

Minutes – City Academy Council

Date	9 February 2022	
Location:	Online via Teams	
Time:	5.00 pm	
Present:	Ruth Pickersgill (RP)	Sponsor Academy Councillor (Chair)
	Ben Tucker (BT)	Principal
	Sally Apps (SA)	Executive Principal
	Ben Pearce (BP)	Student Advocate
	Claire Rodgers (CR)	Teacher Academy Councillor
	Joanna Tomlin (JT)	Sponsor Academy Councillor
	Sabah Bakali (SB)	Parent Academy Councillor
	Aylwin Yafele (AY)	Sponsor Academy Councillor
Attendees:	Kelly Jefferies (KJ)	Assistant Principal
	Linda Corbidge (LC)	Academy Council Clerk
Apologies:	Lian Thielen (LT)	Parent Academy Councillor
	Abdi Mohamed (AM)	Sponsor Academy Councillor
	Clare Colvin (CC)	Sponsor Academy Councillor (Vice Chair)
Absent:	Raymond Veira (RV)	Sponsor Academy Councillor

Item	Description	Action
1	Introductions	
1.1	Introductions were made by RP.	
2	Declarations of Interest	
2.2	There were no updates to declarations of interest. <u>ACTION: The Chair requested councillors to complete the brief form circulated by email to update declarations of interest.</u>	ALL
3	Minutes of Previous Meeting	
3.1	The minutes of the meeting held 17 November 2021 were approved as a true copy. See notes of councillor breakfast meeting held 3 February 2022 attached.	
4	Matters Arising	
4.1	<i>4.1 RP to arrange meeting with local agencies and CJ/SQ to ensure that Prevent partnership is working to assess local risk – RP will arrange when the time is more suitable.</i>	
4.2	<i>5.1 BT will promote staff councillor vacancy again. RP will find someone to talk about the vacancy at a staff briefing – <u>ACTION BT/BP/KJ will approach staff re staff councillor vacancy</u></i>	BT/BP/ KJ
4.3	<i>5.3 RP to discuss EDI link role with AY – AY has agreed to take forward the EDI Link role. <u>ACTION: RP to arrange meeting to discuss Equality Objectives.</u></i>	RP
4.4	<i>10.1 BT/BP will meet to formalise student voice feedback – We are doing more student voice than ever before. Councillors commented that it would be good to see CAB student representation at LA meetings to highlight good practice at CAB. <u>ACTION: BP will follow up with LA for student representatives to attend meetings.</u></i>	BT

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4.5	13.1 BT will meet with RP/CC to update the Risk Register ahead of the next meeting – CC has a copy ready to review <u>ACTION BT/CC will meet to review together.</u>	BT/CC
4.6	14.1 RP to arrange for councillors to meet with BT in January to discuss the Academy Improvement plan – taken forward. <u>ACTION BT will arrange for councillors to meet to discuss the AIP.</u>	BT
4.7	All other actions were agreed as completed.	
5	Governance	
5.1	Membership - RP requested councillors to email if they would like to become Vice Chair when CC steps down from the council at the end of the year.	
5.2	Training – <u>ACTION: RP will follow up on outstanding Nimble training.</u>	RP
6	CEIAG Report	
6.1	<i>The CEIAG Report had been shared</i> AY commended the staff involved for the huge amount of work undertaken, commenting that the activities were good with clear scaffolding. AY will be discussing some further ideas/opportunities with Rachel as part of his link role.	
6.2	How confident are students who need support going into the workplace and asking questions? <u>ACTION: BT will check how we help students who need support to be confident to ask questions in the workplace</u>	BT
6.3	What does Career Coaching involve? It involves outside organisations coming in to work with some students, particularly SEND and some LAC children to try to engage and support with career paths- initially aimed at Children in Care. SA explained that career coaches support a child for 5 years in school then out of school, working with the adult over a longer period of time.	
6.4	Are there any other work experience opportunities we can offer students on an individual basis as work experience seems particularly crucial for our students? It is really challenging; a lot of organisations are unsure about letting students in or don't have capacity in the current circumstances. As a result, we will offer a range of organisations covering different sectors across one day at the academy, talking about different roles which will allow more of our students to access it. If students can find companies to take them on we will support. We have really exciting links with different people across different industries to try to offer a broad range for our students. We would welcome offers for opportunities from councillors or any contacts you may have. The topic next year is to inspire students – small workshops to try to start careers young at the heart of the academy. <u>ACTION; BP will send email to councillors for introductions re work experience/talks</u> We are excited that we have the first woman of colour who walked across the Arctic coming in to talk to Year 10 girls. Any councillors are welcome to visit that day.	BP
6.5	I would like to see more support around entrepreneurship – how are we supporting pupils to start their own businesses as opposed to finding a job? A lot of universities are designing entrepreneurship programmes e.g. UWE have a hub – there may be an opportunity to visit. <u>ACTION: BT will ask Rachel to look into visiting/connecting with UWE re entrepreneurship</u>	BP
7	Feedback and questions from Parent Councillors/ Parent Engagement	
7.1	SB reported that they are currently trying to set up a meeting to discuss a draft Parental Strategy. BT confirmed that Parent Cafés are happening every week.	

