



Bristol Metropolitan Academy Council Meeting Minutes
Tuesday 20th October 2020, 5.00pm
Virtual meeting via TEAMS due to Covid-19 restrictions

Academy Council:

Clare Ryder (CR) CHAIR	Sponsor 1	Sally Apps (SA)	Executive Principal
Marie Mooney (MM) V. CHAIR	Sponsor 2	Cameron Shaw (CS)	Principal
Martin Neary (MN)	Sponsor 3	Kane Davis (KD)	LA Rep
Charlotte Muzabazzi (CM)	Sponsor 4	Nigel Cooley (NC)	Student Advocate
Herdeep Wynter (HW) *	Sponsor 5	Mark Swallow (MS)	Teacher
Aliya Douglas (AD) *	Sponsor 6	In Attendance	
Helen Harman (HH) *	Support Staff	Kris Bridgeman (KB)	
<i>Vacancy</i>	Parent	Helen Barnes (HB)	
Helen Bruten (HB)	Parent	Sue Burns	Clerk
*	<- Indicates absent.		<- Indicates question asked

1, Welcome and Apologies:

CR welcomed Kane Davis to the Academy Council.

The meeting commenced at 5.00pm.

Apologies were received and accepted for: HH, HW and Tim Holmes who was going to present with Helen Barnes.

The meeting was deemed to be quorate.

AD advised in advance that she would be late to the meeting due to a College Seminar.

CS advised in advance of the meeting that he would be late to the meeting due to urgent matters arising in the school, therefore the agenda has been re-arranged accordingly.

2, Declaration of Interests

The Councillors confirmed that they had no pecuniary interest pertinent to this meeting.

3, Minutes of the last meeting

The minutes of the previous meeting (9th June 2020) were agreed to be a true and accurate record and were signed electronically by the Chair.

4, Actions and Matters Arising

5, CR to formally thank the BMA staff team on behalf of the Academy Council – **Completed.**

11, CR to add a list of acronyms to the BMA Academy Council Induction Programme – **In progress**

12, All the Academy Councillors need to review their profile on the BMA website and send an updated version to the Clerk for publication before the end of June – **Completed.**

5, Academy Council Report

Paper circulated in advance.

The risk register has been reviewed by CR and will now be updated by CS.

6, Student Outcomes

See Academy Council Report. This was also covered in the CLF Strategic Headlines meeting on Saturday 19th September 2020.

7, Safeguarding

The Annual Safeguarding Report has been circulated.

Are any hard copy files used as part of the transition from primary to secondary phases?

This year particularly, the transition team meetings were impacted by Covid and therefore there are some students whose SEND needs were not identified prior to transition. The transition process will be reviewed ready for next year and the SENCo and Admin Assistant will review the file transfer process.

ACTION: NC to arrange for a member of the CLF Safeguarding team to be present at the SENCo and Admin Assistant transition file review.

Nearly two thirds of reported incidents were homophobic, how will the SRE curriculum address this?

There has been a spike in racial and homophobic incidents on return from lockdown, particularly in Y8. This appears to be the use of inappropriate language without intent, that has been exacerbated by absence from school during lockdown. The Heads of House have had refresher training in protected status and are supporting pupils with their understanding of appropriate behaviour and language. This issue is also in the AIP for this year.

The behaviour at McDonalds is now referred to as a concern around gang culture, how has this escalation arisen?

There is a concern that McDonalds is a congregation area and recruitment site for some gangs. There is also increased concerns about gang activity in the area and the recent stabbings in Easton. This issue has been raised with the PCSO, although there is a limit to the information that the Police can share with the school, therefore CS is waiting for additional guidance.

Is there a concern that there is gang culture in the academy?

There is no perception of an increased issue within school, but there is evidence that it is on the rise in Bristol.

Should the report be updated for clarity?

The concern refers to the possibility of gang-culture in the academy in the future, as opposed to any current activity.

Pupils hanging out at McDonalds has been raised as a concern previously, has this been raised with McDonalds or with the LA?

Concerns were raised with Bristol City Council from members of the local community objecting to the build initially. The academy cannot prevent students from visiting McDonalds and are therefore liaising with the PCSO to ensure that he engages with the local schools in his wider role.

ACTION: CR to arrange for the SENCo to provide a deep dive into the concerns around Gang related issues.

