

**Minutes of the Local Academy Committee meeting held on  
Wednesday 20<sup>th</sup> September 2023  
Training Meeting: 4.00pm  
Main Meeting: 4.30pm  
At Redgate Primary Academy**

Governor name	Initials	Governor category	A = absence
Mr Peter Edwards	PE	Chair of Academy Committee	
Mrs Lynn Weeks	LW	Vice Chair of Academy Committee	
Mr Lyndon Stocks	LSt	Appointed AC governor	
Mrs Zoe Clayton	ZCl	Staff Appointed AC governor	Joined at 4.40pm
Vacancy		Parent AC governor	
Vacancy		Parent AC governor	
Vacancy		Appointed AC governor	

In attendance:

Staff name	Initials	Role	
Mrs Lucy Spacey	LS	Executive Principal - YPA	Joined at 4.20pm
Mr Gareth Letton	GL	Executive Principal - RPA	Joined at 4.20pm
Mr Courtney Hoop	CH	Principal - YPA	Joined at 4.25pm
Mrs Claire Gouthwaite	CG	Principal - RP	
Mrs Lorraine Robinson	LR	Assistant Principal	Joined at 4.35pm
Mrs Emma Paine	EP	Governance Professional (Clerk)	
Quorum Required	2	Governors Present	4

**Governor support, questions and challenge:** Responses

Item No	Item	Action/ by who/when
	<p><b>Safeguarding and KCSIE (Keeping Children Safe in Education)</b>  <b>Presented by Mrs Gouthwaite</b>            Mrs Gouthwaite explained the culture of safeguarding identified throughout the Trust. If this is not identified by governors visiting an academy in the Trust this should be discussed with the Safeguarding Lead at that academy.</p>	

