

# CLYST VALE ACADEMY TRUST

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## Minutes of Board Meeting held in the Post 16 Study Room, at 6 pm on Monday 20th March 2017.

<b>Part I Minutes</b>
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Attendees	Initial	Attendees	Initial	
Gina Stroud (Chair)	GS	Co-opted Governor	Dorothy Ruscoe	DR Member Appointed Governor
Kevin Bawn	KB	Principal	Simon Sanger-Anderson	SS-A Member Appointed Governor
Ben Brook	BB	Parent Governor	Lévon Stephan	LSt Co-opted Governor
Paul Colin	PC	Staff Governor	Tina White	TW Parent Governor
Ceri Johnson	CJ	Parent Governor	Crawford Winlove	CW Member Appointed Governor

Apologies	Initial	
Michael Davies	MD	Co-Opted Governor
Melanie Prance	MP	Staff Governor

Absent	Initials	
Greg Evans	GE	Member Appointed Governor

In Attendance	Initial	
Adrian Green	AG	SLT

In Attendance	Initials	
Jill Collins	JC	Clerk

### Minutes

The Clerk had provided timely notice of the meeting and the meeting was quorate.

Item Number		Owner	Date due
16/17.37	<b><u>Declarations of Business Interests</u></b> None	GS	
16/17.38	<b><u>Attendance and Apologies</u></b> Apologies received from Michael Davies and Mel Prance	GS	
16/17.39	<b><u>Appoint New Governors</u></b> Melanie Prance was appointed as a Staff Governor for a term of 4 years in accordance with article 50a. Tina White was appointed as a Parent Governor for a term of 4 years in accordance with article 53a. Steve Brooks was to be appointed as Parent Governor at this meeting, but had expressed concerns to the Clerk concerning Governors' liability in the case of an unsuccessfully defended civil legal action. He also sought clarification on Article 6.6a which states that no Governor may buy goods and services from the Academy Trust and as a Parent he did buy goods for his child e.g. lunches/trips etc. The Clerk had provided details of the RPA insurance and provided advice and information to attempt to allay his concerns, but Mr Brooks was not yet ready to accept that his issues had been fully addressed. Mr Brooks concerns were discussed by the Board and Governors detailed their conclusions on the 2 issues, that there isn't any liability for an individual Governor, being	GS	

	that Governorship is a collective responsibility and that buying lunches is not an issue as a parent and there is a separation in the role of Governor. JC explained that this had been explained to Mr Brooks, but to no avail. It was decided that JC will contact the NGA for further advice and continue to discuss this with Mr Brooks, but in the meantime his appointment will be deferred to the next meeting in May 2017.	JC	22/5/2017
16/17.40	<b><u>Minutes of the last meeting</u></b> The Part I minutes of the meeting on 5 <sup>th</sup> December 2016 were approved subject to expansion of item 16/17.26 and will be signed by the Chair post meeting. Part II minutes from the extra-ordinary meeting on 23 <sup>rd</sup> January 2017 were tabled at the end of the meeting. The minutes were approved and will be signed post meeting.	GS	
16/17.41	<b><u>Matters arising</u></b> None	GS	
16/17.42	<b><u>Principal's Report</u></b> (Standing Item)- circulated  KB had provided a written report which had been circulated. KB asked if there were any questions. LSt questioned the results of the Kirkland Rowell Parental Survey. KB noted that the survey had received the best result ever achieved. The overall outcome was 'Good' with a high level of parental approval. LSt asked about the only item noted as 'Inadequate' which was Diet (healthy eating) which had been in the category 'Requires Improvement' in 2016. KB stated that all food served in College meets the Government food recommendations and is very good value. The College is currently talking with alternative catering contractors. CJ stated that there is a perception that food served in the Giraffe House is less healthy than that served in the main canteen. She said that her children now went to 'Nourish' and really enjoyed the food served there. KB noted the need to serve food very quickly to allow time for lunchtime activities. He reported that overall the KR survey was a very successful one. GS suggested that when the contractor has been appointed and is in place the website should be updated to make parents aware that the food is nutritious and meets Government standards. LSt moved discussion on to the subjects noted as worst (Spanish, French and PE) and asked if this was a surprise. PC responded to say that these subjects were the least popular. Due to recent interventions Languages were in a strong position to improve. KB noted the need to 'get behind' the Language Department as they now have the opportunity to soar. AG noted that with the greater range of ability in students taking languages, the College will need to look at their pedagogy for next year. LSt asked about the opportunities for language exchange trips noting the annual trip to Spain and the PEN exchange scheme. AG confirmed that the exchange scheme runs in September and that he was surprised to see PE in the list of subjects noted as less than good. LSt asked if the College is promoting exercise. PC ran through the list of activities on offer e.g. Year 7 'run around the field' sessions. KB confirmed that he had asked PE to explain	KB	

