



NINESTILES ACADEMY TRUST

**MINUTES OF THE MEETING OF THE ACADEMY COUNCIL OF
NINESTILES, AN ACADEMY AND THE SIXTH FORM COLLEGE, SOLIHULL
HELD AT NINESTILES, AN ACADEMY AT 6:00 PM ON MONDAY 16 APRIL 2018**

PRESENT: Mrs J Beetison
Mrs J Edwards
Mr V Dey - Chair
Mr G Ferrante
Mrs J Hamilton
Mrs S Huckfield-Powell
Mr J Power - Principal (Ninestiles)
Mr M Sullivan - Principal (6th Form College)
Mrs C Sweeney
Mr I Welsh

IN ATTENDANCE: Mrs D De-Bear – S4S
Mrs M Kaur – Clerk

APOLOGIES: Mrs L Long
Mrs K Quereshi
Catherine Anwar

NO APOLOGIES Mr S Akram
Mr L Banks
Mr A Hadi
Mr K Iqbal
Mr L Millard

Ref	Resolution
0003	<u>Minutes Of The Previous Meeting</u> That the minutes of the previous meeting, held on Tuesday 26 January 2018 be approved as correct record
0005(a)	<u>Trust Governance Arrangements (Minute No. 3)</u> VD asked if this action had been completed. JP confirmed that he would ensure that this had been completed as he was aware that the glossary had been worked on, but

	it had not been circulated yet.
0005(b)	<u>Ninestiles, An Academy (Minute No.6.2)</u> JH asked whether any data training had been provided for Academy Councillor's. JE confirmed that this had now been provided.
0005(c)	<u>Updates on Progress on SEND and Disadvantaged Pupils/Students (Minute No. 8)</u> JH queried whether role descriptions had been provided for the Academy Council links to guide them in their involvement for safeguarding. JP declared that this action was still outstanding.
0005(d)	<u>Legal Requirements for the School/College Websites (Minute No. 12)</u> GF asked whether the website checks had been carried out. JP notified that the checks had been completed but the findings had not been circulated. There was a requirement for more updates to be made since the last checks were conducted so these to be completed and then maintained. The Chair asked if anyone would like to volunteer to maintain the website. IW offered to be responsible for this. It was also agreed that S4S would send out a checklist of what would need to be maintained on the website.

Ref	Action	Owner	Review Date
0005(a)	Glossary requires updates and should then be circulated to ACs	JP	Next Meeting
0005(c)	Role descriptions are to be provided for the Safeguarding Link Academy Councillors		
0005(d)	The report generated from the previous website checks to be circulated to ACs	JP	Next Meeting
0005(d)	Further updates to be made on website	IW	Next Meeting
0005(d)	A website maintenance checklist to be sent to IW to provide further clarification on updates that need to be made	S4S	ASAP
0008(a)	An overview of the SEN provision is required	KQ	Next Meeting
0016	Link Academy Councillor Visits need to take place in Schools	Link AC's	Next Meeting
0017	Consideration needs to be given to update skills through training	AC's	Next Meeting
0018	Skills Audits must take place annually	AC's	Autumn Term

0001 **WELCOME TO NEW MEMBER(S)**

The Chair welcomed CS who was recently elected and all Academy Councillors.

0002 **DECLARATIONS OF INTEREST/CONFIDENTIALITY/CONFIDENTIAL ITEMS**

Attention was drawn to the Articles of Association relating conflicts of interest, including but not limited to any Personal Financial Interest.

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.

0003 **ANY OTHER BUSINESS**

Academy Councillors considered items of Any Other Business and agreed that the following be discussed immediately:

JP informed all Academy Councillors that an external review would be taking place at Ninestiles, An Academy on Thursday 19 April 2018 and invited all Academy Councillors to volunteer for a 30 minute meeting with Peter Cox, the lead Consultant for the review. It was agreed that the invite would be posted on GovernorHub too.

MS confirmed that an award ceremony will be taking place in Summer 2018. An invite will be sent out to all Academy Councillors to attend this.

VD thanked JE for stepping in for a few weeks during his absence.

MINUTES OF THE PREVIOUS MEETING

0004 **RESOLVED:** That the minutes of the previous meeting, held on Tuesday 16 January 2018 (Appendix 1) be approved as a correct record.

MATTERS ARISING FROM THE MINUTES

0005(a) Trust Governance Arrangements (Minute No. 3)

VD asked if this action had been completed. JP confirmed that he would ensure that this had been completed as he was aware that the glossary had been worked on, but it had not been circulated yet.

ACTION – VD confirmed that the glossary required updates and should then be circulated to Academy Councillors.

0005(b) Ninestiles, An Academy (Minute No. 6.2)

JH asked whether any data training had been provided for Academy Councillor's. JE confirmed that this had now been provided.

0005(c) Updates on Progress on SEND and Disadvantaged Pupils/Students (Minute No. 8)

JH queried whether role descriptions had been provided for the Academy Council links to guide them in their involvement for safeguarding. JP declared that this action was still outstanding.

ACTION – Role descriptions are to be provided for the Safeguarding Link Academy Councillors.

0005(d) Legal requirements for the School/College Websites (Minute No. 12)

GF asked whether the website checks had been carried out. JP notified that the checks had been completed but the findings had not been circulated. There was a requirement for more updates to be made since the last checks were conducted so these were to be completed and then maintained. **The Chair asked if anyone would like to volunteer to maintain the website.** IW offered to be responsible for this. It was also agreed that S4S would send out a checklist of what would need to be maintained on the website.

ACTION - The report generated from the previous website checks to be circulated to ACs.

ACTION – Further updates to be made to the website.

ACTION - A website maintenance checklist to be sent to IW to provide further clarification on updates that need to be made

0006 **MEMBERSHIP OF THE GOVERNING BOARD**

Academy Councillors were informed that there were no current vacancies on the Academy Council. A previous Academy Councillor had left and CS had since joined the Council.

0007 **ANY URGENT ACTION TAKEN BY THE CHAIR**

The Chair reported the following urgent action taken since the last meeting (based on the Chair's powers to act if inaction could have a seriously detrimental effect on the School, its pupils, staff or parents):

The Chair reported a bullying incident which had initially occurred some time ago and appropriate action had not be taken at the time. The parents of the student had been dissatisfied with how the situation had been handled and the previous Chair had been contacted by the pupil.

JP had investigated the issue and dealt with the situation straight away. JP confirmed that parents and pupil were now satisfied that the situation was resolved. A permanent exclusion was upheld.

PRINCIPALS REPORT – NINESTILES, AN ACADEMY

Academy Councillor's had received the Principal's Report in advance of the meeting. Academy Councillor's attention was drawn to the following matters:

- An Easter school had taken place in order to provide specific intervention for targeted students to have the most impact on outcomes.
- There were additional data drops being carried out to ensure that students' outcomes were improving.
- PiXL is a collaboration of 2000 secondary schools in the UK which provides feedback on resources and best practices in order to impact positively on students' results. Ninestiles have undertaken a number of the initiatives highlighted in the PiXL model, such as 'walking, talking Mocks and sending students on improvement conferences for Maths and English. There will be PiXL Champions for every subject area.
- The Academy has bought into a software called Doodle. This offers interactive resources to enrich teaching and learning whilst improving assessment and tracking of student progress. There will be Doodle Champions for each subject area.
- Teaching to the Top – stretch and challenge will be the key focus moving forward.
- There has been a dip in data recently, although for core subjects – there has been an improvement. If progress is the same as last year, then attainment should be

on target.

- JP has been looking at the effectiveness and use of Pupil Premium (PP). Moving forward – different subject areas will be asked to ‘bid’ for the money and advise on it will be utilised effectively.
- There will be a potential restructure taking place towards the end of the year.
- Work is due to be carried out on the environment of the building. This will include - painting and generating a more corporate feeling and classrooms being more organised.
- Investments have been made on improving certain areas within the Academy. Within the catering department seating will be doubled to enable an increased capacity of students to sit and eat.
- Mock results are down compared to the previous year.

