

Minutes Northampton International Academy
13th of October 2022 18.00
Meeting held at NIA
The first meeting of the academic year 2022-2023

These minutes reflect the order of the agenda and not necessarily the order of discussion

Agenda item	Discussion	Action / Information
1. Present.	<p>Jane Hadlow (Executive Headteacher) Jo Daniels (Deputy Headteacher - Behaviour and Attitudes and Personal Development) Fuzel Choudhury (Executive leader) Laura Ward (Deputy Headteacher - Quality of Education) Lorna Beard (Deputy Headteacher - Head of Safeguarding, Inclusion and SEND)</p> <p>Zahro Abdirizaq (Parent Governor joined the meeting at 18.11) Andrew Hill (Co-opted Governor). Russell Norton (Co-opted Governor) Maqsd Ahmed (Co-opted Governor) Olaseni Alaka (Co-opted Governor) Jenny Nimmo (Co-opted Governor)</p> <p>John Lawson (Head of Education) Joshua Coleman (CEO: EMAT) Monica Juan (EMAT Compliance / Governance) Paul Osborne (Clerk – Minutes)</p> <p>Introductions made. PO reminded the board that all items discussed at this meeting remain confidential until such time as the minutes are approved and signed off.</p>	
2. Apologies.	Apologies received and accepted from Bruce McDonald (Parent Governor)	
3. Quoracy.	The meeting was quorate.	
4. Declarations of interest.	There were no declarations of interest pertaining to the agenda that had not already been declared on the annual register of interests or governors highlighted verbally.	
5. Appointment of Chair and Vice-Chair.	<p>JN and OA were unanimously appointed joint Chairs. JN Chaired the rest of the meeting.</p> <p>There were no nominations for Vice-Chair. PO to add this onto the next agenda.</p>	PO

6. Minutes from the meeting held on the 27 th of June and the 14 th of July.	<p>PO advised that due to the LAB and S&P meetings amalgamating in 2022-2023 there are two sets of minutes for this meeting all subsequent meetings will have one set.</p> <p>The minutes of the meetings held on the 27th of June and the 14th of July 2022 were agreed to be an accurate representation and signed by JN.</p>	
7. Action Log from the meeting held on the 27 th of June 2022 and the 14 th of July 2022.	<p><u>27th of June.</u></p> <ol style="list-style-type: none"> 1. PO to arrange a Phonics training session for all governors in September / October. Done training held on the 4th October. 2. PO to work with DU to give an update on the parking issues, and the proposal to install a fence to aid pupil safety at the front of the school. PO advised that due to the land the fence needs to be erected on belonging to the council, the school and trust are limited to what actions they can do to speed the process along. A discussion followed about what support the board can offer and it was agreed they would with the help of the school compile and sign a letter highlighting to the stakeholders the urgency of this matter being sorted as soon as possible as it as health and safety implications primarily for the pupils. 3. First Aid Risk Assessment. <ol style="list-style-type: none"> i. JD to add defibrillator to the RA. ii. JD to add pupils going off site for PE to the RA. iii. JD to share the final RA when ready. JD shared the draft version which incorporates items i and ii. JD to share the final version once completed. 4. AO/LB to add commentary where applicable to all future performance reports. LB advised that due to AO absence this has not been done but will be actioned for future reports. 5. MJ to share the latest survey results. Done. 6. Sports premium report to be shared with PO once complete. Done and added to Teams. 7. An update on the house system to be shared at the next meeting. JD confirmed the house system continues and is proving popular and effective. JD noted there were 38 activities last year most of these being competitive and all of the pupils took part in at least one activity. <p><u>14th of July.</u></p> <ol style="list-style-type: none"> 1. JD to conduct a lockdown. Ongoing. JD advised that there needs to be considerations to some of the pupils with how a lockdown is conducted and this work is ongoing. The SENCOs are supporting these pupils including personal plans. JH noted that the school is in the process of writing a policy for a lockdown and a lockout both of which have their unique challenges. 2. PO to share with the governors all the known AIP visit dates. Ongoing. PO advised that as soon as dates are known they will be shared with the board. 	<p>Governors</p> <p>JD</p> <p>LB/AO</p> <p>JD/HO</p> <p>PO</p>

