



Becton Academy Council
Tuesday 6 February 2024 at 16:00
Chapel House, Langsett Road, Sheffield, S6 2UW

Those Present:		
Emma Bellamy	Chair/Executive Assurance Partner	EB
Joel Hardwick	Assistant CEO/Corporate Affairs until 5:30 pm.	JH
James Gibson	Executive Headteacher	JG
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
Lisa Butcher	Staff Governor	LB
Also Present:		
Rebecca Horne	Governance Clerk	RH
Mitch Stringer	Community Governor	MS
Susan Creese	Community Governor	SC
Richard Hinchcliffe	Finance Department	RH
Apologies:		
Dave Poulson	Community Governor	DP

1. APOLOGIES FOR ABSENCE	Actions
1.1. To receive apologies for absence Apologies were received from DP.	
1.2. To accept apologies for absence Apologies were accepted for DP.	
2. ITEMS OF URGENT BUSINESS	

<p>2.1 Chair to determine any items of urgent business to be considered.</p> <p>EB started the meeting with committee members introducing themselves.</p> <p>JG reported there was a significant medical incident on the Becton site recently which is involving an ongoing NHS investigation. A confidential detailed discussion took place with the members. ACTION – to be reviewed at the next meeting and discuss progress.</p> <p>2.2. Confirmation of new Community Governor – Mitch Stringer</p> <p>It was confirmed at the meeting that Mitch Stringer is a new Community Governor.</p> <p>2.3. Confirmation of new Community Governor – Susan Creese</p> <p>It was confirmed at the meeting that Susan Creese is a new Community Governor.</p>	
3. DECLARATIONS OF INTERESTS	
<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 works for the Local Integrated Care Board and is a Commissioner within the NHS and has interactions with the SCH from a business point of view.</p>	
4. CHAPEL HOUSE ACADEMY LOCAL GOVERNANCE MINUTES	
<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>There were no matters arising from the previous minutes.</p>	
5. ITEMS TO BE CONSIDERED	
<p>5.1. Budget Report</p> <p>JG invited Richard Hinchcliffe from the Finance department to address any questions or concerns the attendees might have regarding the budget. During the meeting, RH shared the budget report with everyone present.</p> <p>EB – Having looked at all the accounts, Becton site had a surplus, but this had been declined from this year’s surplus. It also looked like expenditure on catering was excessive. RH – Sheffield County Council provided some school funding for the cost of free school meals for children that are in receipt of these. £20k</p>	

was added to the income section recently to represent the Council but a corresponding entry was entered into the catering cost line which shows the additional £20k expenditure. This makes it look like over expenditure but actually relates to the income.

EB – surplus was mentioned and that prior accounts were linked to Kenwood. Is there a split? RH – yes there was a slight split. It was agreed at Kenwood and Becton to split any historical surplus.

RH explained the current surplus for the year, which visually seems low at the moment. Additionally, there is anticipation that Becton will receive information from Sheffield County Council in the coming weeks regarding how the funding will be allocated for the expansion of the Chapel. However, as of now, no specific details have been received regarding this matter.

5.2. Headteacher Report

The Headteacher's report had been distributed to attendees. During the meeting, the main points outlined in the report were discussed in more detail.

JG provided context by stating that there haven't been significant changes since the last update. The Chapel site continues to experience growth, while the number of students at the Becton site remains below capacity. From a staffing perspective, the school can accommodate more students, but there are concerns about the occupancy of beds from the NHS side.

JG also mentioned that there's a slight increase in the number of students enrolled this year, with 88 students currently on the roll and 93 places available.

Leadership and Management

JG provided an update during the meeting regarding staffing changes within the organisation. The Senior Leader who was previously based at SCH has resigned from their position. As a result, decisions have been made to appoint a new Senior Leader for Quality of Education.

Previously, the responsibility for Quality of Education was led by MK but now MK will take on operational responsibility for the Post 16 offer at Silverdale and the new Alternative Provision (AP) offer for the Local Authority (LA), in addition to their existing responsibilities.

A new appointee will be responsible for teaching, learning, and maintaining the quality of education. It is hoped that this new appointee will assume their role by Easter.

Sickness Absence Data

JG discussed the sickness absence data spanning the last four years. It was noted that this data doesn't account for staff who have permanently left their positions, and therefore, their absences are still reflected in the figures. Despite this limitation, the data indicates a downward trend in staff absences over the specified period.

Additionally, JG mentioned that there has been a significant increase in staff numbers over the last two years, specifically a 21% growth. However, despite the increase in staff, sickness absences have been decreasing. It was observed that sickness absences related to COVID-19 were notably higher in 2024 compared to the previous year.

Quality of Education

MK presented an updated breakdown using the RAG (Red, Amber, Green) rating system. MK explained that changes have been implemented, with assistance from DD, concerning the recent round of Learning Walks conducted for Teachers and Higher-Level Teaching Assistants. These changes align with the Ofsted framework, with categories determined accordingly. This approach enabled MK to compile all the gathered information to discern potential patterns across sites, subjects, and key stages. MK reported that no areas of concern were identified through this process.

Nine categories were established based on the Ofsted framework, and key learnings and next steps were identified within each category.

It was noted that low literacy levels and poor handwriting were identified as significant barriers, particularly affecting a specific cohort of pupils at Chapel House. In response to this challenge, a new group has been established, along with a new curriculum tailored to the needs of the identified pupils.

The main focus for these children is:

- Phonics
- Early Reading Acquisition
- Numeracy Skills
- Handwriting

2 external reviews have been completed by DD. These will be shared at the next Academy Council Meeting.

MK provided an update to the Academy Council regarding the status of pupil premium.

