



Swift Academies

Success will inspire future triumphs

Longfield Academy

Local Governing Body
Monday 5 October 2020

MINUTES

Present (Governors)	Bev Clifton (Vice Chair), Jenni Bowe, Laura Snowdon, Nicola Bales, Stuart Rawle, Sarah Glover, Mandy Payne, Dean Judson (Chief Executive Officer), Nicholas Lindsay (Head of School)
in attendance	Kieran Thompson: Assistant Head Teacher – Curriculum Nick Willan: Assistant Head Teacher – Target Setting, Tracking and Assessment Hayley Moohan: Assistant Head Teacher – Teaching and Learning Progress Rebecca Eldrington: Assistant Head Teacher – Challenge Support and Progress Sarah Jones: Trust Business Manager, Swift Academies Glen Hart: Chief Finance Officer, Swift Academies Emma Hickerson: Assistant Head Teacher, Inclusion and Progress Nikki Prince: Assistant Head Teacher, Family, Welfare and Readiness to Learn Tracey Curtis: Governance Partner, Avec Partnership

Item	Description of discussion	Action by
	The Chief Executive Officer highlighted housekeeping arrangements to ensure the smooth flow of the meeting, including ensuring microphones remained on mute when not speaking, the use of the chat facility to ask questions and the raising of a hand to gain attention. Hayley Moohan would display documents as the meeting progressed.	

Swift Academies
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Company Registration Number 07533271

Page 1 of 15

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1 **Election of Chair**

- to elect a Chair to serve until the first meeting of the Autumn Term 2021
- the elected Chair will be ratified by the Board of Directors of Swift Academies

Governors RESOLVED that Robert Bell was elected Chair of the Local Governing Body of Longfield Academy, to the first meeting in Autumn Term 2021. The appointment would be ratified by the Board of Directors of Swift Academies in due course.

2 **Election of Vice Chair**

- to elect a Vice Chair to serve until the first meeting of the Autumn Term 2021
- the elected Vice Chair will be ratified by the Board of Directors of Swift Academies

In the absence of the elected Chair, the Governance Partner managed the nomination and election of Vice Chair.

Governors RESOLVED that Bev Clifton was elected Vice Chair of the Local Governing Body of Longfield Academy, to the first meeting in Autumn Term 2021. The appointment would be ratified by the Board of Directors of Swift Academies in due course.

Bev Clifton in the Chair.

3 **Welcome, introductions and confirmation quorum present**

The Head of School (Nick Lindsay) provided an introduction of those present, for the benefit of newly appointed Governors Nicola Bales and Laura Snowdon. The Head of School reminded Governors that the Assistant Head Teachers of Longfield Academy also attended meetings of the Local Governing Body and presented information in respect of their areas of expertise, which are covered in the termly Head of School reports.

4 **Apologies for absence and their acceptance**

It was reported that apologies for absence had been received from Robert Bell, Nick Rees and Andy Hutton.

The Chief Executive Officer reported that Andy Hutton was not available to attend this meeting of the Local Governing Body of Longfield Academy due to work commitments. However, ICT Manager Reports and ICT Development Report had been shared with Governors as part of the agenda for this meeting.

Governors RESOLVED that the apologies for absence received from Robert Bell and Nick Rees were approved. Governors noted the absence of Andy Hutton.

Swift Academies

Registered office address:

Croft Road, Hurworth on Tees, Darlington, County Durham DL2 2JG

Company Registration Number 07533271

Page 2 of 15

denotes support and challenge provided by Governors

5 Notification of items of urgent other business

- items that the local governing body of Longfield Academy regard are of sufficient urgency to warrant consideration at the end of the agenda

Parent Governor resignation

Governors and those present were informed that after a number of years' service, Jamie Collis had today (Monday 5 October 2020) resigned as a Parent Governor of the Longfield Academy. The Head of School would ensure that Jamie Collis was thanked, on behalf of the Local Governing Body, for his commitment and support of the school. A parent election process would be arranged in due course.

Governors RESOLVED that the information was noted.

6 Declaration of personal and pecuniary interests

- a) complete / review the Register of Interest for the 2020-2021 academic year

Governors and those present were reminded that they should complete the Register of Interest annually to declare any relevant business or pecuniary interest and close family relationship between members and / or other trustees and / or employees. The Register should be updated during the academic year should circumstances change.

