



Heatherwood Academy Council Meeting Thursday 14 March 2024 at 14:00 at Heatherwood School

Those Present:	Role:	Initials:
Gary Bullock	Parent Governor/Chair	Chair
Mel Pidgeon	Parent Governor/Vice Chair	MP
Daryl Bennett	Interim Head of School	DB
Pat Burbanks	Staff (Non-Teaching) Governor	PB
Fiona Kirkham	Co-opted Governor	FK
Lisa Suter	Executive Headteacher	LS
Also Present:		
Lyndsay Proctor	Observer	LP
Renata Robins	Nexus MAT Governance Clerk	Clerk
Jacky Tattershall	Nexus MAT Assistant CEO – Quality Assurance & School Improvement	JT
Apologies:		
Mark Bratcher	Governor	MB

1. APOLOGIES FOR ABSENCE	Actions
1.1. To receive apologies for absence Apologies were received from MB.	
1.2. To accept apologies for absence Apologies were accepted from MB.	
2. BEST WE CAN BE AWARDS	

<p>2.1. Best We Can Be Awards</p> <p>LS presented Heatherwood’s third ‘Best We Can Be Award’ to Barry Brookes who had been nominated by staff for working hard to make the school look ‘loved’ and ‘cared for again’. Barry is the new caretaker and joined the meeting to be congratulated by the academy council.</p> <p>Action: LS to extend congratulations to everyone who was nominated at the school ‘Shout Out’ next week.</p>	<p>Action: LS 15/03/24</p>
3. ITEMS OF URGENT BUSINESS	
<p>3.1. Chair to determine any items of urgent business to be considered Chair to determine any items of urgent business</p> <p>Noted below in Item 8.</p>	
4. DECLARATION OF INTERESTS	
<p>4.1. Individual Governors to declare any personal, business or other governance interests on any item on the agenda</p> <p>None.</p>	
5. HEATHERWOOD SCHOOL LOCAL GOVERNING BODY MINUTES	
<p>5.1. To approve the minutes of the following meeting</p> <p>The minutes of the meeting held on 7 December 2023 were approved as a true record with no amendments.</p>	
<p>5.2. Review of Action Tracker</p> <p>The outstanding actions on the tracker were reviewed and updated.</p>	
<p>5.3. Matters arising from the Minutes</p> <p>None.</p>	
6. ITEMS TO BE CONSIDERED	
<p>6.1. Headteacher Report</p> <p>Previously circulated via Governor Hub and LS invited questions.</p> <p>The Chair thanked LS for the amount of detail in the report and the additional documents.</p> <p>The Chair suggested an ‘Appendix file’ for the key information that Governors may need for Ofsted. JT asked Governors to send a list of the documents which would be helpful. All Governors agreed.</p>	

3.0 DB updated governors on the quality of education and directed them to the Standards Report which was a work in progress. Rachel would be taking this on going forward after Easter.

4.0 LS and DB updated the governors on quite an increase in behaviour related to one young person who is now on a 3-week safety plan. As requested by the local authority this has been increased to Easter to give them time to look at and consult other provisions. Heatherwood cannot meet the needs of this young person and his behaviour will result in a permanent exclusion. LS felt it important that governors were made aware of this situation.

FK asked if LS/DB knew if any other provision had been arranged that this young man could go?

LS reported that the Local Authority were now looking at a safe space in the community and involve the virtual school to teach him, but not in school.

4.8 Attendance continues to be a key focus for the school. Heatherwood works closely with the Trust and the local authorities who are supporting with part-time timetables.

4.15 The Chair asked how the University of Derby work was progressing?

DB stated that this evidence-based research project focused on understanding the key drivers and barriers influencing attendance among young people and their parents. It had been decided to conduct a case study on a specific pupil to delve into these factors in depth. Currently, the school is witnessing a significant improvement in attendance, transitioning from a 10% increase to 20% and now pushing towards 30%. This demonstrates the substantial impact of various measures implemented. The outcome of the case study will be included on a dashboard as part of the school's research initiative. No personal or school information will be disclosed. MS expressed optimism about the potential insights the school could gain from this study and how they can be applied more broadly.