	<p>3. PO to investigate if a Governor Teams calendar would be beneficial. Ongoing.</p> <p>4. JD to review the survey questions “the change to the school day has helped my learning to improve”.</p> <p>5. JD/LB to review the survey questions were unsure had the highest percentage.</p> <p>6. JD to consult with the student council regarding the questions and there wording.</p> <p>4/5/6. Ongoing. PO/MJ advised the next survey is due for release in November and these points will be looked at for this survey.</p> <p>7. PO to add Learning & Teaching Framework to the first agenda of 2022-2023. Done.</p>	<p>PO</p> <p>PO/JD</p>
<p>8. School update.</p> <p>i. Ofsted visit feedback.</p> <p>ii. Tom Bennett’s visit and Events in school during the first half term</p>	<p>i. JH gave an update from the Ofsted monitoring inspection from the 13th and 14th of September highlighting.</p> <ul style="list-style-type: none"> • The report shows the progress the school is making and is a testament to all the hard work and dedication from all involved. It is important to continue with the progress made and all parties are invested in making this happen. • Leaders, trustees, and academy governors lead with clear purpose. They acted swiftly to bring about change after the previous inspection. Leaders prioritised addressing pupil and staff concerns about behaviour and safety. They changed the school day and made the behaviour policy clear. This led to significant positive change. Pupils and staff feel much safer in school now. Pupils know what is expected of them. Most wear their uniform with pride and are punctual. Classrooms and corridors are calm and orderly. Staff report that leaders better support them. Staff apply the school’s behaviour policy more consistently. Leaders know that they must work to make sure that behaviour continues to improve. • The report has been shared with staff, parents, and goes public on Monday 17th of October. • This is the first of potentially five visits which are due to take place termly. The target from all stakeholders is by the third visit the school’s grade to be good. • Some of the next steps are to build upon the improvements seen with SEND, safeguarding and behaviour. • JH reiterated her appreciation for the support from EMAT which includes weekly support from AIP and regular support/advice from Ofsted. • JD noted the positive impact this report has had on staff morale. <p>ii. JH gave an update on the recent visits from Tom Bennett (Director and founder of researched), the local authority and the local MP. During these visits they all saw and commented on the improvements being made. Tom Bennett noted the improvements seen between his visits in April and</p>	<p><i>Reports on Teams</i></p>

September and staff have a can-do approach. His report highlighted areas for improvement including within the Middle Leadership Team (MLT) which are being addressed.

JD added that she is responsible for behaviour and the feedback from these visits have been shared with the parents. JD noted that all external visits including governors are crucial and help with triangulation of data.

JH noted it is important for the improvements that have been made so far and those still required are/do become embedded within the school. It is vital the pupils, staff, parents, and local community get behind the work all are doing. To assist new staff inductions will highlight the expectations of the school.

A governor asked if JH was confident the work done so far is moving the school in the right direction.

JH advised she is, and this is borne out in the report but noted there is more to do, and no one is being complacent.

A governor asked if quality of teaching and general staff absence is having a detrimental impact on pupils especially those in years 11 and 13.

JH noted that where required re-timetabling has been done to ensure any disruption is kept to a minimum. Mock exam results will be used to ascertain if any additional support is required.

JH noted the school has purchased resources from CPG and used and given information to parents for applicable free resources. There are also activities planned for October and February half term to support pupils and the use of a psychology teacher from Northampton University twice a week.

In addition to years 11 and 13 year 7 is a critical year to ensure there is no regression in pupils learning. To assist with this Sharon Waterman (Managing Director of Waterman Coaching and Consultancy) is supporting the school including working closely with the MLT / supply teachers which have been helped by a coherent curriculum.

JH did note that recruitment is a challenge across the sector, this should improve once the updated report is made public. To aid with recruitment some supply staff are being encouraged to join NIA on a permanent basis and the ongoing focus on nurturing talent is vital.

JH advised that for impact the local authority are visiting regular which is on top of the schools' own systems and the use of AIP and external specialist. Parents are kept abreast of the support/work being done.

A governor asked if appropriate are parents made aware of any staffing issues.

JH advised they are through regular meetings and other communication channels.

FC noted that he is responsible for the schools Ofsted readiness program.

	<p>The governors thanked JH for the feedback and congratulated all involved in receiving such a positive report which shows the triangulation taking place. The governors agreed that the improvements seen so far must be built upon. The governors asked for another update to be given in the next meeting including the changes observed in the classroom.</p>	PO
<p>9. Headteacher reports to include.</p> <p>i. Performance report</p> <p>ii. A level & GCSE results.</p> <p>iii. Staffing updates</p> <p>iv. Pupil Premium current situation and going forward.</p>	<p>i. Performance report. JH asked if the governors had any questions.</p> <p>A governor asked what the major lowlight from the report is. JH noted that attendance and pupil mobility are the two areas. National attendance for all schools across the same period (HT6) was 87.8%. Many families from across the country chose to go on holiday earlier (cost) and for longer (visiting families not seen due to COVID), which has disproportionately affected our statistics. Our attendance was also affected in the final week of term during the heatwave, when many families refused to send their children into school. National attendance for that week alone was 80.8%. There are plans to improve these including additional resource being put into the attendance team.</p> <p>The governor followed up and ask if planned interventions have been organised. JD confirmed they have, and an action plan is in place for attendance. The governor asked if the action plan can be added to the next agenda.</p> <p>A governor asked why the peer-on-peer figures have increased from 12 in Spring to 100 in Summer. LB advised that there is an increased understanding of this area and incidents being recorded</p> <p>A governor asked why the incidents of racist abuse has gone up. LB noted that this is due to more being recorded and does not think the actual number of incidents has increased.</p> <p>A governor asked how the pupils who would not be able to record these incidents in their own hand being supported. LB advised that in these circumstances a staff members records what the pupil says and then the pupil reads and confirms it is accurate and signs it.</p> <p>The governors noted the decrease in the suspension figures which indicates the culture is changing.</p> <p>A governor asked if the relatively low MASH referral figures are accurate. LB confirmed they are, the decrease is primarily due to an enhanced use of early help assessments and better triaging.</p>	<p><i>On Teams</i></p> <p>PO</p>

A governor asked for future performance reports if comparisons can be added from the same period in the past.
JC noted that this is possible. KR/JL/PO to action.

A governor asked if the school knows the whereabouts of all pupils at 09.30am.
JD noted that this is vastly improved and although staffing has been an issue all pupils are accounted for but on specific days the 100% figure is known slightly later than the 9.30 target.

JH gave an update on the SEND department which included the use of smaller teaching groups which is proving positive.

A discussion followed regarding the use of staff's Christian names on emails to parents. Some attendees had concerns regarding GDPR. JH to investigate further and report back.

A discussion followed regarding the level of information on the detention reports sent to parents is comprehensive and explains what the detention is for. JD to investigate and report back.

A discussion followed regarding the delays caused by the electronic entry system. JD to investigate ways of speeding this up and report back.

ii. Reception, A level & GCSE results.
AO highlighted the following.

	Phonics		Key Stage 1					
			Expected			Higher		
	Year 1	Year 2	Reading	Writing	Maths	Reading	Writing	Maths
National	75%	87%	67%	58%	68%	16%	6%	18%
NIA	66%	81%	62%	48%	70%	17%	8%	22%

- Ofsted highlighted the positive work being done around Phonics.

LW highlighted the following for the Year 11 and Year 13 Examination Results Year 11 results context and overview.

- First year of examinations (previous year TAG awarded).
- Year 10 disrupted due to lockdown.
- Cohort = 209 (male= 126, female = 83).
- Progress 8 estimate 2021 TAG 0.85 2022 0.18.
- Grade 4+ English and Maths 2022 currently 54% may increase to 55%.
- Ebacc entries 2022 27.8%
- Ebacc achieved 16%.

Year 11 Analysis and Actions.

- Progress 8 was lower than predicted.
- Disadvantaged students' attainment and progress lower than non-PP.

KR/JL/PO

JH

JD

JD

- Higher prior ability boys performed better than higher prior ability girls.

A governor asked if data analysis has led to any changes.