The Governance Partner had e-mailed Members, Directors and Trustees with a link to complete the Register of Interest electronically. The Chief Finance Officer confirmed that all Governors of the Local Governing Body of Longfield Academy had completed the Register of Interest for the current academic year.

- b) to declare any personal or pecuniary interest in any matters arising from the agenda of the current meeting

Governors and those present were reminded that they should declare any personal or pecuniary interest in any matters arising from the agenda of the current meeting. No declarations of interest were received.

- c) Code of Conduct

Governors were reminded of the Code of Conduct for Swift Academies. It was confirmed that a Code of Conduct was retained for all Governors of the Local Governing Body of Longfield Academy.

Swift Academies

Registered office address:

Croft Road, Hurworth on Tees, Darlington, County Durham DL2 2JG

Company Registration Number 07533271

Page 3 of 15

denotes support and challenge provided by Governors

7 **Record of Approvals**

The Record of Approvals (June 2020) had been shared with Governors prior to the meeting. A copy would be retained on file.

The Record of Approvals documented Governors responses to e-mail communication in the absence of a physical meeting of the Local Governing Body of Longfield Academy due to the Coronavirus pandemic. The Head of School commented positively in respect of the content of responses received from Governors and documented in the Record of Approvals.

Governors RESOLVED that the Record of Approvals was confirmed as an accurate record and should be signed by the Chair. The Governance Partner would liaise with the Chair to arrange a signed copy of the approved Record of Approvals to be retained on file.

8 **Recommendation to Board of Directors of Term Dates 2022-2023**

Information had been shared with Governors in respect of School Term Dates 2022-2023. A copy of the document would be retained on file.

Hayley Moohan presented information to Governors and proposed term dates, inset training days and twilight arrangements for Longfield Academy.

Governors were informed that the move to 6-hour twilight arrangements and four inset days in 2022-2023 was to ensure staff wellbeing, accommodate Continuous Professional Development (CPD) and encourage productivity during inset days.

Inset days had been identified as follows:

Friday, 2 September 2022

Monday, 31 October 2022

Friday, 2 December 2022

Wednesday, 19 July 2023

Twilight arrangements were yet to be agreed.

Governors sought clarification whether the proposals for Inset Days and Twilight Sessions had been shared with staff. It was confirmed that conversations with staff had taken place. The majority of staff had expressed a preference for Inset Days.

It was reported that consideration had also been given to ensure that the school operated whole weeks as much as possible. Pupil attendance had a tendency to drop in "part weeks".

Governors commented on the gap between December 2022 and July 2023 of Inset Days. It was confirmed that the rationale around this decision was to avoid key times for staff and students in respect of

Swift Academies

Registered office address:

Croft Road, Hurworth on Tees, Darlington, County Durham DL2 2JG

Company Registration Number 07533271

Page 4 of 15

denotes support and challenge provided by Governors

exams. Governors were assured that staff upskilling takes place regularly and is not confined to Inset Days or Twilight Sessions.

Governors considered the circulated term dates 2022-2023 and RESOLVED that the proposed term dates were adopted by Longfield Academy. The pro forma (Appendix 2) would be returned to the Local Authority, to confirm the decision, not later than Friday 16 October 2020. The information would be shared with staff and parents as soon as possible.

9 Chair's Report

- a) action taken
- b) correspondence

It was reported that no correspondence or complaints had been received by the elected Chair (Robert Bell) since the previous communication with Governors in June 2020. The Chair had commented he was appreciative of the weekly e-mails from the Head of School and his team during the partial closure of Longfield Academy as a result of the Coronavirus pandemic. A meeting was planned to take place with the Chair, Chief Executive Officer and Head of School during Autumn Term 2021.

Governors RESOLVED that the information was noted.

10 Head Teacher's Report including Chief Finance Officer and Trust Business Manager report

- SEF/Action Plan (attached)
- Education Development Partner report (attached)
- Risk Register (attached)
- Cases of Coronavirus in pupil populous case studies and actions—verbal update

The Head of School Report, SEF / Action Plan, Education Development Partner Report and Risk Register had been shared with Governors prior to the meeting. Copies would be retained on file

The Head of School provided Governors and those present with some context around Longfield Academy and the involvement of Swift Academies since Interim Leadership November 2017.

