

MORECAMBE BAY ACADEMY, ACADEMY IMPROVEMENT BOARD

Minutes of the meeting of the Academy Improvement Board held at the school on Wednesday 16 March 2022 at 4:00pm.

Present: Mr Andrew McKinnell (Chair)
Mr Dave Chapman
Ms Alexia Barnes
Mr Gavin Gomersall
Mrs Alison Halhead
Mrs Heidi Norfolk

Mrs Heather McClurg (Principal)

Also present: Mrs Fiona Graham (Clerk)
Mrs Rebecca Ashcroft (Assistant Principal – Observer)
Miss Sam Gresty (Trainee Business Manager – Observer)
Mrs Angela Livesey (Director of Business and Finance – Observer)
Mr Adam Johnson (Assistant Principal – Observer)
Miss Helena Thornton (Vice Principal – Observer) – via video link

Apologies: Apologies were received and accepted from Mr Phil Bell.

In the absence of the chair Phil Bell, Andrew McKinnell chaired the meeting. **ACTION**
The chair welcomed everyone to the meeting.

22.17 AIB Matters

a) Membership

Alexia Barnes, Dave Chapman and Heidi Norfolk were welcomed as new members of the AIB. Introductions followed.

Gavin Gomersall resigned as a member of the AIB. He was thanked for all his support.

b) DBS/Section 128 Checks

The necessary arrangements were in place for the existing Members of the AIB and they had the required clearances. A process of renewal had been arranged for April 2022 and checks would be carried out for the new members of the AIB.

**Catherine
Marney**

c) Register of Business Interests

Members of the AIB were reminded of the need to update the Register of Business Interests on an annual basis and to ensure that appropriate details were included on the school's website.

The Register of Business Interest forms were checked and updated for existing Members of the AIB and the three new Members completed Register of Business Interest forms.

**All
Members
clerk**

It was noted that this register should remain in school.

d) Declaration of Business Interests

There were no business interests in relation to the agenda items.

22.18 Minutes of the Previous Meeting and Matters Arising

The minutes of the previous meeting held on 2 February 2022, having been circulated, were approved and signed by the chair as a correct record.

**Chair
Clerk**

There were no matters arising from the minutes of the previous meeting.

22.19 School Improvement Plan

Behaviour Reports

Members of the AIB were referred to the Behaviour Report that had been circulated prior to the meeting. Adam Johnson pointed out the main points of the report.

The top table showed the number of exclusions and isolation data per year group. Adam Johnson confirmed that Year 10 showed the highest number of exclusions and isolations. Staff were working hard to encourage the Year 10 pupils to adhere to the behaviour policy and expectations in the school. The data showed that Year 10 had nearly double the number of exclusions and isolations in comparison to the other year groups.

The middle table showed the exclusions and isolation data by group.

The bottom table provided details on the exclusion data categories. It was noted that persistent disruptive behaviour had the most occasions at 105.

A member of the AIB asked if, going forward, it would be possible to have data for the Sixth Form. It was confirmed that this would be provided in future.

**Sixth Form
behaviour
report**

A member of the AIB enquired if the behaviour was consistent through the academic year. Adam Johnson replied that the attendance and behaviour patterns were a national picture. Year 10 did tend to pose the most challenging behaviour and by comparison the rest of the school was calm.

There were the odd pockets of challenging behaviour around school beginning to become more apparent in Year Seven.

A member of the AIB queried the reason for the disruptive behaviour in Year 10. Heather McClurg said the Year 10 cohort had always been a challenging year group and as they got older influences outside school were more apparent. Gang culture was cited as a possible external influence.

A member of the AIB sought details on the provision to address the disruptive behaviour. Heather McClurg replied that there were lots of interventions for individual pupils. This included, mental health support, 1:1 support, Head of Year support, contact with parents, and offers of managed moves. Often, it was the case that managed moves were not welcomed by parents, also outside support agencies were not welcomed. Alternative provision had been offered, but if this failed it could compound the situation.

A member of the AIB queried support from other schools. Heather McClurg said some other schools were supportive with managed moves and Morecambe Bay Academy provided reciprocal support.

