



MINUTES
PRIDE ACADEMY AND THE SKILLS HUB
LOCAL GOVERNING BODY (LGB) MEETING ON
WEDNESDAY, 23 NOVEMBER 2022 AT 3 PM (VIRTUAL)

Members present: Suzanna Challenger, Chair (SC)
Paul Chambers, Principal, TSH (PC)
Charlene Martin, Principal, TPA (CM)
Isobel Callaby (IC)
Michelle Gibbons (MG)
Michael McGraw (MM)
Pardeep Chaggar (PC)
Jerome Shoboyede (JS) (from item 5)

In attendance: Mel Brown, Clerk (MB)

1. WELCOME AND INTRODUCTIONS

SC welcomed everyone, particularly Charlene Martin (new Principal of Pride Academy) and Pardeep Chaggar (new governor). Governors introduced themselves.

2. APOLOGIES FOR ABSENCE

Apologies were received and accepted from Vicki Harrison-Carr. Thomas Crowe was no in attendance.

3. DECLARATIONS OF INTEREST

There were no declarations received and it was noted that governors had completed their declarations of interest on *GovernorHub*.

4. CONSTITUTION AND APPOINTMENTS

i. Governors **agreed** to recommend to the OHC&AT Board the appointment of Suzanna Challenger as Chair of the LGB for 2022-23.

Governors **agreed** to defer the recommendation to the OHC&AT Board of the appointment of Vice Chair until the next meeting.

ACTION: SC to discuss the appointment with individual governors

ii. Governors **agreed** to recommend to the Board of Trustees the appointment of Pardeep Chaggar for a three-year term commencing 9 December 2022.

iii. Governors **agreed** to recommend to the Board of Trustees the re-appointment of Thomas Crowe for a three-year term commencing 9 December 2022.

iv. Governors noted the consultation on the revised OHC&AT Scheme of Delegation.

v. Governors noted there was one co-opted governor vacancy on the LGB, and recruitment was on-going. Governors noted that the parent governor, Zena Gough, had not engaged with the governing body for some time.

ACTION: CM to clarify whether Zena wished to continue as parent governor

5. MINUTES OF THE LAST MEETING

The minutes of the meeting held on 15 June 2022 were **agreed** as an accurate record, subject to amending item 9 (paragraph 3) to state that IC had followed the guidance regarding checking the Single Central Record.

6. **MATTERS NOT COVERED ELSEWHERE ON THE AGENDA**

- i. PC reported that the data from recent assessments to measure progress had been forwarded and would be shared on *GovernorHub*.
- ii. The action for SCR checks for the safeguarding governor was completed.

7. **PRINCIPALS' REPORTS**

PRIDE Academy

SC noted that the report had been shared prior to the meeting and invited comments and questions from governors.

Student Matters. CM highlighted that following the summer examination results the focus this year would be on improving outcomes. A governor asked about the average point score per student of 3.15 and CM agreed to clarify this outside the meeting.

A governor asked if mock examinations were taking place for Year 11 and CM replied that these were planned. Meetings were taking place weekly to discuss Year 11 and how to motivate students and utilise different qualifications to better support students and build relevant skills.

A governor asked if there were plans for mentoring or additional support for students. CM reported that skilled coaches were assigned to year groups and there may be opportunities for staff to volunteer and mentor individual Year 11 students. A governor commented on the significant changes experienced by students which should be borne in mind when reviewing results.

Staff and Personnel. CM was currently in the process of reviewing staff workload, timetabling, and addressing absences. The timetable would be amended from January to ensure that teachers received correct PPA time and the SLT would model good practice.

School Improvement. Governors were referred to the draft SDP and SEF. CM reported that the timescales would be reviewed for the rest of this academic year and, when updated, the revised SDP and SEF would be circulated to governors.

The school was now in a new building, and this was working well.

CM had identified behaviour as a barrier to good teaching and learning and had undertaken CPD sessions to understand pro-social behaviours and behaviours to instil. Students needed clarity of rules and consistency, but with a focus on positive consequences to highlight good behaviour. There had been an increase in behaviour incidents, but as students were beginning to understand expectations, incidents were decreasing. Governors expressed their support for the positive and consequential behavioural approach, particularly regarding learning behaviours.

A governor asked about the timeframe for the commitment (outlined in the SDP) for the school to become trauma informed. CM replied that it was a 3–5-year plan for the school to become a specialist school in attachment and trauma.

Following a question about staff knowledge of the new literacy and reading requirements, CM confirmed that this was an on-going programme and included a review of the reading strategy and for all staff to complete phonics training. A governor asked if external agencies had been considered to enhance wider reading, and CM replied that this would be considered with the aim to promote the benefits of reading to students.

A governor asked about baselining for students to measure progress. CM replied that the baseline for Autumn 1 had been completed and governors would be updated at the next meeting with the baseline, Autumn 1, and 2 data.

