

**Minutes of the joint Academy Committee Board Meeting
held on Wednesday 9th July 2025 at 5.15pm at Thrumpton Primary Academy**

Membership	Initials	Governor category	Absence
Mr A Murray	AMu	Appointed governor	
Mrs C Wyles	CW	Appointed governor	
Dr E Farrar	EF	Appointed governor	A
Mrs F Simpson – Vice chair	FS	Appointed governor	A
Mrs J Gawthorpe	JS	Appointed governor	
Ms M Malcolm	MM	Parent governor	
Mrs S Willows	SW	Parent governor	
Mrs K Cleary	KC	Appointed governor	A
Mr M Wintle	MW	Appointed governor	A
Mr A Michael	AMi	Appointed governor	

In Attendance	Initials	Position	Absence
Mrs L Spacey	LS	Executive Principal	
Mrs H Cawkill	HC	Principal for Bracken Lane	
Mrs S Kahler	SK	Principal for Thrumpton	
Mrs N Benson	NB	Governance Professional	

Quorum number	5	Governor's present	6
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Item No	Item	Action/ by who/when
AC/59/2425	Apologies for absence Apologies were received from Mr Wintle, Mrs Simpson and Mrs Farrar who are on holiday, and these were accepted by the committee. In the absence of Mrs Simpson, Mr Murray agreed to chair the meeting. No apologies were received from Mrs Cleary and the Governance Professional will contact her following the meeting.	NB 23/07/25
AC/60/2425	Declarations of Interest There were no declarations of interest, either direct or indirect, for any items of business on the agenda. The chair asked if anyone had any declarations to update. Governors confirmed that the declarations given at the beginning of the academic year were correct.	
AC/61/2425	Training - Safeguarding update The safeguarding update was not available to share at the meeting and will be sent to all governors to review as soon as it is available.	

AC/62/2425	Governance Report Reminders – For governors to complete The governance professional reminded all governors to read the Code of Conduct for 2025-26 and complete the signing form to confirm that they have read it. Some governors have completed this already and the governance professional confirmed that she would send reminder emails to those still outstanding. [Action] The governance professional reminded all governors to complete the Declaration of Interests form for 2025-26 and confirmed that a reminder would be sent to those still outstanding. [Action] The governance professional reminded all governors to complete the Skills Audit for the end of 2024-25 so that the results can feed into the action plan and agenda setting for 2025-26 and confirmed that a reminder would be sent to those still outstanding. [Action] Central training The governance professional told the committee that the most recent SEND link meeting was recorded and could be reviewed via the link provided and the slides from the recent governance conference had also been shared. Mr Murray had attended the conference and fed back to the committee that Samira Sadeghi, the keynote speaker had been very enthusiastic, the conference had been interesting and thought provoking. Link Visits Governors confirmed that they had read the link visit reports shared. Governance Action Plan It was agreed that a separate meeting would be scheduled in the Autumn term with all governors to review the self-evaluation, results from skills audit and to formulate an action plan for 2025-26. The governance professional will schedule the meeting. [Action] Governance Housekeeping Link roles for 2025-26 were discussed and the following roles assigned: - SEND J Gawthorpe - Safeguarding C Wyles - GDPR F Simpson - Health & Safety A Murray - Pupil premium E Farrar - PSHE/PD (inc enrichment) M Malcolm - Early years M Malcolm - Reading M Wintle - Voice 21 K Cleary - Attendance A Michael	Govs / NB 16/07/25 Govs / NB 16/07/25 Govs / NB 16/07/25 NB 23/07/25

