



## ACADEMY COMMITTEE MEETING

Date: Monday 17<sup>th</sup> June 2024  
 Time: 5.45pm  
 Venue: Laurus Ryecroft

Clerk: N Burgess  
 Present: R Carling, M Vevers, A Lowe, L Casey, J Crawford, V Marin-Roman, A Ali and R Herring (for part of the meeting)

	Action	Initials
1	Pass on congratulations from Governors to C Nevin following his recent MBE Award	NB
1	To watch the link video on Progress 8	All
1	Inform the Clerk of any changes to Register of Business Interests	All
1	Parent Governor election to be held	RC
1	Send calendar invites for all meetings in the next academic year	NB
3	Update on the progress of the LA meeting held around SEND provision	VM-R
4	Notify the Clerk of any training completed	All
AOB	To attend any of the Safeguarding workshops at the start of the academic year	All

Agenda – Part 1			
Category	Item	Notes	Action
1	Governance Arrangements	<p>R Herring, Assistant Headteacher for Data, Assessment and Exams attended to update Governors.</p> <p>Data from the year 10 mocks will be available for the Autumn term meeting. Students are identified for intervention from their mock results in English and Maths and work is done by Heads of Department and Heads of House.</p> <p>Three waves of intervention are then completed. The first wave takes place in October/November prior to the mocks and sets the expectations of the exam process. The second wave is around 4 weeks into the Spring term and runs for 5 weeks initially. The final wave runs to the start of the GCSE exams. We also run Bootcamps which are 2 hours prior to the exam and are an opportunity for focussed revision. Parents have been very supportive and appreciative of the</p>	Exams update and Data

			<p>interventions we have offered.</p> <p>We are working with the current year 10 on exam conduct. Our invigilators have commented on how impressed they are with the students behaviour and focus, and that they recognise how important the exams are. We also send out how to revise booklets so they know what to expect by year 11. Timetabling all of the interventions can be a logistical issue but it is very beneficial.</p> <p>We have done some drop down of subjects which are non-exam to create time for interventions.</p> <p><b>Q – How do the students feel about this?</b> A – Some were unsure at first, but they are a really good year group and recognise the importance.</p> <p><b>Q – Is it worth the impact?</b> A – Yes definitely, the drop down and 2 hours before the exams are invaluable. This can have an effect on other year groups as they also see the importance and that one day it could be them.</p> <p>RC commented that RH and the team had done an incredible job prior to the exams, in identifying the students and the areas to target. Only 11 students did not attend for their exams.</p> <p><b>Q – Did all students engage?</b> A – Yes, we have found parental contact is vital. Students are allocated to individual members of staff and we held progress evenings. SLT were also working with the cohort.</p> <p>We have since reflected and further refined the processes for the future, to see if there is anything we would wish to do differently.</p> <p>It was also noted that the process starts in year 9 for MFL exams, so students are fully aware and the practice is embedded by the time they are in year 11.</p> <p>Governors were pleased to note all that had been done for the students and offered their thanks.</p> <p>RH gave an update on predicted headline measures for summer 2024 outcomes. Governors were reminded that there would be no Progress 8 measure for the next 2 years due to the Covid years. The data in the Head of School report shows the breakdown by subject area. The average point score in all areas is looking</p>	
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		<p>pleasing.</p> <p><b>Q – Do we get Progress 8 measures for our students who did Year 9 MFL?</b> A – No.</p> <p>Intervention attendance was strong and we followed up any non-attendance. Some interventions were directly requested by teaching staff and a bespoke tailored plan was put in place for individual students.</p> <p>Power Hour was another strategy implemented. This was an extra class for a specific subject and was led by a subject teacher. Attendance at interventions and Power Hour were recorded on Prom passports, attendance stamps were issued for each one attended. There was good attendance at Power Hours, with some students having to miss them to attend intervention, and then returning.</p> <p>We also provided revision sessions over the Easter and May half term holidays. 55 students also attended a Sunday morning Maths revision session prior to the Maths exam the following day.</p>	
	Apologies	Apologies were received and accepted from H Rizvi and L Broadbent	
	AOB items	J Crawford informed Governors of C Nevin’s recent MBE Award in the Kings Honours list. The Clerk was asked to pass on congratulations from Governors.	NB
	Progress 8	A link to a Progress 8 video was circulated in the agenda, and Governors were asked to view the video if they hadn’t already.	All
	Register of interests	Governors are asked to inform the Clerk if there are any changes to their business interests recorded.	All
	Part 1 Minutes	The minutes of the meeting held 25 <sup>th</sup> March 2024 were <u>approved</u> as a correct record of the meeting and there were no matters arising.	
	Membership: Recruitment Update/Succession Planning	A Parent Governor election will run before the end of term.	RC
	Scheme of Delegation	There were no material changes to note to the Scheme of Delegation since the last meeting.  Academy Committee meetings will reduce from 4 to 3	NB

			in the next academic year and calendar invites will be sent for each meeting.	
		Trust Board Update	Governors received the update from the March 2024 Trust Board meeting and had no further questions.	
2	School Performance & Accountability	Review School Development Plan Priorities	The SDP has been reviewed by the Leadership Team and will be revised and updated for the Autumn Term meeting.	

