

Minutes – Bristol Brunel Academy Council

Version: Approved
Date 4th March 2024
Location: Bristol Brunel Academy
Time: 5.30 pm

Academy Councillors:

Nicky McAllister (Chair) - Sponsor Councillor
 Nicola Pearce – Sponsor Councillor
 Naomi Soper – Teaching staff councillor
 Nicky Goodall – Parent Councillor
 Jen Cusack – Head of School
 Josh Sterling – Student Advocate
 Rosie Hunt – Sponsor Councillor
 Saima Akhtar– Sponsor Councillor
 Emma Thorn – (Vice Chair) Sponsor Councillor
 Jon Jones – Executive Principal
 Sharon Porter – LA Representative
 Georgina Hopkins - Observer

Invitees:

Kelly Jefferies – Vice Principal
 Jenna Godsall – Assistant Principal

Item	Description	Action
1	Introductions	
1.1	ET welcomed everyone to the meeting and introductions were made. Apologies were received from NM, NG, JJ, SA & GS	
2	Declarations of Interest	
2.2	There were no verbal declarations.	
3	Academy Council Membership	
3.1	The Academy Council has no vacancies currently. Anyone with outstanding Nimble Training or Declaration of Interest has been contacted.	
4	Minutes of Previous Meeting	
4.1	The minutes of the meeting of 4 th December 2023 were agreed as accurate.	
5	Matters Arising	
5.1	<u>ACTION: JC to provide Skanska waste video in next AC pack and an update on energy consumption.</u> 03/07/23 – this will be shared once available from Skanska. CARRY FORWARD 09/10/2023 – Carry forward 04/12/2023 – Carry forward 04/03/2024 – Action will be completed upon receipt of the video from Skanska	JC
5.2	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	Clerk

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	and issues and improve it ready for the following Y7 cohort. DCLs will lead the project and will provide feedback at a later date. ACTION: Clerk to diarise. 3/7/23 – carry forward to Dec 23 04/04/2024 – carry forward	
5.3	ACTION: JC to liaise with other schools who use the same homework system to share best practice. 3/7/23 – carry forward to Dec 23 04/03/2024 – carry forward	JC
5.4	ACTION: Councillors are asked to liaise with their staff link and organise T2 link meetings. 04/03/2024 - complete	ALL
5.5	ACTION: Ensure the purple thread is consistent through out papers 04/03/2024 - complete	JC
6	Teaching & Learning	
6.1	JG shared a presentation on progress towards areas for improvement from Ofsted in Teaching & Learning, including a focus on how Reflect & Refine provides actionable steps for staff following drop ins, updates to the T&L framework, the sharing of actionable steps with all CL so that bright spots can be highlighted and best practice observed, next steps in refining the R&R process whereby all R&R will focus on meeting need, and meeting need carousels will be tailored to themes highlighted in the R&R actions. Samples slides from a recent carousel were shared and areas for improvement and next steps were discussed.	
6.2	How are you defining meeting need?	
6.3	It's been discussed by SLT a lot and we have defined it in terms of what it will look like as a teacher, as a student etc and worked with the SENDCo to define a list of expectations. The success criteria from this will form the basis for R&R in Term 5.	
6.4	How has the sharing of the document, which contains whole school actionable step information, with CLs, impacted collaboration and communication within teams? Can you provide examples of how CLs have utilised this information to support their teams? To what extent has the focus on 'Meeting Need' in weekly staff briefings positively influenced the teaching practices and performance of staff? Are there measurable outcomes or success stories?	
6.5	The RE Lead presented whole class feedback based on the Humanities department mechanism for student feedback and this has been further shared with the IT department. It's allowed us to pinpoint practice within departments and know who the best person is to speak to or observe in a certain area of their practice. Data in Term 3 was impacted by staff absence which we hope to see become more consistent in later terms.	
6.6	Is there challenge in making steps application to non-academic subjects?	
6.7	In a recent drama lesson, we agreed actionable steps around structuring tasks with planning time, which can be applied to all subjects. Academy Councillors were encouraged to ask about actionable steps during their next link visits and reminded to ensure link meeting/visit notes are filed in Teams.	
7	Academy Council Report	
7.1	There was a discussion around recent ARV feedback and the decision to recruit a primary trained teacher, whose remit will be centred around English & Maths for years 7&8. They have been key to the conversations around meeting need for our students with low ability and the ongoing COVID recovery needed to fill gaps left by lock downs etc. The recent ARV team included a local Primary Principal who was really complimentary of the work being done and has formed a network between us and Summerhill Academy. There	