	<p>where the comments are coming from.</p> <p>Discussion moved to Curriculum and the Post 16 numbers/provision. AG described planned changes to the offering for next year. 14 courses will be offered. Art and Photography will merge. Health and Social Care has been discontinued as an A Level subject. KB reported that Performance Arts won't run. There had been some lobbying from parents but it was not viable in financial terms. Discussion followed and Governors expressed sadness that this was necessary. The impact on recruitment was not known. GS agreed but was clear that if it was put back in another subject would need to go.</p> <p>Discussion moved to GCSE Music which had low numbers of students. 12 students were needed to break even. KB expressed his sadness at the decision as CVCC has a good reputation for the Arts. CJ agreed and stated that she had personal reasons for championing the Arts but the maths is clear. KB noted that it would need another class of 18 to provide subsidy. PC advised the group that teachers will be providing teaching in non-specialist areas. AG noted that SLT is aware of the concern that these students would go elsewhere and CDo is working to retain students. KB noted that the decision is still subject to change but running the course would cost. Of course colleagues in the department are anxious to keep it running. £14-15k would be needed and this is not allowed for in the budget. PC stated that CVCC has always been supportive of Performing Arts but there isn't an alternative course of action at this time. SS-A stated that the loss of 6<sup>th</sup> Form Performing Arts does not necessarily mean the loss of College productions.</p> <p>GS expressed her trust and support for GE, CJ and KB as the working group charged with making the best decisions for the school. PC also reported that Philosophy would be dropped and replaced by Sociology.</p> <p><b>Safeguarding</b></p> <p>KB reported the increase in requirements for Safeguarding. A new on-line process will be in place from April. Governors were invited to complete the process.</p> <p>KB outlined a recent issue where messages of support for Syrian refugees had turned up in Birmingham and discovered as part of a 'Prevent' investigation. The messages had been supplied to a charity called RAFT. Ofsted had confirmed that there had been no problem with CVCC's procedures in School. There was no means of communicating with CVCC students with the aim of radicalisation. Children were not named in the letters sent to RAFT.</p> <p>PC talked about Science Week activities taking place including a residential trip to CERN a Science Fair, competitions and events in the hall. LSt asked if an Astronomy class had taken place and PC replied no. CW stated that he could help with connections in this area.</p> <p>BB asked KB about a recent meeting of East Devon Heads. KB discussed models for sharing which may impact on options in future. PC noted that links with Kings School were now stronger due to recent meetings.</p>		
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	<p>KB advised the group the CVCC had moved up the quartile for student mobility.</p> <p>KB talked about the recent break in and although in the past over-use of CCTV has been discouraged there may now be a need to re-visit this decision. Increased CCTV coverage is useful as a means of proof in cases of vandalism and also for safeguarding and behavioural issues.</p> <p>KB noted the need to consider the nature of the site and the implications of not having the perimeter fenced off. CVCC needs to consider what deterrents we have in place and mitigate the risks. CVCC is not a new site and more recent PFI schools have been constructed with security in mind. This topic is to be raised again at F&amp;P Committee and AH is to be asked to supply costs for increased coverage.</p>	<p><b>AH</b></p>	<p>F&amp;P 11-5-17</p>
16/17.43	<p><b>College Improvement Plan</b></p> <p>KB had provided a written 'highlight' report which was circulated.</p> <p><b>No discussion was required.</b></p>	<p><b>KB</b></p>	
16/17.44	<p><b>SIP Report 23-11-16</b> circulated</p> <p>KB reported that the SIP had reported that the College was making progress against objectives.</p> <p>GS queried whether the College had on the College website how the PP money was spent and this was confirmed as so.</p> <p>SS-A questioned the role of TAs as discussed at length in the SIP's Report and asked if there is an effort to redeploy them. KB responded to say that SLT was aware of this issue and held a 'twilight' session 2 weeks ago on 'making effective use' of TAs. PSu has taken this task on and is working with the SENCo to utilise them better.</p> <p>SS-A asked for a synopsis of the plan. DF stated that with larger class sizes CVCC would need to make better use of them to enhance learning rather than just controlling behaviour. KB stated that this topic could be put onto the next C,L&amp;T agenda to be discussed further.</p> <p>PSu should be asked to present on this topic at the next C,L&amp;T meeting 4<sup>th</sup> May 2017.</p> <p>KB stated that use of TAs for pastoral use is a legitimate use.</p> <p>GS asked if TAs are appointed for a specific task. KB said that they are supposed to be generalists but skillsets tend to lead them in a particular direction e.g. help with disability.</p>	<p><b>KB</b></p> <p><b>PSu</b></p>	<p>C,L&amp;T 4-5-17</p>
16/17.45	<p><b>Report from the MAT Meeting on 20<sup>th</sup> February 2017</b></p> <p>KB reported on talks held at numerous meetings held with local schools during February and March.</p> <p>At a meeting on 20<sup>th</sup> February there had been discussions with church schools about joining a MAT but there were difficulties in reaching an agreement due to church owned land and buildings.</p> <p>On 6<sup>th</sup> March a meeting of Heads was held in Bristol which had been useful in that it clarified the benefits of joining a MAT, i.e. of creating an entity rather than a club of existing schools. KB came away with things to consider e.g.</p>	<p><b>GS/KB</b></p>	