		Review Head of School Report	<p>Attendance was discussed. The school is above national average but is not where leaders would wish, and remains a priority focus. Work is planned for September as attendance is key to everything. Governors were also informed that lower attendance data in year 6 will impact from September.</p> <p><b>Q – Persistent absence at 19.4%- does this affect many students?</b></p> <p>A – We have action plans in place and are looking at students who are persistently absent. We are working hard to address this.</p> <p>There are also a number of students who are taking one or two days off when previously they wouldn't have. We have to celebrate good attendance for our students, not just 100%. The reward trip to Alton Towers and year end rewards are also closely linked to attendance.</p> <p><b>Q – Are you in regular contact with parents/carers?</b></p> <p>A – Yes we are. We work closely with families to try and encourage attendance. There is also going to be an increase in penalty notice charges. We only prosecute if absolutely necessary.</p> <p><b>Q –Are safeguarding home visits done?</b></p> <p>A – Yes we do complete home visits to support the parent/carer and the student. In some cases, the Educational Psychologist says has said that school is not the best place for the student at that particular time and we have to work closely with the advice of the health professional. Some of the students are able to complete work at home.</p> <p>There are background stories for each of the cases and a reason behind why the student is unable to attend. We do everything we can.</p> <p>It is worth noting that Laurus Ryecroft has the second highest attendance figure in all of the Trust secondary schools and this is very impressive.</p> <p>Governors discussed the SEND figures linked to the behaviour figures and were informed that there were a number of students on part time timetables as they were at risk of permanent exclusion.</p> <p>Suspension figures are increased on last year, 13 students account for 76 suspensions. The students now have SEND provision identified and in place. An</p>	
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			<p>incredible amount of work is done for all our students. There are some students awaiting a place in an alternative provision but this does take time. Governors noted that attendance and suspensions were closely linked.</p> <p>Governors were very reassured by the work the school are doing around attendance and the way in which they supported individual students and their families.</p> <p>Electives for this term were included in the report for Governor's information. There is a wide variety on offer for students to access. A lot of work is done around making students feel that they belong.</p> <p><b>Q – What percentage of students attend an Elective?</b> A – Over 90%, this is 100% in KS3. We are trying something different in the next academic year to further engage students in KS4. We have an excellent and varied offer which we need to continue as this is so important for our students.</p> <p>There are performance opportunities for the students, including dance and school band, who have performed in assemblies. We have had students in years 9 and 10 showcase Electives to inspire students in years 7 and 8 that this is something they can also be a part of.</p>	
3	Governor Monitoring	Finance update including pupil numbers, benchmarking and value for money	<p>Governors reviewed the management accounts to April 2024.</p> <p>Leaders are working hard to support healthy finances in school. We will continue the work in progress.</p>	
		Risk register – review risks and any significant changes in risk levels/mitigating actions	<p>Staffing is also a risk identified on the Risk Register but the school is fully staffed for September, which is a good position to be in. The risk now is updated to retain rather than recruit.</p> <p>This week is the Trust wellbeing week and we have lots of events planned to look after our staff. There are lots of events going on including rounders, arts and crafts.</p>	

		Policy – undertake school level reviews of relevant policies	Governors approved the following policies: <ul style="list-style-type: none"> <li>• Mobile Technology policy</li> <li>• Behaviour policy</li> <li>• First Aid policy</li> </ul>	
		Safeguarding and SEND Link Governor updates	<p>A Lowe informed Governors he has recently completed a visit to school to see some of the work done by H Brady and the students and was very impressed by what he had seen.</p> <p>A Link visit with the Designated Safeguarding Lead will be arranged before the end of term.</p> <p>J Crawford informed Governors that in her role as Link Trustee for PSHE she would be visiting some lessons in the Autumn term.</p> <p>L Casey updated on his SEND Link visit to school. The number of EHCP students coming into year 7 in September 2024 is 17, an increase from 6 in the previous year. The staffing challenge to accommodate all of the students was discussed at length. A meeting with the LA to discuss the issue is planned for the day after this meeting. A further update will be given to Governors in the Autumn term meeting.</p>	VM-R
4	Governor Development	Review Trust Training Plan	<p>Governors were informed that the Trust training package was currently being revised and would be relaunched in September 2024.</p> <p>Opportunities to complete training would be available following the reduction of AC meetings from 4 to 3 in the new academic year.</p> <p>Governors were informed that PDC training would be done at the start of the Autumn term meeting.</p>	
		Clerk to minute any training undertaken by Governors since the last meeting	Governors were asked to notify the Clerk of any training completed, and to send their certificates for retention.	All
5	Community Engagement	Stakeholder Engagement	Community engagement will be reviewed at the Autumn term meeting.	

	<b>AOB</b>		Governors are invited to attend any of the Safeguarding workshop sessions which will be taking place at the start of the academic year.  The Chair, on behalf of the AC, offered thanks to RC and the whole school team for another successful year.	All
	<b>Meeting Dates:</b>	Meeting dates for 2024- 2025	Monday 7 <sup>th</sup> October 2024 at 5.45pm Monday 20 <sup>th</sup> January 2025 at 5.45pm Monday 9 <sup>th</sup> June 2025 at 5.45pm	

Impact of Meeting / Key Outcomes
Governors received an update on Exams and data
Governors reviewed the Trust Board update from the March 2024 meeting
Head of School report, including Attendance, Behaviour and Electives was reviewed
Governors reviewed the management accounts
Risk register was reviewed by Governors
Governors approved the Mobile Technology, Behaviour and First Aid policies
Link Governor visit updates were received

Meeting closed at 7.15pm



**Julie Crawford**  
Chair of Academy Committee  
07.10.2024