

Brookside Academy (327) – Board of Governors
Company Registration Number: 07641618 (England & Wales)



Minutes of the **Board of Governors** meeting held via Microsoft Teams, on Monday 26 April 2021. The meeting started at 6.00pm.

MEMBERS

✓ Clare Bolton (CB)	✓ Helen Keast (HK)
✓ Stuart Clowes (SC)	✓ Jenny Moore (JM)
✓ Colin Driscoll (CD)	✓ Julie Summerhayes (JS) (Chair)
✓ Dani Durston (DD)	Rob Sutherland (RS) (Vice Chair)
✓ Helen Fisher (HF)	✓ Alex Tedford (AT)
✓ Craig Harris (CH)	✓ Brian Walton (BW) (Headteacher)
✓ Martin Hooper (MH) (from 18.19)	✓ Adi Whatling (AW)

IN ATTENDANCE

✓ Sarah Ashford (SA) Deputy Headteacher	Sandra Cinicola (SC) Business Manager
✓ Greg Jones (GJ) Clerk to Governors	Chris Lane (CL) Assistant Headteacher

(✓ those present)

Minutes

No.	Item	Action
Governor Meeting – Opening Section Chaired by Julie Summerhayes (Chair of Governors)		
G67/20	<p><u>Curriculum</u></p> <p>The Headteacher highlighted that Chris Lane was running a Curriculum Intentions session on Tuesday 27 April 2021 for those governors able to attend.</p> <p>He noted that the development of the curriculum was a fast-moving process informed by weekly staff meetings and the results of the pupil and parent surveys.</p>	
G68/20	<p><u>Welcome</u></p> <p>The Chair welcomed everyone to the meeting.</p> <p>a) Apologies for absence Apologies were accepted from Rob Sutherland.</p> <p>The Clerk advised that with 13 of the 14 Governors present the meeting was quorate.</p> <p>b) Declarations of Interest None</p>	
G69/20	<p><u>Headteachers Report</u></p> <p>a) Headteachers update The headteacher updated governors on the following areas.</p>	

No.	Item	Action
	<ul style="list-style-type: none"> • Attendance The first round of letters has been sent out to the parents of children with below expected attendance. Staff attendance is secure, and the school is operating to its full capacity with respect to the Covid-19 restrictions. • Behaviour The Pupil, Staff, and Parent surveys have been completed. The perception of behaviour by the staff reflects the pupils settling back into the daily school routine and friendships. • Progress and attainment Data will be compared with the previous years to identify the gaps in learning. 	
Mainstream Teaching & Learning section (T&L) Chaired by Craig Harris (Mainstream Teaching & Learning Lead)		
T&L 09/20	<u>Outcomes and Assessment</u>	
	<p>a) Mainstream The Deputy Headteacher invited questions of the mainstream data report circulated with the papers for this meeting.</p> <div style="border: 1px solid black; background-color: #f2f2f2; padding: 5px; margin-bottom: 10px;"> <p>A Governor asked how the School proposed to get all the pupils assessed by the end of the academic year? The Team Leaders are identifying the priorities for teaching to get the maximum progression for each pupil.</p> </div> <p>The next data point is on 17 May 2021 that will give a better indication of gaps and identify priorities.</p> <div style="border: 1px solid black; background-color: #f2f2f2; padding: 5px; margin-bottom: 10px;"> <p>A Governor asked if the pupils will be able to start on next years curriculum in September 2021? This will be dependent on progress against the priorities identified in the May data point.</p> </div> <p>Different year groups will have had a greater coverage to the curriculum topics and will be able to move on faster.</p> <div style="border: 1px solid black; background-color: #f2f2f2; padding: 5px; margin-bottom: 10px;"> <p>A Governor asked what sort of progress and evaluation will be passed onto Secondary Schools for Year 6 pupils? Secondary schools will be carrying out their own Cognitive Attainment Tests (CATs) in September to establish their own baselines for each pupil.</p> </div> <p>It is more important for the school to pass on behavioural and other information about the pupils.</p> <p>6.19pm – Martin Hooper arrived</p>	

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	<p>Governors discussed the tracking of children further back in their school careers to form the picture that will be passed onto Secondary schools.</p> <p>It was noted that the Teachers are aware of what has been missed and are adding this into lessons where possible.</p> <p>A Governor asked how the Governors will know that the school has been successful in achieving good outcomes for pupils? The School will look at the average depth levels once the data picture has been analysed.</p> <p>It was noted that the target level of 1.8 is a more aspirational level this year than normal but that the level should not be reduced.</p> <p>A Governor asked about plans for the expenditure of the Catch-up funding? A decision on the allocation of this extra funding will be made after the May data point.</p> <p>The discussion amongst school leaders is ongoing as to what the best use of this funding will be.</p> <p>A Governor asked how much the Catch-up funding is for the School? £39k which equates to £80 per pupil.</p> <p>It was noted that Quality First Teaching (QFT) will be the first approach to catching up, as it is important that the Teachers who know the children best spend as much time with them as possible. Additional support will be provided in class where needed to accompany this.</p> <p>The plan will be presented to Governors at the next meeting once the data has been analysed. The most important thing is to get the maximum value from the catch-up funding.</p> <p>Action – Catch-up funding expenditure plan to meeting on 14 June 2021.</p>	<p>BW</p>
	<p>b) Early Years Foundation Stage</p> <p>The Deputy Headteacher noted that the attainment gaps are not as big as in Mainstream. Parents have been good at picking up the Phonics and Maths. More time is needed to record the formal aspects of reading and writing.</p> <p>The positive impact of the pandemic on Technology skills were highlighted. People and Community skills have suffered over the same period.</p>	
	<p>c) Nursery overview</p> <p>The Deputy Headteacher noted that the stability of the pre-school group with their 30 hours funding has seen the group make good progression.</p> <p>The other groups have not fared as well due to the reduced frequency of their attendance in the Nursery.</p>	

