

# Minutes – Uphill Village Academy

**Meeting Date:** 27<sup>th</sup> February 2024  
**Location:** Uphill Village Academy  
**Time:** 5.00pm

<b>Present:</b>	<b>Shane Hawkings (SHA)</b>	Chair Academy Council
<b>Members of</b>	<b>Sam Hodder (SHO)</b>	Principal
<b>AC:</b>	<b>Susie Weaver (SW)</b>	Executive Principal (arrived at 6.45pm)
	<b>Toby Blackburn (TB)</b>	Sponsor Academy Councillor
	<b>Stewart Castle (SC)</b>	Sponsor Academy Councillor
	<b>Vacancy</b>	Support Staff Academy Councillor
	<b>Georgie Tinker (GT)</b>	Teacher Academy Councillor
	<b>Anita Beal (AB)</b>	Student Advocate Academy Councillor
	<b>Caroline Jamieson (CJ)</b>	Parent Councillor
	<b>Rosie Dyke (RD)</b>	Parent Councillor

**Apologies:** **Carina Ridge (CR)** Sponsor Councillor

**In Attendance:** **Sue Burns (SB)** Clerk to Academy Council

Item	Description	Action
<b>1.0</b>	<b>Introductions</b>	
1.1	SH welcomed everyone to the meeting. Introductions were made.	
1.2	Apologies were received and accepted for Carina Ridge.	
<b>2.0</b>	<b>Declarations of Interest</b>	
2.1	There were no declarations of interest pertinent to the meeting content.	
<b>3.0</b>	<b>Academy Council Membership</b>	
3.1	There is one Sponsorship Vacancy and one LA Rep vacancy. All the Academy Councillors were reminded to provide a bio for the website.	
<b>4.0</b>	<b>Minutes of the last meeting</b>	
4.1	The minutes of 4 <sup>th</sup> December 2023 were agreed to be a true and accurate record. <b>Actions and Matters Arising</b> SH to circulate the H&S minutes to the AC – <b>Completed.</b> SH to determine if Martin will attend the next H&S walk – <b>Completed. Martin has visited and looked at the buildings.</b>	
<b>5.0</b>	<b>Walkaround</b>	
5.1	The Academy Councillors undertook a walkaround and visited each of the classrooms	
5.2	It was good to see the classrooms, especially as this was not possible during Covid. There was clear consistency between the classrooms, and it was clear that it was adapted for the children in the classrooms.	
5.3	The breadth of the curriculum was clear.	

5.4	Despite the constraints of the building the learning environments are welcoming, and the teachers and children have pride in their environment.	
<b>6.0</b>	<b>Academy Council Report – Sam Hodder</b>	
6.1	<b>Y3 and Y6 attendance has dropped?</b> We have had illness in those year groups, but we also have some children with persistent absence.	
6.2	<b>The pupil numbers have reduced?</b> We have some children who are due to leave the school because they have moved geographically. A reduced number on roll will impact us financially. North Somerset pupil numbers are very low this year and all schools have been impacted. HMA and HVA are both full, but they have onsite nurseries. We have 7 vacancies in next year's Reception which will result in £20k less funding. There is a second round of allocations to go so we may gain some admissions then.	
6.3	<b>Do you have waiting lists for other year groups?</b> Yes, so if children leave in those year groups, we are hopeful we can replace them.	
6.4	<b>Have North Somerset committed to offering first-choice places?</b> Yes, but there is a surplus of places, therefore most people are likely to get their first choice so there are fewer children in the second-choice allocations.	
6.5	<b>Would an Ofsted inspection this year with a good outcome attract more children?</b> Possibly. Some families may have been put off by the fact that we've been oversubscribed in the past.	
6.6	<b>Do North Somerset provide birth rate predictions?</b> They used to. They are opening a new school in Haywood Village because they've forecasted that there will be enough families to require an additional school from 2025	
6.7	<b>The pupil survey had no negative comments?</b> We asked the pupils for suggestions that the school could improve on e.g. litter bins on the field, school lunches, etc	
6.8	<b>Do you respond to the feedback?</b> Yes, I held an assembly with the children and gave them the results. I also informed them suggestions we could act on.	
6.9	<b>Do you capture feedback about breakfast and after-school club?</b> We could arrange pupil voice for those.	
6.10	<b>Action: SH to arrange for pupil voice to be captured about breakfast and after-school clubs</b>	<b>SH</b>
6.11	<i>The Academy Council noted the positive comments from the pupil voice.</i>	
6.12	There has been an increase in EHCPs which is a national trend. Our location is in a good area but we also take pupils from a wider geographical area.	
6.13	SHo and SHa attended Scrutiny with a panel of Trust Board members. We reflected on our SEF and AIP and submitted minutes from our AC meetings. They asked us a range of questions and made some recommendations of areas to focus on.	
6.14	We are reviewing the SEF next week and will reflect on some of the wording in it.	
6.15	<b>Y4 and Y6 have a dip in Writing?</b> Writing is always slower to improve during the year compared to Maths and Reading and that's indicative in that trend. There are also some SEND needs in those year groups.	
6.16	<b>Has the transition into KS2 settled down?</b> This depends on the individual children but most of them have embraced the change.	
6.17	<b>Have you identified children who need support with transition?</b> Yes, we have some emotional literacy groups who target those Y3 children.	
6.18	There are improvements term on term and mock on mock results. We've put in additional support for Reading, and we will review if additional support is required for arithmetic outside of maths lessons.	

