



Minutes of the meeting of the members of the

Academy Trust

Wednesday Friday 12 July 2013 at 9:30 at Debenham High School

Present: Rt Rev Nigel Stock, Mr Richard Boulter, Mr Robert Grimsey, Mr Neil Serjeant, Mrs Janet Brown

In attendance: Miss Julia Upton (Headteacher and clerk)

1. Minutes of the meeting held on 4 July 2013

The minutes, circulated with the agenda, were confirmed as a true and accurate record and signed by the Chairman.

2. Matters arising from the minutes

None

3. Changes in governors/directors

Mr Boulter reported that there had been three changes in the governing body since last year. Firstly, and sadly Mrs Kate Blount (parent governor) has tragically passed away.

Mr Brian Poole has been appointed as Parent governor following an election with two parents standing.

Mr Chris Grover has been appointed as Foundation Governor following the resignation of The Rev John Cox.

The departure of Bishop Nigel was discussed. Bishop Nigel has been appointed as Bishop at Lambeth and will take up this post in October. The members agreed that the interim bishop be appointed as the chair of the trust as our Articles of Association reference the Bishop of the Diocese as the chair.

4. Report from the Chairman of Governors to Members of the Trust (Verbal)

Mr Boulter reported that:

- **Admissions**

The school continues to be popular with parents and carers both within and beyond our catchment area. Year 7 for September 2013 the most over-subscribed that the school has ever seen with a waiting list of 27 places, having already accepted 130 students (5 over our PAN following successful appeals). There are 130 pupils in all years now except Year 11 for September 2013.

- **Behaviour**

The positive behaviour of pupils continues to be a strength of the school. There have been 9 external exclusions during the year. The governors discipline committee met to hear the permanent exclusion of a female in Year 11 who had been externally excluded for the third time.

There has been one other second external exclusion hearing by the governors.

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Headteacher Miss J Upton BSc

Senior Leadership Team: Mr S Martin, Miss S McBurney, Mrs L Ramsay, Mrs T Darby

Chairman of the Academy Trust Rt Rev Nigel Stock, Bishop of St Edmundsbury and Ipswich Chairman of Governors Mr R Boulter

- **Academic Attainment**

Examination results in July 2012 were once again impressive. With 69% of students achieving 5A*-C including English and Maths. We received a letter from the Secretary for State for Education, David Laws congratulating the school on being in the top 100 schools in the country for progress from KS2 to KS3. The achievement of disadvantaged pupils (as categorised by FSM ever methodology) was particularly positive.

- **Land and Buildings**

The transfer of the land at the bottom of the school field had finally taken place and since the completion of the Section 106 agreement had been levelled and landscaped. This was funded through the grant from the DfE.

The transfer of the school site from the LA to the diocese has still not taken place.

The school bid to the DfE for funding to build a drama studio and extra classroom was unsuccessful. The school has committed funds to the planning process of this, which are still in place and will be used for a further bid when the opportunity is available. Julia Upton explained that the bid process changes from year to year, with historically, one round for new academies and one for older academies. There are hints that this will change. We have information ready as soon as a new window is available.

- **Activities**

There continues to be a range of trips and visits for students throughout the school year from one day to five days (a recent trip to Berlin for Year 10 is an exciting addition to the programme for the year). Particularly noteworthy this year has been the success of the Young Enterprise team, who won the Suffolk finals (against other schools, mainly with Year 12 students) and came a very notable second in the regional stage of the competition. This was a significant achievement.

5. SIAS Inspection

Julia Upton fed back on the inspection which took place in December 2012. The school was judged to be outstanding and has already begun work on the points for development as noted in the report.

6. Worship Policy

Noted and agreed.

7. Staffing issues

The school is fully staffed for September 2013. The following changes in staffing have taken place:

Mrs Jo Millard – retirement – replaced by Mrs Lauren Carr as Head of Art

Mrs Mary Lamb – retirement

Mrs Clare Johnson – leaving teaching – replaced by Miss Sarah-Jane Page to teach MFL and English

Mrs Sarah Davies – fixed term contract ends as a Science teacher

Mrs Liz Tinson – fixed term contract as a Teaching Assistant ends

Mrs Jasmin Murphy – fixed term contract as a Teaching Assistant ends

Mr Tony Germany – resignation as Cover Supervisor to enter teacher training (with us as a schools salaried direct trainee) – replaced by Mr James Peacock

Mrs Sharon Bolton – new part-time Science teacher

8. Finance

The school's finances look healthy for the coming year with a balanced budget. The Audit documents presented by CSD (our audit service providers) reinforce what an excellent job the Finance team do. Mrs Tracy Darby and Ms Claire Knock were thanked for their excellent work.

9. Admissions

Governors are to review PAN in the coming year to consider if an increase to 130 or 135 would be appropriate. It was noted that a small change had been made to the admissions policy – Section 2.2 B4 had been included, to give an order of priority to children whose parents are employed by the school.

10. Head's Report to governors

Miss Upton had produced a written report for the full governors meeting but made the following points and additions:

- Currently the school is leading discussions with our feeder primary schools on federation.
- We have changed our pattern of Celebration Assemblies this year with a new Summer Awards Celebration for students from Year 7 to 10. There will a Commemorative Assembly in November for all previous Year 11 students. This splitting of the two events has allowed us to celebrate the achievements of more students and take an opportunity to formally see those students who have left us and celebrate their success.
- We have continued to develop leadership opportunities for students this year. The Student Year Leader roles have been a notable success.
- Building work for the summer holiday includes the much-needed refurbishment male and female student toilets and the make-over of the covered way to make it a more coherent space and one where we can celebrate student achievement.
- In September two members of staff have been appointed to lead on areas of teaching and learning with all staff. They will be developing skills in teaching the most able students and making students independent learners in the classroom.

11. AOB

None

12. Date of next meeting

AGM – 4:30pm on 11 February 2014 at Debenham High School.