Data Reports on Predicted attainment of Year 11 and Year 13

Members of the AIB were referred to the following documents which were tabled at the meeting;

- Autumn Predicted Grades and Targets Year 11
- Autumn Predicted Grades and Targets Year 13
- Autumn Year 11 and year 13 data 2021 compared to Autumn 2020

Heather McClurg said it was helpful to look at the data percentages against the targets. Further data would be provided but the final mock exams were being completed at the moment. The targets contextualised the data, comparing year groups in 2020 and 2021 was difficult because of the different restrictions and time out of school due to lockdowns. The Year 11 cohort had been hit hard by the lockdowns and there were gaps in their learning and in their knowledge. Since the October and November 2021 data, after school revision in all subjects had been introduced for Year 11 and Year 13 pupils. There would be revision sessions during the Easter holidays and intervention was taking place in school. This was all funded by the National Tutoring Programme and the Covid Catch Up Funding. The next cohort for intervention would be identified for a six week block of intervention. This was carried out in school during core PE sessions.

Year on year revision skills had been an issue. A company specialising in revision skills would be visiting the school the following week to target revision skills in each subject.

An AIB member enquired about the progress of Year 11. Heather McClurg replied that the Year 11 mocks were being completed and had yet to be marked.

An AIB member asked if the predictions were holistic. Heather McClurg confirmed they were and the mock results and predictions would be listed.

An AIB member queried the accuracy of the predictions. Heather McClurg said the TAGs were increasingly accurate and had been scrutinised last year. The TAGs had been agreed externally and there had been no appeals. Now with the return to exams there would be grade boundaries.

Short Summary of Year Seven intervention impact

Board Members were referred to the GL Assessments Literacy and Numeracy Update documents that had been circulated prior to the meeting.

Rebecca Ashcroft explained the following points in relation to the Literacy Updates;

- The Read Write Inc programme was successful but teachers were concerned that pupils were being taught to the test within the scheme and they questioned the pupils' abilities to apply their phonic skills when they returned to the classroom.
- Further assessment would be carried out to check pupils could apply their phonic knowledge in the classroom.
- Pupils liked the programme and the feedback from parents was good.
- A Reading Leaders programme for Year 7 pupils had been introduced. Pupils in Year 7 were partnered with a reading mentor in Year 12 or Year 10 with the aim to improve reading confidence, fluency and comprehension. Two English teachers were supporting and working with the Reading Leaders programme.
- The school had just signed up to join the National Literacy Trust survey on attitudes towards reading. Rebecca Ashcroft had met with Catherine Driver from the Trust to check text types and literacy targets for each subject leader.
- Bedrock had been successfully implemented. Attainment averages by gender showed that girls had achieved more than boys with 23% as against 17%.
- Bedrock clinics had been run to support parental engagement with the programme.
- 41 laptops had been distributed to help with engagement of the programme at home.
- Morecambe Bay Academy was in the top 5% of school users for the Bedrock programme.
- Pupils attained rewards through the Bedrock programme such as canteen vouchers and Amazon vouchers.

An AIB member asked when pupils were withdrawn from lessons to complete the phonics tasks. Rebecca Ashcroft said it was done on a carousel basis.

An AIB member enquired if there was any benchmark for the interventions. Rebecca Ashcroft replied that GL Assessments had been carried out.

Rebecca Ashcroft made the following points in relation to the Numeracy Updates;

- HLTAs were working with pupils on the Power of 2 intervention programme during form time.
- Regular attenders were making good progress, less regular attenders were being encouraged to attend.
- The ten minute weekly sessions were on basic skills and pupils were gaining in confidence.
- White Rose intervention was in place for 71 pupils with nine groups of eight pupils.
- The progress was good, just 12 pupils were still struggling.
- This intervention programme was well received with parents and pupils had a positive attitude.
- Chris Starr head of the maths department had worked on personalising the tasks for the pupils.
- Mathletics was in place for Year 7 and Year 8 pupils.
- The Year 7 cohort had attempted 140 tasks. Those with lower scores would be re-tested in half term 4.
- Hegarty Maths was in place for all Year 7 pupils.

Rebecca Ashcroft was thanked for her details report.

Gavin Gomersall gave his apologies and left the meeting at 4:43pm

22.20 Staff Wellbeing Survey results

The Staff Wellbeing survey had not been received by the Principal so it was agreed to defer this item on the agenda to the next meeting to be held on Wednesday 25 May 2022. **clerk**

22.21 Safeguarding

Adam Johnson, Assistant Principal and Designated Safeguarding Lead (DSL), provided the following report. He referred to a document entitled Actions taken since two Ofsted 11a investigations which was tabled at the meeting.

