

**Minutes of the Spring Term Local Academy Committee Meeting 3
held on Monday 20th January 2025 at 5.15pm in the library.**

Membership	Initial	Category	Absence
Ms J England	JE	Staff Governor	
Mr K Leckie	KL	Appointed Governor	
Miss K O'Hagan	KOH	Appointed Governor	
Mr R Osborn	RO	Appointed Governor	
Mrs S Rhodes	SRH	Parent Governor	A
Mr G Roberts	GR	Appointed Governor	
Ms S Wilson	SW (Chair)	Appointed Governor	
Quorum required: 4 Governors present: 6			

In Attendance	Initial	Position	Absence
Mrs A Hewitt	AH	Governance Professional	
Mr T Jackson	TIJ	Vice Principal	
Mr T Reid	TER	Principal	
Mr P Renshaw	PR	Careers Lead	Left at 5.55pm
Mr D Vernon	DV	Executive Principal	

Training: Careers Update, Mr Renshaw

Mr Renshaw presented to governors an overview of the careers year. The presentation will be available on SharePoint following the meeting.

During the Autumn term, the following activities took place:

- Assemblies for all year groups
- Year 11 Careers interviews and Open Days. SEND and PP students have also been involved with a Futures careers interviewer from September to January with a focus on individuals
- UCAS, Apprenticeships, Oxbridge, Medicine, Vets, Interview skills
- Open Evenings
- Personal Development programme – this runs alongside the Careers work that Mr Renshaw carries out, including UniFrog work and curriculum visits.
- Visits- EMA, Oxford, Experian (Experian talked to students about degree apprenticeships and understanding credit scores)
- Future Skills Questionnaire (FSQ) with year 7 – tracking what our young people think about their own strengths, weaknesses and needs. This will be carried out again in Year 11. This will give the academy a good careers understanding and is more effective than a paper exercise.

During the Spring Term, the following activities will take place:

- UCAS deadline, 31st January, University interview preparation, apprenticeship applications
- Year 12 work experience introduction, Medics, Vets, Oxbridge
- Year 11 college applications, interviews ongoing
- National Apprenticeship Week in February
- National Careers Week in March
- Personal Development programme
- Year 12 Lincoln University visit

During the Summer term, the following activities will take place:

- Year 10 Pathways Week- workshops, visits, interview skills
- Year 12 Work Experience (7th July), Open Days, UCAS introduction and UCAS Fair, Dragon's Den with Sainsburys.
- KS3 Assemblies
- Future Skills Questionnaire - Year 9

Mr Renshaw stated that careers work at ELA is a partnership. Mrs Arnone- Youlton works in an enrichment role and arranges the interview skills and Mrs Parkin) runs the work experience for Year 12. Other partnerships include:

- DNRC Stanford Hall initiative (design projects with Mr Newbold)
- Careers Fair
- CEC – Careers Impact Review, working with the Trust in collaboration to ensure careers is embedded within each academy. ELA is the pilot school for this initiative
- Support for Mr Renshaw via regular meetings with the Enterprise Co-ordinator, Enterprise Advisor and attending Careers Leader network meetings and National Career Conference
- The link governor for careers is Mr Osborn and the SLT link is Mrs Purdy

Gatsby Benchmarks

These are a set of eight opportunities that cover good careers guidance:

1. A stable careers programme
2. Learning from careers and labour market information
3. Addressing the needs of each pupil
4. Linking curriculum learning to careers
5. Encounters with employers and employees
6. Experience of workplaces
7. Encounters with further and higher education
8. Personal guidance

These benchmarks have evolved over the past 10 years. It is felt that the academy could push areas 5-7 a bit more, looking at how we can provide quality and meaningful encounters with a variety of careers, online or in person, starting in Year 7. Years 10-13 are currently very strong in these areas.

Compass

Mr Renshaw presented the most recent data result from Compass which showed how the academy is getting on against the Gatsby Benchmarks. All pupils in Year 11 and Year 13 have had an interview with a level 6 careers trained professional. This is bought in by the academy.

