

Vision - To inspire. To raise aspiration. To create brighter tomorrows.

Mission - We nurture curiosity, develop wellbeing, and empower children and young people to go beyond their aspirations. Together, we make a difference in our diverse communities and in the lives of those who learn with us and work with us.

Values - We empower. We respect. We care

**MINUTES OF THE HILLOCKS PRIMARY ACADEMY
LOCAL ACADEMY COMMITTEE MEETING
Monday 19 May 2025 5.30pm – 7.00pm
At Hillocks Primary Academy**

Governor name	Initials	Governor type	A = Absence
Susan Beasley	SB	Chair	
Henry Reader	HR	Appointed	
Michelle Barksby	MB	Parent	A
Jemma Mee	JM	Appointed Parent	
Lucy Murungi	LM	Appointed	A

In attendance:

Staff name	Initials	Role	A = Absence
Gareth Letton	GL	Executive Principal	
Claire Gedhill	CG	Principal	
Lynsey Parker	LP	Governance Professional	

Item no.	Agenda Item	Action / by whom / by when
	Local academy committee training Prior to the main agenda, the Principal delivered training for the committee on adaptive teaching and supporting children with SEND.	
HPA/047/2425	Welcome & apologies for absence: Apologies were received and accepted from Michelle Barksby and Lucy Murungi	
HPA/048/2425	Declarations of interest: There were no declarations of interest, either direct or indirect, for any items of business on the agenda	
HPA/049/2425	Governance report: Training Mrs Beasley conformed that she has reviewed the suspensions and exclusions and SEND link governor training, and it was confirmed that the training records will be updated. Mr Reader and Mrs Mee have yet to review the suspensions and exclusions training	

Vision - To inspire. To raise aspiration. To create brighter tomorrows.

Mission - We nurture curiosity, develop wellbeing, and empower children and young people to go beyond their aspirations. Together, we make a difference in our diverse communities and in the lives of those who learn with us and work with us.

Values - We empower. We respect. We care

	<p>Membership of the committee Governors noted that there may be two members of staff interested in becoming governors, and it was agreed that the Chair would speak to them informally to explain more about the role and to gauge interest following the meeting.</p>	
HPA/050/2425	<p>Minutes of the meeting dated 17 March 2025: (attached/agreed by Chair and circulated)</p> <p>The minutes of the meeting, having previously been received were agreed and signed by the chair, Principal, and Executive Principal.</p> <p>The Chair thanked Mr Reader for chairing the previous meeting, whilst the external governance reviewer was present. Mr Letton confirmed that the initial findings of the external governance have been received by the Trust and the report will be shared with governors once available; it was highlighted that the review had considered good governance in broad terms, rather than compliance and the operation of individual committee meetings.</p>	
HPA/051/2425	<p>Matters Arising: HPA/038/2425 to note that Mr Reader shared his Pupil Premium link visit report during the meeting, the governance report will be updated accordingly.</p>	
HPA/052/2425	<p>Principal's report:</p> <p>Academy Improvement Plan (AIP) update The Principal advised that in response to the Academy Improvement Review (AIR) feedback, and the outcomes of the rapid improvement planning work, the AIP will be now be updated to reflect and incorporate the recommendations and emerging priorities.</p> <p>Safeguarding Safeguarding remains of high importance. Governors acknowledged the high workload at the academy but noted that cases remain stable. There is good partnership working internally with the Inclusion team and behaviour mentor, who is still relatively new in post and is gaining experience and understanding of the children and community. Externally, there is effective collaboration with the local authority.</p> <p>Behaviour Ms Gledhill advised that the academy is now part of the Thrive project, which provides a holistic approach to supporting SEMH, attendance and behaviour. This project is funded through the Ashfield Enterprise levelling up fund and the Apprenticeship levy, which has paid £18,000 for two staff apprenticeships. This is further supported by a SLT lead looking at neurodevelopment and the wider need for the project. The project involves whole class</p>	

Vision - To inspire. To raise aspiration. To create brighter tomorrows.

Mission - We nurture curiosity, develop wellbeing, and empower children and young people to go beyond their aspirations. Together, we make a difference in our diverse communities and in the lives of those who learn with us and work with us.