Pupil numbers / attendance and exclusions

Emma Hickerson (Assistant Head Teacher, Inclusion and Progress) explained to Governors that due to the partial closure of Longfield Academy from March 2020 that most of the circulated report in respect of pupil numbers / attendance and exclusions had remained unedited and would be further updated in the Spring Term 2021.

Swift Academies

Registered office address:

Croft Road, Hurworth on Tees, Darlington, County Durham DL2 2JG

Company Registration Number 07533271

Page 5 of 15

denotes support and challenge provided by Governors

Transition

Governors were informed that a Transition Coordinator had recently taken up post at Longfield Academy and was already working closely with primary feeder schools.

180 pupils had joined Longfield Academy in September 2020: transition activities had taken place as much as was possible and information gathered. Transition arrangements had taken place online with parents, carers and pupils. Videos of the Longfield Academy and key staff had been recorded and shared with prospective Year 7 pupils. 8 Year 7 pupils were reported to be Looked after Children (LAC) and 4 with Education and Health Care Plans from 18 different primary feeder schools. Pupils were operating in bubbles and it was reported that Year Group Leaders were getting to know the pupils.

The Head of School informed Governors that Longfield Academy wanted to be recognised as innovative and identify best practice in other schools to support the pastoral needs of pupils, bridge any divide and prevent a dip in performance for Year 7 students. The impact of this work would be measured over time

Nikki Prince (Assistant Head Teacher, Family, Welfare and Readiness to Learn) confirmed that the content of the circulated Head of School Report in respect of SEN / attendance data had not changed. It was reported that a support and sanction approach would be continued in order to address any issues with punctuality, with underlying issues explored. This approach was reported to have had some success to date.

Although the usual viruses had been taken into account, whole school attendance was reported as 95% and was reported as encouraging. The Attendance Officer had a supportive nature and rewards attendance working with the Local Authority to ensure correct procedures are followed.

Governors who are also involved in Primary Education confirmed that there is much positive feedback for Longfield's transition strategy.

Permanent Exclusions

There had been 6 Permanent Exclusions in 2019/20; Permanent Exclusions are 0.6% of school population which is slightly above the national average. Permanent exclusion was only used when all else failed and all incidents/interventions/support/strategies etc. are clearly documented. The school continues to work constructively with the Vulnerable Pupil Panel for Darlington as it's Permanent Member for Secondary Schools and is hopeful to see a reduction in 2020-21.

Swift Academies

Registered office address:

Croft Road, Hurworth on Tees, Darlington, County Durham DL2 2JG

Company Registration Number 07533271

Page 6 of 15

denotes support and challenge provided by Governors

Governors commented whether there were particular trends with teachers which lead to an exclusion, for instance where a subject was perceived to be not as challenging or interesting to students and therefore students caused disruption. The Head of School responded by stating that there had been an improvement in the quality of lessons but further work was required in order to measure impact. For instance, where classroom management within a lesson may be an issue support is put in place.

Governors sought clarification on plans for reducing Fixed Term Exclusion which were explained in detail by Nikki Prince. This involves a greater emphasis on unmet curriculum need, continued work on oppositional defiance and continued emphasis on aspiration and restorative processes. This will be revisited termly.

Attainment and Progress

Due to the partial closure of the school in March 2020 this section of the report has remained unedited and would be updated further in Spring Term 2021.

A summary of change was reported to Governors as follows:

- an improvement on Year 11 leavers results was currently being shown which if realised would achieve a progress score of around 0.1 and identify Longfield Academy as a good school in terms of academic results
- phase 2 had been launched (target setting, tracking, assessment, intervention and mentoring)

Current Year 11 pupils – Based upon information correct as of March 2020 when this year group were last assessed.

- predicted progress 8 score of 0.13
- average attainment 8 grade of 4.77 per pupil
- subjects with predicted progress currently below flat zero are Chemistry -0.21, Dual Science -0.12, English Language -0.02, English Literature -0.16, French -0.10 and RE -0.02
- EBACC subjects (other than History (0.13) who are already performing at strong level) are predicting improvements from last year – vocational subjects are still the highest progress achievers with a total element of 0.56
- EBACC element progress score has decreased to a predicted -0.12 (spring 2), compared to -0.07 (spring 1) compared to leavers progress score of -0.54
- Science value added improved from 0.474 to a predicted -0.101 (spring 1) and improved again to -0.084 (spring 2)
- Average point score for Physics 4.8, Chemistry 4.7 and Biology 5 have improved to a predicted Physics 6.19, Chemistry 5.18 and Biology 5.50

Swift Academies

Registered office address:

Croft Road, Hurworth on Tees, Darlington, County Durham DL2 2JG

Company Registration Number 07533271

Page 7 of 15

denotes support and challenge provided by Governors

- Average entries per pupil had reduced to 7.7 (spring 2) compared to 7.9 (spring 1) and entries for GCSE only qualifications have reduced to 6.2 (spring 2) compared to 6.8 for the Year 11 leavers last year
- Improved progress gender gap of 0.19 (spring 2) compared to last year of 0.4
- Disadvantaged progress gap had increased from 0.358 last year to 0.46 (spring 1) and 0.55 (spring 2). The P8 progress score had improved for the disadvantaged pupils from -0.317 to -0.19 (spring 1) then decreased slightly to -0.24 (spring 2).
- Middle prior attaining boys EBACC element A8 of 9.4 was in the lowest 20% of schools nationally and has not improved to a prediction of 10.44 (spring 2) slightly down from spring 1.

Governors asked what provision was being made for Year 11 this year and were given a detailed response by Nick Willan and Rebecca Eldrington. This relates to further improvements to the Year 11 mentoring and intervention strategy, as well as support from the Trust Group and an overhaul of the assessment systems, as well as existing systems for careers support etc. This will be revisited in Spring meeting.

Curriculum Planning

Due to the partial closure of the school in March 2020, the majority of this section of the report remained unedited and would be updated further in Spring Term 2021.

Curriculum planning developments were reported as follows:

- As with all schools nationally there is no KS2 data for the incoming Year 7 pupils who joined the school in September 2020. Previously pupils were set on entry to the school based on Key Stage 2 information where the average scaled score from English and Maths was used via a ranking system and this was then used to generate targets. As a result of the current situation, Longfield Academy is proposing to run 7 form sets on a mixed ability basis, based upon pastoral information received from schools; this will remain the case until all baseline assessments have been conducted with a review of setting taking place later in the Autumn Term 2020. A minority of pupils have significant barriers to learning and they will be following a bespoke literacy programme.
- Curriculum planning over the course of the next few years will take into account the Government targets for EBacc i.e. that 75% of pupils will be expected to take this combination of subjects (English, Maths, a Language, Science and History or Geography at GCSE) by 2022 and 90% of pupils will be following this route by 2025. This is evident in KS3 with all pupils accessing the EBacc curriculum with the aim of pupils being fully prepared to opt for this combination of subjects at Key Stage 4.
- The options process was completed with all pupils receiving their first choices with the exception of four pupils who opted for Performing Arts. This was not a course that was viable to run with such a small

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Company Registration Number 07533271

number. Classes were added to Teams so that teaching could begin from after Easter to ensure pupils could focus their time on options they have chosen.

- At KS3 Food Teachers are to be trained in the use of D&T machines to ensure the curriculum is equitable for all pupils. This training will be sought as soon as practicable.
- Literacy across the curriculum has been adapted to ensure intervention is targeted at the pupils who need it most.
- Accelerated reader will continue in KS3 and the school are exploring the possibility of using it at KS4. Spelling will continue weekly with the addition of rewards.
- PSHCE is being reviewed to incorporate RE to ensure we meet statutory obligation with regards to the curriculum. It has been decided to move the timings of lessons within the school day to move PSHCE before lunch.
- Currently, the school is fully staffed with the exception of MFL.

Parent Governors queried homework for pupils and commented they had been surprised that pupils were not being tasked with homework to date. Governors were informed that the school had devised a recovery Curriculum as a bridge to the 20/21 Curriculum; part of this was to assess the students' academic and pastoral needs following their full-time return to the classroom before moving to independent learning. However, the good news was that students had returned positively and therefore homework would be reinstated after October half term.

Schedule of Contracts

All contracts / service level agreements continue to be reviewed individually as they expire to ensure best value and quality is in place for each agreement.

