



MINUTES OF SPRING COMMON ACADEMY
ADVISORY GROUP MEETING

2.00PM FRIDAY 21st APRIL 2023

IN EBBT and TEAMS

FINAL

- Present: Alex Tomkins (AT) – Head Teacher
 Kim Taylor (KT) – Executive Head Teacher
 Tabitha Smith (TS) – Staff Representative
 Claire Murphy (CM) – Community Representative
 Helen Bradshaw (HB) – Parent Representative
 Lorraine Driver (LD) – Clerk
- Apologies: Sarah Buxton (SB) – Staff Representative
 Rae Goodwin (RG) – Staff Representative

1	Welcome AT welcomed everyone to the meeting.	
2	Declaration of pecuniary interests AT asked the members if they know anyone please let us know and LD will update.	
3	To consider and consent to absence SB and RG cannot get out of class due to staffing.	
4	To receive any notification of any other business None.	
5	Executive Head KT reported RMA were visited by Ofsted but she is unable to disclose the outcome. KT confirmed a brand new project has been approved at our Wisbech site and the building should be completed by Summer 2023. KT stated from a Trust point of view we are going through a difficult time with the budget, with strike action still going on and pay awards being implemented. Government going forward paying at least 4% next year – new teachers will start on a salary of £30k.	

	<p>KT confirmed the Trust does have reserves and are using it to support and help set up training for the new school. KT stated other schools in our region are also in massive deficits.</p> <p>KT reported in terms of regulatory checks Horizons are all up to date, she confirmed SCA have a fire safety audit on 25th April 2023.</p> <p>KT highlighted how hard the Caretakers, Jon, Genevieve and Esther work behind the scenes.</p> <p>KT announced how fortunate SCA is to receive charitable income from Hinchingsbrooke and Freeman Trust who only help Huntingdon schools, which we are very grateful for.</p> <p>KT ended by saying The Trustees work very hard – and the budget at the moment is their main focus.</p>	
6	<p>Learning Walk Feedback</p> <p>AT asked CM and HB for their feedback on today’s Learning Walk. CM said it was lovely to see how settled the classes were, all calm and she could see good engagement from the students. HB agreed.</p> <p>AT said there has been a few changes since Easter with a couple of pupil’s moving class and a teacher leaving. Fortunately CS is doing her teacher training so MG will not need replacing which will help with the budget. AT reported he is currently exploring staff members who have part time hours to see if they can be flexible and change their days to cover any gaps with staffing.</p> <p>AT asked CM and HB to fill out a Learning Walk feedback form.</p> <p>AT confirmed SG has gone on maternity leave and RG has taken over communication in her absence.</p> <p>KT announced she has found a new SIP, Kim Pigram – AT said JM has been very good but feels it will be useful for a new face.</p> <p>KT said if we received a call to say Ofsted were visiting – it would be a good opportunity for Ofsted to speak with an AAG member. Action: KT to send crib sheet.</p>	
7	<p>Heads Update</p> <p>AT confirmed in September 23 there will be 20 new pupils starting (at least 2 children are complex) and 17 leaving.</p> <p>Lesson study project – AT confirmed everyone got a lot out of it. TS said it was nice to see the different ways people plan.</p>	
8	<p>School Development Plan - update</p>	