Values - We empower. We respect. We care

assessments and drilling down to individualised plans for the most complex children. It aims to provide new tools and strategies to support resilience and meet SEMH needs, and this will complement the adaptations and ongoing improvement work for children with SEND. As well as classroom interventions, the aim will be to generate strategies so that the academy and parents can work together as a partnership. Governors noted the proactive engagement at school drop-off and pick-up times, which has created a calmer atmosphere. The presence of the Family Support Advisor (FSA), Nurture lead, and Behaviour lead at the gate each day has helped manage parent and community engagement. Governors praised the Principal for this approach.

Suspensions

The academy has faced challenges with high suspension rates. The Principal emphasised that the behaviour policy is followed fairly and consistently to provide a high-quality education whilst protecting staff and students. The academy goes above and beyond to support all students, recognising their needs and any previous trauma and experiences. Governors acknowledged and supported the academy's approach. The principal advised that the academy continues to work with the LA to address the lack of resources for children with Education, Health, and Care Plans (EHCPs) who do not have a place in special schools. The Principal expressed confidence that everything is being put in place to support children at risk of suspension and exclusion, and that following any periods of suspension, reintegration meetings are held to consider further adaptations and avoid triggers. In response to a question from the governors, the Principal confirmed that the child's voice is included in these meetings where they do attend, and that restorative work is conducted to rebuild relationships with other pupils and staff. The Executive Principal advised that this will link in to Voice 21 oracy work planned for next academic next year to provide children with the ability to accurately describe how they are feeling and give them the tools to recognise, respond and regulate their emotions and behaviour.

Attendance

The team is applying attendance policies and using the Department for Education (DfE) report to drill down on attendance data. Overall attendance is at 92.6%, and Persistent Absence (PA) is at 22.8%. The DfE data helps the school focus on the next cohort that may require support and intervention, for example the benchmarking against similar schools shows that attendance for Years 1, 2 and 6 is better than average, but FSM, SEND and Year 4 are below average and the academy does not compare favourably with similar schools. It was noted that attendance in Year 4 is particularly challenging and there are high levels of SEND and complex needs. The academy is thinking strategically about this year group and for the next academic year will split the cohort into two classes to help improve outcomes for the children.

Vision - To inspire. To raise aspiration. To create brighter tomorrows.

Mission - We nurture curiosity, develop wellbeing, and empower children and young people to go beyond their aspirations. Together, we make a difference in our diverse communities and in the lives of those who learn with us and work with us.

Values - We empower. We respect. We care

	<p>The Principal explained that class teachers receive weekly data on those children on the cusp of dropping below 90% attendance, a package of support and intervention is in place for Persistent Absence, and the academy do work with the LA on enforcement action where necessary.</p> <p>Weekly attendance rewards have created healthy competition around attendance, which has been positive. Governors commented that this is the best improvement in the attendance data and approach that they have ever seen, and that the progress that has been made is brilliant.</p> <p>Governors asked if numbers of part-time timetables have reduced. The Principal confirmed that these are used where appropriate to support the child, not to manage behaviour. Governors acknowledged their impact on attendance figures.</p> <p>SEND The Executive Principal advised that the period of very rapid improvement planning (RIP) has come to an end and that this was necessary to engage the Trust Strategic Development Leaders (SDLs) in different parts of the school, but now actions from these reviews will be incorporated into the AIP which will focus on addressing SEMH needs so that children are able to learn. The Principal advised that the team continue to meet regularly with SDLs to review progress and next steps.</p> <p>Personal development The academy is working on building aspirations with the local community, including partnerships with Ashfield School and Nottingham Trent University (NTU).</p> <p>The Mini Police programme has received great feedback from children and addressed contextual safeguarding issues as well as building positive relationships with, and perceptions of, the police. Themes included consent, age of criminal responsibility, being a bystander, social media, and anti-social behaviour. This was delivered to Years 5 and 6 and it is hoped that all future Year 5 cohorts will be able to participate in the programme.</p> <p>The academy took part in an online VE day assembly with over 200,000 children nationally.</p> <p>Children have applied for and will take part in an interview proves for the new pupil leadership positions. The candidates will be interviewed by members of the School Council, and the Chair of Governors will also sit on the interview panels.</p> <p>A residential visit is coming up.</p>	
--	---	--

Vision - To inspire. To raise aspiration. To create brighter tomorrows.

