



MINUTES OF SPRING COMMON ACADEMY
ADVISORY GROUP MEETING

2.00PM FRIDAY 16TH JUNE 2023

IN EBBT and TEAMS

FINAL

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

1	Welcome AT welcomed everyone to the meeting.	
2	Declaration of pecuniary interests AT informed the members he has found a community representative, Makshoodh Meerasaibu, but he was unable to make today's meeting. AT confirmed he is still looking for another member. HB and CM confirmed Tara Mills and Maria Weaver have shown an interest in becoming a parent governor.	
3	To consider and consent to absence SB could not get out of class due to staffing. TS could not attend as she unfortunately was at a funeral.	
4	To receive any notification of any other business None.	
5	Learning Walk Feedback CM reported SP went through the class structure and it was helpful to see where the spaces are. CM said the school seemed really calm despite the heat! HB noted a classroom that was empty seemed really echoey – AT said once the classroom has furniture and blinds in that should improve. She also noticed a room where a child was	

	<p>2:1, the room was so hot it could do with a fan in. Action: AT to make sure a fan is put in there.</p> <p>AT thanked HB/CM for filling out a Learning Walk proforma.</p>	
6	<p>Heads Update AT went through his report.</p> <p>AT confirmed there has been a lot of pressure on his time for: prospective pupil placements this year, trying to obtain additional funding and having to attend more mediation sessions.</p> <p>Staffing – planned changes for next year – 2 vacancies – AT planning not to recruit. Finances are becoming increasingly tight.</p> <p>AT confirmed SCA are moving from Team Teach to Cambs STEPS and currently 3 members of staff are completing the training, so far positive feedback.</p>	
7	<p>School Development Plan - update AT updated SDP.</p> <p>KT noted we need to replace heading to general infectious diseases to follow public health guidance.</p> <p>AT confirmed looking at the focuses for next year we are well on par for achieving.</p> <p>Staff feel empowered in their roles – AT feels this went really well. AT confirmed he is going to do a survey.</p> <p>Assessment – AT reported Earwig has gone really well – AT wants to look at an internal system.</p> <p>Governing Board – AT thanked CM/HB for the names of parents who may be interested and confirmed we have one confirmed community governor.</p> <p>Reflective enquiry – AT confirmed this will evolve into people who have upper pay scale and TLR. He is planning on developing PSG (problem solving groups) which will be a team who will problem solve between themselves.</p> <p>KT thanked AT and said the SDP works really well.</p>	
8	<p>Governor Monitoring Enquiries - Assessment Looking at curriculum – focus is on EYS.</p>	
9	<p>Early Years Curriculum Development Idea EB did a presentation – combining EYS and KS1.</p>	

	<p>KT stated SCA promoted communication. EB feels communication tools is a great method for children as they can select what is best for them. EB's idea is to free flow across 3 classes, working off one timetable. KT asked EB how she is going to safeguard the children. EB said rota's, rota's etc. KT agreed but said you have to make sure you know the children.</p> <p>CM said she loves the free flow idea and said it used to work.</p> <p>AT thanked EB – he likes the idea of group learning, children will be 'free-er'. AT's concern is the logistics of staffing</p> <p>CM asked how it would fit in with the autism accreditation – EB confirmed a timetable will be displayed.</p>	
10	<p>Attendance Data</p> <p>AT went through the Attendance Data and stated during the winter period there was lots of bugs going around.</p> <p>SCA currently have 2 pupils who have home-school tutoring.</p> <p>AT reported the 90% mark is in line with other special schools.</p> <p>AT confirmed data turned out better than he thought it was going to be.</p> <p>Authorised holiday during term time - HB feels it is important for children to be able to have a holiday, it is a learning opportunity for the children to spend time with their families.</p>	
11	<p>School Class Group plan</p> <p>AT was going to do a presentation but didn't because of EB's presentation.</p> <p>Classes have been set in groups, Teachers and TA's are all aware – plan to share with parents Friday 23rd June 2023.</p> <p>Learning Journey's come out before parents evening Friday 30th June 2023.</p> <p>Interventions – AT said with classes being more streamlined next academic year, we should not need to do as many interventions. He confirmed J Martin, SIP is coming on Tuesday 20th June. SB is to look at new groupings and sort out interventions. Focus on planning inclusion properly – making sure the children are engaging and all children are included.</p> <p>KT stressed how the schools are struggling because of pay awards –she stressed how hard it is to meet our needs.</p>	

	RG said the teachers found it empowering having the opportunity to seeing the groups beforehand.	
12	<p>Safeguarding Update</p> <p>AT shared the new KCSIE update which is updated every September. He confirmed there have been a few tweaks – mainly around fixed term exclusions and making sure you have strong SEND evidence before you exclude.</p> <p>TD is going to do DSP Training in September. AT is developing supervision based on staff DSP’s wellbeing, he is going to develop an in-house system.</p>	
13	<p>AOB</p> <p>HB stated that on the school website it says all children should have a PE kit – HB said it is annoying because she brought it all for AB but she has never worn it. Action: AT to check with ML. AT to look into welcome pack, website etc. HB suggested the children come into school wearing PE kit.</p> <p>KT confirmed Prestley Wood is being built and we, as a Trust, are looking at our strategies and have updated our Scheme of Delegations.</p> <p>KT reported RMA got room for improvement from Ofsted, all in all they received a glowing report and achieved a lot over a short time.</p> <p>KT thanked GC who is currently working hard on budgets.</p> <p>KT also wanted to show her appreciation by thanking teachers who have supported new staff, she is aware this year it has not been easy with such a high turnover of staff. KT feels next year will be easier for them. AT confirmed we have an advert out at the moment for TA’s but we do not have the budget to recruit at present so will keep them on file.</p> <p>Teacher appraisal outcomes at the end of the year – KT confirmed she still does not know what the pay award is going to be for teachers or support staff. She confirmed we should not have to make redundancies but will have to hold back on recruiting.</p> <p>HB asked would we need extra staff for EB’s provision and KT and AT said no and confirmed we have enough staff to take it on. CM and HB said EB’s provision sounds very exciting.</p> <p>SIP – AT confirmed Kim Pigram joining in September as Jan Martin is leaving.</p> <p>KT informed the AAG members when Ofsted come they will want to speak with governors, trustees, talk to everyone. CM</p>	

	<p>asked how that would work with their availability – KT confirmed if members are not able to come in they may speak via phone.</p> <p>HB stated since AT has been at SCA she feels there has been a very clear vision of the school and the progress, she said it has been very good. CM agreed.</p> <p>AT thanked everyone for coming in.</p>	
14	<p>Date of next meetings Friday 29th September, 2 pm</p>	

Agreed by:

NAME: _____

SIGN: _____

DATE: _____