

# Minutes – Bristol Metropolitan Academy

**Meeting Date:** 11 October 2022  
**Location:** BMA  
**Time:** 5.00pm

**Chair:** Clare Ryder (CR) Sponsor Councillor & Chair  
**Members:** Marie Mooney (MM) Sponsor Councillor & Vice Chair  
 Cameron Shaw (CS) Principal  
 Jon Hallett (JH) Parent Councillor  
 Helen Bruten (HB) Parent Councillor  
 Nigel Cooley (NC) Student Advocate  
 Dan Nicholls (DN) Executive Principal  
 Vacancy Sponsor Councillor  
 Vacancy Sponsor Councillor  
 Vacancy LA Representative Councillor  
 Vacancy Sponsor Councillor

**In Attendance:** Sue Burns Clerk

**Apologies:** Saima Begum (SB) Sponsor Councillor  
 Mark Swallow (MS) Teacher Councillor  
 Helen Harman (HH) Support Staff Councillor

**Absent:**

Item	Description	Action
<b>1</b>	<b>Welcome, Introductions and Apologies</b>	
1.1	CR welcomed everyone to the meeting and introductions were made.	
1.2	Apologies were accepted for SB, HH and MS.	
<b>2</b>	<b>Declarations of Interest</b>	
2.1	None declared.	
<b>3</b>	<b>Minutes of Previous Meeting</b>	
3.1	The minutes of the meeting of 17th May 2022 were approved.	
<b>4</b>	<b>Matters Arising</b>	
5.1	<p>DN: Over the summer we often make line management decisions to ensure that we spread the resource across the Trust. Because we are supporting other schools beyond the CLF and we have a new Special School provision in North Somerset opening, we need to release Sally Apps to focus on other CLF priorities and moving forward I will line manage CS as well as other Principals. BMA is performing near the top of all the CLF schools and therefore the BMA risk-rating is lower than for other schools in the Trust. The school improvement model is about Principal's running their schools within their community context.</p> <p><b>Which other schools are you line managing?</b>            Kings Oak, P16 and JCA. BMA and BBA both have Senior Principals.</p>	

Within the Trust we have an established School Improvement Team and therefore if intervention is required, it is provided by subject specialists and not via a line manager. We are reflecting on how we support schools so that Principals can thrive. The Trust will not grow if it prevents improvement; this is at the heart of our growth strategy.

Across the Trust we have 21 Principals of which 7 are Senior Principals. CS has been a Secondary Senior Principal since February 2022 and therefore has some wider responsibilities outside of BMA and this academic year CAB will report into CS. Senior Principals have been asked to line-manage other academies in the past, but this was not a good model given the size of the Trust at the time. Since then, the Trust has grown and developed and therefore this model is a better fit. Three of the Secondary Senior Principals will line manage another academy. [REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

HB: I work in a Primary School and my Headteacher is often away from our school, or we have visitors from another school. We have recently paired with another school and our Headteacher has consequently become an Executive Headteacher so we can now see a clear shift in the role.

[REDACTED]

[REDACTED]

	<p>DN: The Trust is continuing to develop how we work at scale and working collaboratively is very valuable.</p>	
<b>5</b>	<b>Academy Council Membership</b>	
6.1	<p>CR: Helen, Marie and I have been here for three years, Nigel a bit longer, and Jon is relatively new. During this time we have all worked hard to recruit and retain Academy Councillors. Finding Academy Councillors who will commit to the role has been challenging. Marie and Helen have been involved in interviewing and supporting new ACs into their new role. We have had candidates from a range of backgrounds, but they do not stay for very long which is a pattern across other CLF schools. The feedback that we have had from the Academy Councillors who have left indicate that they do not feel that they are making enough of a contribution to warrant giving up time to do it. CS has done a lot of work to make the role more engaging and to include them in the school.</p> <p><b>Is there a central strategy for recruiting new Academy Councillors and is the Trust developing relationships with other organisations who can offer volunteer time? Do candidates really need to be approved by COAC. Can we streamline the onboarding process? What is the rationale for the Sponsorship roles?</b></p> <p><b>DN: Are you asking for fewer Sponsor Councillors?</b> Yes. This would prevent the ongoing churn of recruitment and retention.</p> <p><b>ACTION: DN to feedback to CLF that BMA are requesting a reduction in Sponsor Councillors</b></p>	<b>DN</b>
	<b>Academy Council Report</b>	
	<p><b>What is driving pupil absence?</b> There have been some unauthorised holidays at the beginning of the term; parents' factor in the cost of the penalty notice. The rest of the absence is due to illness. We are above the national average attendance rate, but we aspire to return to pre-pandemic attendance rates as soon as possible.</p>	
	<p><b>Y7 and Y10s have more absence than other year groups and week 4 is stark compared to other year groups?</b> With regard to Y10, there are some levels of persistently absent students and school hesitance which follow on through each year group and there are often familial patterns. The Y7 attendance has improved again this week. We have as many EHCPs in Y7 as we do in the rest of the school which may impact on attendance where the EHCP need is SEMH. The Y7 cohort also has higher needs in terms of school hesitancy, adjusted timetables, and lateness.</p>	
	<p><b>What impact does the number of EHCPs in Y7 have on the teaching resources?</b> The onus is on the classroom teacher to meet the needs of their class using quality first teaching. Top-up funding applications have been made where appropriate.</p>	
	<p><b>Moving forward we can review our transition processes to determine whether they need to be changed for our next Y7 cohort?</b> Yes, this can be considered.</p>	
	<b>ACTION: CS to identify enhanced transition opportunities for next year's Y7s.</b>	<b>CS</b>

