

Minutes – Lansdown Park Academy

Meeting Date: 29th February 2024
Location: Lansdown Park Academy
Time: 5.00pm

Present:

	Vacancy	Chair Academy Council
Members of	Paul Todd (PT)	Principal
AC:	Tony Searle (TS)	Executive Principal
	Emma Moorcroft (EM) DBS&REF)	Sponsor Academy Councillor
	Denise Colley (DC)	Sponsor Academy Councillor
	Vacancy	Sponsor Councillor
	Vacancy	Support Staff Academy Councillor
	Vacancy	Teacher Academy Councillor
	Vacancy	Student Advocate Academy Councillor
	Vacancy	Parent Councillor
	Vacancy	Parent Councillor

Apologies: **Claire Smith (CS) (DBS&REF)** Sponsor Councillor

In Attendance: **Sue Burns (SB)** Clerk to Academy Council
Hannah Scott (HS) Assistant Headteacher and SENCo
Sally Apps (SA) CLF Education Director (joined at 4.30pm)

Item	Description	Action
1.0	Introductions	
1.1	TS welcomed everyone to the meeting. Introductions were made.	
1.2	Apologies were received and accepted for Clare Smith.	
2.0	Declarations of Interest	
2.1	There were no declarations of interest pertinent to the meeting content.	
3.0	Academy Council Membership	
3.1	<p>Emma Moorcroft (Sponsor Councillor) – waiting DBS and References. Claire Smith (Sponsor Councillor) – waiting DBS and References. Shadene Keeling (Sponsor Councillor) – waiting on application form being returned.</p> <p>The Academy Councillors discussed the role of governance, the nature of support and challenge and their role in holding the Headteacher to account for safeguarding, education provision and outcomes. They discussed the important role of ALP for the children of Bristol and the need to ensure that the centre is appropriately resourced. The Academy Council share an aspiration to make the provision as successful as possible.</p> <p>TS reminded the Academy Councillors to ask pertinent questions and the need for follow-up questions. He also introduced the concept of key Link Roles: Safeguarding, SEND, PP, H&S and CiC.</p>	

	The Academy Councillors agreed that the next meeting will take place on Thursday 9 th May 2024 at 3.30pm. The Clerk is already booked to clerk another meeting at this time, therefore the meeting will be recorded.	
4.0	Minutes of the last meeting	
4.1	<p>The minutes of 12th December 2023 were agreed to be a true and accurate record.</p> <p>Actions and Matters Arising</p> <p>PT to include group numbers in data going forward for context – In progress.</p> <p>PT to add suspensions data to the report going forward – Carried forward.</p> <p>There has been an increase in the number of primary suspensions and will be discussed with a line manager going forward – Completed.</p> <p>ET to ascertain how suspensions are dealt with if a student is suspended for more than 15 days across 2 settings. Does this apply to all students who join new schools? – In progress</p> <p>Post Meeting Minute: Clerk confirmed with the DfE that the school that issues the last suspension must arrange the review panel.</p> <p>PT to run a report to see how many suspensions each child has had, and action as needed.</p> <p>PT to organise outreach ARV – Completed.</p> <p>PT to use escalation policies going forward as needed – Completed. Data on escalations to be included in the AC Report.</p> <p>PT to consider how we consult on RHSE with parents in each new cohort and build it into the induction process. PT to provide update at the next meeting – In progress. It forms part of the overviews and will be included in the admissions information.</p> <p>PT to ascertain staff trained in providing intimate care – Action Closed. There are no students with intimate care requirements. It is likely that a child with that need would have an EHCP and that we would not be able to meet need as we do not have a hygiene room.</p>	
5.0	Academy Council Report	
5.1	Two years ago, we received an Ofsted outcome of Special Measures across two sites. Both sites were re-brokered into different Trusts; the Stockwood site was re-brokered into the CLF. Two monitoring visits have taken place since.	
5.2	We have an Ops Manager on site one day a week.	
5.3	An ARV (Academy Review Visit) has taken place followed by an ARM (Academy Review Meeting). Key areas of focus were agreed and then followed up in the second ARV. We meet fortnightly at Leadership Forum and have links with Snowdon Village, Sky Academy, Brook Academy and Lime Hills.	
5.4	We are a PRU/Early Intervention Base.	
5.5	Our T3 monitoring visit from the BANES School Improvement Partner has completed her visit and will not return for a year.	
5.6	<p>Do you accept pupils with EHCPs?</p> <p>It depends on whether we can meet their need and where their next destination is. The provision would be time-limited and sometimes involves outreach provision. We don't take primary dual registered pupils with EHCPs, although they sometimes achieve their EHCP whilst with us. We cannot be named on an EHCP because we are a temporary provision.</p>	
5.7	Two pupils from Oasis JW were recently murdered which has increased the scrutiny of students who have been permanently excluded.	
5.8	<p>Have any pupils here been affected by the recent knife violence?</p> <p>We have some related pupils. Students from Hartcliffe have refused their placements here because of the complexities of being on site with students from Knowle West.</p>	

