



## MINUTES

### ADDINGTON VALLEY ACADEMY LOCAL GOVERNING BODY MEETING

WEDNESDAY 8 JULY 2020 AT 4 PM

HELD VIRTUALLY

**Present:** Lucy Davey, Chair (LD)  
John Reilly, Principal (JR)  
Jordana Berk (JB)  
Kemi Arogundade (KA)  
Will Scott (WS)  
Janet Sherborne (JS)

**In attendance:** Joe Shepherd, Senior Teacher (JS)  
Susanne Wicks, Clerk (SW)

#### 1. WELCOME AND INTRODUCTIONS

LD opened the meeting and welcomed all present to the first meeting of the new Local Governing Body.

#### 2. APOLOGIES FOR ABSENCE

There were no apologies for absence.

#### 3. DECLARATIONS OF INTEREST

Governors confirmed they have completed and returned a Declaration of Interest form to the clerk.

#### 4. SKILLS AUDIT

Governors confirmed they have completed and returned a Skills Audit form to the clerk.

#### 5. CONSTITUTION AND APPOINTMENTS

i Governors agreed to recommend the appointment of the Vice-Chair at their September meeting.

ii Governors noted the allocation of portfolio roles as listed below:

LD – Ethos, Vision & Strategy.

JS – Safeguarding / Health & Safety.

WS – HR and OD.

KA – Finance & Resources.

JB – Teaching & Learning.

There remains a vacancy for the Business Development and Marketing portfolio role, and efforts are underway to find a suitable candidate.

iii Governors noted that the parent and staff vacancies would be filled once the school has opened in September. JR advised that one parent has expressed an interest in joining the LGB already.

## 6. UPDATE FROM THE PRINCIPAL

JR delivered a detailed verbal update and matters discussed are detailed below.

### Ethos, Vision & Strategy

JR outlined plans to develop a House system for Year 2 and above once the school has moved into its new building, with the five Houses to be named after the Archbishops who have lived in the nearby Addington Palace.

JR outlined his plan to ensure that the school would be firmly rooted in its community and explained how the local area has inspired the proposed class names in all Key Stages, welcoming any further suggestions from Governors.

JR described the intention for Addington Valley Academy to become the flagship school in the country for provision of education to young people with ASD, at the cutting edge of practice in its support for its students. The three key aims in the vision for the school will be to develop communications skills, ensure success measured by tangible outcomes and develop independence, and the the curriculum will be based around those objectives.

JR reported that the pre-opening Ofsted inspection took place in late June and was held virtually. The inspector met several key individuals and was given a virtual tour of the temporary school building. Feedback from the inspector was positive, particularly in terms of support given by the Trust Team. There were a few matters left to be signed off which related to the premises rather than the provision of education.

Governors noted that the school will open in September with 20 children which is expected to rise to 24 over the course of the first two week, which would be maximum number to be accommodated. The roll in the DfE return was 18, so any children over that number would bring additional funding. The majority of pupils will be Year 7, although there has been a request to admit three Year 6 children which could be accommodated. The children will be placed in three classes, each offering a different pathway based on need. 40% of those joining in September are non-verbal.

**Action: JR undertook to share more information about the curriculum once it has been finalised.**

JR reported that recruitment has been successful, with each class to have one teacher, one senior teaching assistant and two teaching assistants which is a ratio of less than 1:2. JR noted the need to minimise any change in routine wherever possible due to the detrimental effect on the children, so outlined his plan for the senior teaching assistants to cover for the class teachers when needed, avoiding the use of agency staff. JR regretfully informed Governors that one teacher very recently withdrew her acceptance of the role, so work is underway to recruit a teacher for the start of term. He also reported that there is a site manager and office manager in place.

To support each child's move to the school, transition meetings are taking place this week, and transition packages have been developed for each child. In addition, parents will be offered the chance to visit the site in August.

JR outlined the staff induction process and training that is planned for all staff, which will include achieving a qualification in Sign Along, Team Teach and the PEX communication system. He noted the importance of ensuring staff are trained in the most effective, evidence-based methods to support the whole school approach to learning and supporting young people. In response to questions, JR confirmed that First Aid training would be covered as part of the two-week induction for staff although he, JS and the office manager are already qualified first aiders. JR advised that it would not normally be a two-week programme, although may be again next year when further new staff are recruited.

**Action: JR undertook to share the induction programme with all Governors.**

In response to a question from WS, JR updated Governors on progress of the new build. Planning consent has been granted by LB Croydon and work is due to start imminently, with assurances having been given that it will be ready to open in September 2021. By way of contingency, the temporary site will be available until Christmas 2021 in case it is needed for an additional term. Governors agreed that it may be useful to appoint a Governor as lead on the new build.

Governors thanked JR for his report.

## **7. GOVERNOR TRAINING AND DEVELOPMENT**

SW outlined the resources available to support Governors and it was agreed that the induction and safeguarding briefing should take place on 30 September at 4 pm.

## **8. DATES OF FUTURE MEETINGS**

i Governors agreed the following dates for their meetings in 2020-21.

30 September

2 December

27 January

24 March

19 May

30 June

To start at 4 pm.

ii The clerk undertook to arrange a date for the Pay Committee to meet in the first half of the autumn term (membership to comprise Chair, Finance Portfolio Governor and HR Portfolio Governor).

## **9. ANY OTHER BUSINESS**

i JR invited all Governors to attend a meeting in school on 1 October 2020, to which parents and staff will be invited, to review how things are going.

ii WS indicated that he would be willing to stand as Vice-Chair.

iii JR commended the Chair on her efficient management of the meeting.

LD thanked everyone for attending the meeting.

**10. CONFIDENTIALITY**

No items were deemed confidential.

The meeting ended at 4.45 pm.

**Signed:** \_\_\_\_\_ **(Lucy Davey, Chair)**

**Date:** \_\_\_\_\_