

Minutes – Winterstoke Hundred Academy

Meeting Date: 8 February 2024

Location: WHA

Time: 4.00pm

Chair:

Felicity Williamson (FW)	Sponsor Councillor & Chair
Kathryn Volk (KV)	Sponsor Councillor
Tony Searle (TS)	Interim Principal (left at 5.25pm)
Chris Henley (CH)	Parent Councillor
Vacancy	LA Representative Councillor
Vacancy	Sponsor Councillor
Matt Randle (MR)	Principal
Sian Williams (SW)	Parent Councillor (arrived at 4.40pm)
Ciarán Elster (CE)	Teacher Councillor
Charlotte Sexton (CS)	Student Advocate

Apologies: Clare Towler (CT) Sponsor Councillor

In Attendance: Sue Burns (SB) Clerk

Item	Description	Action
1.0	Welcome, Introductions and Apologies	
1.1	FW welcomed everyone to the new building	
1.2	Apologies were accepted for Clare Towler (new Academy Councillor).	
1.3	Sian Williams advised she may be late to the meeting due to a scheduling clash.	
	Declarations of Interest	
1.4	FW advised the Academy Council that she had a pecuniary interest in relation to the Admissions Policy because she has a daughter who could apply for 6 th form entry in 2026. There is a potential change to the WHA Admissions Policy which will require a consultation if the change is adopted.	
1.5	The remaining Academy Councillors confirmed that they had no pecuniary interests relevant to this meeting.	
2.0	Subject Presentation – MFL Juliet French Head of Curriculum MFL	
2.1	This is my first experience of working in a CLF School. I joined WHA in September when we were offering French and Spanish in KS3, KS4 and KS5, and I've now introduced German into Y7. We are only one of two CLF schools who offer German.	
2.2	The government has funded MFL with £14M because of the importance of languages. German is an important language because it is the largest European employer of UK residents.	
2.3	KS5 are offered French and Spanish. Y13 French is a class of two and are on track to complete the course content by Easter so that we can then focus on revision. Some students are opting for AS Spanish due to low attendance.	
2.4	What is an AS level? It is the equivalent of half an A-Level. An A pass would = 20 UCAS points.	

	In KS4 we have a Y10 Spanish class and an after school Spanish club.	
2.5	We are reviewing written feedback in exercise books to ensure consistency so that students can understand misconceptions.	
2.6	GCSE reforms have taken place so Y9 will have a new language curriculum. All questions are now in English, answers are in English for reading and listening, speaking and writing is in the target language. Phonics are key to the speaking and listening tasks and the Exam Boards can't use any words out of the agreed set.	
2.7	I am revising the GCSE textbook for German and helping with writing the GCSE papers. I am part of the curation team who are revising the KS3 curriculum in line with the new GCSE.	
2.8	Promotion of languages during Y9 will be a focus this year to increase the numbers in KS4.	
2.9	What are the barriers to languages in KS4? Languages aren't valued in our country, so we need to increase the profile of them, including having guest speakers. We are also reviewing where they sit in our options criteria and will consider funded trips.	
2.10	Do you do anything on International Languages Day? Yes, we will use it as a promotional opportunity.	
2.11	TS advised that HPA have just returned from a fully funded trip to Japan and therefore there are staff at HPA who WHA could link with to share best practice.	
2.12	Supporting SEND and PP students will also be key and we will visit feeder schools to promote languages.	
2.13	Students will have be taught a MFL in Y6 and will follow the CLF curriculum.	
2.14	Do you offer extracurricular clubs? Yes, last year we offered Japanese, this year we are offering German.	
2.15	The DOOYA data indicates that there is inconsistency between languages for PP children, therefore we are going to analyse the data and share best practice.	
2.16	Will German be offered in Y8 and Y9? I am the only German teacher currently. If the subject proves popular then we can recruit or upskill new staff. I can teach the class for Y7 – Y9 because there is room in the timetable.	
2.17	TS advised that Hildesheim is twinned with Weston Super Mare and a youth programme is in place for immersion hosts, he will share the details with Juliet French.	
2.18	ACTION: TS to share the Hildesheim WSM Youth Programme with Juliet French	TS
2.19	Does the feedback link to the Marking and Feedback Policy? Yes.	
2.20	<i>Juliet French left the meeting at 4.30pm</i>	
3.0	Academy Council Membership	
3.1	AC membership: There are currently two Sponsor vacancies, A Parent AC vacancy, an LA AC vacancy and a Support Staff vacancy.	
3.2	All the Academy Councillors were reminded provide a bio for the website.	
4.0	Minutes of Previous Meeting	
4.1	The minutes of the meeting of 11 th December 2023 were approved.	
5.0	Matters Arising & Actions	
5.1	None.	
6.0	Beaufigther Rd Site – Confidential Item	
■	[REDACTED]	
■	[REDACTED]	
■	[REDACTED]	