5.9	Two police officers visit every two weeks and offer partnership working which has been well received and is funded by the violence reduction unit.	
5.10	The Deputy Mayor and the SEND Team are going to visit the site as part of the context of what's going on in South Bristol.	
5.11	All staff will be trained in how to use Bleed Kits on 13 th March 2024, 2.30pm. The kits will be accessible to the community.	
5.12	ACTION: All ACs invited to attend Bleed Kit training.	ALL
5.13	BANES and Bristol commission places at our provision. We are block funded for BANES and Bristol Primary places, but not for Bristol Secondary places which is an ongoing financial concern.	
5.14	BCC Secondary (not block funded): 17 in reach, 13 outreach places. BCC Primary 5 (+2 reserved for PEX) in-reach places, 21 outreach places. BANES 4 (+3 reserved for PEX) in-reach places, 7 outreach places.	
5.15	Who does the outreach work? Some of the teachers form an interventions team.	
5.16	How do you baseline the students? It's undertaken on the point of referral and is on a case-by-case basis. We agree clear parameters on entry including attendance, behaviour points, number of suspensions, Boxall Profile and Thrive assessments.	
5.17	Do you provide training as part of the outreach programme? Yes, we often provide whole staff training or small team training to ensure that they can provide for the pupil between out outreach processes.	
5.18	We offer Pathway 1: a 12-week Secondary programme to reintegrate back into school or a Pathway 2: which is up to a year with specialist support and EHCP application.	
5.19	How do you measure how successful the outreach programme is and how do you document that? The students come to us at immediate risk of PEX. Therefore, successful reintegration without PEX is a good outcome. We ask the school for attendance and engagement, and the number of suspensions following reintegration.	
5.20	Can a school make a repeat referral? Yes, but we sit on the panel and therefore can refer them back to the strategies and training that we've already provided. We can also offer a one-off consultation visit.	
	Attendance	
5.21	Data from the Learn@ Teams Drive didn't transfer over and is therefore missing, but we do have the end of year attendance. 2022-23: 69.1% for 2022-23. Overall, 82.9% vs 62.1% nationally. Primary: 92.46%, Secondary 73.47%	
5.22	Transport for Secondary School children remains a challenge; the staff support them by travelling on the bus so that they are confident with using public transport, although that has been impacted with the recent knife crime as some families have concerns about the use of public transport.	
5.23	Do you measure emotionally based school avoidance? We don't use it as a clear definition, but it does have a category on CPOMS. We don't have any students with an EBSA diagnosis.	
5.24	Generally, 100% of our students are SEND with SEMH needs plus some additional needs.	
5.25	ACTION: PT to include the number of students alongside the percentage in the data.	PT
5.26	Do you support families of non-PP students to check if they are eligible for PP funding? It is discussed as part of the transition into KS2, but we don't ask our KS3 families. The PP funding goes to the home-school.	
5.27	ACTION: PT above to arrange for non-PP families to be supported to determine if they are eligible.	PT

