

Bridge Academy
Governing Body Meeting
Monday, 24th January 2022 at 5:30pm

Present:			
P Lawson	Chair	In Attendance:	
T Darling	Governor (BA)	H Shapter Wheeler	HoS, Bridge Academy
S Healy	Governor (BA)	A Hewitson	Governance Professional
N Barrett	Executive Principal & Governor		
P Curran	Staff Governor		
H Fry	Governor		
P Myers	Governor		

1. Election of Vice-Chair

1.	The clerk advised governors of the requirement to elect a Vice-Chair for the new academic year and requested nominations. P Lawson Proposed by: S Healy Seconded by: P Myers P Lawson took over as Chair.
2.	The Chair welcomed H Fry and P Myers to their first meeting and introductions were made.

2. Apologies were received and accepted from: T Darling

3. Declaration of Pecuniary or Non-Pecuniary Interest:

The Executive Principal informed the governing body that he was an employee of Stephenson (MK) Trust.

4. Code of Conduct

Page	Item	Action
	The new Governors were asked to read and to sign a copy of the Code of Practice for Governors for 2021-2022.	

5. Minutes of the last meeting and Matters Arising:

Description of Any Amendment / Discrepancy	
The Chair invited governors to review the minutes of the meeting held on 11 th October 2021. These were then agreed as a true and accurate record.	
Page	Matters Arising
5	Has been in but has not received any information regarding joint workshops. HSW to chase. Carry action forward.

6. Executive Principal's Report

	Item	Action
1	Trust Development <ul style="list-style-type: none"> Potential for the MKPRU to join the Trust. However the decision was in abeyance until the end of June when the Management Committee would have to make the decision whether or not to join the Trust. 	

	<ul style="list-style-type: none"> • The Chair asked if there were any implications for the PRU joining the Trust? The Executive Principal responded that there were 18 places commissioned in Primary and 195 in Secondary funded by LA. Where it would become difficult was if the PRU did not academise. The LA was aware but ultimately it was a decision for the Management Committee which has significant Primary Head representation. SH asked if there was any risk to staff if it did not go ahead and what would happen to the students? The Executive Principal responded that it would cease to be the Trust's problem. The Chair asked what would happen to the staff who were employed by the Trust? The Executive Principal responded that none of them were at risk. The Chair queried if Bridge Academy was stretching resources to provide staffing to the PRU? The Executive Principal responded that it was not and that now that the MKPRU had now moved onto the Academy's Manor Road site the sharing of staff was easier to manage. • Agreed that governors would be kept apprised throughout the year. 	
2	Estate Management <ul style="list-style-type: none"> • As it applies to BA – development on MR now completed Primary on site. • Will get the lease off LA tomorrow having waited 6 months for the funding. DfE has now agreed to release the funds. • Hot meals issue carries on. Waiting for the upgrade to the electrical supplies. • Have put in CIF bids for both BA and SA. Should get a response by Easter. 	
3	Stephenson Academy <ul style="list-style-type: none"> • A letter from the Chair of the Trust would be sent to C Marriott tomorrow regarding the change of age range. The Sixth Form no longer on site and has not been for three years. The Chair asked were there any Implications with the movement of Post 16 going over to Bridge Academy? No risk as the funding had been transferred over to Bridge and the age range for the Academy was 11-19 years. • Without a positive response the Trust will default to 11-16 years. 	
4	Bridge Academy <ul style="list-style-type: none"> • An anonymous complaint was sent to the LA just before Christmas. • A review of the provision was undertaken and an action plan was produced as a consequence of this. • Relaunch of the Refocus programme potentially in the summer term or latest in the autumn term. Will look at potentially running a refocus programme for both primary and secondary. This programme would look at social skills and making the right choices for integrating into mainstream rather than being curriculum based. <p>Action: A paper regarding the launch of the Refocus programme to be presented at the next meeting of the GB.</p>	Executive Principal
5	Review of Safeguarding Report <ul style="list-style-type: none"> • Complaint went to M Denny. • General feeling of lack of confidence around riskier students. • HoS and EP discussed the concept of safety as some staff were feeling anxious. • Need for more support staff. • Therapeutic staff on site fed back to HoS SA that they did not feel it was safe at the Coffee Hall site. • A review took place and part of that review was having the Lead Inclusion Mentor from Stephenson on site. • Basis of the review were the issues that were raised to explore were what was covered in the phone call. • Only the HoS SA saw the results which were confidential but not anonymous. • Feedback was that staff felt they would have been able to say more if the review had been anonymous. 	

