



ACADEMY COMMITTEE MEETING

Date: Tuesday 4th March 2025
 Time: 4.30pm
 Venue: Cheadle Hulme Primary School

Clerk: N Burgess
 Present: N Samuels, Z Tatton, D Coyle, J Maguire

	Action	Initials
1	Governors are asked to report any changes to their register of business interests to the Clerk	All
1	Clerk to reach out to RT to request feedback, and offer thanks for work on behalf of Academy Committee	NB
2	AHT to attend the next meeting of this committee to give an overview of Personal Development	JM
3	RAG rating to be included in attendance data reports to Governors	JM
4	Circulate the links to the training modules	NB
4	Governors are asked to complete Prevent and Cyber Security training modules before the next meeting	All
4	Training at start of next meeting to be a data focus	DC
4	Training certificates to be sent to the Clerk for retention	All

Agenda – Part 1			
Category	Item	Notes	Action
1	Governance Arrangements	<p>D Coyle presented to Governors the work done in school to educate pupils around Online Safety.</p> <p>Safer Internet Day – Q&A completed and the evidence reviewed.</p> <p>Computing outcomes – work is being done to develop and assess the pupils.</p> <p>Computing curriculum – Computing is taught in school and DC is a member of the National Primary Practitioners.</p> <p>8-year overview – the knowledge and understanding is built on each year the children are at school, in an age appropriate way.</p>	

		<p>Working party – there is a working party in school and teachers have what they need to deliver the curriculum.</p> <p>Project Evolve – this is above and beyond the national curriculum, and is being considered for year pupils in the summer term.</p> <p>Smoothwall – firewall security, implemented by the Trust in all schools, is the National Agency to provide web filtering and content monitoring.</p> <p>Internal filter – school are able control what can be accessed to add an additional layer of security.</p> <p>Crowdstrike – no USB devices are allowed</p> <p>Lightspeed – provides control on apps.</p> <p>Staff training – KCSiE updates inform staff training and briefings.</p> <p>Parent workshop – planned for later in the year.</p> <p>ZT suggested that the parent workshops should be divided into EYFS/KS1 and KS2 to make the content more age specific. A long discussion took place around the use of mobile phones for pupils, and it was agreed this could be a discussion point for the parent workshops.</p> <p>Governors were invited to view the book which contained examples of the children’s work in each year group.</p>	
	Apologies	Apologies were received and accepted from G Hawley.	
	AOB items	There were no other items of business to raise which were not covered in the agenda for this meeting.	
	Declarations of interest in any of the agenda items	There were no declarations of interest in any of the agenda items.	
	Register of interests	Governors were asked to report any changes to their record to the Clerk.	All
	Minutes of the previous meeting	Minutes of the meeting held 15 th October 2024 were <u>approved</u> as an accurate record of the meeting and there were no matters arising.	
	Membership	<p>A long discussion took place around membership of the Academy Committee.</p> <p>R Teale had decided to step down from the committee since the last meeting. The Clerk agreed to contact RT to complete an exit interview.</p> <p>It was noted that the Trust Lead for Governance was</p>	NB

			prioritising this Academy Committee for recruitment.	
		Scheme of Delegation	The Scheme of Delegation was circulated prior to the meeting and it was noted that there were no material changes to the document.	
		Trust Board update	<p>Governors received the reports from the October 2024 and December 2024 Trust Board meetings.</p> <p>Q – One of the reports mentions due diligence being done on another Stockport primary school. Will this impact on CHPS?</p> <p>A – Norris Bank is a 2-form entry primary school which feeds into Priestnall School. It is not expected to have any impact on our school. The school has an established SLT and the move to join the Trust has been approved by their Governors, and also our Trustees. L Woolley and J Maguire have visited the school. Educational due diligence has been completed and we are currently in the process of undertaking the non-educational aspect.</p> <p>Collaboration with Norris Bank is already taking place and is working really well from both sides. The Head of School has also been attending the HOPS meetings in the Trust.</p> <p>It was noted that whilst growth is good, all opportunities are carefully considered at all levels.</p>	
2	School Performance and Accountability	Pupil Outcomes	<p>Governors reviewed the data summary for the autumn term. The figures are all cohort dependent.</p> <p>Y2 – all are tracking at 80% for reading, writing and Maths.</p> <p>Y3 – reflects a typical example of the gap between reading and writing</p> <p>Y5 – shows exceptionally high reading scores and then a gap between writing – this is a focus for teachers</p> <p>Y6 – the figures for year 6 include a combined score for reading, writing and Maths, which allows for comparison within the other Trust primary schools.</p> <p>In terms of KPIs they should be challenging and aspirational, but there is a need to be realistic. The projections are done by teacher assessment.</p> <p>Q – Are year 6 teachers accurately assessing and predicting, or being cautious?</p> <p>A – This is the benefit of practice SATS, to be able to see how the pupils are performing over time and to make their end of year predictions.</p>	

