

# Minutes – Begbrook Primary Academy Council

<b>Version:</b>	Final	
<b>Date</b>	8 July 2020	
<b>Location:</b>	Begbrook Primary Academy	
<b>Time:</b>	4.00 pm	
<b>Members Present:</b>	Graham Wilkie (GW)	Sponsor Academy Councillor (Chair)
	Emily Mowlem (EM)	Student Advocate
	Laurie Munro (LM)	Academy Principal
	Sally Harrison (SH)	Parent Academy Councillor
	Hayley Moulding (HM)	Sponsor Academy Councillor
	Kate Richardson (KR)	Executive Principal
	Rachel Harris (RH)	Teacher Academy Councillor
	Tony Mooney (TM )	Parent Academy Councillor
	Shashi McGregor (SM)	LA Representative Councillor
	Divya Raj (DJ)	Sponsor Academy Councillor
<b>Attendees:</b>	Jen Shaw (JS)	Academy Assistant Principal
	Becca Hine (BH)	Academy Vice Principal
	Linda Corbidge (LC)	Academy Council Clerk
<b>Apologies:</b>	Emma Pearn (EP)	Operations Manager
	Alice Coyle (AC)	Support Staff Councillor

**Absent:**  
Minutes

Item	Description	Action
<b>1</b>	<b>Introductions</b>	
1.1	Welcome and introductions were made by GW.	
<b>2</b>	<b>Declarations of Interest</b>	
2.1	None.	
<b>3</b>	<b>Minutes of Previous Meeting</b>	
3.1	The minutes of the meeting held 29 April 2020 were agreed as accurate subject to a note being added under apologies that SM had been unable to access the online meeting.	
<b>4</b>	<b>Matters Arising from previous meetings</b>	
4.1	<ul style="list-style-type: none"> <li><i>Councillors to send GW visit notes for summary to be circulated – <b>ACTION: Councillors to send any further notes to GW for summary.</b></i></li> <li><i>Academy Councillor Information on website to be updated, check on progress from web team – completed.</i></li> <li><i>GW/LM to meet separately to update Risk Register with Covid-19 risk, including online safety – GW had met with LM. <b>ACTION: GW/LM to update Risk Register by email.</b></i></li> <li><i>Thank you letter to staff from Academy Council – completed.</i></li> <li><i>Safeguarding visit to be made by GW. Completed - see safeguarding item.</i></li> </ul>	<p><b>ALL</b></p> <p><b>GW/LM</b></p>



Item	Description	Action
	<ul style="list-style-type: none"> <li><b><u>ACTION: Academy Council Immersion date to be arranged taken forward to September.</u></b></li> </ul>	GW
	Academy Council Report	
	Quality of Education	
5	Achievements and Standards	
5.1	<p>Student Outcomes</p> <ul style="list-style-type: none"> <li><b><i>Councillors asked if children would be assessed at some stage to see where they are.</i></b> LM explained that this was part of the Recovery Curriculum; using formative assessment and summative assessment to generate a more in-depth profile to see where the class compared to pre lockdown. There had already been a best guess across CLF on where children were in March and they were aware that some areas of the curriculum had not been taught as not suitable for distance learning. Wherever possible children would be kept in the same classes as this year. <b><i>Councillors asked why some were being moved.</i></b> LM said they were a result of individual family requests/discussions.</li> <li>Home learning had been positive; educating at a distance had been well received. LM explained the rationale for delivery - keeping resource light and a continuing emphasis on fluency and practice.</li> <li><b><i>Councillors asked what the results were from the survey on uptake of home learning.</i></b> LM responded that completion was variable, generally 50% was completed. <b><i>Councillors asked if that uptake was expected.</i></b> LM felt that home learning fatigue was setting in so was not surprised. <b><i>SH fed back that parents at home find completing online forms difficult.</i></b></li> <li><b><i>TM said that he had just received the email for Year 6 which was very good and emotional.</i></b> LM commented that due to the situation they had been trying to recreate other things for Year 6 with limited contact, e.g. images on t shirts.</li> <li>Pre Covid expected results as at March had changed from 45% at KS1 to close to 80% which was higher than the national average. Focus had also been on reducing the disadvantage gap over time; although still looking quite large gaps were narrowing and were now closer to the national average. <b><i>Councillors asked whether teacher assessments for pupils in receipt of pupil premium compared to non-pupil premium pupils was a fair assessment.</i></b> LM responded that the assessments were based on school data, acknowledging that teacher assessment v tests was difficult.</li> <li><b><i>Councillors asked how the assessments would impact on children in Secondary school.</i></b> LM said that a lot of work had been done to capture what primary schools know about children. KR said that she would shortly be meeting all CLF Y7 leads to present data on children transitioning. KR said that Y6 teachers had done an exceptional job regarding where children were in March, best guest of where now and rating of engagement during the pandemic to guide where support should be directed in Year 7. There would be two INSET days in September to give Secondary colleagues time to assess. <b><i>Councillors recognised the significant improvement and progress in Y6 outcomes.</i></b></li> <li>LM had shared the Term 4 Y2 data, Y1 Phonics screen and prediction for GLD. <b><i>Noting the good progress at KS2 and Y2 and Y1 Phonics compared to last year's figures councillors asked for an overall assessment of the year.</i></b> LM commented that the quality of education children were receiving was significantly exciting pre Covid. LM said that he was disappointed they had not been able to</li> </ul>	



