



Uphill Village Academy Council Meeting Minutes
Tuesday 2nd February 2021, 6.00pm
Virtual meeting via TEAMS due to Covid-19 restrictions

Academy Council:

Shane Hawkins (SHa) Chair	Sponsor 1	Susie Weaver (SW)	Executive Principal
Stewart Castle (SC)	Sponsor 2	Sam Hodder (SHo)	Principal
Vacancy	Sponsor 3	Vacancy	LA Rep
Vacancy	Sponsor 4	Anita Beal (AB)	Student Advocate
Vacancy	Sponsor 5	In Attendance	
Sarah Goode (SG)	Teacher	Georgie Tinker (GT)	Vice Principal
Becky Frise (BF)	Support Staff		
Toby Blackburn (TB)	Parent		
Lizy Kacou (LK)	Parent	Sue Burns	Clerk
*	<- Indicates absent.		<- Indicates question asked

1, Welcome and Apologies

The meeting commenced at 6.00pm.
 Welcome to Julie Bailiss.
 No apologies were necessary.
 The meeting was deemed to be quorate.

2, Declarations of Interest

The Academy Councillors confirmed that they had no pecuniary interests pertinent to this meeting.

3, Minutes of Previous Meeting (8th December 2020), Actions and Matters Arising

The minutes from the previous meeting were agreed to be a true and accurate record and were signed electronically by the Chair.

4, Elect Vice Chair

Proposal for LK to be the Vice Chair of the Academy Council: BF

Seconded: SC

Show of Hands: Unanimous

5, Quality of Education including curriculum developments.

Powerpoint shared via screen.

There are 140 key worker children registered (approximately half the school roll). They do not all attend every day, the beginning of the week is busier. There are seven year-group classes, and the staff are working on a rota so that provision can be made for those children working at home. Each year-group bubble can accommodate a maximum of 20 children but seldom exceeds 15.

We have 44 children on our vulnerable register, 38 of whom are attending on site.

There are 34 children with SEND on the register, 18 are attending on site.

We have 67 PP children of which 16 are attending on site.

Julie and Becky have worked tirelessly to manage the on-site booking system and communicate with the families about any available spaces.

How many laptops have been loaned?

We have provided 14 laptops and two data top-up cards for families who need them.

Do you also provide paper packs?

Some families prefer printed materials which are delivered regularly, but where possible we encourage the use of online learning.

Have you had to purchase any additional IT resources?

The DfE allocation was 19 laptops. The CLF IT Team have been very supportive in preparing them for use.

How did you determine who would get a place on site?

The DfE guidance was very broad which was not helpful. Therefore, we used the CLF guidance and met as an SLT to make a decision together which is an ongoing dialogue. Some of our vulnerable children need to be on site for safeguarding reasons.

Since the government announcement that schools will not re-open next term, has there been an increase in key worker place requests?

We are anticipating additional requests but will consider them on a case-by-case basis.

How is staff wellbeing?

The staff are comfortable with the number of children on site currently and we are careful to ensure that all mitigations are in place to protect our staff.

Remote Learning Provision

We need to be explicit in our explanations and mindful that children's attention spans are reduced when working online. We have focused on embedding the important knowledge and concepts and have assessed retrieval and learning. Children are provided with regular feedback on their work and we are quality assuring the submissions.

It is important that we maintain visual contact with the children to maintain a relationship with them. We developed a system for families to submit work and for us to provide feedback in a timely fashion. Y2-Y4 use TEAMS and Y5/Y6 use the class notebook on TEAMS which they learned to use before the second lockdown. The assignments on TEAMS are collected in and feedback is produced regularly, this allows us to assess the children's work and provide interventions where required. All the classes have a daily register with the children which is an opportunity to check-in on them. We offer live lessons, pre-recorded lessons, and audio power-points. We have invited some children to small, guided group reading sessions which has been impactful.

Have you surveyed the families?

Yes, and we had 108 responses to our parental survey from all year groups. The feedback was very positive about the quality of the provision and the amount of work that is set. TEAMS has encouraged children to work independently.

Have you followed up on any less positive comments?

The survey was anonymous, but some of them referred to their children by name which meant we have been able to contact the parents and discuss any concerns. We also referred to the survey outcomes and areas that will be addressed in the parental newsletter.

Has there been any technical issues?

The website kept crashing with the increased traffic, therefore we moved all the resources on to TEAMS which has addressed the issue.

Are you anticipating a reduction in engagement as time goes on?

We have strong engagement currently, but we are mindful that families are becoming fatigued and the announcement that schools will not re-open at the beginning of next term has not been received well. Our Pastoral Team is working with an increasing number of families because the teachers are identifying families who may need additional support.

Is it challenging to provide online learning for EYFS children?

