



Heatherwood Academy Council Meeting Thursday 22nd June 2023 at 14:00 at Heatherwood School

Those Present:		
Gary Bullock	Parent Governor/Chair	Chair
Lisa Suter	Executive Headteacher	LS
Fiona Kirkham	Co-opted Governor	FK
Mel Pidgeon	Parent Governor	MP
Daryl Bennett	Deputy Headteacher	DB
Kayleigh Smith	Staff (Teaching) Governor	KS
Also Present:		
Jacky Tattershall (via Teams)	Assistant CEO – School Improvement	JT
Lyndsay Foster	Governance Clerk	Clerk
Apologies:		
Bridget Coy	Head of School	BC
Mark Bratcher	Governor	MB
Pat Burbanks	Staff (Non-Teaching) Governor	PB
No Apologies:		

1. APOLOGIES FOR ABSENCE	Actions
<p>1.1. To receive apologies for absence</p> <p>Apologies were received for MP, PB, and BC</p>	
<p>1.2. To accept apologies for absence</p> <p>Apologies were accepted for MP, PB, and BC</p>	
2. BEST WE CAN BE AWARDS	
<p>2.1. Best We Can Be Awards</p> <p>LS expressed she really loves the 'Praise for Perfect Practice' awards which take place every week at Heatherwood. This term has seen the introduction of the Nexus 'Best We Can Be Awards', Staff have participated in an anonymous vote via Microsoft teams. There were 2 winners: LS stated that even DB and herself didn't know who was voted for and by who till today's meeting and she would love if the staff could be surprised and brought into the meeting to inform of their award. The two members of staff were John Tricket (Teacher) and Maria Dowey (Support Staff). Both received 5 votes each. LS thanked both for been great staff members and their contributions to the school and said everyone in the school deserves the awards but its lovely for individual praise and recognition and to surprise them at the meeting today. This is planned to continue.</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>None.</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>No Declarations.</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 16th March 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. GB confirmed all learning walks were completed and recorded.</p> <p>LS brought up about MB Pen Portrait was still required. GB offered to follow this up and offer help or assistance if required.</p>	<p>Chair 07/12/23</p>
<p>5.3. Matters arising from the Minutes</p> <p>GB asked LS about Teacher's pay which was confirmed. Jade at North Ridge will assist with the new numerical data, so to leave this action on the Action Tracker for now. JT informed the next meeting of the Standards Committee is 17/07/23.</p>	

GB to do letter of thanks for pupil A for her contribution to the Pupil Parliament work.	Chair 22/07/23
6. ITEMS TO BE CONSIDERED	
<p>6.1. Headteacher Report</p> <p>LS confirmed that some of the items still in red are due to CPD steering group and where they were in the year so some actions will roll over to next years. SIP items are mainly due to be completed before end of term and any remaining will roll over on to next years.</p> <p>KS mentioned that the ECO Schools work was well on its way for the Green Flag award; they are working towards Merit but stated that if continues through to next year they could possibly go for distinction. Pupils are involved and posed the question 'How are we going to save the world'? The pupils have been doing great initiatives with things round school like recycling.</p> <p>LS stated that staff are now on board so they are all working together as a school community and not just with the pupils.</p> <p>KS is to collaborate with other schools and asked JT if all schools in the trust were also involved in this.</p> <p>JT confirmed yes, they all were as a trust.</p> <p>FK said how they use to divide the litter into sections of plastics, metals and mentioned about a picker stick from Halfords for around £6 that has a magnet on the end may be handy in school.</p> <p>LS thanked KS for all the work she's doing in school with the ECO School work and award.</p> <p>LS mentioned that school had focused on the vision and mission statement. The success of the focus group in April was celebrated and FK said how superb it was, she really enjoyed the focus group.</p> <p>LS mentioned the Single Equalities policy and how this relates to everything the school and Trust stands for. Discussions have taken place regarding what the Trust stands for? What the focus is? How we live and breathe as a school? There will be big focus to drive it further next year.</p> <p>A new SIP has been drafted and will be available from September.</p> <p>LS mentioned that the ultimate aim from September was to reduce staff workload; if something isn't moving the school forward then it isn't required. She mentioned Teachers are all working really hard.</p> <p>LS mentioned the London school visit to Chailey Heritage School, mentioning GB would really enjoy it and recommends the visit. The school will take a lot of the curriculum and workload, especially, 'Where is this young person now?' and 'Where do they need to be?'. Re-enforcing the personalised approach, putting a clear implementation plan in place for all staff to see what is happening.</p> <p>LS stated that they are looking to focus upon 'the Special' in Special School.</p> <p>DB summarised the work underway around the Rosenshine Principles (Educationalist) the current focus is the 5-a-day teaching activities based upon the EEF research. DB stated that from the list of 10 principles - he would like to start with maybe 6 out of the 10 such as Explicit Instruction, Scaffolding, Modelling etc.</p>	

DB and LS feel the more school can explore over a couple of years the more it will be embedded into school.

DB stated that staff are excited to encapsulate the focus, especially how good it was for the use of ICT.

GB mentioned MOVE learning walk facilitated by Georgia was very good and informative, he felt she had the drive needed for our pupils.

LS mentioned Personalised learning and how the school now challenge and support each other on it, asking 'Is it personalised learning?'

LS stated that everything comes back to what matters; what a good life is and how different it can look for each of our pupils in their homes as well as in school.

MP asked How can they do all this at Chailey Heritage?

LS informed the Academy Council that the school are funded differently and are also a charity, they also do a lot of their own fundraising.

DB stated what an inspiring school it is and what they have to offer is inspiring.

LS informed the Academy Council that the school is willing to work with Heatherwood the question was 'What and when will we start?'

GB questioned page 11 3.7 the learning session for next year he recommended, 'What benefits are the pupils getting from it?'

KS informed some things implemented are working very well but some things need to be changed slightly.

GB asked about Page 13 Sensory diet what is meant by it?

LS informed some pupils need support to regulate their emotions and wellbeing. A sensory diet may include a sensory circuit; however, the sensory needs will be different for each pupil so that they are ready to learn. LS mentioned sensory breaks are good for the pupils and are what they need to self-regulate where they are not just missing from class. PT Kids is the private company used and school has seen a reduction in issues since implementing these programmes.

LS mentioned that Liz Knowles is coming into school. She has done lots of work with North Ridge and feels this would benefit Heatherwood especially in Purple class.

LS informed Liz has done a lot of work with pupils and developing writing programmes for the pupils. She then works with them in school and with the families so that they can continue the work at home.

GB mentioned a challenge to PP and is all funding used well?

DB explained what Pupil Premium was and what it is meant for. It is used to support children to catch up. He explained that it is all about the need and personalisation of each individual pupil and how best to support them to access and learn throughout their curriculum.

LS informed that they try to have a wider impact with PP so all children can benefit.

GB asked How do we Challenge the Professionals?

I.e. Physio offer correct amount of sessions needed and not for what they can or will attend.

<p>GB stated that challenge may be needed regarding the funding especially for EHCP's - what should be in them and the legal requirements to offer what is in the EHCP. GB questioned whether sometimes other agencies do not contribute to EHCP's so therefore some therapies are missed and this needs to be challenged.</p> <p>LS mentioned that it can be difficult for other agencies to attend EHCP meetings when they are 2-3 hours long and have other time commitments. LS mentioned that a possibility would be to look into 20-minute slots for the worker / therapist to attend and contribute so they can attend the meeting for their input only - 20 minutes is better than no attendance.</p> <p>LS also mentioned she feels EHCP should just be called Education Plan which can help manage expectations especially when it's not covering everything</p>	
<p>6.1.1. Appendix 1 – Updated SIP</p> <p>No questions raised.</p>	
<p>6.1.2. Appendix 2 – School SEF</p> <p>No questions raised.</p>	
<p>6.2. Community Voice Report</p> <p>No questions raised.</p>	
<p>6.3. Budget Report</p> <p>LS stated how they are aware that this year's budget will impact next year's so they have tightened their belt where possible. They haven't been replacing staff straight away when they have left or on maternity or sick leave, they've pulled together and managed where possible. LS mentioned they are ending the year with a small surplus but budget setting looks good for next year.</p> <p>LS stated that staff have also helped and supported using resources more efficiently, and she believes that good timetabling and organisation has been key to all of this.</p> <p>LS mentioned they are looking into a system called E-meds that is apparently used in NHS. This may help with the cost of staff and paperwork as everything is recorded on an app.</p> <p>LS mentioned that she is still in conversations regarding the number of Health Care Assistants coming into school.</p>	
7. TRUST MATTERS	
<p>7.1. Trust Verbal Update of Key Issues</p> <p>JT informed the Academy Council that the next Trust event is to be held on 13th July 2023, plus the Primary Sports Day. The Trust Cabinet want to make this an annual event so next year parents and carers can be invited along.</p> <p>GB wanted to thank the Trust for the roof being replaced. This work is underway.</p> <p>KS also asked about solar panels which LS believed the school would be getting if possible. Thanks was given for considering the school for solar panels.</p>	

8. ANY OTHER URGENT BUSINESS	
8.1. To consider any other urgent business None.	
9. CONFIDENTIALITY & RISK	
9.1. To consider the confidentiality of any items discussed during the meeting None.	
9.2. To consider any areas of risk discussed during the meeting None.	
10. DATES OF NEXT MEETING	

Thursday 7 th December 2023	14:00 – 16:00	Heatherwood School
Thursday 14 th March 2024	14:00 – 16:00	Heatherwood School
Thursday 13 th June 2024	14:00 – 16:00	Heatherwood School

Minutes approved

CHAIR	SIGNATURE	DATE