		<p>For SATS the average score of 100 is expected, and below 100 is working towards.</p> <p>The 3-teacher model has been used in year 6 and is proving very successful.</p> <p>Reporting for the first time now includes gender, PP, SEN and EAL. This will allow Leaders to drill into the data for further analysis, and will be used as part of the Pupil Progress Reviews.</p> <p>N Samuels agreed to visit school w/c 12th May to moderate SATS. ZT, as a year 6 parent, will be exempt from attending, but agreed to review year 4 times tables test and to also visit KS1.</p> <p>Governors are requested to attend to see the papers stored securely, and opened and distributed to the pupils, and also to be present at the end of the tests to see the papers securely packaged to be sent away for marking. JM agreed to contact Governors to confirm dates.</p>	
	School Development Plan	<p>The SDP has been recently RAG rated to show progress towards the priorities. JM highlighted some of the key aspects of the plan for Governor's information.</p> <p><u>Ambitious curriculum</u> Writing is a big focus; Trust Directors are leading on handwriting and spelling.</p> <p>Governors raised the issue of access to spellings for some parents, and it was agreed to bear this in mind for the future. It was discussed it may be possible to attach spellings/homework to MCAS in the future as all parents have access. It was agreed there is a need to strike a balance between digital and paper documents.</p> <p>Subject development in Maths is part of the Maths hub project TRG, which is a government funded initiative. An expert Maths Specialist is working with members of the team, including learning walks.</p> <p>Oracy project is in progress with Education Endowment Fund and work is being done to plan the next steps of implementation.</p> <p><u>Inclusive attitudes</u> JM has met with AHT to define an inclusive culture. SEMH training to be completed. An application has also been submitted for funding to be able to train LSAs.</p>	

		<p>Zones of regulation are a whole school strategy implemented, linked to colours, to allow pupils to articulate their feelings.</p> <p>EAL is work in progress over the whole year, with lots of strategies planned.</p> <p><u>Personal Development</u> PSHE curriculum SWOT analysis to be done. There is a network group working together and issues change ongoing. Leaders will use the Poverty Proofing Audit to plan the PSHE work. LA Specialist will be coming into school to do a PSHE audit and will also lead staff training.</p> <p>Q – What does the audit look like? For example, a free breakfast club? A – The challenge is what we think we are already doing. The audit exposes any gaps we may have.</p> <p>LI will attend the next meeting of this committee to give an overview and detail the approach of the school. A CHPS Commons Pupil Parliament project has been done for the first time. JM will meet with the Cabinet to decide the Leader.</p> <p>Behaviour was discussed. A behaviour audit was recently completed in all primaries within the Trust. Feedback from staff was varied and work is being done to re-establish routines and reset standards and expectations. Lots of FPL is planned for staff. It was noted that FPL sessions are optional, but that attendance at the sessions is excellent.</p> <p><u>Professional Learning</u> DC and Associate Headteacher at GBPS are working together to plan the schedule of FPL. LSA specific training is more regularly scheduled.</p> <p>It was noted the SDP was a working document which was regularly reviewed and updated.</p>	JM
	Director of Primary termly report	<p>Governors reviewed the report from the Director of Primary termly visit and had no further questions.</p> <p>JM reminded Governors that they were most welcome to attend any of the visits, and should liaise with LM to arrange.</p>	