AC/63/2425	Appointment of chair and vice chair The committee discussed the current vacancy of the chair of governors. Mr Murray volunteered to take on the role of chair with support from the governance professional and understanding that Mrs Simpson had already confirmed with the governance professional that she would be happy to continue as vice chair. All governors agreed unanimously to appoint Alastair Murray as chair of governors and Fiona Simpson as vice chair of governors with effect from 1st September 2025.	
AC/64/2425	Minutes of the last Academy committee meeting on 21st May 2025 The minutes of the last meeting, having previously been received were agreed and signed by the chair.	
AC/65/2425	Matters Arising: AC/49/2425 NB to formally write to AMi and initiate induction. complete AC/51/2425 AMu to watch cyber security training carried forward AC/51/2425 All Gobs to upload pen portraits carried forward AC/51/2425 All Gobs to complete skills audit. New AP AC62/2425 AC/54/2425 NB to share full AIR report with governors.	AMu 23/07/25 All 23/07/25 NB 01/09/25
AC/66/2425	Thrumpton Principals Report Mrs Kahler displayed the principals report on the screen and Mrs Spacey provided a summary of the ERM report. Mrs Spacey told the committee that the maths data at the end of year 6 last year had taken a downturn to 73%. There was concern that children weren't making the progress in maths that they should have been, and this was an area of focus this year. The great news is that there have been some phenomenal results this year achieving 96%. <u>Governors asked for clarity</u> about the figures at the top of the ERM. Mrs Spacey explained that the first figure is predicted, the second is the target and the third is the actual result. Mrs Spacey went on to tell the committee that attendance has been a success this year with significant improvements seen, a huge piece of work will now go into improving early years attendance. The people survey yielded positive results from staff, there were some concerns around workload specifically related to SEND but coming into next year there will be an adjustment to the way this works to ensure that it is as slick as possible. <u>Governors referred to</u> recent news report about changes to EHCP's <u>and asked</u> how that will impact the academies. Mrs Spacey said that this is still	

	up in the air and the situation with SEND nationwide is at crisis point. The introduction of SEND hubs in mainstream schools will be a start, new SEND schools will be a welcome addition, one of which will be within our trust – Horizons Academy will be a SEMH and autism specific SEND school for KS2 to KS5 and is much needed in the community. Mrs Kahler told the committee that the marketing campaign to increase numbers into the nursery has started with both academies having recorded videos for social media and she encouraged all governors to share them when they see them. Bracken Lane Principals Report Mrs Spacey asked if there were any questions about the ERM. There were no initial questions. Mrs Spacey summarised the salient points. Mrs Spacey said that overall the SATS results for both schools are very pleasing adding that the full data will be shared with governors in the Autumn term. She explained the data across the top of the report is based on the statutory assessments. Attendance is a huge driving force and all schools are working to improve their attendance. Bracken Lane has always sat comfortably above the national average but this has not prevented the academy from working hard to ensure that attendance figures are addressed. The family support adviser at Bracken Lane, Helen Skelton is working well to pick up the persistently absent as part of this activity. Evaluation of 2024-25 shows that the impact of the work around oracy has been powerful, children and staff are getting to grips with the key components at Bracken Lane, the delivery method up to now has been through whole school assemblies and this will be developed into the classroom in the coming year. <u>Governors wanted to know</u> what CPD is in place and what is going to be further in place for staff to support SEND children. Mrs Spacey said that SEND is a trust strategy and the senior team is working closely with the teaching lead to look alongside the teacher toolkit to develop teachers and TA's to be able to identify what children need and be able to adapt to appropriate questioning and support to deliver the curriculum to meet the needs of everybody and ensure it is as inclusive as possible. She went on to explain that support for children with high level needs is well developed and the focus will now expand further to look at the next layer of children such as those with dyslexia etc This will be developed through work on delivering quality first teaching. <u>Governors then asked</u> about children with undiagnosed SEND and asked if parents are signposted if they aren't aware of an issue. Mrs Cawkill said with quality first teaching issues can be identified and signposting is done as early as possible to get the right support for children. <u>Governors wondered</u> how many dyslexic children are on roll at Bracken Lane or are on the dyslexia programme. Mrs Cawkill said that there are around 1 to 2 per class but in one class there are around 8.	
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	<u>Governors queried</u> how this compares to the national average and Mrs Cawkill said she did not have figures to hand. She told the committee that the recent workshops held with parents were opened to everyone but targeted to some specific families. Bridget Thornhill (Local Authority Dyslexia Advice) will be working with the academies next year. <u>Governors wanted to know</u> if there is an easy assessment to identify dyslexia. Mrs Cawkill said that the tool used can identify dyslexic traits but whether they are fully diagnosed is different. The <u>IDL</u> (International Dyslexia Learning) software helps identify gaps and it is much better than the one widely used before. Mrs Cawkill said that there will be more information in the autumn term but Bracken Lane is taking part in the EEF (Education Endowment Foundation) project for writing and Thrumpton will be taking part in the EEF project for maths. Mrs Cawkill told the committee that there will be 6 trainees welcomed to Bracken Lane next year, four TA's and two teachers. This is something that Bracken Lane is very good at and although it is unlikely the trainees will be able to remain at Bracken Lane, it is a valuable service to education.	
AC/67/2425	Admission Arrangements At Bracken Lane Mrs Cawkill told the committee that next year there will be 8 to 10 places available in years 1 and 2 (key stage 1). Often there are applications for places in years 3 to 6 (key stage 2). The PAN (planned admission number) per class is 30 and she doesn't want to change the PAN however would like to accept up to 32 in KS2 which will counterbalance the spaces within the school overall. Currently requests for spaces over 30 will automatically be refused and will potentially go to appeal. Every appeal costs the academy £250 plus paperwork and Mrs Cawkill's time to go to the appeal. Appeals are likely to be successful because Bracken Lane now has more floor space and the school overall is not at capacity. There are logistics to work around with regards how this is implemented from an administrative point of view but Mrs Cawkill asked if governors are happy to agree to allowing Bracken Lane to exceed PAN in key stage 2 <u>Governors asked</u> if it would be a maximum of 32 in any year group and Mrs Cawkill confirmed it would be in key stage 2 only, <u>governors then asked</u> if the building and the classrooms can accommodate this. Mrs Cawkill said that the year 4 classroom is a concern, but the rest of the rooms will not be an issue. <u>Governors wondered</u> if doing this might set a precedent and Mrs Cawkill said that it wouldn't. <u>Governors then questioned</u> whether the teaching staff could manage the greater number Mrs Cawkill confirmed that she does have the capacity in terms of staffing and that she will manage staff and support them where necessary. <u>Governors wanted clarification</u> that the whole school PAN would not be exceeded. Mrs Cawkill confirmed that overall PAN would not be exceeded and any requests over 30 would require	