	<p>Slides were projected for the benefit of the meeting.</p> <ul style="list-style-type: none"> <li>• Safeguarding culture comes through the vision, mission and values</li> <li>• Safeguarding Team staff information was provided for both academies.</li> </ul> <p><b>The Chair asked</b> how many middle leaders formed part of the safeguarding team. Mrs Gouthwaite explained steps were in place to offer training to support in the area in addition to the Assistant Principals. Assistant Principals supported absence of the Principal at each academy.</p> <ul style="list-style-type: none"> <li>• The safeguarding culture evident at both academies was shared.</li> <li>• Information sharing is in place at both academies to ensure staff are aware of the most up to date guidance and information.</li> <li>• Online safety is supported to ensure young people and children are safe and can develop an understanding around keeping themselves safe.</li> <li>• Attendance is monitored closely and all absences followed up.</li> <li>• Weekly newsletters contain a safeguarding section.</li> </ul> <p>The Chair reported some governors did not receive the weekly newsletters. Mrs Gouthwaite confirmed governors would be added to the list to ensure a copy is received.</p> <ul style="list-style-type: none"> <li>• KCSIE 2023, main changes were provided.</li> <li>• Information regarding filtering and monitoring took place.</li> <li>• Information relating to children absent from education as opposed to missing in education. Discussion took place around what is now a safeguarding concern.</li> <li>• Legal age to marry is now 18 years of age.</li> <li>• Changes were not impacting school in respect of the use of the academies by external organisations outside the school day.</li> <li>• Online searches for new staff appointments; candidates must be informed.</li> </ul>	<p><b>CG ASAP</b></p>
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	<p><b>The Chair asked</b> what the search entailed. Mrs Gouthwaite explained searches that took place via social media and google. Details of any difficulties arising as a result were provided.</p> <ul style="list-style-type: none"> <li>• Changes to the DBS checks; it is the responsibility of the individual to inform their employer of any changes.</li> <li>• Policies had been updated. Discussions regarding when policies were issued and the steps put in place by the Trust took place.</li> <li>• MyConcern is used to log any safeguarding issues identified by staff and in line with academy and Trust policy.</li> </ul> <p><b>The Vice Chair asked</b> how policies were being ensured. Mrs Gouthwaite explained MyConcern was a robust system in place for staff and used Trust wide.</p> <p>A brief discussion took place around domestic abuse and the types of abusers.</p> <ul style="list-style-type: none"> <li>• All children/young people attending both academies are vulnerable due to learning difficulties. It was reported considerations to domestic abuse and social worker involvement were taking place.</li> <li>• Above and beyond care is taken with GDPR (General Data Protection Rules).</li> <li>• Discussion took place around pupils accessing a Child Protection Plan.</li> </ul> <p><b>Academy Committee governors asked</b> whether in respect of the social aspect of education, will social issues increase yearly and is this a trend that is being seen?</p> <p>Mrs Gouthwaite confirmed this and the impact experienced with a slower response rate from social care, due to impact with referral figures across the county. Mrs Gouthwaite explained consideration is taken if an issue reaches crisis point. Mrs Gouthwaite explained the support offered by Early Help services is inadequate for some families. <b>The Vice Chair explained</b> what Early Help had offered when introduced to the system. <b>Academy Committee governors acknowledged</b> the Early Help support offered was not adequate for some families. Discussions took place regarding the systems in place</p>	
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	<p>with the Local Authority and external agencies which is impacting support for children and young people and family support required.</p> <p>Discussions took place around MyConcern reporting and steps put in place with staff to contact families where appropriate. Mrs Gouthwaite confirmed MyConcern guidance was available for staff to ensure accurate reporting.</p> <ul style="list-style-type: none"> <li>• Monitoring and filtering was explained. Details of this were offered for information purposes.</li> <li>• Information as to how monitoring and filtering takes place in respect of trigger words and process that takes place.</li> <li>• Online safety for children and young people were provided.</li> <li>• Sexualised behaviour; details of staff procedures were provided. Details of additional information available via NSPCC (National Society for the Protection of Cruelty to Children) website.</li> <li>• Attendance remained a focus for all staff. Steps were in place to ensure an improved response rate when contacting families.</li> </ul> <p><b>Academy Committee governors asked</b> when a SIMS report comes through from the MIS (Management Information System) system and how quickly it arrives. Mrs Gouthwaite explained the times this was received. <b>Academy Committee governors asked</b> whether this was first lesson and after lunch. Mrs Gouthwaite confirmed this.</p> <ul style="list-style-type: none"> <li>• Low level concern has been embedded with staff at both academies.</li> <li>• All academy staff should be clear on what low level concern is.</li> <li>• Self-referral services are in place for staff to identify whether training is required.</li> </ul> <p><b>Academy Committee governors</b> were supportive of the process in place for staff. Mr Letton explained the need for Trust awareness to identify any trends arising which may require additional review.</p> <p><b>Governance Strategy/Vision Mission and Values</b> The Governance Professional explained this was to be agreed by Trustees in November and would be available for the next Academy Committee Meeting.</p>	<p>LSp</p>
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	<p><b>Governor Share Point</b></p> <p>The Governance Professional explained a PowerPoint had been circulated with Academy Committee governors regarding access to the area. Governors were advised of information available to support the governance role which included Trust Training, governor guidance and information. The Governance Professional suggested Academy Committee governors reviewed this and if issues were identified to make contact to ensure support could be offered.</p>	<p><b>15/11/23</b></p> <p><b>Govs</b></p> <p><b>15/11/23</b></p>
RPA/YPA/001/23/24	<p><b>Welcome and apologies for absence</b></p> <p>No apologies for absence were presented.</p> <p>Mrs Clayton arrived at 4.40pm.</p>	
RPA/YPA/002/23/24	<p><b>Declaration of interest and any changes to be advised</b></p> <p>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. Academy Committee governors confirmed that the declarations given at the beginning of the academic year were correct.</p> <p><b>Code of Conduct</b></p> <p><b>The Chair asked</b> whether all governors had completed all training and documentation requested. The Governance Professional explained Mr Stocks had experienced difficulties completing information which had been resolved by the Head of IT (Information Technology) for the Trust. Mr Stocks confirmed an online form had been submitted in respect of the Code of Conduct.</p> <p>The Chair suggested the National Governance Association have updated their Code of Conduct information and requested the Head of Governance was advised.</p> <p>The Chair confirmed mandatory training had been completed and other documentation had been updated. The Governance Professional confirmed all governors were up to date with Code of Conduct and Declaration of Interest.</p>	<p><b>Clerk</b></p> <p><b>Actioned</b></p>
RP/YPA/003/23/24	<p><b>Training</b></p> <p><b>Local response following central training</b></p> <p>The Chair acknowledged Trust training was awaited. The Chair confirmed the Trust had been informed he would be unavailable for</p>	

	<p>any training taking place on a Monday or Thursday. The Governance Professional explained a Trust Training Plan would be forwarded when available in addition to any further updates regarding Trust training.</p> <p><b>Governor Conference – Update (Chair)</b></p> <p>The Chair acknowledged some feedback had been offered at the Conference in respect of Equality, Diversity and Inclusion in respect of the protected characteristics. It was reported overall the conference had been beneficial and was a good use of governor time with opportunities for networking and information regarding apprenticeships. Governors welcomed any further conferences for the academic year 2023/24.</p> <p><b>Mandatory Training Completion - Safeguarding/GDPR/Cyber/Keeping Children Safe in Education 2023</b></p> <p><b>The Chair was satisfied</b> that all governors had completed mandatory training for safeguarding, GDPR and Cyber training as requested and that records had been updated. Academy Committee governors acknowledged the KCSIE had been read and understood, this was acknowledged by signature of the staff acknowledgement list relating to KCSIE 2023.</p>	
<p><b>RP/YPA/004/23/24</b></p>	<p><b>Minutes of the meeting dated 28<sup>th</sup> June 2023</b></p> <p>The minutes of the meeting, having previously been received were agreed and signed electronically by the chair.</p>	
<p><b>RP/YPA/005/23/24</b></p>	<p><b>Matters Arising:</b></p> <p>Mrs Gouthwaite left the meeting at 4.40pm</p> <p>The Chair acknowledged all areas of matters arising had been actioned.</p> <p>Mrs Gouthwaite returned to the meeting at 4.52pm. Mrs Robinson left the meeting at 4.52pm</p> <p><b>067/22/23: PE (Physical Education) to be arranged by the Chair of Governors for learners at David Ross</b></p> <p>The Chair explained discussions that had taken place with external organisations and disabilities officers to support delivery of special sports and an event being organised for October 2024 and to link with</p>	

