

**MINUTES OF UNIFIED ACADEMY LOCAL GOVERNING BODY (LGB) MEETING ON
THURSDAY 17TH MARCH 2022 @ 5.30 PM (REMOTE MEETING)**

Governors present:

Barbara McIntosh, Chair (BM)
 Ian Bowers, Vice-Chair (IB)
 Annabelle Thomas, Principal (AT)
 Liam McGivern, Governor (LM)
 Kelly Phillips, Governor (KP)
 Janet Sherborne, Governor (JS)

Also present:

Kelly Collett (Clerk)
 Kayleigh Franklyn (KF) [Management Accountant]

1	WELCOME AND INTRODUCTIONS BM welcomed everyone to the meeting.
2	APOLOGIES FOR ABSENCE Apologies were received from Shirley Bryant and Geoff Tanner.
3	DECLARATIONS OF INTEREST None declared.
4	CONSTITUTION AND APPOINTMENTS
	Governors noted:
	i. That Geoff Tanner's term of office will end on 28.06.2022 and that all staff will be invited to apply for the role in the summer term.
	ii. That Shirley Bryant's term of office will end on 15.05.2022 and that all parents / carers will be invited to apply for the role in the summer term.
	iii. That Ian Bowers' term of office will end on 28.06.2022.
5	MINUTES OF THE LAST MEETING Governors approved the minutes of the meeting held on 18 th November 2021
6	MATTERS ARISING NOT COVERED ELSEWHERE ON THE AGENDA
	BM to make contact with Sir Paul Beresford (local MP) to try to arrange a meeting. ACTION
7	a PRINCIPAL'S REPORT
	AT introduced her report which had been circulated ahead of the meeting. Points noted were:

- Currently 76 students on roll.
- Eight active consultations
- Year 11 students to all have appropriate transition reviews completed.
- Overall attendance for Spring 1 was 71.03%, compared to 67.03% in Autumn 2.
- Staff recruitment continues to be a priority. Two successful teacher interviews took place, and the school are hoping to appoint both candidates. There are two vacant teaching posts remaining.
- The sports hall is now open, and the students are really enjoying using it.
- All staff attended two training sessions to further embed Restorative Approaches across the school including staff restorative circles.
- SEN profiling has continued to identify those students at risk in which staff are provided with relevant and up to date information regarding student background, diagnosis, and sign of distressed behaviours as well as positive action plans, so they are equipped to support individual student needs.
- There is an extensive programme of works to be completed over the Easter holidays including changing of palisade fencing, replacing external doors, replacing internal doors as well as ongoing painting and decorating.
- Diane Brazier continues to collaborate with the school to produce a comprehensive action plan for the site moving forwards.
- Students from both KS3 and KS4 took part in Fulham FC's Inclusive Schools League football tournament. A total of 16 students from years 7 to 11 took part playing a series of matches against a range of schools and players of different abilities.

Governor Questions/Comments

GQ: Does the school have ongoing CPD for staff?

AT: Yes, the school have three training sessions per week. Some of the staff will be undertaking a six-week intensive training programme to support their practice.

GQ: What percentage of their work time is dedicated to CPD for teachers?

AT: Approximately a third of their time.

GQ: How do we measure progress in reading /literacy through the new reading scheme?

AT: In September we assessed the students to ensure we had reliable baseline information. We have then assessed them regularly in a way that is bespoke to each student. I am pleased with progress but would like to buy new books, based on students' feedback.

BM: The OHCAT Fundraising Manager has supported the school to submit a bid for £200k over three years to buy in therapeutic support, which is hoped may address the lack of support given by external partners. AT noted that, when dealing with a child in serious crisis, an in-house team would be a much greater support to that child.

BM to share bid document with the governors. **ACTION**

GQ: I saw you recently dealt with a complaint to Ofsted, your response to the complaint was very eloquent and detailed.

AT: I have an open-door policy and I felt disappointed that this person did not just come to me directly to talk about any concerns.

GQ: Do HR conduct exit interviews?

	<p>AT: Yes, they do and staff are encouraged to be honest about their reasons for leaving.</p> <p>GQ: Do you feel supported in your role?</p> <p>AT: Yes, I do. I love my job and I am happy with the support I receive.</p> <p>AT left the meeting at 6.20pm.</p>
b	DASHBOARD
	Governors received the dashboard ahead of the meeting.
c	PPG STATEMENT 2021-2022
	Governors received the report ahead of the meeting.
d	SAFEGUARDING
	<p>Governors received the latest version of the SGWB Offer and Safeguarding audit.</p> <p>KP advised governors of the following regarding safeguarding in the school:</p> <ul style="list-style-type: none"> • There has been a big push to secure as many contractors as possible to finish the building works. • A working party has been established to investigate the possibility of securing therapists to work with schools across the Trust, rather than relying on local authorities. At KP's suggestion, BM undertook to join the working party. • Consultation on the September 2022 version KCSIE is currently underway, and there may be further requirements placed on governors in the new edition. • Governors would like the school to investigate the food that is supplied by the catering company. ACTION
8	PORTFOLIO GOVERNOR VISITS
a	<p>Governors received the following portfolio reports ahead of the meeting and individual governors gave a brief overview of their reports:</p> <ul style="list-style-type: none"> • Health and Safety, Child Protection and Safeguarding • Finance and Resources • HR and Organisational Development • Ethos, Vision & Strategy • Business Development and Marketing.
b	<p>Other visit reports</p> <p>None.</p>
9	GOVERNOR TRAINING AND DEVELOPMENT
	Governors advised of training and development opportunities available to them by the clerk.
10	FINANCE AND FUNDING
	<p>Governors received the management accounts ahead of the meeting.</p> <p>KF highlighted the following points:</p> <ul style="list-style-type: none"> • Budget was based on 73 pupils on roll. • The salary costs for the year are at 78% of total budget. • Teacher pension costs will be increasing to 15%.

	<ul style="list-style-type: none"> • The agency staff rates have been agreed with the agencies. The SLT constantly benchmark the agency rates. • Year to date the school have 4 days in reserves. • The full year prediction is -31 days in reserves. • Projected full year deficit is to be £330k.
11	OHC&AT POLICIES AND PROCEDURES Governors noted the Family policies and procedures approved by the OHC&AT Board on 10 th December 2021 which are available on GovernorHub .
12	OHC&AT GOVERNANCE DOCUMENTATION Governors noted the revised governance documentation approved by the OHC&AT Board and available to view on GovernorHub .
13	ANY OTHER BUSINESS Governors praised the school for all the hard work that is being done.
14	DATES OF FUTURE MEETINGS 16 th June 2022
15	CONFIDENTIALITY No items were deemed confidential.

Summary of Actions

6.	BM to contact Sir Paul Beresford to arrange a meeting.
7a.	BM to circulate the funding bid document.
7.d	School to investigate menu options with catering company.
7.d	BM to be party of the trust working group investigating having their own external therapists for OHCAT schools.