



MINUTES OF THE FULL ACADEMY BOARD MEETING – Monday 14 March 2016 at 6.00pm

Attending Directors:

| | | |
|------------------------|---------------|----------------|
| Mrs S Baker | Mrs R Carne | Mr R Clark |
| Mr A Davis (Principal) | Mrs S Fielden | Mrs S Harris |
| Mrs K Mitchell | Mr J Moncur | Dr M Richards |
| Mr G Rumary | Mr D Smith | Mr J Wilkinson |
| Mrs S Wright (Chair) | | |

Also present: Mrs S Harwood (Clerk) Mrs A Eastwood (Business Manager)

Apologies: Mr L Wilson-Chalon Mr R Foster

Absent: -

ACTION

1 a) APOLOGIES

Apologies were received from Mr Wilson-Chalon and Mr Foster (both work commitments). **Directors accepted the apologies.**

b) DECLARATION OF INTERESTS

No declarations were made.

2 MINUTES AND MATTERS ARISING

Full Board – 28 January 2016

The minutes were agreed as accurate and signed.

Ghana refund – the BA Executive Director had agreed to try again and get a refund; at this point no more has been heard.

MATs – it was queried whether this would be in place by September 2016. The Principal said that another meeting would be taking place next week and he remained optimistic. He attended a conference last week where over 400 Heads were present; it was felt that large MATs weren't performing as well as it was suggested. However Sir David Carter stressed that this was the only way to go. The Principal was aware of two MATs in South Devon that consisted of over 2000 students each and they may join to become a Super MAT. The Academy has to have a plan in place. One Director considered that there had been no democratic discussion before the Government took this course and felt that each SMAT would eventually just become a Local Authority replacement. Another Director felt that the Board should consider the project strategically; a further Director had already composed a paper on the subject and suggested that this could be circulated to Directors. The general feeling was that more information was needed in order to make a decision and it was agreed that the paper would be circulated. A deeper discussion would be arranged after the next round of meetings when more information would be available.

Document to be circulated

Finance and Premises – 2 December 2015 and 1 March 2016

Directors noted the contents of the minutes

3 POLICIES

Complaints

Due to lack of time to review the policy at Teaching and Learning, the Chair of the Committee referred it back to this Board for approval; further amendments had taken place since. Directors had found the editing comments in the draft policy useful. Further suggested amendments were:

Page 2 second paragraph. Timescales: 'We aim ...' change to "Academy aims ..."

Page 2 paragraph 5: should be changed from "...for attention of the Principal,

Vice Principal.” To “... for attention of the Principal or Vice Principal.”

Page 4 paragraph 9: it appeared that three logs would be kept; a Director said that it should be only be one, but would probably need to be central as complaints could be directed to several different staff. It was suggested that wording “reported to the Principal’s PA to log complaints” should be inserted. As far as record keeping was concerned, a Director felt that each complaint would need to be tracked; if Directors became involved there was potential for the issue to get bigger. The Principal pointed out that there is usually an email trail and he would speak with staff. The Chair felt that this document was different to the guidance from the LA that had always been used; a Director said that she did not think the Academy had to follow the LA procedures. It was agreed to check the current LA procedure and the policy brought back to the next meeting.

4 **ACADEMY IMPROVEMENT**

a) Principal’s Report

There are currently 1479 students on roll, however when students from Chilton Cantelo joins Huish, this will be the highest number ever. The Principal has been careful not to disadvantage students with high numbers but with 247 leaving it will mean Huish will be well over the PAN and parents may go to appeal. There have been two visits by a prospective student in a wheelchair but some difficulties have been found with getting around the site and some changes would have to be made which the LA would fund. The Progress Leader for Year 7 has begun transition work with the primary schools. Applications for the Sixth Form are just over 150 and the Head of Sixth is in the process of working out group sizes. Exclusions are fairly static. The Principal reported that two CTLs (Curriculum Team Leaders) will be leaving by the end of the summer term and replacements will be sought.

b) Academy Improvement plan

The Principal can now give Directors observer access to Trello (the online AIP programme). He asked that they bear in mind they would see information that would not normally be available to them.

KPT1 –

- Observation training for SLT has been arranged with Incyte, to check their judgements
- A group of Directors has received Ofsted training from Incyte
- CPD focus is on literacy with the ‘Think Pink’ campaign which was introduced to get consistency across the Academy. The Principal is also engaging with individual staff and Team Leaders looking for barriers with teachers. They should be marking every 3 to 4 weeks and a new protocol will be introduced after Easter for when marking is not being carried out. A Director asked if students would question teachers about marking, however the Principal said that students are passive and reluctant to challenge teachers. Inconsistency is the biggest concern. A Director asked if the Board could receive an update on this issue at the next meeting. This was agreed.
- KS3 levels/curriculum – SLT are working with CTLs to draw up a new curriculum. There will also be new GCSE and A Level exams next year. If KS3 is right, rigour will improve and Huish will have a better system.
- Miss Palmer has been appointed as the new Progress Leader for Year 9; she is currently working with a group of Year 8 boys to enable the Year 7 Progress Leader to have time to work with a boys’ aspirational group.

Agenda item

KPT4 –

- A system has been introduced to monitor low level disruption. There are large amounts of data on behaviour leading to Red Cards. After three occasions of low level disruption there will be an automatic letter sent to parents and if there are more than five in a month, the Principal will contact parents
- The first referral for the Prevent initiative has been made. This involved the student accessing particular information on the internet. Channel will be visiting the student and family.

c) Reports to note

Responsible Officer's report

The RO had visited the Finance Department last week where they are re-evaluating the costs between the Academy and Huish Leisure. A straightforward and transparent process is in place and utilization numbers are reviewed regularly. Utilities will be also looked at. The RO is confident that finances are well controlled.

SEND

The Link Director met with the Assistant Principal responsible for SEND and had subsequently distributed a report to Directors (attached). Development on communication with SEND/PP parents is continuing. Work is being undertaken on the Accessibility and SEND policies and the views of parents will try to be taken into account when reviewing.



SF SEND Report
March 2016.pdf

Safeguarding

The Safeguarding link Director and another Director are hoping to arrange a discussion with the Academy's Child Protection Officer. The Business Manager pointed out that a policy is required for Safeguarding Vulnerable Adults, which has not yet been formalised. It was agreed that the Business Manager and Director would collaborate to produce a document.

Business
Manager/SB

Health and Safety

Following a recent H&S audit, Huish had received an excellent report with 99.52% compliancy. The issue of tackling in Rugby has to be looked at and a meeting has been arranged for tomorrow. The Chair of the Board asked for congratulations to be passed to the Site Manager and Mr Rumary.

d) Safeguarding

Report as above

e) Risk Register

This item was deferred until the new format document is available.

f) Summary of Academy Accounts

A Director sought clarification that £706,796 was the expected carry forward balance at the year end. The Business Manager confirmed that it was but the figure includes £300k reserves and there will still be some payments to be made. The Director wanted to try and get a sense of how much routine expenditure was drawing on the reserves. The Chair stated that the budget was set out of income and the carry forward was not being used; this has been the case for the last few years.

g) Summary of Leisure Accounts

At the year end, the AGP will be £2,318 in deficit. The Football Development Officer appointment is ongoing and there is a clear plan for football development. The Academy had wanted Arsenal Soccer Schools to undertake the role but SSDC and the Football Federation disagreed as it is a commercial organisation. There is a further meeting with them on Friday to try and resolve the impasse.

5 HOW DID WE DO?

The Board considered that it had performed well.

6 ANNOUNCEMENTS

There were no announcements to be made. The next part of the meeting was deemed confidential and minuted separately.



Full Board Mins
14-3-16 ActionSht.do

Meeting closed at 7.50pm