



Bristol Metropolitan Academy Council Meeting Minutes
Tuesday 17th December 2019, 6.00pm
Venue – Conference Room

Academy Council:

Clare Ryder (CR) CHAIR	Sponsor 1	Sally Apps (SA)	Executive Principal
Marie Mooney (MM) V. CHAIR	Sponsor 2	Cameron Shaw (CS)	Principal
Martin Neary (MN)	Sponsor 3	Vacancy	LA Rep
Charlotte Muzabazzi (CM)	Sponsor 4	Nigel Cooley (NC)	Student Advocate
Vacancy	Sponsor 5		
Vacancy	Teacher	In Attendance	
Helen Harman (HH) *	Support Staff		
Aggie Bennett (AB)	Parent		
Helen Bruton (HB)	Parent	Sue Burns	Clerk
*	<- Indicates absent.		<- Indicates question asked

1, Welcome and Apologies

The meeting commenced at 6.00pm. Welcome to Helen Bruton, the new Parent Councillor. Absent with apologies: HH. The apologies were received and accepted by the Councillors. The meeting was deemed to be quorate.

Sky Westward has resigned with effect from 5th December 2019. Aggie Bennett’s term of office is due to expire 13th March 2020 therefore the next meeting will be her last. A new Academy Councillor has been identified (Alison Delyth) who will join the Academy Council following COAC.

The Academy Councillors expressed some concerns about TEAMS being unavailable for part of the day, the CLF agenda template, and the number of papers circulated for reading. The running order of the agenda was changed to accommodate the Ofsted Inspection Framework slides following the AIP. Interpreting data training will be provided by Sally Apps before the next Academy Council meeting

2, Declarations of Interest

The attendance and pecuniary interest register was signed by all present.

3, Minutes of Previous Meeting (22nd October 2019), Actions and Matters Arising

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

C/F T6, AB to liaise with Nicola Hooper and Jo Fisher re LGBTQ provision in the academy – **Completed.**
AB has been in email correspondence with Nicole Hooper and Jo Fisher.

ACTION: CM to liaise with AB re LGBTQ Link Role.

3, CS to determine the Trust strategy for Attendance – **Carried forward. A new Trust Strategy has been proposed from January 2020 which will be led by Kate Richardson.**

5, SW (as Safeguarding Councillor) to challenge patterns of absence for safeguarding issues (e.g. being used for sibling childcare). – **Carried forward for new Safeguarding Link to cover.**

5, CS to determine how many PP students are accessing the Duke of Edinburgh Award – **Completed. See Academy Council papers.**

6, CS to determine additional links with local sports clubs and the University to engage boys – **CS will contact Andy Bennett to discuss a link with Avon and Somerset Constabulary.**

4, Matters Arising

Review 2019-20 AIP

Paper circulated in advance.

The AIP is based on a standard CLF template which encompasses last year's outcomes, the Ofsted Intent, Implementation and Impact sections, and aspirations for the end of the academic year. The document is RAG-rated and reviewed regularly for progress.

There is an area of responsibility for each of the three Assistant Principals who lead on a Core Aim.

The end of T1 evaluation is in colour to indicate where an action has been carried out, delivered, or not started.

Is the plan resourced in terms of people, time and funding?

It is resourced in terms of people, but not in terms of time and funding.

Is the plan achievable then?

Yes, we believe the plan to be achievable.

Some of the targets are challenging, how can we determine progress without the use of data?

Teacher feedback and pupil conferencing will provide evidence of progress.

Is there a risk that we have set targets that are not deliverable?

We have invested 4 x 20 minute slots a week for a reading initiative and £9k of resources. The target is challenging, but we know from other schools that students make rapid progress, therefore our target should be achievable.

How many of the other strategies have been tried and tested?

Evidence based research in education is behind that in other industries, e.g. medicine. The CLF share best practice across their academies.

Are there additional reading interventions to support students who can't read?

Yes, there is a reading recovery intervention and two trained reading recovery staff to support students. Reading baseline assessments have taken place this week.

How many students can you support with the trained staff?

They are 6-8 week programmes; the capacity is 12 students a week per programme.

Is it possible to provide a summary rationale for the AIP?

Yes, this can be arranged.

ACTION: CS to produce a summary rational, and KPIs for the AIP.

Who monitors the AIP?

The Executive Principal, the ARVs and the ARM all scrutinise the AIP.

There is no formal feedback from the ARV and ARM for the Academy Council to scrutinise?