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	<p>was a discussion around the ARV outcomes for the PE team following the PE results last summer.</p> <p>Decisions are being made around Y9 options and their mock results to ensure we are offering the right suite of courses.</p> <p>There was a discussion around suspensions and permanent exclusions at the academy and the context behind these decisions. Academy Councillors were satisfied that these steps are being taken as a last resort in order to safeguard everyone in the academy.</p> <p>There was a discussion around the support available to the academy, the local picture around suspensions and exclusions and the lack of services available, including support from the LA.</p>	
7.2	How does data focusing on PP students and raising attainment, ensure that behaviour monitoring and interventions are equitable and inclusive? Are there additional measures in place to address disparities in behaviour outcomes among different student demographics?	
7.3	<p>We moved from a very general approach to a bespoke student focussed approach. The level of need has increased significantly as has the level of behaviour. Our old systems stopped having impact so we now have a personalised behaviour interventions for those with the highest behaviour points.</p> <p>We don't have ALP locally. Snowdon Village has lowered their threshold which has resulted in our students being unable to attend. We have started to look at ALP in other settings, but this has a knock effect on attainment as students don't have access to specialist teachers.</p> <p>Contextually, we apply our behaviour policy differently for some students to ensure that they are safe and under our supervision, however there is a balance to be found with other students and staff seeing the difference in how the policy is applied.</p>	
7.4	What are our next steps around de-escalation and supporting staff who might find behaviour management a challenge? Do we have teacher voice on this topic?	
7.5	Staff report that behaviour can be challenging. We're worked hard to have a behaviour curriculum and need to ensure that behaviour is dealt with in a trauma informed way without loosening our expectations.	
7.6	Will the CLs own their own department in terms of behaviour?	
7.7	CLs will take greater ownership of behaviour in their department and monitor behaviour points for themes. There was a discussion around the need for consistency in how behaviour is managed to support the bigger picture of behaviour around the whole academy. It's not ok for staff to manage behaviour in their own way because it doesn't help other staff in dealing with behaviour when expectations are different.	
7.8	<u>ACTION: JC to provide update on behaviour system application and progress at the next meeting.</u>	JC
7.9	Councillors really like the idea of recording the lost minutes due to attendance and punctuality issues. Are the scripts helping and do staff have enough time?	
7.10	<p>Yes, the whole process has changed and phone calls are consistent across year teams. There is a rota system that works along side assemblies.</p> <p>The new system has removed the lateness due to queuing and has increased the sense of belonging. Barriers to attendance are often SEMH or trauma driven and so phased timetables are helping attendance. We have also seen an improvement in attendance for Fresh Start students.</p>	
7.11	How long has the system been in place?	
7.12	Just this term so we will be able to start using data next term. We can see a difference already and there have been improvements to uniform.	
7.13	<u>ACTION: JC to bring the minutes late and actions to the next meeting.</u>	JC

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7.14	Academy Councillors were pleased with the work on the democratic structure for student voice and asked how feedback is getting to the right member of staff with a response back to the students?	
7.15	It's in it's infancy but students meet with JC termly. Inclusive groups meet termly and then they come together for student council termly too. All feedback comes to SLT and then responses are taken back to students.	
7.16	<u>ACTION: Student Council to feedback to the Academy Council directly in the summer term. They are to decide how they would like to do this.</u>	JS
7.17	<u>ACTION: JC to arrange for the parent and pupil voice sections of the website to be updated.</u>	JC
7.18	The Academy Council was deeply saddened to hear of the recent staff death and send their condolences to family, friends, staff and students. There was a discussion around wellbeing and support available to staff and students.	
7.19	There was a discussion around a potential in house ALP solution to support our most vulnerable students. Mock data will be brought to the next AC meeting, with a focus on the PP cohort and closing the gap. There was a discussion around the success of meeting SEND needs and how Quality First teaching needs to be in place for PP students.	
7.20	Councillors referred to the AC report for an update on the risk register, finance, budget, HR and recruitment. There are a number of adverts due to go live and recruitment continues to be increasingly difficult.	
7.21	<u>ACTION: Clerk to add staffing & wellbeing to the next agenda.</u>	Clerk
8.	Policies	
8.1	The policy committee met on 14 th December and will be meeting again on 14 th March to note and approve policies. The committee were thanked for their work on policies.	
9	Student Advocate update	
9.1	JS met with the staff lead for student council and students in T2 and will meet with the same group next term to see progress and changes. Students are considering different ties for student council reps. Student Council now also includes students from our inclusive groups and not just tutor group reps.	
10	Matters for COAC/Board	
10.1	None	
11	AOB	
11.1	None	

ACTIONS:

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