	Class charts records daily behaviours and the outcome. The graduated response also has a log to indicate what work has been done to support students which supports us to be proactive in managing behaviour. (Log shared via screen)	
7.14	Do the students see the negative incidents in class charts? Students who log-in to class charts will see that we are celebrating the positives. But we have received feedback that students would also like to see their negative behaviours on class charts.	
7.15	ACTION: MR to review the policy for students to be able to see their negative behaviour points in Class Charts.	MR
7.16	Does the Behaviour Policy reflect the new stages? The Behaviour Policy is being updated ready for approval at the next meeting and will include adjustments for children with SEND.	
7.17	Is there a gender split in the behaviour data? Yes, there are a disproportionately high number of girls reflected in the internal truancy behaviour data.	
7.18	ACTION: MR to split the behaviour data by groups and gender.	MR
7.19	Student Advocate: the Y10 students were first into the school and parents sought a smaller provision for their children. As a small school there is less funding which means fewer pastoral staff.	
7.20	Are you monitoring the attendance of pupils at ALP? Yes, we check attendance and engagement in sessions which is managed by our Attendance Officer who also ensures that the placement is successful and how the student will transition back to mainstream education.	
7.21	Have 'Every Child Matters' meetings commenced? Yes. We discuss 10-12 children at a time and share ideas for next steps.	
7.22	Are ECM meetings documented? Yes, minutes are taken and the attendance at the meeting is recorded in the graduated response document.	
8.0	Attendance	
8.1	Y10 attendance is low, is that due to ALP provision? We have plans in place to support school refusers. The suspension data impacts the attendance data. Attendance is a foci for the school.	
8.2	Historically attendance has been good at WHA? What has changed? We are reviewing the systems to ensure they are workable at scale. Our students come from all over Weston which means some of them have to travel a long way.	
8.3	Are most of the school refusers SEND students, and have you tried to arrange home-tutoring? Yes, they are, but it is very difficult to get home-tutoring provided by the LA because CAMHS have to agree to it and there is thirty months waiting list for CAMHS. We do use adapted timetables where possible.	
8.4	ACTION: MR to liaise with HPA re school refusers and home-tutoring options.	MR
8.5	ACTION: MR to arrange for an attendance presentation at the next AC meeting to include attendance strategies.	MR
8.6	The school is predominantly white British and White British families nationally have poorer attendance data.	
8.7	Y7 attendance data is good and is above national, how will you sustain that into Y8 and onwards? We will continue to use our attendance strategies.	
8.8	Breakfast club is well attended and some children arrive as early as 7.15am. Today we had 67 students attend the breakfast club.	
8.9	Do you provide home-learning for children who are off sick with an injury? Yes, we can provide work to do at home.	