The Academy Improvement Tracker (AIT) contains key information for the academy, and updates for the ARMs and ARVs.

ACTION: CS to share the AIT with CR.

Are we scheduled to have an Ofsted visit?

The last Ofsted inspection was in 2017, therefore we could receive an inspection within the next two years.

The Behaviour and ethos section is red in the AIP?

The Assistant Principal who leads on this section has been absent for a significant period. We are introducing some new initiatives, but this has been impacted by the reduction in capacity.

Are the planned behaviour and ethos initiatives still achievable?

Yes, however there may be a delay in the delivery date.

Some of the outcome areas are red despite being easily achievable e.g. monitoring low attenders?

This is good feedback; the semantics of some of these items needs to be clearer.

5, New Ofsted Inspection Framework

Slides projected on a screen

There has been a significant change to the Ofsted Inspection Framework and how this will impact on schools. The new framework was launched in September 2019, following two years of research, and the focus is now on curriculum. Most Headteacher's have embraced the change and agree that a focus on curriculum is correct.

The new framework contains four areas:

- Quality of Education
- Behaviour and Attitudes
- Personal Development
- Leadership and Management

A full inspection is two days long and the Principal will receive a phone call the day before the inspection. The first day will include an administrative review of Safeguarding and a focus on the curriculum intent, implementation and impact, which will be assessed via four to six 'deep dives'. The deep dive subjects are selected from the IDSR and will include subjects that are performing well and those that are not. Primary Schools will always have a deep dive in Reading and the Secondary Schools will always have an EBacc focus. The deep dives will require interviews with Middle Leaders around curriculum intent, followed by an observation of lessons to observe implementation. The books will be reviewed, and the Inspectors will speak with children to determine if their learning is cumulative and that knowledge has embedded. The second day of the inspection will involve meetings about the other three areas. One of the recent Ofsted foci has been the full entitlement at KS3 and whether children are taking their GCSEs in Y9 or in Y10; a three-year KS4 will not result in an Ofsted outcome 'Good'.

Why is a three-year KS4 no longer acceptable?

Ofsted believe that the curriculum is being narrowed too early and that some subjects are being given three years to complete rather than two years, in order to achieve better outcomes. KS3 is designed to finish in Y9, academies are given the freedom not to follow the national curriculum, however whatever is put in place must be equally good. Ofsted do not believe that a narrower curriculum is equally good but have stopped short of saying it cannot be done.

Teacher workload, SEND provision, culture capital, that work given to pupils is demanding, and that reading is prioritised are all key trails.

The new Ofsted reports are now written in an accessible way for parents, as opposed to being aimed at leaders with clear areas for improvement.

ACTION: SA to circulate the Ofsted Inspection Framework Slides.

CiC Annual Report Submission

The CiC Annual Report has not been submitted to the Hope Virtual School, this is now in-hand. Moving forward, the CiC Link Councillor will ensure that the report is submitted within a timely fashion.

6, Academy Council Report

Papers circulated in advance

Behaviour and Attitudes

Behaviour in the academy remains good, fixed-term exclusions have reduced.

Is there a particular reason why the last two weeks have been challenging?

There is often a spike at this point in T2 as staff and students get tired and the weather means that students are inside more.

The exclusions data for Term 1 indicates 23 exclusions, how does this compare to the AIP target?

The exclusions have been higher than targeted.

There is a difference in data in two areas of the form?

The top box is the total number of fixed-term exclusions, the box below is the total number of students. If exclusion is an effective deterrent then we would not anticipate students being excluded more than once.

There have been two ARVs during which there were some isolated behaviour issues in specific classes, will there be follow-up actions for these?

They are dealt with straight away, therefore we would not anticipate them being reported in the AIT. Consistent teaching across subjects would be captured in the AIT.

Should an Academy Councillor always be present at an ARV?

Yes, this can be arranged.

Attendance

Attendance is good.

What is the attendance of SEND students?

Weaker than compared to 'all'; 93% vs 95%. SEND P tends to have above average attendance, students with SEMH often have significantly lower attendance.

Do you undertake home visits?

Yes, if a student is not in school for two days then we undertake a home visit. Many of our SEMH students do not hit key thresholds for alternative provision (e.g. hospital education).

Personal Development/Safeguarding

A collapsed timetable was arranged for safety related items, including E-Safety. PSHE lessons are discrete in Y7 and Y8 and from next year, in Y9. This is in addition to one morning a week in tutor time. A new Police Schools Officer will join BMA at the end of term.

Can you give some examples of the Stay Safe topics?

