

# Minutes – Bristol Brunel Academy Council

**Version:** Approved  
**Date** 3<sup>rd</sup> July 2023  
**Location:** Bristol Brunel Academy  
**Time:** 5.30 pm

## Attendees:

Nicky McAllister (Chair) - Sponsor Councillor  
 Nicola Pearce – Sponsor Councillor  
 Helen Pascoe – Sponsor Councillor  
 Jon Jones – Executive Principal  
 Naomi Soper – Teaching staff councillor  
 Nicky Goodall – Parent Councillor

## Invitees:

Jen Cusack – Vice Principal  
 Jonny Mercer – LA Representative – Observer  
 Kelly Jefferies – Vice Principal  
 Josh Sterling – Assistant Principal  
 Rosie Hunt - Observer

## Apologies:

Dan Nicholls – Deputy CEO  
 Saima Akhtar– Sponsor Councillor  
 Sydney Wesley-Weeks – Support Staff Councillor  
 Emma Thorn – Sponsor Councillor

Item	Description	Action
<b>1</b>	<b>Introductions</b>	
1.1	NM welcomed everyone to the meeting and introductions were made. Apologies are recorded above.	
<b>2</b>	<b>Declarations of Interest</b>	
2.2	No new declarations.	
<b>3</b>	<b>Academy Council Membership</b>	
3.1	The Academy Council has the following vacancies: LA Representative Student Advocate Councillor Support Staff Councillor Parent Councillor	
<b>4</b>	<b>Minutes of Previous Meeting</b>	
4.1	The minutes of the meeting of 15 <sup>th</sup> May 2023 were agreed as accurate.	
<b>5</b>	<b>Matters Arising</b>	
5.1	All councillors to consider joining the policies committee and email HP with their interest. <b>This action is ongoing.</b>	

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5.2	<b><u>ACTION: JC to run a Student Advocate recruitment process.</u></b> 3/7/23 – this will take place in September – carry forward	<b>JC</b>
5.3	<b><u>ACTION: JC to provide Skanska waste video in next AC pack and an update on energy consumption.</u></b> 3/7/23 – this will be shared once available form Skanska.	<b>JC</b>
5.4	<b><u>ACTION: Academy to consider travel plans for healthier environment especially students travelling to and from school.</u></b> 3/7/23 – Carry forward – SLT has sought student and parent voice and is collecting staff voice currently. Update at the next meeting	<b>JC</b>
5.5	We have seen it working well in another academy. Some departments have a really successful programmes but others don't so the idea was to introduce knowledge organisers, initially trialling them with the incoming Y7 cohort. We can then find the gaps and issues and improve it ready for the following Y7 cohort. DCLs will lead the project and will provide feedback at a later date. <b><u>ACTION: Clerk to diarise.</u></b> 3/7/23 – carry forward to Dec 23	<b>Clerk</b>
5.6	<b><u>ACTION: JC to liaise with other schools who use the same homework system to share best practice.</u></b> 3/7/23 – carry forward to Dec 23	<b>JC</b>
5.7	<b><u>ACTION: JC to look into a prom salon where colleagues/ex students/ current students can come together to do hair and nails etc for prom</u></b> 3/7/23 – close action – will be enacted next Summer	<b>JC</b>
5.8	<b><u>ACTION: JC to bring enrichment attendance data to the next meeting including breakdowns for key groups.</u></b> 3/7/23 – included in the AC report - complete	<b>JC</b>
<b>6</b>	<b>EDI presentation with Josh Sterling</b>	
6.1	The EDI update was provided in Teams prior to the meeting. JS discussed how EDI fits into the BBA back pack through the “social” strand and the strapline for all EDI work at the academy is “we stand together”. Councillors discussed the achievements so far in the 5 year plan including the racial literacy group, the changes of house names, social action, termly inset and cultural dress day. There have also been twilight sessions to support staff with challenging discriminatory language, the Show Racism the Red Card pop up, anti-racist school award and work with staff and students to refresh the EDI statement and 5 year plan. Engagement in the Show Racism the Red Card Day was really high with staff and students wearing red to school and learning about being a defender. Councillors discussed the next steps which include an EDI calendar what will enable BBA to celebrate all religious and cultural events, student inclusion groups will be leading assemblies and regular EDI training will be built into INSET days and new staff induction.	
6.2	Academy Councillors were really impressed by the work done around EDI at BBA and thanked all staff for their work in this area.	
<b>7</b>	<b>Ofsted update</b>	
7.1	JC and JJ gave an overview of the recent Ofsted experience, including the planning and preparation involved, the journey the inspection took, feedback and actions. The report will be published in due course.	
<b>8.</b>	<b>Academy Council Report</b>	
8.1	The Academy Council Report was shared via Teams.	
8.2	There was a discussion around attendance, the questions asked during the Ofsted visit and how the team is continuously improving processes to ensure the academy does everything it can to support good attendance. There are interviews for the new Attendance Officer taking place this week.	
<b>8.3</b>	<b>What are the main reasons for absence? Are there trends in groups or has the pandemic impacted year groups differently?</b>	

