

Minutes – Broadoak Academy Council Meeting

Version: Final
Issue Date: 6 October 2025
Location: Broadoak Academy
Time: 17:00 – 19:00

Chair	Becky Frise (BF)	Chair of Academy Council
Present	Susan Marshall (SM)	Sponsor Councillor
	Sarah Matthews (SMA)	Sponsor Councillor
	Stuart Veal (SV)	Parent Councillor
	Cath Back (CB)	Support Staff Councillor
In Attendance	Cameron Shaw (CS)	Executive Principal
	Lis Jolley (LJ)	Interim Principal
	Carina Ridge (CR)	Vice Principal
	Minna Koo (MK)	Clerk

Apologies

Date of meeting	Minutes	Action	
May 24	9.4	DMG to include staff absence as an indicator in future Staff Survey outcome data. – This action will be carried forward to next meeting.	LJ
Feb 25	4.1	Clerk to support with staff election on their return to work. – It was advised to start staff election until further notice – Closed.	Clerk
14 May 25	1.2	ACTION: To check with SH regarding her continuation of role. – SH has resigned from her role. – Closed.	BF
14 May 25	6.30	There was a clarification provided regarding the data presented in the report. ACTION: To provide outcome data of service children. This action will be carried forward to the next meeting.	LJ
24 Jun 25	6.5	ACTION: The school will share the work that has been done to enhance the classroom learning atmosphere in September, including what is currently in place and how it is expected to make a difference. – The action will be carried forward to the next meeting.	LJ

Item	Description	Action
1	Training	
1.1	Governance Essentials 2025-26 and Safeguarding 2025-26 trainings were completed in the meeting by the following Councillors: Becky Frise Susan Marshall Sarah Matthews Stuart Veal	
2	Introductions and Welcome	
2.1	The meeting commenced at 18:05.	
2.2	The Chair welcomed everyone to the meeting. Introductions were made.	
3	Declaration of Interest	
3.1	There were no declarations of interest.	
4	Minutes of the Previous Meeting and Matters Arising	
4.1	The minutes of meeting on 24 th June 2025 were approved as an accurate record of that meeting.	
5	Matters Arising not otherwise on the agenda	
5.1	List of actions from previous meetings as per above table were reviewed with updates.	
6	Election for Vice Chair	
6.1	Sarah Matthews was appointed as the Vice Chair of the Academy Council.	
7	Academy Council Report	
	Overall Strategy	
7.1	<p>Q: How are we going to do things differently?</p> <p>The Interim Principal outlined the priorities recommended by the Scrutiny for BA. These priorities will form the focus for the Principal, Senior Leadership Team (SLT), Executive Principal (EP) and Academy Council.</p> <p>The areas of focus are listed below:</p> <ul style="list-style-type: none"> Implement the rapid improvement plan, with Lis Jolley leading on teaching and learning, and Carina Ridge leading on operations, to secure significantly stronger outcomes in Summer 2026 v Summer 2025. Simplify the teaching and learning approach, focusing on students doing more thinking and talking about their learning and the extent to which teachers are using this to adapt their teaching. Develop middle leaders' capacity to drive teaching and learning, with a focus on clarity of roles and shared purpose. Implement strategies to narrow the pupil premium gap, including a more individualised approach and robust reporting and accountability systems. Consider how to deliver sustainable improvement and continued strength in Governance through the Academy Council. 	
7.2	It was emphasised that regular reviews and monitoring will be conducted to assess whether students are successfully adapting to the teaching provided	

	by the school.	
7.3	It was noted that the capacity within middle leadership will shift towards a more specialised focus, in contrast to the broader responsibilities held two years ago. The importance of teaching and learning was reiterated as a central priority for all stakeholders. It must ensure that leaders possess a comprehensive understanding of teaching and learning across all areas.	
7.4	Additional strategies will be implemented to address and reduce the pupil premium gap.	
7.5	For sustainable improvement, a more streamlined approach will be adopted. This will include weekly accountability measures, with a strong emphasis on ensuring that both leaders and teachers understand the specific needs required to enhance and improve school outcomes.	
7.6	There was a clear emphasis on the need for increased focus in reading and literacy.	
	Teaching and Learning	
7.7	Q: What is the current status in terms of reading strategy? The reading strategy is progressing as expected, particularly in the delivery of phonics of lower-ranked groups such as SEND students.	
7.8	However, a gap remains among students who are not yet reading at age-appropriate levels. Additional support is required to strengthen this area. Nevertheless, further efforts are needed to enhance the teaching and reading strategy for all students.	
7.9	It was stated that significant investment has been made in access arrangements for students. Increased focus will be placed on targeted interventions for students in Years 10 and 11, with a strong emphasis on literacy and tailored provision to support their progress.	
7.10	The People Plan, including the appointment of new Heads of Department, was mentioned. It is believed that the expertise of the team, combined with the new strategic focus, will contribute positively to the delivery of teaching outcomes.	
7.11	It was acknowledged that cultural change is still required to shift attitudes and build upon the foundations laid in recent years. The teaching and learning approach must be addressed to support this transition.	
7.12	Q: To what extent are you going to do to encourage active learning? We recognize the importance of promoting active learning and are actively working towards this goal. Currently, more students are engaging actively in their learning. Teacher consistency has been reviewed, and the school continues to implement measures aimed at encouraging active learning and fostering a sense of achievement among students.	
	SEND	
7.13	The importance of providing adequate support to students with Special Educational Needs and Disabilities (SEND), those with Education, Health and Care Plans (EHCP), and Looked After Children (LAC) was discussed.	
7.14	It was noted that the number of EHCP students is high and the SEND department requires additional resources, particularly for Key Stage 4. It was agreed that greater focus and strategic planning are needed to fully assess the scale of EHCP provision and the resources necessary to support the delivery of the school's vision, tactics, and provision for this group of students.	
7.15	A broader and more in-depth review of EHCP requirements will be undertaken. It was acknowledged that further support and targeted attention are essential to meet the needs of these students effectively.	