LW advised that the curriculum leads are looking at the teaching techniques for some pupils to teach more than purely context. The delivery of the curriculum is being looked at including developing the leadership team. JH noted the mocks results will be used to obtain accurate data and then next steps will be devised.

NIA Analysis and Actions: FFT Early Release.

LW/LB asked the governors if they had any questions.

A governor asked if the Disadvantaged (DA) pupils' attainment are receiving appropriate support and access arrangements.

LB noted that all DA pupils are receiving the appropriate support and advised that not all DA pupils have SEND.

A governor asked if there could be a breakdown of the access arrangements in future presentations.

LB to investigate and report back.

LB advised that there are currently two SENCOs going through pupil's access arrangements and help and support is being arranged.

JD added that any pupil who is allocated additional time in exams will receive this in the classroom when appropriate.

NIA Analysis and Actions: Subjects.

LW highlighted the following.

- Top performing subject Physical education subject P8 score 0.92.
- Lowest performing subject Media subject P8 score -3.69.

A governor asked if there were any surprises in these results.

JD acknowledged the impact of TAG and CAG based FFT targets for some subjects were too ambitious. Specifically, History, Maths and English

A governor asked if advice/information is given to pupils to help them chose the best courses for them.

JD advised it is with consideration given to their prior attainment and future ambitions.

The governor followed up and asked if certain pupils with weaker results are directed to take certain subjects.

JH advised no. Open conversations are held and applicable subjects are discussed including Ebacc.

JH noted that the courses on offer are reviewed on a regular basis and could change dependent on student interest and teacher availability.

A governor asked for future reports could pupil numbers be added.

LB

	<p>JD agreed and will action.</p> <p><u>NIA Student Destinations: Y11.</u></p> <ul style="list-style-type: none"> NIA 25% / Northampton College 30%. <p>A governor asked why the Northampton College figure was so high. LW advised that it was in part due to the courses on offer which can not be offered at NIA, due to space, equipment and layout of the school. The objective is to increase the NIA figure.</p> <p>A discussion followed regarding the data presented as the total figure was 91%. LW apologised and will investigate.</p> <p><u>NIA Student Destinations: Y13.</u></p> <ul style="list-style-type: none"> 96%: University most of these pupils went choose a local university / 50%: First Choice. <p>The governors thanked LW for the data and noted how encouraging the destination data was. LW thanked the governors and noted how important careers advice is. JH added that this data has been shared with the year 11 pupils.</p>	<p>JD</p> <p>LW</p>
<p>10. SEND Annual report 2021/22.</p>	<p>Due to the meeting overrunning this was not discussed and will be added to the next meeting's agenda.</p>	<p>PO</p>
<p>11. SIP (School Improvement Priorities)</p> <p>i. SIP priorities to include governor visit windows and school contact details.</p> <p>ii. Academy Improvement Partners (AIP) details, and governors encouraged to attend especially the closing discussion concerning</p>	<p>i. Due to the meeting overrunning this item was not discussed in great depth. This item is already on the next meeting's agenda.</p> <p>ii. JH gave a brief overview of some of the events planned some of which includes the local community. JH reiterated that she wants NIA to be vibrant school everyone is proud of.</p>	

actions and next steps.		
12. Allocating of governor lead areas.	<p>Constitution of Board: Allocation of Lead roles:</p> <ul style="list-style-type: none"> • SG (safeguarding), to include SIP priority Attendance & Behaviour. Lead governor Maqsud Ahmed. • SEND (Special Educational Needs and Disability) to include link SIP priority Quality of Education. • PP (Pupil Premium) to include SIP priority Quality of Education • Behaviour attitude and Personal development. • Reading secondary phase and primary. <p>Due to the meeting overrunning this item was not fully covered. PO to manage outside of the meeting and give an update at the next meeting.</p>	PO
13. Learning & Teaching Framework	<p>JL highlighted the following.</p> <ul style="list-style-type: none"> • The framework sets out the key principles and theoretical perspectives that inform curricular thinking at EMAT across all our schools. It describes what we believe are important features of the most effective teaching, learning and assessment practices. This framework is informed by reliable research. The principles we have chosen are not a 'checklist,' but a framework that underpins our work to enable our pupils' successful learning. • The framework should be read in conjunction with our trust and school policies for reading, assessment, feedback and marking, behaviour and our curriculum policies. • Staff coaching takes place where required including the use of group coaching. • A recent AIP visit to NIA reviewed how the framework is being implemented and the feedback was positive. <p>A governor asked if JL is confident all staff are engaged with the framework. JL confirmed he is, and this will help the school move forward and it is important there is no let up on the work being done.</p>	
14. Policies for governor approval. Home Visit Policy	The governors unanimously voted to approve this policy.	
15. Governor housekeeping	<p>i. KCSiE. Governors to sign to confirm they have read and understood the 2022 version.</p> <p>ii. Declaration of Interest.</p> <p>iii. Code of Conduct.</p> <p>iv. Governor survey results and next steps</p>	

