Draft Minutes of spring meeting

Beachcroft Academy

Local Governing Body

Date:	6 February 2023	Time:	16:30 to 17:59
Location:	At the Academy and on 'Teams'	Clerk:	J Gledhill
Committee members	D Ganeshananthan Chair and Community Governor E Antrobus Community Governor C Fernandez Staff Governor N Patel Community Governor (NP) (left at 17:36)	Other attendees:	M Burgess-Allen Principal
Apologies:	Evangelos Karatzas (future Governor) K Mengel Community Governor (KM)		

*In attendance for specific items only

	Item	Action
1.	The Chair welcomed everyone and apologies for absence were accepted as shown above The meeting was quorate (3 Governors)	
2.	Declarations of interest There were no declarations of interest for this agenda.	
3.	Compliance matters Geordie Morrison had resigned as a Governor.	
4.	Minutes and Matters arising The minutes of the meetings on 28 November were approved.	

Agenda Item	Actions from June meeting	Person(s) Responsible	Status	
3.1	Appointment of Vice Chair to be considered at the next meeting	Chair /Clerk	To be considered at a later meeting	As noted in the table
4.9.2	Training logs and training & development plan to be presented to February meeting	Principal	ongoing	
4.9.4	Chair of Governors 360 Review to be sent to Chair	Clerk	In meeting folder, Clerk to send again to the Chair	
4.9.5/6.2	Skills survey to be completed by Governors by early January.	Governors	OAT survey about to take place	
4.9.7	Principal to liaise with governors on Link Governor visits to the Academy	Principal /Governors	A new Vice Principal Curriculum will join the Academy in the summer term NP to arrange a meeting in the summer term Finance a meeting of Finance staff was to be held on 21 March. KM to be invited Safeguarding meeting to be arranged before Easter. Chair and Principal to discuss appointment of Safeguarding Governor	
5.1	Principal to update the Board at the next meeting on all budget matters.	Principal	See below	
5.2	Academy Development Plan to be on the next agenda	Principal /Clerk	On the agenda	
5.3	Principal to forward a copy of the Academy Brochure to the Governors	Principal	Paper copies were circulated at the meeting. A copy had previously been sent to the Governors by email. Copies had been sent to all Headteachers in the Borough. Governors were very positive about the way the Academy had been presented.	
6.1	Governors to ensure that their declaration of interests on	Governors	Ongoing	

		GovernorHub is complete			

5.1 Budget update

There had been a review of the budget to 31 December with OAT central team. There was a surplus of approximately £52,000 at that time. The Academy was on target to reach a surplus of £100,000 by the end of the academic year which would offset the predicted deficit next academic year. Current staffing issues had increased supply costs in the short term. The Teacher's pay rise was higher than had been budgeted for. The increase in payroll costs was the most significant item in the budget review.

Ten EHCPs had been budgeted for, the Academy now had 12 pupils with EHCPs. A sum of money was being spent on an NHS approved therapy. Catering costs had increased as a result of cost of living rises.

Energy efficient lighting was to be installed over half term, paid for by Westminster CC. Locks were also being replaced across the Academy as a health and safety improvement. Doors and windows also needed replacing and this would be done over the summer break.

Q The Chair asked about the £16,204 income variance on page one of the Management Accounts.

A There were more pupils in the Academy earlier in the year than was expected. The Academy was close to capacity currently.

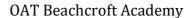|	All documents were taken as read.	
5.	Discussions/decisions 5.1. Academy Development Plan - the ADP had been presented in a new shorter OAT format. The following three key points were developed in light of the Ofsted visit in November: • Providing a good quality of education for all • Improve attendance and punctuality • Further develop quality of CEIAG for all The Principal made it clear that the ADP would always be a working document. Leadership roles will be aligned with the key priorities. Regarding punctuality, the Academy was looking into the possibility of collecting pupils. Y10 students will have one week of work experience in the summer term. The Principal said that she was thinking of moving to 7 GCSEs and introducing a learning for life course. 5.2. Leadership report / information incl. curriculum, safeguarding, SEND, exclusions and attendance, fundamental British values and Prevent Attendance The Principal said that three key things affected attendance, staff stability, illness (pupils and staff) and the nature of the AP setting. The first term illness absence had	

been low but increased in the second term. Unfortunately the unavoidable longer term absence of one member of staff had affected stability.

