



MINUTES OF RIVERSIDE MEADOWS ACADEMY ADVISORY GROUP MEETING

Friday 26th May 2023 at 2.30 pm

Riverside Meadows Meeting Room

Present: Brian Roberts, Parent Governor – Interim Chair (Teams)
 Andrew Armstrong, Co-Head Teacher, St. Neots
 Chris Carey, Co-Head Teacher, Wisbech Green (Teams)
 Hazel Gering, Staff Representative
 Michelle Elms, Staff Representative – Wisbech Green
 Rebecca Dear, Parent Governor – Interim Chair
 Lorena Vara, Staff Representative – St. Neots
 Kim Taylor, Executive Head Teacher/CEO (Teams)
 Jane Macdonald, Clerk to the Advisory Group

Invited: Mark Williams, Trustee

Apologies: Alex Hughes, Community Governor
 Andy Sztehlo, Community Governor

1	Previous Minutes All in agreement.	
2	Heads Presentation As it had only been 20 days since the last meeting, AA will provide a greater update at the next meeting. AA confirmed that there had been two further suspensions, one for fighting and another for bringing alcohol into school. Both have been dealt with and students returned to school remorseful of their actions. We have had one new physical intervention, again a minor incident compared to previously. At the next meeting AA will provide details on attendance and how it has fluctuated. KT thanked HG for assisting with the recent exclusion that followed the expected procedures and involved CC etc. Well done Hazel!	AA

	<p>Ofsted Report – had been discussed in great detail at the last meeting. Going forwards the Governors are to prepare a parent panel to prove that parent/school communication is in place either face to face or virtually and to be held once a month/term?</p> <p>The Strategy needs to be developed and will be discussed with the Governors at the next meeting and will outline how we want to approach this, there are lots of opinions and will be good to bring them all together to move forward.</p> <p>No parent feedback has been received since the report was issued. Has been published on the Cambridgeshire SEN Facebook page with lots of supporting comments about the school relating to the Schools' journey. A press release will be released imminently (Hunts Post) and we need to get the right sort of coverage.</p> <p>BD thought the report read well, and if there were concerns, we would have received them by now. Ofsted did rewrite some sections following our amendments for accuracy and as a result the text flows a lot better.</p> <p>Staff view – Lorena advised that staff felt positive, and Michelle confirmed they were surprised how positive the rating was in the report and that we have come a long way. There is still a long way to go to get it where we want to go. On the day, some of the parents were not able to give their opinions as the link did not work on a mobile phone.</p> <p>Students – are aware of it but have not mentioned the report.</p> <p>WG – CC has been to the new school this week and has met with the project manager to discuss delivery dates and handover is on target for 11th August. Everything is looking good and we have reviewed the furniture order to make sure that we have everything we need, and we are quite excited about what we are going into in September, with the right pupils in school and a plan in place for groupings and the right numbers of staff. Currently have gaps in year 8 and KS4a and St. Neots have two gaps in year 7.</p>	
3	<p>New School Priorities and Improvement Plan</p> <p>We have been working on this and the previous report and we have now completed quality assurance and planning with some areas to work on. It is going well, although a little behind schedule due to the exams. Will try and get this back on track when exams are finished.</p> <p>WG – the focus this term is on adaptive teaching. Still seeing too many lessons where every teacher has one lesson and one set of resources, which is not acceptable and CC has managed to give teachers extra time and they now have at least one session 10% PPA and an extra session as adaptive teaching time, where they look at how they will deliver this, next term there will be no excuse not to deliver.</p> <p>There are procedures we can go through if staff need support, teachers know how to plan adaptive lessons and now they have the extra time set aside for that. CC will organise class drop - ins after half term and there will be difficult conversations if this is still not improved.</p>	

	<p>SN – will be taking place after the holidays.</p> <p>CP/KT will be reviewing both school site plans on progress made and will give advice remotely for you to follow up with your staff. The leadership teams do know where the gaps are and areas their staff need to work on.</p> <p>AA thanked HG who has been pushing this on his behalf.</p>	
4	<p>Health and Safety</p> <p>Since the last meeting the H&S fire safety review has been completed with various actions to take place over the half term break (i.e., fire doors adaptations recommended). A H&S review has also taken place with very view amends raised.</p> <p>The Fire Brigade will also be arranging an inspection shortly at St Neots.</p> <p>CCTV cameras will be input next term in every hall, corridor and external areas.</p> <p>A more thorough external check will take place especially around the fences, although no issues raised previously. Pupil reported pulled ankle recently on the football field and this was reported as a H&S issue and passed to the committee team who will pick this up.</p> <p>WG – not much to report. Regular checks to take place with over view from our Operations Manager for hand over end September 2023.</p>	
5	<p>Safeguarding Update</p> <p>HG and CH have been working on a safeguarding action plan, including what we are doing with DSL's and staff training and lots of work on My Concern. More detail and clarification to be improved this term.</p> <p>Flow Chart which has been issued. Kim requested greater clarity about attaching records to MY Concern to the flow Chart and Quality assurance feedback as part of safeguarding supervision.</p> <p>Kim said we have followed up a few matters with LADO and has kept the heads updated. Staff are starting to identify the areas of safeguarding much more accurately. Speed of actions has improved, but quality of record keeping needs to be worked on. Sam Abbs has offered to support with this.</p>	
6	<p>Voting of New Governor</p> <p>We have a new Community Governor Andy S who is employed by Unilever and is their Head of Innovation for all ice cream sales in the UK. Andy began his career as their apprentice and is a champion of the apprenticeship scheme. Andy's motivation to get involved with our school is due to him living locally, has a daughter with SEMH needs and can relates to our students, he also has leadership management skills to share as a governor, he is very approachable and will support our community.</p>	

	A formal vote took place which was unanimous.	
7	<p>Any Other Business</p> <p>Careers Fair – Alex is continuing to work with Hazel on the careers fair and they have already done a lot of work on this and will be a very different careers fair to previous events.</p> <p>The Trust Board meeting recently took place and discussed the RMA Ofsted report and were pleased that progress has been made and discussed finances within the trust generally. A strategy day will take place on the 1st July and will work on the strategic plan for the trust. d they would like to thank the Governors of the school developing as an AAG group in general. The Trust will continue to get stronger all the time, and WG will have a leadership team going forwards and will enable us to work as a much bigger team.</p> <p>Assistant Head appointments – WG have been really fortunate that they have been able to taken on two assistant heads for the first year. Shari Welland, who has a wealth of experience working with SEN students and Summer Ali - who has vast amounts of SEN experience and literacy. Both candidates have agreed to work across both schools which will give everyone the opportunity to grow and share skills.</p> <p>Parent Governor from WG needs to be organised but expanded numbers of pupils will provide more options.</p> <p>A management group for WG will be formed to support the AAG to start to bring together people to support them who are more local, so that when it is the right time, we can start the de-amalgamation.</p>	
	<p>Date of Next Meetings</p> <p>23rd June 2023 Governor only meeting / 14th July 2023</p>	