



MINUTES OF RIVERSIDE MEADOWS ACADEMY ADVISORY GROUP MEETING

THURSDAY 5TH MAY 2022 at 2.30 pm

VENUE: RMA MEETING ROOM

Present: Lois Downton – Assistant Head
 Hazel Gering – Assistant Head
 Lorena Vara – Staff Representative
 Brian Roberts – Parent Representative
 Rebecca Dear – Parent Representative
 Jane Macdonald / Jon Panther – Clerk to the Advisory Group

Kim Taylor – Executive Head Teacher/CEO for Horizons Education Trust
 Sue Bailey – Chair of Trustees

Apologies: Sarah Anderson-Rawlins – Head of School
 Adam Farrington – Staff Representative

1	<p>Welcome and Apologies</p> <p>KT welcomed new members to the AAG meeting with a quick run through of roles and responsibilities, although seems daunting, maybe a separate meeting needed just to discuss this.</p> <p>SB – introduction and advised could only attend the first part of the meeting.</p> <p>KT – gave a brief update on the background of AAG and circulated minutes of last meeting.</p> <p>JM can distribute any other information as required.</p>	JM
2	<p>Creation of Working Groups</p> <p>Community Representatives actively being sought, but suggestions welcome.</p> <p>Discussed the situation regarding one school at the moment across 2 sites with representatives from both schools. LD/HG work across both sites.</p>	ALL

	<p>Previous meetings have taken place with emphasis on taking the schools forward, and ongoing we will be more involved and with more perspectives.</p> <p>SB is Chair of Trustees and has a more strategic role.</p> <p>Feedback previously received is that parental engagement is very good. 38% of parents attended the last parents evening.</p> <p>Stakeholders should be involved which will benefit the school going forwards. BR has a wealth of experience and knowledge and RD currently working in a school can offer another perspective.</p> <p>Following Local Authority focussed review we shall look at any suggestions for forward priorities update.</p> <p>LV/BR to organise questionnaire for parents to gain further feedback, to be discussed at the next meeting.</p> <p>SB will ask a Trustee to attend meetings, building a positive working relationship with Horizons Education Trust</p> <p>Interim Chair agreed as BR with the Board to confirm. Discussion took place on responsibilities and cycle of topics discussed throughout the year.</p> <p>Vice Chair to be confirmed.</p> <p>LV to set up a staff support group to provide feedback and gain ideas, with information from parents also fed in.</p> <p>Main focus of this group will be teaching and learning; personal development of the students, staff suggestions and recommendations, whilst looking at affordability, and the day to day safeguarding of the students and operational information for running of the school</p>	LV
3	<p>LA Review 12th May 2022</p> <p>Written feedback will be circulated before the next meeting.</p>	
4	<p>Safeguarding</p> <p>'My Concern' is an electronic system with all concerns raised forwarded to LD/HG who are the designated DSL's at St Neots , with Callum Lawe, Daniel Lester and Louise Mart at Wisbech sites for Riverside Meadows Academy.</p> <p>Concerns vary but may include online behaviours and racism.</p>	

	<p>Behavioural policy has changed with the transfer to Horizons Education Trust to be less punitive as students tend not to understand the implications of their words/actions.</p> <p>KT is the CEO and Executive Head and can access My Concern to monitor safeguarding concerns raised and case assignment actions.</p> <p>HG said DSLs continue to monitor all concerns raised, and last Safeguarding review was in 2019 20ready Both sites ready for the review which is taking place on 23 and 24th May and will take place every 2 years.</p> <p>Information for parents about governance can be found on the school website.</p> <p>RD – will be the safeguarding lead.</p> <p>Training on how to support safeguarding is available.</p> <p>Harmful Sexual Behaviours training took place this week with further training to be organised by Simon Paynter, Asst. Head at Spring Common as part of the Trust.</p> <p>If a trend occurs then the evaluation will lead to relevant training will take place, with a set training list organised at start of the school year. Very proactive but occasionally will be reactive i.e. Harmful Sexual Behaviours training.</p> <p>LV to look into Governing SL Lead training.</p> <p>LA safeguarding Audit will take place in June 2022. Health & Safety review planned this term.</p>	LV
5	<p>School Evaluation</p> <p>School led SEF evaluation end of March 2022 highlighted main areas of improvement. Medium/Long term and 5 year plan can be found on the school’s website. SEF review for the school is evaluated by Executive Head every term.</p> <p>Science medium and long term plans have been updated with the 3 year plan difficult to get rolling with more clear direction needed.</p> <p>Biggest benefit is the quality of behaviours, students are more comfortable and know where they are going. Spiral curriculum builds on knowledge with a clear understanding for years 7-11.</p> <p>Preparing students into adulthood, career pathways, where do they want to go. Reviewing their interests and future goals will provide access to the skills they need to work towards their goals.</p>	

	<p>Various students completing work experience projects with positive impacts.</p>	
6	<p>School Development Plan for summer term 2022</p> <p>To be discussed at next meeting.</p>	
7	<p>Trust Matters and School Risk Log</p> <p>In addition to the Janice Cahill review in February 2021 the Trust have requested a LA Review next week, 12th with a team of four professionals including the Assistant Director for SEND for Peterborough and Cambridgeshire</p> <p>We are very proactively working with the LA, who approve our place level funding and we have a good working relationship with them.</p> <p>The focus review, which is the first to take place following Covid, whereby the team spend a day at both Wisbech Green and RMA to take place. Members will be Mary Abeyshekera Janice Cahill, Tony Bailey and Amanda Gailey.</p> <p>Recommendations may include what we are doing well, areas for improvement and any changes moving forward. This is a timely review in terms of the recent transfer from TBAP May 2021.</p> <p>KT/SB have no involvement and will receive feedback and this may come to the Trust first.</p> <p>All staff have been made aware of this review and aims to ensure consistency and fairness across both sites.</p> <p>KT has brought in a lot of new systems, implemented over a short period of time. It will be worthwhile getting to where we are now.</p> <p>Exclusion impacted by the behavioural policy, if students believe you care about them they will begin to think you do! Praise works, punishment doesn't.</p> <p>School attendance better than in previous years. 2021 at 60% across both schools, 15% higher than the year before. Exclusions are also down on the previous year to date.</p> <p>Janice Cahill report distributed and discussed. RMA visited with KT attending the feedback meeting. LV to distribute to all staff.</p> <p>ACES training required for all staff who do not understand the effect of trauma until this training takes place. This will enable them to do more as an individual.</p>	

	In the meeting there was optimism that next year will be a fantastic year for the school!	
8	<p>AOB</p> <p>School Governors to be added to the school website.</p> <p>Parents evening – Governors to attend? Any concerns raised to Governors can only be discussed with the AAG members.</p> <p>JM to organise email addresses for BR/RD.</p> <p>RD/BR will tour RMA following the next meeting.</p> <p>JM to send invites regarding next meeting dates.</p> <p>Information and help for new Governors can be obtained via the government website.</p>	<p>JM</p> <p>JM</p>
9	<p>Date of Next Meeting</p> <p>24th May 2022 5.00 pm – 6.30 pm - postponed</p> <p>14th June 2022 2.00 pm – 3.30 pm</p>	