



**Hans Price Academy Council Meeting Minutes**  
**Thursday 9<sup>th</sup> July 2020, 4.00pm**  
*Virtual meeting via TEAMS due to Covid-19 restrictions*

**Key Issues (OFSTED Inspection February 2018)**

Leaders, and those responsible for governance should ensure that;

- Pupils across the school make the progress they are capable of in Science

**Academy Council:**

David Jordan (DJ) <b>CHAIR</b>	<b>Sponsor 1</b>	Steve Taylor (ST)	<b>CLF CEO</b>
Paul Marsh (PM) *	<b>Sponsor 2</b>	Tony Searle (TS)	<b>Principal</b>
Kathryn Volk (KV)	<b>Sponsor 3</b>	Vacancy	<b>LA Rep</b>
Jon Hofgartner (JH)	<b>Sponsor 4</b>	Rachel Allchurch (RA)	<b>Student Advocate</b>
Vacancy	<b>Sponsor 5</b>	<b>In Attendance</b>	
Tim Pottle (TP)	<b>Teacher</b>	Nicky Munro (NM)	<b>Safeguarding Lead</b>
Christine Weeks (CW)	<b>Support Staff</b>	Adrian Esch (AE)	
Christopher Cox (CC) *	<b>Parent</b>	Hannah Jones (HJ)	<b>Vice Principal</b>
Louise Statter (LS) <b>VICE CHAIR</b>	<b>Parent</b>	Sue Burns	<b>Clerk</b>
*	<- <i>Indicates absent.</i>		<- <i>Indicates question asked</i>

**1, Welcome and apologies**

The meeting commenced at 4.20pm.

Apologies were received and accepted for: CC and PM.

The meeting was deemed to be quorate.

**2, Declaration of Interests**

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

**3, Minutes and Matters Arising from the previous meeting**

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

**4, Matters Arising**

ST: Re-opening plans in September will be based on a case by case basis as all of our schools are very different and have difference contextual challenges. Primary school children have the same teacher and learning partner but in secondary school's minimising movement and contact whilst delivering a broad curriculum will be challenging. The trust has three health and safety specialists who are working with all of our schools to ensure that strong practices are in place and that Government guidance is followed. The Trust Board has an additional Health and Safety Committee to review our strategic plans.

It is important to ensure that all our staff have a break over the summer to ensure that they are rested and refreshed for next academic year. Next term is a long term and we are anticipating additional guidance which will bring new challenges, but we will continue to work closely and share best practice to support colleagues across the trust.

## **5, Actions**

None.

## **6, Safeguarding – Nicky Munro**

### ***Paper circulated in advance***

I am retiring from HPA after 21 years of service to the academy and its predecessor.

We had 11 ALP students, three are leaving at the end of term, all have PEPs and have had laptops purchased for them.

I have kept in personal contact with all the CiC students to ensure that they are safe and well. After I leave, Sandra Bray will be responsible for CiC students.

We initially had twice weekly contact with our most vulnerable students, but for many this has become daily contact. We challenged the students to contact us twice a week which was very popular and reduced the workload of our staff.

The team has increased in size so that they can support the cohort with their work, and this is evident in the increase in completed work being submitted.

We have identified some students who may require additional support over the summer so we will signpost them to third-party agencies.

Sandra Bray will take over my DSL role and will focus on mental health and wellbeing and will follow the new Keeping Children Safe in Education guidance. Sandra will provide workshops about substance abuse as we are aware that there has been an increase in drug use in the community during lockdown. Online safety, low mood, self-injury and child sexual exploitation will all be a focus next year.

We have done a lot of work with the students around equality, diversity and inclusion and what racism is and how to protest appropriately without diluting the message. We have held an assembly based on Black Lives Matter, and this week's assembly was based on Pride because this week is Pride Week.

***The Academy Council thanked Nicky Munro for her dedication and diligence in supporting all of the students at Hans Price Academy.***

*(NM left the meeting at 4.35pm)*

## **7, Live Learning - Simon White**

The staff were initially nervous about live learning, but it has been really successful. We have been able to reconnect with students and re-build relationships and it has had a positive effect on the staff who have been working from home. Live learning has been provided for twelve subjects; over 30 staff have been involved and we have built up to having seventeen sessions per week on offer.

Student uptake has been very good and vulnerable students all accessed two lessons a week of English, Maths and Science. The data includes the students who watched the lesson live, or who watched the recording later. We may be able to share live lessons virtually with other academies in the trust.

The average point score has increased from 10 to 14 between the 8<sup>th</sup> of June and the 12<sup>th</sup> of June.

