



**The Neale-Wade Academy**  
**Full Governing Board**  
**Minutes**  
**Wednesday 19<sup>th</sup> July, 2017 at 5.00pm**  
**Hapi Meeting Room**

Present:	A Pugh (Chair), J Wing (Exc. Head), A Carlin, A Chandler, M Brown, K Butcher, N Jones, J Nicholls, R Watts (arrived 5.05pm) and D Williams.
In attendance:	G Fulcher (Clerk)
Apologies:	K Nightingale and C Howlett.

Agenda Item	Notes	Actions & Agreements
<b>All relating documents were circulated before the meeting unless stated</b>		
<b>1.</b>	<b>Welcome &amp; Apologies for Absence</b> A minute's silence was held for former parent governor, Adam Triggs, who recently passed away. Apologies were received from K Nightingale and C Howlett.	
<b>2.</b>	<b>Declaration of Pecuniary &amp; Non-Pecuniary Interest</b> No new declarations were indicated.	
<b>3.</b>	<b>Minutes of the Last Meeting 07.06.17</b> NJ indicated that Item 6 on page 2, in response to the Governor's question, it should read 'so as <u>not</u> to trouble' and that NK should be amended to KN in Item 7. On the proviso that the above amendments are implemented, the minutes of the last meeting were accepted and signed as a true record. <b>Matters Arising</b> No matters arising.	
<b>4.</b>	<b>Child Protection</b> H Hitch took Governors through the annual report on Child Protection. Points to note include: <ul style="list-style-type: none"> <li>• A Designated Personnel (DP) must be on-site at all times during school hours;</li> <li>• A dedicated mobile telephone has been purchased for after school activities which is used by the Designated Safeguarding Lead (DSL) or DP;</li> <li>• Training undertaken by DSL and DP to be listed including date and provider details;</li> <li>• All staff have completed an Induction Programme;</li> <li>• NWA annually self-audit Welfare and Child Protection files, an additional audit is carried out by ALT;</li> <li>• There has been a further rise in the number of students with ongoing or historical concerns to 492;</li> <li>• There are yearly updates of Keeping Children Safe for staff. This will be carried out via email in future;</li> <li>• NWA has received a Silver Award for the Children's Society's Young Carers in Schools Award and are now working towards a Gold award;</li> <li>• A lot of staff and student support was received from CAMH following the sudden death of a student. A memory book has been made available to leave comments and a tree has been planted in the student's memory. It was added that Rev Sarah Cliff carried out a poignant ceremony at the tree planting.</li> </ul> HH left the meeting at 5.14pm.	
<b>5.</b>	<b>Principal's Report</b> <i>Students' Story: Paige Harris was winner of the Outstanding Performance in Sport Award at the recent Neale-Wade Sports Award evening. Paige has recently been crowned International 'G Force' Kickboxing Champion and achieved a silver medal at the European Kickboxing Tournament.</i>	

1 signed:

	<p>JW took the Governors through the most recent Principal's Report.</p> <p>Key points to be noted include:</p> <ul style="list-style-type: none"> <li>• Although PP high for Cambridgeshire, it is normal or even low compared to other parts of the country and this puts into perspective how good a job NWA are doing;</li> <li>• There are currently 18 LAC;</li> <li>• There have been 8 concerns of students under Prevent, all with regards to comments made. None have been referred to The Channel Panel;</li> <li>• The trip to Vienna was cancelled;</li> <li>• Attendance has dropped to 94.6% compared to 94.9% in 2015/16;</li> <li>• Current year 11 attendance is low. This group has historically had low attendance;</li> <li>• Total number of exclusions is 18;</li> <li>• There are more problematic pupils in primary schools coming through into secondary school;</li> <li>• Very few students are permanently excluded in primary schools.</li> </ul> <p><b>GOVS: Where do permanently excluded students go?</b></p> <p>They mostly go to PRUs, some are transferred to maintained schools.</p> <ul style="list-style-type: none"> <li>• Year 8 had significantly more exclusions with 9. This was partly due to a specific group of disruptive boys;</li> <li>• Average exam grade last year was C-, this year it is predicted to be C;</li> <li>• ALT have asked that all Trust schools produce a Discipline Audit Trail from Senior Leaders down to the students.</li> </ul>	
6.	<p><b>Committee Reports</b></p> <p><b>Finance &amp; Premises 05/07/17:</b> Governors reviewed the minutes of the meeting.</p> <p><b>Personnel 05/07/17:</b> Governors reviewed the minutes of the meeting. Points to note included:</p> <ul style="list-style-type: none"> <li>• There has been an issue regarding the newly appointed DT teacher.</li> <li>• Student behaviour is often worse with supply teachers, this needs to be looked into and addressed.</li> <li>• A Respect Charter is to be put up around the school.</li> </ul> <p><b>Standards Group 11/07/17:</b> Keystage 3 was discussed. In Year 7 the gap in English between PP and non-PP is closing. Some students are not making sufficient progress in Science. Some Year 8 students are making insufficient progress in MFL and Art. It was noted that there is to be a new Head of Department in September and it is hoped this will have a positive impact. Year 9 – progress in Maths is slowing compared to previous years. This is in part due to the new Maths content. Progress is also slow in Art, MFL and Drama. This pattern is often noticed as students take their options. Year 10 – NWA identified pupils who needed extra tuition and planning sheets showed that this was being implemented. Data collected from results taken from full GCSE papers in May showed:</p> <ul style="list-style-type: none"> <li>• All year 10 pupils – 3.47 (equivalent to a D Grade)</li> <li>• PP – 2.42 (E)</li> <li>• Non-PP – 3.6(D+)</li> <li>• High Prior Attainers – 4.8 (C+)</li> </ul> <p>Governors were accompanied by AW on a learning walk where they observed learning and listening. They were shown a new, more cost effective, system for marking called 'yellow highlighter box' which replaces the sticker system.</p> <p>The Terms of Reference were reviewed. Dame Sally Coates, following her recent mock inspection at NWA, suggested further work was needed to understand why there was a wide gap between English and Maths attainment. It was noted that two members of staff had been commissioned to carry out a full developmental assessment.</p> <p>NJ proposed that the F&amp;P and Personnel meetings be merged together with one Chair and Vice-Chair. AC seconded the proposal. All were in agreement. The Chair and Vice-Chair to be appointed at the next meetings in October.</p>	
7.	<p><b>Link Governor Reports</b></p> <p><b>Safeguarding and Child Protection Meeting – 11/07/17 – AC, HH and AK were in attendance.</b></p>	