Tapestry is working really well. We pre-record a Phonics, Maths and Writing video regularly that can be used flexibly by parents. Staff workload has increased because of the need to provide remote learning provision and on-site provision too.

Have you asked the children what they feel about home learning?

Yes, 115 pupils from Y2 upwards responded to our pupil survey. Again, feedback was positive. Anita has introduced small groups of children getting together on TEAMS to help them with their social skills.

Wellbeing

We have very proactive Wellbeing Leads in the school who also engage in trust wide activity and liaise with several mental health networks. The pastoral page of the website has been developed and will be promoted on the front page of the website.

Staff Professional Development

We are encouraging staff to continue their professional development with targeted opportunities. Our inset day reviewed Talk for Writing which was delivered to the teachers and teaching partners because writing is a part of our AIP. An ARM is planned for next Thursday to review writing. We are part of the 'sustaining mastery' group for Maths which means we can access a range of classes which has been very impactful.

6, Achievement and Standards

Black Box Data

Papers circulated in advance

The teachers have provided interventions where required and the data indicates that PP children have made accelerated progress.

Phonics

93% of our children achieved passed Phonics screening, despite being in lockdown last year. The Y1 teachers worked very hard with the children and prepared them well for the screening.

Attendance data

The T1 and T2 data was very positive and above national average prior to lockdown.

7, Health & Safety – Julie Bayliss

The school re-opened in full in September and the risk assessments were updated accordingly. We adopted the CLF format after joining the trust and it is reviewed and updated regularly. We also use a risk rated assessment for high-risk areas e.g. wraparound care. Staff are wearing face coverings in the communal areas of the school and at the front gates.

We have been tracking Covid cases in staff and pupils since September and monitor the self-isolation process. In December we had our first positive case during the Christmas holidays which resulted in one class self-isolating over Christmas. Five staff and five pupils tested positive over the self-isolation period which were linked back to that class. All the staff have since returned to work.

The DfE has introduced staff testing. Initially staff could get tested at Broadoak and we are very grateful for them accommodating us, but home-tests have now been delivered. 70% of the staff are using the tests and we have invited our contractors to join the testing regime too. If a member of staff tests positive the bubble will self-isolate and the member of staff will need to get a PCR test.

Is the testing voluntary?

Yes, the staff can opt out of testing at any time.

The CLF H&S Audit has taken place and a draft action plan has been received. The overall result is Good with two key areas of success: standards of housekeeping and a positive H&S culture. There are some areas of improvement which we were already aware of and are addressing, and some of our policies need to be moved over to the CLF versions.

The kitchen floor and fire alarm are both scheduled for replacement over the summer holidays.

After the last lockdown there was an increase in injuries due to children's reduced motor skills. How will we address this when the school re-opens?

This issue was limited to EYFS and Y1 children during outside play. This is something that will be considered prior to re-opening and we will review the climbing equipment.

With more staff working from home, are we supporting them with H&S in their home workplace?

The staff are on a rota, therefore there is no prolonged working from home. Lone working is an area that we are considering.

The Academy Council commended UVA on their H&S Audit outcome and for keeping all the staff safe.

8, Safeguarding

The CLF Safeguarding Audit has been completed. The action plan will be available next term, but it is clear that safeguarding at UVA is robust.

9, Governance

The Academy Councillors were reminded to save the date of Friday 2nd July 2021 for the CLF Summer Conference. There are two CLF conferences each year which encompasses the whole trust and provides a range of professional development opportunities. Potentially this year it will be a virtual event and all Academy Councillors are encouraged to attend.

10, Policies

- Remote Learning (minus the appendix)
- Supporting Children with Medical Needs
- Attendance

Proposal to approve the above policies: SC

Seconded: LJ

Show of Hands: Unanimous

How many IHCPs do we have and have the staff been adequately trained?

We have two IHCPs currently. Training is provided by the School Nurse Team.

11, Training

Does the CLF provide Academy Councillors Link networks?

We have an informal buddying system that can be utilised when requested within the North Somerset hub.

12, Equality & Diversity

No update.

13, Matters for the Attention of the Board

The Safeguarding Audit report is Bristol-centric and some areas are not relevant to North Somerset.

14, AOB

Will the user accounts be retained following lockdown? The passwords are non-changeable and are linked to personal data.

This issue will be kept under review and discussed with IT.

ACTION: SW to query Andy Ling (IT) the GDPR requirements for user accounts following lockdown.

The Academy Council commended the IT Team for their exemplary service during the complexities of the pandemic.

13, Date of Next Meeting: Tuesday 23rd March 2021, 6.00pm

Meeting ended at 8.07pm

Item	Action	Initials
14	SW to query Andy Ling (IT) the GDPR requirements for user accounts following lockdown.	SW

Approved:



Date: 23rd March 2021