

**Summary of discussions of the Local Academy Committee meeting
held on Monday 17th November at 5:15pm at East Leake Academy**

Membership	Initial	Category	Absence
Ms J England	JE	Staff Governor	A
Mr K Leckie	KL	Appointed Governor	
Mr M Martin	MM	Appointed Governor (TOO starts 17.11.25)	
Miss K O'Hagan	KOH	Appointed Governor	
Mr P Renshaw	PR	Appointed Governor (TOO starts 17.11.25)	
Mrs S Rhodes	SR	Parent Governor	
Mr G Roberts	GR	Appointed Governor	
Mr A Ward	AW	Parent Governor	
Ms S Wilson	SW (Chair)	Appointed Governor	
Quorum required: 5 Governors present: 8			

In Attendance	Initial	Position	Absence
Mrs A Hewitt	AH	Governance Professional	
Mr T Jackson	TIJ	Vice Principal	
Mr T Reid	TER	Principal	
Mr D Vernon	DV	Executive Principal	
Mrs E Wilson	EW	SENCO/AP	

Outstanding Actions Log

C = Complete	CF = Carried Forward	I – Incomplete (CF more than once)
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Item	Meeting Ref	Action Req	Responsibility	Timeline	Update	C/CF
AC/73/2425		Professional development and impact planning for 2025/26 information to be shared at the September or November meeting in the Autumn term.	TER	29/09/25 or 17/11/25	See item AC/18/2526 below.	C

AC/16/2526	AC/05/2526	Link governors to plan Autumn Term visits	Link Governors	By 19/12/25	See item AC/17/2526	C
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Q = Question from governors

A = Answer from senior leadership

Item	Key Points/Summary	Action Req	Responsibility	Timeline
AC/13/2526	Apologies for absence and election of new governors - Apologies received and accepted from JE (family commitment). - MM and PR elected to the Local Academy Committee.			
AC/14/2526	Declaration of interest and any changes to declarations made None.			
AC/15/2526	Action Log of the previous Academy Committee meeting Action Log of meeting dated 29th September 2025 was received and agreed.			
AC/16/2526	Outstanding items from the previous meeting Outstanding Actions Log discussed and updated.			
AC/17/2526	Governance Report - Feedback from Link Briefings held: - SEND (SR: 08.10.25), no feedback given. - Safeguarding (GR 14.10.25), to be discussed under safeguarding item AC/18/2526 - Careers (cancelled meeting) - Link governor visit reports/planned visits for Autumn Term and agree visits for next term in relation to training held: - Safeguarding: 12.11.25 - H&S: 19.11.25 - Curriculum: 03.12.25 - SEND: December TBC - PP: AW will take on this role. - Review Autumn Term updates to governance action plan: The Risk Report			

	will be presented at the January 2026 meeting. Training of SoD etc will take place at the January 2026 meeting.	Governors to receive Risk Report.	TER	19.01.26
		Governors to receive presentation on SoD/ToR	DV	19.01.26
AC/18/2526	Principal's Report Additional needs funding summary report - The report had been reviewed by governors. There were no questions. Governors commented that the report was stark. SEND Local Offer, Information Report 2025/26 and annual review 2024/25 - EW, SENCO, talked through the report. The report was uploaded to SharePoint following the meeting. Key Points: - Students with an EHCP don't automatically get funding, unless from Leicestershire. Nottinghamshire students have to apply separately for funding. - Funding has been quality assured recently by the Local Authority. Successful outcome and they were very complimentary. This has been a boost for staff. - SEN average grade at GCSE was 4.1 in the summer which is above the national average of 2.7. - Access Arrangements have undergone two successful inspections over the past year. Supervised rest breaks will be granted rather than extra time (in most cases). - SEND transition was successful for Y6 into Y7 students and an additional visit was arranged as well as the usual 3 days for all students. An evening for SEND parents was also held. - Primaries will invite ELA to Y6 end of year SEND reviews. - Brook House changes include reduced staff and only KS3 students. This helps			

