



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

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Values - We empower. We respect. We care

QUEEN ELIZABETH'S ACADEMY LOCAL ACADEMY COMMITTEE MEETING

Thursday 15th May 2025

5.00pm- 6.30pm

At Queen Elizabeth's Academy

Governor name	Initials	Governor type	A = Absence
Mr Joe Krogulec	JK	Chair	
Mrs Jo Bull	JB	Deputy Chair	
Miss Julie Evans	JE	Appointed	
Mrs Elaine Twigger	ET	QEA Trustee	A
Mrs Louise Hart	LH	Appointed parent	
Ms Danuta Kerwick-Chrisp	DKC	Appointed	A
Mrs Angela Mitchell	AT	Staff	
Mr Terry Clay	TC	QEA Trustee	A

In attendance:

Staff name	Initials	Role	A = Absence
Mrs Donna Percival	DP	Principal	
Mrs Caroline Saxelby	CS	Executive Principal	A
Ms Lynsey Parker	LP	Governance Professional	

Item no.	Item	Action / by whom / by when
QEA/52 /2425	<p>Welcome and introductions, apologies for absence and prayer</p> <p>Apologies were received and accepted from Caroline Saxelby, Elaine Twigger, Danuta Kerwick-Chrisp and Terry Clay.</p> <p>The Principal lead the committee in a prayer on the theme of nurture.</p>	
QEA/53 /2425	<p>Declarations of interest</p> <p>There were no declarations of interest, either direct or indirect, for any items of business on the agenda</p>	

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<p>QEA/54 /2425</p>	<p>Governance report</p> <p>The Principal advised that Alison Jacobson, Governance Lead at the Southwell and Nottingham Diocese Board of Education continues to work on recruiting an additional governor to the committee, but has so far been unsuccessful as distance may be a barrier.</p> <p>Mr Krogulec advised that Mrs Bull has volunteered to take on Chair duties after he steps down at the end of the academic year. Appointments to the role will take place at the first committee meeting of 2025/26.</p>	
<p>QEA/55 /2425</p>	<p>Things to Celebrate</p> <p>The Principal provided an update on things to celebrate at the academy since the previous meeting on 13th March.</p> <p>Pupil projections and readiness for September 2025</p> <p>The Principal advised that the academy’s PAN is 180, and current admission projections for September are 181. Following 26 admission appeals for pupils who did not secure a place at QEA, 1 was upheld. In response to a query from governors, the Principal confirmed that the academy has been asked by the Local Authority to consider going above PAN absorb the additional demand for places, but that this request has been declined in the interests of balancing the overall size and shape of the academy and the needs of the existing student cohort.</p> <p>The curriculum-led financial plan (CLFP) has been developed and is balanced; the Principal advised that there are currently no new vacancies to manage but that the point in the term where staff are required to give notice has not yet been reached, and so this position may change and the plan may need to be readjusted.</p> <p>Staff recruitment to existing vacancies is positive. The Principal advised that the academy has successfully recruited to a MSI lead who will also carry out proactive work with pupils and who is now in post, and a Y11 Assistant Head of Year post, both of which are positive additions to both the pastoral and safeguarding teams. Different options for 3x Head of Year vacancies, which are currently being covered by SLT members, are being explored.</p> <p>Listen up event</p> <p>Some children recently presented at the Diocesan ‘Listen up’ event whereby all speakers and facilitators are children. As a result, they have been asked to present at a</p>	

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	<p>Church school leaders event on 2nd July at the Nottingham Trent University Clifton Campus on the theme of hope. The children will focus on fundraising work that has been carried out at the academy to enable children in Kenya to access education.</p> <p>ATL rewards The termly ATL rewards event recently took place, where pupils went bowling. The Principal advised that the children were brilliant ambassadors for the academy in the community.</p> <p>GCSE exams Y11 students have made a good start to their exams. Attendance at revision breakfast sessions has been high, and engagement and attendance at exams is higher than in previous years, noting that some pupils have up to 25 exams to sit. Governors asked about the impact of grade boundaries upon results, and during a discussion it was noted that the government has recently instigated a curriculum review that is looking at this issue along with the volume of content that currently needs to be covered at KS4, and assessment methods.</p>	
<p>QEA/56 /2425</p>	<p>Minutes of the meeting dated 13th March (attached/agreed by Chair, Principal, Executive Principal and circulated)</p> <p>The minutes of the meeting, having previously been received were agreed as a true and accurate record of the meeting and signed by the Chair, Principal, and Executive Principal.</p>	
<p>QEA/57 /2425</p>	<p>Matters Arising: There are no matters arising from the previous meeting on March 13th</p>	
<p>QEA/58 /2425</p>	<p>Principal's report:</p> <p>Academy Improvement Review In advance of the meeting, governors had received the Academy Improvement Review (AIR) report.</p> <p>In relation to safeguarding and a recent child protection audit referred to in the AIR, governors asked the Principal if there is any additional external support available to the academy, and whether current safeguarding training covers all categories/concerns being experienced within the academy. The Principal confirmed that mental health and self-harm continue to be the most prevalent issues and that there has been no spike in any category that has caught the academy unaware. The Principal advised that there</p>	