Workshops and lessons on online Safety, child criminal exploitation, child sexual exploitation, grooming, county lines, knife violence, personal safety etc.

Do you offer additional support to students following the workshops?

We have a counsellor within the school and have question boxes where questions can be answered anonymously in PSHE sessions.

What happens about students who are absent on the Safety day?

There is not currently any provision to catch-up students who are absent, but we make the resources available to them. Our vulnerable students work regularly with our Safeguarding team.

How often is Safety Day run?

Termly, with different topics.

The end of term safeguarding report includes the category 'online abuse', is this for incidents outside of school?

External incidents are brought to our attention by parents and carers which we deal with in school. Overall there are fewer incidents since the mobile phone ban. The Police are involved for more serious cases where there are threats of violence, grooming or adult on child bullying.

CPOMS logging increased in September and October?

This is due to work undertaken to raise awareness about how to log incidents, and we increased the size of the safeguarding team. There are also additional CPOMS categories now.

There is a new timetable for T2 for home visits, how effective has this been?

The last two weeks have been challenging due to staff absence, but the new timetable has resulted in an improvement because staff are required to work in pairs.

Quality of Education

The quality of education is good, and outcomes are outstanding based on validated data (IDSR and Analyse School Performance Data).

The Academy Council congratulated the Academy on their outstanding outcomes.

Have the mocks now taken place? A minor wording correction needed?

The students approached their mocks well and the process went smoothly. The current performance data is similar to the last year's cohort.

Why are the predictions not +0.5 given that the mock results are similar to last year?

The black box data indicates that the prediction is +0.2 to +0.25 which is based on teacher's professional judgements. Last year's cohort was much stronger.

Did you predict last year's cohort correctly?

No, their outcomes were above what we had predicted.

Was there more support in place last year?

No, students always received a lot of support at BMA. Last year's cohort were very strong and worked very hard.

Are French outcomes improving?

French was referred to in the 2017 Ofsted report. Since then, the entire French team are new, but it takes time for the changes to embed and for gaps in knowledge to be filled.

7, Pupil Premium

BMA PP students often outperform their peers.

CR is the new PP Link Academy Councillor and will report back at next meeting.

8, Finance, Health & Safety and Estates

Nothing to report.

9, Policies that require review

None.

11, Governance

Elect Vice Chair

Proposal for MM to be the Vice Chair of the Academy Council: CR

Seconded: CM

Show of Hands: Unanimous

Link Roles:

- **Safeguarding** – CR
- **Health & Safety** - HH
- **SEND** - MN
- **CiC** - MN
- **Pupil Premium** - CR
- **Careers** – MM
- **Student Voice** - NC
- **Equality & Diversity** – CM
- **Q of E** - TBC
- **Behaviour & Ethos** – HB
- **Curriculum and Outcomes** – TBC
- **AIP Overall** - CR

The Academy Councillors were reminded to complete and submit a Link Visit form following each visit and with at least one visit per term.

14, Matters for the attention of the Board/COAC

None.

15, AOB

Fundraising – CR has investigated setting up a fundraising initiative, linked to extra-curricular activities and corporate mentoring. The CLF have agreed that a body can be arranged under the Academy and will operate separately to the Academy Council, however Academy Councillors are welcome to join. MM and CM confirmed that they would like to join the fundraising group.

Academy Councillor Recruitment – CR will investigate ways to attract a range of diverse individuals to the Academy Council and will feedback in February 2020.

Sporting Results – BMA have had excellent results in a recent Fencing competition, winning two golds and a bronze. It is hoped that some students will enter the regional competition in Birmingham. BMA have re-entered the bouldering league for keen climbers. BMA are investigating installing a bouldering wall in the academy, pending approval from SKANSKA.

Sister Act Musical – The performance was extremely popular and was an excellent advertisement for the academy.

16, Date of Next Meeting: Tuesday 4th February 2020, 6.00pm

Meeting ended at 8.00pm

Item	Action	Initials
3	CM to liaise with AB re LGBTQ Link Role.	CM
C/F T1	CS to determine the Trust strategy for Attendance with overview at next meeting	CS
C/F T1	CR (as new Safeguarding Councillor) to challenge patterns of absence for safeguarding issues (e.g. being used for sibling childcare).	CR
4	CS to produce a summary rational, and KPIs for the AIP.	CS
4	CS to share the AIT with CR.	CS
5	SA to circulate the Ofsted Inspection Framework Slides.	SA

Approved: _____ Date _____