	<i>SA joined the meeting at 4.30pm</i>	
5.28	Are meals provided here? Yes, all students receive a free hot meal.	
	ARVs	
5.29	Academy Councillors are welcome to join the feedback meeting from the ARVs, either in person or via TEAMS.	
5.30	Feedback included: Small steps resulting in a big impact was noted. Good relationships, students willing and able to talk about their learning, Phonics interventions delivered well, good relationships between students and staff. Outreach was perfectly pitched with warmth and expertise.	
5.31	Reading remains a key objective and many of the suggestions have been implemented.	
5.32	We used PRISM at Learn@ with a stepped pathway, but we need to align with mainstream curriculums. We've now adopted the CLF DOOYA model with some modifications which is working well for us. The process is standardised which supports the managing of expectations when the students transition back into mainstream schools.	
5.33	What does DOOYA stand for? Deepening On Track On Track with Support Yet to be on Track At an Earlier Stage (which encompasses most of our students)	
	Safeguarding	
5.34	We use CPOMS for our safeguarding reporting. Archived students are not included in the data because the data transitions back to the mainstream school. CLF IT are supporting us with this issue.	
5.35	Steve Bane (CLF Safeguarding Lead) has confirmed that there are no safeguarding concerns with our safeguarding provision.	
5.36	Physical Interventions across T1 and T2 were high due to the nature of the cohort. The 24 incidents were for 3 primary students who are waiting for or have been placed in specialist provision.	
5.37	Do you record all physical interventions? Escorts and holds are recorded in the bound and numbered book. All physical interventions (PIs) are recorded on CPOMS.	
5.38	Do you capture student voice in the bound and numbered book? Yes, where possible. Where the child is too young then we record their age. All our PIs are for primary children.	
5.39	Do you have a post PI debrief that is recorded? We have a debrief, but we don't record that formally. The staff who are involved in the PI record their experience in the bound and numbered book.	
5.40	ACTION: PT to formally record staff debrief following PI.	PT
5.41	We have one primary student who is using the N word and is being supported by SARI. T4 will have a reading focus and we are investigating how to formally capture Pupil Voice moving forward.	
	SEND	
5.42	All students are recorded as SEND-K and we add any additional needs as they become available. Where possible we have a draft EHCP in place within their 16-week placement, pending the availability of Educational Psychologists.	

5.43	BANES assign a Speech and Language specialist for half a day a week here which means it's a smooth process. However, for BCC I have to access the Speech and Language in the pupil's mainstream school which can take time.	
5.44	For primary children, gathering information on entry involves observations in school and mainstream visits before they enter so we have a good picture before they join us. Secondary students don't come with as much information, so we make observations as soon as they arrive to determine need.	
5.45	All primary students have one-to-one Thrive sessions.	
Finance		
5.46	The forecast is a £25k deficit which is £29k worse than budget. The budget was set with a £49k savings target which we are still anticipating to achieve.	
H&S		
5.47	CLF's James Lewington has visited the site twice. The Yellow Lock Down box has been fitted.	
5.48	The fence around the forest school will be addressed by the Trust because it's not fit for purpose.	
5.49	Have there been any RIDDOR reportable incidents? No.	
5.50	The Academy Council noted the significant amount of work that has taken place since he ARV.	
5.51	FOYLE Foundation Application for Books: We need to include some finance information in the application which is in progress.	
Staffing		
5.52	We have a TA vacancy for 2 days a week.	
5.53	There will be an AP Secondary/SENDSCO vacancy from Easter.	
5.54	A Maths Teacher is in place and an HLTA Primary appointed.	
5.55	Do the CLF share staff resources within the Trust? Yes. We are actively exploring that for this setting.	
6.0 Policies		
6.1	None.	
7.0 Matters for the attention of the Board/COAC		
7.1	None.	
8.0 AOB		
8.1	[REDACTED]	
■	[REDACTED]	
8.3	Meeting ended at 5.40pm	