

Minutes – Wicklea Academy Council

Meeting Date: 16th September 2025

Location: WLA

Time: 5.00pm

Chair:	<i>Vacancy</i>	Sponsor Councillor & Chair
	Jamie Conn (JC)	Sponsor Councillor
	Harriet Potter (HP)	Sponsor Councillor
	<i>Vacancy</i>	Sponsor Councillor
	<i>Vacancy</i>	Parent Councillor
	Chris Evans (CE)	Parent Councillor
	<i>Vacancy</i>	Teacher Councillor
	<i>Vacancy</i>	Support Staff Councillor

In Attendance:	Heather Morris (HM)	Principal
	Sue Burns (SB)	Clerk

Apologies:	Jan Saunders (JS)	Senior Principal
	Matt Windsor (MW)	Sponsor Councillor

Item	Welcome, Introductions and Apologies	Action
1.1	JC acted as the Chair for the meeting	
1.2	Apologies were received and accepted for Matt Windsor.	
1.3	The meeting was quorate.	
2.0	Declarations of Interest	
2.1a	Chris Evans advised that he works for UWE, and his wife is a governor at St Anne's Infants School.	
2.2	Minutes of Previous Meeting & Actions	
2.3	The minutes of the previous meeting (15.07.25) were agreed to be an accurate record.	
2.4	HM to add a DOOYA key to the AC Report – Carried forward	HM
2.5	HM to liaise with the Y6 parent re joining the Academy Council – Completed.	
2.6	HM to arrange to collect some student voice to review at the next meeting – Carried forward	HM
2.7	HM to liaise with the Y6 parent re joining the Academy Council – Carried forward.	HM
2.8	Chris Evans has volunteered to be the Safeguarding Link Councillor.	
3.0	Academy Council Membership	
3.1	Matt Windsor is going to join the Academy Council and is in the process of completing the CLF application form.	
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	HM to invite parents to observe the next Academy Council meeting with a view to joining.	HM
3.4	HM to arrange to collect some student voice to review at the next meeting – Carried forward	HM

3.5	HM to liaise with the Y6 parent re joining the Academy Council – Carried forward.	HM
3.4	The role of Chair and Vice Chair has been carried forward to the next meeting when MW is present.	
4.0	Academy Council Report	
4.1	Subject Leadership, writing oracy and inclusion are all key area of the AIP. These have been discussed with Jan Saunders who is in agreement.	
4.2	The children have settled into the new school routine. A mini learning walk indicated that the children were engaged in their learning.	
4.3	We've held two inset days and a staff meeting which included staff training and development.	
4.4	Bristol Beacon have provided Music training.	
4.5	We've booked Bristol Sport to provide PE this year once a week to include teacher CPD. This is linked to the Real PE curriculum that we use and will be funded by the Sports Premium. The teacher will then teach the second PE lesson in the week. The initiative has been very well received by the teachers and the students.	
4.6	How are the teachers finding having fewer free periods? The have the same PPA release time, but it is covered differently to last year.	
4.7	Does the Coach support the second PE lesson in the week? Yes, but there is a delay due to timetabling. The teachers will learn a bank of skills that they can then apply.	
4.8	What was the Sports Premium used for last year? We bought into Ashton Park Sports, but this included transport fees which was no longer viable. We also used the premium for swimming and bike-ability.	
4.9	Could you host sporting events so that you don't need to pay for transport? Regretfully not because we don't have the space.	
4.10	Behaviour has been good. The children have settled and focused quickly. The Y3 attendance has been impacted by some absence due to medical needs.	
4.11	The Family Link Worker has reviewed the persistent absentee children (13 children). When the report was written 12 of the children had 100% attendance which is very promising.	
4.12	We have held meetings with the families of two children with poor attendance.	
4.13	Is there any support in place for Young Carers? We have five Young Carers in the school who are registered as such and have access to mentoring and summer events. The Family Link Worker runs a Young Carer Group once a week. [REDACTED]	
4.14	There is a new PSHE curriculum which links to the RE curriculum.	
4.15	The House Captains have been elected, and Ambassadors will be identified next week.	
4.16	The vulnerable pupil list has been updated and refined by the safeguarding team.	
4.17	Are vulnerable pupils identified from local knowledge? Yes, plus any information passed to us from St Anne's, and there are two families with agency involvement.	
4.18	The LA requested a child protection conference over the summer. We submitted the required paperwork and the CLF Safeguarding Team were made aware.	
4.19	[REDACTED]	
4.20	[REDACTED]	
4.21	A new Risk Register template will be released by the CLF shortly.	
4.22	We meet regularly with the Finance Team to ensure we remain within budget and to meet our permitted deficit.	

4.23	<p>Does the budget feel achievable? Yes, and the staff have been very supportive of the process. National Professional Qualifications that are run by the Ambition Institute have been offered to staff because Wicklea is eligible for scholarships.</p>	
4.24	<p>What is the time commitment for the course? 1.5 hours per week and we release them for one day of assessment.</p>	
4.25	<p>ACTION: HM to include a finance update in the AC Report.</p>	HM
4.26	<p>We advertised for a Level 2 TA for 25 hours a week but there has not been much interest to date. We may consider changing the role to a Level 1 position for more hours. We are meeting with HR next week to discuss.</p>	
4.27	<p>What is the implication for the school? Level 1 TAs can't provide class cover.</p>	
4.28	<p>How is the delivery of French going? French is being taught within classrooms by staff who are fluent French speakers.</p>	
4.29	<p>[REDACTED]</p>	
5.0	<p>Training</p>	
5.1	<p>The Academy Councillors completed their Governance Essentials and Safeguarding training.</p>	
6.0	<p>Policies</p>	
6.1	<p>None.</p>	
7.0	<p>Matters for the Attention of the Board</p>	
7.1	<p>None.</p>	
8.0	<p>AOB</p>	
8.1	<p>Chris Evans gave apologies for the next meeting.</p>	