

NINESTILES ACADEMY TRUST
**MINUTES OF THE MEETING OF THE ACADEMY COUNCIL OF
NINESTILES, AN ACADEMY AND THE SIXTH FORM COLLEGE
HELD AT THE SIXTH FORM COLLEGE AT 4.30 PM ON TUESDAY 10 JULY 2018**

PRESENT: Mr A Ali - Student Advocate
Mrs J Beetison
Mrs J Edwards
Mr V Dey - Chair
Mr G Ferrante
Mrs J Hamilton
Mr K Iqbal
Mrs K Quereshi
Mr L Millard
Mr J Power - Principal (Ninestiles)
Mr M Sullivan - Principal (Sixth Form College)

IN ATTENDANCE: Mrs M Kaur – Clerk

APOLOGIES: Mr I Welsh
Mrs C Sweeney

NO APOLOGIES Mr S Akram
Mr A Hadi
Mr L Banks
Mrs S Huckfield-Powell
Mr L Long

Ref	Resolution
0022	That the minutes of the previous meeting on 16 April 2018, ne approved as a correct record
0024 (b)	The data training had been provided for ACs
0024 (b)	The glossary had been updated and circulated to AC’s with the agenda pack prior to the AC meeting.
0024 (b)	The report that was generated from the previous website checks had been circulated to ACs
0024 (b)	A website maintenance checklist was sent by S4S to IW to provide further clarification on updates that need to be made to the website

ACTIONS

Ref		Owner	Review Date
	A review of the SEN provision needs to take place following the formation of the LGB's	TBC	Next Meeting
	Role descriptions are to be provided for the Safeguarding Link Academy Councillors following the formation of the LGB's.		Next Meeting
	Further updates need to be made on website	IW	Next Meeting
	Link Academy Councillor Visits need to take place in each School	Link AC's	Next Meeting
	Consideration needs to be given to update skills through training	AC's	Next Meeting
	Skills Audits must take place annually following the formation of the LGB's	AC's	Autumn Term

0019 **WELCOME TO NEW MEMBER(S)**

The Chair welcomed Academy Councillors to the meeting and explained that this meeting would be the final meeting in the current format as an Academy Council. With effect from September 2018, the Board would be reconstituted and there would be separate Local Governing Boards (LGB's) for each School.

The newly elected Student Advocate, Mr A Ali was welcomed to the meeting and the Academy Council.

0020 **DECLARATIONS OF INTEREST/CONFIDENTIALITY/CONFIDENTIAL ITEMS**

Academy Councillors were advised that if a person had any interest in a contract, proposed contract or matter under consideration, s/he should disclose the fact and take no part in the consideration, discussion or vote in respect of the contract or matter and withdraw from the meeting.

There were no declarations of interest.

Academy Councillors were reminded that care should be taken to ensure that they were aware of agenda items of a confidential nature. In addition, they were advised to ensure that minutes of their meetings did not include information of a confidential nature as, once approved, these became public documents.

The Clerk requested that Academy Councillors consider if any items were of a confidential nature. Academy Councillors were advised that these items should be considered in private.

0021 **ANY OTHER BUSINESS**

There were no items of Any Other Business.

MINUTES OF THE PREVIOUS MEETING

0022 **RESOLVED:** That the minutes of the previous meeting, held on 16 April 2018 be approved as a correct record.

MATTERS ARISING FROM THE MINUTES

0023(a) Action (Minute No. 005(c))

VD asked if the SEND role description had been provided for the link Academy Councillors and GF confirmed that this had been put into place with effect from September 2018. Training had also been planned for Academy Councillors.

0024(b) Actions Table

VD discussed the outstanding actions from the previous minutes and the outcome of these have been recorded in the Actions and Resolutions tables above.

An Academy Councillor asked when the composition of the LBG's would be decided and GF confirmed that CA and KP would work together to create the LGB's. There would be a number of vacancies, particularly within Ninestiles LGB. A meeting was due to take place prior to the Trust Board meeting on Tuesday 17 July where Academy Councillors would be provided with the constitutions. The Scheme of Delegation documents would be given to the Principals to provide to the members of the LGB's.

0025 **PROCEDURAL ITEMS**

This was the final Academy Council meeting so there were no procedural items. The Chair offered his thanks to all members for their support on the Academy Council and for the ongoing support on the Local Governing Body for each School.

KQ took this opportunity to inform Academy Councillor's that she would like to resign from

her role as SEND link Academy Councillor, due to personal commitments. VD thanked KQ for all of the work she had carried out to support the School.