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continue to be limited resources, both internally and externally, to address the social, emotional and mental health needs of the children; the academy is now better at making use of, and signposting to external resources such as Kooth – an online emotional health support platform; and the Salvation Army Starfish programme – a free mentoring programme focused on boosting emotional health and wellbeing and life skills, but unfortunately most of these resources are online and there are few face-to-face services that the academy can signpost or refer to. It was noted that some GP practices are now directing pupils who are presenting to them with anxiety, back to school counsellors for further support, even though this is not a mandatory role that schools are required to have. The Principal confirmed that the academy does continue to employ a counsellor, who currently has a 6-7 week waiting list; and to have a broad wellbeing offer in place.

Governors asked whether there is a growing expectation from parents that schools will solve all social problems experienced by pupils and their families. The Principal confirmed that parents may have difficulty accessing other statutory and voluntary services, but are aware that school reception is always open during the school day, and a discussion followed regarding some of the issues that parents have been asking the academy for help with. It was noted that there has been an increase in parents seeking neurodiversity diagnoses for their children, with the number of requests for support via 'Getting to know me forms', which require input from the academy SEND team increasing. Governors noted that intervention in the early years such as Children's Centre's has been missing for some time and so children may not have been picked up by professionals at an earlier stage and had access to the support they need.

Governors noted that Steve Yemm, MP for Mansfield has visited the academy recently as he is particularly interested in SEND funding. The Principal confirmed that she had advised him there continues to be an issue with a lack of funding and resources across Nottinghamshire relative to the levels of need in the community.

Governors noted that teaching of English in Y11 has been identified as an area for development in the AIR in order to ensure pupils were well prepared for their GCSEs, and asked the Principal to respond to the finding that not enough independent active learning takes place. The Principal noted that the English lead for the Trust had observed that a small number of lessons were over-structured using the 'I do, We do, You do' approach, with not enough of the 'You do' observed, particularly in lower ability sets. It was confirmed that the Head of English has carried out some department CPD as a result.

