

# Harris Academy at Peckham Governing Body

Minutes of a meeting of the Governing Body held at the Academy on Wednesday 2 December 2009.

## PRESENT

### GOVERNORS:

	Mr Bruce Noble (Chairman)	
Mr Kevin Browne		Dr Dan Moynihan
Mr Simon Gick		Mrs Vicky O'Keeffe
Ms Vicky Gough		Miss Joanna Pearson
Mr Peter Holmes		Mr Steve Sekiziyivu
Mr Sunny Lambe		Mr Max Senior
Mrs Cathy Loxton		Cllr Bob Skelly

**Others in attendance:** Mr Simon Bridgland (Vice Principal), Mr Nigel Martin (Vice Principal), Ms Monica Vaciannia (DCSF representative) and Ms Vivolyn Walker (Vice Principal).

**CLERK:** Mr Michael Johnson

### 1. Apologies for Absence

Apologies for absence were received from Mrs Kay Brooker (Finance Officer), Mr Michael Collins (DCSF), Mr Jaimie D'Cruz (Governor), Lady Pauline Harris (Governor) and Mr Dominic Herrington (Governor).

### 2. Declarations of Interest

No declarations of interest in matters under consideration were received.

### 3. Minutes

The minutes of the meeting of 1 July 2009 had been sent to governors prior to the meeting.

#### 3.1 Approval

**Resolved -**

**That the minutes of the meeting held on 1 July 2009 be signed as a correct record.**

### **3.2 Matters Arising**

There were no matters arising from the minutes.

### **4. Chairman's Comments**

The Chairman opened by referring to the examination results and said, although this would be covered in more detail by the Executive Principal in her report, it was worth noting at this point that 61% of students gained 5 A\*-C GCSEs which was an improvement on the previous year.

The Chairman thanked staff for organising an excellent Awards Evening and said the evening had been a great occasion.

The Chairman concluded by recommending the appointment of Mr Clive Mitchell as a sponsor governor. Mr Mitchell is a senior executive at PricewaterhouseCoopers.

**Resolved –**

**That Mr Clive Mitchell be appointed to the Governing Body as a sponsor governor for a three year term of office.**

### **5. Accounts for 2008 - 2009**

The Chair explained that the accounts were now audited at Federation level. However the Finance & General Purposes Committee had considered and approved the Financial Statement for the year ending 31 August 2009. In summarising the accounts the Chair said staff costs were within budget but a number of premises costs were above budget as necessary improvements to the buildings had been carried out to provide a good teaching environment. This meant a small deficit on the budget for the year but this was covered by reserves. The Chair added that a reasonable level of reserves had been carried forward into this financial year.

**Resolved**

**That the decision of the Finance & General Purposes Committee to approve the Financial Statement for the year ended 31 August 2009 be endorsed.**

### **6. New Ofsted Framework**

The Chair thanked Dr Moynihan for producing a briefing note on the new Ofsted framework, which had been sent to governors earlier in the term together with an extract from the Ofsted 'evaluation schedule for schools'.

The Chair invited Dr Moynihan to speak about the new Ofsted framework.

Dr Moynihan explained that the new inspection framework was much tougher than the previous version. Governors were in particular expected to demonstrate clear evidence of having an impact on standards. Dr Moynihan drew attention to the grade criteria for the effectiveness of the governing body which was set out at page 42 of the 'evaluation schedule for school'. Governors noted the four grades:

1. Outstanding
2. Good
3. Satisfactory
4. Inadequate

Governors also noted the criteria for each grade.

Dr Moynihan also drew attention to the suggested prompts for discussion between inspectors and governors provided by Ofsted which he had set out in his briefing note as follows:

- What are the school's strengths and weaknesses and how do you know? ( ie evidence other than what the Principal tells you)
- How does the Governing Body support the school and hold it to account? Ask for examples.
- What recent training have governors undertaken or have identified as a need?
- What involvement do governors have in the self evaluation form and school improvement plan? Evidence?
- How are the views of parents and other stakeholders sought and acted upon?
- How are priorities decided and who prioritises them?

