

# Minutes – Uphill Village Academy

**Meeting Date:** 23rd May 2022  
**Location:** Uphill Village Academy  
**Time:** 6.00pm

<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
	<b>Becky Frise (BF)</b>	Support Staff Academy Councillor
	<b>Lizy Kacou (LK)</b>	Sponsor Academy Councillor
	<b>Toby Blackburn (TB)</b>	Sponsor Academy Councillor
	<b>Anita Beal (AB)</b>	Student Advocate Academy Councillor
	<b>Stewart Castle (SC)</b>	Sponsor Academy Councillor
	<b>Sarah Goode (SG)</b>	Teacher Academy Councillor
	<b>Rosie Dyke (RD)</b>	Parent Councillor
	<b>Caroline Jamieson (TB)</b>	Parent Councillor

<b>In Attendance:</b>	<b>Sue Burns (SB)</b>	Clerk to Academy Council
	<b>Georgie Tinker (GT)</b>	Vice Principal

Item	Description	Action
<b>1.0</b>	<b>Introductions</b>	
1.1	SH welcomed everyone to the meeting. Introductions were made. No apologies were necessary.	
<b>2.0</b>	<b>Declarations of Interest</b>	
2.1	None.	
<b>3.0</b>	<b>Minutes of the last meeting</b>	
3.1	The minutes of 31 <sup>st</sup> January 2022 were agreed to be a true and accurate record.	
<b>4.0</b>	<b>Academy Council Report</b>	
4.1	<b>Will the afterschool club incidents be followed up?</b> Yes, they will be entered on CPOMS and followed-up by the teachers.	
4.2	<b>Are you anticipating the impact of holidays adversely affecting attendance?</b> We have had an increase of holiday applications which are not authorised, but this will not stop parents taking the children out of school. More families are travelling abroad now that the pandemic restrictions have lifted and term-time holidays are cheaper. If the pupils have attendance lower than 90% then we will be challenging the families.	
4.3	<b>What is the attendance target?</b> 96% which is the national average.	
4.4	<b>Y1 PP attendance is lower than their peers?</b> There are only six Y1 PP pupils who represent a higher percentage each. Some of them have medical needs which we are providing additional support for.	

4.5	Our pupil roll is increasing, and we are anticipating being full in September which is the first time for a long time.	
5.0	<b>Behaviour and Attitudes</b>	
5.1	<p><b>There has been a reduction in behaviour incidents in T4?</b></p> <p>Teachers are using white cards for little behaviours which is now settling down. The red cards represent lunchtime incidents for individuals who we are now supporting with separate behaviour plans. In T3 and T4 all the children have been in the playground together for the first time since Covid, but we are still using staggered lunchtimes which reduces the number of pupils on the field overall.</p>	
5.2	<p><b>Are the lunchtime staff following up the white slips?</b></p> <p>They use a time-out process which works really well, and our Learning Mentors and some of our TPs who are also lunchtime partners are available to help with de-escalation.</p>	
5.3	<p><b>How can we support our PP children to be able to attend After Schools Clubs?</b></p> <p>We prioritise our PP children so that they can attend some After School Clubs. If disadvantaged parents request it then we will provide after school childcare free of charge if our ratios permit it.</p>	
5.4	<p><b>Do the staff provide after school clubs?</b></p> <p>Yes, all the staff provide a club at lunchtime or after school for one or two terms and some teachers provide a club all year round. Historically we have not had consistently good external providers.</p>	
5.5	<p><b>Will you run a holiday club?</b></p> <p>Last year we partnered with Haywood Village, so we are investigating this provision again this year.</p>	
5.6	<p><b>How do you ensure that children who miss out on joining a club due to numbers, get an opportunity later in the year?</b></p> <p>We offer a waiting list where possible.</p>	
5.7	<p><b>Is the mental health training in-house?</b></p> <p>We provided emotion coaching to our support staff and we have completed the first draft of the Anti-bullying Policy and will draft a Wellbeing Policy.</p>	
5.8	<p><b>Are you still using the anti-anxiety strategies that you used during Covid?</b></p> <p>The teachers use these tools when needed as opposed to using them routinely. We are providing additional support to the Y5 and Y6 children who have transition anxieties.</p>	
5.9	<p><b>How many staff replied to the staff survey?</b></p> <p>Just over 50%. We have 48 staff including the lunchtime staff.</p>	
5.10	<p><b>75% of staff are satisfied with their jobs which means that 25% are not, why is this?</b></p> <p>The data has only just arrived, so we have not had the opportunity to study it yet. Support Staff progression is a theme following the CLF job re-evaluation across all academies which we were anticipating. We are fortunate to have Teaching Partners in all of our classes who work alongside the teachers and are very valued.</p>	
5.11	<p><b>Susie, is this a theme across the Federation?</b></p> <p>The job-evaluation work was required. Career progression is a theme in the Trust, and we are considering how we can develop this group of staff within the constraints of academy budgets.</p>	
5.12	<p><b>Is there any concern that the Teaching Partners be less engaged?</b></p> <p>They are committed to the children and will always do their best for them.</p>	