7. HoS Report – Bridge Academy

Item		Action
1.	<p>Quality of Education</p> <ul style="list-style-type: none"> Main focus for the year was attendance. There had been a big push pastorally and getting staff involved Behind with curriculum maps. Worked across the Trust with core subjects and separately with other subjects and focussed on Pupil Premium. Main challenge was attendance, with a rising percentage of students in possession of an EHCP and SEN needs. The focus on Learning Walks has been on what students need. PL questions: <i>The Chair asked from a quality of education point of view for maths, english and science, did the academy have a curriculum plan and when were staff going to be bought up to speed?</i> The HoS responded that a piece of work was currently being undertaken by staff on the progression map but that a statement was not yet in place for their subject areas. She continued that the curriculum had changed quite dramatically since September 2021 and that by Easter she anticipated that everything would be completed. She would then look at the correct sequence of learning and then at the implementation to measure how well that learning was being implemented. <p>Action:</p> <ul style="list-style-type: none"> HoS BA to include an update and summary in the HoS report. 	HoS BA
2.	<p>Attendance:</p> <ul style="list-style-type: none"> The School Action Plan had been created by Assistant Principal of BAC. He worked with Colin Mayo which has had a positive impact on some students. Trying to get students into the main body of the school. Will be reviewed on a regular basis. <i>The Chair suggested that it would be useful to see what part of the timetable those students were engaging with and also how long they had been on a part-time timetable and the expected duration.</i> <i>The Chair asked if those students on part-time timetables were reported to the Local Authority (LA).</i> The Executive Principal responded that they were reported to the Inclusion Group and the LA. EHCP students – dip in students in line with covid. Potentially poorer attendance from those students? Interested in seeing the breakdown of which. NB - majority of students with EHCPs are at BAW. <p>Action:</p> <ul style="list-style-type: none"> Show the 3 year trend of those students on part-time timetables Breakdown of attendance for students with an EHCP Show the breakdown of those students in possession of an EHCP with poor attendance during Covid. 	HoS BA
3.	<p>Pupil Premium strategy</p> <ul style="list-style-type: none"> Need to focus on attendance which is a big challenge Over 60% of students overall were in receipt of Pupil Premium Pupil Premium has been used to fund a new post whose responsibility it will be to focus on persistent absentees and target those who would benefit from the support. <i>Concern was expressed that the PP money would fluctuate when attaching a member of staff to that post and would it be able sustain the position?</i> The HoS BA responded that she had discussed it with the Finance Manager and it was agreed that the academy can afford to keep that person in post. 	

	Item	Action
4.	<p>NEET</p> <ul style="list-style-type: none"> • Update from Careers Advisor. • More issues post covid. • Students who were NEET had now got a programme of study. The Careers Advisor maintains contact with them. • Current there was a NEET student who might return to Post 16. • There were students who were struggling having left Bridge. • In discussion worth looking at Develop. Found positions for 95% of NEET students. The Chair suggested the use of the Christian Foundation. The HoS BA stated that the Trust's Post 16 provision was suitable for some students who were not ready to attend college college and added that it was about getting them ready for college. • The percentage of NEET students was much better pre-covid. • The Chair queried the projection for NEET students? The HoS BA responded that career action plans were not yet in place for year 11 students but would be done for the end of January. Action: Bring to next meeting. 	HoS BA