(CS joined the meeting at 5.25pm)

8, Policies

- Data Protection
- Information Security
- Records Retention.

The Academy Councillors noted the above three policies.

- **Safeguarding Policy** – The CLF Safeguarding Policy will be updated in-line with KCSIE 2020 and the Covid-19 Risk Assessment Addendum and then approved by the CLF Board.

ACTION: CR to review the contextual updates to the Safeguarding Policy.

9, Health & Safety

[REDACTED]

[REDACTED]

[REDACTED]

10, Achievement and Standards

AIP - Kris Bridgeman

Paper circulated in advance [CR1].

Central Cover was working well but has had to be suspended due to the need to supervise staggered breaks and lunchtimes.

Curriculum plans have been adjusted to take into account changes by the exam boards and we will need to remain flexible.

We will embed new routines and ensure additional focus on PP students and SEND students.

There is some overlap between behaviour and ethos and quality of education.

Line management meetings ensure cascading of the AIP aspects and priorities. Pupil Premium is highlighted in the AIP, the line management document and leadership meetings.

Each department has three teaching and learning strategies to support pupils.

You mentioned that recovery targets may need to be moved to later terms, why is this?

A lot of the targets have been met e.g. attendance was 95% last week and there were no absent teachers today, but we need to retain flexibility for achieving some of the targets as some of them were optimistic.

HB advised the Academy Council that she works in a non-CLF primary setting and that many of the recovery aspects are only just beginning to become apparent nationally.

With regard to the key themes of PP and SEND how do you ensure a joined-up approach across all the different parts of the line management structure?

I line manage the three Assistant Principals and they line manage the staff who are responsible for these areas. I make sure that they work together efficiently.

The current circumstances are putting staff under significant additional strain, how are you managing wellbeing and the long-term impact on resource?

This has been a difficult term because it is long, and the staff are tired. However, we work well together as a team and the SLT support one another, particularly with the duty rota and the challenges around staggered break and lunchtimes. At the beginning of next term, we will review what has worked well in T1 and what we can adjust.

The Academy Councillors thanked Kris Bridgeman for his informative presentation and clear explanation and thanked all the staff at BMA for their ongoing support and resilience.

(Kris Bridgeman left the meeting at 6.05pm)

11, Quality of Education

CEE Presentation – Helen Barnes

I presented the Gatsby Benchmarks to the Academy Council last year.

1% of BMA students are NEET (not in education, employment or training), but Tim Holmes is working closely with these students.

The review of the Gatsby Benchmarks to evaluate progress indicates that 2, 7 and 8 are 100% met. We are tracking students for three years for three of the benchmarks so progress will be updated in December.

This academic year we are aiming to achieve six of the benchmarks. We are making good headway and compare favourably to national data.

The development plan has been approved by SLT.

BM1c requires us to survey parents, students, teachers and employers which is scheduled to take place in Feb 2021 so that we can share meaningful information with parents and employers.

BM3 is being tracked using 'Compass Plus' which can generate a report for all the careers that a student has had access to.

BM4 PSHE, English and Science is complete, but Maths requires careers influence in each year group which we are currently working on to create a more holistic approach. Science will share best practice as it is fully embedded in that department.

BM5 'Encounters with employers and employees' has been impacted by Covid-19 and the need to arrange encounters virtually.

BM6 'Experiences of the workplace' will be very challenging to meet as traditional work experience is not easily accessible.

BM7 'Encounters with further and higher education' is embedded in the higher year groups but needs to be expanded to KS3.

BM8 'Personal Guidance' has been met as Tim Holmes is now Level 6 qualified; he is available at parents' evenings and will feature in the Y9 Options evening.

The Y7 and Y8 plan will be circulated to the Academy Council for reference; items in red require support from the Academy Council.

(AD joined the meeting at 6.20pm)

Science is well embedded?

They dedicate part of their curriculum to guests coming into school e.g. Drs and Nurses taking Biology classes. We aspire for other subjects to include this process.

With regard to SEND students in ALP and PP children, do they have specific careers provision?

From Y11 Tim Holmes provides one to one support but this process starts in Y10 for PP students and Y9 for SEND pupils to support with informing options subjects and what a Post-16 route could be.

PP students have access to 'Future Quest' where students are offered participation in specific programmes, but engagement lower down the school needs to be arranged.