Dr Moynihan concluded by suggesting the some strategies which might help, namely:

- Curriculum and Standards Sub-Committee seeing heads of under-performing subjects to hear what they plan to do to improve and following this up after the event.
- Governors being attached to particular Academy Improvement Plan targets and periodically visiting the Academy to check on progress and providing a brief report of this to main Governors so that it shows in the minutes
- Governors having a proper discussion about Raiseonline and FFT data and exploring what it says about performance and this guiding SEF priorities and being minuted (see below)
- Governors seeing a report on quality of teaching and learning every term -percentage at each grade, discussing the trends and from time to time seeing any external audit done which might shed light on accuracy of the judgements made in the Academy.
- Governors having a proper discussion about the Self Evaluation

- Form -this being minuted, discussing the strengths and weaknesses
- Governors ensuring that they are involved in a proper discussion about the Academy Improvement Plan targets and that they are informed termly about progress towards these and that the targets match the areas of weakness identified in the SEF.
- A particular Governor being nominated to be in charge of Child protection (now called Safeguarding ) -this is a special focus from now on with a half day of inspector time devoted to it. This Governor should audit the systems and records against ofsted inspection once per year -takes only an hour or so and make a report which is given in Governors minutes.

Governors discussed how they might be linked to curriculum area and agreed the following links:

Maths	Max Senior
Business and Enterprise	Sunny Lambe
English	Bob Skelly
Performing Arts	Joanna Pearson
Modern Foreign Languages and English as an Addition Language	Vicky Gough
Safeguarding and Inclusion	Vicky O'Keeffe
Science	Simon Gick
Vocational and 6 <sup>th</sup> Form	Peter Holmes
Humanities	Dominic Herrington
ICT	Clive Mitchell

Cllr Skelly reported that the Curriculum and Standards Committee received reports from the Vice Principal and curriculum leaders and that this year the leaders for maths and English had attended a committee meeting to report on their subject area. The committee also looked in detail at performance data and knew the areas of strength and weakness.

The Chair thanked Dr Moynihan for his report and thanked governors for offering to be link governors for subject areas.

## **7. Principal's Report**

The Executive Principal's Report to Governors – November 2009 had been sent to governors before the meeting.

The main items reported were:

### **Staffing**

The Executive Principal referred to her report for details of staff who were leaving at the end of term. It was also reported that Mr Bailey (consultant) had taken up the post of Senior Leader for English to cover the long term sickness of the current post holder. Mr Morgan was seconded from Harris Bermondsey to work 3.5 days per week at Peckham to run the maths

department. He is assisted by Ms Lomas the advanced skills teacher from the Federation.

### **Organisational Matter**

The Executive Principal reported that the new staffing structure with an emphasis on the year group was proving successful. It was far easier to manage student behaviour and monitor the support individuals are receiving. The split lunch hour has ensured a calm afternoon and the students appreciate the space and shorter dinner queues.

### **Buildings**

A list of buildings work carried out was given in the report. It was reported that these works had been considered and approved by the Finance & General Purposes Committee.

### **Recruitment**

The Executive Principal reported that the number of applications for next year showed an increase on last year but were short of the admissions number of 240.

Dr Moynihan reported that there was an over supply of academy places in South London and that he would take this up with the DCSF.

The Executive Principal reported that an application had been made to reduce the Academy's standard admission number from 240 to 180.

Governors discussed the promotion of the Academy.

The Executive Principal reported on the recruitment action plan and explained the work which was ongoing to market the Academy. It was agreed that the vocational facilities of the Academy would be used to greater effect for marketing.

### **Community Links**

It was reported that this half term the Academy has been involved with the following community activities:-

- Working with St James Church to provide counselling and mentoring sessions with students
- Working with Peckham Pulse to encourage Key Stage 4 students to take advantage of the facilities. Students are also offered a special rate for the over 14's and they are offered special sessions Friday after school and so far 30 students have enrolled.
- Working with St Giles Trust for the homeless and taking part in a project to provide Christmas hampers for the homeless
- Developing links with Lewisham hospital to provide toys for sick children
- Created links with a Somali/Arabic and Swahili speaking parent support group called Hornafrik
- Developing links with the Muslim community Mr Mohammed Ahmed a former student is providing support and mentoring Muslim

students

- Building links with the Lister health clinic creating health awareness programmes
- Created links with Yolanda from Headteachers website and she has agreed to promote the Academy's services to Southwark schools and other local groups
- The Academy hosted the launch of Southwark Council Black History Month and our students performed at the event
- Continued to build on our relationship with the local council and community by regularly attending council meetings
- Working with TFL and Southwark road safety unit on a drama project to spread the message of road safety throughout the borough targeting pupils in local primary and secondary schools

### **Curriculum Offer**

It was reported that there were no major developments with the curriculum offer apart from in the Performing Arts and Technology departments who will be moving across to BTEC courses. The Executive Principal added that these course were better suited to the Academy's students.

