



The Neale-Wade Academy
Full Governing Board
Minutes
Wednesday 15 July 2020 at 5pm
Via Microsoft Teams

Present:	N Jones (Chair), A Carlin (Vice Chair), A Welling (Head of School), J Rowland (Head of School), J Wing (Executive Principal), A Chandler, K Nightingale, C Wright
In attendance:	D Barnes (Clerk), H Hitch (Assistance Principal for Safeguarding), A Long (Finance Manager), E Graham (Business Manager)
Apologies:	D Williams

Agenda item	Notes All relating documents were circulated before the meeting unless stated	Actions
1.	<p>Welcome and apologies for absence</p> <p>A Carlin opened the meeting and thanked everyone for their attendance. It was noted that a number of members would be joining the meeting at later times as they were taking part in the interviews for the new principal for the Academy.</p> <p>Apologies were received from D Williams.</p>	
2.	<p>Declaration of pecuniary and non-pecuniary interests</p> <p>No new declarations were indicated.</p>	
3.	<p>Governors' business</p> <p><u>Minutes and matters arising</u></p> <p>Actions that require follow up attention:</p> <p>D Barnes to follow up with D Williams regarding safeguarding training.</p> <p>N Jones to follow up with staff in September regarding termly visits.</p> <p>Governors please send D Barnes biographies for the staff handbook.</p> <p>J Wing to send out school calendar with events that governors can attend in the 2020-2021 academic year.</p> <p>A Governors Mark meeting will be organised in September and a Link Governor for Careers will be appointed.</p>	<p>D Barnes</p> <p>N Jones</p> <p>Governors</p> <p>J Wing</p> <p>N Jones</p>

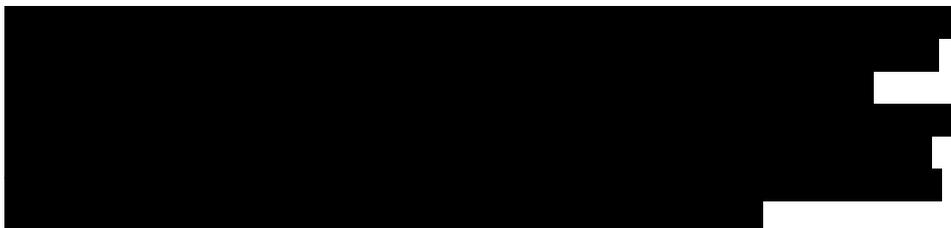
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4.

School update

Annual safeguarding update

H Hitch gave an update on the Academy's safeguarding report. There is a Designated Safeguarding Lead on site at all times. Our safeguarding team is in contact with students with a Child Protection Plan (CP) or are Children in Need (CIN) weekly.



Safeguarding training was provided for staff to complete online as it could not be completed in school. The Goddard Inquiry is ongoing, meaning that safeguarding files cannot be destroyed, even after students reach the age of 25. This means that all files must be retained on site. The school has adopted the My Concern platform for logging concerns. This means that any concerns reported by staff are saved online. We will have to wait and see what volume of concerns present in September. However, the resources are available to support both students and staff.

Governor's question: Do you have any statistics on students whose families have faced redundancies?

Hilary Hitch responded that she has been trying to contact the Educational Safeguarding Team regarding this and believed that it would be important to have the information.

Governor's question: Is there anything in place for students who cannot afford school uniforms?

Hilary Hitch responded that cases would be looked at on an individual basis when concerns are brought forward. This is something that will be looked at in September.

Review of School's management accounts

A Long presented the management accounts. The main points noted were:

- The Gag funding was as expected; the pandemic has had no impact.

- Catering and sports centre income was lower than predicted due to the pandemic, but this was partially offset by lower operational costs for these departments.
- Staffing is underspent, as the school did not have a need for supply teachers during the pandemic.
- Repairs and maintenance are as expected except for replacement fencing at the main field, which led to an overspend.