	with transition. Students start a 12-week pathway followed by a 6-week transition back to mainstream. • SEND reviews are carried out three times a year. • From September 2025, we have replaced the AIM Awards with the AQA Unit Award Scheme. This offers a vast choice of small units across various subjects. Students' work is marked and moderated as they build up a portfolio of work towards their GCSE. • IDL Literacy intervention software is used with those students working below age. • Absence group – it is challenging to support these students but we are replicating the Local Authority offer. Q: What are the options for a child who is not successful in Brook House? A: The majority would be permanently excluded. Locality is a big factor for Alternative Provision, plus the standard of the offer. Q: Does Brook House accept a cohort of students or do you add students in as needed? A: There is capacity to add but we don't want to do this. The staff team always discuss the right option for each student and choose who we will work with. We always receive good feedback from the Alternative Provisions we work with, especially around support and keeping in touch. Brook House currently have 8 students and above that is detrimental to the group as a whole. Q: Governors acknowledged that the academy is well resourced for SEND and asked how stretched the staff are, plus what opportunities are there to adjust resources A: The inclusion team has halved. in the past year so we are very stretched. Support in place for EHCP and funded students. There are no opportunities to adjust resources. The staff team are looked after and we are mindful of their mental health and workload.			
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	- The Chair thanked EW for the report and EW left the meeting at 18.28. Pupil Premium (PP) evaluation and evidence of impact on outcomes 2024/25 and review of strategy for 2025/26 TIJ presented the key points which included: - There were 24 PP students in Y11 for the summer 2025 examinations. 29% of these attended below 80%. Two-thirds of the 24 pupils had attendance below 90%. - The attendance strategy counts for these pupils. - There are currently 30 PP students in Y11 and 83% of these have a full pathway of GCSE's compared to 71% last year (some dropped from 9-8 courses and some dropped 8-7 courses). 50% of these students have attendance below 90%. - Funding is not increasing. A large chunk of the funding goes to staffing, teaching & learning, targeted interventions and wider strategies. - TIJ to finalise the PP documents over the coming weeks. Further data will be available after the Y11 mocks. - ELA practice in line with good practice nationally. - Key changes include: reading (increase in phonics based and small group), whole school literacy, attendance, aspiration and access arrangements Q: For Pupil Premium students, are strategies used across the board or individual? A: We know these students well (and this was highlighted by Ofsted) and strategies are planned and prepared. SR left the meeting at 18.50. AIP Progress - Due to the time, the LAC agreed to roll this item to the next meeting in January.			
		AIP Progress Report	TER	19.01.26

	Safeguarding (GR) • Local Authority Safeguarding Audit ○ GR met with CB regarding this audit. ○ Items are recorded as being met, part met or not met. GR will note those actions which are part met or not met. ○ Most of the actions recorded as not met are not ELA specific, more of a Trust wide issue. ○ The checklist forms the core of the safeguarding update and how we progress and look at safeguarding legislation. We record how our policies working within the school. ○ On-line safety/filtering and monitoring has been partially met. This area is particularly good at ELA and we share best practice ○ Teaching and behaviour has been partially met. There have been changes to intervention policies, Trust screening and the local context. ○ Supervision of staff has not been met. There is a lack of coverage across Rushcliffe (this is supervision for DSL's from outside the Trust). ○ It was noted there were inconsistencies around how academies within the trust transfer files between schools (eg, from primary to secondary). ○ It was noted there was a lack of consistency across academies within the Trust regarding low level concerns, however, ELA's reporting is good,. ○ Updated training will be offered on allegations against staff, whistleblowing and low-level concerns. • HT2 Safeguarding Template ○ All information shared. There were no questions from governors.			
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	CPD Update from item AC/73/2425 (discussed at start of meeting and minuted here) • Subject specific CPD has taken place for collaboration planning and focus. (Principal will circulate document). Many staff on coaching facilitation courses across the Trust. There is more time in Faculties to focus on CPD. Q: You mentioned different initiatives and activities. Is this tailored? A: Yes, based around PDP and what areas need to be developed. Q: Is this linked to performance management? A: No, we do not do this. It is linked to personal development. A: Do staff opt in or is it guided? A: Both Q: Is there an annual progress of review and are activities scheduled across the year? A: Yes, Reviews are in June and set in September. INSET days this month are led by faculties in each Academy across the Trust (including support staff). These should be impactful days. Q: Are there any gaps that need to be developed? A: Succession planning. This is an ongoing piece of work. Changes are due to curriculum reviews and Ofsted (as announced recently) so we will monitor what impact this has after pilot inspections. Q: Is there any impact on retention of staff? A: There is little movement; we have outstanding staff members that will go out into leadership for Head of Faculties and be successful but we need to hold on to them and allow them to grow. Q: What is the process of becoming a trainer? A: There is a shift to sending all staff to all Inspiring Leaders. Having a space set up to bring colleagues here and bring it to life.	Circulate CPD document	TER/AH	Following meeting.
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	Every staff member to be an expert in their role. This is for everyone, not just teachers. We are investing in staff.			
AC/19/2526	How has the Academy Committee held the Senior Leaders to account and how have the vision, mission and values of the Trust been upheld? ➤ SEND/PP questioning ➤ Discussion on the balance of optimum achievement versus the well-being of staff and students.			
AC/20/2526	Complete the report to Trustees and receive comments from Trustees from last report • Trustee comments were reported. • ELA LAC report completed.			
AC/21/2526	Determination of confidentiality of business and Equality Act consideration. • There were no confidential items to note. • Equality Act considered throughout the meeting.			
AC/22/2526	Date and time of next Academy Committee meeting • Monday 19th January 2025 at 5.15pm in the library. Close: 19.08			

Signed: *Sharon Wilson* (approved by Chair for circulation)
Date: 17.12.25

Signed: *Tom Reid* (approved by Principal for circulation)
Date: 11.12.25

Approved by LAC: 19.01.26