Mission - We nurture curiosity, develop wellbeing, and empower children and young people to go beyond their aspirations. Together, we make a difference in our diverse communities and in the lives of those who learn with us and work with us.

Values - We empower. We respect. We care

	<p>The academy will participate in the Young Voices event for the first time next year, which is a significant cultural change.</p> <p>Staff, pupil and parent surveys Governors commented that the AIR survey results looked fantastic. Governors noted that there were a few anomalies/outliers in the data and asked the Principal if these had been followed up. It was explained that whilst these outliers cannot be dismissed, the surveys are anonymised and cannot be followed up. The Principal explained that Pulse surveys are being undertaken regularly to sense check progress.</p> <p>Governors noted that they can visibly see the culture change in the academy under the Principal’s leadership, with various improvements all coming to fruition to improve outcomes for children, and that it is really pleasing to see this reflected in positive parental feedback.</p> <p>GDPR audit Actions highlighted in the recent GDPR audit are either underway or complete, and Governors expressed confidence that all actions are being implemented. It was confirmed that a GDPR link governor visit is being carried out soon.</p> <p>It was advised that academy staff are continuing to support parents to use Parent Pay.</p> <p>Health and Safety In response to a question, the Principal confirmed that a full and partial and full lockdown drill was recently carried out, the children engaged well and now know what they would do if this situation arises. Lessons learnt have been added to the academy lockdown guidance and will be included in the September staff briefing.</p> <p>Staffing The Principal gave an update on the plans for staffing and organisation of classes for each year group for the next academic year. It was confirmed that the academy does not need to go out to external recruitment as ECT will remain at the academy, and there are returners from maternity leave.</p> <p>Year 6 SATs The SATs ran well, with children applying strategies they had learned. The environment was calm, and staff provided support e.g. for breakfast clubs as well as ensuring adaptations were made for children with SEND and SEMH needs to access their tests, and Governors commented that meeting these needs will help transition children into secondary school. The Principal noted that SATs can have an impact on the whole school and praised the children for their resilience and for being respectful and courteous.</p>	
--	--	--

Vision - To inspire. To raise aspiration. To create brighter tomorrows.

Mission - We nurture curiosity, develop wellbeing, and empower children and young people to go beyond their aspirations. Together, we make a difference in our diverse communities and in the lives of those who learn with us and work with us.

Values - We empower. We respect. We care

	<p>End of year events</p> <p>Governors discussed end of year events taking pace, including Governor Awards. It was confirmed that a list of events would be shared following the meeting.</p>	
HPA/053/2425	<p>How has the Academy Committee held senior leaders to account:</p> <p>Governors had challenged the Principals throughout the meeting in respect of:</p> <ul style="list-style-type: none"> • Safeguarding • SEND • Attendance • Behaviour including suspensions • Parental and community engagement • Health and safety 	
HPA/054/2425	<p>How have Vision, Mission and Values of the Trust/Equality been upheld:</p> <p>These have been upheld through the agenda and discussions that have taken place. Equalities implications have been considered in all agenda items.</p>	
HPA/055/2425	<p>Complete Termly Summary Template on the effectiveness of governance 2024/25:</p> <p>The report was completed and submitted to the Trust Board following the meeting. It was agreed that there were no matters requiring a response or feedback from Trustees.</p>	
HPA/056/2425	<p>Determination of Confidentiality and Equalities Act consideration:</p> <p>Academy committee governors considered whether anything discussed should be deemed confidential and it was resolved that there had been no confidential discussions. The Equality Act had been considered and upheld throughout the agenda.</p>	
HPA/057/2425	<p>Date and time of next meeting:</p> <ul style="list-style-type: none"> • Monday 7 July 2025: • Training: 5.00pm • Main Agenda: 5.30pm - 7.00pm 	
<p>The meeting closed at 7.03pm</p> <p>Signed: S Beasley (Chair)</p>		



Vision - To inspire. To raise aspiration. To create brighter tomorrows.

Mission - We nurture curiosity, develop wellbeing, and empower children and young people to go beyond their aspirations. Together, we make a difference in our diverse communities and in the lives of those who learn with us and work with us.

Values - We empower. We respect. We care

Date: