

**HARRIS CITY ACADEMY CRYSTAL PALACE
GOVERNING BODY**

GOVERNORS MEETING HELD ON THURSDAY 25 MARCH 2010

Minutes of a meeting held on Thursday 25th March 2010, commencing at 5.00pm

Those present: Mr Keith Morley – Chairman
Mr Tony Bayon
Miss Lisa Bradshaw
Ms Joyce Connell
Ms Alison Fincken
Mr Peter Harris
Mr Steve Kenning
Mr Alan Marchant
Dr Dan Moynihan
Ms Emily Barrett

In attendance: Mr Andrew Barr (Vice Principal)
Miss Harriet Fan (Head Girl)
Mr Vincent Nimoh (Student Council)
Mr David Gayle (Student Council)
Ms Debbie McSween (Clerk to the Governors)

1. Welcome

KM Thanked everyone for attending promptly.

2. Presentations

Presentation: Student Council Representatives

Vincent Nimoh and David Gayle presented their trip to New York. (See Appendix 1)

TB asked which lessons they liked the most. They said the courses they attended after school.

DM asked if they thought the programme was a success. They reported that it worked but maybe not the best way forward. They felt it was too flexible; students did not do the work and were not picked up for it. Maybe the choices make them lose focus.

DM queried the incentive that looks for teenage girls and offers payment if they attend 10 classes for \$400. They said that they did not agree with the model, however incentives were good.

TB queried the Parent events aspect and if we tried it in the UK would it work? They thought it might work but felt it might be difficult to promote the idea but it should be tried.

SK said that based on the findings and what these students have reported, Harris Crystal Palace have set up some Parent courses, which is now in place for the new Year 7 parents starting in September 2010. It was agreed that there was a need to start early.

The Board thanked them and they left the meeting.

Presentation: Head Boy and Head Girl

The Head Boy and Head Girl presented their report to the Board for the last time. (See Appendix 2). SK said that they had been great ambassadors for the Academy in various areas, with the press, as community ambassadors, etc. He thanked them for all they had done.

KM asked if the Board had any questions for them. The Board asked where they intended to go to University and what they would be doing.

Harriet said that she had been accepted at York and needed A,A,B. She also had Loughborough and she was hoping to do maths. Brett said that he had been accepted at UCL and would be doing European Studies and also at Kings.

EB congratulated them and assured them that from what she had seen they would do alright. KM asked if they had any questions for the Governors. They did not.

The Board wished them well and they left the meeting.

3. Apologies for Absence

KM reported that Andrew Brenson had expressed his apologies for absence.

4. New Governor

KM welcomed Emily to the Board as a new Governor.

5. Minutes of the Meeting

The minutes of the meeting held on Thursday 26th November 2010. KM asked if there were any amendments to the minutes. There were none and the minutes were agreed.

6. Matters Arising

The Board asked how the Year 8 Options evening went and if there were any problems? JH said that it went well and there were very few problems which were dealt with. AM queried some problems with the Options. JH said that there were some initial glitches with passwords, as to be expected with any new programme; however everything is working well now and is going well.

7. Principals Report

SK reported in line with the Development Plan targets. For the Development Plan target 1 the exam results at the last HARS assessment was on 88%. It was looking good - a lot of modules done. There were far more A and A* this year. At AS level the January modules were not as good this year and the students were not ready for it. Overall the exams are looking good and there have been lots of support classes over the Easter.

For the development target 2 the Curriculum has been further broadened. The Thematic days are very going well.

The Development Plan target 3 was the development of IT systems to enhance teaching and learning. Notebooks for staff and the improvement of ICT across the Academy. It will in future include parent online access – September 2010 start.

Target 4 is the raising attainment through effective target setting, monitoring, reporting and mentoring. With no SATs new process in place which is working well. Identifies issues immediately.

SK continued to present his report in detail (See attached Appendix 3). He said that all departments were now very strong. The Teaching and Learning latest observations were very good and only 1% were inadequate. Science week recently was a really outstanding event and lots of parents turned up.

SK reported that the Academy was currently advertising for 15 new staff. There were currently 5 graduate teachers next year.

The Academy had 2 permanent exclusions for knife crime and this was being addressed with Year 7s.

From a financial aspect, the Academy was looking at the Development plan to review how to best spend some of the money.

The PXS event would be held on Wednesday 27th April. There were 10 student nominations. A DVD would be sent to the judges.

Overall things were going well. There was only slight disruption by snow early on in the year and this half term has been good. It looks as though the Academy is on track for record results.

TB said that the IB was looking good. There were 59 applicants. They had to obtain B Grades. Another good area was the confidence shown by the parents in such a new venture. SK agreed that the team has been really positive and sold it well. KM asked about where the expressions of interest were from. SK said there were 5/6 from Purley but others including St Josephs.

KM said that the Federation were pleased in how the Academy supported the Federation as a whole. Lord Harris was fulsome in his praise and thanks for the support. It was agreed that the Academy would take on another Vice Principal and he could be of support to the Federation.

8. Federation Matters

DM reported that there were new projects being reviewed. The Federation were currently looking at a primary school with a nursery in Merton. It would be for 3-18 year olds – thing were going quite well with this.

DM reported on the performance by the Specialist Schools Trust. The table of performance shows every single school in the Federation has Valued Added.

The Federation has a Health & Safety Consultant who is starting work shortly. Asset Management planning will also be taken on.

There was a discussion around the various Academies' applications for New Year 7 this year and the figure Approximately 150 for HABED, 2,000 for HCACP, 1,800 for HASN, 800 for HA Purley, 1,000 for HAF, 400 for HAGED, 300 for HA Peckham and 400 for HAB.