	<p>a local school games organiser. Further discussion were to take place prior to organisation. A further update will be offered at the next meeting.</p> <p><b>068/22/23: PP (Pupil Premium)/SEND(Special Educational Needs and Disabilities)/Sports Premium 23/24</b>  <b>The Chair acknowledged</b> information had been shared and how funding is being used. <b>Academy Committee governors</b> were satisfied with the information that was provided.  <b>Academy Committee governors asked</b> if the funding received was ring fenced for the areas of sports, PP and SEND. The Chair confirmed this. <b>The Chair asked</b> how much was received per child for sports premium, Mrs Gouthwaite explained this was £16,560 and then £10.00 per child. <b>Academy Committee governors asked</b> whether this could border into social activities in addition. Mr Letton confirmed not. Mrs Gouthwaite explained what the funding could be used for. <b>Academy Committee governors asked</b> whether the funding was received per school rather than per child. The Chair confirmed this was the case. <b>Academy Committee governors asked</b> whether it could be confirmed the funding was being used for the allocated areas. Mr Letton explained spending must be measurable and evidenced. <b>Academy Committee governors asked</b> whether this would continue due to success. Mr Hoop explained steps were being put in place to ensure evidence of measurable outcomes and to support progress sharing. Mrs Gouthwaite explained a continuation in support had been secured at RPA to ensure consistency in delivery and familiarity of staff with children.</p> <p><b>The Chair acknowledged</b> the Pupil Premium Strategy for Redgate Primary Academy had been tabled at the meeting. Mrs Gouthwaite explained the content was similar to the previous year. Details of spending was provided.</p> <p>Mrs Robinson returned to the meeting at 4.56pm  Mrs Spacey left the meeting at 4.57pm.</p> <p><b>The Chair asked whether</b> recovery funding continued to be received. Mr Letton confirmed this was no longer received.</p>	<p><b>PEd</b>  <b>15/11/23</b></p>
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	<p>Mr Letton explained there remains a lag in funding received and issues arising as a result. Mr Letton explained steps were in place to ensure all targets were being met. <b>Academy Committee governors acknowledged</b> they were satisfied with the information provided regarding Pupil Premium funding. Mrs Gouthwaite requested any further questions were forwarded by email.</p> <p><b>The Vice Chair acknowledged</b> the link received to the Academy Improvement Plan (AIP). Mr Letton explained impact that is being evidenced in efforts to prevent any funding being removed by the government. Discussions regarding staff CPD (Continued Professional Development) took place.</p> <p>Mrs Spacey returned to the meeting at 5.00pm</p> <p><b>069/22/23: Skills Audit data review and timelines for Action Plan - Discussion</b></p> <p>The Chair confirmed a review of the skills audit data circulated had been discussed with the Governance Professional. The Chair explained the academy committee had a good understanding educational themes in the local context and of academy risks, safeguarding and SEND.</p> <p><b>The Chair acknowledged</b> the changes being made to domestic abuse. Mrs Spacey confirmed steps were being put in place by the Trust to ensure awareness.</p> <p>The Chair explained issues identified from the skills audit around experience and explained there would continue to be growth when new governors join the Local Academy Committee.</p> <p>Governors were satisfied with the information shared.</p> <p><b>069/22/23: Governance Summary Evaluation update</b></p> <p>This had been actioned and led the Chair into a discussion regarding the Governance Action Plan that had been reviewed with the Governance Professional and timescales added to the document prior to sharing with the Academy Committee.</p> <p>Mrs Robinson returned to the meeting at 5.05pm.</p>	
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The Chair reported a review of the document had taken place with the Governance Professional.

Discussions took place regarding areas that were highlighted as amber and explanations and timescales for each area were acknowledged by Academy Committee governors.

1. This remained as amber due to the low numbers of governors. The Chair explained parent governors recruitment is required. Mrs Spacey explained steps to be put in place by Principals to discuss with parents. **The Vice Chair acknowledged** difficulties being experienced due to parents not attending at the school gates.

2. The Chair acknowledged there was a gap in training for governors in respect of SEND and the curriculum. Equality, Diversity and Inclusion was to form part of the agenda throughout year; and updates on how implementation in the curriculum and locally and by the Trust were to be provided. Mrs Spacey confirmed updates would be provided regularly and offered details of what was in place with stakeholders.

The Governance Professional acknowledged details would be forwarded to the Head of Governance for Trustee review.

Academy Committee governors were in agreement with the timescales added.

The Chair suggested Academy Committee governors were to review the Equality Diversity and Inclusion modules that were available for review through Learning Link.

The Chair explained a working party had been put in place with other Chair of Governors in the Trust and the Head of Governance and Trustees. Discussions had taken place to offer feedback on changes to be implemented with governance.

The Chair acknowledged there was impact had been identified due to the cost of living crisis and reductions in funding available for academies. The Governance Professional advised Trust training around finance may be offered by the Trust during the academic year. **Academy Committee governors reported** finance had previously formed part of local governance which was required to ensure monitoring of funding locally and ensuring a balanced budget. Mrs



