



Real Life Learning Academy Trust
Bridgemere Academy Committee

Minutes Bridgemere Academy Committee Date: Thursday 3rd October 2019 – 6pm	
	Part One
1	Welcome and Opening Prayer LF led the governing board in the Bridgemere Prayer
2	Present E Ford(LF), C Middleton, D Slater, J Forshaw, R Lowe, Emma Fradley (EF), S Knott, J Morgan. Apologies Apologies received from S Foyle
3	Declaration of Interests R Lewis and LF declared an interest in RLLAT.
4	Declaration of AOB Dates of the next meetings Holiday dates for 2020-21 Parish Council update for Defibrillator
5	Minutes of meeting 11th July 2019 The minutes of the meeting held in July showed an error under declaration of Interest. EF should read LF. Minutes were approved subject to clerical change as an accurate record.
6	Matters Arising: CM will chase the parish council regarding the defibrillator and whether they would be happy to fund the power supply and discuss the security issue relating to the siting of the defibrillator within the school grounds. The increase in dinner money was introduced in September and there has been no issues following this increase from parents. Rev Helen has been in contact regarding foundation governors. SK will follow up and contact Rev Helen. J Forshaw attended the parent council meeting on 25 th September. Items discussed were <ul style="list-style-type: none"> • uniform which the parent council were happy with. • Active 30 has received positive feedback. • Sponsorship from Bridgemere Garden Centre. CM will follow up with a visit after a recent telephone call she made. • The parent council had passed on concerns regarding the kitchen providing dry untoasted bagels and the HOS has already dealt with this issue which was now sorted. • Date of the next parent council meeting is 22nd January 2020 at 6.30pm and requires parent council representative to attend. LF thanked J Forshaw for attending the meeting. The website is up to date and continues to be updated regularly. The new website is being developed by Then Media and the photographs have been taken. CM has met with Then Media and the new website will be ready in time for conversion to RLLAT.
	Actions: LF will ask SF if she could attend the parent council meeting and EF will attend if not.
7	Head of School Report Autumn Term 2019





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3. CM felt it was important to include celebrations from the Summer Term. LF thanked the staff for a successful Summer Party and the amount raised.

The HOS report was loaded to the governor hub in advance and CM took questions from governors

CM said the children were enjoying the structure of the new read write ink (RWI) programme in KS1 classes and that all teachers are now doing the same. Staff are meeting fortnightly to discuss the programme and is better than Letters and Sounds as it is faster paced.

Q. Have the reading books linked to RWI scheme been given out?

A. Not yet but will be once the children have been re-assessed. The books will be changed twice a week to ensure that children are reading fluently. A parent evening is to be arranged to explain to parents the RWI scheme and the reason for only changing books twice a week

4. The SENCO support was discussed and it was agreed the improvement in provision was positive.

Q. If the largest class has the most SEN, how does the teacher manage

A. A TA is in place to support the teacher.

5. The Pupil Premium strategy is on the website and includes the RWI and the new read to write schemes. All the resources are available to the staff and all 3 schools are doing the same which will help with moderation.

Resilient Classroom and Cool Connections continue.

6. Marketing and Website. Stay and Play sessions have been arranged for the 2nd Friday in the month from 9.00 – 10.15. Some parents have offered to help and governors were invited to help too.

EF will help on Friday 8th November. The poster has been put in the parish magazine and distributed around local places.

10. Data

Q. Is it possible to see the national average and comparable schools.

A. National data not available yet and comparable schools within the Trust.

11. Parent questionnaires have been received back into school and CM has collated the responses for governors.

Q. Were there any comments on the questionnaires

A. Yes but anonymised

12. Governor will attend school for safeguarding visit.





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	<p>Actions: HOS to arrange Parent information evening for Read Write Ink A Governor to arrange safeguarding visit</p>
8	Budget update
	<p>Financial year runs April to March therefore it is half way through. Budget v Actuals on track and carry forward was on target Q. Why is there an underspend on Midday staff A. A vacancy is available and teachers are helping out. There is a need to recruit and the governors suggested it could be advertised in the parish magazine. Q. Is the budget for the full year A. Yes forecast is for the full year with actual spend and budgeted predicted spend Boost has introduced some themed sessions following suggestion from the parent council and this has proved very popular ensuring Boost will not fall into deficit. A Governor has asked the school bursar to contact CEC to find out if they can provide financial papers on a month to month basis Q. is it possible to have the financial papers with a colour system in place. A. This is possible and can be put in place</p>
	<p>Actions: HOS to advertise Midday post in parish magazine HOS to ask the Bursar to contact CEC to continue to provide budget papers on short term basis. Colour code the budget papers.</p>
	<p>Matters for Directors Update Directors on position of Budget v Actuals</p>
9	SIAMS update
	New SIAMS framework in place and CM will access some training. Last inspection was 2 years ago.
	<p>Actions: CM to access training</p>
10	Matters to be raised with the Board of Directors (concerns or celebrations)
	To pass on the celebrations
11	SDP



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	<p>The SDP was loaded to the governor hub in advance and CM took questions from governors</p> <p>Objectives</p> <p>Real Life Curriculum – subject leaders now sharing knowledge that teachers can use for their planning</p> <p>2. Writing – Read to Write programme</p> <p>3. Reading – develop love of reading</p> <p>4. Singapore Maths</p> <p>Singapore Maths is difficult to deliver across 2 year groups and therefore piloting a new way to deliver using a 2 year rolling plan matching objectives for both year groups.</p> <p>Q. Is this working better</p> <p>A. Teachers working on how to deliver this and are part of the Hub with a specific meeting on mixed classes which the teachers will attend.</p> <p>5. Equality across the school – to introduce the KIVA programme with resources shared by the RLLAT schools. Governors were invited into school for Anti bullying week.</p> <p>Q. Is there bullying within the school</p> <p>A. No, but we are addressing some of the language used. Now that the assembly is at 3pm there is still time at the end of the day to deal with issues if they arise.</p> <p>6. Geography remains on the agenda and the Milldale geography day is to continue to develop geography outdoor skills.</p> <p>7. Promote the school in order to attract new pupils, the parent council would like to see the website up and running asap.</p> <p>Q. Could staff wellbeing form part of the SDP</p> <p>A. Only 5 objectives were supposed to make the SDP otherwise it was a lot to achieve, therefore to allow 2 years for objectives to be met. Staff wellbeing needs to be discussed and LF agreed this could be added to the agenda as a standing item.</p> <p>The governors approved the SDP</p>
	<p>Actions:</p> <p>Staff wellbeing to be added to the agenda</p>
<p>12</p>	<p>A/C Annual Plan</p>
	<p>The chair shared the A/C Annual Plan and asked for comments for suggestions, discussion took place to who would like to oversee the items, with the need to monitor and challenge the areas</p> <p>1. Implementation of KIVA – All members</p> <p>2. To promote whole school vision - J M</p> <p>1. RWI - LF</p> <p>2. Maths - EF</p> <p>3. Geography - JF</p> <p>Positive links - All members</p> <p>Q. Governors asked if there was a form to complete for visits.</p> <p>A. LF will circulate the visits form</p> <p>The governors approved the annual plan</p>





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	Actions: LF to feed back to Directors Circulate visits forms to Governors
13	AOB
	Dates of the next meetings 4.2.2020 5.5.2020 Holiday dates for 2020-21 School Admin dealing with this and awaiting on inset days. The HOS will circulate to parents asap. Parish Council update for Defibrillator – Discussed in item 6 matters arising
	Actions: HOS to circulate holiday dates 2020-21 to parents





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Part Two	
	Apologies
	As part one. D Slater left the meeting
1	Minutes of last meeting 11 July 2019
	The minutes of the meeting held in July were approved as an accurate record
2	AOB
	MAT Bursar role MAT update Pay Review
3	Staffing updates
	New Caretaker 7-10am 1-1 Teaching Assistant NQT Teacher in Year 3/4
4	Head of School Report part 2
	The HOS report was loaded to the governor hub in advance and included New Caretaker MA started September and is an experienced in site maintenance. Fire Drill completed and highlighted an area which was not covered by the alarm. Therefore, the fire alarm will need to be extended to this area TA SK working with Year 6 child EHCP 21.5hrs. NQT teacher is being supported by teachers RLLAT teacher AL working in Year 1 / 2 and was NQT mentor last year. Not taught Singapore maths in mixed year group before and therefore DS supporting maths in this class. Teachers on maternity leave coming in to the stay and play sessions
	Actions: HOS to arrange fire alarm extension
5	Any other confidential business
	No other confidential business
7	AOB





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	<p>MAT Bursar role The MAT bursar role was advertised internally but no one applied for the post, therefore this role will be advertised externally</p> <p>MAT update There is a hold up with the school converting to an Academy due to the issues relating to land and the lease which expired on 29.9.2019. The solicitors are dealing with this and the Academy will need to rent the land from the church with a church supplementary agreement. All other agreements are in place so now leaving it to the Diocese and Cheshire East Council to finalise.</p> <p>Q. What is the worst case scenario? A. At this time the lease will roll over.</p> <p>Q. Has Lady Delves Broughton planning permission been re-submitted A. It is being appealed.</p> <p>HOS invited Lady Delves Broughton to the summer fair.</p> <p>Q. The school bursar who is the point of contact for solicitors, is doing a lot that is not as easy as she thought it would be. A. This did not happen with other schools in the trust as the solicitors sorted all the paperwork.</p> <p>Q. Would it help to contact the local MP A. Not at this time as we are waiting for the solicitors to get back to governors.</p> <p>Q. Is there a possibility that the lease will not be renewed? A. Pupil numbers are high to prove there is a need for a school. The lease is with Lady Delves Broughton and the Diocese then the school leases from the Diocese. LF showed the governors a plan of the school showing who owned which part of the building and grounds.</p> <p>Q. Will BD continue as Executive Headteacher? A. Yes</p> <p>Pay Review LF explained the need for a pay review to take place, and as there were only 2 teaching staff that were not RLLAT teaching staff then it was possible to discuss at this meeting. LF explained the procedure and the need for staff to remain anonymous. The recommendation discussed was approved, pay to be backdated to Sept 2019.</p>
	<p>Date of Next Meeting Spring 4.2.2020 6pm Summer 5.5.2020 6pm</p>