EB asked how the Federation were identifying savings. DM said that Asset Management is one of the areas. We needed to look at photocopying and building; standardising across the Federation. EB said that is what she does as a Management Consultant

TB said it would be good to drive savings through the Academies. It will be tangible and something that all the Academies can see i.e. money in the schools' pocket.

9. Behaviour Policy Review

Issues have arisen that have caused the Academy to review the Behaviour Policy. It is not as tight as it should be. It is good for Ofsted to show the improvements. We need to review in particular before Permanent Exclusion we did not have enough external support for the student. This policy is easier to read. It now states any knife including a pen knife. The Intervention process has been improved to address the gaps when students would jump from one stage to another with the plan being completed. (See Appendix 4).

JH said that we recognise that we need to back up with additional support and external influence is now being put in place. We have set up a professionals meeting where we sit with the Tutor, parent and Head of Faculty to assess the needs of the child and the Academy. An Action Plan is then put in place with what each and every person will do. That way we all share the experience. We also have 4 external agencies working with us. For example there is CAMMS. One child has been to a sleep clinic since he was 2 years old. For 10 years of his life he has had no more than a few hours of sleep per night.

JH reported that we were also working with the Croydon Drop in and they were coming into the Academy. This would give opportunity for all students to drop in and see a professional if they had a more social query. Crystal Palace Football Club will finally put on a project to work with Afro Caribbean Boys. We are also putting in place an ex-student mentoring scheme.

The Cover Supervisors are also working with student behaviour one day a week and we are directing them onto the DoE award. In addition those students have to attend extra curricular clubs. Large amounts of support have been put in place to help those students. The usual sanction etc, are still in place for all who are at threat of permanent exclusion. What we are trying to do is to support to modify behaviour. SK added that it is a working document and the policy will continue to change.

MA queried the 15 minute detention without notice - how long has it been in effect? SK said always. MA said it might be distressing for parents if they are waiting for their child who has not turned up. PA said that if the student knows they are being picked up, then they could make the Academy aware of that fact. SK/JH/AB agreed – the students are always allowed to contact parents.

KM said that it may be overtop to put into policy, it would be best to continue with good practice and encourage the student to contact who ever is waiting for them.

JH agreed that it would be vastly time consuming on a day to day basis as there could be anything from, 20 to 50 children a day. Most students come out 10/15 minutes later anyway. AB agreed that to have to do this with 15 minute detentions would greatly affect paperwork.

DM said that the law allows you to detain and from time to time it may cause some inconvenience. LB said that the Home School agreement does state this anyway. All to read through new behaviour policy.

JC asked if the attendance of the student was optional at Permanent Exclusions and perhaps the student could have a say. PH said that it is always done anyway. They are told the order of agenda. The student always has the opportunity to ask questions. JC asked if it should be in the behaviour policy. PH said that it was on the Agenda for the hearing meetings.

EB asked about the Student Council and Incentivising. SK said that Vivo points works very well. LB asked if it was possible to have more allocated to staff. AB said that there had been a set amount allotted. For the PXS rewards were given.

JH said that we had to be careful not to reward in a negative capacity as this starts to send a different message. It is currently working well. EB said that the policy should show the rewards. There is a separate rewards policy.

KM said that maybe it could be put in the preamble in the behaviour policy.

10. Committee Reports

Disciplinary Committee

PH said that they support that the Academy is putting in now is very good. The support will help on the committees' hearings. If we go to an external panel for exclusion they will have no come back. TB asked if the papers list external support. JH said that parental support now needs to be shown and the responsibility is being placed with the family as well as the Academy. There needs to be evidence, the onus is with the family to prove what they are doing, so there is an expectation from them as well.

KM asked if any of the Board had any further questions for PH. There were none.

Finance and General Purposes / Committee Curriculum Committee

All get copies of the minutes of these meetings.

There were no questions to the sub-committees.

11. Finance Matters

The Financial Reports were distributed (see Appendix 5). It looks good. Financially we are well supported by the number of students.

There were no further questions regarding financial matters.

12. 2009/10 Development Plan

SK talked about the development plans and how the Academy would formulate the plan for next year. One or two areas needed working on and the Governors will get a full report at the end of the year.

13. Building Development

SK said that this was an area where we could spend the excess money. The Inner courtyard needed to be a covered area and the cost fits into the £80k-£100k we need to spend. We needed to replace all the doors and windows throughout the Academy in line with new build.

14. Policies

KM said that for the Federation policies each of them have been reviewed and agreed by the Federation. SK said that we were looking to streamline the policy process. All policies approved.

EB said that the Next Steps event was a very good event. It was really engaging audience Year 11 – 13. There were 20 universities present.

15. Any Other Business

Governor Meetings – New Structure

For the June meeting a schedule will be produced. It will propose what we intend to cover at each of the 4 governors meeting.

KM and PH agreed that there was the possibility of a smaller finance meeting before budget sign off.

KM said that we could also convene for emergency meetings to discuss any issues. The Governors would maintain their unofficial roles as committee members to review policies.

All were happy to move to that system and it would be reviewed as to how it works.

16. Date of the Next Meeting

The next meeting is to be confirmed.

Mr Morley thanked everyone for attending.

The Meeting was closed at 6.40pm.

Signed:

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Mr Keith Morley, Chairman

Date:

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Points for Action

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| • Proposal of Spend | - Mr Steve Kenning |
| • Read through new behaviour policy | - All Governors |
| • Minutes of Meetings to be sent out | - Mrs Debbie McSween/Mr Keith Morley |
| • Schedule of Meetings for next Meeting | - Mrs Debbie McSween |

Debbie McSween
Clerk to the Governors
9th March 2010