7.16	ACTION: To share SEND and SEMH plan, strategy, and provision	LJ
7.17	<p>Q: Can you share the status of Looked After Children (LAC)?</p> <p>Concerns were raised regarding the additional administrative burden on the SENDCo team due to their responsibility for overseeing LAC. A review will be conducted to evaluate the resources currently allocated to SENDCo team, with the aim of identifying ways to provide additional support to both staff and students in this group.</p>	
7.18	<p>Q: Can you share the latest situation of destination of students?</p> <p>A total of 123 students were assigned with positive destinations, including 103 students referred to Weston College and 4 NEET students referred to the P16 team. Challenges have been noted in ensuring the accuracy of data related to student destinations. Efforts have commenced to improve tracking systems, which will enable the school to gain more precise and detailed insights into student destination.</p>	
	Curriculum	
7.19	<p>Q: Can you share the plan of enhancing Science teaching and results?</p> <p>Science has been identified as the subject required major effort of improvement in comparison to others. A range of strategies are being implemented to improve outcomes in this area. The curriculum and delivery methods are currently under review. An online programme has been deployed to support teaching, and subject specialist instruction is in place.</p>	
7.20	<p>Q: Some classes were not engaged with the Science subject, what are the main reasons for that?</p> <p>The lack of engagement has been attributed to issues in curriculum delivery and the overall teaching and learning approach. Regular reviews are conducted to evaluate curriculum delivery. The primary challenge lies in the execution of teaching. A plan is in place to enhance teachers' instructional skills, and timetable adjustments will be made to support staff. A pilot is underway involving smaller class sizes to trial curriculum delivery, with outcomes to be reviewed for potential wider implementation.</p>	
7.21	<p>Q: Will there be prioritisation of core subjects for Inset Day?</p> <p>Inset Day is designated as a teaching and learning day for all subjects predominantly in faculties. Activities will include moderation and standardisation processes aimed at improving teaching and learning across the curriculum.</p>	
7.22	<p>Q: What are the subject options for our students?</p> <p>Changes to subject options will take time to implement. Student and staff voices are being considered in the process. The approach must align with appropriate subject offerings, processes, and desired outcomes. Ensuring subject specialism in teaching delivery is a priority. Legacy decisions are being reviewed, with the aim of expanding options to allow students to pursue different pathways. Improved data and statistics are now available to support evaluation and inform better choices. It is also essential to guide students in selecting subjects that will lead to the best possible outcomes.</p>	
7.23	<p>Q: How many subjects will each student need to take?</p> <p>Students are required to take a minimum of eight subjects, with a maximum of ten. Subject selection must comply with the Department for Education (DfE) guidelines, particularly regarding attainment across eight subjects. The school is committed to ensuring that each student is enrolled in the most suitable curriculum at the appropriate time. Support will be provided to help students make informed choices.</p>	

7.24	A comment was made by an academy councillor highlighting the importance of assisting students in selecting their preferred subjects.	
7.25	Q: How about the student and teacher recruitment, are we doing well? Student recruitment has been strong, which has enabled the school to appoint teaching staff, including supply teachers.	
7.26	Carina Ridge left at 19:11.	
8	Appoint/confirm Link roles	
8.1	The Link Councillor roles were confirmed as below: Becky Frise : Safeguarding, Children in Care and Send Susan Marshall : Science and Maths Sarah Matthews : Pupil Premium and Career Stuart Veal: Health & Safety and Attendance	
9	Academy Council Membership/Training	
9.1	It was reported that Louise Eddins, Parent Councillor, has resigned following her child's transfer to another school. Sarah Hardwidge has also stepped down from her role as Staff Councillor.	
9.2	It was discussed that outreach efforts should be made to engage the local community and organizations in the recruitment of new Academy Councillors.	
9.3	It was agreed that elections for Teacher and Parent Councillors will be held in the coming weeks upon Chair's confirmation.	
9.4	It was advised that the Code of Conduct will be made available for Academy Councillors to complete their declaration once finalized. Notifications will be sent accordingly.	
10	Policies	
10.1	Academy Councillors were reminded to approve the policies available on Governor Hub. The Operations Manager will upload the relevant documents under the 'Policy for Approval' section.	
11	Any other Business	
11.1	None	
12	Close of meeting	
12.1	The meeting closed at 19.01	
13	Date of next meeting	
13.1	1 st December 2025	

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