			JM commented the visits provide a good level of challenge to leaders and are very useful.	
3	Governor monitoring	Link Governor Records of Visits	<p>Records of the Link Governor visits have been uploaded for Governors to view.</p> <p>ZT has 2 further visits planned for the Spring term. NS commented that the visits are informative and allow to see progression. NS also felt the record of visit proformas were very useful to focus the visits.</p> <p>JM will review the Link Governor roles and schedule of meetings.</p>	
		Policies	<p>There were no policies for approval at this meeting.</p> <p>JM informed Governors of the Critical Incident Plans. There is a Trust plan and also a school specific plan. The plan is not included in the meeting papers due to the personal data it contained, but JM wished for Governors to be aware the plan was in place.</p> <p>A table top critical incident exercise was recently undertaken with staff. Scenarios were given to the team to focus their thinking and how they would react. It was a very useful exercise, and also reassuring for Governors to know it was been undertaken.</p>	
		Finance update including pupil numbers	<p>JM commented that Finance Directors were monitoring the budget very closely and that he was receiving a good level of challenge on all decisions.</p> <p>It was noted that the NI increase, and the pay awards were not fully funded, and that this was proving very challenging.</p> <p>Q – From a staff perspective how are we? A – The percentage of the budget for staffing is high but we are cautiously ok at present.</p> <p>Pupil numbers summary was circulated. Pupil numbers are good but work is being done to increase numbers in EYFS and Pre-school, which are not full on all days. There is some wraparound in pre-school but ratios are high for staffing.</p> <p>School characteristics and pupil mobility data was included in the report to add context for Governors.</p> <p>Applications for Reception places for September 2025 looked promising, and the numbers would be confirmed</p>	

			after offer day in April.	
		Safeguarding and SEND Link Governor updates	NS will be arranging a Safeguarding visit before the Easter break. ZT will be visiting SEND in March.	
		Behaviour and Safeguarding update, including attendance	JM confirmed, for Governor's reassurance, that systems are in place for monitoring attendance. Monitoring the impact of letters sent regarding attendance, and if there was any improvement, is also under review. It was noted that each case for attendance is always considered individually as there will be different reasons for absence. Governors requested RAG rating on the attendance data produced to be able to review in more detail. Governors had no further questions.	JM
		Health and Safety update	The proposed extension to the building was discussed. The lower floor would be for CHPS and the upper floor for LCH. The extension would be used for intervention and meetings during the day, and for Kids Club after school. This would allow a much needed increase in capacity at Kids Club. It was noted a very thorough Health and Safety audit had been undertaken by the new Trust provider, and had been led by the School Operations Manager.	
4	Governor Development	Review Trust training	Governors are asked to complete the Prevent and Cyber Security training modules prior to the next meeting. The Clerk will circulate the links to the training. It was also agreed that the training at the start of the next meeting would be a data focus.	All NB DC
		Training completed	Governors are asked to send any training certificates to the Clerk for retention.	All
5	Community Engagement	Stakeholder Engagement	DC is currently working on a home learning page on the website to support parents. Parent attendance to meetings was raised by Governors, and that perhaps timings could be a barrier. It was agreed this would be considered when planning meetings and events.	

			Governors had no further questions on the report.	
	AOB		There were no other items of business to raise at this meeting.	
		Meeting dates:	Monday 14 th July 2025 at 4.30pm	

Impact of Meeting / Key Outcomes				
Governors received a presentation on how Online Safety is taught in school				
Pupil outcomes data was reviewed				
Governors reviewed the updated School Development Plan				
Director of Primary termly report was reviewed				
Management accounts and finance update were received				
Behaviour and Safeguarding update, including attendance, was reviewed				
Governors were updated on the Health and Safety report				

Meeting closed at 6.45.



N Samuels
Chair of Academy Committee
14.07.2025