VD asked what initiatives were in place to ensure that results will improve in the Summer term. JP advised that there are now subject specific tutor groups for English and Maths. Rapid improvement plans are also in place and all actions are reviewed on a three-weekly cycle with review week commencing on 23 April 2018. There has been a Year 11 Parental Information Evening which recently took place and Year 11 Information packs will be provided so that disadvantaged students also have access to resources. **VD advised that gaps also need to be closed for SEND students and asked whether the School was doing the right things to make sure this happens.** JP advised that the work that is currently taking place is targeted on the areas in which the gaps are. He felt confident that all of the things mentioned above, when working collaboratively, will work towards narrowing the gaps.

JP referred to Page 6 of the report. JB is leading on the Year 11 ‘Prepare to Perform’ assemblies which occur every Friday until the first exam takes place on Monday 14 May 2018. The focus of the assemblies is changing weekly and there is a careful analysis of data to ensure that the needs of individuals are addressed. The Parental Information Evenings have been designed to explain the assessment and curriculum process to parents of KS3 students and how they can best support their children. There will be a Prepare to Perform Information evening on Tuesday 27 March 2018 to ensure that parents are aware of the importance of the final few weeks, such as covering revision, access to resources, sleep patterns and healthy eating. **JE asked if there were any noticeable differences in students’ attitudes.** JB advised that students’ mind sets did seem to be changing as they want to achieve. Two-thirds of the students invited to the Easter school attended which was progress, as there were no incentives in place for this. **JH asked about how the Easter school differed from a normal school day.** It was noted that it was planned for targeted groups so that they were more focused and specific. It was valuable and worthwhile for those that had attended. **JH asked how the staff were encouraged to come in during the school holidays.** JP advised that the staff were keen to come in as they care about the children. Staff informed senior management that they felt that they needed to do this in order to support and encourage the students. **VD advised that what happens this term is critical as this will be what the school is judged on. A regular healthcheck needs to take place to ensure that the information relating to data is useful. VD questioned how the School was monitoring the results that were coming through.** JP advised that all subject areas are line

managed by a senior leader. There are staff and faculty reflections taking place after every assessment to ensure the reliability of data and also to inform the subject leader of interventions that need to take place and planning for future sessions. Over time, a good range of activities should be seen to be taking place. Learning walks are now happening to ensure quality assurance and to establish what interventions are taking place. **IW further questioned that once the staff do what they can in supporting the students, how are the students being held accountable.** JP advised that the Academy are working hard to encourage parental involvement. The Doodle system was useful in monitoring the progress students have made through diagnostic assessments. It can also be used to gather information on students' profiles to see what they have or have not achieved. Further to this, regular communication has been taking place between students and staff to see how they feel they are progressing and highlight areas of focus. There has also been a zero-tolerance approach now with Year 11 students. If there are particular issues with Year 11 students, senior leaders have a responsibility to provide information and guidance on a one-to-one basis about their attitude and the need for focus. **MS asked, compared to last year, what different initiatives are in place this year.** JP advised that there was now accountability of staff and moderation of work.

VD questioned whether JP was happy with what was happening within SEN. JP advised that there was a new Attendance Assistant in place so there would be a particular focus on improving attendance. There has been a lot of work been done on converting students with EHCP, which is time consuming but there is support in place for disadvantaged learners such as 'wrap-around' sessions and meditation. The resource base provision is working really well and has integrated well into the school. There is the potential to increase the SEN provision with new teacher for SEN as there is an increasing number of SEN students.

ACTION – KQ to provide an overview of the SEN provision at the next meeting.

0008 **RESOLVED:** That the report of the Principal of Ninestiles Academy (Appendix 2) be adopted.