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	<p>d) Year 1 Phonics The Autumn 2 data recorded before the 2021 lockdown shows that the children were behind the expected level. 57% were at phase 5 of which only 33% have moved into phase 6.</p>	
T&L 10/20	Diminishing the Difference	
	<p>a) Pupil Premium update The Deputy headteacher invited questions on the Interventions report circulated with the papers for this meeting.</p> <div style="border: 1px solid black; background-color: #f2f2f2; padding: 5px; margin-bottom: 10px;"> <p>A Governor asked if there were any themes identified that are different from previous years due to the impact of the pandemic? Some pupils have been disadvantaged by restrictions on their access to technology (including priority given to older siblings).</p> </div> <p>It was noted that the Pupil Premium pupils were in school during the lockdown.</p> <p>The overall picture is of a very individualised experience of pupils that has led to a widening gap.</p> <div style="border: 1px solid black; background-color: #f2f2f2; padding: 5px; margin-bottom: 10px;"> <p>A Governor asked if the lack of interventions has had a negative impact? Again, this is a very individual picture with some children thriving while working at home.</p> </div> <div style="border: 1px solid black; background-color: #f2f2f2; padding: 5px; margin-bottom: 10px;"> <p>A Governor asked if there will be a change in the expectations of the interventions that need to be delivered? The Teachers know the children very well and will use the best of the evidence-based approaches.</p> </div> <p>It was noted that this approach will not fit all the pupils and the Teachers will endeavour to use a consistent approach based on their knowledge of the pupils.</p> <div style="border: 1px solid black; background-color: #f2f2f2; padding: 5px; margin-bottom: 10px;"> <p>A governor asked about the Education Endowment Foundation (EEF) approach to the use of the Catch-up funding? The Headteacher highlighted the danger of only using the interventions on the accredited list from EEF.</p> </div> <p>Governors discussed the wider options available to the Teachers for the interventions that they could use.</p>	
	<p>b) “Catch-up” Team leader reports to inform.... The Deputy Headteacher highlighted that the reports circulated with the papers for this meeting help to provide clarity on the strengths and gaps in each year group.</p> <p>It was noted that the reports are very honest and acknowledge that not all the topics are likely to be taught by the end of the year. It will take time to catch-up all the children from there various starting points.</p> <p>Children’s focus from the pupil survey results is more on outdoor learning and friendships, rather than academic learning.</p>	

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	<p>The School is prioritising providing other experiences alongside the teaching towards the end of year outcomes. It is important to make sure that there is some fun, and the Enrichment programme will be starting again.</p> <p>A Governor asked if the School will be benchmarking outcomes against other Schools? There are no national (SATs) tests this year to benchmark against. The Local Authority may publish the county wide teacher assessments.</p>	
	<p>c) Guidance on Implementing “catch-up” Governors noted the contents of the Education Endowment Foundation report circulated with the papers for this meeting.</p>	
T&L 11/20	<u>Teaching and Learning</u>	
	<p>a) Curriculum The Headteacher noted that the Curriculum intention session for Governors is being held by Chris Lane on 27 April 2021. Governors discussed the “journey” to produce the skills and knowledge intention statements. It was noted that the Teachers are now more focused on what is being covered in the curriculum.</p> <p>The Headteacher noted that this process will lead to a “Brookside” themed curriculum, and that the Specialist curriculum will be very similar to the mainstream equivalents.</p>	
	<p>b) Children Surveys – Spring 2021 The Headteacher highlighted the main points of the summary results of the surveys circulated with the papers for this meeting.</p> <p>A Governors asked why the Oak Academy was so unpopular in the answer to Question 5? Pupils did not enjoy the amount of recorded content included in the lessons. Virtual learning was less popular than videos delivered by the teachers. There was a correlation between the children who were being taught at home and those who did not like the Oak Academy. Pupils preferred “Face to Face” teaching.</p> <p>A Governor asked if the school checked results with the pupils who were at school during the lockdown? Yes – these pupils views tended to be the reverse of those who were at home. The Teachers made sure that they reviewed the Oak Academy videos to ensure that there was continuity with what they were teaching in school. Although they were able to pause the videos in school and give further explanation where required.</p>	