5.13	Most of our support staff work mornings only which means it can be challenging for them to attend PD sessions after school. We therefore try where possible to offer bespoke PD e.g. in Reading and in emotional coaching, and online PD.	
5.14	<b>Can Teaching Partners train to be a teacher?</b> You need a degree to be a teacher. Some of our TPs were Teachers and have chosen to work as a TP instead. There is a good rate of conversion across the Trust as a whole though.	
5.15	90% of staff confirmed that they would recommend the academy to parents.	
5.16	The Pupil Survey was changed so that we could use it with across the whole school from Y2 upwards. The data is still coming in, but the headline trends are good. We have been able to ascertain who the disadvantaged pupils are, and the early results suggest that their responses were as, or more positive than their peers.	
<b>6.0</b>	<b>EDI</b>	
6.1	<b>There is a lot of EDI activity in school, what is the CLF programme for teachers?</b> There has been a lot of debate and discussion and there are steering groups who are setting the direction based on the feedback from staff. There are trigger-questions in parts of the curriculum to allow for EDI discussion. There is a range of staff EDI training including Nimble modules, including some on bias and unconscious bias. We have appointed an EDI Co-ordinator role who will add capacity. We are reviewing the CLF Strategic Plan and where EDI sits in the various areas of that.	
<b>7.0</b>	<b>Safeguarding</b>	
7.1	<b>How is the CPOMS rollout progressing?</b> The teachers are all on CPOMS and the TPs are scheduled for next term.	
7.2	<b>How do the TPs submit data to CPOMS?</b> They complete a written form and present it to the Safeguarding Team or teacher who can put it on CPOMS.	
7.3	<b>The safeguarding audit indicates that staff should have access to the North Somerset Training?</b> I as DSL, and the Deputy DSL attend all the DSL network groups which are very informative. We are also arranging some external training for all our staff.	
7.4	<b>Is Nimble being updated?</b> Yes, it is being reviewed and additional modules will be added, and we are determining which groups of staff need to undertake which modules.	
<b>8.0</b>	<b>Quality of Education</b>	
8.1	An ARV and ARM has taken place and we are responding to the feedback.	
8.2	<b>How are you supporting the KS1 children?</b> We are using Talk Boost, we have a Nurture Group and we have introduced splitting the EYFS and Y1 children to develop their writing.	
<b>9.0</b>	<b>Student Outcomes</b>	
9.1	<b>The Y5 data has dipped?</b> We are confident that they will develop as they move up through the school. This cohort has the highest percentage of SEND (nearly 40%) but they are maturing and are responding well to high expectations.	