	<p>Mr Letton suggested consideration to only mandatory roles took place to ensure these could be monitored by governors.</p> <p>Discussions took place and the following roles were agreed:-</p> <table border="1" data-bbox="409 625 1226 856"> <tr> <td>Safeguarding/SEND</td> <td>Peter Edwards</td> </tr> <tr> <td>H&amp;S/GDPR</td> <td>Lyndon Stocks</td> </tr> <tr> <td>Careers/EYFS/Quality of Education/Stakeholder Engagement - YPA</td> <td>Lynn Weeks</td> </tr> <tr> <td>Stakeholder Engagement - RPA</td> <td>Zoe Clayton</td> </tr> </table> <p>The Chair requested at each link visit each academy committee governor should ask staff about Mental Health and wellbeing.</p>	Safeguarding/SEND	Peter Edwards	H&S/GDPR	Lyndon Stocks	Careers/EYFS/Quality of Education/Stakeholder Engagement - YPA	Lynn Weeks	Stakeholder Engagement - RPA	Zoe Clayton	
Safeguarding/SEND	Peter Edwards									
H&S/GDPR	Lyndon Stocks									
Careers/EYFS/Quality of Education/Stakeholder Engagement - YPA	Lynn Weeks									
Stakeholder Engagement - RPA	Zoe Clayton									
<p><b>RP/YPA/006/23/24</b></p>	<p><b>ERM (Educational Review Meeting) Report:</b>  <b>The Chair praised</b> the good content of the report received.  <b>ERM (Educational Review Meeting) Report - Redgate Primary Academy</b>  <b>Safeguarding Culture &amp; Compliance: Keeping Children Safe (KCSIE)</b>  Safeguarding information had been received by governors including the Local Academy Committee Safeguarding Checklist for both academy's. Governors did not ask any questions on the safeguarding information provided.</p> <p><b>Overview of 2023/24 AIP (Academy Improvement Plan)</b>  Information was available for review in the ERM document. Focus points were acknowledged and it was confirmed targets were set for the academic year.</p> <p><b>Behaviour and attendance/Fixed Period Suspension/Permanent Exclusion</b>  <b>The Chair asked</b> what was happening regarding students with persistent absence. Mrs Gouthwaite acknowledged figures were high and the reasons for this was due to term time holidays taking place at the start of term. Discussion took place regarding the reasons for the holidays taken during term time due to difficulties experienced by</p>									