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	<p>evidence this through data. Plans for September included a focus on metacognition, recognising children will need to re-learn how to learn. There would also be an emphasis on children’s emotional literacy to help them work through emotions and a huge degree of focus on fluency.</p> <ul style="list-style-type: none"> <li>• <b>Councillors commented on the improved achievement of boys, asking if it was a result of the change in the curriculum.</b> LM said that when you speak to Y6s about their curriculum they talk about their learning in a different way to the past. TM fed back that as a Y6 parent he had witnessed the change with the positivity of the curriculum and said it was great to see the way teachers interacted with both boys and girls. SM added that her grandchildren had a wonderful day in school this week, which was a credit to their teachers.</li> </ul>	
5.2	<p>Attendance</p> <ul style="list-style-type: none"> <li>• <b>Councillors asked what the school’s approach was to ensure as many children as possible return in September.</b> LM said they had been able to find funding to extend the Family Support Worker’s hours which would give added capacity for a more personal response to families not sending children in. They do not want to lose the good relationships that have been developed over this period.</li> </ul>	
5.3	<p>Quality of Teaching and Learning</p> <ul style="list-style-type: none"> <li>• LM explained that they were doing their best to deliver a broad and balanced education for those in school and learning at home, which included experiences of more than core subjects. Teachers were currently delivering ‘live’ lessons to prepare for the possibility of future local lockdown.</li> <li>• Good principles of transition were being moved to virtual provision. <b>TM fed back that the Year 6 picnic had been a good re-connection opportunity for pupils leaving the school.</b></li> <li>• <b>Councillors asked if there had been any actions taken to support pupils around the Black Live Matter movement.</b> LM said they had given families the opportunity to have conversations and would be continuing with these when the children return in September. They were aware there may be a necessity to unpick any problems.</li> <li>• <b>Councillors questioned the diversity of teachers/TAs at Begbrook, asking if they were representative of families they serve.</b> LM responded that the trust have staff who represent all, with more diversity in lower skilled roles than higher up. The trust have been proactively trying to address this over time. <b>Academy Council asked if there were any plans from the trust to change the way teachers were recruited from BAME backgrounds.</b> LM explained that a CLF Racial Equalities Steering Group had been formed to look at the issues in a more broad sense. The group included members from the BAME community and was chaired by Aisha Thomas with Executive Principals Sally Apps and Susie Weaver as Vice Chairs. <b><u>ACTION: KR will provide an update on the group at each meeting.</u></b></li> </ul>	KR
5.4	<p>Behaviour</p> <ul style="list-style-type: none"> <li>• LM reported that, as there were currently 150 children in school, some changes had to be made to behaviour systems to ensure the children were safe in line with current guidance. LM explained that children were sat at individual desks with less interaction and everything timetabled.</li> <li>• <b>Councillors asked if it was the intention to take the changed behaviour policy into the new academic year.</b> LM said that as a result of having to reduce interaction it was likely they would have to continue with the amended policy</li> </ul>	



