Minutes of the meeting of the **Governing Board** of **Wellacre Technology Academy**, held online and at the School on 12 July 2023 at 4.45 p.m.

PRESENT: Mr L Baker
Mr T Fredrickson
Mr J Haughton (online)
Mrs L Henry
Mr C Hinchcliffe
Mrs J O'Connor (online)
Cllr Ms S Procter (online)
Ms H Rayson
Mrs J Sharrock (Principal)
Mr A Young (Chair)

IN ATTENDANCE: Miss P Bailey (Business Director)
Mr H Hockin (Clerk, Trust GS)

1. **APOLOGIES & ATTENDANCE**

Apologies for absence were received for Mr J Khan, Ms M Radhakrishnan, Mr S Russell and Mr J Whitby.

Resolved:

i) ***That the apologies for absence for Mr J Khan, Ms M Radhakrishnan, Mr S Russell and Mr J Whitby be accepted***

ii) ***That the attendance of Miss P Bailey be approved.***

2. **DECLARATIONS OF INTEREST IN AGENDA ITEMS**

There were no declarations of conflict of interest, direct or indirect pecuniary interest by members of the Board in respect of any item on the agenda.

3. **APPROVAL OF MINUTES OF THE MEETING HELD ON 15 MARCH 2023**

Resolved: ***That the minutes of the meeting held on 15 March 2023 be approved as a correct record.***

4. MATTERS ARISING FROM THE PREVIOUS MINUTES

There were no matters arising.

5. PRINCIPAL'S REPORT

i) Strategic Improvement Plan

The Principal provided update on the current Strategic Improvement Plan, the final year of a three-year plan, with no substantive changes as promised to staff. School is making good progress across all strategic areas. This time next year progress will be assessed to form the next strategy.

The Principal advised she had enjoyed the external peer review by SPP reviewers. They looked at strands that represent commitment around values. It was an opportunity to see alignment between ethos and Policies/ practices.

The Principal commended the report across four areas. Parents had been invited, some of whom had expressed discontent in past, and there was overwhelmingly positive feedback.

There had been an External audit of safeguarding on 30 June, and the report was in, to be shared with Governors. There were a small number of reds to work on, but only minor procedural matters.

ii) Staff Changes

The Principal updated Governors on recent changes and future starters. There had been seven resignations. English may see some instability, with hours reduced as school seeks to replace. There was new Music leader starting in September. There were pressures in recruitment, but school had everyone in place for September, with excitement over appointments made.

iii) Social Media

Engagement remains very good. Every week Principal sends out letter. There was strong alignment in what school sends out with what it stands for. Letter directs people to what they need to know about. Parents now send good news in, which shows connection and engagement.

iv) **Summer Data**

Year 11 was small (108), so every student was statistically significant. Every SEND pupil was worth about 10%. Data collection showed school was broadly on line in year group.

v) **Safeguarding**

Numbers presented were broadly the same. This time last year, 8 students had been referred to Early Help, compared to 17 this year. Showed school was typical in complexity of issues schools had to deal with.

Low level concern Policy was in place this year. It was looked at in external audit and found to be excellent. Safeguarding training was only completed in June, with it restarting in September, so need for quicker turnaround next year.

vi) **Student Numbers**

Accepting 153 students in Year 7 in September, meaning roll will be 695, an addition of 99 since Principal's arrival in April 2021. Report showed where pupils were leaving to and arriving from.

vii) **Staff Welfare**

There were some long-term absentees and one in support staff. School made referrals to occupational health when needed. Five members of staff were receiving support.

Q: Was Principal confident letters were being read?
Can't see whether they are or not, but some Parents have suggested they are well-received. Letters was way of slimming down communications, with all info in a weekly letter. Governor added that they thought most Parents read it, and engage with social media side. The tone of letter is reflective of what school is.

Q: With the strategies ending next year, what would Governor role be in devising next plan?
May depend on whether school gets inspection. Attendance in schools is chronic and there is drive for children to feel as if they belong at school and many school plans may reflect that.