Are you trying to access traditional work experience?

This benchmark could be met in alternative ways during the pandemic, which we are discussing with our enterprise advisor.

Have there been any attempts to reach organisations who are established in promoting diversity?

Not yet, but this can be explored.

ACTION: CM to liaise with MM re identifying professional institutions for equality.

Have you liaised with Airbus?

Yes.

The English Department sometimes has authors visit, can all speakers emphasise the need for literacy skills in everything?

The Academy Council has liaised with Tim Holmes and CS to draft a wrap-around careers strategy e.g. writing CVs, completing application forms, skills that employers look for, and motivational speakers from different backgrounds.

With regard to real world job applications, you mentioned that Science has embedded careers in their existing curriculum, how does interview techniques, writing a cover letter, responding to questions, get fed into other areas of the curriculum?

This is covered in the Y11 learning family sessions which includes identifying what areas students are interested in and showing them a CV, etc. Y10 have an employability day provided by DCA Beecroft who provide mock interviews.

What does the careers stand involve?

This features at every parents evening and Tim Holmes engages parents and discusses career paths. Occasionally a speaker attends, but this tends to be an ex-student and is aimed at Y11.

Marie Mooney is the Enterprise Advisor which is a voluntary role in the careers hub in the West of England and works with the school to develop careers provision. This involves using Marie's business network and she is liaising with Helen and Tim to identify what can realistically be done this year.

Mark Swallow advised that GCSE English does not include a mark for oral speaking anymore which has impacted on its viability. Persuasive writing could become higher profile if linked with visiting speakers, debating competitions or public speaking could also be introduced to build skills.

Governance – Link Reports

The Safeguarding Link Report has been circulated.

There are 17 students with an EHCP. The SENCo is new, how is she being supported in monitoring provision against the plans?

The SENCo has been in post for almost two years and has achieved seven of the 17 EHCPs. We have a Deputy SENCo who is very experienced and can offer additional support with assessment, top-up funding applications and liaising with external agencies when required.

The Behaviour Link indicates that the ISR is a focus. Many of the repeat attendees are SEND pupils or PP pupils or both, what is the strategy to provide alternative solutions when the ISR is not working?

We need to consider how we can meet the needs of students who find it challenging to remain in a mainstream classroom. Most of our EHCP students have top-up funding and can access one to one support which prevents them from going into the ISR. SEND recidivists need to be assessed for needs to determine how we can support them. The ISR is more than a punitive system; it is staffed by two members of staff, one who is a learning mentor. We have a graduated response to behaviour which involves additional interventions including impact mentoring, and Maths or English recovery.

12, Academy Council Training/Feedback

CR reminded everyone to complete their Nimble training.

CR is not accepting the CLF suggestion that ACs complete the Nimble training at the CLF Institute or Federation House and is investigating what other options may be available.

13, Matters for the attention of the Board/COAC

None.

14, Any other business.

Student Transition – Nigel Cooley.

Transition took place with three primary schools and 117 children attended our summer school for one day.

There are 12 students identified by the primaries who may find transition challenging.

We have created a youth network programme.

We are encouraging students to walk or cycle to school and have introduced a competition.

'Eco Sweep' is for students to litter pick a specific area.

The Duke of Edinburgh Award is on hold currently due to Covid-19.

Y8 camp has been cancelled because of Covid-19.

We have elected four main student leaders and each house will be represented by two student leaders; the CLF Youth Parliament took place on Friday 15th October 2020. The Student Council has been elected.

Mark Swallow will work with Nigel Cooley and attend Student Council meetings and then provide Student Voice feedback to the Academy Council.

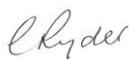
The Academy Council congratulated the Student Council representatives that were elected.

15, Date of Next Meeting: Tuesday 15th December 2020, 5.00pm

Meeting ended at: 7.00pm

Item	Action	Initials
7	NC to arrange for a member of the CLF Safeguarding team to be present at the SENCo and Admin Assistant transition file review.	NC
7	CR to arrange for the SENCo to provide a deep dive into the concerns around Gang related issues	CR
8	CR to review the contextual updates to the Safeguarding Policy.	CR
11	CM to liaise with MM re identifying professional institutions for equality.	CM

Approved:



Date: 15th December 2020