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	<p><b>SEN –</b>  <b>Attendance – 05/07/17</b> – AC, DW, AW, Head of School, and JW, Vice Principal for PDBW were in attendance.  These meetings to be discussed at the next LGB meeting in October.</p> <p>The Link Governor Roles to be updated and sent to all Governors. Each Link Governor should have a job description.</p>	
8.	<p><b>Policy &amp; Procedures Updates</b>  i. <b>E-Safety Policy – complete review undertaken.</b> JN suggested that A Field should be removed from the Policy as he is the former Head of ICT. All were in agreement.</p>	
9.	<p><b>SLT Roles and Responsibilities</b>  An older version was distributed to the Governors but JW noted that the collective responsibilities had not changed. Toni Jackson, interim Head Teacher at BPS, is not listed, she will be staying in the post for the whole of the academic year. Her role will be similar to that of AW. Two new appointments include Theo Boyce and Chris McManus.</p> <p><b>GOVS: Should AW have more input with Governors?</b>  Standard operating procedures should be checked with ALT, but it was agreed that Governors should liaise more with AW.</p> <p>A data analysis document is to be distributed once approved.</p> <p><b>GOVS: Governors are not made aware of staff, student or parent feedback results. Can this be made available so that Governors know what to expect?</b>  Strategic planning was previously thought to be unnecessary and turned down by some Governors. It is a good document that does not need refining and could still be implemented.</p>	
10.	<p><b>ALT Business</b>  Gary Peile has suggested Governing Bodies have one full LGB for both NWA and BPS.  <b>GOVS: Would this work with Parent Governors?</b>  Each school would have to have their own Parent Governors.  KB expressed that communication between ALT and the Governing Board continues to be an issue and that, although a compliment, it would have been appropriate to have been asked for Governors’ opinions on the merger. JW added that it was only a recommendation at this stage as GP considers the NWA Governing Body to be very good and able to assist in helping to run BPS like NWA. AP will request quarterly updates from ALT and ask for copies of non-sensitive minutes to be made available if possible.</p>	<b>A PUGH</b>
11.	<p><b>AOB</b>  The Governors commended NWA for quickly u-turning on recent changes to lunch breaks from three to two as the negatives outweighed the positives.  <b>GOVS: Why were the lunch breaks changed?</b>  So that more lunchtime clubs could be run.  New Year 7 students will have a break on their own.  AP advised that feedback from the Teachers Award on 23<sup>rd</sup> June was very positive. A lot of the Committee thought that JW should have won the award. National School Support Status has been accepted enabling NWA to become a training school. £60,000 will be received for the first year then £40,000 each following year.  AP to look at, then share, the Competency Framework for Governors.  <b>GOVS: Can we see Dame Sally Coates’ feedback report?</b>  Yes, GF to distribute.</p>	<b>A PUGH</b>  <b>CLERK</b>
12.	<p><b>Date of Next Meetings</b>  Standards Group - TBC  Committees – 18/10/17 from 5pm in the HAPI Room followed by the full LGB</p>	
<b>Meeting closed at 6.42pm</b>		

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