Turning to next year, the Executive Principal reported that she was holding discussions with middle leaders about moving to a condensed Key Stage 3 (KS3). The Executive Principal explained that in the absence of KS3 tests and the increased pressure to raise standards at Key Stage 4 (KS4) it makes sense to have two years for KS3 and three for KS4. This will allow students to take their GCSE's when they are ready and to start 6<sup>th</sup> form courses early. It was reported that the intention was to implement this approach in September 2011.

### **Exam Results**

The Executive Principal drew attention to an attachment to her report which gave evidence and an analysis of last summer's examination results. Governors were pleased that the Academy had exceeded its target for 5A\*-C by 6% the target being 55%. However the results for 5A\*-C including English and maths were lower than hoped for. The target was 32% but the result was 26%. Despite this the Contextual Value Added (CVA) of 1016 puts the Academy in the top 25% of similar schools nationally.

Governors asked about the strategies to improve the numbers of students achieving 5A\*-C grades including English and maths. The Executive Principal explained the strategies underway which included improving the completion of coursework and rigorous tracking of pupil progress.

### **Student Voice**

The Executive Principal reported on the successful work of the Student Commission on Learning and referred to the details as set out in her report. Governors were delighted to read that on Wednesday 21 October Student Commissioners Whitney Ashbourne, Martinique Bartley and Timothy Thomas visited Number 10 Downing Street along with student commissioners from all the other Harris Acadmies.

## **Events**

Governors noted the list of events given in the report and thanked staff for providing such a wide range of additional opportunities for students.

## **Academy Development Plan (ADP)**

The Executive Principal drew attention to the ADP 2009/10 Summary and explained that the main areas for development for this year were:

- Marking and target setting
- Raising standards by improving the quality of teaching and learning
- Extending the capacity of middle leaders

The Executive Principal explained that the ADP Priorities were set out at page 12 of her report.

The Executive Principal concluded her report by providing statistical information on exclusions; number on roll; overall attendance; racist incidents; and bullying incidents.

Governors asked about the action plans to deliver the ADP and were assured that these were in place for all departments.

Dr Moynihan questioned the accuracy of some of the figures in the examination results document and it was agreed that these would be reissued to governors.

The Chairman thanked the Executive Principal for her report.

## **Resolved**

**That the Principal's report be received with thanks.**

## **8. Target Setting**

The Principal explained the statutory duty for governors to set targets. She went through the data governors had been provided with and the proposed targets. It was agreed that the targets were challenging but achievable.

### **Resolved -**

- 1) That the targets for the attainment of pupils at the end of Key Stage 4 in the Summer Term 2011 be  
51% 5+ GCSE A\* - C grades  
34% 5+ GCSE A\* - C grades (including English and Maths)**
- (2) That the targets for the levels of pupil progress at the end of Key Stage 4 in the Summer Term 2011 be  
49% 3 levels of progress in English**

## **43% 3 levels of progress in Maths**

### **9. Safeguarding Training**

The Executive Principal reported that John Guest (LA Head of Education Welfare and Safeguarding) had offered to lead a training session on safeguarding.

The Chair suggested that the training session should be held at 4.30pm on the afternoon of next term's Governing Body meeting and this was agreed.

### **10. Committees**

#### **10.1 Committees: Review of Establishment, Membership and Clerking of Committees**

The Clerk referred to the Harris Federation terms of reference for committees and to the list of committees and members, which were set out in the document issued to governors before the meeting.

**Resolved –**

- (1) That committees be established as set out in (3) below.**
- (2) That the Committee Terms of Reference as set out in the document presented at this meeting be adopted.**
- (3) That the membership of committees and the clerking arrangements be as set out below:**

#### **Appeal/Review Committee**

Mr Jaimie D'Cruz  
Ms Vicky Gough  
Lady Harris  
Mr Dominic Herrington  
Mr Peter Holmes  
Mr Sunny Lambe  
Dr Daniel Moynihan  
Mr Bruce Noble  
Mrs Vicky O'Keeffe  
Miss Joanne Pearson  
Mr Max Senior  
Cllr Bob Skelly

The membership of the Appeal/Review Committee is three governors called by the Committee Clerk from those governors who are not employed to work at the school.

**Clerk:** Mr Michael Johnson

**Pupil Discipline Committee**

Mr Jaimie D'Cruz  
Ms Vicky Gough  
Lady Harris  
Mr Dominic Herrington  
Mr Peter Holmes  
Mr Sunny Lambe  
Dr Daniel Moynihan  
Mr Bruce Noble  
Mrs Vicky O'Keeffe  
Miss Joanne Pearson  
Mr Max Senior  
Mr Steve Sekiziyivu  
Cllr Bob Skelly

The membership of the Pupil Discipline Committee is three governors called by the Committee Clerk from those listed above. Mrs Vicky O'Keeffe is Chair of the Committee unless she is not available when the other governors present will appoint a Chair for that meeting.

**Independent Appeal Panel for Exclusions**

Where required arrangements to be made either through Harris Federation or the local authority.

**Finance & General Purposes  
(Including Buildings)**

Mr Simon Gick  
Lady Harris  
Mr Peter Holmes  
Mrs Cathy Loxton  
Dr Daniel Moynihan  
Mr Bruce Noble (Chair)  
Miss Joanne Pearson  
Mr Steve Sekiziyivu  
Mr Max Senior

**Others:** Mrs Kay Brooker  
Mr Mike Antoniou

**Clerk:** Mr Michael Johnson

**Personnel**

Ms Vicky Gough (Chair)  
Mr Sunny Lambe  
Mrs Vicky O'Keeffe  
Miss Joanne Pearson

**Others:** Ms Vivolyn Walker

**Clerk:** Mr Michael Johnson

**Curriculum & Academic  
Standards**

Mr Kevin Browne  
Mr Jaimie D'Cruz  
Mr Dominic Herrington  
Cllr Bob Skelly (Chair)

**Remuneration & Performance  
Management**

Ms Vicky Gough  
Lord Harris  
Mrs Cathy Loxton  
Dr Dan Moynihan

Mr Bruce Noble

**Others:** Mr Nigel Martin

**Clerk:** Mr Michael Johnson

## **10.2 Committee Minutes**

The draft minutes of this term's committee meetings had been sent to governors prior to the meeting.

The committee minutes were presented to the Governing Body as an efficient way of formally reporting on the work of committees.

The Health and Safety Policy as recommended for adoption by the Finance & General Purposes Committee had been sent to governors before the meeting.

**Resolved -**

- (1) That the draft minutes of the following meetings be received:  
Personnel Committee on 30 September 2009;  
Curriculum and Academic Standards Committee on 7 October 2009; and  
Finance & General Purposes Committee on 25 November 2009.**
- (2) That Health and Safety Policy recommended for adoption by the Finance & General Purposes Committee be adopted.**

## **11. Governing Body**

### **11.1 Membership**

The Clerk reported that there were no governor vacancies.

### **11.2 Register of Business Interest**

The Clerk reported that register of business interest forms had been sent to governors with the papers for the meeting. He advised governors of the requirement for schools to maintain a register of business interests. The forms should be kept at the school and be readily available for inspection. The Clerk collected the completed forms and handed them to the Executive Principal.

### **11.3 Governor Training and Development**

The Clerk reported that the local authority's Governor Training Programme for 2009-2010 had been sent to governors earlier in the term.

As discussed earlier in the meeting It was agreed that the next school based training session should be about safeguarding.

## 12. Dates and Time of Future Next Meeting

Governors confirmed the dates and times for future meetings.

Resolved –

That the dates and times of future meetings be as follows:

	Spring Term 2010	
Personnel	20/01/10	09:00
Curric & Academic St	03/02/10	09:00
Finance & GP	10/03/10	09:00
Governing Body	31/03/10	18:30

	Summer Term 2010	
Personnel	12/05/10	09:00
Curric & Academic St	19/05/10	09:00
Finance & GP	09/06/10	09:00
Governing Body	07/07/10	18:30

## 13. Urgent Business

There was no urgent business.

## PART II CONFIDENTIAL

There was no confidential business.

Chair  Date 30<sup>th</sup> March 2010