2 signed:

- Curriculum costs were reduced due to the school closure during the pandemic. It is expected that this figure will increase by September with the purchasing of supplies.
- Advertising is overspent, mainly because of advertising for the Principal's post.
- In year deficit is much lower than predicted. This is a June report so it will still have two months before the end of year.

Health and safety review

A Long gave a breakdown of the school's health and safety report:

- Handsam, the online form which would be used to document a health and safety concern has changed since the last governors' meeting, meaning there is no longer a bump report.
- There have only been three minor incidents since the Academy's closure.
- We now have cleaning stations and hand sanitizers around the school for use by students and staff.
- A Long and E Graham have been keeping risk assessments relating to Covid-19 up to date.

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[REDACTED]

[REDACTED]

External relations update

J Wing had shared a series of press releases prior to the meeting for governors to review. J Wing went on to discuss additional public relations activities. These include:

- The use of Twitter to advertise and promote events in the school. Careers and alumni events receive a particular focus.
- Ofsted will look at the school's website, Facebook, and Twitter accounts. The website needed additional work. Twitter has been very good. More of a focus will be needed to maintain the Facebook account for the next academic year.

Update on home learning and data

J Rowland gave an update on home learning. Final face to face lessons are taking place this week. Live lessons and YouTube lessons have worked well. There have been 26,000 views on the YouTube channel. This week, there were 30,000 points added to GO. The feedback from staff and students has been really good. Over the course of the summer, there will be bridging activities set for year 10 students on their foldr accounts. For years 7 to 9, there are four lessons per subject set over the summer. J Rowland went on to say that in the event of a second wave closure, the school is well prepared as a result of what is currently in place.

J Wing thanked J Rowland, C MacManus, and S Roberts for their hard work in leading the home learning programme.

Update on plans for reopening the Academy

J Rowland gave an update on the current expectations for September's reopening. Students will be based in year group bubbles and will be assigned to one of six areas of the school which will be known as the year group base. All lessons for that year group will take place in the base area. Staff will move between year groups. Year groups will be taught in subject sets within bubbles. The start and end of the day will be staggered.

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Periods 2 and 4 will be elongated lessons to allow for individual year groups to go on break/lunch (three year groups will use the dining hall, three will use the atrium and main hall).

Concerns over buses have been raised regarding the new school day. Students taking the bus to school will not be penalised for arriving late and will simply need to head to their designated area immediately following arrival.

The school is waiting for results from Ofqual for current year 10s going into year 11 regarding their vocational subject grades as this may impact student's participation in these subjects next year.

The content for history and geography will be reduced for next year's GCSEs.

Governor question: How is the Academy planning to take forward Covid compliant PE lessons?

J Rowland stated the Academy is still awaiting guidance from the Government. However, as far as he knows, the students will be able to participate in PE, subject to the rotational use of changing rooms to ensure effective cleaning.

J Wing also noted that on days students have PE, they will be allowed to wear their PE kit to school in place of their uniform, which would limit the use of changing rooms.

Alternative provision updates

A Welling explained that if a pupil is removed from their lesson, they will have to remain in their year group bubble. Pupil support, Core, and the SEN hub will be a mix of all year groups which will be considered their own bubble. Parents will need to be consulted to determine whether students will stay in this bubble or enter mainstream lessons all day.

External provision will be the same as normal as numbers are small. G Horn has had a meeting to ensure that Covid procedures are met.