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8.4	Councillors discussed the outcomes from the attendance survey. Mental health is often stated as a reason for non-attendance. We don't have data to suggest that certain year groups have been effected differently by the pandemic, but we do see a trend in anxiety in girls, especially as they get older. We are being proactive and putting interventions in place in lower year groups to support students as they grow. We are finding that pandemic recovery is not just for 1 student, its usually for their whole family and so we are supporting the wider family as much as possible. Councillors talked about the expectation that all staff have ownership of attendance and not rely on pastoral teams.	
<b>8.5</b>	<b>The report shows a focus on mental health referrals for students in the BAME group. Why is there a particular focus here?</b>	
8.6	Traditionally, students from the BAME cohort report concerns less so we have done a pop up around it to acknowledge it and raise the profile of mental health for that group. We find that our counsellors see mainly white females and there are less students from other cohorts on the waiting list.	
8.7	Councillors discussed other pop ups such as the Windrush pop up, the social action groups pop up on knife crime and the impact of carrying a knife.	
<b>9</b>	<b>Safeguarding</b>	
9.1	Included in report.	
<b>10</b>	<b>Finance, Health and Safety and Estates</b>	
10.1	There was a brief update about the budget for 23/24 including how the AC can provide support and challenge around the impact of the budget on educational experience. JJ gave an update on the current planning permission application and ongoing work around travel plans and parking.	
<b>11</b>	<b>Staffing and Wellbeing</b>	
11.1	Recruitment remains difficult nationally but continues in readiness for September. The timetable is fully staffed for 23/24 which is very positive.	
<b>11.2</b>	<b>Why do staff leave generally?</b>	
11.3	For many reasons, including retirement, relocation, study, promotion. We find retention is often good at BBA because of supportive and flexible approach to work life balance.	
<b>12</b>	<b>Policies that require review</b>	
12.1	There was an overview of the policies reviewed at the last policies committee and a discussion around which policies refer to specific link roles.	
<b>13</b>	<b>Governance</b>	
13.1	There will be a recruitment process for a Student Advocate in term 1. An update on training and networking dates will be circulated asap along with AC meeting dates for 23/24. All councillors were reminded of the conference date (7 <sup>th</sup> July) and the Board Strategy and Results review meeting on 27 <sup>th</sup> September.	
<b>15</b>	<b>Equality and Diversity</b>	
15.1	EDI has been threaded through the presentations and report.	
<b>16</b>	<b>Matters for the attention of the Board / COAC</b>	
16.1	None.	
<b>17</b>	<b>AOB</b>	
17.1	There was a discussion around the admission and appeals process ready for September.  There was a discussion around Health and Social Care as a career path for students due to the desperate need in the health care system and how the school approaches the subject. It is taught very well and is a popular choice with many visitors and networking	

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	<p>opportunities. There was a conversation around university outreach and widening participation programmes in universities to ensure that students are fully informed and encouraged to pursue qualifications and jobs in that sector. There are financial challenges, including paying for transport when pursuing enriching careers opportunities for students like these but the academy remains focussed on providing opportunities as often as possible.</p> <p>NM thanked HP, SWW and JM for their commitment and support and wished them all the best for the future.</p>	

ACTIONS:  
None.