



ACADEMY COMMITTEE MEETING

Date: Tuesday 1st July 2025
Time: 5.00pm
Venue: Hazel Grove Primary School

Clerk: N Burgess
Present: L Cooper, L Woolley, M Saxon, A Hossen, A Campbell, R Richardson and A Davies for part of the meeting

	Action	Initials
1	Governors are asked to inform the Clerk of any changes to their Register of Business interests	All
1	Governors are asked to contact the Clerk of the Head of School to express an interest in the role of Chair or Vice Chair of the Academy Committee	All
1	Staff Governor election will take place in the Autumn term	AH
1	Governor Link Roles document to be updated and circulated following this meeting	LC
2	Draft School Development Plan to be shared at the next meeting	AH
4	Governors to complete the mandatory training modules	All
4	Training certificates to be sent to the Clerk for retention	All

Agenda – Part 1 –			
Category	Item	Notes	Action
1	Governance Arrangements	A Davies, AHT with responsibility for Attendance, attended to present to Governors the latest attendance news and the work being done in school. Research report shows evidence that there are clear links between good attendance and high achievement in school. DfE guidance on attendance is updated ongoing. Attendance of less than 90% is classed as persistent absence. The school are working to improve school attendance and have undertaken updated training. It is a whole culture to be shared. Work is being done with families to support attendance and break down any barriers. Work is also being done to create an Attendance and Punctuality Policy, based on the SMBC model.	

E enquiries@laurustrust.co.uk
T 0161 485 7201

		The policy will be shared with Parents/Carers and published on the website once finalised and approved. From September 2025 there will be an Attendance Strategy in school to raise the profile of attendance: Whole school target of 96% Termly attendance assemblies Attendance focus at Cornerstones fortnightly assembly Attendance rewards There will also be a focus on reducing persistent absence and also punctuality. Q – In terms of the unauthorised absence of 1.8% can you explain what this means? A – Parents notify of absence and the school make the decision as to what is authorised in line with statutory guidance. Governors had no further questions and offered thanks to AD for the informative and clear presentation.	
	Apologies	Apologies were received and accepted from P Lunt, S Petrie, B Parry and J Thirlaway.	
	AOB items	There were no other items of business to raise which were not included in the agenda for this meeting.	
	Declarations of interest in any of the agenda items	There were no declarations made in any of the agenda items.	
	Register of interests	Governors are asked to check their record on the Register of Business Interests, and report any changes to the Clerk.	All
	Minutes of the previous meeting	Minutes of the meeting held 11 th March 2025 were <u>approved</u> as a correct record of the meeting. All actions had been completed and there were no matters arising.	
	Membership and succession planning	LC informed Governors that she would be stepping down from the Academy Committee at the end of the academic year due to work and personal commitments. Thanks were offered to LC for her time and commitment to the school and the Academy Committee.	

			A discussion took place around appointing a new Chair of the Academy Committee. Governors are asked to contact the Clerk and Head of School if they wish to express an interest in the roles of Chair and Vice Chair. It was also noted that J Thirlaway would be stepping down as Staff Governor and an election would be held at the start of the new academic year. Thanks were offered to JT, in her absence, for her service as Staff Governor.	All AH
		Trust Board Update	Governors received the Trust Board reports for the February 2025 and May 2025 meetings and had no further questions.	
		Scheme of Delegation	There are no material changes to note to the Scheme of Delegation.	
		Roles and responsibilities	Link Governor roles were discussed and the need to update following the changes within the Academy Committee. B Parry was confirmed as Safeguarding Governor. Further roles will be reviewed at the next meeting. LC agreed to circulate the current roles and responsibilities document following this meeting.	LC
2	School Performance & Accountability	Pupil outcomes	Pupil data was circulated prior to the meeting and Governor questions were invited. It was noted that next academic year this meeting would be moved to after the publication of KS2 SATs results. For most groups the summer term assessments are taking place and this will be reported on at the September meeting of this committee. EYFS profile was reviewed. There are 17 Early Learning Goals across 7 areas of learning, each are rated emerging or expected. GLD (Good Level of Development) for Reception this year is 51%. Leaders confirmed the results were not where they would wish them to be and updated Governors with the characteristics profile for the cohort to provide context to the results. Q – What were the cohort numbers for Reception this year? A – It was 32 pupils which rose to 34. For the forthcoming year we are expecting 48 children to join in Reception.	

			Phonics Screening Check results for year 1 were reviewed. Pupils who do not pass the check in year 1 are able to resit in year 2 and there are also targeted interventions in place. 64% of pupils in year 1 passed the PSC. A new programme is being introduced in September to help drive up standards. Q – What about children who have not passed at the end of year 2? A – We are planning some training for year 3 teachers, which is a high priority, and Phonics will still be delivered in year 3. There are some pupils with a high level of need and we know this will require a high level of input. Q – What about year 3 and beyond? A – All teachers will be accessing Phonics training to ensure pupils who need phonics teaching to continue in KS2 benefit from a consistent approach. In addition, we have a new Spelling Scheme which will be linked to Phonics. Measures are in place to ensure the teaching of Phonics is improved and has more impact. Year 4 Multiplication Time Tables Check results were reviewed by Governors. 40% of the children achieved the full mark of 25. 70% of children scored 20 or more. Governors were informed the children have 4 seconds to answer each question. Prior to the tests the children do online practice to prepare them. Year 6 SATs data will be reviewed in detail at the September meeting of this committee.	
		School Development Plan	The SDP, circulated prior to the meeting, has recently been reviewed by SLT and RAG rated. A number of the priorities will be transferred to the new SDP which is a 3-year plan. SLT are currently working on the new plan and will be collaborating with other primary schools in the Trust. The draft SDP will be available to Governors at the next meeting. There are no changes to the structure of the SDP which is split into four areas: Ambitious curriculum Inclusive attitudes Personal development and wellbeing (Pupils)	AH

			Personal development and wellbeing (Staff) The Thematic Goal as a whole is behaviour, to establish a purposeful behaviour culture in school. The Behaviour Curriculum is being reviewed with a focus on adaptations for pupils with additional needs and training for staff on agreed non-negotiables. SEND is a big priority in school and is in all aspects of the SDP. MS, Link SEND Governor, was asked to review the SEND Audit Report. Improving attendance, as discussed earlier in the meeting, is also a priority. Professional learning is being aligned more with the other primaries for the next academic year. Teachers are participating in a Teacher Research Group with the Maths Hub. All staff have received training on CPOMs reporting. The Pupil Parliament is becoming more established in school. In the week following this meeting there is a meeting being held at HGPS for Pupil Parliament members from all primaries in the Trust. Governors had no further questions to raise on the SDP.	
		School Self Evaluation	The SEF circulated prior to the meeting was for Governor's information. The SEF will be updated in the Autumn term following the Ofsted consultation and publication of the new framework.	
3	Governor Monitoring	SEND and Safeguarding Link Governor updates	<u>SEND</u> MS had visited school and completed a comprehensive Record of Visit. MS recommended Governors to visit the SEND page on the school website. MS expressed concerns about the level of need in school. An audit has been undertaken by a Trust Director for Inclusion and identifies next steps that will form the basis of the school's SEND Action Plan for next year. <u>Safeguarding</u> P Lunt will be completing a Safeguarding Link visit this term.	

		Policies	There were no policies for approval at this meeting.	
		Finance update	Governors reviewed the Management Accounts to May 2025. It was noted that although the position was slightly better than expected, there was still a need to monitor very closely due to the lower pupil numbers expected in the coming years, due to the decline in birth rate.	
		Behaviour and Safeguarding update	Governors were very impressed with the level of detail contained within the Behaviour and Safeguarding update. Governors noted the decline in suspensions, 2 recorded this year, which was lower than previous years, and felt this was very positive to note. AH credited the work of the TAs with the pupils for the decrease. The school engages with outside agencies and staff work hard for the vulnerable children in school.	
		Attendance	The overall school attendance target for 2025-2026 is 96%. Q – Do you think parents/carers will come to stage one meetings? A – Yes, we are only changing the threshold. Most parents do attend. The change will increase the number of meetings/letters to be done but it is important to do so as we work towards improving attendance.	
		Pupil numbers	AH commented that the school population was relatively stable at present. 46 pupils will be leaving Year 6, and 48 children will be joining Reception in September.	
		Health and Safety update	A lockdown system will be installed over the summer, and thumb locks to be able to secure classrooms from inside. It is hoped these would never have to be used, but it is important that they are in place. Q – Is the pathway being replaced from the garden to the field? A – Yes, this will be re-laid over the summer, which will make it easier for the pupils to enjoy the outdoor space.	

			Governors had no further questions to raise on the Health and Safety update. AH informed Governors his term of office as a member of the Stockport LA Health and Safety committee has now come to an end.	
		School Risk Register	Governors reviewed the School Risk Register. The key risk is finance, for example if pupil numbers reduce, additional resources to meet the needs of pupils with complex SEND needs, or increase to staffing costs. Leaders are carefully considering every decision and are particularly mindful of pupil numbers and the need to focus on marketing the school to increase numbers. Cyber Security is identified as a big risk and there are mitigations in place for this at every level of the Trust. All staff undertake regular training in this area.	
4	Governor Development	Review Trust Training	LC asked Governors to complete the mandatory training as soon as possible, to ensure compliance. Training is logged centrally by the Clerk.	All
		Clerk to minute any training undertaken by Governors since the last meeting	Governors are asked to send any training certificates to the Clerk for retention.	All
5	Community Engagement	Stakeholder engagement	The Trust Marketing Team have been working closely with the AH to market the school as much as possible. Word of mouth is very powerful, and work is taking place on publishing good news stories on social media platforms.	
6	AOB		There were no other items of business to raise.	
7	Meeting Dates:	Tuesday 30th September 2025 at 5.00pm Tuesday 24th March 2026 at 5.00pm Tuesday 21st July 2026 at 5.00pm Please inform the Clerk as far in advance as possible if you are unable to attend a meeting.		

Impact of Meeting / Key Outcomes

A Davies attended to present to Governors on Attendance

LC informed the committee she would be stepping down and expressions of interest for role of AC Chair were requested

Governors reviewed Pupil Outcomes, with the exception of KS2 SATs.
School Development Plan was reviewed
Governors received the SEF
M Saxon gave a verbal update on his SEND Link visit
Governors reviewed the Behaviour and Safeguarding update
Pupil numbers for Reception for September 2025 were reviewed
Governors received a Health and Safety update
School Risk Register was reviewed

Meeting closed at 6.45pm