Suspensions had increased but this was in line with what had happened in the past on a change of Principal. As an alternative to suspensions the Academy were using the local library to provide a space for a pupil to work, one to one, with a member of staff before rejoining the school community. They had to hand their phone in before leaving the Academy and could only return when the work set had been completed.

Behaviour

The Academy focused on pupils problem solving without being physical and the majority of parents were supportive of this. Behaviour outside school had been an issue recently and this inevitably spilled over in the school. Exernal services had been informed.

A Y11 pupil was being tutored offsite because of major behavioural problems.

One primary school child unfortunately had to be restrained (restraint is full hold), before Christmas. The restraint was done correctly, absolutely textbook, the Principal was pleased to say. It was evidence of how well trained Academy staff were.

It was usual for staff to guide a pupil out of a conflict situation into another space to deal with an issue.

Q Why had there been a rise in the suspension rate?

A In part because the Principal had drawn a very clear line that any pupil laying hands on a staff member would be suspended.

Q How was poor behaviour affecting staff morale?

A It was difficult. The Principal was providing support to staff affected. Aggression to staff or peers was wholly unacceptable. There were lessons in term one about not brining conflict into school. Unfortunately Westminster CC were stretched for resources and appropriate Educational Psychology services were particularly stretched.

A Confidential Report gave more detail on suspensions. Homophobic language had decreased this year.

Staff

Performance management and staff wellbeing, from a staff survey, were both acceptable.

KPI – Targets for Y11 were based on last year's results. The national tutoring programme was being utilised. Parents evening had been fairly well attended. Trust wide assessments were being used, where available, together with learning walks, to assess progress.

.5.3.   Risk register report – the majority of sections in the Risk Register remained green. Two pupils had shown unsafe public behaviour, this was being addressed with parents. Doors and windows were being replaced in the summer break. Desktops needed updating, this has been raised with IT and would result in reduced

	energy costs as staff are currently not turning off computers because it takes so long for them to reboot. The Governors asked about the teacher who was not on site. The Principal said this was an HR issue and that she was not involved. NP left at 17:36 5.4. Safeguarding report – the contents of the Confidential report were noted 5.5. SEND report – the Principal highlighted the higher number of EHCPs as noted above, that Ofsted were very positive about the SEND provision at the Academy and that literacy was a focus currently. 5.6. Website audit report – the new website was said to be almost ready to go live. A dummy audit has been done. The Principal noted that the Academy image presented in the brochure was repeated on the Website. <mark>Q A Governor asked who the Website was aimed at.</mark> A The Principal said that parents of pupils were more phonecall orientated. The website would probably be accessed more by schools in the Borough, external services and prospective parents. 5.7. 2023/2024 budget and staffing structure (see also matters arising from the minutes above) The Principal noted that it was hoped that Westminster CC would move to a two year SLA which would be very helpful for Academy budgeting. Two members of staff were supporting local secondary schools with the aim of reducing exclusions.	
6.	Policy Update 6.1. 2025/2026 Admissions arrangements and policy (compulsory consultation process) – It was confirmed that this was not applicable to Beachcroft	
7.	Documents for Information 7.1. Strategic Progress Board – IDSR is not applicable to Beachcroft 7.2. Website Policy Audit – discussed above 7.3. Review EVOLVE Report - ongoing 7.4. Parent View – A parent survey was planned for April 7.5. The powerpoint OAT Beachcroft – was included for information	Principal
8.	Any Other Business 8.1. Equality information and objectives – the Academy has a policy. Westminster CC had noted the good practice within the Academy.	

	8.2. Report on governing body / individual training and development plan - ongoing 8.3. Annual skills audit – It was noted that an OAT review was about to take place. 8.4. Report on governor visits – no reports 8.5. Any matters for escalation to the Trust - none	
9.	Future meetings and close The meeting adjourned at 17.59	
10.	Confidential business There was no confidential business.	
11.	Date of next meeting: 5 June 2023 at 16:30	

Action Log

From the meeting on 6 February 2023

Agenda Item	Action	Person(s) Responsible	Status
4.4.9.2	Training logs and training & development plan to be presented to the next meeting	Principal	
4.4.9.7	Principal to liaise with governors on Link Governor visits to the Academy	Principal/Governors	
4.6.1	Governors to complete declarations of interest on GovernorHub	Governors	
7.7.4	Parent survey to take place in April.	Principal	