



**Fountaindale School Academy Council Meeting  
 Friday 5 July 2024 at 1:30 pm  
 Fountaindale School, Nottingham Road, Mansfield,  
 Nottinghamshire, NG18 5BA**

<b>Those Present:</b>	<b>Role</b>	<b>Initials</b>
Jacky Tattershall	Chair (Deputising)	JT
Gayle Bowmer	Deputy Safeguarding Lead Staff Governor (Support)	GB
Julie Bullock	Staff Governor - Teaching	JB
Chris Evans	Headteacher	CE
Rachel Mendham	Parent Governor	RM
<b>Also Present:</b>		
Rebecca Horne	Governors Clerk	RH
Paula Williams	Officer	PW
<b>Apologies:</b>		
Sacha Schofield	Chair	SS

<b>1. APOLOGIES FOR ABSENCE</b>	<b>Actions</b>
1.1. To receive apologies for absence  Apologies were received from SS.	
1.2. To accept apologies for absence  Apologies were accepted from SS.	
<b>2. BEST WE CAN BE AWARDS</b>	
2.1 Best We Can Be Awards  CE explained they don't do the Best We Can Be Awards. They do weekly staff shout outs called Positive Pants and send weekly emails out to staff members. CE explained they may consider the Best We Can Be Awards as a member of staff, CS is nominated for this award for completing her HTLA.	<b>ACTION: CLERKING SERVICES 05/07/24</b>

<b>ACTION - This will be changed on the agenda to Best We Can Be Awards.</b>	
<b>3. ITEMS OF URGENT BUSINESS</b>	
3.1. Chair to determine any items of urgent business to be considered Chair to determine any items of urgent business.  None.	
<b>4. DECLARATION OF INTERESTS</b>	
4.1. Individual Governors to declare any personal, business or other governance interests on any item on the agenda.  None.	
<b>5. FOUNTAINDALE ACADEMY LOCAL GOVERNANCE MINUTES</b>	
5.1 To approve the minutes of the following meeting:  The minutes of the Academy council meeting held on 22 March 2024 were approved as a true record.	
5.2 Review of Action Tracker  Action tracker reviewed, discussed and updated.  5.2 – Cabinet Members and MPs from Pupil Parliament will be invited to the next meeting due to high level of sickness within the school. <b>ACTION – Clerking Services to add to the agenda.</b>  6.1 – Attendance figures for the school – PW will speak to CE in relation to this outside of this meeting.  6.6 – Skills Audit Forms – Members were informed about the availability of training opportunities, which are accessible online via provided links. AC, the Corporate Governance Manager at Nexus MAT, is taking a more strategic view over the Governance work and actively working on making these training resources more user-friendly to ensure easier access and improved usability.	<b>ACTION: CLERKING SERVICES 05/07/24</b>
5.3 Matters arising from the Minutes.  None.	
<b>6. ITEMS TO BE CONSIDERED</b>	
6.1 Headteacher Report  <u>Leadership &amp; Management</u> CE provided an update on the Headteacher Report, noting that pupil numbers will increase in the Autumn term. Originally, the increase was scheduled for January, but to prevent the disruption of re-arranging pupils into new classes twice within a short period (first in September and then again in January), the decision was made to implement the change in the Autumn term instead. Additionally, the intervention room will be repurposed as an additional classroom to accommodate the increased number of pupils.  CE reported that negotiations with the Local Authority (LA) have been successful in securing the necessary funding to staff the additional classroom. The funding for the	

teachers was received just before half term, allowing the school to appoint the required teachers in preparation for the increase in pupil numbers.

CE also mentioned that the school recently received funding for the support staff needed for the new class. Interviews for these positions are scheduled to take place next week.

CE explained that the school is permitted to exceed the Published Admission Number (PAN) by up to 20% without causing issues with the Department for Education (DfE). The current PAN is 81, and the current number of pupils on roll is 84. This means the school can accommodate up to 97 pupils. By October half term, pupil numbers are expected to reach this 97-pupil mark.

