

Minutes – Bristol Brunel Academy Council

Version: Draft

Date: 4th May 2022
Location: Online via Teams
Time: 5.30 pm

Present:

Nicky McAllister (NM)	Chair of Academy Council
Helen Pascoe (HP)	Sponsored Councillor
Emma Thorn (ET)	Sponsored Councillor
Naomi Soper (NS)	Teaching Staff Councillor
Nicky Goodall (NG)	Parent Councillor
Jon Jones	Principal
Sally Apps (SA)	Executive Principal
Hanifa Tazaoui (HT)	Student Advocate
Rahana Davies (RD)	Parent Councillor

Attendees:

Charlotte Seavill (CS)	Academy Council Clerk
Jen Cusack (JC)	Vice Principal
Abbigael Bainton (AB)	Observer
Javinia Harris (JH)	Observer
Tara Paisey (TP)	Observer
Louise Cole (LC)	Observer
Laura Miles (LM)	Observer

Apologies: Nicola Pearce (NP) Sponsored Councillor

Item	Description	Action
1	Introductions	
1.1	Introductions were made.	
2	Declarations of Interest	
2.2	No new declarations.	
3	Minutes of Previous Meeting	
3.1	The minutes of the meeting were agreed as accurate.	
4	Matters Arising	
4.1	The Remote Learning Policy states that councillors are responsible for its implementations and asked to discuss this more fully in the future to understand who will take this responsibility.	Review in January via link visit with T&L Link Councillors. Clerk to diarise in Agenda
4.2	ACTION: NM to send letter to the student who has already achieved all of their Brunel Way badges. COMPLETE	NM
4.3	ACTION: JJ & HT to arrange a student presentation to the academy council. C/F	JJ&HT
4.4	ACTION: JJ to link TL with NG with regards to blended/digital learning. COMPLETE	JJ&NG

Item	Description	Action
5	Governance	
5.1	<p>Membership:</p> <p>There is a vacancy for a Sponsored AC, Support Staff AC and a LA Representative.</p> <p>Councillors confirmed their link roles as follows:</p> <p>NM – Mental Health and Wellbeing, Leadership & Management</p> <p>NP – Outcomes</p> <p>HP – Safeguarding, Policies committee chair & RSHE</p> <p>NS – Policies & H&S</p> <p>HT – BAME</p> <p>RD – Behaviour & Careers</p> <p>ET – PP & Covid recovery funding</p> <p>NG – LAC, PLAC & T&L</p> <p>Outstanding links roles to be filled when new councillors are recruited include: SEND</p>	
6	MFL presentation with LM	
6.1	<p>LM gave a presentation on the priorities, aims and successes for MFL and the department improvement plan. Outcomes are moving in the right direction and the department is aware of their trails, such as HAP boys and SEND students. LM described how teachers prepare students for exams including tiering to ensure all students sit the correct level paper. Councillors discussed staffing challenges through the pandemic and how staffing changes were made to ensure there were specialist teachers for exam classes. Students fed back that they struggle with revision, so revision guides have been given to all families.</p> <p>All students have done mock exams for each component of the GCSE (Speaking, Reading, Writing and Listening) and councillors discussed the difficulty distance learning brought to the speaking part of the course. To support students with their nerves and workload, speaking exams were held before the Easter break.</p> <p>MFL is a popular GCSE choice by students of all levels and backgrounds. Speaking, for both staff and students, is a focus in the department improvement plan, including increasing confidence and vocab banks. Numbers for classes are healthy for next year and the department are hopeful that trips can resume following a break during the pandemic. There are many MFL clubs available including, French, Spanish, Arabic and Italian.</p>	
6.1.1	The numbers of students going on to do languages at P16 aren't very high – is there a reason for this?	
6.1.2	CLF Post 16 offers Spanish but there have been years when there weren't enough students interested in the French course to run it in the timetable. There has been instability in MFL staffing at BBA but now that has been resolved by recruiting an additional member of staff, we have a solid team to move forward with and this will translate in P16 numbers.	
6.1.3	Do students who speak other languages at home have the opportunity to sit exams in these languages?	
6.1.4	Yes, we are fortunate to have many languages in our school and across the Federation so there are staff available to enable these exams.	