PRINCIPAL'S REPORT – THE SIXTH FORM COLLEGE SOLIHULL

Academy Councillor's had received the Principal's Report in advance of the meeting. Academy Councillor's attention was drawn to the following matters:

MS informed Councillors that the majority of BTEC students were making good progress, whereas A-Level teaching, learning and assessment was not of a consistently high standard. MS felt that A-Level teachers and students did not have high enough expectations and teachers did not routinely provide the challenge in lessons to ensure students achieve the grades of which they were capable. **VD notified that consistency in teaching is the approach and asked how MS was managing consistency.** MS advised that identifying good practice and following value added data practices was key. The College was currently conducting lesson observations and learning walks (training was provided for this). The focus for the week (at the time of the meeting) was base challenge and differentiation so reports would be received from across the

College to advise of the actions undertaken for this. A one-day training programme has been received on teaching, learning and assessment. **CS confirmed that this training was well ran. It was engaging, delivered well and there was feedback on good practice.** MS advised that these are the long term strategies in place. There are also interventions in place to look at supporting and challenging teachers who are working beneath value added expectations.

There has been a big focus on improving progress in class – with revision sessions taking place prior to 16 May 2018. **VD highlighted that, in the College, there was a large proportion of students who came from less affluent areas and may not have access to the same resources as other students. He went on to query what the College could offer the students who came from less affluent areas.** MS advised that there is no such thing as a ‘standard student’. In September – at the starting point of a student’s programme – the College offers all students a Study Skills Programme. This programme aimed to provide all students with one and a half hours to develop skills in one particular area. **CS informed that within the College – students come from different cultures and so teachers also have to work on mind set changes.** MS explained that the College will be looking at changing the timetable permanently – offering less time per session but more frequent sessions.

VD asked what the intake was for next year. MS advised that they are unaware of figures for intake until they come through, however applications have increased this year. **SHP asked whether it will be likely that anymore staff will be taken on.** MS advised that if there is a possibility of expansion, then additional staff would be recruited. There are interviews taking place next week for a Criminologist and there are potential upcoming posts within Business Law and Maths too.

IW made reference to the Ofsted report and read out a sentence relating to teachers not consistently supporting students in correcting their mistakes which prevents them from making rapid progress. IW said this is worrying and asked why this is happening. MS confirmed that although students were making progress - it was not the expected progress. This was because focus was placed on maintaining a comfortable and happy environment. Students were not being taken forward and stretched to the edge.

IW asked what the teachers sentiments were when they read the Ofsted Report. MS reported that staff were not pleased with what was written in the report. There are high entry requirements at universities and the students were not being challenged in their studies accordingly. The Year 12 students were now being given action plans to evidence their commitment to their studies. **IW queried whether the teachers were on board with this.** MS informed that there is a cultural shift in high expectations and sometimes grades may be outstanding although lessons may not be. **IW asked whether the College was being impacted by students getting unconditional offers from universities.** MS expressed that although this was one of the biggest Sixth Form colleges, between 60 and 70 unconditional offers had been made and therefore students feel that they do not need to work for the grades. **GF advised that the students need to understand that the grades that they receive at college will stay with them throughout their life and this needs to be instilled in them.** MS informed that all

classes and students will have interventions in place now to ensure good progress, with a revamped and robust management system in place to track progress across the College.

VD asked what process is in place for when the teachers do not perform. MS informed that leaders would robustly support them and consider why the teacher is not performing. Teaching and monitoring and performance improvement plans would be put in place and capability plans, where necessary. Lesson observations take place so that if a teacher has not been meeting standards, they are mentored and re-observed. This can occur up to three times before a teacher is taken down the route of capability. **JE questioned what the timescales are prior to capability.** MS advised that the teacher would have to show significant improvement within six weeks. This would then be reviewed and support would be offered. The pre-capability process would not be kept on the teacher's record.

VD asked whether the Principal was happy with the processes in place at the College. MS confirmed that he is happy with the interventions that are in place and asked if anyone had any questions on the report. **VD asked how the SEN provision was working.** MS advised that SEN students' data is in line with its peers, apart from retention and this is due to medical conditions.

