantry is now out of special measures and on a new journey. In eighteen months the academy has moved from inadequate in every area to good in two and requires improvement overall; the academy is half way to where it wants to be. There is a plan in place to improve the quality of teaching and embed more creative aspects in the classroom. Behaviour is good now and staff can focus on developing and improving the way they teach. CPD is in place to encourage staff members to be more open about teaching, take more risks in lessons; the academy has two years in which to try out what they want to do differently. The Chantry Learning Charter is in place; this has been developed with staff members and middle leaders, finalised and will be included in any future job adverts; this will be the central core of the academy going forward and CPD will be based around this.</p> <p>This was a very positive two days. There was some disconnection between what Ofsted saw in classrooms and outcomes; progress across the school was not accelerated enough to prove the outcomes the school were claiming. The training for middle leaders was effective, middle leaders were proactive in telling their story and were able to articulate this in a more confident and convincing manner; the leadership step from middle leaders was the biggest step made. The report is a fair report; the school is in a good place to achieve outstanding within the next two years.</p> <p>Governors noted that one external review will take place next year to judge the school's position and two in year two, which will be the next Ofsted year, to ensure staff</p> | |

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| | <p>Feeling from the team, how is this being managed motivationally?</p> <p>Disappointed not good but can see progress made and can see potential for more?</p> <p>The self-evaluation report staff members do mirrored what the Ofsted report said in terms of judgements?</p> <p>How are we going to take this to the next level, prioritise and deal with some of the areas of improvement identified?</p> | <p>members and students are used to somebody coming in and out of their lessons.</p> <p>For the last eighteen months nobody has believed the academy is a special measures school. Staff members are pleased with the good judgements but disappointed the school has not been judged as good overall. The academy is already moving forward and has started reviewing the development plan and aims for the next eighteen months. This is a positive academy now, staff members know where they are and where they want to be. Teaching and learning was always going to be the most difficult to turn around i.e. different people, different teaching styles; there has been some disruption in teaching of science this year and staff turnover has been an issue. There is still improvement to be made to ensure consistency across the academy.</p> <p>Chantry has an improvement plan but this was quite a lengthy document; some areas have been combined to make these more specific and this has been reduced from thirteen objectives to eight. The improvement plan is being reviewed with staff members on Tuesday, middle leaders will be working with teams to inform the actions; this will be brought to full governing body once completed. Governors discussed the Learning Charter and noted some potential solutions to resolve issues related to homework; the Learning Charter will be part of the parent handbook and will be available on the school website.</p> | |
| 5. | <p>Principal's Report</p> <p>Student numbers:</p> <p>Exit interviews are included on this report or in the future?</p> <p>Something governors should be involved in and not staff members?</p> <p>20% close to triggers is high?</p> <p>School pay for referral?</p> | <p>Governors received a report from the principal, previously circulated; a copy is available in the minute book. The principal responded to questions from governors; key points arising from the discussion:</p> <p>178 year 6 students turned up yesterday to visit, it isn't confirmed whether they are all going to attend Chantry.</p> <p>Governors received an update on staffing and noted the school is fully staffed for teaching; some non-teaching posts have been advertised. Governors noted that exit interviews are not in place at the moment; this is something which can be looked at for the future, but it is important to reach agreement about who will conduct the interviews if an honest appraisal is to be made. The school has an HR officer who could conduct the interviews and can provide a summary document for governors; governors gave their approval to this approach. Governors received an update on other HR issues relating to outcomes of attendance hearings and investigations.</p> <p>Governors received an update on staff attendance and noted absence compared to last year has halved. The absence policy is a tough policy and is being reinforced; once staff members hit the triggers there is an immediate referral to occupational health which the school pays for. Governors noted the referral to occupational health is seen</p> | |

