

Minutes – Uphill Village Academy

Meeting Date: 2nd October 2023
Location: Uphill Village Academy
Time: 5.00pm

Present:	Shane Hawkings (SHA)	Chair Academy Council
Members of	Sam Hodder (SHO)	Principal
AC:	Susie Weaver (SW)	Executive Principal (arrived at 5.45pm)
	Toby Blackburn (TB)	Sponsor Academy Councillor
	Stewart Castle (SC)	Sponsor Academy Councillor
	Rosie Dyke (RD)	Parent Councillor
	Vacancy	Support Staff Academy Councillor
	Vacancy	Teacher Academy Councillor
	Anita Beal (AB)	Student Advocate Academy Councillor
	Caroline Jamieson (CJ)	Parent Councillor
	Carina Ridge (CR)	Sponsor Councillor
 In Attendance:	 Sue Burns (SB)	 Clerk to Academy Council

Item	Description	Action
1.0	Introductions	
1.1	SH welcomed Carina Ridge to her first meeting. Introductions were made.	
1.2	No apologies were necessary. Susie Weaver advised in advance that she would be late to the meeting and arrived at 5.45pm.	
2.0	Declarations of Interest	
2.1	There were no declarations of interest pertinent to the meeting content.	
3.0	Academy Council Membership	
3.1	Georgie Tinker has taken the role of the Teacher Academy Councillor and Anita has the Support Staff and Student Advocate role now. There is one Sponsorship Vacancy and the LA Rep vacancy.	
4.0	Minutes of the last meeting	
4.1	The minutes of 15 th May 2023 were agreed to be a true and accurate record. <u>Actions and Matters Arising</u> 4.1 SHo to bring a selection of SATs papers for the AC to review – Action Closed 7.25 SW to circulate the finding of the PP and SEND provision ARV findings – Completed. 8.3 SH to update the Risk Register to reflect the budget concerns – Completed.	
5.0	Ofsted Inspection Reflection	
5.1	The last Academy Council meeting in T6 was cancelled due to the Ofsted inspection. The data was reviewed at the CLF Results meeting last week.	
5.2	Our preferred meeting dates are: Tues 5 Dec, Tues 27 Feb, Tues 14 May and Thur 11 July to allow for the results to come in, starting at 5.00pm.	

	ACTION: Clerk to liaise with CLF Central re request to move UVA Meeting Dates	Clerk
5.3	The Academy Council Meeting Planner has been populated for the year. The Councillors reviewed and approved the key trails, and the agenda focus items.	
5.4	We held an Ofsted debrief meeting and included the pupil and staff voice. We had an ungraded inspection which means that we could not increase our grade from Good; they will return within two years to look for additional evidence. Comprehensive feedback notes have been circulated.	
5.5	Was there any negative feedback? 106 parents provided feedback, two of which were slightly negative; these were from parents of pupils with SEND and were related to issues from external agencies which are beyond our control.	
5.6	We were queried about the number of physical holds for a single child that had been recorded in the bound and numbered book, but we were able to provide an audit trail of all the interventions that had been put in place and this turned into a strength for the school.	
5.7	The Ofsted Inspector commented on the subject network groups that we have utilised outside of the Federation and reviewed any ARV notes that we had and that we had actioned them.	
5.8	Our twitter feed was a good example of the broad and balanced curriculum offer that UVA has.	
5.9	Our Uphill Citizen work and Council Crew development came across strongly which was a positive of the inspection.	
5.10	Are we able observe a Council Crew meeting? Yes, this can be arranged. We hold meetings from Y1 to Y6.	
5.11	ACTION: AB to arrange for an AC to observe a Council Crew meeting.	AB
5.12	The inspection team noted the opportunities to take part in the curriculum creation and that we contribute to school improvement in other schools.	
5.13	<i>The Academy Councillors congratulated SH and the team for their excellent Ofsted inspection outcome.</i>	
	Academy Council Report	
5.14	Our year-to-date attendance is 96.9%; we are above the national and regional data, but attendance is a focus for us this year. Some families have already taken holidays this year which is a concern. Following Covid and the strike activity, family attitudes to holidays have changed which is a national trend. Low level illness is also stubborn to challenge.	
5.15	Y3 and Y4 attendance is lower? Yes, we have some cases of persistent absenteeism, and we have families in these year groups who have gone on holiday.	
5.16	The attendance team have already met, and we have increased resource for attendance, so we are able to respond quickly, and we have robust systems in place.	
5.17	Do you communicate the impact of poor attendance with parents? Yes, this has been shared with parents at parents' evenings. Most families are compliant with our attendance requirements.	
5.18	Do you have data that links attendance to outcomes? Yes, but many parents don't find this information impactful. Low attendance can be a symptom of an underlying issue which is more important to the family than metrics are.	
5.19	ACTION: SHo to circulate some anonymised attendance case studies to the AC.	SHo
5.20	There are 316 pupils on roll, so we are currently full and operating a waiting list for some year groups.	
5.21	We had two resignations during the holidays for breakfast and after-school club. We have recruited one replacement but cannot operate at capacity until we recruit a further member of staff. We have a waiting list of parents who require after-school care, but do not have the space on site to accommodate more than 40 children. We have a complete admin team now.	