6.19	The ARV reviewed PE, the Maths provision and EYFS. The leadership of EYFS came through very strongly.	
6.20	<b>What is the EYFS Teaching Partners consideration?</b> Teachers get a lot of professional development. TPs provide a lot of support in EYFS so we discussed whether we are providing enough CPD for them and how that could be delivered because they don't stay after school and it's difficult to arrange release time during the day.	
6.21	We have offered more sessions for our TPs this year and have fed back to the CLF that TP specific CPD at conference would be appreciated.	
6.22	The recruitment of lunchtime and one-to-one staff is challenging, and we are having to use agency staff for one-to-one support. This is a national trend and is particularly challenging in North Somerset and is reflected on the risk register.	
6.23	We've advertised a two-day a week Teacher vacancy twice.	
<b>7.0</b>	<b>Safeguarding - SHa</b>	
7.1	The Safeguarding Audit is scheduled for Thursday 19 <sup>th</sup> February 2024 and is very robust.	
7.2	Prevent Training is required to be undertaken by the Academy Councillors who need to download the certificate and send it to the school.	
7.3	The PREVENT Training Link can be accessed <a href="#">HERE</a>	
7.4	<b>Action: All Academy Councillors to access PREVENT training and send their certificate to the school.</b>	<b>ALL</b>
7.5	The CLF have audited the SCR which is up to date.	
<b>8.0</b>	<b>Policies</b>	
8.1	<b>Policies to note:</b>	
8.2	Complaints (CLF)	
8.3	Attendance (CLF)	
8.4	<b>Policies to approve</b>	
8.5	Admissions 2025-26	
8.6	Local Learning Area Visits Policy	
8.7	The Academy Councillors approved the Admissions (2025-26) and Local Learning Area Visits Policy.	
<b>9.0</b>	<b>H&amp;S</b>	
9.1	The annual H&S annual audit has taken place.	
9.2	The H&S Committee reviewed the outstanding actions and noted the ones that have been completed since the audit.	
9.3	The safety culture online tracker has been updated accordingly.	
9.4	The Academy Councillors congratulated the academy on their outstanding rating.	
<b>10.0</b>	<b>Matters for the attention of the Board/COAC</b>	
10.1	None.	
<b>11.0</b>	<b>AOB</b>	
11.1	The Academy Council congratulated Georgie Tinker on her appointment as Principal at HMA.	
11.2	On Monday 25 <sup>th</sup> March 2024, the interviews for her replacement will take place, which Academy Councillors are encouraged to attend.	
11.3	After School Club warp-around care bookings were released during working hours so some parents were not able to book them.	