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	<p>although it had not been risk assessed yet as they were awaiting further government guidance. <b>Academy Council asked if there was a risk that more children would be less able to follow the new procedures.</b> LM said there may be a necessity to work through part time tables for individual children who would be at risk of exclusion with different behaviour procedures.</p> <ul style="list-style-type: none"> <li>• <b>Councillors asked how the numbers compared to other primaries in CLF.</b> LM said that numbers were broadly in line with other primaries.</li> <li>• <b>Councillors asked how many children have had to have risk assessments and not been able to come back to school currently and how the school were managing those situations.</b> LM explained that it was around creating safe spaces for those who would find it a significant challenge and minimising the amount of adults working across bubbles. One child had not been able to return as yet. It was expected to be a significant challenge in September, particularly in Reception with children who have named EHCPs and no alternative provision available; part time timetables are an option. KR said that CLF had submitted an expression of interest to BCC for a project to try and support with this situation as currently 190 children across Bristol don't have a school place. LM explained that there could be an additional building on site to provide one of the alternative learning provisions. The trust were waiting to hear back whether projects put forward across the Trust are accepted.</li> </ul> <p><b>Academy Council agreed that if the project went ahead there would need to be a discussion on managing parent expectation at Begbrook.</b></p>	
6	<b>Safeguarding</b>	
6.1	<ul style="list-style-type: none"> <li>• LM reported that they were continuing to work hard at understanding the positions of families with the information being recorded in a live document. LM said that he was confident that necessary support was put in place where necessary.</li> <li>• GW reported that he had met LM virtually a few weeks ago. GW said he felt the actions and support provided through the team had been exceptional. There were 90 children on the vulnerable children list which was a lot of children. LM commented on the continuing careful reporting through CPOMs and keeping knowledge shared.</li> <li>• <b>Councillors asked if there was any wider provision being planned for the summer holidays.</b> LM said that some priority families would be contacted over the summer however he was aware that staff needed a break to be ready for September. 600 pupils coming back would be challenging, particularly as most would not have been in school. KR advised that some provision would be provided centrally at different schools across Bristol over the summer.</li> </ul>	
7	<b>Finance, Health &amp; Safety &amp; Estates</b>	
7.1	<p><b>Finance</b></p> <ul style="list-style-type: none"> <li>• LM reported that he now had a budget which felt realistic. Although some hard decisions have had to be made there had been no change management needed. One difficult decision was that they had not been able to afford a counsellor at a time when they really need one. <b>Councillors asked if the extra potential funding from the DfE could be used to fund a counsellor.</b> LM said that the funds would have to be targeted for tutoring for disadvantaged pupils and funding for schools to catch up more broadly.</li> </ul>	

Item	Description	Action
	<ul style="list-style-type: none"> <li>New doors for reception area were currently being measured to see cost implication (on Risk Register).</li> </ul>	
8	<b>Staffing and Wellbeing</b>	
8.1	<p>Staff Wellbeing</p> <ul style="list-style-type: none"> <li><b>Councillors asked if there was counselling support available for staff.</b> LM said that all staff were able to access counsellors through the CLF programme; this had been used by one colleague at Begbrook so far. KR added that the trust now have a mental health staff network; recent activity has been surveys about returning to work and a blog. <b>Councillors asked if staff were given the time to access the service.</b> KR said there were mental health leads in each academy which helped to generate a culture of support.</li> <li><b>Councillors asked if there were many staff expected to be still shielding in September.</b> LM said that each staff member has an individual risk assessment. Rules change on 1 August to the expectation that everyone essentially will be back at work, with mitigations put in place.</li> <li><b>Councillors asked if the guidance also related to vulnerable children returning.</b> LM responded that guidance was the same; return with risks mitigated. Most children were not shielding.</li> <li><b>Councillors asked if there were any families expected to not send children back, even if not shielding.</b> LM said he expected this to be the case however the school would be working towards supporting parents to feel safe and to address any issues which arise. There would be 30 children in the class with as few adults as possible. It would be significantly safer due to ways of managing the risk.</li> <li><b>Councillors asked if the picnic risk assessment had worked.</b> LM said that it had, with socially distanced football being played and no one was closer than 2m for 15 minutes or more.</li> <li>The Risk Assessment for opening in September was currently being planned by the central team followed by the local setting interpretation ready for September.</li> </ul>	
8.2	<p>Staffing</p> <ul style="list-style-type: none"> <li>LM reported almost no movement in the staffing structure this summer. They were about to advertise for an HLTA role with the aim to not use supply. Work had been done to see if multiple teachers have been out – as a result the risk of requirement for external cover was only 4 days across the entire year. LM said they were awaiting guidance regarding what might happen to bubbles and therefore staffing for September. Councillors commented that attendance might improve due to improved hygiene measures. LM agreed, adding that they had learnt a lot regarding hygiene measures to guard against infection, and this would continue.</li> <li><b>Councillors questioned the reduction in TAs in year groups and asked how teachers are managing.</b> LM said that amount of general TA time was reducing over time; schools now work in a different way with the focus on finding ways to free the teacher to work with children who need more support. As a result they were now working with teachers on how they can maximise their time.</li> </ul>	
8.3	<p>AIP</p> <p>LM briefed on the draft AIP for next year which was broadly similar to this year. Changes involved developing experts in key curriculum areas and the Any Any</p>	