4.16 MP reiterated the significance of recognising that even a single bad night can profoundly affect both parents and their children. To address this, employing diverse strategies such as inviting parents back into classrooms to witness learning first-hand, organising parent/carer coffee mornings, and hosting open evenings can foster greater engagement. Parents are encouraged to attend the transition classes which will be run in July. By creating opportunities for open dialogue, parents will feel more comfortable discussing reasons for their child's absence when approached by staff for clarification, thereby fostering a supportive and collaborative environment.

As DB's last working day will be 30 April, The Chair, on behalf of his family members and those of the governors, thanked DB formally for all his hard work and commitment to Heatherwood over the years. LS reciprocated this sentiment on behalf of herself and the whole staff at Heatherwood.

6.1.1. To Appendix 1 – Updated SIP

Received.

<p>6.1.2. Appendix 2 – School SEF</p> <p>Received.</p>	
<p>6.2. School Dashboard Summary</p> <p>For information.</p>	
<p>6.3. Budget Report</p> <p>For information.</p>	
<p>6.4. School Calendar – for information</p> <ul style="list-style-type: none"> The school calendar was received for the 2024-25 academic year. LS informed the governors that both parents and staff had expressed the majority vote to keep two weeks in October half-term for the next 3 years. 	
<p>6.5. Cabinet Member & MPs Feedback from Pupil Parliament – Verbal</p> <p>Pupil Parliament representatives Lucy and Kaiden attended the meeting to inform the Academy Council about their work:</p> <ul style="list-style-type: none"> Lucy told the Governors about the 2 Olympic Events – Purple & EYFS are putting a team together for the Primary event on the 25 June. There will also be a Secondary team who will attend the English Institute of Sport on the 20 June. Kaiden shared that they had been involved in the recruitment of new teachers. Lucy informed the governors that the MP’s and their constituents had chosen a Health Charity. <p>Governors thanked both Lucy and Kaiden for their updates.</p>	
<p>6.6. Skills Audit – Governor Self-Assessment – Verbal</p> <p>Chair introduced this item. Skills audit handed out to governors by clerk and to be sent out electronically also, to be completed within a 2-week period. The audit was self-explanatory and the aim of the audit was to prompt governor self-evaluation to gather where the knowledge was across the Trust.</p> <p>Action: Skills Audit – Governor Self-Assessment – to be emailed out to governors, for response within a 2-week timeframe.</p>	<p>Action: Clerking Services 15/03/24</p>
<p>7. TRUST MATTERS</p>	
<p>7.1. Trust Verbal Update of Key Issues</p> <p>None.</p>	

8. ANY OTHER URGENT BUSINESS		
8.1. To consider any other urgent business		
<ul style="list-style-type: none"> The term of office for the Chair (GB) and FK ended on 01/11/2023 and LS and JT recommended governors confirm their re-appointment for a further four-year term of office, expiring on 31/10/2027. <p>The academy council unanimously approved the re-appointment of the Chair (GB) and FK for a further four-year term of office from 01/11/2023 with two abstentions by the Chair (GB) and FK.</p> <p><u>Action:</u> Clerking Services to facilitate GIAS updates and DBS check renewals as appropriate.</p>	Action: Clerking Services 31/03/24	
9. CONFIDENTIALITY & RISK		
9.1. To consider the confidentiality of any items discussed during the meeting		
See Appendix 1 – Confidential Item.		
9.2. To consider any areas of risk discussed during the meeting		
None.		
10. DATES OF NEXT MEETING		

Thursday 13 June 2024	14:00 – 16:00	Heatherwood School
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Minutes approved

CHAIR	SIGNATURE	DATE