No plans for significant changes with culture sustained. Focus on outcomes, with conditions created for children to thrive.

A lot of work already underway for next year, such as autism in schools. Strategic thoughts of Governors will be taken on board. Part of plan will be linked to Governance.

Resolved: That the Principal's Report be received and noted.

6. SPECIALISED NEEDS & DISABILITY REPORT

This was statutory statement about school's commitment to SEND, and had only minor tweaks, such as Arbor now in use. School was only one in Trafford to have Dyslexia award. A lot of good work was shown within statement.

Q: Pupil Wellbeing Award Progress?
Progress had been slow. Had chosen strands to focus on, and was down line on evidence. Just now need to do write-up.

Q: What was Principal's experience of working with Trafford team last year?
Team was lovely and helpful, but was feeling there were not enough people doing job, and reply times can be frustrating. There was deluge of referral currently and doesn't help when everything put on schools by overwhelmed GPs. Access to educational psychology was biggest pressure in schools, as there aren't enough in system, so have to use them differently.

Q: Attendance and EHCs. Does school have any on long-term provision?
Yes, there was one in Year 7 on reduced timetable, and he has place at Egerton in September. Until then, provision was sourced by school for two days a week elsewhere.

Resolved: That the Specialised Needs and Disability Report be received and noted.

7. FINANCE UPDATE & MONTHLY MANAGEMENT ACCOUNTS

Miss Bailey gave a brief update, with the monthly accounts on the Hub. Budget submitted to Resources Committee was included in documents. It had not changed, and had been approved by Resources, and had been used to complete Budget Forecast return. Any amendments in future will be reported to Resources Committee. Within three years should have a balanced budget, with reserves being utilised in the meantime.

Q: In past have modelled impact. What has been modelled?
In this Budget, have got 4% for this year, and 3% following on for that, for teachers, with Support Staff having 3% across board. LA have now said 4% this year and 2% thereafter, so budget been remodelled.

Now 6.5% unfunded pay rise had been mentioned in press that day, which would have a significantly detrimental effect on the budget.

Resolved: That the Finance Report and Monthly Management Accounts be received and noted.

8. **APPROVAL OF BUDGET PLAN 2023-24**

Resolved:

i) That the Budget Plan is approved by the Board and will be submitted to the ESFA by 31 August 2023

Miss Bailey also brought to attention of Board that she worked for auditor Redrambler who recommended that school went out for three quotes. Three quotes had been received, and Redrambler came out at £1785, cheapest of the three. School happy with their service, and were considered very thorough.

Resolved:

i) That the decision to stick with Redrambler Audit service be approved.

Mr Young reported he had signed off some write-offs for scrap, which included old handsets and school had sold on an old guillotine for £800, which went back into department.

9. **COMMITTEE REPORTS**

i) **Resources Committee**

Main point to discuss was around premises hire, gym space and prices for astroturf. Budget was reviewed and approved.

Resolved: That the report of the Resources Committee meetings held on 29 March & 14 June 2023 be received and noted.

ii) **Curriculum & Standards Committee**

In April meeting, Head of NFL & Head of English did presentations around Curriculum plans. In July meeting, Head of Science gave presentation, who like other Heads was very clear on what they're doing with Curriculum and assessments, to get consistent gauge of progress.

Key Stage 3 was looking good, and there were no major concerns. Lots happening with CPD, and partnerships were going well.

Resolved: ***That the report of the Curriculum & Standards Committee meetings held on 26 April & 11 July 2023 be received and noted.***

iii) **Behaviour, Attitudes & Personal Development Committee**

There had been an interesting careers presentation. GATSBY 8 benchmarks were discussed and destinations. Covid impact, but should be easier to follow once fully past that. There was big focus on STEM and Maths, going forward.

The Committee discussed other options with PE careers, and careers that are more vocational, plus how to incorporate careers into Curriculum.

Principal added that school had worked hard this year on Pupil Passports. There were a lot of students on watch, with needs listed, strategies that work noted and PPs are constantly updated in Google.