	<p>children and young people at peak holiday times. Mrs Gouthwaite explained the benefits of this for children/young people attending at the academies.</p> <p><b>The Vice Chair asked</b> what the procedure was around this. Mrs Gouthwaite explained the steps that are in place.</p> <p><b>The Vice Chair asked</b> if term time holidays were permitted and whether this was acceptable by the Trust and whether families should be fined irrespective of needs? Mrs Gouthwaite explained guidance suggests the decision was discretionary; Principals at the academies understood the benefits of children/young people accessing holidays during term time. Mrs Gouthwaite reported figures had been further impacted due to a chicken pox outbreak at RPA.</p> <p><b>Academy Committee governors acknowledged</b> the reduction in costs for term time holidays and asked whether penalty notices are issued. The Assistant Principal suggested this is not something that is seen at the academy.</p> <p><b>The Chair explained</b> a visit for an external SENCO (Special Educational Needs Co-ordinator) had been arranged at both Academies with the academy Principals. The Chair suggested the Governance Professional had advised Mrs Spacey and Mr Letton may like to form part of the visit. This was acknowledged by the Executive Principals and steps would be put in place.</p> <p><b>Academy Committee governors praised</b> good levels of attendance.</p> <p><b>The Vice Chair asked</b> whether monitoring takes place to prevent issues if a child/young person's attendance falls below 95%. Mr Letton explained the steps in place to ensure monitoring and intervention is put in place prior to a child/young person reaching 90% attendance.</p> <p>Mr Hoop explained support was being offered to mainstream academies relating to SEN strategies and attendance. Discussions took place regarding the support being offered by the special academy staff to support mainstream.</p> <p><b>Health &amp; Safety, staff &amp; pupil well-being, Data Protection (breaches/SARs/FOIA/Police requests), complaints, claims (no's/overview)/ Risk Reports Update</b></p>	<p><b>CH/CG</b> <b>15/11/23</b></p>
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	<p><b>The Chair acknowledged</b> receipt of the minutes from the Health and Safety Committee meetings for both academies. <b>The Chair asked whether</b> the OSHENS System would be replaced. Mr Letton explained steps were in place to review this as part of the MIS System at both academies.</p> <p>Risk Reports were provided without any questions being asked.</p> <p><b>2023/24 Trip calendar and review any Cat C trip review Admissions 2025/26 (referral to Trustees if changes to be made &amp; consultation proposals if required)</b></p> <p>Mr Letton confirmed there were no changes to PAN (Published Admission Numbers) or consultations required. Mrs Gouthwaite explained the current numbers of children attending at the academy. Further information regarding trips was shared later in the meeting.</p> <p><b>Stakeholder engagement</b></p> <p><b>The Chair acknowledged discussion</b> would take place at the November meeting.</p> <p>Governors offered a response to be added to the RPA ERM Report. Items highlighted were:</p> <ul style="list-style-type: none"> <li>• Support for strategies being offered to mainstream academy’s regarding SEN Strategies and attendance.</li> <li>• Targets set for the new academic year.</li> </ul> <p><b>Yeoman Park Academy – ERM(Educational Review Meeting) Report</b></p> <p>Mrs Spacey thanked the Academy Committee for their patience in the delays with the document reaching them. Academy Committee governors suggested the document could not be reviewed prior to the meeting and would be moved on to the November meeting.</p> <p><b>Safeguarding Culture &amp; Compliance: Keeping Children Safe (KCSIE)</b></p> <p>Safeguarding information had been received by governors including the Local Academy Committee Safeguarding Checklist for both academies. Academy Committee governors did not question the safeguarding information provided.</p> <p><b>Overview of 2023/24 AIP (Academy Improvement Plan)</b></p> <p>Information was available for review in the ERM document. Focus points were acknowledged.</p>	<p><b>Govs</b> <b>15/11/23</b></p> <p><b>Govs</b> <b>15/11/23</b></p>
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	<p><b>Behaviour and attendance/Fixed Period Suspension/Permanent Exclusion</b></p> <p>Mrs Spacey explained there was a similar rigorous approach in place to support families regarding attendance.</p> <p>Mr Hoop explained a deep dive had taken place in persistent absenteeism to establish reasons for the data. Mrs Gouthwaite left the meeting at 5.39pm.</p> <p>Discussions took place regarding persistent absence and the reasons for impact on the data. It was reported steps are in place to support this. Mr Letton reported some students may be persistently absent however, made a huge amount of progress. Mr Hoop explained this was not reflective in the figures.</p> <p>Mrs Gouthwaite returned at 5.40pm.</p> <p>Details of what is being focussed on to support SEND practice and outstanding teaching. <b>Academy Committee governors</b> acknowledged external links were in place and to ensure good work took place and supports in networking were available.</p> <p>Mrs Spacey offered information regarding new staff recruited and steps in place to support improvement where being put in place. <b>The Vice Chair acknowledged</b> difficulties experienced at middle leadership level. Mr Hoop acknowledged steps were in place to offer coaching support for staff.</p> <p><b>The Chair acknowledged</b> there had been some difficulties experienced with the legalities of the new building. Mr Hoop explained the issues that had arisen and discussions that had taken place with Nottinghamshire County Council. Mr Hoop reassured Academy Committee governors that assurances had been provided regarding minimal disruption for young people attending the academy whilst building works were taking place. <b>The Vice Chair asked</b> how long was being considered for transition. Discussions regarding any closures took place and timescales being</p>	