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7	Link roles meetings	
7.1	Councillors and link staff leads met in breakout rooms to introduce themselves where necessary and arrange their next meetings and visits. Councillors discussed how some link roles will be grouped together to make the most sensible SLT links.	
7.2	<u>ACTION: SLT link to summarise next steps and send to JJ, NM & CS.</u>	SLT Links
8	Academy Council Report	
8.1	Councillors discussed the recent feedback from other CLF schools following their Ofsted visits and JJ's most recent Lead Inspector training. Councillors are confident that mental health and wellbeing is being supported at the academy and passed on their thanks to all staff for their hard work and dedication. Councillors discussed the importance of questioning, checking understanding and the training for staff that has been done in this area that continues to be a focus. Councillors were confident that disadvantaged learners remain a focus for the academy.	
8.1.2	<u>ACTIONS: Councillors to create a list of 3-5 strengths and challenges in their link area with their link staff member</u>	ALL
8.1.3	<u>ACTION: NM/JJ to create a questions proforma for link meetings and visits as a starting point for councillors going forward</u>	JJ/NM
8.1.4	The NPQ training drop out rate seems high – what is the reason for this?	
8.1.5	The training is free this year and the uptake was incredibly high which was really positive. Due to this, there were only so many staff able to be released at a time to complete the course and so it fell to INSET days and time out of school which is difficult for a lot of people. The workload is high and there has been the additional pressure of COVID and some staff being poorly meant they've deferred until September.	
8.1.6	What do you think caused the reduction in the overall numbers of students accessing the Safety Net and why has there been an increase in the number of referrals for Y7 students?	
8.1.7	In terms of Y7 referrals, it tends to be the same group of students being referred repeatedly. Staff are reviewing how they can be better supported. There is a weekly review of the frequently referred students, their barriers and whether any internal or external referrals need to be made for support such as counselling services. There have been changes to the system whereby staff who refer to the Safety Net must carry out a restorative conversation with the student and call home, as well as taking an actionable step, such as talking to a Curriculum Lead about whether the student is in the right set or whether the class dynamics are right for that student. This helps build relationships with the students and better understand their context. There were a group of students who were previously just trying to test the system, but they're bored of that now and so referrals have dropped as those students prefer being in lessons. The biggest improvement is the way that staff are meeting students needs and breaking barriers so disruptive behaviour is lower and classroom standards are high.	
8.1.8	<u>ACTION: Safety Net referrals data to include percentages going forward.</u>	JC/TP
8.1.9	The number of suspensions is high – why is this?	
8.1.10	A new system has been introduced and students are being held to high standards. There need to be three key adults involved in the decision to	

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	suspend a student. We understand that suspensions don't change behaviour so we are working on a system where students are supported and their needs met. There has been a small reduction in the number of suspensions recently without dropping our expectations and we will continue on this journey.	
8.1.11	Persistent absence is high compared to the national average (although this average is pre-pandemic data, it is the national measure currently), What is being done to support students?	
8.1.12	There are a number of students who are struggling with school for various reasons and in particular in Y11. Staff are in regular contact with them and where we know they will not be returning to the academy, we are still working with them so they can get their qualifications. We are in constant communication with them and although it is really challenging, there is little more staff could be doing to support them.	
8.1.13	Does our attendance data reflect the national or local picture?	
8.1.14	Bristol in general has low attendance at the moment, but we are still aspiring to higher attendance for all our students, despite the national and local pictures.	
9	Anti-Racist School Award	
9.1	Councillors received an update on the academies progress towards the ARSA prior to the meeting via Teams.	
10	Safeguarding	
10.1	The Safeguarding link councillor gave feedback on the recent training session and provided a report from the most recent safeguarding visit.	
11	Finance, Estates and Health & Safety	
11.1	Councillors discussed the increase in student numbers and resulting estates improvements.	
12	Policies	
12.1	The Policies Committee has approved the new SEND policy, which will need to be reviewed by the new SEND link councillor when appointed.	
12.2	<u>ACTION: NM/HP to discuss the current policies committee team</u>	NM/HP
13	Governance	
13.1	Councillors agreed an AC award for students which is being actioned by JJ & AB so that it fits in the current award structure and badges.	
13.2	Councillors were reminded on the CLF Governance Conference in 10 th May on Teams.	
13.3	<u>ACTION: CS to circulate BCC training offer to councillors</u>	CS
14	Environmental Updates	
14.1	Councillors discussed the recent CLF Environmental Conference which was really positive and the report from the BBA student was fantastic.	
15	Matters for the Board/COAC	
15.1	None	
16	AOB	
16.1	None	