

Minutes of the Local Academy Council Meeting 07th November 2023 at 3.15 pm

Parent Councillors	Term of Office	Attendance	Maritime Appointed Councillors	Term of Office	Attendance
Louise Morgan (LM)	30/11/2025	Present	Andrew Cowley (AC)	23/06/2026	Present
Ivis Williams (IW)	30/11/2025	Absent	Anne Torens (AT)	07/03/2027	Absent
Staff Councillors			Chris Hill (CH) Chair	01/09/2027	Present
Omar Jennings (OJ) Head Teacher	Ongoing	Present	Oliver Cakebread (OC)	15/10/2027	Apologies
Andy Clunie-Wicks (ACW)	30/11/2025	Present	Lisa Tompkins (LT)	22/09/2027	Absent
In Attendance			Observers		
Sarah Phillipson Governance Professional Lead			None		

The quorum for a meeting of the LAC and any vote on any matter shall be the number of Councillors equal to half the total LAC membership rounded up to the nearest person. A Quorum shall be at least 3 Councillors.

	Discussion Nightingale Primary School
1.	Welcome, attendance and apologies: As noted above. Welcome, and introductions to Chris Hill, newly Trust Appointed Councillor. Oliver Cakebread sent his apologies, and these were accepted by the LAC. Ivis Williams, Anne Torens & Lisa Tompkins were absent. The meeting was quorate.
2.	Declaration of Pecuniary and Non-Pecuniary Interests: No changes to the previously disclosed Declaration of Interests and any matters relevant to the agenda.
3.	BUSINESS ADMINISTRATION

	Annual update/Review of the Register of Interests/Governor Code of Conduct/GDPR/KCSIE: AT, OC, LT, ACW & OJ have NOT completed Annual Review of the Skills Audit: AT, OC, LT, IW & CH have NOT completed
4.	CONSTITUTIONAL MATTERS
	<u>Election of the Chair for recommendation to the appointment by the Trustees:</u> Nominations were received for: Chris Hill as Chair: Decision – Chris Hill is to be recommended to the Trustees by the LAC for the role of Chair. <u>Election Vice-Chair of the Local Academy Council:</u> Deferred to the next LAC meeting <u>Annual review of the Trust and Schools Ethos, values, and objectives:</u> SP noted that the core values are shown and have not been changed since last year. <u>Annual review of the Governance Handbook and Trust Scheme of Delegation & BHAG Strategic Plan:</u> The Councillors noted the above document. SP explained that the document is broken down into two sections: the leadership makeup, which covers all areas of accountability across the whole Trust, and the LAC delegated responsibilities, with examples of what this means. The aim was to bring clarity to the roles and accountability. <u>Membership of the LAC – Resignations/new appointments or tenures due for renewal:</u> Chris Hill, Lisa Tompkins & Oliver Cakebread, newly Trust Appointed Councillors
5.	Notes from the 12th July 2023

	Accuracy: The Notes were agreed as an accurate representation of the meeting.
	Matters Arising: <i>Action AOB – SP to add Wellbeing on the agenda for the next LAC meeting in the academic year. COMPLETED</i>
6.	STRATEGIC OVERSIGHT
	EDUCATION: <u>July 2023 Data:</u> The HT noted he had shared the whole school data overview in July 2023, along with the SAT analysis sheet. <u>SDP Priorities Update:</u> The HT discussed the School Development Plan for 2023-24, previously shared with the LAC. School Development Plan The school has an ambitious plan to elevate the quality of teaching and learning. Its commitment extends beyond the immediate, focusing on preparing students for a future of educational success. The key aims are outlined below: Quality of Teaching and Learning: The school aspire to create an environment where students flourish in their English learning experiences. Commitment to adaptive teaching is unwavering. Personal Development: The curriculum design will take a dynamic turn to promote effective communication, collaboration, and engagement among all stakeholders. Communication in EYFS:

The goal is to maximise early communication skills through adaptive teaching to support oracy beyond EYFS.

Other key items also include:

- Enhancing Learning Visibility
- Reading Push and Parent Involvement
- Maths Training for Greenwich University PGCE Students

The HT explained the school's overarching focus extends beyond SATs, aiming to prepare students for success throughout their educational journey. These initiatives are designed to enhance curriculum design and foster effective communication, collaboration, and engagement among all stakeholders, ultimately leading to improved learning outcomes.

The HT highlighted to the Councillors a section on the SDP which covered monitoring actions planning. This plan feeds into the PDM schedule, 16-week reading improvement plan, monitoring cycle and CPD schedule. It was noted that this is a very valuable document.

The Educational Challenge Board formatted questions:

Omar, can you please complete this so these can be included in the Trust Board meeting.

Educational Excellence - Issue identified by the Education Challenge Board - Assessment

In order that schools meet their forecasts, schools need to ensure that their assessment procedures are robust and that pupil progress meetings identify specific individual children and what they need to do/know in order to meet Age Related Expected standard.

Questions for all LACs:

Q - How do you make sure that teachers really know the exact child(ren) that need moving in each subject?