### **What have you learned about digital learning, and how can staff development encompass this?**

We have learned a lot about the technology gap for students and chose a system that could be accessed by students easily from different hardware. Staff need time to learn the software and to become comfortable with it.

### **8, Centre Assessed Grades – Simon White**

The CLF calculation of Progress 8 has been submitted but it is not yet known if Ofqual will amend the outcomes. The Progress 8 increased and the PP gap decreased compared to national but is still too high. Teachers have been provided with CPD in unconscious bias, particularly for middle attaining PP boys.

The Centre Assessment process has informed the AIP, with English and Humanities remaining a focus next year and how new leadership can build on structured formative assessment. We are also targeting students who require interventions to ensure that they are accessing them early in the year.

We are looking forward to results day on 20<sup>th</sup> August 2020 and the CLF Central Team has supported the planning. A group of students have been identified who we know will need support on results day as they potentially may not get their first choice College placements. We are planning about how to communicate the Centre Assessed Grades to be as open as possible to mitigate against FOI requests from families.

### **Are you anticipating good, very good or outstanding results?**

The grades are robust and a true reflection of what our students would have achieved. We do not yet know what the centralised changes may be, but we are confident that our processes were robust. We were given set of criteria and instructions and we committed to acting as professionals and challenging any possible unconscious bias. We kept an audit trail of the work that was undertaken, but it is not yet clear whether a formula will be applied to prevent national grade inflation.

### **How do the centre assess grades compare to the predictions?**

The results are broadly similar to the Progress 8 predictions with a slight improvement on basics.

### **Are the results where you hoped to be at the beginning of the year?**

No, we aspired for the PP gap to be narrower, but overall, there has been a lot of progress in most subjects.

### **Will parents be able to see what rank their child got?**

They can request their personal grade and rank via FOI, but they would not get the details of other student's ranking. The trust GDPR Officer is supporting the schools with FOI processes. The Information Commissioners Office has indicated that it is a reasonable subject for an FOI, therefore potentially we could receive a significant number of requests. Some students will be satisfied with their outcomes and will not desire additional information. We need to encourage families to focus on destination support as opposed to specific grade outcomes.

### **What are the arrangements for results day?**

The students will come on site to collect their results and members of staff and Colleges will be available to provide advice and guidance, all appropriately distanced.

*(SW left the meeting at 5.00pm)*

## **9, Operations and HR Update - Liz Tincknell**

It has been a very busy time with lots of work around risk assessments and preparing for wider opening. All staff were provided with training and completed a personal risk assessment. Every Friday Hannah, Tony and I meet and review the risk assessment in case any changes are required; We are now working on the September risk assessment.

Food is delivered to students to prevent movement around the academy. It Food has been an onerous task to ensure there is little or no waste. Food boxes were prepared and delivered to 221 families over May half-term who requested them. The summer FSM vouchers have been ordered.

Y6 transition administration has completed and students have attended on site in bubbles with socially distanced desks and pre-identified toilet blocks.

Single use plastic has been addressed by the installation of new bottle fillers ready for September and all students will be issued with drinking bottles.

A lot of online interviews have taken place and a range of appointments undertaken across a range of roles.

### **Why have staff left the Academy?**

Mostly due to geographical relocation and promotion prospects.

### **What will the library provision be like next year?**

An additional risk assessment was completed for the library. We have introduced a system of 'request and collect' so that students can collect books from reception. We have offered live reading sessions for students to listen along to at home.

*The Academy Council thanked Liz Tincknell for all the work she has done to support the academy.  
(LT left the meeting at 5.10pm)*

## **10, Inclusion - Steve Holland**

When we returned to the building, we had two aims; to continue to keep the students safe and to increase work engagement particularly in SEND, PP, and vulnerable groups.

Bubbles 1-4 were identified via an 'Every Child Matters' forum, so there was a clear rationale and criteria. Bubbles 5-13 were designed to get as many vulnerable Y10 students back on site, using a part-time timetable.

We extended our categorisation of vulnerable to include students with mental health concerns or who had not engaged with work at home.

This week we have identified fifty students who are anxious about returning to site and we are providing them with SEMH reintegration support.

### **What has caused the increase in engagement over the last few days?**

An increased in live learning and the introduction of College Assemblies.

### **Have there been many students impacted by IT?**

We audited our Y10 students for IT and ensured that they all had a digital device at home. We have provided devices where necessary and from September our KS4 students will have IT and a dongle at home.

