

**MINUTES
UNIFIED ACADEMY LOCAL GOVERNING BODY (LGB) MEETING
4 MARCH 2021 AT 5.30 PM**

LGB Members Present: Barbara Macintosh [Chair] (BM)
Laurie Cornwell [Executive Principal, OHC&AT] (LC)
Ian Bowers, Governor (IB)
Diane Brazier (DB)
Shirley Bryant, Parent Governor (SB)
Ruth Duggan, Governor (RD)
Liam McGivern, Governor (LM)

In attendance: Brenda Scott [OHCAT Finance Team] (BS)
Kelly Collett [Clerk]
Reese Nicholls [Assistant Principal]
Carly Murphy [Assistant Principal]
Kerry Smith [Assistant Principal]
David Scott [Education Consultant] (DS)
Annabelle Thomas [Principal Designate] (AT)
Rachel Samuels [DSL] (RS)

1. WELCOME AND INTRODUCTIONS

All those present introduced themselves.

2. APOLOGIES FOR ABSENCE

Apologies were received from Geoff Tanner and Bronwyn Van Jansen and consent was given to their absence.

3. DECLARATIONS OF INTEREST

No declarations were made.

4. CONSTITUTION AND APPOINTMENTS

i. Governors noted the appointment of Diane Brazier to the LGB with effect from 22 January 2021.

5. MINUTES OF THE LAST MEETING

The minutes of the meeting held on 19 November 2020 were agreed.

6. MATTERS ARISING

Governors received the following updates:

Item	Action	Outcome
8.i	Deep dive Meetings deferred to next term. Group to arrange dates next term.	Some deep dives to take place virtually. KP will arrange to do a safeguarding deep dive with LC
8.ii	Governor to attend a meeting of the school council deferred to next term. LC to advise when this would be suitable.	BM expressed that she would very much like to attend a school council meeting. This will be arranged with LC.

8.iii	DT to arrange staff members to present at LGB's.	Completed.
8.iv	DT to confirm arrangements for a staff member to present at next LGB regarding recovery curriculum or attendance.	Completed.
10	Portfolio Visits to be booked in.	Completed.
16	BM to have a handover call with KP and LC.	Completed.

7. PRINCIPAL'S REPORT

Governors received the Principal's report and attachments ahead of the meeting. LC invited governors to ask questions relating to the reports that they had received, noting that the Senior Leadership Team (SLT) were all present.

DS explained that the presentations that the governors received were based on the areas for improvement that were highlighted in the Ofsted Inspection report March 2019. The areas identified were shared out to those senior leaders based on their responsibilities, each of whom prepared their individual presentations based on those priority improvement points.

Onsite and Remote Learning Curriculum Offer

SB asked the team as the school moves forward, what has changed and what will now be put in its place?

CM explained that from 8 March 2021 the school will re-open fully. The school are currently developing children's timetables. The school sent home some options before lockdown, and they are now streamlining these options further for students. RN explained that there is a nurture programme for years 6-9. Their core subjects will be in the morning, then in the afternoon they will be offered specialist subjects. On Fridays there is a big enrichment programme with a vast range of activities. In the upper school Years 10 and 11. Core subjects again are in the morning. Afternoons are choice subjects, which are areas that individuals are wanting to focus on, for example Sports science, DT, and construction etc. CM said the school are investigating an idea of linking up with other provisions, so that the school can offer as much as possible in terms of choice.

DS said in the last inspection, Ofsted were critical of the school timetable, so this has been reviewed and adjusted to meet the students' needs.

CM stated that the school now offer a CAL therapy provision that includes the reading dogs. The school also have drumming sessions and ELSA support.

SB asked how the school will support Year 10 and 11 students to catch up on a lost year of learning. CM explained this is a nationwide concern. At

Unified the smaller cohort enables a real focus on offering a more bespoke (where possible) programme. The school's aim and intention is to look at the pathways through the EHCP process and start guiding those curriculum opportunities as much as possible. In terms of each pupil's destination and career opportunities, those career conversations will start earlier so that appropriate work experience can be arranged which will build up their confidence and skills.

BM asked what the school has put in place to mitigate the loss of the school hall. CM advised that the drumming was moved from the therapy room which was re-created this into a sports hall. The school also makes frequent use of the MUGA. In addition, the school have started utilising alternative provisions like High Ashurst. The hall has been a loss, but the school feel they have really pushed the enrichment offer and physical opportunities for the students. RN added that the school have had boxing coaches and rugby coaches coming into the school and delivering sessions to the students.

SB asked what will happen with the accreditations that some of the children started last year. CM explained that those will continue, and the school are looking at an improved offer, with more national awarding bodies, where the school can accredit more for the subjects that they are offering. This will be for Year 10 and 11.

SB asked about the accreditations that the boys had already earned and LC explained that the links need to be re-established with companies such as Maclaren. The school will be looking into doing this, however although schools are re-opening on 8 March, many businesses will remain closed, so there may be a further delay with this.

LM asked about the level of engagement with the remote learning. CM explained that in the first two weeks the uptake was 67%. The remote system is still being improved and the school continue to develop the offer. Some children found the remote learning less challenging than attending full time school. So, this is something the school will consider when creating a bespoke curriculum for individuals.

Monitoring Activity in School

LC explained that no scores were given from the monitoring visits. The SLT's aim was to give development points to teachers for them to focus on.