A governor asked about the development of post-16 provision. CM reported that the school would begin with one class and then build over time. The school would review courses and staffing, depending on the cohort; some subjects could be provided in-house, but the school would look externally to provide other qualifications.

ACTION: CM to provide an update at the next meeting

CM confirmed that 'Teams and Toddlers' was a programme for students interested in child development and provided a type of work experience. SC encouraged governors to attend school events, particularly the movie club which has had a positive impact.

The Skills Hub

SC noted that the Principal's report had been shared prior to the meeting and invited comments and questions from governors.

PC highlighted the challenges recruiting staff, specifically one PSHE teacher and Learning Support Assistants (LSAs). The roles were being covered by the skills coaches and Senior Leaders. In addition, two unqualified teachers and three ECTs required additional support. A governor asked what plans the school had to support students and mitigate the impact of staff vacancies. PC replied that students continued to receive support, but some work of the skills coaches was being paused and experienced teachers may not have an LSA in their class. Staff wellbeing was monitored, and small allowances were made to provide additional support for staff.

A governor asked about the DSL, and PC replied that the current experienced DSL would be resigning, and an agency staff member was supporting an existing member of staff. Safeguarding remained effective with support in place.

A governor asked about the Assistant Principal (AP) and PC confirmed that the AP had left in April and a replacement had been appointed starting in September 2022.

PC reported that the Transitions Officer was currently on maternity leave and would be returning in January. PC informed governors of the increased demand nationally for support staff and the challenges to recruit given the rates offered by the school. A governor asked if a benchmarking exercise for rates was being prepared by the Trust and it was noted that discussions were taking place, but SC was not aware of any benchmarking exercise. SC stated that this issue would be raised with the Trust. Governors acknowledged that this was a concern which affected both schools and suggested the possibility of recruiting from local agencies.

A governor asked about the waiting time before the school considered putting agency staff on a permanent contract. PC replied that, due to the deficit budget, this was approximately 10-12 weeks (so no fee would have to be paid to the agency).

Progress Data for English and Maths. PC reported an additional teacher was being provided to support maths and expressed his pride over the GCSE results, highlighting the commitment of teaching and support staff. Governors congratulated both schools on the summer results and a governor asked if both school websites could be updated with end of year results.

Behaviour and Attendance. A governor asked if implementing the trauma informed approach was having an impact on behaviour. PC replied that behaviour had improved, and there was increased confidence in students, for example, children now showed visitors around the school.

Staffing. Governors acknowledged that staffing and staff wellbeing was a major issue. PC added that the Trust was aware of the challenging situation and outlined the strategy being implemented to retain existing staff.

Safeguarding. PC reported that, despite not having a PSHE teacher, the school had delivered safeguarding training and awareness for students and Student Ambassadors had been created for safeguarding and well-being. The school continued to follow the curriculum and enabled young people to take responsibility for their own well-being. Following a governor request to meet the Ambassadors, PC invited governors to the Family Days in the New Year.

Leadership. SC congratulated PC and the team for all the work in moving into the new building, and the recent 'Readiness to Open' meeting had demonstrated the work which had been undertaken. Following a governor question to clarify if the old school hub was part of the Trust's assets, PC would confirm if this building had been leased from the Local Authority. PC reported that he had been supported by his staff, the Trust's Project Manager, and Nightingale Academy who had provided additional advice and support. PC updated governors on the recent pre-registration meeting which had taken place.

A governor congratulated the school on receiving the Tesco grant and asked how the money would be spent. PC replied that the grant would be spent on health & wellbeing, which may include a pottery area in the DT room, sensory items, and extend Canine Assisted learning. **ACTION:** PC to update governors in March

8. SAFEGUARDING

Governors received the Safeguarding & Wellbeing Offer for PRIDE Academy and noted the Offer for The Skills Hub was on the school website. Governors noted that the Trust safeguarding audits would be completed next term.

9. PUPIL PREMIUM STATEMENT

Governors received The Skills Hub Pupil Premium Statement. A governor requested that hard data to demonstrate impact of the expenditure be included and PC agreed to add progress data to the statement. **ACTION:** PC

Governors were informed that the Pupil Premium statement for PRIDE Academy would be reviewed and received at the next meeting of the LGB. **ACTION:** CM

10. GOVERNOR VISITS, DEVELOPMENT AND TRAINING

A. Portfolio management

SC thanked governors for their visits and reports.

Safeguarding report. Isabel Callaby highlighted how well the DSL at PRIDE Academy was working and the Deputy DSL at The Skills Hub, supported by agency staff, was also working well, particularly when dealing with concerns outside school.

Ethos, Vision, and Strategy. SC referred to her report and informed governors that a pupil at The Skills Hub had started a petition for funded transport for students to and from school. SC had met with the pupil and had been impressed with her work. SC encouraged governors to support the petition and would raise the issue with the Trust. A visit to PRIDE Academy would be arranged for next term.

