

Clyst Vale Academy Trust
COMPANY NUMBER: 07564519
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Registered in England
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Minutes of Full Board Meeting

Minutes of Full Board Meeting held virtually, using MS Teams software,
at 17.30 on Monday 1st March 2020

Governors in attendance					
Kevin Bawn	KB	Principal	Gina Stroud	GS	Chair
Simon Sanger-Anderson	SSA	Member Appointed	Paul Colin	PC	Member Appointed
Ceri Johnson	CJ	Co-opted	Dorf Ruscoe	DR	Member Appointed
Crawford Winlove	CW	Member Appointed	Sophy Norris	SN	Parent Governor
Dave Walter	DW	Parent Governor	Sue Diffey	SD	Member Appointed
Ben Brook	BB	Parent Governor			

Additional attendees	Initial	Role/Organisation
Paul Sutton	PSu	Deputy Principal – CVCC
Ann Hopkins	AH	College Manager - CVCC
Sara Jacobs	SJ	Deputy Principal - CVCC

In Attendance	Initial	Role
Catherine Prunty	CJP	Clerk

Apologies	Initial	Reason	Apologies accepted by the Board
Allen Bailey	ABa	Illness	Yes
Michael Davies	MD		Yes
Laura Waycott	LW		Yes

AGENDA

ITEM NO.	ITEM	Actions
20/21 - 29	Declarations of Business Interests No new declaration of business interests	
20/21 – 30	Attendance/Apologies Michael Davies Laura Waycott	
20/21 – 31	Minutes of the last meeting, 14.12.20 – approved as correct.	
20/21 - 32	Principal’s Report (Standing item) - all documents attached Covid Update Currently planning for students returning to school on 8 th March, an outline plan was distributed on Friday. 2 staff members are still unwell and unable to attend work. It was a difficult decision to close the school however it was felt that was no alternative, KBa stands by his decision. The governing body agreed with the decision and felt that it was an excellent example of leadership and that the correct decision was made. They also asked that their best wishes be extended to staff and wished them well.	

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	<p>Some staff are still suffering the after effects of covid, particularly fatigue and have temporarily reduced their working hours, Bailey is still unwell and has been signed off.</p> <p>A huge amount of Kevin's time is being spent liaising with parents regarding face masks etc. We have one complex parental complaint re anti mask wearing and LFT tests - legal advice has been sort.</p> <p>LFT Testing and volunteers</p> <p>We have requested support from parents, AH is co-ordinating the testing/ volunteers. We have approx. 20 volunteers and will need to have 8 bays available to test students. The LA have said that they will provide 5 volunteers. Initial testing is only for 4 days, this comes with logistical challenges.</p> <p>Home testing - Students</p> <p>The government will be sending out LFT tests to families directly. Parents are responsible for completing 2 x tests per week from 15th March. The first 3 tests will be completed at school so students know how to do it, it will then be up to the parents to carry out further tests. One testing bay will be permanently open to provide a service to those students that are unable to administer their own tests. Parents are responsible for reporting positive results and will also be encouraged to test. These are not provided by the government however; they will need to be collected from a centre.</p> <p>Admissions</p> <p>Student numbers are still rising, there are 170 in year 9. We are anticipating approx. 174 in year 7 in September and there is a small waiting list which is good news.</p> <p>Post 16</p> <p>No of applications has increased, we are pretty much able to run a normal curriculum apart from computing.</p> <p>Staffing</p> <p>We have one vacancy for a TA. Stacey Bingham, Finance has resigned so an advert has been placed for her replacement.</p> <p>Curriculum</p> <p>Most colleagues have been exceptional with remote learning. Remote learning particularly in lockdown 2 has felt much more like a partnership.</p> <p>Attitude and behaviour</p> <p>Students attending KWV have been really good. We introduced a tracking mechanism - 85% were attending remote learning nearly all of the time. Reminders will be sent out this week to students to encourage them to engage.</p> <p>The Welfare Team have done sterling work and have maintained close contact at least once a week. Some students are now attending that weren't engaging.</p> <p>Finance and Resources</p> <p>We are not aware of the entitlement to any further grants; we have had the allocations for the original catch up funding. Ann is concerned that if the money</p>	