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[REDACTED]
[REDACTED]

<p>5.</p>	<p>Governors' business</p> <p><u>Governors' visit update on curriculum</u></p> <p>Minutes from the curriculum meeting on 29 June 2020 were approved.</p> <p><u>Quality of Education group update</u></p> <p>Minutes from the Quality of Education meeting on 1 July 2020 were approved.</p> <p><u>Update Youth Advisory Board survey</u></p> <p>K Nightingale shared the summary data from the Youth Advisory survey which asked Fenland students questions on how they felt their educational needs were being met during the pandemic. NWA was the second highest group to take part in the survey. Some data received included: students have found it difficult to focus on work at home. Many students are worried about the effects the pandemic has had on their friend groups. Some students have found it difficult to afford supplies to do practical lessons for certain subjects like art or design. Many students have said they are very happy with the online lessons. A number of students felt very anxious about returning to school. K Nightingale said she will do a full report on this survey and send it to governors when it is complete.</p> <p><u>Governors' skills audit</u></p> <p>N Jones spoke regarding the skills audit document that was circulated by the Trust for governors to complete. N Jones asked governors to please fill out document and return it to D Barnes by September. This will help with the selection of our careers link-governor in the autumn term.</p> <p><u>Update on review of Neale-Wade website</u></p> <p>D Barnes gave an update on the Neale Wade Academy website. An audit from the Trust was presented for review. The document noted NWA was compliant with almost every category. The Academy's behaviour policy required review which was being undertaken at this meeting and needed adding to the site. Also, some Trust documents needed to be added to the website, but have since been added following the audit.</p>	<p>Governors</p> <p>D Barnes to ensure behaviour policy added to website</p>
<p>6.</p>	<p>Policies and procedures</p> <p><u>Behaviour policy</u></p> <p>Small amendments needed to be made to formatting and colour. To be sent to N Jones following these amendments for approval.</p> <p><u>Special educational needs policy</u></p> <p>D Barnes to ensure that this policy is amended to state it needs to be reviewed annually. This policy was approved by governors.</p> <p><u>Education of children in care</u></p> <p>Amendments were approved by governors.</p> <p><u>Careers education policy</u></p> <p>Amendments were approved by governors.</p>	<p>D Barnes</p>

5 signed:

	<p><u>Safeguarding policy and safeguarding appendix</u></p> <p>Amendments were approved by governors</p>	
<p>7.</p>	<p>Other business</p> <p><u>Update on Trust-wide business</u></p> <p>Online CPD is being taken forward as a new approach by the Trust. Trust training days will no longer take place and online training courses will be offered instead.</p> <p><u>Annual declaration of business interests</u></p> <p>D Barnes circulated a document from the Trust for governors to complete by September to declare any business interests. It was asked that governors either fill out this document and scan back to D Barnes or hold on to the document until we have our next meeting in September.</p> <p><u>Meeting Dates 2020-2021</u></p> <p>D Barnes presented the following dates for meetings next year:</p> <p>LGB meetings 30.09.20 09.12.20 10.03.21 26.05.21 14.07.21</p> <p>Quality of Education meetings 25.11.20 04.03.21 12.05.21</p> <p>Governors' visits 18.11.20 25.02.21 07.05.21</p> <p>All governors agreed these dates. D Barnes was asked to send out meeting invites.</p> <p><u>Other business</u></p> <p>N Jones stated that she felt it was important for governors to research and gain an understanding of the Black Lives Matter (BLM) movement which had gained momentum across the world. This would allow governors to have a better understanding of not just what happens in school but wider political and social factors at play relating to injustice. Governors agreed to read a couple of articles on this.</p> <p>K Nightingale presented two student stories. The first was a poem written by a year 10 student, expressing how the Covid lockdown has impacted them. A video animation linked to this poem was shared with governors. The second video was from a year 11 student, showing how different it was to experience year 11 since the Covid 19 pandemic. The video explained that the student has had time to focus on herself and open her own bakery business.</p> <p>N Jones thanked J Wing for his service as Executive Principal of Neale-Wade Academy, and noted the substantial impact he has had at the school, bringing about significant,</p>	<p>Governors</p> <p>Governors</p> <p>Governors</p>

6 signed:

	positive change for students, staff, and the local community, since taking on the role nine years ago.	
8.	Date of next meeting LGB 29 September 2020	

7 signed: