

# Minutes – P16 Academy Council Meeting

**Version:** Final  
**Published:** 22 May 2026  
**Meeting Date:** 24 February 2026  
**Location:** Online  
**Time:** 16.00-18.00

**Present:** Jon Gould – Acting Chair  
 Bob Thompson – Academy  
 Samantha Bunn  
 Stacey Gwynn

**In attendance:** Kath Cooper – Principal  
 Alison Ashman (Deputy Principal)  
 Matt Elliott (Associate Assistant Principal – Raising Attainment)  
 David Williams (Associate Assistant Principal – Data & Curriculum)  
 Jeanine Preece (Associate Assistant Principal)  
 Lo Prasad (Student Rep Year 13)  
 Mat Lenczuk (Student Rep Year 12)  
 Jacqueline Friday (Clerk)

**Apologies:** Tony Searle (EP)

## Minutes

		Action
<b>1</b>	<b>Introduction, Administration and Apologies</b>	
1.1	JG introduced himself and explained he would be acting as Chair of the academy council in the absence of a permanent Chair. Introductions were made by all attendees.	
<b>2</b>	<b>Declarations of Interest</b>	
2.1	There were no declarations of interest.	
<b>3</b>	<b>Student Voice</b>	
3.1	The students discussed their role in Connections and what they had learned from the Citizens UK and talked about a cinema/movie fundraising event that is being held to support a homeless charity chosen by poll by the students in their house. <b>What films have you chosen and how did you choose them?</b> The film has not yet been decided; there will be a poll so students so can choose.	
3.2	The students were asked to talk about the mock exams currently taking place. They find them stressful but do help to prepare students for the final exams. Staff encouraged students to revise during the half term and provided them with access to resources. The students commented the exam timetable is more spaced out this time.	
3.3	The students raised concerns regarding the toilets in The Eye, which are now locked during lesson time. This action was taken to prevent students vaping in the toilets and also to prevent groups of students congregating in that area.	

	<p><b>Is the issue the toilets are an unsupervised area so students are hiding away from the teachers?</b></p> <p>The toilets in The Eye are enclosed making it easier for students to congregate out of sight. It is not possible for staff to supervise the facilities all day so these toilets are only unlocked during lesson breaks. Other related issues have included vandalism and alarms being set off. The academy is trying to find a balance between managing unreasonable behaviour and being able to empower its students.</p>	
3.4	<p><b>Did you feel that you were prepared for your mock exams? Is there anything else that students need in terms of support?</b></p> <p>Students feel prepared for their exams. Teachers provide links to resources either physical or online and help students to organise their revision and provide revision time. Past papers are provided for students to practice.</p>	
3.5	The students left the meeting at 16.58.	
<b>4</b>	<b>Minutes of Previous Meeting</b>	
4.1	The minutes of the previous meeting were approved.	
<b>5</b>	<b>Matters Arising</b>	
5.1	See the ACTION table at the end of the minutes.	
<b>6</b>	<b>Academy Council Report</b>	
6.1	A slides presentation in support of the Academy Council Report was circulated prior to the meeting.	
6.2	<i>Careers Curriculum (JP)</i>	
6.2.1	<p>The meeting was shown a slide of the careers' curriculum provided to each cohort. Use of the Unifrog platform has increased this year – 35 students have already completed work experience and logged this on Unifrog. A careers fair is being held next week with 32 stallholders in attendance. A new level 6 staff member joined in January 2026. The wider careers curriculum includes pupil visits, business visits, PD and Wex. Events focus on improving engagement with parents/carers and community.</p> <p><b>ACTION</b> – academy councillors to be invited to assist with interview practice for students on 17 March 2026.</p>	JP
6.2.2	88 UCAS applications have been submitted by students (including one from last year) and 2 late applications are in progress. 63% of the year 13 cohort have applied to university – a 12% increase on last year.	
6.2.3	A slide was shown to the meeting showing Compass Report comparisons. The criteria for each benchmark has significantly changed this year. P16 have performed well despite the change; 4 BMs are 100%. BM1 - website update staff training will contribute to an improvement in this number. BM7 – students to visit universities twice - challenging logistics. 40% of students have already visited a university so BM 7 data will improve moving forwards.	
6.2.4	JP left the meeting at 17.29.	
6.3	<i>Progression (ME)</i>	
6.3.1	Slides were shown to the meeting showing progression at AP3 for Year 13 and Year 12. Number of predicted U grades in year 12 has reduced from AP2. Black box data was not available at the date of the meeting; will be available by the next meeting in March 2026. The meeting noted that approximately ½ of the students predicted U grades are disadvantaged.	
6.3.2	The support policy stages are having a positive impact, through swift intervention, identification of barriers to learning and attendance, clarification of targets etc.	

	Students that go through and rejoin the support system often need support with other skills e.g. organisational skills. The inclusion team has been strengthened this year, and signposts students to other wider support as required.	
6.3.3	73 students are currently receiving support from PINT (progress intervention). Since the start of T3, 100 referrals have been made to PINT and 90 sessions have been run to date.	
6.3.4	<b>The numbers on the slides have changed from the slides circulated prior to the meeting – why and how have the numbers changed?</b> There was an error in the filtering used on the original which has been amended in respect of the slides being presented to the meeting.	
6.3.5	Data from the November re-sets shows that 20% of students are achieving Grade 4 or above in Maths but this is still slightly below the national average of 23%. 40% of students are achieving grade 4+ or above in English which is higher than the national average of 38%.	
6.3.6	The meeting discussed the importance of getting students through their Maths and English resits, the time spent unpicking previous teaching of these subjects in secondary school and the challenge of implementing the most suitable curriculum for the benefit of the most students. <b>How does this impact on the students?</b> Students are supported and provided with the learning and skills to be able to access as much of the paper as possible, as the skills taught can be used in various aspects of maths rather than just specific topic areas. Grades are important but skills are important too.	
6.4	<i>Attendance (DW)</i>	
6.4.1	YTD is similar to last year's figure - declined by 0.2%. Everybody's role is to identify and break down barriers to attendance. Focus on improving ESOL and resit students' attendance. There is a high level of unauthorised absence; a high level of N codes. Staff may contact a student's family up to three times a day if the student is not in attendance. The attendance officer tracks and monitors students with high levels of unauthorised absence.	
6.4.2	<b>The approach to attendance seems to be a 'stick' approach' - the slides do not capture the reasons for unauthorised absence? Do you capture those?</b> Staff talk to students and log notes to try and identify patterns amongst specific groups. <b>Do you trust the reasons that are given by the students for their non-attendance?</b> Generally, students are truthful about the reasons for their absence.	
6.4.3	If attendance goes below 70% the student is moved onto the support policy. Meetings will be organised, barriers to attendance will be explored and reasons for absence identified. Staff may signpost students to SEMH or other appropriate support and refer them to the inclusion team. Other options include putting students on part-time timetables. All of this links into the staged intervention discussed at the start of the meeting. Elements of pedagogy are also being reviewed as part of lesson planning. There is no national trend data for 16-19 provisions. Attendance cannot be enforced only encouraged; there are no sanctions such as PEx. 89-90% attendance is acceptable; if it declines to 82% then it reaches a point of concern.	
6.4.4	The meeting noted the impact of impunctuality on the amount of learning time, even if attendance is good or acceptable. Punctuality approaches which have bene implemented include moving staff/classrooms, weekly emails sent to parents, students being tracked by HOH and intervention teams, students being offered 1:1 sessions or workshops to try and identify and work through barriers to attendance.	

6.4.5	The average attendance gap between disadvantaged students and non-disadvantaged students reduced from average of 5.72% in T1 to 4.58% in T3.	
6.5	<i>Curriculum Updates (AA)</i>	
6.5.1	Courses being defunded include healthcare and social care courses. New courses include A-Level politics and Level 2 Education. Courses which have been refined include ESOL. The sector is still waiting information from the government regarding V-courses; AAQ courses may have to be reviewed once this information has been published.	
6.5.2	Areas of development identified in the recent ARV include students being more engaged in modelling, lateness and teaching tiers. Students should be able to respond better to feedback – working on student metacognition and student ownership.	
6.5.3	The academy has signed up to Turnitin AI and plagiarism detection software. Guidance is being provided to students with regards to using AI.	
	<b>What is your relationship with the union reps like?</b> The principal meets termly with the Union Rep and has a good communication leader. The academy will act responsively following SLT discussion of issues raised by the union rep. The Edjurio survey in term 3 captured the staff voice and represented a very different picture from the same time last year although workload is still a concern for staff	
<b>7</b>	<b>Policies</b>	
7.1	The Admissions Policy 2027-28 has been marked as signed on Governor Hub by a quorum of councillors.	
<b>8</b>	<b>Matters For The Attention Of The Board</b>	
8.1	No matters for the Board were raised during the meeting.	
<b>9</b>	<b>Any Other Business</b>	
9.1	The principal thanked the staff for all of their hard work.	
<b>10</b>	<b>Close of Meeting</b>	
10.1	The meeting closed at 18.37.	

#### **ACTIONS from the meeting held on 1 December 2025**

3.2	<b><u>ACTION</u></b> – Breakdown of LAP/EAL student outcomes to be provided by the principal. <u>ONGOING – Carry over to next meeting in March 2026 when black box data is available on AP4.</u>	Principal
3.4	<b><u>ACTION</u></b> – Clerk to confirm if new Risk Register can be uploaded onto Gov Hub for councillors to review. <u>ONGOING – new framework being implemented</u>	Clerk and Principal
3.6	<b><u>ACTION</u></b> – Councillors to appoint a Deputy Chair with a view to stepping up when the Chair leaves their post. <u>COMPLETE – Acting Chair commenced in position Feb 2026.</u>	Academy Council
3.7	<b><u>ACTION:</u></b> To review and discuss the strategic plan for managing teacher absence. <u>ONGOING. Carry over to next meeting in March 2026</u>	Principal
3.8	<b><u>ACTION:</u></b> To share the challenges involved in maintaining a wide-ranging curriculum. <u>ONGOING. Carry over to next meeting in March 2026</u>	Principal
4.2	<b><u>ACTION</u></b> - Student voice to be obtained regarding Prom suggestions via a survey or questionnaire and shared with SLT for consideration. <u>In Progress – update to be provided to next meeting</u>	Student Reps

4.5	<b>ACTION</b> – Principal and student reps to meet on an agreed date/time once a term to catch up/discuss student voice feedback. <u>ONGOING - termly meeting to be implemented.</u>	Principal & Student Reps
4.6	<b>ACTION</b> – Principal and student reps to meet after the meeting to discuss the community mapping project and agree the extent of their involvement. ONGOING – Happening with Reach and is working well in partnership with JCA. JP leading this project – ongoing piece of work. COMPLETE for the purpose of the minutes.	Principal & Student Reps
5.1	<b>ACTION</b> – Copies of all presentation slides to be uploaded onto Governor Hub before/after each meeting. COMPLETE for the purposes of the minutes	Clerk

**ACTIONS from the meeting held on 24 February 2025**

6.2.1	<b>ACTION</b> – academy councillors to be invited to assist with interview practice for students on 17 March 2026. COMPLETE	JP
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