8.10	<p>Do staff know the PP children well? Yes, our whole approach is to understand our students as individuals and we have staff who look out for behaviour changes, students who have no lunch, need a shower, or are missing equipment, etc. We also provide access to sanitary products when required and take additional clothing and items on residential trips to support PP students.</p>	
8.11	<p><i>TS left the meeting at 5.25pm</i></p>	
8.12	<p>P-16 attendance is disappointing. Why is it so low? Older students travel independently. The pastoral issues in Y12 and Y13 are impacted by relationships. The students are timetabled to be on site all day every day, but if they don't have a lesson in the mornings then they don't arrive until the afternoon. Personal development and careers provision are a focus this year.</p>	
8.13	<p>Has there been a decline since you've moved to the new site? There are fewer staff on the site now which has had an impact. External exams impact attendance because students want to stay at home and revise.</p>	
8.14	<p>Are some students on site without getting an attendance mark? They get an attendance mark when they swipe in, because we are a school and not a college, but if students access the building in a group then that's a possibility.</p>	
8.15	<p>There are no SEND-E students in P-16? There is one SEND-E students.</p>	
9.0	<p>Careers</p>	
9.1	<p>We are using the Compass Programme, and the data looks positive for us meeting the benchmarks.</p>	
9.2	<p>Did the students engage with Blunt Truth? Yes, and their behaviour was exemplary.</p>	
9.3	<p>We had a high number of students make a UCAS application which is pleasing.</p>	
9.4	<p>As there is no Y11, will the Y10s have more focus on careers and destinations? Yes. They are making contacts for work experience placements currently.</p>	
9.5	<p>Do WHA Y12 students have to apply for P-16 places? No, they remain on roll.</p>	
10.0	<p>Safeguarding</p>	
10.1	<p>KV has reviewed the S175 report; there were no red flags, and the school are waiting on the action plan.</p>	
10.2	<p>A new DSL joined in September and became the DSL from January. There are two DDSLs.</p>	
10.3	<p>The DDSLs have a good range of skills and safeguarding is secure in the academy.</p>	
10.4	<p>Students are comfortable to approach staff and could name a trusted adult in the school.</p>	
10.5	<p>All students have been briefed on the lanyard colours.</p>	
11.0	<p>Ofsted Update</p>	
11.1	<p>Has staff PD re checking for understanding taken place? Yes, this took place last term, and two more sessions have been arranged for next term. Conversations have started to take place and there is wider work across the Trust around checking for understanding.</p>	
12.0	<p>SEND</p>	
12.1	<p>FW met with Georgie on Monday and will submit her link report in due course.</p>	
12.2	<p>There is a complex level of pastoral need for some children which impacts on staff resource.</p>	
12.3	<p>There have been some inconsistencies in SEND provision during the migration to a new Principal, a new SENCo and the new site.</p>	
12.4	<p>Are there any children who have a need which has not been diagnosed? Yes, there are several students who have additional needs and may be disadvantaged or PP. The majority of the students can articulate their needs so that we can make referrals to outside agencies.</p>	
13.0	<p>Staff Survey</p>	
13.1	<p>Almost half the staff participated, and the scores were promising.</p>	

13.2	The staff survey results will be reviewed at the next meeting.	
14.0	H&S	
14.1	Clare Towler may take the H&S role from FW. The meeting on October was cancelled because the Ops Manager was ill.	
14.2	The kitchen required a lockable door which has been resolved.	
14.3	Movement between the sports hall and amin hall is being addressed.	
14.4	Are there any dead zone on site? The staff bring the students down onto the ground floor during unstructured times because we don't have sufficient staff to provide cover at break and lunch. Students have been very good about this arrangement.	
14.5	The roof is leaking. Remedies will take place at half-term along with other contractors who are doing snagging.	
14.6	A fire risk assessment has taken place at the new site.	
15.0	Matters for the Board/COAC	
15.1	None.	
16.0	AOB	
16.1	<u>Informal parent feedback.</u> <i>Parent voice Powerpoint shared via screen.</i> Some parents have advised that communication could be improved. Two newsletters have been issued to date. MR is working with the LA to arrange additional road signage. Parent parking – the Police have moved vehicles on when required and we have shared the rationale for the drop-off bay. The runway remains a concern in terms of road safety despite raising the issue with the mayor.	
17.0	Close of Meeting	
17.1	The meeting closed at 6.10pm	