Behaviour Overview

KP asked if this was the first term that this data was collated and asked if next term, we should start to see the impact of reductions term by term. RN confirmed that this is the case. LC advised that this data at this time is based on a reduced number of pupils in the school, so it will take a few terms to get a true picture of impact.

BM asked if there are any behaviours that really concern the school? RN advised that the school are working towards a restorative approach in terms of behaviour. Recording and reporting behaviour incidents has improved with everyone using CPOMS as they should, following staff training. Staff have also undertaken further training in de-escalation and restorative strategies.

SB asked if the school expect to see an escalation in behaviour incidents from March 8 and RN replied that there will be many children that have not been in school for a considerable period, so anxieties for some may be extremely high. The school will work closely to support those students to help manage re-introduction to school. There may be an increase in behaviour incidents whilst they are re-integrating back into school life. The school is on a new journey of how behaviour is managed and are now embedding that new culture throughout the school.

Alternative Learning Programme

BM asked how a student qualifies for this programme and KS explained it can be for a variety of reasons, some of the students may have a special need or interest, then the school can research an alternative provider to do some learning off site. There is currently one student going to work on a therapeutic farm as his aspiration is to become a vet's assistant. The programme is very much driven by the child's goals for the future. It also helps some children that are struggling with their learning on site.

Safeguarding

At BM's request, RS presented the safeguarding report. She explained that since September 2020 the school have had some racist and homophobic issue arise within the school. The Police Intervention Officer has come in to speak to the students and has offered some training to staff about hate crime. The students are challenged about racist and homophobic comments and are educated about how this impacts the person on the receiving end of the abuse and those around them. Within the PSHE curriculum the school will be educating the students about racism and extremism to try to ensure that they are not using inappropriate language in school or the community.

LM asked if several pupils are making offensive comments or if the same few individuals that are making comments on a regular basis. RS stated that there are a few individuals that are making the racist and homophobic comments, so staff are putting in place targeting interventions to targeting educate them about why these comments are offensive.

IB asked if the school also work with the families of students that make these offensive comments. RS advised confirmed that staff discuss the matter with families and support them to address these issues at home.

The Chair thanked SLT colleagues for their hard work in preparing the reports and they left the meeting at this point.

8. DASHBOARD

Governors received the dashboard.

9. PORTFOLIO GOVERNOR VISITS

Governors gave a verbal overview of their portfolio report as follows:

- i Ethos, Vision and Strategy.
- ii Teaching and Learning.
- iii Health & Safety, Child Protection and Safeguarding.
- iv Finance & Resources.
- v HR and Organisational Development.

10. GOVERNOR TRAINING AND DEVELOPMENT

Governors confirmed attendance at the following learning events as follows:

- IB completed a financial benchmarking course online.
- BM attended a finance training event.
- BM completed a mental health and trauma learning event, provided for free by the Anna Freud Centre.
- RD completed all necessary government training on Lateral Flow Testing in schools.

IB suggested that the school could provide some guidance to governors on training they should undertake.

LM noted that he updates his training record on GovernorHub when he undertakes any events and the clerk encouraged other governors to also do this if they are able to.

11. FINANCE AND FUNDING

The Management Accounts were received by governors ahead of the meeting.

BS advised governors that the forecast for the full year is a deficit of £350k against a budgeted deficit of £126k, due to a drop in the student roll from the 170 assumed in the original budget to 93. Staffing costs are an issue as the school are carrying a large number of vacancies, which in the interim are being filled with agency staff. BS stated that she is now based at the school twice per week to scrutinise the finances with LC and to put in place a recovery plan. Unified is on a journey which requires financial support.

IB had some questions about the format of the report, which he undertook to share with BS by email outside of the meeting.

12. OHC&AT POLICIES AND PROCEDURES

Governors noted the Family policies and procedures approved by the OHCAT board on 22 January 2021 which are available on [GovernorHub](#).

13. OHC&AT GOVERNANCE DOCUMENTATION

Governors noted the following documentation has been approved by the OHCAT Board and is available on [GovernorHub](#):

- i. OHC&AT Scheme of Delegation
- ii. OHCAT Schedule of Responsibilities
- iii. OHC&AT Code of Conduct
- iv. OHC&AT Governor Induction Summary
- v. OHC&AT Guidance on DBS checks for Members, Trustees and Governors.

14. OHCAT STATUTORY ACCOUNTS

Governors noted that the 2019-20 Statutory Accounts were submitted by the deadline of 31.01.2021 and are available for their viewing on the [OHCAT website](#).

15. ANY OTHER BUSINESS

BM wanted to thank all of the Unified staff for all of their hard work. BM stated that the SLT need to know that governors are there to offer full support, and explained that governors are very much there to provide challenge, but in a constructive and supportive way.

16. DATES OF FUTURE MEETINGS

Thursday 17th June 2021 at 5.30pm.

17. CONFIDENTIALITY

A confidential discussion was recorded in a separate Part 2 minute.

The meeting closed at 7.20pm.

Signed: _____ **Date:** _____

Barbara McIntosh, Chair of LGB

SUMMARY OF ACTIONS		
Item	Action	Initials
6.	BM to attend a School council meeting virtually.	BM/LC
6.	KP to arrange a Safeguarding deep dive meeting with LC.	KP/LC
10.	Governors to update training record on GovernorHub if they are able to do so.	ALL
11.	IB to send BS a separate email regarding the accounts layout.	IB

