

# Minutes – Wicklea Academy Council

**Meeting Date:** 18<sup>th</sup> November 2025

**Location:** WLA

**Time:** 5.00pm

<b>Chair:</b>	<i>Vacancy</i>	Sponsor Councillor & Chair
	Jamie Conn (JC)	Sponsor Councillor
	Harriet Potter (HP)	Sponsor Councillor
	Matt Windsor (MW)	Sponsor Councillor
	<i>Vacancy</i>	Sponsor Councillor
	<i>Vacancy</i>	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

<b>Apologies:</b>	Chris Evans (CE)	Parent Councillor
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Item	Welcome, Introductions and Apologies	Action
1.1	HP acted as the Chair for the meeting and welcome Matt Windsor to the Academy Council.	
1.2	Apologies were received and accepted for Chris Evans.	
1.3	The quorum is 3 – only one of whom can be a Staff Councillor. If there is less than 3 in the meeting then the meeting cannot make any decisions or approve any policies, or minutes of the last meeting.	
1.4	The meeting was quorate.	
2.0	<b>Declarations of Interest</b>	
2.1a	Chris Evans advised that he works for UWE, and his wife is a governor at St Anne’s Infants School.	
2.2	<b>Minutes of Previous Meeting &amp; Actions</b>	
2.3	The minutes of the previous meeting (16.09.25) were agreed to be an accurate record.	
2.4	HM to add a DOOYA key to the AC Report – <b>Completed.</b>	
2.5	HM to arrange to collect some student voice to review at the next meeting – <b>Completed.</b>	
2.6	HM to liaise with the Y6 parent re joining the Academy Council – <b>Completed.</b>	
2.9	HM to include a finance update in the AC Report - <b>Completed.</b>	
3.0	<b>Academy Council Membership</b>	
3.1	There has been no interest in the Teacher and Support Staff Academy Council vacancies, but they will continue to be advertised.	
3.2	The Parent AC vacancy is advertised in the newsletter regularly.	

3.3	The Sponsor Academy Councillors have offered to mention the vacancies to colleagues at work.	
3.4	The role of Chair and Vice Chair has been carried forward to the next meeting when CE is present.	
3.5	Jamie Conn and Matt Windsor were reminded to complete their catch-up training session on Wed 19 Nov 2025.	
4.0	<b>Academy Council Report</b>	
	<b>Finance Update</b>	
4.1	A £114k deficit has been approved by the CLF for this academic year. We are currently on track, but further savings are required to ensure we meet that target.	
4.2	There is a £5k contingency and a £5k supply budget which may not be required. The water consumption has reduced, and we are anticipating some additional SEND funding. We receive £1,500 for SKITT trainees and we have two of those which has not been budgeted for.	
4.3	Risks to the budget include the electricity costs which doubled last month, but this may be due to moving to a new energy company. [REDACTED]	
4.4	[REDACTED]	
4.5	[REDACTED]	
4.6	<b>What process is used to change the budget if required?</b> I meet with the Finance Officer once a fortnight and we identify risks and opportunities and use virements if required.	
4.7	<b>Are there any areas that you can reduce spend in?</b> Energy efficiency is key. The estates manager has replaced all the toilet flushes which has saved on water. There is software that will track out energy consumption so that we can look at ways to reduce it.	
4.8	<b>Are the solar powers working?</b> Yes, but they don't contribute to our energy bill because they were never registered.	
4.9	<b>ACTION: HM to research the G99 Connection Agreement for the Solar Panels.</b>	HM
4.10	Some of the lighting is ageing and can't be replaced, therefore they will be replaced with more energy efficient models. The lighting is controlled via motion sensors which we may be able to adjust.	
4.11	We have Eco Ambassadors who have come up with ideas include timers on the laptop trolleys and photocopiers.	
4.12	<b>When do you project the budget breaking even?</b> We have an expensive workforce. Therefore, we will use natural wastage and replace them with less experienced staff. We also have 27 vacancies in the school.	
4.13	<b>Do you have a marketing strategy?</b> We will create one next year, but the local schools all have vacancies. We have an open day next week and the week after. We are also inviting the St Anne's Infants Reception parents to visit us.	
4.14	[REDACTED]	