9.2	We have identified which children will need support when transitioning to another class. Week commencing 27 <sup>th</sup> June is transition week when our Y6 pupils will have their Secondary School experience.	
<b>10</b>	<b>Finance</b>	
10.1	The budget has been signed-off for this year and next year's budget has been agreed with the staffing structure that we have. We have been able to obtain additional funding to teach Maths in straight year classes in Y3, Y4, Y5 and Y6.	
10.2	We have two maternity returners next term who will job-share and a SKITT secondee will return to Upper KS2. We have a vacancy in EYFS/Y1 which has been advertised. A Y3/Y4 part-time maternity cover has been filled.	
<b>11</b>	<b>SATS</b>	
11.1	The Y6 Reading paper had three texts, two were accessible and one was more challenging. We were very impressed with the children's stamina.	
11.2	The Reading mock data has an improving trend and is favourable for disadvantaged children. We are predicting approximately 80% but some children are borderline.	
11.3	The Spelling and Grammar paper had a mixture of all the spelling patterns but we did a lot of work on grammar and spelling revision in the lead up to the SATs so they should be secure in the language. There were 50 questions to answer and we had prepared the children for the rigour of the test and to re-read their papers.	
11.4	Mock 1, 2 and 3 all showed improvement, so we are predicting a 70%-75% pass rate.	
11.5	<b>Did anyone not sit the SATs?</b> No, everyone attended, and the SATs breakfast was very well received.	
11.6	There are three Maths papers, (arithmetic and two reasoning papers) whose scores are added together. The reasoning two paper was more challenging than the reasoning three paper. It is a strong cohort for Maths based on their KS1 outcomes, but the KS1 and KS2 tests are very different.	
11.7	Y2 will finish their SATs this week. We have 13 disadvantaged children, 7 of whom are also SEND.	
11.8	We have been selected for Writing moderation by North Somerset moderators which we were anticipating as we are overdue. A team of moderators will visit the school and randomly select children for the teacher to talk about as a writer.	
11.9	<b>How do the team feel about the moderation?</b> They are confident because we have rigorously assessed all the children in the school with six pieces of work every term against the criteria.	
11.10	<b>Have you used any external moderation?</b> Yes, Haywood Village and Herons Moor, the North Somerset moderation and also some online sessions.	
11.11	A copy of the Scrutiny Report has been circulated which takes place once or twice a year. One of the Board members visited the school prior to the meeting which was very helpful in terms of them understanding our context.	
<b>12</b>	<b>Eco Warriors</b>	
12.1	We have Eco Warriors across the school who are focusing on transport, biodiversity and litter. We won the North Somerset travel to school competition and the trend has been maintained. We have submitted our evidence for the Green Flag Award and are awaiting the outcome.	

13	Policies that require review	
13.1	<ul style="list-style-type: none"> <li>• <b>Supporting pupils with medical conditions – Board approved</b></li> <li>• <b>Online Safety- Board approved</b></li> <li>• <b>Feedback and Marking – Academy (minor changes)</b></li> <li>• <b>Behaviour- Academy (minor changes)</b></li> <li>• <b>Attendance (small update)</b></li> <li>• <b>Remote Learning (local adaptations in red)</b></li> </ul>	
13.2	The Academy Councillors approved the above policies.	
14.0	Governance	
14.1	<p>Governance Training: 30 June 2022 at 4pm via Teams</p> <p><b>CLF Summer Conference – save the date!</b></p> <ul style="list-style-type: none"> <li>• <b>Friday 8<sup>th</sup> July 2022</b></li> </ul> <p><a href="https://www.eventbrite.com/e/governance-conference-registration-298156984567">https://www.eventbrite.com/e/governance-conference-registration-298156984567</a></p> <p><b>CLF Annual Board and AC Review Meeting – save the date!</b></p> <p><b>Wed 21<sup>st</sup> Sept 5pm-8pm via TEAMS</b></p>	
15.0	Matters for the attention of the Board/COAC	
15.1	Lizy Kacou and Toby Blackburn's applications will be reviewed at COAC on 9 <sup>th</sup> June 2022	
16.0	AOB	
16.1	The 150 <sup>th</sup> Anniversary of the School will be celebrated with a range of events and an exhibition at the Victory Hall.	
16.2	Meeting ended at 7.50pm	



Date: 11th July 2022.