

Joyce Frankland Academy Local Governing Body Meeting Minutes



07.12.2023 7pm on site

Governors attending

Gareth Conduit (GC)
 Claire Denyer (CD)
 Rob Dell (RD)
 Mick Garcia (MG)
 Richard Haslam (RH)
 Tessa Pierre (TP)
 Nigel Poad (NP) (Chair)
 Duncan Roberts DR (Principal)
 Lorna Summerfield (LS) (Vice Chair) joined via Teams

Others Present


Ian Stoneham (IS) (Vice Principal), James Fitzgerald (Assistant Principal), Janet Goldsworthy (Clerk)

The meeting was quorate throughout.

	ITEM	ACTION
1.	Welcome and Acceptance of Apologies for Absence Adrian Butcher (Abroad on business)	
2.	Declarations of Interest and Notification of Any Other Business DR is temporary Chair of Governors for Wimbish Primary School.	
3.	Minutes of last meeting and matters arising The minutes of the last meeting on 05.10.2023 were approved with no changes by all governors present.	
4.	Matters arising Governor visit dates x 2 still to be confirmed for Spring and Summer Terms next year. One expression of interest for the parent governor position which was being followed up. Bios and photos for the website all completed but RD to be added. All governors had now completed their safeguarding training and could access MyConcern. GC mentioned that he is also a trustee for the Land Trust – to be added to the Register of Business Interests.	DR/NP NP JG JG
5.	Safeguarding Blueprint and Executive Summary to include annual safeguarding monitoring report IS had circulated a presentation prior to the meeting on the current situation regarding safeguarding at JFAN. The presentation identified in red areas of change since the last safeguarding update. Many of the changes were stylistic or semantic but the larger red areas related to substantive changes relating to:- <ul style="list-style-type: none"> IT systems Increased emphasis on training Key points are as follows:- <ul style="list-style-type: none"> The absence of LG has resulted in IS identifying that the safeguarding systems at JFAN were in need of review for a number of reasons. Both the number and complexity of safeguarding issues are increasing year on year. 	

Chair's signature.....

Date.....

	<ul style="list-style-type: none"> • The number of incidents involving 'word' identification has increased substantially resulting in an increased workload which didn't exist 12 months ago • The SCR is now managed centrally by AL and is not a school responsibility so the assurance on this has changed to low until the new system is fully understood. • The approach to the inclusion panel is changing and this should be reflected in the safeguarding blueprint. • Increased responsibility for safeguarding individual pupils has been given to form tutors. • On line harm is now a significant area of concern which is constantly changing with little or limited support from the police. • PSHE has been adapted as a result but further work is required for the most vulnerable pupils and especially those not always in class. <p>Priorities for next year will be:-</p> <ul style="list-style-type: none"> • More emphasis on communication with increased information being given to staff on individual pupils • The MyConcern process must be accelerated and closed off more quickly • The school must build capacity in its safeguarding team. <p>Q Can progress be seen on the blueprint regarding safeguarding? A Yes but AL are trying to improve the visuals so that progress can be seen more clearly.</p> <p>The Safeguarding Policy had been in place since September and had been circulated to all governors for review. It was approved by all those present.</p> <p>Q Had there been any changes in legislation which had been reflected in the policy? A Yes and these will have been reflected in the new policy. It is noted that the ECC safeguarding referral process is different to the CCC referral process and this is reflected in the appendix which is different for JFAN.</p>	
6.	Analysis of A level results/Sixth Form	
	<p>The A level cohort was quite small at around 40 pupils with more boys than girls and an average points score of D+ so clearly there is work to be done on improving this.</p> <p>Key points of note:-</p> <ul style="list-style-type: none"> • There were more U grades than the previous year which resulted in the downgrade from an average of C- to D+. • Class sizes are small and it is difficult to spot trends. • Where performance is good then this has been linked to more consistent teaching and good attendance. • A member of staff has been appointed to 'support' the Sixth Form which has already resulted in significant improvements. • The USP is a personalised offer to individual pupils. <p>Governors discussed the situation regarding consistency of teaching and attendance rates where on occasion, some pupils are absent from lessons, year groups are mixed for some lessons, students attending share their notes with others not attending and the lack of opportunities for extra-curricular activities in the Sixth Form, all potentially leading to under performance. The main challenge is recruitment of staff for non-core subjects although other issues contributing to under performance are unconditional offers from universities, personal issues of some students and the realisation for some pupils that A levels have not been the right option for them.</p> <p>For next year, the tracking of students is improving, additional capacity has been brought into the team and the new Year 12 seem to be keen to succeed.</p> <p>Q Is there any opportunity to link up with Netherhall or SWCH to benefit from economies of scale. A Yes potentially this can be done.</p> <p>Confidential item – see separate minutes</p> 	

7.	Complaints and Whistleblowing	
	There have been two complaints which have reached Stage two:- <ul style="list-style-type: none"> • One complaint related to setting and was resolved at this stage • A second complaint related to peer on peer abuse and is ongoing. 	
8.	Admissions Arrangements	
	Admissions Arrangements have not changed since last year and PAN remains the same.	
9.	Governance	
	Recruitment – NP is trying to recruit one parent governor. NP attended the last AGF. There is a new Scheme of Delegation and a new LGB Handbook. A new ICT Policy will be available soon.	
10.	AOB	
	The school has submitted a response around the growth plans in the Local Plan for Newport which does not make much reference to secondary provision in the area but does include proposals for a new primary and a new sixth from in Saffron Walden.	
11.	Date and time of next meetings	
	Thursday 1 st February Thursday 21 st March Thursday 16 th May Thursday 27 th June Thursday 11 th July Governor visit days tbc	

The meeting closed at 20.30.

Items for Future Meetings	
Meeting	Item
1st February 2024	Student welfare - IS State of school website - JG

Action Log			
ITEM	ACTION	DEADLINE	RESPONSIBILITY
4	Bio and photo for RD	February 2024	JG
4	Add GC to Register of Business Interests for Land Trust	February 2024	JG
4	Follow up with governor application	ASAP	NP

Rolling Action Log			
ACTION	DEADLINE	RESPONSIBILITY	UPDATE
Circulate Link Governor Visit policy	ASAP	JG	Outstanding but not yet available
Circulate dates for governor visits	October 2023	NP	Outstanding

Chair's signature.....