	<b>Outcomes</b>	
4.15	We assess in T1, T2, T4 and T6.	
4.16	<b>Y6 boys Writing appears low?</b> Yes, it was low last year which impacted our combined outcomes. It is a focus this year for the school and also for the Trust. We have had some pupil mobility, but overall, the outcomes have held.	
4.17	Y6 data has increased slightly. Y5 has remained the same. Y4 has dropped a little bit but we have had pupil mobility. The PP data indicates a gap of approximately 15%, however in Y3 the gap is 30%.	
4.18	PP Reading is significantly below national and will be highlighted by OFSTED because it's apparent on the ISDR and is flagged. We've changed how we teach reading, but PP pupils will be a focus.	
4.19	<b>Do you use the PP Funding for Reading?</b> We are going to re-write the PP strategy and we are sharing best practice with other schools and Education Endowment Fund.	
4.20	We have mock SATs results and mock timetables data that we have reviewed. 21% have already hit the expected standard for combined which is encouraging. We are aiming for 65% plus.	
4.21	We are identifying any children who require access arrangements so that we can apply for them.	
4.22	<b>What support is the CLF putting in place to support with staffing recruitment?</b> The staffing structure works when everyone is present. The CLF has a recruitment team who advertise the vacancies.	
4.23	<b>What is barrier to recruitment?</b> The quality of candidates has been poor. We updated the advert for the second round of adverts, but recruitment is an issue nationally.	
4.24	<b>How many vacancies do you currently have?</b> A 25-hour TA and a 2 day a week teacher. We have three members of staff waiting for surgery.	
4.25	The Y4 multiplication check improved following us adopting the Trust strategy for teaching times tables and we are now above the CLF average. We have mock tests planned for next week.	
4.26	<b>How do you engage children in times tables who are more reticent?</b> We use 'most improved' certificates which have been impactful.	
4.27	Our ARV took place at the beginning of term which focused on oracy and writing. Oracy is becoming embedded and is having a significant impact, and we captured pupil voice which indicated that the pupils value oracy.	
4.28	<b>Are all the staff engaged with new teaching strategies?</b> Yes, but some require more support than others which is being provided.	
4.29	We are analysing our Writing progress and will liaise with the Trust Lead in January 2026 to identify the best strategies to use.	
4.30	<b>Can you introduce reading and writing activities into after school club?</b> It's not our provision.	
	<b>Behaviour and Attendance</b>	
4.31	There is a small minority of children who require additional behaviour support, but this is fewer than this time last year. [REDACTED]	

	[REDACTED]	
4.32	[REDACTED]	
4.33	[REDACTED]	
4.34	[REDACTED]	
4.35	Three children have left the school? One moved to specialist provision and two were re-housed outside the area.	
4.36	Attendance has reduced but remains above the CLF and national. PP attendance remains a concern.	
4.37	There are four persistently absent children in Y3. We have a new Education Welfare Officer and will refer families with attendance concerns to them. We have issued four penalty notices for three-week holidays.	
4.38	[REDACTED]	
	<b>Safeguarding</b>	
4.38	The number of safeguarding incidents have removed due to families moving away. One child is under Child Protection.	
4.39	<b>Has the new Family Link Worker settled in?</b> Yes, but I will retain the DSL role. The children and families are starting to recognize her in her role.	
	<b>Estates</b>	
4.40	The emergency lighting replacement is outstanding because it requires out of hours replacement. The lighting is checked weekly.	
4.41	The Fire Risk Assessment is due to be reviewed.	
4.42	The air-conditioning in the server room needs to be replaced.	
<b>5.0</b>	<b>EDI</b>	
5.1	<b>What is the demographic in the school?</b> We are approximately 26% not White-British	
5.2	<b>Is the staff body diverse?</b> We have one member of staff who is from a global majority background and two members of staff who are from other countries in Europe.	
<b>6.0</b>	<b>Policies</b>	
6.1	Policies to be approved: <ul style="list-style-type: none"> <li>• Admissions</li> <li>• Positive Handling</li> <li>• Safeguarding.</li> <li>• Health &amp; Safety</li> </ul> <p>The Academy Council approved the above policies.</p>	
<b>7.0</b>	<b>Matters for the Attention of the Board</b>	
7.1	<b>ACTION: Clerk to request the role of the AC in EDI from the Head of Governance.</b>  Post Meeting Update	Clerk

	<p>CLF Governance Central advised that the Academy Council should review progress against their EDI objectives:</p> <ol style="list-style-type: none"> <li>1. To raise awareness of the protected characteristics within and beyond the WLA community through the curriculum.</li> <li>2. To raise the attendance and attainment of learners who are disadvantaged.</li> <li>3. Ensure there are clear links in all aspects of the curriculum and assemblies using 'No Outsiders' resources.</li> <li>4. To develop policy and practice across the academy including ongoing monitoring</li> </ol>	
8.0	AOB	
8.1	None.	