VD asked how British values fit into the work being conducted within the college. MS advised that British Values are integral to everything. There have been police visits in School. There has been discussions around the voting age. Respect is a key value within the school, as is celebrating different faiths, diversity in ethnicity, sexuality and gender.

0009 **RESOLVED:** That the report of the Principal of the Sixth Form College, Solihull (Appendix 3) be adopted.

0010 **SID REPORT**

The SID report (Appendix 4) had been circulated to the Academy Councillors ahead of the meeting.

GF reported that an external teaching and learning review would be taking place on 18 April 2018 and 19 April 2018. They will be looking at where teaching and learning sits within Ninestiles, An Academy and the report will provide a good focus on which areas need to see improvements within the College

GF distributed a copy of the Trust Plan Report and discussed the rapid improvement plan that was established following the Ofsted Report for the Sixth Form College. There are four key objectives:

- 1) Leadership Structure – the appointment of one Vice Principal and one or two Assistant Principals and ensure appropriate support and induction was in place for

them.

- 2) Define the 21st Century learner – all staff need to be involved in this to establish what to expect from their students and what is effective teaching and learning. A full staff meeting including representation from the student body will take place to define 'what effective teaching and learning should look like'
- 3) The quality of the teaching matrix – a Principal should be able to define the areas that are working within the School and identify the teachers that are working to expectations. The Principal should be aware of what support can be provided to staff that require support so that appropriate CPD can take place.
- 4) Produce a challenge and support schedule – more accountability needs to be put in place to ensure a more robust process. Panel meetings need to take place at appropriate times of data drops in Year 12 and 13.

GF informed AC's of a visit which took place at Farnborough College. Staff are due to return there on Wednesday 25 April 2018 and this will be a more focused visit. GF will look at the key areas to learn more about what works well there.

0011 QUESTIONAIRES

VD questioned the quality of the data that was being received from parents and whether there was a sufficient number of parents replying. MS advised that there was a better response from the latest parental survey compared to last year. The response was slightly above the national average. There was an increased amount of feedback from staff surveys compared last year.

0012 SAFEGUARDING

Academy Councillors considered that this agenda item had been covered during the presentation of the leadership reports.

0013 ADOPTION OF POLICIES

This agenda item would be considered at future meetings following the review of Scheme of Delegation by the Trust Board.

0014 LINK ACADEMY COUNCILLOR REPORTS/ACADEMY COUNCILLOR VISITS INTO SCHOOL/STRATEGIC COUNCILLOR INVOLVEMENT

There were no Link Academy Councillor Reports to be presented.

ACTION - Reports must be completed following a visit to the School.

0015 **COUNCILLOR TRAINING**

All training should be recorded and relevant training courses needs to be identified.

ACTION - VD advised that consideration needs to be given to update skills through training.

0016 **REVIEW OF ACADEMY COUNCIL**

A Skills Matrix has been completed for the current Academy Councillors and Trustees.

ACTION – skills audits must take place annually and copies of the Skills Audit forms can be provided by S4S.

0017 **CHAIR’S CORRESPONDENCE**

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

VD took this opportunity to ask for feedback from the Academy Councillors on the current governance arrangements and whether they felt they were able to challenge effectively to meet the aspirations of students. A discussion was held around the poor attendance at the meeting and JH highlighted that high standards need to be set in order for governance to be challenging. On the whole Academy Councillors agreed that there is not enough time to challenge effectively as one hour per Academy does not allow the opportunity to ask relevant questions. SHP asked if there will be any follow up as to why some Councillors had not attended. The Clerk confirmed that S4S would send letters out to absent Councillors and inform them of the date of the next meeting.

0018 **DATE OF NEXT MEETING**

Academy Councillors confirmed that the next meeting of the Academy Council would be held at the School on Tuesday 10 July at 6:00pm.

The meeting closed at 8:15pm

Signed:
(Chair of Academy Council)

Date:

