

# Minutes – Wicklea Academy Council

**Meeting Date:** 15<sup>th</sup> July 2025  
**Location:** WLA  
**Time:** 5.00pm

<b>Chair:</b>	<i>Vacancy</i>	Sponsor Councillor & Chair
	Jamie Conn (JC)	Sponsor Councillor ( <i>joined via Teams</i> )
	Harriet Potter (HP)	Sponsor Councillor
	Matt Windsor (MW)	Potential new Sponsor Councillor
	<i>Vacancy</i>	Sponsor Councillor
	Stephen Pratt (SP)	Parent Councillor
	Chris Evans (CE)	Parent Councillor
	<i>Vacancy</i>	Teacher Councillor
	<i>Vacancy</i>	Support Staff Councillor

<b>In Attendance</b>	Heather Morris (HM)	Principal
	Sue Burns (SB)	Clerk
	Jan Saunders (JS)	Senior Principal

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Item	Welcome, Introductions and Apologies	Action
1.1	SP welcomed Matt Windsor to the meeting and introductions were made.	
1.2	No apologies were required.	
1.3	The meeting was quorate.	
1.4	Stephen Pratt acted as Chair for this meeting.	
<b>2.0</b>	<b>Declarations of Interest</b>	
2.1a	Stephen Pratt is a Trustee for the Charity 'Talk Club'.	
2.1b	Chris Evans advised that he works for UWE and his wife is a governor at St Anne's Infants School.	
<b>2.2</b>	<b>Minutes of Previous Meeting &amp; Actions</b>	
2.3	The minutes of the previous meeting (01.05.25) were agreed to be an accurate record.	
2.4	<b>HM to add a DOOYA key to the AC Report.</b>	<b>HM</b>
2.5	<b>HM to arrange to collect some student voice to review at the next meeting.</b>	<b>HM</b>
<b>3.0</b>	<b>Academy Council Membership</b>	
3.1	Matt Windsor is going to join the Academy Council and is in the process of completing the CLF application form. Sarah Grabham has also expressed an interest in joining the Academy Council.	
3.2	There has been no interest in the Teacher and Support Staff Academy Council vacancies, but they will continue to be advertised.	
3.3	Stephen Pratt advised that he will resign his post at the end of the academic year as his son is moving to Y7. <i>The Academy Councillors thanked Stephen for his commitment and support during his term of office.</i>	

3.4	A parent of a child in Y6 has expressed an interest in joining the Academy Council. Their child leaves school at the end of this term so she will submit her application form over the summer.	
3.5	<b>ACTION: HM to liaise with the Y6 parent re joining the Academy Council.</b>	HM
4.0	<b>Academy Council Report</b>	
	<b>Attendance</b>	
4.1	Attendance is currently 95.3% which is higher than it has been since pre-Covid which we are pleased about.	
4.2	Persistence absence is 10% but has reduced and we have no children with absence over 50%. We are continuing to monitor absence for trends.	
4.3	Most of the persistently absent children are in Y6 due to family circumstances, therefore persistence absence may reduce next year.	
4.4	Our unauthorised absence figures are low. Some children have regular hospital visits which are unavoidable.	
4.5	Three parents have advised that their children will be absent for the two days of school next week due to going on holiday.	
4.6	The Y6 cohort were in Y2 when Covid resulted in school closures. This is also the year group with the highest number of safeguarding cases. The younger children in school have good school attendance habits which should continue to embed.	
4.7	<b>Do parents pay their penalty notices?</b> On the whole, yes. [REDACTED]	
4.8	<b>One class has consistently strong attendance, is that related to the teacher?</b> We don't know but will monitor their attendance moving forward to look for trends.	
	<b>Personal Development &amp; Safeguarding</b>	
4.9	Several sporting events have taken place. The children attended the CLF Big Step Up and really enjoyed it.	
4.10	Is CPOMS used by all CLF schools? Yes. If any child transfers from a school who use CPOMS then their data moves with them.	
4.11	[REDACTED]	
4.12	<b>Have any families been referred to Families in Focus by the families won't engage?</b> No, but we've have made a number of referrals who have not met threshold. [REDACTED]	
4.13	We have thirty vulnerable children in the school.	
4.14	<b>How does the number of vulnerable children compare to other schools in the Trust?</b> We have relatively low numbers due to the geographic location of the school.	
4.15	We had 100% attendance by PP children at the Christmas meal because the office supported the families to make the bookings.	
4.16	<b>What is the Trust's strategy for safeguarding?</b> The Trust is proactive about building networks across the Trust and with external agencies to provide a network of support for families that is no longer available through the local authority.	
4.17	<b>What do the Friends of Wicklea contribute to the school?</b> This year they paid for six interactive whiteboards and nine visualisers.	
4.18	<b>ACTION: HM to liaise with Matt Windsor re procuring second-hand items from warehouse clearance.</b>	HM
	<b>Curriculum</b>	
4.19	Each subject has a progression road map with it that indicates who teaches what and when.	



5.0	Link Visits	
5.1	<i>The Academy Councillors reviewed the AIP.</i>	
5.2	The three main areas of the AIP are: the curriculum, personal development and inclusion.	
5.3	The AIP will be updated when the new OFSTED framework is released.	
6.0	Policies	
6.1	<p>Policies to Note:</p> <ul style="list-style-type: none"> <li>• Attendance</li> </ul> <p>The Academy Councillors noted the above policy.</p>	
7.0	Matters for the Attention of the Board	
7.1	None.	
8.0	AOB	
8.1	None	
9.0	Close of Meeting	
9.1	The meeting closed at 7.00pm	