	v. Updated governors visit report Due to the meeting overrunning this item was not covered. PO to manage outside of the meeting.	PO
16. New terms of reference for information only.	Due to the meeting overrunning this item was not covered. PO to manage outside of the meeting.	PO
17. Any other business	The governors agreed the next meeting will be in school.	
18. Dates of meetings for the year:	Governor meetings 2022-2023. Invites have been sent 23/11/2022 18.00hrs NIA meeting 2 in school 25/01/2023 18.00hrs NIA meeting 3 will be held in school 15/03/2023 18.00hrs NIA meeting 4 On Teams. TBC 26/04/2023 18.00hrs NIA meeting 5 will be held in school 21/06/2023 18.00hrs NIA meeting 6 On Teams. TBC 17/07/2023 18.00hrs NIA meeting 7 will be held in school	Calendar appointment sent.

The meeting closed at 20.19

Minutes agreed as a true representation and signed
Signature
Print Name
Date

Actions from meeting number one held at NIA on the 13/10/22

Action	Owner
1. Vice-Chair vacancy to be added to the agenda for meeting no two. Page 1.	PO
2. The governors to sign a letter regarding the desire for fencing at the front of the school and for this to be sent to the relevant stakeholders. Page 2.	Governors
3. JD to share the final First Aid Risk Assessment with PO. Page 2.	JD

4. AO/LB to add commentary where applicable to all future performance reports. Page 2.	AO/LB
5. JD to conduct a lockdown. Page 2.	JD
6. PO to send out AIP visit dates as soon as they are known to the relevant governors. Page 2.	PO
7. PO to investigate if a Governor Teams calendar would be beneficial. Page 3.	PO
8. i. JD to review the survey questions “the change to the school day has helped my learning to improve.” ii. JD/LB to review the survey questions were unsure had the highest percentage. iii. JD to consult with the student council regarding the questions and there wording. Page 3.	PO/JD
9. PO to add to the next agenda an Ofsted update item including classroom behaviour. Page 5.	PO
10. Attendance action plan to be on the next meetings agenda. Page 5.	PO
11. Comparison information to be added to the Performance report where appropriate. Page 6.	KR/JL/PO
12. JH to investigate if the use of staff Christian names in parental communication can be used/expanded upon. Page 6.	JH
13. JD to investigate the level of information on detention reports sent to parents is comprehensive and explains what the detention is for. Page 6.	JD
14. JD to investigate the delays caused by the electronic entry system and seek improvements. Page 6.	JD
15. LB to give a breakdown of the access arrangements in future presentations. Page 7.	LB

16. Pupil numbers to be added to future Analysis and Actions: Subjects reports. Page 8.	JD
17. LW to investigate if the data presented for the Student Destinations: Y11 is accurate as the total does not add up to 100%. Page 8.	LW
18. PO to add the SEND Annual report 2021/22 to the next meetings agenda. Page 8.	PO
19. PO to arrange for governor lead areas to be allocated outside of the meetings and report back at meeting 2. Page 9.	PO
20. PO to manage the following outside of the meeting and report back at meeting number 2. Page 10. i. KCSiE. Governors to sign to confirm they have read and understood the 2022 version. ii. Declaration of Interest. iii. Code of Conduct. iv. Governor survey results and next steps v. Updated governors visit report.	PO
21. PO to share the new terms of reference to the governors which is for information only. Page 10.	PO