JG – is this a useful way to receive this data? MK – due to MK no longer doing the dashboard summary, this is done for Nexus and if needed it is presented to the CEO.

In-depth discussions took place regarding pupil premium and any questions were discussed.

JG – would it be useful to have a Governor Link for each particular area? EB due to the nature of the school a Link Governor for safeguarding would be useful. The Safeguarding lead would meet with GS each term prior to the Academy Council meeting.

Governor Link roles will be discussed further at the next Academy Council meeting. If anyone has a particular interest please email EB or JG. **Action – To be put on the next agenda.**

**CLERKING
SERVICES
21/05/24**

JG will organise visits for the new Governors to the SCH site and Becton site before the next Academy Council meeting.

Behaviour and Attitudes

GS provided a summary of the key points outlined in the report that had been circulated beforehand. Specifically, GS highlighted that they are currently focusing on behaviours at the Chapel site, but noted that in a typical school setting, these behaviours wouldn't necessarily be classified as such. To address this issue, a recording system has been implemented.

EB – would you be able to do a quick summary around what challenges the Becton Site faces around attendance for the new Governors? GS – yes this is reflected later on. The average attendance of young people at the Chapel site is around 44%. Given that young people here are deemed medically too unwell to attend school and they are attending 40% of the time proves positive.

GS provided an explanation during the meeting regarding the different cohorts of pupils at the Chapel. These cohorts include:

- Students on roll
- Students on Outreach
- Students on In-Reach

GS discussed in more detail the graphs which were presented to the members. A new I(m) code has been developed and is applied when the reason for absence is linked to the medical reason why the students was referred to the service.

Personal Development

KS reported during the meeting that questionnaires had been sent out to both parents and students to gather feedback. The responses received were described as positive,

JG explained overall where we are as a school is reflected in the SIP/SEF.

A new Teacher is being appointed at the SCH site. Good application rates were received.

It was reported during the meeting that there are currently three Mental Health First Aiders stationed at the Becton site. Their role is to provide support and assistance to both staff and students in matters related to mental health and well-being. Additionally, these individuals are scheduled to complete their "train the trainer" course.

5.2.1. Appendix 1 – Updated SIP

JG explained there are no overall concerns with the SIP.

5.2.2. Appendix 2 – Updated SEF

As above, JG explained there are no overall concerns with the SEF.

5.3. School Dashboard

JG provided a summary of the Dashboard Summary to the members. It was reported that in the vast majority of areas, the dashboard indicates good or better performance.

JG discussed briefly the insecure good/inadequate/requires improvement.

During the meeting, it was noted that on a Trust level, attendance at the Becton site is recorded as "requires improvement." Members raised issues and concerns regarding this assessment, prompting in-depth discussions during the meeting. As a follow-up, JG will further discuss these attendance issues with the CEO of Nexus. **ACTION – JG to discuss further with CEO.**

JG
21/05/24

JH explained that the Trust is currently providing support to several schools that were previously judged as inadequate. One of these schools is Holgate Meadows, with which the Trust has been collaborating for some time. The school has received a positive Ofsted report and visit, indicating that the changes implemented with the support of the Trust have been effective

Derrymount School, located in Nottinghamshire, received an inadequate report from Ofsted. As a response to this assessment, the Trust has taken action to support the school.

JH also reported The Levett School which is alternative provision based in Doncaster has applied to be supported by Nexus.

Bents Green have also applied to be supported by Nexus.

JH provided an update on The Source which is now the Central Office. Nexus is working alongside Sheffield City Council, Rotherham City Council and Barnsley City Council to establish a Post 16 Special Education Commission from September 2024 which will make the building at full capacity.

JH explained discussions have taken place regarding the café at Enterprise Works, including the possibility of partnering with an individual experienced in projects related to young people with Special Educational Needs and Disabilities (SEND). Specifically, there have been talks about collaborating with Blend Kitchen in Sheffield, a well-known establishment that provides valuable work experience for young people with SEND.

5.4. School Calendar

This was circulated to the group for information. There are different calendars for each of the 3 sites.

5.5. Skills Audit

EB explained that an email will be distributed outlining the requirements for a Skills Audit that needs to be completed. EB specified that the audit can be completed either electronically or via a paper copy,

<p>5.6. Parent Voice and Feedback</p> <p>EB addressed the absence of Parent Governors representation on the Academy Council, highlighting its relevance within the Governing Board structure. EB acknowledged the challenges in securing parent representation, particularly due to the transient nature of pupils at the Becton site. EB emphasized the importance of collecting feedback and voicing concerns from parents whenever possible. To address this gap, EB proposed adding this topic as an ongoing agenda item in future Academy Council meetings. ACTION – to be added as an agenda item for future meetings.</p> <p>JG explained that JH was looking into maybe inviting an individual from the Parent Carer Forum to participate in the meetings as a parent representative. JG suggested either doing a snapshot by sending emails out or Microsoft forms to collect information or maybe developing an exit form like people fill out at SCH. ACTION – exit data for parents to be put on the agenda for the next meeting.</p>	<p>CLERKING SERVICES 21/05/24</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>JG explained consultations are taking place in relation to changing the name of the school. Senior Leaders will be discussing this at staff meetings in the future.</p>	
<p>8. CONFIDENTIALITY</p>	
<p>8.1. To consider the confidentiality of any items discussed during the meeting</p> <p>As discussed at the beginning of the meeting, in relation to the significant medical incident.</p>	
<p>9. DATES OF NEXT MEETING</p>	

Tuesday 21 st May 2024	16:00 – 18:00	Chapel House
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Minutes approved

CHAIR	SIGNATURE	DATE