

Joyce Frankland Academy Local Governing Body Meeting Minutes



08.07.2025 6pm on site

Gareth Conduit (GC)
Claire Denyer (CD)
Richard Haslam (RH)
Nigel Poad (NP)
Duncan Roberts (DR) (Principal)
Margaret Sherwin (MS)
Tessa Pierre (TP)

Others Present

Deborah Warwick (New Principal), James Fitzgerald (JF) and Janet Goldsworthy (JG)

The meeting was quorate throughout.

	ITEM	ACTION
1.	Welcome and Acceptance of Apologies for Absence	
	Apologies from JP, AB and NS (work commitments) 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 15.05.2025 were approved with no changes by all governors present. It was decided that there would be no Summer Term governor visit. NP to raise neurodiversity of staff at next Governors' Forum meeting next academic year. NP to circulate Link Governors list over the Summer break. NP to consider governor recruitment over the Summer break.	NP NP
4.	Annual safeguarding monitoring report 2024-2025 and MyConcern trends	
	It was confirmed that there were no significant changes in MyConcern trends since the last presentation in March 2025 and the trends seen at that stage are still broadly similar:- • There have been limited reports of bullying and indeed this was confirmed by Ofsted at their 'test' visit this term. However, parents need to be clear that they are not allowed to know how the school has responded to any pupil found to be bullying in line with our behaviour and complaints procedures. • With regards to mental health, self harm has been increasing. Those identified as being at risk receive individual attention and a risk assessment is produced. Those identified who don't engage are referred to the doctor. • Attendance data was also discussed. • Anti social behaviour includes suspensions which have increased as a result of a reset of our expectations, specifically in response to defiance or low-level disruption. This has resulted in a calmer and productive learning environment. Q Does the data include truancy on site? A Yes - those with mental health issues struggle to attend every lesson. The new fencing will help with on-site truancy as movement on site can be more structured. Q Has racism increased? A Incidents that have been reported have not vastly increased or decreased but some pupils are repeat offenders. Pupils accused of racism are engaged in work around reflecting on their behaviour which can have a powerful remedial impact. Q Is racism normally directed at an individual? A It can be directed at an individual or part of a wider group.	

	Q Is the school comfortable that the protocols for MyConcern are being followed? A There is confidence that staff know how to log a concern but less confidence that the threshold for when a concern should be logged, is consistent. The resourcing of the safeguarding team has been increased as a result of the increasing number of concerns. Q Are behaviour concerns logged? A Behaviour concerns are logged on SIMS. Disclosures are logged on MyConcern. It should be noted that AL are investigating a new MIS but MyConcern will not change.	
5.	Inclusion – end of year	
	<u>Suspension data</u> Key points of note:- • Suspensions total 95 days and are less than the National Average but are higher than last year. • There are 69 events of differing lengths and 18 students have been suspended more than once. • The academy has tried to be more specific and clearer regarding the response to defiance. • Re-integration meetings are positive. Any appeals are reviewed and re-assessed to learn lessons. • Suspension is in place to change behaviour. • On occasion, a suspension may not be appropriate although warranted where it is not right for the pupil due to extenuating circumstances. Q Have any suspensions resulted in an exclusion? A There have been no permanent exclusions. This is a last resort and students are normally moved internally. Q Are pupils aware of the protocols so that a suspension is not unexpected? A As much as possible as consistency is key for staff and pupils. <u>Attendance data</u> Key points of note:- • The data around attendance has improved this year • The recent level of attendance is 92.08% and the school is pushing for 95%. In November 2024 it was 89%. • Persistent absence needs to be reduced and the Attendance Officer is doing a good job of achieving this by focussing on specific pupils. • Requests for holiday continue as do fines from Essex LA but this process is not as rapid as it could be. Q Are parents pressurised into ensuring their children attend school? A Yes but this could be increased.	
6.	Link Governor visit – safeguarding and inclusion	
	Governors had a catch up session with KD and LG relating to safeguarding and inclusion. The visit was very positive and there are no concerns although more funds and resources are always needed. The situation around SEND is settling and a future strategy now needs to be produced. The next visit should include time with pupils to assess their experiences. The importance of staff seeing governors in school was mentioned and it was commented that a more structured governor visit day would be helpful.	
7.	Link Governor visit – sixth form	
	Governors had a visit with SB who is still progressing the management of the Sixth Form at the school. We are hopeful that A-level results will improve on previous years based upon forecast data and it is planned to give Year 13 a good send off. A celebration event is planned next year to mark the end of the Sixth Form.	

8.	End of year financial summary	
	Key points of note:- • The initial draft of the budget showed a £450k deficit for 2025-2026. • ICFP was used to assess which areas of the curriculum could be trimmed and a restructuring was proposed at the end of April 2025. • A creative solution was agreed which resulted in some teachers teaching alternative subjects with all staff being retained. • The changes resulted in a surplus budget with some flex for further changes if required. • The next issue is the 2026-2027 budget due to a falling year 7 roll. Agility within the curriculum is key. Q What can we do to attract more pupils? A This is now the main risk facing the school. There is increased competition with outstanding schools in the local region and with primary school rolls falling, some village schools are finding it difficult to fulfil their pupil admission number. Bus and train fares are also increasing and the school will not have a Sixth Form in the future. The situation also presents opportunities but adjustment of staffing resources could be an issue. Q Is there a piece of work to be done to make the school more attractive to parents and pupils? A There is a need for improved marketing of the school to emphasise its inclusive ethos and traditional community values as a selling point. Q What is the plan for the s106 funds? A £300k has been spent on school facilities and there may be a surplus. Q What progress has been made regarding the rebuilding? A Improvements to the road have been signed off by Essex Highways but a speed ramp is not viable due to the costs of the disability ramp. Q Will the new access controls also control the school gates? A The opening of the gates will be controlled by the school bells. Are there any changes to access to toilets? A The main reception toilets will be accessible at all times.	
9.	Broader pupil experiences	
	A group of wide ranging pupils went to Iceland and there have been day trips for pupils in Year 8 and 9 to the battlefields. The army have also visited school for team building exercises. 88% of Year 10 pupils participated in work experience which is an Ofsted area for improvement. A Year 7 residential is being considered. It would be beneficial to give parents a profile of trips over the school career so that parents can budget accordingly. Q Is the visit from the army a new initiative? A Yes this was organised after recent contact from Carver Barracks. Q How are the staffing costs of the trip funded? A Support from the staff enables trips to happen. Q Should the staff be given more time to organise trips given the positive impact on pupils? A The organisation and participation of staff in trips places a significant degree of responsibility on those involved so the timing of trips is crucial in their success. Q Is there an opportunity to run more localised trips? A Yes – possible team building and problem solving at Carver Barracks, the Fitzwilliam Museum and the Cambridge Botanical Gardens.	
10.	Staff leavers and absence data	
	At the end of the Summer Term, a very small group of staff are leaving and some support staff.	
11.	Complaints and whistleblowing	
	There has been no whistleblowing and 2 low level concerns with only one complaint which is progressing.	
12.	Governance items	
	An AL Governance Forum meetings is being held at Bottisham College to which everyone is invited to attend. NP and JG will be attending.	

	A start time for LGB meetings of 6pm for next academic year was discussed and governors were invited to give their views over the Summer break. Staff thanked governors for their contributions to the supply of staff treats for Easter School. A full time Deputy Principal has been appointed on a fixed term one year contract. JG to add DW to Teams for JFAN and to chase lanyards for some governors.	ALL
		JG

The meeting closed at 19.35pm.

Items for Future Meetings	
Meeting	Item

Action Log			
ITEM	ACTION	DEADLINE	RESPONSIBILITY
3	Circulate list of Link Governors over Summer break	September 2025	NP
3	Consider governor recruitment over Summer break	September 2025	NP
12	Ensure DW is added to JFAN Teams	July 2025	JG
12	Send NP views on new start time of 6pm for LGB meetings next term	September 2025	ALL

Rolling Action Log			
ACTION	DEADLINE	RESPONSIBILITY	UPDATE
Raise neurodiversity of staff with AL/DC	July 2025	NP	NP to discuss at next AL governors forum
Recruitment of new governors	July 2025	NP	Not an urgent issue – Summer task