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	<p>is not spent within the year they can claw it back. We are hopeful that any unspent monies can be carried forward.</p> <p>SG requested that when doing monthly management report could we please identify any unbudgeted covid related costs, so we have a fuller a picture of the financial impact.</p> <p>College Improvement Plan SJ explained that all governors have now been added to the Head of Subject Team which means you be naturally invited to meetings however you do not need to attend. Departments have now started to upload their curriculum plans and marking and feedback policies. Simon recently joined a meeting; it can be helpful and explain why we make certain decisions.</p> <p>Music & Drama have had to rejig some lessons etc. Emma has had to rewrite all the lesson content to enable students to access these subjects remotely and hasn't therefore been able to do what she had planned to.</p> <p>SLT are monitoring subject areas and providing feedback/advice to staff where necessary to support them.</p> <p>After the summer term, Heads of Subject will meet and we will start to look at assessment, this is quite a big change.</p> <p>Catch-Up VIV has set up Coach Bright – this scheme will target disadvantaged students and will start in the next couple of weeks. University mentors will be working with some year 9 students. They will look at raising aspirations and how they are achieving in subject areas i.e. maths, English, science.</p> <p>National tutoring programme - involved with 1:1 mentors – they will deliver a 14/15 week face to face programme starting after Easter. Tutors will attend school to work with approx. 30 x year 7 and approx. 30 x year 10. They will receive 1:3 tuition in Maths and English and will target those that need the catch up the most. Students will be selected by showing that during the last lockdown they have struggled in Math and English and need help to catch up. Viv Oldfield and Michelle Barrett are co-ordinating this.</p> <p>Other areas we are looking at is a pool of tutors to offer some 1:1 support. We are currently looking at ex members of staff that may be willing to offer some coaching i.e. Maureen Gooding/Tania Gale. We are hoping to adopt this as a long-term approach.</p> <p>SEND A new TA has been appointed, the successful applicant is a qualified primary school teacher and has been working with year 6 students. There are still a couple of posts available.</p> <p>OFSTED Expectation is that statutory framework will remain. OFSTED inspections won't start until after Easter, won't meet timescales and a lot of schools seem to be of the mindset that they can see what we are doing on the ground. We can't</p>	

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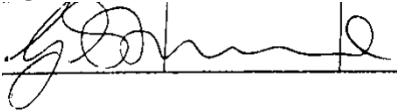
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	be judged on performance so if they do come it will be on progress and quality of teaching.	
20/21 - 33	<p><u>Caterlink Update & future funding opportunities</u> AH provided an outline of her report. Ann revisited the figures to make sure we were still getting the best option for the college, the agreement this time is slightly different - AH to provide another report to confirm where we are this year.</p> <p>The Caterlink contract will be reviewed in the Summer term in readiness for next year when the tendering process begins. The SW buying hub are currently offering a free service, it would probably be worth taking up this opportunity.</p> <p><u>Future funding Opportunities</u> There is currently nothing to report. We will look at how we can restructure the team to give Ann more time. Stacey Bingham has resigned from her role in finance. Becky is doing an excellent job and is hoping to take on some of Ann's work.</p>	
20/21 - 34	<p><u>Report from Standing Committees:</u></p> <p><u>C,L&T</u> - PC Notes attached from meeting 14.01.2021 <u>Workshop</u> Not Applicable – postponed until 25.03.21</p> <p><u>Finance & Resources</u> – N/a <u>Pay Committee</u> – N/a</p> <p>C L & T - Please read summary re on-line learning. Nic Bennett contributed, we need to ensure that SRE provision for year 10/11 get this. DLD planned around being a Rights Respecting School.</p> <p>Workshop - an agenda will be sent out in the next couple of weeks.</p> <p>Finance - N.A Pay Committee - N/A</p>	
20/21 - 35	<p><u>Policies</u> Pay policy – approved</p>	
20/21 – 36	<p><u>Items at the discretion of the Chair / AOB</u> KBa has been approached by the newly appointed Rector to ask if we would consider the role of a chaplain. PSu felt that this could cause some conflict around advice that maybe given as a school, if it were to go ahead we may need to look at keeping it separate to the school support already available.</p> <p>CCTV – The feeling is that these would be beneficial and should be considered. Finance and Resources committee to discuss at a future meeting and review costs etc.</p> <p>In light of the current situation the Year 7 parents evening will be postponed. KBa to email parents and inform them.</p>	<p>Consider CCTV in the future</p> <p>KBa to email parents re</p>

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	The governing body extended their thanks to KBa and all the staff for doing an incredible job and asked that their best wishes be passed to Allen Bailey.	postponement of year 7 parents evening

The meeting ended at 20.10

Signed CHAIR:-



(electronically)

Approved as a true and accurate record of the Meeting on 1st March 2021.

Date of Next Meeting:

Membership: 14 Governors – Quorum 4

Name	Position	Name	Position
Kevin Bawn	Principal	Ben Brook	Parent Governor
Michael Davies	Co-Opted Governor	Ceri Johnson	Co-Opted Governor
Dorf Ruscoe	Member Appointed	Simon Sanger-Anderson	Member Appointed
Gina Stroud	Co-Opted Governor	Crawford Winlove	Member Appointed
Paul Colin	Member Appointed	Dave Walter	Parent Governor
Laura Waycott	Parent Governor	Susan Diffey	Member Appointed
Peter Skelton	Parent Governor	Sophy Norris	Parent Governor