

Minutes – Woodlands Academy Council

Meeting Date: 15th July 2024
Location: WDA
Time: 3.30pm

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| Members | Lance Mason (LM) | Sponsor Councillor |
| | <i>Vacancy</i> | Sponsor Councillor |
| | <i>Vacancy</i> | Sponsor Councillor |
| | Lisa Craig (LC) | Headteacher |
| | Susie Weaver (SW) | Director of Education (<i>Joined via Teams at 4.30pm</i>) |
| | <i>Vacancy</i> | Parent Councillor |
| | <i>Vacancy</i> | Parent Councillor |
| | <i>Vacancy</i> | LA Representative Councillor |
| | Rachael Wright (RW) | Teacher Councillor |
| | <i>Vacancy</i> | Support Staff Councillor |
| | <i>Vacancy</i> | Student Advocate |
| | Andy Kendall (AK) | Sponsor Councillor & Chair |
| | Huw Grove (HG) | Sponsor Councillor |

In Attendance: Sue Burns (SB) Clerk

| Item | Welcome, Introductions and Apologies | Action |
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| 1.1 | AK welcomed everyone to the meeting. | |
| 1.2 | No apologies were required. | |
| 2.0 | Declarations of Interest | |
| 2.1 | None. | |
| 3.0 | Academy Council Members | |
| 3.1 | An external review of governance has been undertaken by the CLF, resulting a change to the Academy Council constitution: <ul style="list-style-type: none"> • 5 x Sponsors Councillors • 2 x Parent Councillors • 1 x Teacher Councillor • 1 x Support Staff Councillor <p>The Principal and the Exec Principal will attend AC meetings as ex-officio's.</p> | |
| 3.2 | Rachael Wright will move to the Waycroft Academy Council wef September 2024 | |
| 3.3 | HG's term of office ends in Nov 2024. This will be reviewed prior to this date. | |
| 4.0 | Minutes of Previous Meeting | |
| 4.1 | The minutes of the previous meeting (25.04.24) were agreed to be an accurate record. | |
| 5.0 | Actions and Matters Arising | |
| 5.1 | All Academy Councillors to view and approve the Young Carers code. | |
| 6.0 | Academy Council Report | |

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| 6.1 | The Academy Council recognised the benefits that the Trust had bought to IT infrastructure and professional networking in terms of teaching and learning. In addition, WDA has a deficit budget which the CLF have supported with. | |
| 6.2 | LC has flagged a number of operational concerns with the transition into CLF. [REDACTED] | |
| 6.3 | ACTION: SW to circulate to the Academy Council a report on how the operational issues are being addressed and the timescales to resolve them. | SW |
| 6.4 | [REDACTED] | |
| 6.5 | [REDACTED] | |
| 6.6 | [REDACTED] | |
| 6.7 | [REDACTED] | |
| 6.8 | [REDACTED] | |
| 6.9 | SW: Academy Councils should represent their community and advocate for the children in the school. There is a balance between the statutory checks that are required for volunteers and the Academy Council and not being overly bureaucratic. The CLF value local governance and are actioning the results from the External Review of Governance and have amended the constitution. | |
| 6.10 | What does the AIT acronym stand for? Academy Improvement Tracker which are the recommendations that arise from Scrutiny. | |
| 6.11 | When will the black box data be released? The submission deadline was Friday 12 th July 2024. The data is turned around in two-three days, provided there are no data gaps. | |
| 6.12 | The black box data contains pupil names? The first tab from the data team is an overview without the pupil names. | |
| 6.13 | SW: All the schools in the Trust have the same DOOYA data deadlines as well as the statutory data deadlines which is swiftly turned around by the data team. The September results evening provides an overview of the whole Trust. | |
| 6.14 | The WDA AC meetings have been circulated for 2024-25 and the start time has been retained at 3.30pm. | |
| 9.0 | Policies | |
| 9.1 | Policies to Note <ul style="list-style-type: none"> • Attendance • CCTV • AC Expenses • Data Protection • Employee Handbook • Exclusions and Suspensions • Information Security • IT Acceptable Use • Managing low level concerns • Modern Slavery | |

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| | <ul style="list-style-type: none"> • Records Retention • Remote Learning • RSHE • Risk Management • Subcontracting • Toileting and Intimate Care • Treasury Management <p>The Academy Council noted the above policies.</p> <p>Policies to Approve</p> <ul style="list-style-type: none"> • Woodlands Accessibility • Woodlands EYFS • Woodlands Positive Behaviour <p>The Academy Council approved the above policies.</p> | |
| 10.0 | Matters for the attention of the Board /COAC | |
| 10.1 | None | |
| 11.0 | AOB | |
| 11.1 | Save the Date: CLF Strategy & Results Eve: Wednesdays 25 th September 2024, 5.00pm-8.00pm via Teams. | |
| 12.0 | Close of Meeting | |
| 12.1 | The meeting closed at 5.20pm | |