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| | <p>If 20% are close to triggers and nearly 10% referred to occupational health absence this is still an issue which needs to be monitored. Student absence has calmed down a lot quicker than staff absence?</p> <p>Lower school issues with English in year 7?</p> <p>Behaviour will stay with other year 6 children, negative impact?</p> | <p>as a supportive aspect which has helped to reduce absence; for known absentees this has helped to break the cycle and there has been a significant improvement. These staff members now realise action will be taken and the process will be followed but there has been a legacy of this not happening previously; conscientious members of staff don't have a problem with this. Governors noted the school is moving forward and developing a culture where unacceptable or persistent absence is addressed. The academy is realistic in its approach; advanced warning is given if a member of staff is about to hit a trigger and the academy is making judgements about reasons for absence, which is to be expected from a caring employer. Referral for independent medical advice is in place to support and to help make reasonable judgements. This is not a new system/ policy it is just being managed in a more professional and consistent manner.</p> <p>There are no real changes in statistics to report since the last meeting; year 11 information is as recorded on the dashboard circulated. Issues with English are to be expected and relate to the level of understanding and maturity in terms of understanding language; there is nothing here the academy is particularly concerned about. Behaviour is moving positively in the right direction. Governors discussed an issue with some behaviour from visiting year 6 students; potential year 7 students next year. The academy has noted who the students are, the issue was picked up and dealt with and students saw this; the offenders were sent home. The school reacted quickly and have visited some feeder schools and spoken with all year 6 children coming to Chantry to reassure them; parents have been asked to contact the school if they have any concerns.</p> | |
| 6. | Budget 2016/2017 | The budget was due to be received back from ALT Board today but approval will now take place on 12 th July, no issues are anticipated. The budget will be presented to governors for adoption at the first meeting of the year; in the mean-time the academy will work within that budget. | Clerk agenda |
| 7. | Reports from Sub-Committees / Governor Visits | There were no sub-committee meetings to report since the last meeting of the full governing body; no governor visits have taken place since the last meeting of the full governing body. | |
| 8. | Closing off 2015/16 / Strategic priorities for 2016/17 onwards | <p>Governors discussed strategic priorities for 2016/2017. Key points arising from the discussion:</p> <p>Governors noted RD/CD are meeting on Tuesday to review the improvement plan and consider which strategic elements need to be carried over into the governors' aspect of the plan. Governors agreed that a review of the role of the governing body should be included as an agenda item for the next meeting.</p> | Clerk agenda |

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| | | <p>Governors discussed opportunities for conducting a staff survey and approaches to take; governors agreed to conduct a survey of all staff members and encourage all staff members to complete this; RD will provide CD with survey questions, CD and management team will decide. Governors agreed to review the outcomes of the survey at the first meeting and consider how they would like to develop this further e.g. send out the survey at the same time each year to measure change or perhaps conduct regular surveys at regular times throughout the year with different objectives in terms of the improvement plan.</p> <p>Governors discussed opportunities to raise the profile of the governing body by attending community and school events. The calendar of events is being finalised, CD agreed to provide governors with a copy of the calendar and invite governors to events.</p> <p>Governors agreed the following strategic priorities in relation to arrangements for visits and involvement for 2016/2017:</p> <ul style="list-style-type: none"> • RD/LP need to meet with CD to compile the strategic engagement document • Vision for teaching • How Ofsted areas for improvement will be managed • Timelines for performance management, school improvement plans etc. Governors noted this had previously been dictated by Ofsted. Now the academy has eighteen months to develop a strategy for this which is sustainable; there is a solid foundation on which to build next steps. • Governors agreed to look at Ofsted areas which are requires improvement and put questions governors need to be asking staff into the responsibility areas; this will form the focus of link visits next year. | <p>RD/CD</p> <p>Clerk agenda</p> <p>CD</p> <p>LP/RD/CD</p> |
| 9. | Clerking | Discussions have been held and arrangements are in place for a replacement clerk, governors received a copy of a short biography of the new Clerk. | |
| 10. | Additional LGB Papers including review of policies: | There were no additional policies for this meeting. | |
| 11. | Items to be deemed as confidential | There were no additional confidential items for discussion. | |

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| 12. | Any Other Business | <p>GCSE results: CD will circulate headline figures to governors when these are available.</p> <p>School reports: Governors discussed appropriateness of parents' comments being shared with governors and agreed the Principal will report back to governors where there is something significant which governors are not already aware of.</p> | CD |
| 13. | Confirm dates for meetings 2016/2017 | <p>Governors approved the schedule of meetings at the last meeting; some amendments have been made.</p> <p>Full Governing Body at 5.00 pm:</p> <p>Thursday 13th October 2016 Tuesday 29th November 2016 Thursday 9th February 2017 Thursday 30th March 2017 Thursday 25th May 2017 Thursday 6th July 2017</p> <p>Committees - Resources 2.30 pm; Standards 3.30 pm:</p> <p>Thursday 24th November 2016 Thursday 23rd February 2017 Thursday 18th May 2017</p> <p>Governors noted EG is having difficulties attending meetings and may not be able to continue as a governor in which case there will be a vacancy for a Trust governor.</p> <p>The meeting closed at 6.30 pm.</p> | |