Governors thanked Mr Renshaw for the training presentation and enquired whether there was any further support required from governors or from the Trust. Mr Renshaw responded that Mr Osborn is a very supportive link governor and he also receives support from senior leaders. Mr Renshaw can confidently say the support is very strong.

		Action
AC/27/2425 <i>5.55pm</i> <i>Mr Renshaw left the meeting</i>	Apologies for absence Apologies were received and accepted from Mrs Rhodes (work commitment).	
AC/28/2425	Declaration of interest and any changes to declarations made There were no changes to declarations made.	
AC/29/2425	Minutes of the previous Academy Committee meeting held 18.11.24 The minutes of the previous Academy Committee meeting were received and approved as an accurate record.	
AC/30/2425	Matters arising from the previous meeting: AC/17/2425, page 9, Matters Arising AC/06/2425 ERM, Additional Items, page 6 H&S Committee minutes – minutes are now available and will be taken under item AC/34/2425 AC/20/2425, page 13, Principal's Report Executive Principal/Principal to feedback to Trust for AIR reviewers names to be added to future reports – actioned	
AC/31/2425	Governance Report 1. Academy Committee membership update - the Clerk noted the following changes to the Academy Committee: Mr Osborn – Term of office ends on 27 th March 2025 and Mr Osborn has decided not to re-stand. Mr Osborn stated that he has been a governor for 8 years and has really enjoyed his time on the committee. The Chair thanked Mr Osborn for his contributions. The Principal presented Mr Osborn with a gift and on behalf of the governors and staff and thanked Mr Osborn for his challenging questioning over the years which was appreciated. This is Mr Osborn's last Academy Committee meeting as he is unable to attend on 17 th March due to a family commitment. Mr Leckie – The Chair stated that, after discussions with herself and Mr Osborn, Mr Leckie had agreed to step into the Vice Chair role once Mr Osborn's term of office ends. The Chair asked the committee if there were any objections to this. There were none; the committee unanimously agreed for Mr Leckie to take on the Vice Chair role from 28 th March 2025.	

	<p>Mr Roberts – The Clerk stated that Mr Roberts’ term of office ends on 8th February 2025. After discussions with the Chair, Mr Roberts has agreed to re-stand for a further term as an Appointed Governor. This will be reviewed by Mr Roberts at the end of the academic ear 2025/26 due to his other commitments. The committee unanimously agreed for Mr Roberts to be re-elected to the Academy Committee from 8th February 2025.</p> <p>Ms Marion – The Clerk reported that Ms Marion resigned from the Academy Committee on 15th December 2024.</p> <p>Mrs Riches – The Clerk reported that Mrs Riches resigned from the Academy Committee on 17th December 2024.</p> <p>Recruitment – The Clerk stated that a Parent Governor election will be held for the one parent vacancy. Appointed governor vacancies are continuously advertised on the academy website and across the Trust, however if any governors know anyone who may like to join the team, or have a contact for advertising vacancies, please let the Clerk know.</p> <ol style="list-style-type: none"> 2. Link governor roles/allocation: The Chair reported that Mrs Rhodes has taken on the role of SEND Link Governor (vacated by Ms Marion). Mr Roberts will continue with the Safeguarding link role and Mr Leckie with the Curriculum link role. Link vacancies are in Health & Safety (vacated by Mrs Riches) and Careers (to be vacated by Mr Osborn). Any governors interested in these roles are to contact the Chair. 3. Link governor reports: The Chair noted that a SEND link report had been received from the outgoing link governor, Ms Marion. A query had been raised regarding governor attendance within classrooms. The Principal responded that it was likely the teacher/student didn’t know in advance that Ms Marion was dropping in, and the student needs would have to be taken into account. 4. New governor training update: The Clerk confirmed that all statutory training by new governors (Mrs Rhodes and Ms O’Hagan) had been completed. 5. Governance Action Plan update: The Clerk noted updates to the action plan due to the changes in membership. There were no questions from governors. 	
AC/32/2425	<p>ERM Report</p> <p>The ERM report was circulated prior to the meeting. The Principal reported that the ERM showed the continued flight path for Year 11. <u>Governors asked</u> why the mock exams have been brought forward and the Principal responded that it is due to being able to fit more assessment points in for monitoring and it also aligns with the Trust.</p>	