0026 **ANY URGENT ACTION TAKEN BY THE CHAIR**

VD advised that Peter Cox, the Education Consultant had conducted a two-day walk at The Sixth Form College. VD had a discussion with Mr Cox about his role as a Chair and about how the Academy Council should be working effectively and he seemed happy with the outcome.

VD explained that Mr Cox had agreed with the initial Ofsted judgement about underperformance. Learning, teaching and achievement was a mixed bag and that the initiatives in place were pleasing and the College was on a good footing. Mr Cox had noted that teaching was good, but teaching knowledge in certain areas and assessment of the students understanding could lead to inconsistencies in teaching. The plans that had been implemented by MS to improve the College would be challenging but the right strategies were in place so this was positive.

PRINCIPAL'S REPORT– THE SIXTH FORM COLLEGE

MS circulated the Principal's report (Appendix 1) at the meeting. Academy Councillors' attention was drawn to the following matters:

Year 13 – A Levels

- Course retention had marginally increased and overall achievement was expected to be the same as last year.
- The progress based on Year 13 students was expected to increase in value added results, although the College would still remain at a negative.
- The majority of BTec students were still making good progress. They were on track to achieve in line with last year.
- University progression was increasing and there was a rising number of unconditional offers. MS explained that this was resulting in students not trying their hardest which was suppressing results as students felt that they did not need to work for the grades. This was something that was happening nationally.

Year 12

- Course retention was good, currently at 94.5%.
- The overall performance of students was -0.5 and MS highlighted that there was significant time to improve this figure over the year.
- The overall performance of males was significantly lower than females. This was subject specific, as in Maths and Sciences, boys were performing better and in the

literacy oriented subjects, girls outperformed boys. Ethnicity gaps showed that White background students were performing better and Bangladeshi and dual heritage cohorts had performed significantly lower.

- In terms of GCSE, the lower ability students had not performed as well as expected, which was the opposite of last year.
- The gap between advantaged and disadvantaged students had widened, although figures had improved from last year. This was an area for improvement.

GF asked, within Year 12, what strategies had the senior team put in place to respond to negative results and MS explained that on a global level, any student who had received a 'U' grade would be seen in a progress meeting by the senior leaders and an advisory would be put in place. Options would be provided to the student on what could be done to improve the grade. For Maths and Religious Studies, students were asked to re-sit the paper. The Core Maths initiative had been introduced to the College. There were various initiatives in place for different subjects and actions had been added into the development plan. There were action plans in place for next year to improve value added results.

VD asked how often would reference was made to the action plans to monitor how a student was progressing. MS advised that there was an assessment plan in place that all staff had to follow. In Year 12 there would be six key assessments and in Year 13 there would be five. There was a mixture of quality and assurance meetings to show the flight path and progress check points and data training would be taking place for all of the curriculum teams.

An Academy Councillor asked with reference to Year 12 results, were the parents involved in discussions for students who were a concern and was advised that a parents evening had taken place in June and if any student was at risk of not being able to remain on a subject, then the parent was involved in the discussions.

An Academy Councillor asked how confident the College was that Year 12 results for this time next year would be an improvement and what was being delivered to ensure there was an improvement. MS advised that there had been a significant improvement in results in Year 12 and the systems last year were not as robust as they should have been. Lots of work had been done with grades and the Phase 1 teams. A Level end of year exams were of an A Level standard with much more specific language use and tighter marking so this was a good reflection and good evidence of improvement.

An Academy Councillor asked for the percentage figures for gender and ethnicity and was informed that there was approximately 50% boys and 50% girls. There was 43% of White students, 43% Asians (this included Bangladeshis and Pakistani).

An Academy Councillor asked if these were divided into disadvantaged and non-disadvantaged students and was advised that there was no calculations for this. There was no subdivision between disadvantaged and non-disadvantaged students. The disadvantaged students were determined by the bursary payments claim system.

VD asked if there were any other changes that would be brought into effect in September and MS advised that Mr Cox had commented on the timetable as there were currently long lessons in place. With the new lesson plans which were due to commence in September, there would be more lessons which would be shorter and these were likely to help results.

Attendance and Behaviour

- Attendance was in line with similar post 16 institutions, currently at 93%.
- 67 students had been on progression meetings for, those that would discontinue at least one subject in A Levels.
- There had been 15 exclusions in the last year.
- The external review had been received and the main recommendation was to secure deep root understanding of what the achievement was and ensure that all students aimed for attainment.
- In the autumn term, there would be a staff development day with a focus on behavioural strategies.

VD informed that in the autumn term, it would be useful to consider what needs to be done to close and prevent the widening of gaps. MS explained that the College would be putting tutorial systems into place.