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	<p>It was noted that the school is able to see the difference between children who were supported with their home learning and those who were not supported.</p> <p>A Governor asked what the next steps are to follow up the responses to the surveys? OFSTED have changed their focus away from data to more about talking to the children.</p> <p>It is important that the school makes sure that the pupils are confident about talking about their next steps. The Headteacher will be talking to the House Captains about what feedback they would like to see and include it as part of the newsletter.</p> <p>A Governor asked if anything had changed since the survey that was conducted not long after the pupils returned to school? Yes – A routine has been re-established.</p> <p>Some children are still struggling with social contact; but these are the same ones who struggled before the pandemic.</p> <p>A Governor asked about the pupil’s “confidence”? A very small number of children are still unhappy about being back in school and not feeling safe. This will reduce as the pupils spend more time at school and re-establish their routine and friendships that were damaged during lockdown. This will be a theme of the Whole School assemblies as they return.</p> <p>A Governor asked about the capacity of the Emotional Literacy Support Assistant (ELSA) to cope with the increased number of pupils with emotional needs? The ELSA is continuing with their normal programme. The Class Teachers are using the Personal, Social, Health, and Economic; and Relationships and Sex Education curriculums to focus on confidence and lifelong learning skills.</p>	
T&L 12/20	<u>Themed Policies</u>	
	<p>a) Policy Grid The clerk reviewed the Policies relating to the MTaL theme.</p> <p>b) Policies for Approval None</p>	
Governor Meeting – Final Section Chaired by Julie Summerhayes (Chair of Governors)		
G70/20	<u>Minutes of Previous Meeting</u>	
	<p>Stuart Clowes proposed that Governors approve the minutes of the meeting 22 March 2021. Seconded by Adi Whatling and approved by all present. For: 12 Against: 0 Abstentions: 1</p>	

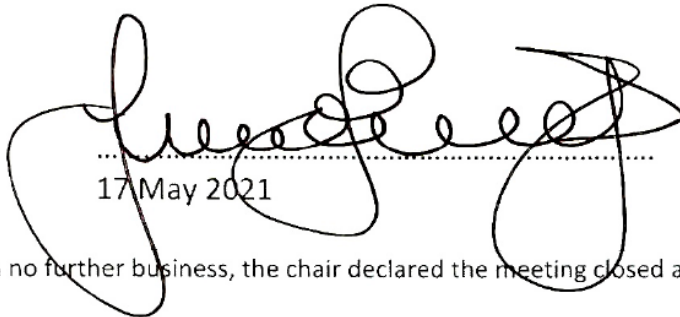
No.	Item	Action
	<i>[Governors not present at the meeting abstained from approving the minutes]</i>	
G71/20	<u>Papers for Information</u>	
	Early Career Framework. This replaces Newly Qualified Teachers (NQT) and will last for 2 years.	
G72/20	<u>Matters Arising</u>	
	None.	
G73/20	<u>Governors Visits and Training</u>	
	<p>a) Governors Visits' to School JS – Regular meeting with Headteacher. CB – Specialist Teacher interviews</p> <p>b) Engagement with Senior and Subject leaders Team Leaders will give presentations to the Governors at future meetings and answer questions on their subject areas.</p> <p>c) Governor Training None.</p>	
G74/20	<u>Procedural Matters</u>	
	None.	
G75/20	<u>Any Other Business</u>	
	<p>The Headteacher recorded his thanks to Millfield School for their donation for Health and Fitness and PE equipment. AW is visiting the School to present the cheque.</p>	
G76/20	<u>Date, time, and place of the next meeting</u>	
	<p>The next meeting of the Board of Governors will be on Monday 17 May 2021 – SEYS Via Microsoft Teams</p> <p>All meetings will start at 6.00pm</p>	

Minutes

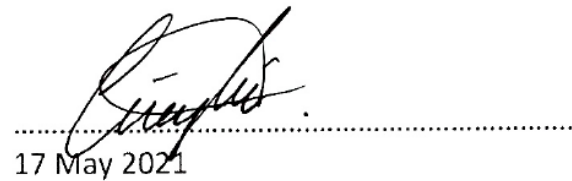
No.	Item	Action
	The Chair noted that they're monitoring the government guidelines on "Face to Face" meetings as to when the board will be able to hold a face to face meeting, rather than virtual.	
	The Chair thanked everybody for attending the meeting.	

Signed on behalf of the Governors of
Brookside Academy

Signed on behalf of the Area Lead



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17 May 2021



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17 May 2021

With no further business, the chair declared the meeting closed at 7.49pm.

Action List

Agenda Item	Action	By Whom	Due Date
S04/19a	SC will contact Chris Frost to undertake a focused review this year.	SC	ASAP
S06/20c	Narrative report on progress against the Equalities Objectives for the next SEYS themed meeting.	BW	17/05/21
S08/20c	Find out about funding for a child with an EHCP when they are unable to attend school.	CL	17/05/21
S10/20a	Annual SEND Report for the next meeting.	CL	17/05/21
S10/20a	Early Years Foundation Stage policy for the next meeting.	CL	17/05/21
T09/20a	Catch-up funding expenditure plan to meeting on 14 th June.	BW	14/06/21

Any business for the next Board of Governors meeting should be advised to the Chair of Governors.