	a governor admissions panel to consider them. In summary, the school loses money if they lose numbers and this approach will save time, paperwork and money. <u>Governors asked</u> if the new trainee TA's and would be impacted and Mrs Cawkill said they would not be negatively impacted. The chair asked all governors to state if they had any objections to Mrs Cawkill's proposal. <u>Governors asked</u> if this can be reviewed again and Mrs Cawkill confirmed that it is only while the numbers are lower and is an agreement between the school and committee on a case-by-case basis. Governors agreed unanimously to support Mrs Cawkill's request subject to the fine tuning of the administration around it.	
AC/68/2425	How has the AC held senior leaders to account? Challenges from the governors have included. - Support for children with SEND, in particular dyslexia - Support and training for staff in teaching children with SEND - Attendance - Admissions numbers and appeals	
AC/69/2425	How have the VMV of Trust / Equality been upheld? - It was agreed that the VMV of the Trust & Equality has been upheld. The academy committee members felt that there had been a respectful and positive discussion with all committee members involved in the discussions.	
AC/70/2425	Complete report to Trustees The report to trustees was completed and noted the following: - The report to Trustees was completed and submitted with input from all members of the committee.	
AC/71/2425	Determination of Confidentiality Equalities Act consideration AC members considered whether anything discussed during the meeting should be deemed as confidential. It was resolved. - There were no confidential discussions. - There had been no Equalities Act implications.	
	Date and time of next meeting: Academy Committee meeting Wednesday 24th September 2025 at 5.15pm at Bracken Lane. The meeting closed at 18:20	

Signed by Chair *A Murray* Date: 22/07/2025

Alastair Murray, Chair of Governors (wef 1st September 2025)