Resolved: ***That the report of the Behaviour, Attitudes & Personal Development Committee meeting held on 10 May 2023 be received and noted.***

Q: This was year one of the new Committees. How did everyone feel like it had gone?
Well. The reduction of committee member numbers was good, as skills are distributed and meetings could be more focused. Behaviour Committee had really good mixture.

Principal felt there was need to sharpen up presentations more in meetings, and summarise more to shorten lengths. It was good for staff development to be there. Governors like structure of new Committees and helped them engage with links with Academy Improvement Plan.

10. **POLICIES FOR APPROVAL**

Resolved: ***That the following Policies be approved;***

- ***i) Data Protection Policy***
- ***ii) Estates Regulations Policy***
- ***iii) First Aid Policy***
- ***iv) Internal Evacuation Policy***
- ***v) Security & Procedures Policy***
- ***vi) Social Media Policy***
- ***vii) Staff Code of Conduct***
- ***viii) Supporting Students with Medical Conditions Policy***

The Staff Code of Conduct was new. It was good practice to have one, and signposts to other policies. Supporting Students with Medical Conditions Policy was a new, replacement Policy.

Q: External evacuation. How do you get students to understand it?
At start of school year, never do an emergency evacuation practice, as can be distressing to some pupils. A child-friendly PowerPoint presentation is done, which is given to tutors, and are given scenarios. Pupils feel safe to ask questions, and was done again in May with reminders. Every door has a three-point sign. The Principal felt that it would be useful to discuss scenarios with staff.

11. **CONSTITUTION REPORT**

Governors were reminded of the terms of office and the requirement to schedule re-appointments and elections as necessary.

Resolved:

- ***i) That the Constitution Report (including Governors terms of office be received and noted).***
- ***ii) That Committees to be decided at AGM in September***
- ***iii) That amends be given to the Clerk to be recorded by Trust GS, namely:***
  Mr Andrew Young is 3rd Member thereby filling the vacancy.

12. **REAPPOINTMENT OF COMMUNITY GOVERNOR**

Resolved: ***That Ms Hannah Rayson be reappointed as Community Governor.***

13. **NOMINATION FOR CHAIR / VICE CHAIR FOR ACADEMIC YEAR 2023/24**

Governors were reminded that nominations for Chair and/or Vice Chair can be forwarded to the Clerking Service (clerk@trustgs.co.uk) in advance of the autumn term meeting when Chair & Vice Chair are appointed. Nomination Forms were distributed for submission in advance of the autumn term meeting.

14. **OPT IN OR OUT FOR PRINTED COPIES OF AGENDA PACKS**

Governors were asked to register with Trust GS Clerking Service (via an online form) if they wish to receive printed copies of agenda packs for the academic year 2023-24.

15. **NOTICES FROM TRUSTGS (CLERKING SERVICE)**

Resolved:

i) ***That the termly Governors' Newsletter – The Clerk's Post (Summer 2023) be received and noted.***

ii) ***That the Governor Training Calendar Summer 2023 be noted***

16. **ANY OTHER BUSINESS**

i) **School Improvement Partner**

Principal asked for approval for Vicky Atherton to continue as School Improvement Partner for next year.

Resolved: ***That the appointment of Mrs V Atherton as School Improvement Partner be approved.***

ii) **Calendar of Meetings**

Principal had sent out via Hub a proposal for calendar of meetings for next year.

Resolved: ***That the Calendar of Meetings be approved.***

iii) **Cadets**

Cllr Ms S Proctor flagged a Cadets opportunity for pupils to the Principal.

17. **ADDITIONAL AGENDA ITEMS FOR NEXT MEETING**

Resolved: ***That the following item(s) be placed on the agenda for the next Board meeting.***

i) Keeping Children Safe in Education presentation

18. **DATE OF NEXT MEETING**

Resolved: ***That the next meeting of the Board be held at the school on 20 September 2023 at 4.45 p.m.***

The meeting closed at 6.15 p.m.

Chair of Governing Board ………………………………………

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