

Our Vision:
Achievement, Wellbeing, Communication and Independence.

Our Engagement Values: *Exploration, Realisation,
Anticipation, Persistence and Initiation*



MINUTES
ADDINGTON VALLEY ACADEMY LOCAL GOVERNING BODY MEETING
WEDNESDAY 30 JUNE 2021 AT 4 PM
HELD VIRTUALLY

Present: Lucy Davey, Chair (LD) (items 1-6)
John Reilly, Principal (JR)
Jordana Berk (JB)
Kemi Arogundade (KA)
Will Scott (WS)
Janet Sherborne (JS)

In attendance: Joe Shepherd, Senior Teacher (JSh)
Anna Huzzey, Vice-Principal, Primary (AH)
Brenda Scott, Head of Financial Projects and Management
Accountant (BS)
Susanne Wicks, Clerk (SW)

1. WELCOME AND INTRODUCTIONS

LD welcomed all present to the meeting, particularly AH who is the newly appointed Vice-Principal and has been working in school one day per week until she joins full-time in September.

2. APOLOGIES FOR ABSENCE

LD apologised for having to leave the meeting early and thanked the Vice-Chair, KA for agreeing to take the chair once she had left.

3. DECLARATIONS OF INTEREST

No declarations were made.

4. CONSTITUTION AND APPOINTMENTS

i Governors noted there remains a vacancy for two parent and one staff governor and the clerk updated the LGB on plans to recruit in September.

5. MINUTES OF LAST MEETING

- i Governors approved the minutes of the meeting held on 27 January 2021.
- ii Governors approved the minutes of the meeting held on 24 March 2021.
- iii Governors approved the confidential minutes of the meeting held on 24 March 2021.

6. MATTERS ARISING NOT COVERED ELSEWHERE ON THE AGENDA

There were no matters arising.

7. FINANCE AND FUNDING

Management Accounts

BS reported that at the end of April 2021 there was a surplus of £141K with a projected year-end surplus of just under £70K. The majority of income comes from LB Croydon place funding with one out of borough student funded by LB Merton. BS flagged that, in common with other schools, the largest expenditure is on staffing and noted that it will increase dramatically next year, in line with the increase in pupil numbers.

BS confirmed that the budget is in a good position but noted that it will become more complex as the school quadruples in size. KA welcomed the news of a projected surplus at year-end and pointed out that this will not be the case for many schools across the country.

Budget 2021-22

BS introduced the draft budget for 2021-22 and invited all Governors to submit questions after this meeting if they had not had the chance to read the report fully. She and KA undertook to arrange a portfolio meeting by the end of term.

BS reported that the total budgeted income for 2021-22 budget is £2.99M, most of which (£2M) will be spent on staffing, with the remainder to cover premises, curriculum and other operating costs. She confirmed that a balanced budget has been set, with a small projected surplus of £3K, but noted that there will be capital expenditure needed as the school moves into the new building that won't be covered by DfE grants, such as additional IT equipment and external play equipment.

Governors noted that staffing would increase from 3 to 14 teachers and from 9 to 38 Teaching Assistants (TA) and acknowledged the scale of the challenge for JR and his team in recruiting, inducting and embedding so many new staff, particularly in the context of a brand-new building and managing any potential delays to the move onto the new premises.

KA asked about the school's growth beyond 2021-22 and BS reported that a further 40 pupils would join in the 2022-23 academic year, so more staff will be recruited then. BS explained that, as part of the Free School agreement, LB Croydon pay a flat rate of £22K per student. However, they are seeking to introduce a banded funding model, which is unlikely to result in additional funding per pupil, particularly in the context of their challenging budget situation. BS reassured Governors that there is no concern about funding for next year, the issue is around funding for additional support that students may need, which is not always apparent until they have been in school for a while, which can be challenging to secure from local authorities.

WS asked how much authority LB Croydon have to reduce funding, given that this school is a non-maintained Academy. JR was not sure how far LB Croydon could dictate the rates of funding but reminded Governors that it is far cheaper for them to place children here than in out of borough placements, which puts the school in a strong position when it comes to negotiation about fees. JR confirmed that

Addington Valley are not required to accept LB Croydon children and could accept those resident in other boroughs.

BS added that LB Croydon have saved more than £0.25M this year through the admission of 20 students to Addington Valley instead of continuing in their previous placements so they know they are getting value for money, but local authorities will always seek to pay the lowest rates of funding.

BS reported that more will be known after April 2022 when the LB Croydon budget has been set. KA noted that when a banding system was introduced in LB Lambeth it led to some distinct changes in levels of funding, with the ultimate aim of saving money.

8A. PRINCIPAL'S REPORT

At the invitation of the Chair, the Principal presented his report and associated documents which had been circulated prior to the meeting.

JR described how busy it has been in school, not only due to the pandemic, but also due to managing the growth of the school with a small body of staff without any operational impact.

As mentioned in the finance item, JR advised that from September the school will increase from 20 to 80 students and from 15 to 55 staff. Unsurprisingly, recruitment and admissions have been huge tasks. The school received in excess of 130 consultations from LB Croydon, all of which JR and JSh considered very carefully before making offers, which were made quickly but LB Croydon took some time to confirm the places and fees, presenting a challenge in terms of recruitment. At this point nearly all places have been confirmed and will all be so by September.

JR updated Governors on staffing and recruitment and reported that there are two or three teachers still to be recruited, so he is actively engaging with agencies. Of the 39 TA needed, 22 have been appointed so far, with 20 more applications received in response to a recent advert. JR and JSh are planning the interviews, but they take up a lot of time. In addition, the site manager has just resigned and the school have an advert out for a receptionist/admin assistant.

KA noted the tremendous amount of work going into recruitment and asked if there is a Plan B if not all posts are filled in time. JR noted that the school will open to students in the third week of September so there is a small window of opportunity in early September. He noted his aim to get the right people but also the need to have the team in place in order to reassure learners and parents at the start of their school journey. KA acknowledged that there is a good rate of response to the adverts which is a positive sign and JR agreed that the combination of a new school within OHCAT makes it an attractive employer for many.

JR confirmed that the school's vision, values and curriculum have been reviewed throughout the year and gave further details of the engagement model which will be implemented throughout the school. AH and JSh gave further details about the 'Equals' curriculum which will be in place from September, following extensive research into what similar provisions are offering. AH explained that she and JSh have developed good links with Sherwood Park School in LB Sutton and there are

plans to share training and moderation with them. JSh explained that the cohort in this school do not make linear progress and the Equals curriculum enables staff to chart and build on the lateral progress they make. JSh described the challenge in collating useful comparable data for this cohort.

JR reported that the school have engaged Stephanie Reed, an expert in ASD, for one day per fortnight and her remit will include developing specialisms, conducting learning walks and reporting on the development of pedagogy. She will also run monthly parental workshops which will be extremely useful in engaging and developing good working partnerships with parents.

JR reported that a training day is scheduled for 1st July for the new teachers coming on board, which will focus on the vision, values and curriculum. He also gave details of the comprehensive CPD programme planned for the first three weeks of September and beyond and pointed out that, where possible, the CPD will lead to a qualification for staff.

Report received.

8B. DASHBOARD

JR flagged that, with the low number of children on roll, the data should be treated with caution, but highlighted the good attendance rates.

9. GOVERNOR VISITS, DEVELOPMENT AND TRAINING

9A. PORTFOLIO REPORTS

i Ethos, Vision and Strategy

Report received.

ii Teaching and Learning

JB gave a detailed report of her visit and thanked JR for the opportunity to come into school and observe how the children enjoy learning.

JB asked how assessment would fit in with the plans for the new curriculum and JSh advised that the school plans to use internal tracking alongside the MAP system, which Sherwood Park School have used to good effect to track engagement. Targets will be taken from each child's EHCP, broken down termly and RAG rated weekly, with next steps added to inform the following week's learning activities. Governors noted the bespoke approach to learning taken by the school.

JB acknowledged that quality assurance has been a challenge but noted the work that has been going on to support staff by JR and the SLT.

JB outlined her plan to learn more about the Equals curriculum at her next visit.

iii Health and Safety, Child Protection and Safeguarding

JS introduced her report of her virtual meeting with JR and noted that she may undertake a visit next term alongside the Trust's Head of Health, Safety and Environment, Stephen Goodsell as well as a safeguarding specific meeting, which might include speaking to students if possible.

The clerk undertook to liaise with JS outside of the meeting about Governors' DBS information.

iv Finance and resources

KA and BS would meet before the end of term.

v HR and Organisational Development

WS introduced his report, noting that much has already been discussed in the course of this meeting.

WS emphasised the speed of growth of the school and the challenges inherent in that, which include but are not limited to, recruitment and the contingency planning for the new building.

WS advised that he and JR discussed what performance monitoring would look like in future years, as well as plans to ensure that current staff have enough time to prepare for the move from the current site into the new building.

WS thanked JR and all the staff for their hard work this year.

9B OTHER VISIT REPORTS

None.

9C TRAINING AND DEVELOPMENT

Governors noted that the annual Governors Conference will take place on Friday 8 October 2021 at Epsom Downs Racecourse.

10. EARLY CAREERS FRAMEWORK (ECF)

JR reported that the Trust has entered into a partnership with the Wandle Learning Trust to deliver the ECF. JS noted that more information will be shared at the next Principals' Awayday but advised that there will be funding made available by DfE to support schools.

11. POLICIES AND PROCEDURES

Governors noted the policies and procedures approved by the OHC&AT Board at their meeting on 26 March 2021 which are all available on [GovernorHub](#).

12. ANY OTHER BUSINESS

Governors agreed to write to all staff and thank them for their hard work and resilience during an incredibly challenging year. KA undertook to liaise with the Chair and send some wording to JR to be shared with all staff.

13. DATES OF FUTURE MEETINGS

- i Governors approved the following dates for informal meetings in 21-22:
14 October 2021 and 26 January 2022.
- ii Governors approved the following dates for formal meetings in 21-22:
1 December 2021, 23 March 2022 and 29 June 2022.

- iii The clerk undertook to liaise with JR, LD and WS about the Pay Committee meeting next term.

14. CONFIDENTIALITY

No items were deemed confidential.

The meeting ended at 5.30 pm.

Signed: _____ (Lucy Davey, Chair)

Date: _____

Summary of Actions

Clerk	To supply letters and forms to the school for parent and staff governor recruitment in September
Clerk	To liaise with JS about Governors' DBS information.
KA	To meeting with Brenda Scott to conduct a finance portfolio visit.
KA/LD	To agree some wording of thanks to staff on behalf of the LGB, to be sent to JR for circulation.
Clerk	To arrange a Pay Committee meeting in the autumn term.