	<p>The Principal went on to talk about the current academy position for Year 11 and it is around a grade 5; the starting point is not as strong as other year groups. Attendance is up on last year – not as high as the academy would like but up in Year 11. The next round of assessments is early March, followed by Year 13.</p> <p>Mr Jackson noted that for Year 13, a full report has not yet been received, but looking at a C+, hope for a B-. There is work to do with identified students but with support, they will succeed. The cohort is 49 students. Many students have UCAS offers to go where they want to go.</p> <p><u>Governors queried</u> whether there was a balance of assessment to non-assessment time, given the increase in assessment points throughout the year. The Principal responded that there are two key assessments points with a full sweep of subject areas. Year 13 are set over two weeks.</p> <p>Safeguarding The ERM report referred to a potential safeguarding issue around the AWOL list. <u>Governors questioned this</u> and were reassured that the bugs in the system have now been actioned and resolved. The academy will now adjust processes in line with the changes made.</p> <p>A robust discussion followed regarding the impact on staff of the system change. Frustrations were raised from the staff governor, highlighting that the system is not as user friendly as the previous system, and this has resulted in an increased workload. <u>Governors asked</u> what can be done to improve the system to make it more user friendly for staff. The Executive Principal and Principal propose that staff voice needs to be collected; from this the required actions should be identified and prioritised. The Executive Principal emphasised that leaders from the academy are meeting regularly with the data team to work through highlighted issues.</p> <p><u>The Chair drew attention to</u> the 'Things to Celebrate' section on page one of the ERM, in particular the note of 'Recognised as a beacon of best practice in several areas across the trust'. The Principal explained that East Leake Academy show best practice in areas such as Alternative Provision, safeguarding, approach to Year 11, pastoral care and culture.</p> <p>Health & Safety The minutes of the Health & Safety meeting were received and reviewed by governors, along with the NCC Corporate Audit Report from October 2024. <u>Governors queried</u> that Ben had been named alongside many of the action points. The Principal reassured governors that Ben Neath is the named person for MITIE, the PFI managing agent, so would be the person to manage staff taking on the particular action points.</p>	
AC/33/2425	<p>Policies The following policies have been approved at Trust level and reviewed by the LAC:</p>	

	<ul style="list-style-type: none"> Finance and Resources Committee: Premises Management Policy Audit and Risk Committee: Health and Safety Policy Standards and Outcomes Committee: Provider Access Policy and RSE Policy. <p><u>Governors noted</u> that there were little details on the summary pages and included the sentence, 'Wording has been updated to provide clarity'. This is stated on the Premises Management Policy, SRE Policy and Provider Access Policy.</p> <p><i>Action: Clerk to feedback to governance services.</i></p>	Clerk
AC/34/2425	<p>How has the Academy Committee held the Senior Leaders to account?</p> <p>Governors and staff held discussions around mocks exams and the impact of the current system changes regarding the MyAcademyApp.</p>	
AC/35/2425	<p>How have the vision, mission and values of the Trust been upheld?</p> <p>The governors agreed that these had been upheld and the careers presentation clearly demonstrated that the academy are inspiring and raising aspirations to create brighter tomorrows.</p>	
AC/36/2425	<p>Complete the report to Trustees</p> <p>The report will be completed online by the Clerk following the meeting and will include information on careers, membership changes, school trips and feedback concerning the MyAcademyApp.</p>	
AC/37/2425	<p>Determination of confidentiality of business and Equality Act consideration</p> <p>The Academy Committee agreed that there was nothing confidential to consider. The Equality Act was considered throughout the meeting.</p>	
AC/38/2425	<p>Date and time of next Academy Committee meeting.</p> <p>The next meeting will be held on Monday 17th March 2025 at 5.15pm in the library.</p>	
	The meeting closed at 18.45.	

Signed: *Sharon Wilson* (approved by Chair for circulation)
Date: 04.03.25

Signed: *Tom Reid* (approved by Principal at LAC meeting)
Date: 17.03.25