	<p>AT stated the SDP was updated in March. He reported TD is leading on Digital Literacy. Working towards curriculum accreditation.</p> <p>Staff empowered role – autism action plans for next year is in process. Coaching and mentoring – emerging leaders AT confirmed CP will start this happening.</p> <p>AT informed the AAG members he holds a Town Hall Meeting every half term and TA’s now have a more detailed job description.</p> <p>Prestly Wood – AT is aware some staff may want to move over to new school for new opportunities.</p> <p>AT feels the Governing body more knowledgeable. He reported on the last parent/carer visit day in March more than 100 parents came in which was very positive.</p> <p>KT is hoping to see 2 x Community Representatives to join the AAG.</p> <p>Reflective enquiry – building blocks, lesson study – this is for improving and more understanding for the pupils.</p>	
9	<p>Governor Monitoring Enquiries - Assessment</p>	
10	<p>Assessment Presentation</p> <p>Earwig – MW showed a presentation to the AAG members on how to use Earwig. MW expressed how you can access it anytime you want and how easy it is to use.</p> <p>HB commented Earwig is not so user friendly for parents. CM said an app would be useful. TS said it is brilliant for assessment. HB asked if the children find it intrusive and TS said the children are used to it. TS said it is a tool they use every day to capture evidence. TS showed HB/CM a demonstration of how to upload and link things onto Earwig. CM said it is good to see the enthusiasm and benefits it has for school and the classes but for parents/carers it is work in progress. MW confirmed all staff are using Earwig and she can monitor the usage. HB asked if the baseroom staff are using it as there was a comment from a parent that they were not. MW confirmed they are using it. CM asked if it could be used for swimming/hydro and HB said she has had photos of her child swimming. AT confirmed they can capture it when they are off site too as it will upload when they get back to school. HB said from a parent’s point of view it is lovely that you can sit and speak about what they have done that day. AT confirmed next steps are to focus on the quality.</p>	
11	<p>Safeguarding</p> <p>SP did a presentation on the Single Central Record. HB and CM were impressed with the document and are aware of the importance of it.</p>	

	<p>AT said he has been getting myconcern up and running. SP said we setting up a welfare concern – encourage more low level concerns eg neglect, emotional (hungry, presentation, over tired) – allowing staff to check the children eg if we have a child at risk of neglect the teachers who teach that child across the school can see an ongoing chronology – SP feels this could kick start a bigger picture.</p>	
12	<p>Attendance data/behaviour report</p> <p>Attendance – SP reported attendance at SCA is really good. Average now is 89% - pre covid it was 93%. SP feels we will never get to the expected 95%. SP confirmed as a school we know where all our children are – they are all accounted for. AT has asked to join a DFE hub regarding attendance to listen to ideas.</p> <p>Behaviour – AT feels we need another system to modernise how we monitor behaviour.</p> <p>SP showed the AAG members a table which compares behaviour incidents in 21/22 to 22/23 – SP explained a success story about a child who has struggled this year and how they have managed him. Since November he has seen an almost 100% reduction in recorded behaviour incidents. HB asked if the child has had any interaction with other children, SP confirmed he has with children who are a bit more robust but he was not particularly interested, he is more interested in the vulnerable children. SP said it has been a real success – the Local Authority were very quick to increase his funding as no other setting wanted him and the parents wanted to keep him at SCA. AT confirmed he had spoken with the child’s parents to see what their thoughts were so we understood the relationship at home so were able to work out what would work best with him.</p>	
13	<p>Strikes reflection</p> <p>AT feels the Strike Days have been consistently managed. AT feels the next ones after 27/4, 02/05 will be in July. CM said it is appreciated that they have had the notice.</p>	
14	<p>Policies</p> <p>Policies have been threaded through the Trust. CM noted on the Data Protection Policy it states that all staff and trustees/governors are provided with data protection training - CM and HB do not think they have had it. Action: LD to speak with JP.</p>	
15	<p>Updated Probation process – forms</p> <p>AT shared the new probation process. He explained the reason for this is because the new intake of TA’s have had a lot of time off.</p>	
16	<p>AOB</p>	

	<p>HB asked what if HB and CM left the AAG what would happen. AT said the Trustees would have to help but confirmed we are looking for more Governors. CM said she feels frustrated because they have parents/carers who are quite happy to have a moan about issues but they will not put themselves forward or give up their time to join the AAG.</p> <p>LD showed CM and HB the new iron on badge and said when the Price & Buckland website is live she will let them know (hopefully should not be too long).</p> <p>AT thanked everyone for coming in.</p>	
17	<p>Date of next meetings 16th June 2023</p>	

Agreed by:

NAME: _____

SIGN: _____

DATE: _____