5.22	Where do we advertise vacancies? E-Teach, North Somerset, the Newsletters, and the Federation. We could consider advertising non-teaching roles in the village magazine.	
5.23	Can you fast-track applications? No, appropriate recruitment checks have to take place, and a DBS is required.	
5.24	Is your pricing competitive? Yes, we have checked this against other providers.	
5.25	Helen is leading wellbeing across the Trust and Stewart has liaised with her re mental health as a priority in the school. Staff wellbeing surveys are issued regularly.	
5.26	Is there someone on the school who champions EDI? Yes, Sasha the SENCO performs this role and Saima Akhtar runs EDI networks across the Trust. We consider which books we use in the school carefully.	
5.27	A North Somerset Safeguarding Audit is anticipated shortly, but there is a reduced number of networks due to capacity issues. The CLF Safeguarding Audit was completed in T5, and most issues have been actioned in relation to this.	
5.28	Most of the Academy Councillors have completed their Nimble training.	
5.29	There has been an increase in safeguarding cases following the summer holidays.	
5.30	The Scrutiny feedback has been included in the AC Report, along with the areas for development and how they link with the AIP.	
5.31	We worked on our disadvantaged strategy during our inset day which was impactful. The ARV focused on disadvantaged and quality first teaching strategies.	
5.32	Voice 21 are supporting us with our oracy work and will come into school in November. Our second inset day will include oracy themes. Every opinion from our children is valid which we want to convey, and building the vocabulary will help to scaffold their writing.	
6.0	Risk Register	
6.1	The Risk Register has been updated to reflect the recruitment challenges that we are experiencing, which is a national trend.	
7.0	Budget Update	
7.1	We forecast a surplus but ended with a £30k deficit due to issues beyond our control, including a buy-out from our gas and electric services, and catering costs.	
7.2	Will the school meals increase in cost? The cost of school meals is determined by the provider and is influenced by the increased costs of supplies.	
7.3	The deficit is being supported by the Trust because the costs are beyond our control and some of them were incurred as a result of joining the Trust.	
7.4	A carbon survey has taken place across all the schools and the Trust is going to invest in our building and replace all the lighting with LED lights which should save some money on our electricity bill.	
8.0	Policies that require review	
8.1	Policies to Note: <ul style="list-style-type: none"> • CLF Charging & Remissions • CLF Data Protection • CLF H&S Trust Level • CLF Trustee & Councillor Expenses Policies to Approve: <ul style="list-style-type: none"> • Accessibility Plan • EDI Statement • Academy H&S • Academy H&S Arrangements 	

	<ul style="list-style-type: none"> Safeguarding <p>Proposal to approve the above policies: TW Seconded: AB Show of Hands: Unanimous</p>	
9.0	Governance	
9.1	All Academy Councillors were reminded to complete any outstanding Nimble training as soon as possible.	
10.0	Matters for the attention of the Board/COAC	
10.1	None.	
11.0	AOB	
11.1	None.	
11.2	Meeting ended at 6.30pm	