CE reported that the Post 16 tutor has recently resigned. This role has now been taken on by a fully qualified teacher.

CE explained that Inset days are challenging because support staff only work term time, which limits them to working 3 out of the 5 Inset days per year. To address the need for additional training, the school can request extra training days by liaising with the CEO and Nexus MAT due to the specialised training required. For the next academic year, one extra training day has been granted to complete Moving and Handling training. Another additional day is being considered to provide more Team Teach training.

CE reported that staff absence is currently a significant challenge for the school, with 17 members of staff currently off sick.

CE stated the school now have a Team Teach tutor.

CE explained that a Health Check occurred recently at the school. JT and DD from the Central Trust visited to talk to staff and the Senior Leadership Team (SLT) and to undertake a learning walk around the school. This visit was a very positive experience.

#### Quality of Education

CE explained that collaborating with the Local Authority (LA) and health professionals has been challenging due to the limited support the school receives for Visual Impairment (VI) and Hearing Impairment (HI) services. The school's HTLA lead, who serves as the VI/HI champion, is taking the lead on addressing this issue. Bringing professionals into the school environment has proven effective in resolving many challenges for families affected by VI/HI.

CE reported that the school is continuing to develop their "Big Ideas" related to the curriculum. They have been focusing on progression pathways and vocabulary progression as part of this effort.

CE gave feedback on the revised Pupil Premium plan. The Pupil Premium strategy is currently being reviewed with the help from DD at the Central Team. This will lead to a revised Pupil Premium strategy being produced and implemented in the summer term.

CE updated the members on alternative provision, noting that one pupil is participating in swimming sessions at the local swimming pool. Visits have been conducted to ensure safety, compliance with regulations, and risk assessments to verify that the venue is suitable for the pupil to attend for additional sessions.

**RM – Is there any joy with our pool here? Is it still out of action?** CE – No, this is now back in action.

#### Behaviour and Attitudes

CE informed the members there is now a behaviour team within the school. The behaviour lead has created an action plan focussing on Restorative practice. Staff will also be attending a Team Teach training event by the end of the academic year.

**RM – Parents have asked what the Team Teach is and asked if they have been invited to this?** GB – This is going to be covered in the next coffee morning in the autumn term.

CE explained that attendance at the school typically ranges between 85% to 86%. Holidays during term time are not authorised unless they have been donated to families by charitable organisations, in which case they are approved.

JT explained that the school is performing better than national averages for special schools. PW suggested that it might be worthwhile to examine attendance figures excluding medical absences, as this could provide the school with an alternative perspective on absences.

#### Personal Development

CE explained the next focus is on receiving the UNICEF gold award. The school already have the bronze and silver awards.

CE explained that an experienced SEND Careers advisor is being commissioned to support students' work-based needs and deliver a flexible service. This advisor's services will be purchased from the Nexus Central Team as part of a buy-back arrangement with the school.

#### Community Voice Report

CE announced that a parental questionnaire regarding the effectiveness of the school's annual review has been conducted. However, responses have been challenging to gather. To improve participation, the latest questionnaire has been created using Microsoft Forms, and a link has been distributed via Seesaw. The school is optimistic about receiving a better response through this approach.

PW suggested that since school events are well attended, it could be beneficial to conduct surveys linked to these events. One idea is to set up a few computers with Microsoft Teams available for attendees to provide feedback in real-time. This approach could facilitate gathering feedback efficiently while attendees are present and engaged.

CE stated that the school is in the process of forming a group called 'Fountaindale Family,' which will focus on raising funds for the school. The school is currently seeking a key member of the community to lead this initiative.

CE updated the members on the variety of recent sporting events that the school have participated in. These were very much enjoyed by the children.

<p>CE informed the members that during the last coffee morning, the Masons attended and presented the school with a cheque for £2,000. This amount was raised from their 'Swimathon' event.</p> <p>CE explained at the end of the report that he highlighted the school's strengths as well as areas that need further development. These will be linked to the School Improvement Plan (SIP) and Self-Evaluation Form (SEF).</p> <p>CE stated that the Department for Education (DfE) will be conducting a survey of the school, scheduled to take place on the 12th and 13th of August.</p> <p>The additional space within the school was discussed, and CE expressed a desire for it to be used as a 6th Form unit. This area of the school is accessible through a different door and located in a separate part of the building. This setup will provide a different environment for the pupils, fostering independence and creating a distinct atmosphere.</p> <p>RM felt that this part of the building could be used for something very positive in preparing young people for adulthood, and emphasised the importance of advocating for this initiative.</p>	
<p>6.1.1 Appendix 1 Updated SIP</p> <p>This was circulated for information prior to the meeting.</p> <p>PW reported that a session for Governors will take place in the Autumn term to review the School Improvement Plan (SIP) and Self-Evaluation Form (SEF). A date was agreed at the meeting for this to be held on Friday 27 September 2024 at 13:30pm.</p> <p><b>ACTION – Clerking Services to send out invites to members.</b></p>	<p><b>ACTION:                  CLERKING                  SERVICES                  05/07/24</b></p>
<p>6.1.2 Appendix 2 School SEF</p> <p>This was circulated for information prior to the meeting.</p>	
<p>6.2 School Dashboard Summary</p> <p>This was circulated for information prior to the meeting.</p>	
<p>6.3 Budget Report</p> <p>JT explained that the budget report was sent to Academy Council members for reference and financial information is now discussed and scrutinised at the Trust Board of Directors' meeting.</p> <p>In terms of surplus or deficits in the budget, CE has monthly meetings with the Finance Lead at Nexus to monitor this closely.</p>	
<p>6.4 Next Year's Budget and Staffing Structure</p> <p>Staffing has already been discussed earlier in the meeting.</p>	
<p>6.5 Cabinet Member &amp; MPs' Feedback from Pupil Parliament</p> <p>As discussed earlier, Pupil Parliament will be carried forward to the December meeting.</p>	
<p>6.6 Skills Audit – Governor Self-Assessment</p> <p>Members were informed about the availability of training opportunities, which are accessible online via provided links. AC, the Corporate Governance Manager at Nexus</p>	

MAT, is taking a more strategic view over the Governance work and actively working on making these training resources more user-friendly to ensure easier access and improved usability.	
<b>7. TRUST MATTERS</b>	
<p>7.1 Trust verbal update on key issues</p> <p>PW explained, two new schools are set to academise with the Trust starting from September 2024.</p> <p>PW stated that there has been some centralised work done to organise the planning required by Headteachers and to ensure co-ordinated support from the Central Trust.</p> <p>In September, there will be a Support and Challenge Board meeting to review the recent Health Check that took place and agree the Trust support work for the school for the 2024/2025 academic year</p> <p>7.2 Register of Interests – Annual Review</p> <p>The documents of interest need to be completed on Governor Hub by the end of term. <b>ACTION – All members to complete their Register of Interests on-line by the end of term.</b></p>	<b>ACTION: ALL MEMBERS 19/07/24</b>
<b>8. ANY OTHER URGENT BUSINESS</b>	
<p>8.1 To consider any other urgent business</p> <p>None.</p>	
<b>9. CONFIDENTIALITY &amp; RISK</b>	
<p>9.1. To consider the confidentiality of any items discussed during the meeting.</p> <p>None.</p>	

<b>10. DATES OF NEXT MEETING</b>
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Thursday 5 December 2024	10:00 – 12:00	Fountaindale Academy
Thursday 27 March 2024	10:00 – 12:00	Fountaindale Academy
Thursday 3 July	10:00 – 12:00	Fountaindale Academy

**Minutes approved**

CHAIR	SIGNATURE	DATE