- Fortnightly pastoral meetings were in place for Heads of Year, Senior Leadership Team (SLT) and attendance managers.
- Adam Johnson was the DSL and this was his primary role. He expressed gratitude for the support he had received from Jamie Fox DSL at Carnforth High School.
- Safeguarding incidents at the school were now logged on CPOMS. Synergy was no longer used. CPOMS allowed for better accountability and provided a more accurate way of reporting safeguarding statistics.
- A safeguarding improvement plan was in place. The profile of safeguarding in school had been raised to make it more prominent, with a more visible presence. Pictures around the school and assemblies had been put in place so everyone was aware that the ethos of safeguarding was at the forefront.

- Neglect had been identified as an area of need and staff were being vigilant with reports, for example on issues such as tooth decay.
- Student Voice had brought to light areas such as, at certain times, the toilets were an area that some pupils did not feel safe. This had been addressed with extra staffing in areas where pupils felt unsafe.
- Staff training had been carried out and records were retained by the DSL.
- Sally Kenyon had checked safeguarding procedures for compliance.

Adam Johnson was thanked for his informative report.

22.22 Self Evaluation Summary (SES)

The SES was being reviewed at Trust level and so the Principal was unable to give any updates. It was agreed to defer this item on the agenda to the next meeting to be held on Wednesday 25 May 2022.

clerk

Rebecca Ashcroft gave her apologies and left the meeting at 4:54pm.

22.23 Premises

Angela Livesey provided a report on premises. Details were provided on the following works;

- CIF (Conditions Improvement Fund) Projects – Replacement Art Block.
- CIF (Conditions Improvement Fund) – Science Laboratory refurbishment.
- CIF (Conditions Improvement Fund) – Project bids December 2021
- DFE Projects – Window Replacement/ Pointing of buildings/Door replacement.
- BLT/MBA Projects – Safeguarding project (update of fence/gate access and remodelling of the house.)
- Insurance.
- Woodworm – Hall floor.
- Cleaning Contract.
- Compliance

Members of the AIB thanked Angela Livesey on the detailed up date on the ongoing improvement work. It was agreed that Members of the AIB would take a tour of the school site prior to the next meeting to see the improvement work that had been carried out around the school.

clerk

22.24 Financial Compliance

Latest Budget projection

Angela Livesey referred Board Members to the Budget Assumptions 2021-22 revised March 2021.

The report included all the changes that had occurred since the budget had been approved. Changes were detailed in red.

Staffing changes included;

- Add a Principal with effect from April 2022
- Add a Vice Principal with effect from April 2022
- Change a Vice Principal with effect from April 2022
- Add a Head of Department with effect from April 2022

The overall increase in staffing costs revised from November 2021 to March 2022 amounted to £-125k.

Expenditure assumptions and changes included;

- Energy £175K
- Water £35K
- Examination fees £135K

The reserves carried forward from 2020-21 had been £543K, not including the school fund of about £40,000. The forecast from February, including the staff changes amount to £395,000 so a significant change.

The actual ESFA budget settlement was generous this year with an increase to baseline funding of £5K per child (4%). But cost pressures included national insurance costs and pay rises for the two year pay award for all new teachers. Although some of this would be covered by the supplementary grant.

A member of the AIB thanked Angela Livesey for the finance updates and asked that everyone take into account the hard work that had been done by Angela Livesey and Heather McClurg. The next steps were the integral curriculum planning in line with the budget for the next year.

Heather McClurg added that fluctuating numbers had not helped the situation. The published admission numbers (PAN) was 260 pupils. The admission numbers were moving in the right direction with 204 pupils for September 2022 but there was a lag in funding and there were 220 leavers in the summer term. Numbers in the Sixth Form had improved and so to safeguard the Sixth Form the offer would be broadened, with the plan to include drama and DT.

22.25 AIB Training

The clerk said that virtual Safeguarding Training had been offered to Members of the AIB for 17 March 2022 at 10:00am and 28 March at 2pm. **A member of the AIG asked** if Inspection training could be organised. The clerk agreed to look into this. **clerk**

22.26 Any Other Business

A member of the AIB enquired about nurture group settings. Heather McClurg replied that the budget was not flexible enough for staffing nurture groups.

22.27 Confidentiality

The Members confirmed that all matters discussed at the AIB meetings were confidential.

22.28 Date and Time of Next Meeting

The pattern of proposed dates and times for future meetings had been circulated prior to the meeting. It was agreed that meetings would be held on:

- Wednesday 25 May at 4pm
- Wednesday 29 June at 4pm

On behalf of all the Members of the AIB, the chair thanked Heather McClurg for all she had done for the school and wished her all the very best in her retirement at the end of the Spring Term.

The chair thanked everyone for their attendance and input and closed the meeting at 5:20pm.