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	<p>considered. Mr Hoop confirmed any additional questions should be asked at the November meeting, due to an update being available. Mr Stocks explained the steps in place with the Trust for review and when information would be presented to the Executive Leadership Team.</p> <p><b>The Chair asked</b> for clarity on issues arising with the budget. Mr Hoop reported the uncertainties around SEN funding being received. Mr Hoop explained HLN funding requirements. Discussions took place regarding staffing linked with funding.</p> <p><b>Trip Calendar Review</b> Mrs Gouthwaite explained it had been proposed that two trips were planned to the Mill Adventure Base for Redgate Primary academy children in May 2024. It was reported all necessary documentation had been forwarded to the Trust. Information was provided on how this would be facilitated to support children/young people’s needs. <b>Academy Committee governors</b> were supportive of the trips taking place. Discussions took place regarding timescales and reasons for the trips being classed as category C.</p> <p><b>Admissions 2025/2026</b> Mrs Gouthwaite confirmed there would be no changes to PAN (Published Admission Numbers) for Redgate Primary Academy.</p> <p>Mr Hoop explained the consultation process had broken down due to various issues.</p> <p><b>Stakeholder Engagement</b> The Chair reported this would be discussed further at the November meeting.</p> <p><b>Trust Policy – SEND</b> Academy Committee governors acknowledged the document and changes that would be implemented locally as a result.</p> <p><b>Academy Policy Appendix:</b> RPA: Educational Visits/anti-bullying/attendance/accessibility/</p>	<p><b>Govs</b> <b>15/11/23</b></p>
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	<p>behaviour/EYFS/Infection Control/Intimate Care/Mental Health &amp; Wellbeing/Online Safety/Provider Access/RSE/SEND/Safeguarding &amp; Child Protection/H&amp;S/Emergency Plans  <b>YPA:</b> Anti-bullying/attendance/EYFS/Infection Control/Intimate Care/Mental Health &amp; Wellbeing/Provider Access/RSE/Safeguarding &amp; Child Protection/SEND/Educational Visits/H&amp;S/Emergency Plans</p> <p><b>Academy Committee governors acknowledged</b> a review of the policy appendix and plans had taken place.  The Governance Professional advised attendees of the meeting that the Emergency Plans for both academies were confidential to the meeting due to the sensitive nature of the documents.</p> <p>Mr Hoop reported the Educational Visit Policy was not required to be added to the academy websites. Academy Committee governors acknowledged this.</p> <p><b>The Vice Chair highlighted</b> some issues with the YPA Mental Health and Wellbeing Policy. Mr Hoop confirmed changes would be made accordingly and circulated with Academy Committee governors.</p> <p><b>Academy Committee governors</b> were in agreement with all the policy appendix that had been updated for RPA and YPA, in addition to agreement of the Emergency Plans for both RPA and YPA. Mr Hoop confirmed an update to the YPA Mental Health and Wellbeing Policy Appendix would be actioned. <b>Academy Committee governors</b> were in agreement with the policy subject to changes required.</p>	<p><b>Govs 17/11/23</b></p> <p><b>CH/LW Actioned</b></p>
<p><b>RP/YPA/007/23/24</b></p>	<p><b>How has the Academy Committee held senior leaders to account</b>  Challenge had taken place throughout the meeting in respect of:</p> <ul style="list-style-type: none"> <li>• Sports Premium Funding</li> <li>• Pupil Premium</li> <li>• Persistent Absenteeism</li> <li>• Policies</li> </ul>	
<p><b>RP/YPA/008/23/24</b></p>	<p><b>How have Vision, Mission and Values of Trust/Equality been upheld</b>  Academy Committee governors were satisfied that vision mission and values and equality had been upheld through out the meeting during discussions and following the agenda items.</p>	
<p><b>RP/YPA/009/23/24</b></p>	<p><b>Consider information to be advised to the Trust Board and complete the report</b></p>	

	Discussions took place and the document was populated with information required. The Chair acknowledged he had received confirmation from the Trust for the role of Chair of the Academy Committee for the academic year 2023/24.	
<b>RP/YPA/010/23/24</b>	<b>Determination of confidentiality of business Nolan Principles</b> It was Resolved: <ul style="list-style-type: none"> <li>- That the Emergency Plan documents for both RPA and YPA contained confidential information, and this should remain confidential to the meeting. No further confidential discussions had taken place.</li> <li>- Attendees were content that all decisions made adhere to the seven Nolan principles.</li> </ul>	
<b>RP/YPA/011/23/24</b>	<b>Date and time of next meeting</b> Main Meeting: 15 <sup>th</sup> November 2023 Training Meeting: 4.00pm Main Meeting 4.30pm-6.00pm The Meeting was to take place at Yeoman Park Academy.	
	The meeting closed at 6.05pm  Signed: P Edwards .(chair) Date: 15.11.23 agreed at LAC meeting	