### **How many students have you loaned IT equipment to?**

Y10: 17 devices from our stock initially which will then be replaced by the DfE laptops.

*(SH left the meeting at 5.20pm)*

### **11, Mentoring – Sian Angell**

Y10 Bubbles 5-7 are mainly PP students who have been accessing little at home. We have been able to offer them a place on site three times a week which has been really impactful. Bubbles 8-13 are the remaining Y10 students who attend at least once a week.

All students are working on Maths and English in the morning and focusing on a recovery curriculum in the afternoons which has helped us to understand what challenges they have been facing.

Work completion has been good, and we have a team of volunteer mentors who support each student.

We have been able to use Instagram to reach students who respond quickly. SWOT analysis is taking place twice a week in mentoring groups so that we can offer additional support where required.

We are planning for next year and have an assembly on Monday where we will announce Head of School, Deputies, and Prefects.

*(Sian Angell left the meeting at 5.25pm)*

*ST commended the quality of the papers provided to the Academy Council in advance of the meeting.*

*(ST left the meeting at 5.26pm)*

### **12, Remote Learning - Adrian Esch**

We were keen to find out how much of the content that was being shared was being accessed by students, so I developed a system to track each subject. This allowed us to identify which students to invite on to site. The focus was to close the PP gap.

We RAG-rated students achievement points to open the dialogue between us and students/parents. Some students were completing work but not uploading it.

Most students engaged with the core subjects, but we would have liked more students engaging with the wider subjects. We are planning for blended learning next year just in case there are further lockdowns, and we are supporting students with their preparation for next year.

Higher return rates corresponded to proactive teacher feedback which will be taken into account next year.

#### **Why were you mindful of the language you were using?**

When we phoned the Y9 students we asked; "How are you?" and then reminded them about what topics we have covered and encouraged them to engage so that they can prepare for next year.

#### **What mechanism will support the transition to blended learning?**

Students require resilience and independence to access remote learning. We have reviewed the curriculum to determine how we can assess understanding prior to accessing the next topic. We need to consider our strategies around independent study and support students with developing learning habits. We have retained many of the resources that we have created that can support students and be built upon.

*LS noted that as a Y9 parent, the emails are very effective to determine what engagement has taken place. The Y9 conversations were very accessible for children and were pitched really well.*

*(EA left the meeting at 5.40pm)*

### **13, Academy Working during Re-opening - Hannah Jones**

In preparation for wider re-opening on 15<sup>th</sup> June a trust wide staff survey took place to determine which staff could return to site, any shielding requirements and any child-care responsibilities. We were therefore able to take these considerations into account of these considerations when determining how to staff our bubbles. We created distinct teams of staff who could then focus on one aspect really well; In school working with bubbles, remote working, or academic mentoring. Staff wellbeing indicators have very good and absence rates are lower than they would normally be during lock-down. Our communication chain has been useful in identifying any wellbeing concerns in colleagues and a weekly staff meeting has been very popular.

We have had a couple of members of staff who have really struggled due to having to adapt to new working demands and complicated home situations e.g. busy family homes or living in isolation. Therefore, we have undertaken wellbeing phone calls with identified individuals.

Thorough health and safety training was well executed for all the staff which was well received and reassuring. Ready to Learn has been retained and adjusted for socially distance requirements.

Parental engagement: we have been mindful not to overwhelm parents with too much information. Social media platforms, particularly Instagram, has been very good for communicating with students. We were careful about communicating the safety of the site so as not to create anxiety in children or parents. Our available places were quickly filled by vulnerable children, therefore we had to decline some requests for critical worker parents, but this was done via careful conversations.

*(HJ left the meeting at 5.55pm)*

### **How can we acknowledge and reward the students who have been working independently and therefore may feel that they have had less attention?**

This is a good point. We will make appropriate arrangements and distribute certificates.

### **14, Policies**

- CLF Data Protection Policy
- CLF Records Retention Policy
- CLF Information Security Policy

The Academy Council noted the above three CLF policies.

### **15, AOB**

This is Tim Pottle's last meeting as a Staff Academy Councillor as he is moving to another school. Leanne Swinney has been appointed as the new Staff Academy Councillor, without the need for an election.

*The Academy Council thanked Tim for his commitment to the Councillor role and his contribution to the Academy Council and wished him well in his new post.*

*TS thanked the staff for stepping up and recognised the quality of the work that they have been doing during lockdown.*

**16, Next Meeting:** Thursday 1<sup>st</sup> October 2020, 4.00pm. Meeting ended at 6.00pm

Approved: \_\_\_\_\_ Date \_\_\_\_\_