Q - How do you moderate teacher's assessment judgements to ensure accuracy and predicted progress?

Schools should have completed an analysis of subject areas within curriculum areas. I.e. which areas of maths/reading/spag did previous Y6 children not achieve?

Q - In which strands did the school do well in, and which need development?
Q - How is teaching and Additional Practice therefore being changed and developed to meet this need?

Action - HT to issue the answers to SP, ready for review via the Educational Challenge & Trust Board

Wellbeing:

The HT noted he is very mindful of his staff's workload and has opted out of some areas, such as work within the regional hub. The Trust Peer Review will be completed shortly. The school is an example of good practice, so there are frequent visitors to the school, and staff can also visit other schools. The Local Authority also visits the school to support training on writing moderation, which in turn supports Ofsted preparation, as the school is ready at all times.

The SLT team are in a much better place and has worked on scheduling tasks, which has been positive. A staff survey would normally be completed in school and shared with the LAC as information comes in; this will happen at the end of term. The Staff Councillor explained the staff are going above and beyond their roles, working as a team, and high morale.

7. COMPLIANCE

SAFEGUARDING and H&S:

Safeguarding Annual Training & Update - Annual declaration of KCSIE training:
 Once completed, please fill in: <https://forms.gle/EqbYTC6Hsdpb497M9>

The Safeguarding DSL full report was noted and included the following:

- Securing EHCPs for children
- Supporting our Nursery children with SEND
- Additional SALT
- Supporting our children with SEMH

The HT shared the Safeguarding report from term 1 with Councillors as follows:

	• Number of Pupils subject to Children Protection Plan – 0 • Number of Children in Need Plan – 2 • Number of Children supported by 'Team Around the Child (TAC) - 0 • Number of Children supported by a PSP – 1 • Number of Looked after Children – 0 • Number of families referred to Early Help (By School) Now known as FaAss – Family and Adolescent Support Service – 0 • Number of families referred to Early Help (By other agencies) - 1 • Number of families referred to Early Help. Now known as FaAss – Family and Adolescent Support Service – 0 • Number of Children identified as Child Missing in Education – 1 • Number of allegations made against staff – 1 • Number of reported racial incidents – 2 • Number of reported bullying incidents – 1 • Number of reported homophobic incidents – 0 • Number of reported e-safety incidents – 1 • Number of children with EHC Plan – 8 Q – Do the two racist comments have any connection with Israel/Palestine issues? A- No, this has not been an issue in this school. The children do not understand the comments are racist, and the school has discussed this with the children and their families. This is not one race against another, with the comments coming from social media and done in writing. The bullying incidents were similar, with the child not understanding bullying.
8.	POLICIES
	None
9.	EFFECTIVE GOVERNANCE

REVIEW (MONITORING):

Agree on a Local Academy Council Review Visit Plan and timetable for the year based on SDP priorities:

Review the Local Academy Council Visits Policy and Procedures: [Maritime Monitoring Review Planner TEMPLATE 2023-24](#)

Action - The LAC to meet with the HT and the next monitoring meeting/and agree on the planner/visits and topics linked to the SDP priorities. (Use the template above)

Appoint School Link Councillor Roles:

Deferred to the next LAC meeting

- SEND –
- Safeguarding and Prevent - Andrew Cowley
- Ring-fenced Grants –
- EYFS –
- SRE –
- Any other roles linked to SDP and the Curriculum (intent, implement and impact)

Chairs Update:

Nothing to share at this stage.

The LAC noted the Community Engagement Plan and the HT added a community meeting is being held this afternoon in the school. The school is robustly linked to the community, with children learning life skills and the school supporting families (7 displaced this term). A Community Fair is planned, and the children are supporting the Ministry of Sound/Whats up event. The Chair explained this is part of the awareness campaign around the plight of homelessness and understanding what they need to survive.

Skills Audit/Diversity feedback – Draft LAC Development Plan:

Action - SP to issue Skills Audit/Diversity feedback to the Chair for review once completed by the LAC

Minutes of the Local Academy Council Meeting 07th November 2023 at 3.15 pm

10.	ANY OTHER BUSINESS
	None
11.	Meeting Calendar as noted below:

<i>Meeting Type</i>	<i>Meeting</i>	<i>Day</i>	<i>Date</i>	<i>Start</i>	<i>Finish</i>
Nightingale LAC Meeting	Zoom	Tuesday	07/11/2023	15:15	17:15
CEO & Chairs Meeting	Zoom	Monday	27/11/2023	19:00	20:00
Nightingale LAC Meeting	Zoom	Wednesday	24/01/2024	15:15	17:15
CEO & Chairs Meeting	Zoom	Monday	18/03/2024	19:00	20:00
Nightingale LAC Meeting	In school/Zoom	Wednesday	01/05/2024	15:15	17:15
Nightingale LAC Meeting	In school/Zoom	Wednesday	03/07/2023	15:15	17:15
CEO & Chairs Meeting	Zoom	Wednesday	03/07/2023	19:00	20:00

The meeting closed at 4.35 pm

Signed for Accuracy: (Chair/Vice-Chair)

Dated: