



**Becton Academy Council
Tuesday 10 October 2023 at 16:00
Chapel House, Langsett Road, Sheffield, S6 2UW**

Those Present:		
Joel Hardwick	Assistant CEO – Strategy & Partnerships/Chair – until 4.45 pm.	JH
James Gibson	Executive Headteacher	JG
David Poulson	Community Governor	DP
Mel Kilner	Headteacher	MK
Stephen Ducey	Staff Governor	SD
Karon Ransom	Assistant Head Becton	KR
Gary Smith	Deputy Headteacher Becton	GS
Sapphire Johnson	Wellbeing Governor	SJ
Emma Bellamy	Staff Governor	EB
Lisa Butcher	Staff Governor	LB
Also Present:		
Rebecca Horne	Governance Clerk	RH
Apologies:		
	None received	

1. APOLOGIES FOR ABSENCE	Actions
1.1. To receive apologies for absence None received.	
1.2. To accept apologies for absence None received.	
1.2. Confirmation of Vice Chair It was confirmed at the meeting that Dave Poulson is the new Vice Chair.	

<p>2. ITEMS OF URGENT BUSINESS</p>	
<p>2.1. Chair to determine any items of urgent business to be considered.</p> <p>JG started the meeting with committee members introducing themselves.</p> <p>JH welcomed members to the Transition Board, explaining that this is the first meeting of the Becton Academy Council. Kenwood and Becton will have full academy councils running from September 23. From a staff governor point of view this will be an excellent voice for staff. JG agreed that it will be good for governors to visit the sites like they did prior to Covid as this put a halt on visits.</p>	
<p>3. DECLARATIONS OF INTERESTS</p>	
<p>3.1. Individual Governors to declare any personal, business or other governance interests on any item on the agenda.</p> <p>SJ – declared she is a Commissioner within the NHS and has interactions with the SCH from a business point of view.</p>	
<p>4. CHAPEL HOUSE ACADEMY LOCAL GOVERNANCE MINUTES</p>	
<p>4.1. To approve the minutes of the following meetings: Chapel House Academy Local Governance meeting held on 23rd May 2023.</p> <p>The minutes were approved as a correct record of the meeting.</p> <p>4.2. Review Action Tracker</p> <p>The outstanding actions on the tracker were reviewed and updated.</p> <p>4.3. Matters Arising from the minutes</p> <p>Item 5.1. – JG was to provide governors with attendance figures for after school clubs. This has now been handed over to Richard Hadfield.</p> <p>Item 1.2. – MK informed the committee that the follow up for possible community governors to join the Becton Chapel Academy Council are still ongoing.</p> <p>6.2. – JG has met with all staff who have had to change sites and discussions have taken place regarding what could have been done differently. JG has emailed all staff outlining what was discussed. This was quite a difficult process.</p> <p>6.3. – JG has contacted the CFO at Nexus. Unfortunately, the CFO is unsure what the budget is. ACTION - JG has suggested a member of the Finance Team will be invited to the next meeting to discuss issues more in depth.</p> <p>6.6. – KR is exploring ways to get involved and to get our students voices heard. We are a little further forward but work is still ongoing.</p>	<p style="text-align: right;">JG 06/02/24</p>

5. ITEMS TO BE CONSIDERED	
<p>5.1. Headteacher report</p> <p>The Headteacher’s report had been circulated in advance of this meeting. The main points to note are:</p> <ul style="list-style-type: none"> The school now has 81 pupils on roll at Chapel House. We commissioned for 100 pupils. This time last year we had 61 pupils on roll so we are 20 pupils more. <p>JG explained this doesn’t come as a surprise and we are expecting the cohort at Chapel House setting to grow.</p> <p>JG informed the members that it maybe possible that funding for a part-time English, Maths and Science teacher is going to be proposed in order to enable us to teach another Year 11 class. JG is unsure at the moment how this negotiation will go with the local authority.</p> <p>JG explained we are currently low on numbers, particularly at the Becton setting. This is due to staffing and lodges by the NHS and the complex needs of the children. KR stated this was also due to a blockage in the referral system which came to light recently due to a child having a 23 month wait for a CAMHS appointment. JB stated there are similar issues in other hospital schools and an issue with recruitment in general.</p> <p>6.1.1 Appendix 1 – Updated SIP 6.1.2 Appendix 2 – Updated SEF</p> <p>JG asked the group if they had read through the SIP and SEF and were there any questions? EB – would like access to last year’s SIP and SEF to enable her to see what was being worked on. ACTION – JG to email these to EB.</p> <p>DP raised a question in regards to CEF with the communications policy in terms of the parental contact wellbeing not being consistently followed. JG – this came to light in one of the Ofsted comments. JG explained that parents get very sufficient communication a lot more compared to other schools. This also includes parents who generally receive more communication due to being at their child’s bedside. MK explained this isn’t due to us making these arrangements but more down to the NHS and we are implying the policy very consistently.</p> <p>JG explained about any planned capital works or projects in school. there is a Post 16 provision at Silverdale School opening. GS is leading on safeguarding. Along with a number of staff members GS will work with them to ensure things go as planned. JG is also to attend their parents evening in November and has already had contact from two parents.</p> <p>JG went through the sickness absence data with the members. Sickness is higher than expected. We have had 41 days of absence in October. We had 35 days of absence in the first 15 days of term. Reasons vary and hopes are this is just seasonal.</p>	<p style="text-align: right;">JG 06/02/24</p>

A number of staff members have had Covid. JG has asked if the Central Team can provide us with a Nexus average turnover as a percentage and what is the average number of days off. JG would like to know if this is a local issue or city wide as this is a lot more than we have had previously. MK also explained we are on two hospital sites and we cannot go into work when ill with vulnerable children.

We are currently managing due to the Becton setting currently having less pupils.

It was also explained that the sickness absences stage 1 & stage 2 have increased.

Questions were raised if this was a cross site issue working at the Becton setting and at the Chapel House setting. However, working within a hospital you do come into contact with more infectious people. As previously stated above, JG is hopeful this is just seasonal. Flu jabs were discussed and the majority of staff who have NHS badges/emails will be able to have this. However, this won't stop the general coughs/colds.

Sensitive issues regarding mental health and wellbeing were discussed in depth with the members. It would be useful to see if this was a local problem or a Nexus wide issue. **ACTION – JG to speak to the Central Team for feedback.**

JG
06/02/24

EB – last autumn figures will be compared to this autumn terms. JG already has this data and will circulate prior to the next meeting. **ACTION – JG to circulate data prior to February's meeting.**

JG
06/02/24

Staff retention – JG reported no issues.

INSET Days – these are more site specific. Friday 22nd December is an INSET Day for staff wellbeing.

Quality of Education – MK explained a detailed summary of the Quality of Education section in the document. We have developed our own quality assurance and systems process.

Engagement in Learning – MK stated we were more focussed on the outcomes. This was not a big year for the Year 11 pupils as opposed to last year. We are already on 40 year 11 pupils and we are only in October.

MK explained the Year 11 exam results outcomes. Due to some possible discrepancies we are looking at an alternative exam board for some of our students. Over all we are really pleased with the results. When we have looked at the predictions versus the outcomes there was some variance. However, our predictions were accurate. Everything is being done to prepare the students for next year's exams.

We are really proud of this year's results and the teachers and students worked extremely hard.

Behaviour and attitudes – GS explained the behaviour data in the document. This always looks strong for the Chapel House setting. At the SCH and the Becton Centre setting, the children are inpatients and are in a medical context. What we have tried to

do this year, in particular with the Becton Centre setting is try to look at what behaviour looks like within the school just on a one-page summary for staff. A lot of work has been going on this first half term in reviewing this policy. This has been shared at the Chapel House setting and at the Becton Centre setting.

GS explained there has been no incidents of suspensions or exclusions.

GS went through the attendance data for the full year. The first set of data on the document looks at the attendance for the year. SCH is currently at 100% attendance. Becton Centre setting is at 96.8%. These are both inpatient units and this data is in line with how it is reported in all hospital settings.

The Chapel House setting is slightly different with having 3 cohorts. We then have Outreach which helps children who are too poorly to attend therefore access online. We also have Inreach. This attendance data is for all 3 cohorts together.

GS explained we are starting to look at the data differently. The children at Chapel House are too unwell medically to attend school. due to this, two I Codes have been created. We now have:

- I – Illness i.e. cough/cold/Covid
- IM – this code is used internally, which means a child is medically too unwell to attend school.

GS demonstrated the graphs in detail to the members as this shows a more accurate attendance for pupils at the Chapel House.

SJ – are there any issues with GPs signing children off sick? MK – 40% of our referrals are currently coming from GPs and GPs referring them as medically unwell.

JG feels that due to the 23 months waiting time for a CAMHS appointment, having referrals from GPs is better as these children need support and have complex needs.

What JG is going to be looking at in more detail from September 2024 is mainstream schools having a below average attendance of 80-70%. This will be a 12 – week intervention to enable us to look at reasons and get pupils back into school. The pupils would come to us in the first 4 weeks. The second 4 weeks would be shared between school and the Chapel House. Staff would also work with these children, in schools and at the Chapel House. This plan is in the very early stages and JS, EB and the commissioners at the local authority are working together on developing this.

KR discussed the personal development section of the Headteachers Report document. KR explained they are identifying what we are doing really well and trying to gather the data particularly on how much time we spend at the bedsides and how much time we spend with the parents. KR is looking at pupil voices/parent voices/staff voices and personal development as a whole. By doing this it will hopefully make a more robust system.

JG – suggested to the members that a case study from each setting is brought to the meeting to discuss more in depth. All members agreed this was a good idea.

<p>EB – is there anything else Governors can do to support parent voice? KR – it is developing how we show what we are actually doing. Which was discussed above. If anyone has any ideas/suggestions, KR is happy to take these on board.</p> <p>DP explained that there use to be a parent support group at the Becton Centre setting in use. KR – NHS are currently doing this and people meeting via Teams works well but we are looking at maybe re-introducing this.</p> <p>ACTION – EB – parent voice and feedback to be put on the next two meeting agendas.</p> <p>5.2. School Dashboard Summary</p> <p>JG reported that in general we are in a strong position on the dashboard.</p> <p>5.3. Budget Report</p> <p>JG summarised the report to the members. We are 130k in year surplus. This does give some flexibility as we grow to recruit more staff. Discussions have taken place in regards to potentially developing an outside gym area. JG reported that we essentially appear to be in a very stable position.</p> <p>EB – if members could raise questions at the next meeting when a member of the Finance Team is present.</p> <p>5.4. Teaching staff appraisal outcome report</p> <p>JG discussed the teacher pay awards for 23/24.</p>	<p>CLERKING SERVICES 06/02/24</p>
<p>6. TRUST MATTERS</p>	
<p>6.1. Trust verbal update of key issues</p> <p>None raised.</p>	
<p>7. ANY OTHER URGENT BUSINESS</p>	
<p>7.1. To consider any other urgent business</p> <p>None raised.</p>	
<p>8. CONFIDENTIALITY</p>	
<p>8.1. To consider the confidentiality of any items discussed during the meeting</p> <p>Any confidential issues will be raised outside of this meeting.</p>	

10. DATES OF NEXT MEETING

Tuesday 6 th February 2024	16:00 – 18:00	Chapel House
Tuesday 21 st May 2024	16:00 – 18:00	Chapel House

Minutes approved

CHAIR	SIGNATURE	DATE