	<p>DN: Other Trusts have indicated that they have lost 1% a week in attendance since the first week. Our Trust has worked hard on attendance, and this is stabilising at Primary level, but disadvantaged attendance remains stubbornly difficult to shift.</p>	
	<p><b>Has the model changed for having a community police person in the school?</b> Our designated School Officer role was impacted by the Police change in strategy. We have had several officers over the years, some of which have been better than others and one who became an integral part of the school. The model is now needs based and there is a team of education officers that we can call upon. There is no immediate tangible impact.</p>	
	<p><i>DN left the meeting at 6.10pm</i></p>	
	<p><b>The Careers Leader is leaving after 12 years, the role has been attractively advertised but there has only been one application, what happens if you cannot recruit to the role?</b> If the candidate is not appointable, we will repeat the advertisement until a suitable candidate is identified. Many schools do not employ their own Careers Advisor and contract out the role to an external provider.</p>	
	<p><b>A TA post has been advertised?</b> We had someone who was due to start at the beginning of term, but then withdrew their application.</p>	
	<p><b>You make reference to the Academy Finances. Clearly the cost of fuel and unfunded salary increases will impact on the amount of funding coming into the Trust. How much of a challenge do you see this presenting for BMA?</b> As a Trust CLF do not GAG-pool, BMA receives the full funding allocation from the ESFA and we then pay a top-slice, the percentage of which has not changed for many years. Some other Trusts do operate GAG-pooling which means the Trust then determines how much money a school will receive. We are a PFI site which means that we do not pay for the fuel, it is paid for by the LA. However, the PFI charge is index linked which means that it has increased linked to inflation, but this is still considerably less than many schools are paying for their energy costs. The PFI cost includes sundries like hoovers, binbags, toilet rolls, hand gel, etc.</p>	
	<p><b>Can you afford the proposed pay awards if they are not funded?</b> The budget is modelled for a pay increase every year, based on the assumption that each member of staff will progress one salary scale point. We have based our financial assumptions on 3-4% which is the same for most schools, not for cost-of-living inflationary pressures.</p>	
	<p><b>Headline Outcome Data</b></p>	
	<p>We have received the unvalidated data and also some additional re-mark data.</p>	
	<p>The Art exam was removed as a post-Covid measure which meant that the grade relied on the portfolio which is marked internally and then moderated. On results day we were advised that Art and Photography were moderated down which we were surprised by because both teachers are very experienced, and one is an examiner for the Exam Board. We therefore requested a re-moderation and the moderator agreed with the teachers and the moderated Art grades have therefore been upgraded. We are still waiting on the Photography re-moderation outcome.</p>	
	<p>We have raised some issues with Ofqual around 'administration problems' because some papers have gone missing during the process. This has resulted in an investigation and the location of missing papers and the grade outcomes consequently substantially improving.</p>	
	<p>It was our strongest cohort on paper, some highlights include: Basics 9-4 and 9-5 we came second in the Trust. We had the strongest P8 score, and the unvalidated data indicates this is 0.52 which may rise to 0.55.</p>	
	<p>We have been informed that next year the grades will shift back to the 2019 outcomes which we will navigate. Next year's cohort were weaker on entry than this year's therefore</p>	

	outcomes are anticipated to be lower. However, the current Y11s have performed more strongly at the end of Y10 assessments than last year's Y11s did which is promising.	
	<b>What exam access arrangements will there be for the Y11s?</b> More children qualify this year than last year, and we are fuller than last year, therefore finding unused spaces may be challenging. We trialled a system in the summer which was not appropriate so we are trialling an alternative. Ofqual has given guidance that indicates that 'anxiety' or 'school worries' are not acceptable reasons for access arrangements.	
	<b>Summer School - NC</b>	
	129 students attended which is the largest number who have ever attended although some only attended one day which may relate back to school anxiety. Parental feedback from some parents was that it was more academic than anticipated. The budget increased slightly, and the LA paid for hot lunches to be available. The event came in on budget (£8,500) and FSM children attended for free. We received 90% positive feedback.	
	<i>The Academy Council congratulated Nigel Cooley and BMA on a successful Summer School.</i>	
<b>9</b>	<b>Matters for the attention of the Board</b>	
9.1	None.	
<b>10</b>	<b>AOB</b>	
10.1	None	
<b>11</b>	<b>Close of Meeting</b>	
11.1	The meeting closed at 7.10pm	