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	<p>Governors asked about the finding that in Maths there was an over reliance on ‘hands up’ responses rather than cold calling on pupils to check understanding, and on use of small teaching groups. The Principal confirmed that the bottom sets in Maths had previously been in very small groups, focusing on mastery of Grade 1 content before moving onto Grade 2. AIR reviewers could not see pace and how these children were working towards the expected Grade 4. After some negotiation with the Trust, these small groups have now been integrated into other sets, with adaptive teaching in place, along with TA support, and some small group interventions have also remained.</p> <p>Governors asked the Principal why the subjects reviewed in the AIR had been chosen, and it was explained that English, Maths and Science were included as core subjects, whilst DT had been selected as mid-year data had showed there was a degree of under-performance and so the Principal wanted an external review to provide some assurance over curriculum planning and teaching within the faculty. It was noted that the intention will be to rotate subjects each time so that all areas benefit from this type of robust review.</p> <p>In response to a question, the Principal confirmed that there had been surprises in terms of recommendations and areas for development highlighted in the AIR. It was confirmed that all issues will now be added to the Academy Improvement Plan (AIP) and implemented over a two-year time period.</p> <p>Governors queried the low response rates to the parent, staff and student surveys, and the Principal noted that the academy had not been able to resource contacting parents to increase engagement rates on this occasion. Governors noted that concerns around bullying appeared high in both the parent and pupil survey data, and it was advised that the survey data does not reflect the My Concern data where bullying is one of the lowest categories of concern reported. The Principal advised that pupil voice around bullying is strong and that children report that they have high levels of trust that any reports of bullying will be acted upon, and they know that staff will keep trying to resolve issues.</p> <p>Governors noted that homework was identified as an area for development at the academy before asking the Principal what plans were in place to address this. The principal noted that SLT were already aware that the academy’s approach to homework needs significant work and so this will be included in the AIP next year, the current year’s plan had been to focus on addressing issues during the school day first before moving on to out of school issues. It was confirmed that there is some good practice around homework in the academy, with Maths highlighted in the AIR as moving towards use of the Sparx, an AI-driven platform that provides bespoke/ personalised</p>	
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	<p>learning for all pupils based on prior levels of understanding, and which governors noted would support staff wellbeing as less manual planning and marking would be required; whilst RE uses knowledge organisers; so there are currently a number of different approaches to homework but a lack of consistency across subjects. The Principal advised the local academy committee of the plan for the academy-wide approach to homework that would be implemented from September onwards. Governors queried whether the new approach to homework would consider whether the home environment for all pupils was conducive to learning and the Principal advised that homework will be rewards-based, not sanction-based for those that don't engage, and it was also confirmed that the library is open Tuesday to Thursday after school hours and can be utilised for homework.</p> <p>Careers provision was noted by governors as strong and that the comments in the AIR reflected practice that had been observed during link governor visits. The Principal and governors thanked the Careers Co-ordinator for all the work that is taking place.</p> <p>Complaints In response to a question from the governors, the Principal confirmed that one formal complaint was ongoing.</p> <p>Health and Safety Governors had received the minutes of the local health and safety committee in advance of the meeting and commented upon an action point relating to cost of repair/replacement, the Principal confirmed that sometimes upon damage or break down, obsolete items may be not replaced due to funding, with a view to spending on new equipment instead.</p> <p>Category C trips It was confirmed that a visit to the Black Country museum on 15th July was the only Category C trip for the remainder of this academy year, and it is classed as such as water/canal is involved.</p> <p>The Principal also advised that a trip to Berlin in March 2026 has recently been approved, and that this was approved well in advance so that parents have the opportunity to pay off in installments; however it was noted that the trip will be Pupil Premium funding-dependent as costs have increased significantly since the same trip has run in previous years.</p>	
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	<p>Trust Policy updates Governors received a number of Trust Policy updates for review and noted that only the behaviour policy had had substantive updates.</p> <p>ATL Governors asked the Principal if the ATL approach continues to be successful at the academy. The Principal advised that the academy has achieved its overall target of average ATL of 1.5 and it is likely that the target will now be lowered (increased) to 1.4. Governors noted it is pleasing that the children want to improve their scores and acknowledged that regularly providing an ATL score can create healthy competition. The Principal confirmed that half-termly ATL reviews have given the children greater ownership and desire to improve, as well as giving them the opportunity have have conversations with their teachers about where improvements may be required, and to re-set and re-engage for the following half-term.</p> <p>The Principal confirmed that details of the end of term ATL rewards event and summer show would be shared with governors.</p> <p>Parents Evening Governors thanked staff for a recent Parents Evening which had been well organised and had an extremely positive atmosphere, and it was noted that staff involved had also observed this positive atmosphere amongst the parents, pupils and staff that attended.</p>	
<p>QEA/59 /2425</p>	<p>How has the Academy Committee held senior leaders to account Governors had challenged the Executive Principal throughout the meeting in respect of:</p> <ul style="list-style-type: none"> • Standards and areas for development identified in the Academy Improvement Review (AIR) • Pupil number projections and planning for September 2025 • Safeguarding • SEND • Parent and pupil surveys • Homework • ATL 	
<p>QEA/60 /2425</p>	<p>How have Vision, Mission and Values of Trust/Equality been upheld These have been upheld through the agenda and discussions that have taken place. Equalities implications have been considered in all agenda items.</p>	

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<p>QEA/61 /2425</p>	<p>Complete Committee Report to Trustees</p> <p>The report was completed and submitted to the Trust Board following the meeting.</p> <p>It was agreed that there were no matters requiring a response or feedback from Trustees.</p>	
<p>QEA/62 /2425</p>	<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.</p> <p>The Equality Act had been considered and upheld throughout the agenda.</p>	
<p>QEA/63 /2425</p>	<p>Date and time of next meeting:</p> <ul style="list-style-type: none"> • Thursday 3rd July • Training: 4.30pm • Main agenda: 5.00-6.30pm 	
<p>The meeting closed at 5.56pm</p> <p>Signed: J. Krogulec (Chair)</p> <p>Date: 23/5/25</p>		