8. Business Services Report

	Item	Action																								
1	<p>Buildings</p> <ul style="list-style-type: none"> • The date for the electricity upgrade had not yet been given by Western Power. The quote and timeframe was awaited. • CIF funding application bids have been submitted. 																									
	<p>Human Resources</p> <table border="0" data-bbox="151 1086 1388 1456"> <tr> <td data-bbox="151 1131 383 1164">New Starters</td> <td data-bbox="383 1131 606 1164">Bridge Academy</td> <td data-bbox="606 1086 877 1164">Coffee Hall Site:</td> <td data-bbox="877 1086 1388 1164">Intervention Mentor x 2 Inclusion Mentor x 2</td> </tr> <tr> <td></td> <td></td> <td data-bbox="606 1164 877 1232">Manor Road Site:</td> <td data-bbox="877 1164 1388 1232">Teaching Assistant x 1 Inclusion Mentor x 2</td> </tr> <tr> <td data-bbox="151 1276 383 1310">Leavers:</td> <td data-bbox="383 1276 606 1310">Bridge Academy</td> <td data-bbox="606 1232 877 1299">Coffee Hall Site:</td> <td data-bbox="877 1232 1388 1299">Intervention Mentor x 1 Teaching Assistant x 1</td> </tr> <tr> <td></td> <td></td> <td data-bbox="606 1299 877 1366">Manor Road Site:</td> <td data-bbox="877 1299 1388 1366">Inclusion Mentor x 1</td> </tr> <tr> <td data-bbox="151 1388 383 1422">Vacancies:</td> <td></td> <td data-bbox="606 1366 877 1433">Coffee Hall Site</td> <td data-bbox="877 1366 1388 1433">2 TAs</td> </tr> <tr> <td></td> <td></td> <td data-bbox="606 1433 877 1500">Manor Road</td> <td data-bbox="877 1433 1388 1500">Catering assistant (not needed yet until electrical work completed.)</td> </tr> </table> <p>Action: The Chair suggested it would be useful to keep a running total of vacancies.</p> <p>Health & Safety</p> <ul style="list-style-type: none"> • Covid Risk Assessment and action plans across the Trust have been continually updated in line with government guidance. • Students are all tested twice weekly in school while staff continue to test at home. • 24 positive Covid cases reported across the Academy. • A new protocol was implemented after Christmas with fewer locked doors in line with a recent safeguarding review. 	New Starters	Bridge Academy	Coffee Hall Site:	Intervention Mentor x 2 Inclusion Mentor x 2			Manor Road Site:	Teaching Assistant x 1 Inclusion Mentor x 2	Leavers:	Bridge Academy	Coffee Hall Site:	Intervention Mentor x 1 Teaching Assistant x 1			Manor Road Site:	Inclusion Mentor x 1	Vacancies:		Coffee Hall Site	2 TAs			Manor Road	Catering assistant (not needed yet until electrical work completed.)	BSM
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9. Finance Report

Item
<ul style="list-style-type: none"> Finance Report for the Academy for November and December 2021 was presented Deficit due to CIF Bid funds of £1.035m not yet received from the DfE despite building having been erected and children in. <i>The Chair queried if there was a discrepancy between Pupil Premium at the end of last year at just under £90k and this current?</i> The HoS BA responded that it was a working document and could change. <i>PM asked about the percentage spend on staffing?</i> The Executive Principal responded that it was 79-80% currently however Trustees have advised that this cannot be extended any further than 83%

10. SEF and SIP

Item	Action
<ul style="list-style-type: none"> Governors expressed concern with the current behaviour, action plan and lack of curriculum was the position of the academy in the SEF “good”? <p>Action: Governors agreed HoS BA revisit the SEF and report back to the next GB meeting.</p>	HoS BA
<ul style="list-style-type: none"> <i>The Chair queried if milestones and checkpoints were included in the SIP?</i> The HoS BA responded that they were and that she had asked her SLT colleagues for input and to rag rate the document. <p>Action:</p> <ul style="list-style-type: none"> Add the evaluator for each section. Rag rate the document. 	HoS BA HoS BA

11. Policies

Item	Action
<p>The following policies were presented for approval:</p> <ul style="list-style-type: none"> Absence Management Policy – page 7 2.2 “The HR officer must be present...” Online Safety Policy 	Approved Bring to next meeting

12. Any Other Business

Item	Action
1	

13. Items for next Meeting

Item	Action
1 Online Policy	

Date of Next Meeting: **Monday, 4th April 2022**

Chaired by: **P Lawson**

Meeting closed at: 7.45pm

Approved by: _____
(Print name)

(Signature)

(Date)