

# Minutes – Bristol Metropolitan Academy

**Meeting Date:** 2 July 2024  
**Location:** BMA  
**Time:** 5.00pm

<b>Members:</b>	Laura Walder (LW) Cameron Shaw (CS) Jon Hallett (JH) Sofia Rashid (SR) Jo Duffy (JD) Minna Koo (MK) Aysha Muzaffar (AM) David Vince (DV) Vacancy Vacancy Vacancy	Sponsor Councillor & Chair Principal Parent Councillor & Vice Chair Parent Councillor Sponsor Councillor Sponsor Councillor LA Representative Councillor Teacher Councillor Support Staff Councillor Sponsor Councillor Student Advocate
<b>Attendance:</b>	Sue Burns	Clerk
<b>Apologies:</b>	Daisy Mason (DM)	Sponsor Councillor
<b>Absent:</b>	Dan Nicholls (DN)	Executive Principal

Item	Description	Action
<b>1</b>	<b>Welcome, Introductions and Apologies</b>	
1.1	Laura Walder welcomed everyone to the meeting and introductions were made.	
1.2	Apologies were received and accepted for Daisy Mason.	
<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 14th May 2024 were approved.	
<b>4</b>	<b>Matters Arising</b>	
4.1	CS to analyse the Black African progress and attainment data to determine if there are outliers skewing the data – <b>Completed.</b>	
4.2	CS to update the Uniform Policy to include black shorts and revise the school skirt length wording - <b>Completed.</b>	
4.3	CS to write to parents and speak to students about the importance of road safety and contact Highways about road safety initiatives outside the school - <b>Completed. Funding has been secured for a crossing on Snowdon Rd, close to the school. The plan has to be approved by Cabinet and planning permission is required so it may take 12-18 months to be installed.</b>	

5	Link Roles and Visits	
5.1	<p><b>Community – SR</b> Eid was celebrated at BMA which was very well received by the community. The two PSCOs also served cakes and coffee which was appreciated.</p>	
5.2	<p><b>Can more community events be arranged?</b> There was a student committee for the Iftar, and they are already planning the next event.</p>	
5.3	<p><b>Young Carers – Jon Hallet (Named Young Carers Academy Councillor)</b> I met with Jo Howell – Lead Learning Mentor, who has been running a Young Carers Peer Support Group. They have had 32 referrals to date and would like to apply for an award which requires a named Link Academy Councillor.</p>	
5.4	<p><b>Are Young Carers recorded in the Attendance Data?</b> Not as a discrete data set, no.</p>	
5.5	<p><b>SEND – JD</b> We are considering communication and how the BMA SEND provision is communicated to parents and carers. I will visit in September to discuss this further.</p>	
5.6	<p><b>Careers – MK</b> I visited last term to discuss the careers provision with the Careers Lead. Andy Price is responsible for outcomes and line manages the Careers Lead. CiC and vulnerable students have a Careers meeting every year. The Y10 careers week includes mock interview events. I've recommended sharing best practice with other Careers Leads in the Trust. AM: McDonalds are a very proactive employer to link with for work experience.</p>	
5.7	<p>The Academy Councillors thanked Amy Oatway for her commitment to the careers provision at BMA</p>	
5.8	<p><b>ACTION: CS to arrange for Amy Oatway to circulate an end of year summary for careers provision to the BMA Academy Councillors.</b></p>	CS
5.9	<p><b>Safeguarding – AM</b> There is data missing in for T1-T3 which I will follow-up on.</p>	
5.10	<p><b>There have been a lot of occurrences of upskirting?</b> This is a data error. There have been no reports of upskirting. The data is for child-on-child physical altercations, followed by verbal altercations.</p>	
6	Academy Council Report	
6.1	<p><b>There is a new approach for an Alternative Learning Space for children with EHCPs?</b> We have used different formats for the last 18 months as part of our SEND provision. We have a sensory area that students with EHCPs who require a calm space can access. The area was re-furbished following a run of suspensions for children with EHCPs which has been very impactful and has almost eradicated suspensions for EHCP students.</p>	
6.2	<p><b>Suspensions for black students are 5% above the general population?</b> This is in line with the national average. We aspire to reduce the number of suspensions. <i>The Academy Council noted the statistic and will monitor it.</i></p>	
6.3	<p><b>ACTION: CS to determine how the suspension percentages for black students are calculated and what they represent.</b></p>	CS
6.4	<p><b>Are there categories of suspension?</b> These are determined by the DfE. We have the lowest number of suspensions in the Trust. The number of suspensions this year will be lower than last year but in line for the last two terms.</p>	
6.5	<p><b>Is guidance provided about what would be an appropriate length for a suspension?</b> The DfE states that the suspension needs to be proportionate, reasonable and fair.</p>	
6.6	<p><b>Do you use equality impact statements in school?</b></p>	

	Not for individual activities. The Trust are rolling it out across all the CLF policies. The EDI statement is reviewed regularly.	
6.7	<p><b>When will the outcome data be available?</b></p> <p>Headline data is available on Thursday 22<sup>nd</sup> August 2024 which is circulated to the Academy Council.</p>	
7	<b>Link Visits</b>	
7.1	<ul style="list-style-type: none"> <li>• Young Carers - JH</li> </ul>	
8	<b>Policies</b>	
	<p><b>Policies to be noted:</b></p> <ul style="list-style-type: none"> <li>• Records Retention</li> <li>• Modern Slavery and Human Trafficking</li> <li>• Information Security Policy</li> <li>• Data Protection</li> </ul> <p><b>Policies to be approved:</b></p> <ul style="list-style-type: none"> <li>• Learning Ready/Behaviour</li> <li>• Attendance</li> <li>• CLF Provider Access Policy Statement</li> </ul> <p>The Academy Councillors approved the above policies and noted that the Learning Ready/Behaviour Policy and the sanctions for equipment will come into effect from T2.</p>	
9	<b>Governance</b>	
9.1	The CLF Academy Council constitution will be altered by CLF Central in September 2024.	
9.2	Save the date - Wednesday 25 <sup>th</sup> September 2024, 5.00pm via TEAMS	
10	<b>Matters for the attention of the Board/COAC.</b>	
10.1	None.	
11	<b>AOB</b>	
11.1	The Academy Council thanked CS and the staff for their ongoing commitment to BMA and wished them all a restful summer break.	