	<p>spaces on the Board for short term appointments to deal with specific topics. In March there was also a meeting of local Chairs. It was noted that Kings School has 3 VA Primary Schools attached and the Regional Schools Commissioner is well aware of the issues which VA/VC schools have when joining a MAT. Some schools do not want to be dominated by VA schools so this is a difficult issue, but having a Primary/Secondary mix is seen as appositive move.</p> <p>A Job Description is being drafted for a CEO of the MAT. Acadamisation can take place simultaneously when joining a MAT.</p> <p>LSt questioned an earlier reference to creating an 'entity' and was there a risk of CVCC losing its identity and ethos. KB responded to say that the MAT works on a model of earned autonomy and that it is more likely that some systems would change with more sharing. The ethos, vision and values are enshrined from the start. Within reason locality would be encouraged.</p> <p>SS-A expressed his view that identity wouldn't be an issue. GS noted that some early MATs had been run as corporate models and this hadn't proved to be successful PC stated that a MAT needs an ethos and identity to give others a reason to join.</p> <p>GS outlined the model for the 'White Horse' MAT which had good values and a good model to follow.</p> <p>KB discussed the timing of launch and communications strategy. The next meeting is on 25<sup>th</sup> April 17 and there should be a decision on church schools then.</p> <p>KB reported that the Head of Stoke Canon had resigned and so there was uncertainty about their position in a MAT.</p>		
16/17.46	<p><b><u>Report from Standing Committees:</u></b></p> <p><b><u>Finance &amp; Premises – 1<sup>st</sup> December 17 &amp; 9-3-17</u></b>  BB ran through the minutes of the meetings which had been circulated.</p> <p><b><u>C.L&amp;T –</u></b>  In GE's absence GS ran through the minutes, which had been circulated, noting that if Ofsted runs to schedule there will be a visit in Summer 2018.  GS drew attention to PSu's presentation on 'Behaviour' and asked KB re progress on the Praise system.  KB responded to advise that Praise and Vivo systems issues are still to be resolved. GS noted the need for consistency in responding to behavioural problems. The approach to policy implementation is being looked at and all need to be consistent in its application.</p> <p><b><u>Workshop –</u></b>  There were no actions to report from the Workshop and as LSt wasn't present for the session GS agreed to update him after the meeting.</p>		
16/17.47	<p><b><u>Governor Visits –</u></b> Not for discussion  CJ 2 visits with Dave Walters in 2016  SSA visit with College Manager in Feb 2017</p>	GS	
16/17.48	<p><b><u>Policies</u></b></p> <p>2018/19 Admissions Policy (DCC Model) - Approved  Finance Policy (from F&amp;P on 9<sup>th</sup> March 2017) - Approved</p>	GS	

16/17.49	<p><b><u>Items at the discretion of the Chair</u></b></p> <p>KB – <u>National Funding Formula</u>. KB tabled a paper, being a template letter which can be used by anyone who wishes to support the efforts of a group aiming to get the matter debated in parliament. The letter is to be sent to the local MP (Hugo Swire) as part of a national campaign. The falling ‘per pupil’ funding figure was explained and discussed.</p>	GS	
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The meeting ended at 8 pm.

Signed CHAIR:-

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Approved as a true and accurate record of the Meeting on the 20<sup>th</sup> March 2017.