A suggestion was put forward for a buddying system where a student who was not working well would be placed with another student who worked well. **AA felt that this was a good idea that would work positively and be beneficial for students.** MS advised that this practice had been put into place in some subjects, such as Psychology and Maths, and would consider broadening it out universally.

SEND

- High needs funding had increased. There had been some paperwork issues with some students which had been resolved now. There were 196 students with access arrangements with a variety of descriptions. There had been a significant increase in students with medical conditions that had impacted on learning. There were 10 students with Educational Healthcare Plans (EHCP) and eight students received high needs funding. There were 17 students without EHCP's but had complex needs.
- It was usual for the number safeguarding referrals to drop at this time of year.

Pupil Advocate

MS explained that a meeting had taken place for 'student question time', where a group of students had the opportunity to put forward their questions to the leadership team. The meeting was dominated by discussions about the timetable changes. There were some

apprehensions amongst the students about the start time moving from 9.30am to 9am and it was explained to the student body that this would allow students more choices as the lesson blocks would expand from five blocks to six blocks and therefore there was a need to change the start time. The new catering, car parking and free space around the college had also been discussed.

AA explained that there had been a lot of rumours amongst students about the timetable changes and many students had seemed aggravated about the rumours. MS highlighted that this was why these meetings were so important and informed that students did not need to wait for the meeting as they were able to approach him at any point to discuss any worries.

An Academy Councillor asked AA what benefits he could envisage from the new timetable and was advised that the current timetable split a lesson in two with an hour, then a break, then 1.5 hours which could at times drag. Having shorter lessons would encourage students to remain focused.

An Academy Councillor asked AA whether students were still discussing the new timetable and was informed that they were but with a more positive attitude towards the timetable. The start time did dishearten students but it was something that they could get used to. MS advised that the timetable would be reviewed, however there would be difficulties in the start time remaining at 9:30am as this would mean the finish times would have to be later in order to accommodate the six lesson blocks.

VD asked AA whether he felt that students were generally happy at the college and was advised that **students** were happy, however the biggest problem was that students were not interacting with each other and getting involved in other societies. The weekly coach meetings which were due to take place would hopefully help this, but students overall were happy.

An Academy Councillor asked AA if he would recommend a sibling or friend to the College and he replied that he would.

0027 **RESOLVED:** That the report of the Principal (Appendix 1) be adopted.

PRINCIPAL'S REPORT - NINESTILES

Academy Councillors had received the Principal's Report (Appendix 2) in advance of the meeting. Academy Councillors' attention was drawn to the following matters:

- JP advised that there had been a focus on PiXL strategies and this was working well. Good feedback had been received from staff and students. The 'Strive for Five' and the 'Thinking Hard' strategies had been implemented and the impact of these would be considered.
- Prepare to Perform meetings were taking place weekly and rapid improvement plans

were in place for each subject area.

- A new timetable had been designed for 2018/19 with each staff member having one additional non-contact time. This was designed so that all staff members had at least one period off per fortnight with their subject peers for development, rapid improvement plans, and standardisation.
- The setting of students was to move away from mixed ability groupings and ensure that in teaching and learning, strategies were used to ensure that teachers were teaching from the top. There would be a proportional representation for each groups with a 50/50 mix of students in each of the year groups. JP advised that the aim was to have a narrower mix of grades and ability ranges to help target lessons more effectively.
- Doodle initiatives were in place and there had been a range of parental engagement meetings, with good engagement with strategies from staff and students.
- It was ensured that all Year 11 students had resources and revision guides.
- As an area for improvement the roles of senior leaders had changed and a new Vice Principal being appointed.
- An analysis of teaching skills had taken place where teachers had completed their own skills audit. A CPD calendar had been linked to this.

Progress information and Headlines

JP explained that progress data had been disappointing and there were examples of where data needed improvements. Subject improvement plans were in place and there was a need for more middle leaders to ensure accountability and improved monitoring. Staff turnover was high in a number of subject areas, as 10 staff had changed in English alone over the last year due to the restructuring and staff leaving. There was also a lack of confidence with the new grading system.

Attendance

- There was improved attendance across the School. JP advised of how the staffing structure for attendance had been expanded, with the internal appointment of an attendance administrator. This would in turn, open up more time for the Attendance Officer to work effectively with the attendance improvement plan.
- JP advised of the effective work that was being done with families as 84% of targeted students had been engaged through the Step 1 meetings.
- Persistent absence rates had reduced to 15.5%
- The amount of unauthorised holidays remained a key concern. This impacted on progress rates and could cause safeguarding concerns.

