Notes and Action Record of the Queen Elizabeth's Academy Local Academy Committee Held on Thursday 24th September 2026 at 16.30 at Queen Elizabeth's Academy

Membership	Initials	Governor category	Absence
Jo Bull (Chair of Governors)	JB	Appointed governor	
Dee Kerwick-Chrisp (Vice Chair of Governors)	DKC	Appointed governor	
Elaine Twigger	ET	Appointed governor and QEA Endowed Trustee	
Louise Hart	LH	Appointed parent governor	
Angela Mitchell	AM	Staff governor	A
Terrence Clay	TC	Appointed governor and QEA Endowed Trustee	A
Lorraine Dennis	LD	Appointed parent governor	

In Attendance	Initials	Position	Absence
Donna Percival	DP	Principal	
Matt Watson	MW	Assistant Principal	
Lynsey Parker	LP	Governance Professional / Clerk to Governors	

Quorum required	4	Governors present	5

Action Record:

Agenda item / action ref	Meeting Ref	Action Required	Responsible Person	Timeline	Update	Complete / carried forward
QEA/40/2526	Summer 2	Check with Trust colleague if changes to Principal's safeguarding reporting to LACs will be made to	LP	Sep	PK, Trust Safeguarding lead is developing new forms for	C

		incorporate changes in external landscape – Ofsted, KCSiE			2026/27 and will share in due course.	
QEA/05/2627	Autumn 1	Governors to send any comments on the LAC action plan to JB	All governors	Half term		
QEA/05/2627	Autumn 1	Governors to notify LP if they would like to attend SEND, safeguarding or careers link governor training sessions	All governors	Half term		

Notes of meeting:
Bold blue text = academy committee governor check and challenge
Bold green text = academy committee governor decision-making / approval
Q= Question from governors
A= Answer from senior leaders

Agenda item / action record reference	**Key points /summary of discussion**	**Action**
QEA/01/2627 Welcome, apologies for absence and prayer	Apologies were received from AM due to the Year 6 open evening taking place in the academy. TC was absent but had not given apologies. JB gave an update on potential new governors and it was noted that they would be welcomed to future meetings. DP led the academy committee in a prayer on the theme of empathy in line with the start of the academy's worship cycle. DP advised that the whole school has reflected on recognising the challenge of joining a new school and showing empathy to new Year 7s.	
QEA/02/2627 Declarations of Interest	All governors have signed the 2026/27 declaration of interests. It was confirmed that there were no additional declarations for any items on the agenda.	
QEA/03/2627 Notes of previous	Notes of the previous meeting were received and accepted, and updates given for actions from the previous meeting (see above).	

meeting / action log	Feedback was given on Year 11 prom at the end of the last academic year, it was noted that this was well organised and the conduct of the children was extremely positive.	
QEA/04/2627 Principal's update and things to celebrate	Safeguarding: 2 new DSLs now in place - KS3 DSL Charlie Pyle KS4 DSL Kayleigh Horner DP remains as DDSL and will represent the school operationally **Q – Do published safeguarding contact details need to be updated as a result?** A – Complete Pupil numbers: Academy full at capacity New Year 7s have settled in well Open Evening for September 2027 entry taking place this evening with good interest /attendance Staffing: DP gave governors an update on new staff in post. Highest numbers of new staff at the start of year in a number of years, all have settled in really well and made positive impact. Governors fedback positive feedback on new Head of Year 7. DP confirmed that Head of Year 7 and 11 posts will stay fixed so can be dedicated to supporting the specific needs of this year group / cohort, whilst Heads of Year 8-10 will move along with their year groups into the next year. Executive Principal roles have now become Directors of Education and rather than each having responsibility for a number of schools, now have Trust-wide portfolios across all 16 schools. **Q – Will the changed roles have any impact on Principal's workload?** A - Early days of getting to know new portfolios, Directors are currently meeting with Principals across all schools. Hope that in time will bring more capacity. Governors commented that the roles should be able to share best practice across all schools in the Trust. Discussion took place on Directors of Educations attending LA meetings throughout the academic year, depending on the topics needing to be reviewed.	
QEA/05/2627	2026/27 link roles have been confirmed and details of which member of SLT to link in with shared.	

Governance Report	It was confirmed that there is new link visit guidance and a new visit report template for 2026/27 with some questions for each area for governors to consider during visits to show impact. JB reminded all governors that that PP is to be embedded in all visits and confirmed that some suggested questions are included in the report template. The draft LAC action plan was circulated in advance of the meeting, governors to send any further ideas or suggestions to JB. Governor training and development: All mandatory governor training for 2026/27 has been added to learning plans on National College. All governors to complete by half term, including the Trust safeguarding / KSiE presentation. Dates for SEND, safeguarding and careers link governor training have now been confirmed once peer term and invitations sent to relevant link governors – session are open to all, if any additional governors would like to attend, please notify LP.	Governors to send any comments on the LAC action plan to JB Governors to notify LP if they would like to attend SEND, safeguarding or careers link governor training sessions
QEA/06/2627 Training and development	**LAC training – review and analysis of 2026 exam results** MW led a presentation on 2025/26 outcomes data. **AOB** The academy's approach to Pupil Premium and any changes to the strategy/plan will be covered in JB forthcoming link visit and the next Local Academy Committee meeting.	
QEA/07/2627 How has EDI been considered by the LAC?	GCSE outcomes and gaps between male/female, SEND, pupil premium, EAL students and strategies to improve were challenged and considered in depth.	
QEA/08/2627 Exception reporting to Trustees	Governors would like to highlight to Trustees the challenge and support that they intend to provide with regard to the improvements required in GCSE outcomes, particularly in maths, along with clarifying and seeking assurance on the support that is to be provided by the Trust.	

QEA/09/2627 Determination of Confidentiality	**Governors determined that matters discussed under QEA/06/2627 should remain confidential to the local academy committee.**	
QEA/10/2627 Date and time of next meeting	Thursday 12th November at 4.30pm	

The meting closed at 6.44pm

Signed by Chair: J Bull	**Date:** 15/10/2026