

Joyce Frankland Academy Local Governing Body Meeting Minutes



05.10.2023 7pm on site

Adrian Butcher (AB)
Gareth Conduit (GC)
Claire Denyer (CD)
Mick Garcia (MG)
Richard Haslam (RH)
Jo Palmer (JP)
Tessa Pierre (TP)
Duncan Roberts DR (Principal)
Lorna Summerfield (LS) (Vice Chair)

Others Present

James Fitzgerald (Assistant Principal), Tamsin Page (TP) and Janet Goldsworthy (GP)

The meeting was quorate throughout.

	ITEM	ACTION
1.	Welcome and Acceptance of Apologies for Absence	
	Nigel Poad absent (family commitment) LS chaired the meeting Apologies were accepted by all present	
2.	Declarations of Interest and Notification of Any Other Business	
	None.	
3.	Minutes of last meeting and matters arising	
	The minutes of the last meeting on 11.07.2024 and 25.09.2024 were approved with no changes by all governors present. See table below for matters arising and completed.	
4.	Exam performance summary	
	This update is related to GCSE performance only. Key points of note:- <ul style="list-style-type: none"> • 2024 grades are broadly in line with 2023 • JFAN fits broadly with national trends. • Maths is slightly less strong than 2019 outcomes. • The Ebacc subjects have produced improved outcomes. • Boys are performing less well than girls across the board • National benchmarks may yet change as progress 8 scores have not yet been confirmed. • There are more boys than girls in the year (90/79) so plans are in place to address this. • There are more pupils this year not achieving level 5 in English and Maths so this is also an area for focus • There remains the challenge of raising the aspirations of the higher achievers to get 6,7,8 and 9 grades. Subject specific outcomes	

	<ul style="list-style-type: none"> • English Language and English Literature outcomes are similar to previous years but could still improve. • In Maths, targets were broadly achieved at the top end but the Foundation group did not achieve targets. This could have been the result of staffing decisions around setting. • In Combined Science, the higher attaining pupils did well against targets but middle attaining pupils did less well. • In History, lessons from last year were learned as more pupils achieved above target levels. • Remarks will impact final outcomes. 18 out of 36 papers remarked achieved a higher grade. <p>In conclusion, JFAN results are significantly above Essex LA although Essex LA results are significantly below National Average. It is important to focus on the trends rather the data itself.</p> <p>What is the school's response to 2024 outcomes?</p> <ul style="list-style-type: none"> • There will be some reorganisation of staff to optimise Progress 8 scores and drive performance. • The main priority will be to focus on core subjects and driving improvements in the correlation data of English and maths. • Staff and year groups are analysing the data to assess the trends and produce action plans. • The impact of interventions will be key. <p>Q Has the school also considered action plans for Year 7 and other year groups? A There is a wider focus on curriculum assessment and reporting across the school. Work is still to be done on improved tracking and monitoring. TP is focussing on the delivery of the curriculum and responsive teaching/staffing.</p> <p>Q Have the targets been correctly set? A The targets are set based on algorithms using EYFS and Year 6 SATS data.</p> <p>Q The Maths foundation group underperformed but more experienced staff were invested here. Is this decision under review? A The decision as to which staff taught which groups was made by 'the maths team' and signed off by the leadership team. This will be reviewed with the aim of increasing 7,8 and 9 grades.</p> <p>Q Underperformance in Maths and English has a knock on effect in other subjects. How does this impact the Foundation groups? A Teachers need to be able to adapt their pedagogy for lower attaining pupils in real time. Support is available to aid in this pursuit.</p>	
5.	Curriculum Executive Summary and Blueprint	
	<p>The curriculum executive summary and blueprint will be discussed fully in the February 2025 meeting.</p> <p>In the meantime, the 4 priorities remain:-</p> <ul style="list-style-type: none"> • Ensuring that the curriculum is mapped to assessment and that there is a clear progression for the curriculum from Year 7 to Year 11. • Ensuring that there is appropriate provision for all including the 10% of pupils who are not accessing the curriculum as well as their peers. • Improving literacy, numeracy and life skills to ensure coherency and not isolation 	

	<ul style="list-style-type: none"> Appropriate pedagogies to ensure that teachers are adapting their teaching to meet the needs of the pupils in their classes. <p>Q How is the high level of cover staff and the number of unqualified staff impacting outcomes? A Cover staff are not setting work. Work is set by subject specialists. The number of cover staff is lower than previous years.</p>	
6.	Sixth Form	
	See confidential minutes.	
7.	Key risks	
	<p>DR felt that it was appropriate at this stage in the year to update governors on the risk profile of the academy:-</p> <p>See confidential minutes.</p> <p>The number of pupils entering Year 7 in September 2024: the academy took in 17 pupils less than expected in September 2024 resulting in the school being under PAN in Year 7. The majority of these 17 pupils went to independent schools. This will have an associated impact on funding next year. There are various reasons for this. DR discussed the situation with Essex LA who commented that pupil numbers are forecast to reduce further over the coming years. Although there is a likely to be a fall in the national birth rate, it is felt that the growth in the local population could also sustain pupil numbers within the area.</p>	
8.	SEND policy and statement	
	This item will be moved forward to the next LGB meeting in December 2024.	
9.	Governance items	
	<p>JG asked governors to let her know if they were interested in completing any training using the National College.</p> <p>NP/DR had discussed governor vacancies and were aware of 2 parents who are interested in becoming governors at the school. NP will follow up.</p> <p>JG reminded governors to sign off any requests on MyConcern. She will be in touch with reminders regarding any non-receipt of Pecuniary Interest forms.</p>	NP
10.	AOB	
	<p>DR informed the LGB of 2 staffing situations which are now resolved</p> <p>DR informed the LGB of a current stage 2 complaint.</p> <p>There is some good news for the school. Essex Highways have agreed to create a raised table on the crossing near the school. Other improvements will also be made in relation to the crossing. The work will begin at Easter.</p> <p>Q Has the school learned anything from the review of the staffing situations? A Yes – this will be shared with CD during the next safeguarding visit. The policy was clear.</p>	

The meeting closed at 20.30pm

Items for Future Meetings	
Meeting	Item
Autumn Term 2024	SEND policy and statement

Action Log			
ITEM	ACTION	DEADLINE	RESPONSIBILITY
5	SEND update	December 2024	DR/KD
5	Speak to AL re Site Manager key person	Autumn Term 2024	DR
9	Follow up with parents interested in being a governor	October 2024	NP

Rolling Action Log			
ACTION	DEADLINE	RESPONSIBILITY	UPDATE
Circulate Link Governor Visit policy	ASAP	JG	Completed September 2024
Review with AL/DC if parents will receive results from survey	July 2024	DR	DR agreed with AL that the headlines will be fed back to parents
Unpick reason for low response to parental survey	July 2024	DR	Outstanding
Raise neurodiversity of staff with AL/DC	July 2024	DR	Outstanding
Feedback to DR re AIP 2024-2025	Autumn Term 2024	ALL	Completed September 2024
Agenda planner to include regular review of AIP 2024-2025		NP/JG	Completed September 2024
Email governors copy of 'Celebrating Achievement' presentation	ASAP	DR	Completed October 2024