An Academy Councillor asked JP how they managed the amount of unauthorised holidays and JP advised that it was a key concern. If a student had been absent for 20 days, they were able to be taken off the school roll, however this was not ideal and not in the best interests of

the student. MS advised that that there had been a significant uptake of unauthorised absences at the College too. Absence rates and progress rates were being affected and it was an additional pressure for teachers to work with the student to keep up the progress.

Behaviour

- There had been a significant reduction in sanctions being issued, compared to the last academic year.
- There was a major concern in the significant increase in the amount of students been found walking out of the school grounds, which had increased by 32%.
- A new Restorative and Isolation Manager had been appointed who had experience of dealing with hard to engage students in education. This appointment was made after Easter so the full impact of the work that had been carried out was yet to be seen, but there had been a reduction in the number of sanctions.

Safeguarding

- The Designated Safeguarding Lead (DSL) was working well. Safeguarding briefings were being attended, meetings with local Police and schools Panel meetings had taken place. CPOMs training was to be accessed in the new academic year.

Pupil advocate survey

- There had been some real strengths with the charity work and building the school community.
- House competitions had taken place for students and staff and the uptake on these were very positive. Similar competitions were being considered for the future with house captains. Interviews were taking place for a Head boy and Head girl.
- Year 11 had attended their prom on 6 July 2018 and a yearbook was being completed by the student committee.
- JP advised that he would be working with the Student Voice to reintroduce the Student Council with representation from every year group. It was important that students were involved in changes that were implemented and the curriculum. Advertisements for the Student Council had been published.

An Academy Councillor asked what the main strategies were that were in place to improve data for Year 10 and JP advised that there was a plan to get staff from every department to have an involvement in examinations to ensure they were familiar with the grading system. There would be more improved links with other Schools for moderation and staff would attend exam courses. Middle leaders' would be expected to visit similar schools with good figures. The quality of assessment would also be considered and more quality assurance would be put in place.

GF asked which three strategies would have the biggest impact and JP advised that improving the quality of teaching and learning. There needed to be better analysis and an action plan of triangulation. Thirdly there needed to be more effective feedback to students through stretch and challenge.

An Academy Councillor asked what was meant by building the school community and JP advised that having more celebration events for students and parents to show off students good work. Charity events such as the Macmillan coffee morning extended invites out to more than students families. JP advised that the School would look into engaging more with religious leaders.

An Academy Councillor highlighted that they had looked at the SEN report and the outcome column did not indicate what the impact had been, but this would be useful to know. It was advised that this was a trust document that applied to the whole of the MAT.

KQ highlighted that it had given her confidence as a parent to see the changes that had been put in place and thanked JP on the new initiatives that had been implemented. JP advised that the impact of these changes would be seen next year and with new and stronger leadership team in place, things were expected to move in a positive direction.

VD highlighted that it was reassuring that a parent felt this way and the MAT had fully supported JP with implementation of the changes.

0028 **RESOLVED:** That the Principal's report (Appendix 2) be adopted.

0029 **SID REPORT**

GF advised that he had attended a KS3 conference for all subject leads for Secondary schools and the results of this would continue to be embedded in the curriculum. Following this, there had been opportunities to meet to improve the planning for KS3. CA had worked closely with JP and organised a leadership away day

GF advised that he had been involved in the Principals and Vice Principal away day for the Sixth Form College, and led on the quality of teaching matrix and arranging teachers CPD from September. Staff contributed to looking at what the standards were for September.

GF had been involved with the teaching and learning review that had taken place with Mr Cox and conducted learning walks. There was a plan to develop the culture of having an open door policy across the College.

GF had visited Farnborough College, which allowed the opportunity to take ideas away and MS and GF were now looking at how to build these into the plans for September.

0030 **SAFEGUARDING**

It was agreed that this item had been covered within the Principal’s reports.

0031 **ADOPTION OF POLICIES**

There were no policies to be adopted.

0032 **LINK ACADEMY COUNCILLOR REPORTS/ACADEMY COUNCILLOR VISITS INTO SCHOOL**

There were no Link Academy Councillor Reports to be presented.

0033 **CHAIR’S CORRESPONDENCE**

The Chair reported that no correspondence had been received since the previous meeting which they considered necessary to draw to the attention of Academy Councillors.

DATES OF NEXT MEETINGS

0034 **RESOLVED:** That the next meetings of the LGB’s would be held at the Schools at the following time:

- Ninestiles, An Academy– Tuesday 25 September 2018 at 6.00PM
- The Sixth Form College, Solihull – Wednesday 3 October 2018 at 6.00pm

The meeting closed at 18:50

Signed:
(Chair of Academy Council)

Date: