



MINUTES OF THE FULL ACADEMY BOARD MEETING – Thursday 19 March 2015 at 4.15pm

Attending Directors:

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

Also present: Mrs S Harwood (Clerk) Mrs A Eastwood (Business Manager)
 Mr R Vaughan (Vice Principal)

Apologies: Mrs J Innis Mr P Monaghan Mr R Cox

Absent: -

ACTION

1 a) APOLOGIES

Apologies were received from Ms Innis, Mr Monaghan and Mr Cox (all work commitments). **Directors accepted the apologies**

b) DECLARATION OF BUSINESS INTERESTS

No declarations were made

4.20pm Mr Rumary arrived

2 MINUTES AND MATTERS ARISING

Full Board – 29 January 2015

The minutes were agreed as accurate and signed.

Matters arising -

- **Huish Community Trust** – the Principal had spoken to the Primary Head concerned who indicated that he was happy for the Academy to become part of the Trust. The Progress Leader for Year 7 had already attended the first meeting of the Trust
- **Training course** – the LA will provide one free course and the Chair asked the Board which area they would like this focussed on. It was agreed to ask for a course on the SEN reforms. In future the topic could be guided by any areas identified by the Training Director.
- **Directors’ Strategic group** – the meeting was postponed because of interviews taking place and will therefore be rearranged.
- **SLT structure (titles)** – ongoing
- **Action Sheet** – items 2, 3, 4, 5, 6, 7, 8, 9, 12, and 13 had all been completed.

Business Manager to arrange

Finance, Audit and Premises – 3 December 2014

The Committee Chair had nothing additional to report.

Teaching and Learning – 12 February 2015

The Committee had elected Mrs Carne as Vice Chair for the coming year. Mr Moncur and Mr Woodward had attended and been introduced. Huish is performing well on RaiseOnline with Year 7 above average. English results are improving and there is now a focus on Modern Foreign Languages. Post 16 is looking good with an improvement on the External Project Qualification. The

national average target grade at B is achieved by our higher students. The Department SEFs have been a positive initiative. Concern was raised about the future of Target Setting as Levels will be disappearing; the Vice Principal and other schools, including our primaries, are working on this. Year 11 are progressing better than last year although there are some areas to be concentrated on. A new CPD programme has been devised.

A Director commented that there had been a good flow of information regarding Year 11 this year, but asked that the emails be clearly identified as to whether they are relevant to Year 10 or Year 11.

3 AGP PITCH PROJECT

The Chair, Vice Chair and Responsible Officer had met, followed by a meeting of the Finance, Premises and Audit Committee (FAP) to discuss in detail the project.

A Director asked what the position was regarding VAT. The Principal said that the figure shown of £55,522 is currently irrecoverable and would be the worst case scenario but if the project goes ahead the Academy would try to reduce the amount by working with their accountants. However until the Academy accepted the grant this could not be progressed. The Capital cost of the build associated with the Academy and education can be reclaimed but the element for Leisure could not. If the Leisure element was reduced and the academic proportion increased then more VAT could be reclaimed.

The Chair of FAP pointed out that the Committee had agreed to proceed with the project with the rider that it would cost no more than £215k (the figure submitted to the meeting) and also that the DfE agreed to the change of use of the field to car parking. However the most recent figures distributed showed a cost of £225k.

The Business Manager agreed that the draft figure of £215 was correct at the time but the increase had been due to the final grant award being confirmed by SSDC and the inclusion of the new long jump pit. The Principal said the Board would need to make the final decision and although the cost was higher than was anticipated last summer, it should reduce with reclaiming the VAT and some of the unbanked Section 106 money coming in from SSDC.

The Business Manager wished to make Directors aware that the SSDC contribution of £193+k was banked and would be released in staged payments; the £96+k of Section 106 contributions outstanding was unbanked.

The Principal said that there were some alternatives to providing the additional funding required. These included drawing from the profits of Huish Leisure and use of the School Fund Reserves. In answer to one Director, the Principal said there was no need to be overly concerned, as the Academy could cover the additional cost. The Business Manager explained that if the Board decided not to go ahead with the project, there would still be the issue of having to resurface the Redgra and reinstate the temporary car park to grass. Quotes she had received in 2011 had put the cost then at £167k and £43k respectively but new quotes would be required.

A Director asked what the ongoing costs of the AGP would be and if there was any forecast of revenues. The Business Manager said that the ongoing costs would be £60k per annum but revenue will cover this and also work towards a sinking fund for replacement of the carpet when required in 12 years' time. This had been built into the cost. The Principal hoped to develop football at the Academy, which could create two new posts. Although these posts would be on the Academy payroll (Leisure staffing), they would be paid for by the project, through recharging. The Business Manager pointed out that the AGP project will have a separate bank account and so the financial situation would be very clear. . Huish Leisure would be best placed to drive through improvements and make the

5 ACADEMY IMPROVEMENT
a) Principal's Report

The new Library supervisor had already made good progress by re-establishing the connection with the Somerset Library Service for the first time in four years. A stock check had been undertaken and old stock removed. A Gold Standard had been awarded which had enabled more fictional books to be purchased but there will be more funding required to continue restocking. Many other activities have also been established and numbers of students using the Library is continually increasing. The Chair asked if a Director would like to establish a link with the Library and Ms Carne quickly volunteered.

The Sixth Form Taster Evening went well. At present 135 applications have been received which is higher than last year; more may come in when the exam results are published. 98 applicants have put Huish as their first choice. Option choices are currently being discussed, with History and Psychology being very popular.

A Safeguarding Audit was carried out on Tuesday which outlined some minor points, however one larger issue is around the delivery of 'Britishness' through PSHE, as students did not seem to understand this topic after they had been taught. This will be strengthened through assembly themes and by improving consistency.

Costa Coffee had withdrawn their outlet from the Sixth Form following a report on the effects of high caffeine drinks on young people. Sassetta will replace them after Easter.

Year 11s have had some taster days in the Sixth Form; very few have opted for Richard Huish as they only offer A Levels; more have opted for Strode where they offer four choices.

A Director asked about homework being loaded onto Huish-i. The Principal said the Academy is still committed to using Huish-I even though he was aware there were other similar programmes that were easier to monitor. There appears to be a wide variation on how it performs and he has received mixed messages when students and parents have been consulted. Another Director asked if there might be an equality issue for some students who may not have the necessary access or equipment. The Chair felt that this should be taken up at the next Teaching and Learning Committee.

T&L Committee

Following the recent letter sent home to parents regarding the Schools Funding Formula, a Director asked if this issue came into the realms of Purdah now that an election date had been announced.

5.55 Mrs Fielding declared an interest and left the room.

Another Director felt it was right to highlight this issue to see what parents' thoughts were and to allow them the opportunity to raise the issue at hustings. The former Director just wished the Academy to be aware that Purdah might be relevant.

6.00 Mrs Fielding rejoined the meeting.

SLT termly report

Curriculum – the Academy and Primary schools are eventually working towards a seamless curriculum from Years 5 to 7. A two day meeting looking at assessments will also be undertaken. A Director queried the 20% gap between boys and girls being local or national. The Academy is at the top end of this gap.

The focus is on Teaching and Learning and the Academy will be looking at praise systems in the coming half term to encourage boys to be more competitive.

Department reports

Page 4 – An absent Director wished a comment on IAG to be made known. **“Careers Advice and Guidance - with aim of improving overall achievement.”** *The sole aim of careers advice and guidance is NOT just improving overall achievement. I would suggest that this is aimed at making the Academy look better, rather than providing good employment for pupils after they leave us – especially those of lower academic ability.*

The Principal felt that if students that know what they wanted to do were inspired it would improve outcomes. Mrs Higman (IAG) motivates all students. A Director asked if there was any information about the destination of students. The Principal confirmed he would distribute this information to Directors.

Principal

Page 13 – the tablets for English have arrived but are not 100% reliable as there are problems interfacing with the network.

Page 14 – a Director asked if the drop-down days are now expected by Departments and if they are having an effect elsewhere. The Principal said there had been fewer of these days this year but, for example, the MFL and English did have to be supported in this way for various reasons.

Page 29 refers to RE and not the Science Department.

6.20 Mr Wilson-Chalon left the meeting.

b) Academy Improvement Plan

The Principal explained that there are 78 key tasks that are worked through every four weeks.

6.25 Mrs Eastwood left the meeting

c) Report from the Responsible Officer

The RO said that he was still finding his way around the role and if Directors had any areas or topics that they wished him to look at, please let him know.

Three checks had been carried out since the beginning of the year covering payroll, income and the accounting systems purchasing. An Action Plan for each would go to the next FAP but nothing serious or significant had been found. The RO is arranging to spend some time with the Finance team to carry out his own checks.

d) Directors' Monitoring reports

Safeguarding - The link Director for Safeguarding had circulated a report prior to the meeting. In future his role will become more interrogative than supportive. The Director had met with the new Academy Safeguarding Officer who had been supplied with guidance and had undertaken training. The Safeguarding Director has great confidence in the Safeguarding Officer. A Director asked about Safeguarding for staff, and the Principal assured him that there is guidance available through the Safeguarding policy, which is accessible to all. The Director also stated that the Academy must try and keep up with the latest social media internet sites that students use as this was always changing.



Safeguarding Report to Board - A.pdf

SEND - The link Director for SEND had circulated a report prior to the meeting. At a recent conference they had been asked to consider twelve questions e.g. consider the closing the gap strategy, including SEND provision and how/when to do this, and bringing together a range of stakeholders to develop the strategy. Following the last Parent Feedback Forum where some parents had expressed a view on SEND support, the Link Director said she would contact them to see if

they wished to be involved in the SEND Parent Carers Forum. There will also be further development of staff processes before new arrangements are launched in September.



SEN Link Governor update - March 2015.

e) Risk Register

The Principal reported that there had been very little change and nothing had been identified as a risk recently. The Chair asked if AGP would be considered a risk; it was agreed to add this to Category 4 (Finance Section) with Impact of 4 and Control measure: FAP/Huish Leisure/Board. There should also be some mention of the receipt of Section 106 money so that it acts as a prompt. Likelihood 4; Impact of 2.

There are potential staffing issues, particularly in Maths and Science which should be reflected in Section 2. Likelihood 3; impact 4.

It was also agreed that the version of Risk Register should be included in future agendas.

f) SUMMARY OF ACADEMY ACCOUNTS

There were no matters to highlight; these accounts have already been to the FAP Committee.

g) SUMMARY OF LEISURE ACCOUNTS

The Board of Huish Leisure are comfortable with how well the Centre is performing.

6 HOW DID WE DO?

Considering the content of the agenda, the Board felt they had done very well. All Directors had the chance to make comments.

The following section of the meeting was deemed confidential and minuted separately.



Full Board Minutes
19-3-15 ActionSht.doc