

## Minutes – City Academy Council

**Date:** 11 October 2023  
**Location:** City Academy  
**Time:** 5.00 pm

<b>Present:</b>	Ruth Pickersgill (RP)	Sponsor Academy Councillor (Chair)
	Ben Tucker (BT) Cameron Shaw (CS) Leah Dowty (LD) Claire Rodgers (CR) Sejal Patel (SP) Abdi Mohamed (AMo) Jason Clarkson (JC)	Principal Executive Principal Sponsor Academy Councillor Teacher Academy Councillor Sponsor Academy Councillor Sponsor Academy Councillor Student Advocate
<b>Attendees:</b>	Charlotte Seavill (CS) Online Catherine Hickey (CH) Donna Taylor (DT)	Academy Council Clerk Vice Principal Parent Councillor (Observer)
<b>Apologies:</b>	Abdul Malik (AMa) Lucy Sibbald (LS) Joanna Tomlin (JT)	Sponsor Academy Councillor Support Staff Councillor Sponsor Academy Councillor (Vice Chair)
<b>Absent:</b>	Cassie Tapper (CT)	Parent Academy Councillor

Item	Description	Action
<b>1</b>	<b>Introductions</b>	
1.1	RP welcomed councillors to the meeting.	
<b>2</b>	<b>Declarations of Interest</b>	
2.2	There were no verbal declarations of interest made for this meeting. Councillors have been sent a link to complete a declaration of interests form online.	
<b>3</b>	<b>Minutes of Previous Meetings</b>	
3.1	The minutes of the meeting held 28 <sup>th</sup> June 2023 were approved as a true copy.	
<b>4</b>	<b>Matters Arising</b>	
4.1	<i>Clerk will remind new councillor to complete training module.</i> <b>11/10/23 – action carried forward</b>	<b>LC</b>
4.3	<i>BT will bring the post-16 destination data to next meeting, for comparison with this year's data.</i> <b><u>ACTION: To be included in November agenda</u></b>	<b>BT</b>
4.6	<i>BT will share Parent Engagement Strategy?</i> <b><u>ACTION: BT to meet with new parent councillors to go through plans including a new Bromcom app and bring updated Strategy to next meeting.</u></b>	<b>BT</b>
4.8	<i>Collect pupil voice from low attenders.</i> <b><u>ACTION: BT will ask JC to share at next meeting.</u></b>	<b>BT</b>
	<b><u>ACTION: BT to forward details for Science teacher vacancy to LD</u></b>	<b>BT</b>
11.2.1	Children in Care Report – <b><u>ACTION: Agree CIC Policy and Annual Report on next agenda.</u></b>	<b>BT</b>

Item	Description	Action
14.2	Councillors requested that another breakfast be arranged so councillors can thank the staff. <b><u>ACTION: BT to agree a date with RP to share with councillors.</u></b> <b>(This will happen on Friday 8<sup>th</sup> December – BT to organise).</b>	<b>BT</b>
<b>5</b>	<b>Governance</b>	
5.1	<b>Membership</b>	
5.2	There was a discussion around recent issues and concerns regarding councillor recruitment and checks and potential resignations. RP will take concerns to the Head of Governance and Recruitment Team and COAC. CS also to raise.	<b>RP</b>
5.3	Councillors were asked to complete the Governance Essentials course.	
5.4	Link roles were agreed as follows: Vice Chair – Agreed Sejal and Leah would be Co-Vice Chairs Safeguarding – Ruth SEND – Donna H&S –TBC EDI –Sejal RSHE – Donna Careers –TBC CiC –Ruth to take on as now part of Safeguarding Team PP – Leah Behaviour and attendance -AMo	
5.5	Councillors discussed the responsibilities for link roles and process for visits.	
5.6	Councillors discussed breakfast meetings, twilights and the best times to have presentations and meeting throughout the year. It was agreed that Council would try and address all issues in the one meeting this year. Councillors were asked to read the Principal’s report and prepare questions in advance going forward, rather than talking through the report in detail at the meeting. There will be guest input at each meeting also.	
<b>6</b>	<b>SEND</b>	
6.1	The Annual Report for SEND was shared beforehand along with the link report for this area. SEND has developed a lot over the last 12 months, including lots of CPD opportunities and working with colleagues with regards to teaching and learning. There is evidence to support this in ARM/ARV feedback. There was a discussion around the new locations for inclusion and the resource base as well and the introduction of new mentoring and sensory spaces. The changes have been really effective in supporting student’s needs, and helping them to be included in main school. Our students who use the Resource Base are now accessing mainstream lessons in a way that they haven’t done previously. Staff feedback has been really positive. There were four additional transitions events this year as well as the summer school which has been really successful. There was a good hand over from primary schools for all SEND students coming into Y7. There is a rise in the number of students on the SEND register in Y7 this year and staff worked hard to ensure that transition was as successful as possible for these students.	

Item	Description	Action
	<p>21.8% of the school cohort identify as having a SEND need with several more students in the process of joining the register.</p> <p>Staff know students really well and understand their needs with referrals and support in place where needed. Year Teams are building good relationships with families and maintain communication throughout the process for referral.</p> <p>Staff have worked with the LA to ensure that students who are referred to the Resource Base are able to access mainstream education and that they are set up for success. There was a discussion around outcomes for the SEND cohort and the impact of the students using the Resource Base on outcomes due to them not sitting GCSE exams. Outcomes for the SENK cohort were particularly good this summer.</p> <p>The SEND team have a wealth of knowledge and work really effectively to support students. However, there is a recruitment challenge at the moment in all roles, but especially in TA/LSA roles. Conversations with agencies are ongoing to fill these vacancies with supply staff, including some supply staff choosing to apply for permanent roles at the academy.</p> <p>A thank you from a parent of a Y11 student last year was shared.</p> <p>Councillors were reassured by the triage and referral process and all the developments this year.</p>	
<b>6.2</b>	<b>What is the scope of the Resource Base?</b>	
6.3	<p>There are 20 students, some who are accessing specialist provision outside of school. Needs tend to include Speech and Language and communication needs. Historically, the LA have been less than rigorous on who they have referred to the Resource Base and more recently and going forward, this has improved.</p> <p>We receive Consults from the LA, asking if we can meet the needs of XYZ students. In the past, we have taken students whose needs haven't been met. Going forward, we understand the support we can provide and the work the Resource Base can do, so students are being better assessed prior to entry to ensure that they can be successful.</p>	
<b>6.4</b>	<b>How do we assess the impact of specific interventions including the external interventions?</b>	
6.5	<p>Staff are in the process of tracking interventions and their impact on provision maps in relation to targeted support. Results are clear in academic results, especially for things like literacy interventions. Increasing a students reading age to 11 means that they can access up to 80% of the curriculum.</p>	
<b>6.6</b>	<b>Has there been a positive impact on bullying now that students from the Resource Base are attending mainstream lessons?</b>	
6.7	<p>We don't know that yet. We have done some trial sessions with students joining mainstream lessons. We targeted lessons that were particularly strong for that student with members of staff they already knew.</p> <p>That had a really positive impact before we made the bigger change.</p> <p>It's anecdotal but we are seeing less reports to staff.</p> <p>There was a discussion around the particular complexities in students with SEND or SEMH needs in terms of bullying and their perception of bullying. Staff do lots of work around emotional literacy, understanding emotions and communication/body language.</p> <p>Attendance for students in the Resource Base is really high and that is testament to how students feel at school.</p>	

Item	Description	Action
6.8	There was a discussion around how the school identifies EAL and SEND needs for students who are new to the country and school, and how students and families are supported. Councillors talked about the local schools that request support from CAB with regards to supporting EAL students.	
<b>6.9</b>	<b><u>ACTION: Clerk to diarise a focussed discussion around EAL in the future agenda.</u></b>	<b>Clerk</b>
6.10	There was a discussion around specific student interventions linked to mental health like counselling and MHST and whether this is culturally sensitive and delivering the right outcomes for students. BT outlined the increased investment the school has made in these areas and in pastoral support over the past 2 years. There was a question about how the Council can identify the overall SEND spend in the Academy including notional SEND.	
<b>6.11</b>	<b><u>ACTION: Councillors requested a breakdown by ethnicity of the SEND and SEMH cohorts.</u></b>	
<b>6.12</b>	<b><u>ACTION: Councillors requested breakdown of SEND spend including the notional spend. RP/BT to look at budgets.</u></b> There was a conversation around how this could be demonstrated.	<b>BT</b>
<b>7</b>	<b>Community Engagement</b>	
7.1	There is a meeting next term on 15 <sup>th</sup> November 10.30am – 12pm. Agenda to be confirmed.	
<b>8</b>	<b>Link visit notes</b>	
8.1	Notes are available in Teams for the SEND and Safeguarding link visits. They were briefly discussed by Councillors.	
<b>8.2</b>	<b>Why have the number of child on child abuse reports increased?</b>	
8.3	Recording is much more consistent now which will result in a higher number of entries.	
<b>8.4</b>	<b>Are you able to report by groups such as ethnic background or gender?</b>	
8.5	Yes, but it can be complex to look at incidents as the equalities data is attached to individuals and there are often more than one person involved.	
<b>8.6</b>	<b>What information is there about those involved or if there are links to things happening in the community at the time?</b>	
8.7	CPOMs has a vast amount of information on it and can be pulled together to look at trends etc. The Academy is involved in more safeguarding meetings with partners like the police and Safer Options and community reps so are more aware of links.	
<b>8.8</b>	<b>Has the conflict in Israel and Gaza had an impact on behaviour/safeguarding concerns in the academy?</b>	
8.9	We have had a small incident, which has been logged and staff have reflected on the way we plan lessons/PHSE/assemblies etc for students.	
<b>8.10</b>	<b>Who leads those sessions? Do we invite people from those communities to be involved?</b>	
8.11	We've spoken to families about it who are from those areas to take advice and guidance on subjects such as this.	
<b>8.12</b>	<b>Are staff comfortable delivering sessions like this?</b>	
8.13	Staff understand the importance of it and do their best to deliver unbiased and non-political information to students. We have a strong PSHE team who create good resources and provide support to staff who need it. More monitoring of the quality of PSHE would be welcome.	
8.14	There was a discussion around parental concerns around certain PSHE topics, the cultural sensitivities of some issues and the conversations with parents around these parts of the curriculum.	

Item	Description	Action
8.15	Councillors discussed the over representation of White British students in the safeguarding data, whether this is linked to them feeling more comfortable in reporting to staff and the importance of all students feeling they have an adult they can speak to. Councillors were reassured that staff and student relationships are strong and that students are well informed on how to report any concerns.	
<b>9</b>	<b>Principal's report</b>	
9.1	The report was shared in Teams beforehand. Highlights include attendance which is significantly higher than last year and higher than other schools in the Trust. Y11 attendance is one of the highest in the Trust.	
<b>9.2</b>	<b>Do we know why the Y7 attendance is the lowest in the Trust at the moment?</b>	
9.3	It's mainly down to feeling unwell and anxious. There was a conversation around the impact of social media on students perception of health, stress and anxiety. All our open events are fully booked and parents appear to be anxious when attending but have been pleasantly surprised by their visits.	
<b>9.4</b>	<b>Who is the current Head of Year 7- do they have consistent support?</b>	
9.5	Councillors discussed staff changes and pastoral support for the year group. Parent voice/feedback was shared and discussed around transition.	
9.6	Absence and persistent absence is particularly high for Pakistani students. It would be good to link with Abdul on this. <b>ACTION: RP to meet AMa to discuss actions</b>	<b>RP</b>
9.7	There was a discussion around destinations for Y11. Staff were continuing to support students well into T1.	
<b>9.8</b>	<b>ACTION: BT to provide an update on final destinations for Y11 at the next meeting.</b>	<b>BT</b>
9.9	There was a mistake in the report in terms of GCSE Basics outcomes which was clarified and will be corrected.	
9.10	There was a discussion around the difference between the Average Point Score for the current Y7 and the outgoing Y11 and the percentage of students identifying as EAL or in receipt of PP.	
<b>9.11</b>	<b>There was a discussion around the academy budget and PP. ACTION: Link councillor for PP to arrange a link visit/meeting to discuss PP report further.</b>	<b>LD</b>
<b>10</b>	<b>Polciies</b>	
10.1	The CLF Safeguarding policy was noted. RP to feedback on the equalities impact assessment and other concerns regarding the on-line training to the safeguarding team. <b>ACTION: RP to feedback to CLF</b>	<b>RP</b>
10.2	Trustee and Councillor Expenses Policy was noted.	
<b>10.3</b>	<b>ACTION: Bring CiC policy to the next meeting</b>	<b>BT</b>
<b>11</b>	<b>Matters for COAC or the Trust Board</b>	
<b>11.1</b>	None	
<b>14</b>	<b>Any other business</b>	
14.1	<b>ACTION: BT to add a diary of events to the end of the report</b>	<b>BT</b>

The meeting closed at 7.00 pm.

**Next Meetings:**

<b>CAB</b>		
AC1	27/09/2023	5-8pm (CLF Board & Academy Council Results Review)
AC2	11/10/2023	5-7pm

AC3	29/11/2023	5-7pm
AC4	07/02/2024	5-7pm
AC5	24/04/2024	5-7pm
AC6	26/06/2024	5-7pm