Teaching and Learning. Michele Gibbons highlighted the positive step that the SLT would now be leading teaching by example. Michele also referred to her action regarding moving away from grading lessons and instead having more developmental conversations. CM added that, following discussions with teachers, graded lessons were not positive and did not focus on how teachers could develop. Governors discussed various options for professional development and targets and recognised that the governing body supported not grading lessons. Governors agreed that CM and PC would discuss grading lessons with the Deputy CEO and an update would be provided at the next meeting. Michele highlighted her positive conversation with support staff and how the issues raised had been echoed by the Senior Leadership Team.

SC informed governors that three portfolios were not currently covered by governors: Finance & Resources, HR & Organisational Development (currently covered by Vicki Harrison-Carr but who would prefer to move to another portfolio), and Business Development & Marketing. Governors noted that the Trust was considering phasing out the portfolio for Finance & Resources. SC would discuss outside the meeting which portfolio the new governor would prefer. SC stated that portfolio guidance was available on *GovernorHub*.

B. Governor Training and Development

Governors were reminded that safeguarding training must be completed on induction and regularly thereafter. A specific governor module was available via NGA's Learning Link.

SC reported that she had attended the annual governor conference at OHC&AT and recommended that other governors attend if possible. The Chair of Trustees welcomed feedback to improve attendance by governors, and a governor commented that travel issues were a barrier and suggested a more central location.

11. FINANCE AND FUNDING

Kayleigh Franklyn, Management Account, was unable to attend the meeting and had provided a report on the budget. SC shared her screen to present the narrative which had been provided immediately prior to the meeting.

PC highlighted that, due to a clawback last year, the school had a deficit budget, and the forecast was £215k. The increase in deficit was due to pay increases, funds to support staff regarding contracts, and an increase in utility costs. The school maintained strong reserves and discussions with Finance were taking place to ascertain if reserves could ensure that the new building was staffed as required.

Overall, the financial position was good. A governor asked if the reserves would be carried forward and PC replied that reserves were accumulated, but unexpected expenditure could reduce reserves.

CM reported on the large amount of agency spending which was not being utilised effectively; this would be reviewed. There were some long-term absences for which cover had to be provided and the costs of energy were high due to the size of the building. The school was trying to reduce energy expenditure and agency staff costs and investigate the possibility of applying for grants.

12. PAY COMMITTEE RECOMMENDATIONS

Governors noted that the Skills Hub and PRIDE Academy Pay Committees had met on 19 October 2022 and had considered and approved the pay recommendations to eligible teaching staff.

13. POLICIES AND PROCEDURES

i. Governors noted the following updated policies and procedures approved by the OHC&AT Board at their meeting on 1 July 2022.

- Appraisal Procedure
- Equality, Diversity & Inclusion Policy
- Freedom of Information Policy
- Pay Policy
- Supporting Students with Medical Conditions in Education Policy
- Whistleblowing Policy
- Delegation of Duty Policy
- First Aid Policy
- Information Security Policy
- Menopause Policy
- Modern Slavery Statement
- Reorganisation, Redundancy and Redeployment Procedure
- Subject Access Request Policy
- Student Mental Wealth, Health & Wellbeing Policy
- Substance Misuse Policy
- Traffic Management Policy
- Vaccination Policy

ii. There were no local policies and procedures for final approval. SC advised that, from next term, there would be policies for review and approval which had been devolved back to the LGB. These policies would reflect the individual cohorts of each school.

14. KEEPING CHILDREN SAFE IN EDUCATION 2022

Governors noted that a revised version of KCSIE had been updated effective from September 2022. The Chair reminded governors to read the document, which was available on *GovernorHub*, and to update their profile confirming that they had read it.

15. ACADEMY TRUST HANDBOOK

Governors noted that the Academy Trust Handbook had been updated effective from September 2022. This was available on *GovernorHub*.

16. ANY OTHER BUSINESS

There was no other business.

17. DATES OF FUTURE MEETINGS

- Provisional Date: Wednesday, 22 March 2023 at 3pm at the Skills Hub. The date may be re-scheduled outside the meeting. **ACTION:** SC to confirm with KC
- Wednesday, 14 June 2023 at 3pm at PRIDE Academy

18. CONFIDENTIALITY

No items were deemed confidential.

The meeting ended at: 5.05 pm.

4.	SC to discuss the appointment of Vice chair with individual governors.
4.	CM to clarify whether Zena wished to continue as parent governor.
7.	CM to provide an update at the next meeting regarding Post 16 provision.
7.	PC to update governors in March on Tesco grant spend.
9	PC to add progress data to the statement.
9.	CM to bring PP statement to next LGB.
17.	Future dates tba.