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7.2	<p>Is the issue regarding recording feedback now sorted? Yes, we are now more aware of when a parent has raised something as a whole school/strategic issue and when as an individual, so feedback can be appropriate.</p>	
7.3	<p>Are you planning another Principal's Forum? There is a Parents Evening tomorrow night online, restrictions are being lifted slowly. We need to work out a new normal and will return to Principal Forums.</p>	
7.4	<p>Could you clarify rules around toilets as there has been a complaint from a parent? We are opening the toilets at the front of school so we can monitor who is using them. Students are being asked to use toilets before school, between lessons, at break time and at the end of the day. If it is an emergency, students can ask and the teacher will allow them to go. I have spoken to the parent who complained, and they now understand.</p> <p>We will need more toilets facilities if we increase numbers in September. There are lots of questions around toilets and we are taking the opportunity to increase and convert existing facilities to more open bathrooms for safeguarding and easier monitoring purposes. There will still be some single sex bathrooms. Our LGBT group has also requested in student voice that they would like some gender-neutral student bathrooms.</p>	
8	Community Engagement Update	
8.1	RP reported that a date is being arranged for the next meeting which will focus on suspensions and behaviour.	
9	Staff feedback	
9.1	<p>The staff present said they had nothing specific to feed back.</p> <p>BT commented that staff have been absolutely amazing as he felt that staff at the academy have been disproportionately affected by the pandemic due to the high number of vulnerable students. There were over 500 safeguarding concerns in Term 2 which is a result of better reporting, but also a result of the pandemic. Staff have also had to cope with Covid and since Christmas we have had an average of 4/5 members of staff out with Covid alongside other illness which has resulted in a reliance on supply. Supply is a challenge; we are currently looking for English supply and are being quoted £240 per day. As supply is a challenge we are leaning on staff – we are doing a lot for wellbeing but it is challenging for staff. Councillors commented that they recognised that it is an incredibly hard time at the moment.</p>	
10	Student Voice (focus on SEND)	
10.1	<p>Will you be asking for suggestions from students on behaviour policy? Yes, we will be.</p>	
11	Safeguarding and SEND	
11.1	<p><i>Notes of Safeguarding Link Visit Term 2 had been shared</i> RP commented that the 500 safeguarding concerns were a huge amount that staff had to deal with. In the report there are areas significantly higher than we would want e.g. there are 27 students waiting to see a counsellor. There are a lot of issues coming up and similar across the city and we need to be aware of pressure on the safeguarding team.</p> <p>BT commented that the situation is not unique at City Academy although the number is higher here than other schools across the city. We have invested more than ever in safeguarding this year and yesterday recruited someone with real experience of working cross agency to the Deputy Designated Safeguarding Lead permanent position.</p>	
11.2	<p>SEND Annual Report <i>The SEND report and SEND Improvement Plan had been shared</i></p>	

Item	Description	Action
	RP reported that the SEND Report and SEND had been looked at in detail at the breakfast meeting – notes attached.	
12	Academy Council Report	
12.1	<p>Quality of Education How confident are we in the quality of teaching and learning as there have not been opportunities to do learning walks as in the past?</p> <p>We have still been able to do book looks. ECT teachers have had all the sweeps they should have and we prioritised teachers who we have had concerns with in past. I do feel we know the strength of teaching and learning, it feels like we are getting back into classroom.</p>	
12.2	<p>At the breakfast meeting, students commented that they don't focus or worry about outcomes at KS3 as they don't understand DOYA and only look at grades at KS4. How can we raise aspirations at KS3?</p> <p>There is a focus on being a good student in KS3 and even at KS4 there is a focus on doing the right things and learning skills. We do need to think about DOYA and how we present to parents although when we have face to face parents evening we are able to explain where they are.</p> <p>Not all parents attend parents' evenings?</p> <p>How we make sure students value the KS3 curriculum is currently being discussed in raising aspiration meetings across the Trust.</p>	
12.3	<p>Data</p> <p>BT explained that Mocks will take place during February. Maths is expected to be strong. English will define our 9-4 attainment – the CLF English Lead is offering in-academy support. We will also be taking advantage of the National Tutoring Programme and Science groups will be starting next week. We have been given £68000 and need to provide £22K on top of that – we are exploring everything we can do. Each subject area is looking in detail at the recently released exam specifications.</p>	
12.4	<p>Attendance What actions are being taken for PP children as the attendance gap for PP and Non-PP pupils has increased?</p> <p>Since we last met we were seeing a steady increase in attendance, due to home visits and school and tutors talking about attendance. Since Christmas we have had a steady number of students out with Covid. Yesterday was the first day above 90%. We are working really hard with disadvantaged families particularly those not attending - completing home visits and doing whatever we can to get students back in school, some just for mornings or on a phased return. We are also working closely with the Education Welfare Officer and agencies with some students, working out what we can do to get them back into school. Our Thrive practitioner is also working closely with families.</p>	
12.5	<p>Is there a pattern of what the problem is or what the barriers are?</p> <p>Anxiety is the biggest reason why students are not coming in. Our attendance averages compared to the rest of CLF have the second highest attendance for SENK and SEN EHCP students due to the amount of care given by staff. When we are able to replicate that care with disadvantaged families we are successful in getting them back into school.</p>	
12.6	<p>Suspensions</p> <p>There has been an increase in Terms 2 and 3 as we are setting higher expectations of students to ensure we return to pre-pandemic standards. In Term 2 we had a number of suspensions for fighting, as a result there has been a huge amount of work around this with a one-way system, high viz tabards and safety plans to try to understand the</p>	

Item	Description	Action
14	Risk Register	
14.1	Taken forward.	
15	Any Other Business	
15.1	<i>Plan to build a canopy over the Atrium area had been shared</i> BT explained that the plan to build a canopy to increase catering provision would only take place if the increase in the academy PAN (pupil admission number) from 180 to 240 went ahead in September.	
15.2	Following a review of the meeting time, councillors agreed the next meeting would take place at 5.00 – 6.45 pm in school.	

The meeting closed at 6.35 pm.

Next Meetings: 11 May 2022, 29 June 2022