Financial management and governance

Governors' attention was drawn to the circulated Head of School report for information in respect of the management accounts position as at 31 July 2020. A surplus of £34k was predicted against a budget surplus of £2k. The prediction is based on several factors that could change due to the claim that has been submitted for exceptional Covid-19 costs.

The Spring and Summer audits were delayed both due to Covid-19, these have now taken place.

Remuneration

It was reported that 3% had been included in budget projections in respect of the 2020-2021 teachers' pay award. Recommendations made in the School Teachers Pay and Conditions Document (STPCD) would be considered by Directors for implementation across the Trust.

Swift Academies

Registered office address:

Croft Road, Hurworth on Tees, Darlington, County Durham DL2 2JG

Company Registration Number 07533271

Page 9 of 15

denotes support and challenge provided by Governors

Quality assurance

Due to the partial closure of the school in March 2020, this section of the report had remained unedited and would be updated further in the Spring Term Report 2020/21.

Safeguarding and well-being

Due to the partial closure of Longfield Academy in March 2020, this section of the Head of School Report had remained unedited and would be updated further in Spring Term 2021.

Mandy Payne informed Governors of the updated Department for Education Guidance in respect of Keeping Children Safe in Education (KCSIE) from September 2020. The Guidance had been shared with all staff and training delivered via a live link on Microsoft Teams. A number of dates and times had been identified for Members, Directors and Governors to receive Level 1 Safeguarding training and an update in respect of the KCSIE guidance.

Estates Management & Health and Safety

The Trust Business Manager reported that postponed Health and Safety audits had taken place recently. A report would be shared with Governors of the Local Governing Body in due course. All mandatory checks and maintenance have continued throughout partial closure to ensure premises continue to be safe to all staff and pupils.

The Condition Improvement Fund for 2020-2021 closed for applications in December 2019. Two applications were submitted for Longfield Academy for boiler replacement and fire alarm projects. Both applications were approved, which are worth £536k of funding. Once complete the projects would also substantially reduce repair costs: the projects would commence as soon as possible.

School community

Due to the partial closure of Longfield Academy in March 2020, this section of the report had remained unedited and would be updated further in the Spring Term 2021.

HR: staff absence

Governors' attention was drawn to the circulated Head of School Report for information in respect of staff absence. It was confirmed that all staff previously long-term absent had now returned to school. There was currently one staff vacancy for a Head of Modern Foreign Languages (MFL).

A summary of change was provided as follows:

- a strategic plan had been implemented to capture views of both internal and external stakeholders
- three appointments in Science and RE

Swift Academies

Registered office address:

Croft Road, Hurworth on Tees, Darlington, County Durham DL2 2JG

Company Registration Number 07533271

Page 10 of 15

denotes support and challenge provided by Governors

The School Community – staff, pupils and parents

Governors were informed that pupil surveys had been on hold during the partial closure of Longfield Academy in March 2020.

Education Development Partner Report

Governors' attention was drawn to the content of the Education Development Partner Report. The Report identified what needed to take place over time in order to drive forward the quality of standards and education. While we were not able to have 'deep dives' which had been the intention., the report was able to verify the internal verification systems for departments and also offer some bespoke support for Maths, English and History as well as useful sessions on Remote Learning and the We Are Longfield life-skills Curriculum.

Risk Register

Governors were informed that the Risk Register was circulated to Governors for each meeting of the Local Governing Body of Longfield Academy. It was reported that there was no change to the Risk Register since circulation in Summer Term 2020. The Risk Register contained a risk in response to the Coronavirus pandemic. The threat of closure or partial closure remains high.

Cases of Coronavirus in pupil populous case studies and actions

The Head of School provided Governors with an update in respect of Coronavirus cases at Longfield Academy.

The Head of School reported that a staff group had been established in order to be prepared for a positive Covid-19 test of staff or pupils. The group were keen to ensure that school activities continued as normal as much as possible.

The Head of School confirmed that Public Health had been involved in the activities identified necessary following the positive Covid-19 test being received for a pupil of Longfield Academy. Their support was reported to be exceptional and talked staff through the process. Unfortunately, more than 50% of the cohort had come into contact with the pupil and therefore the whole bubble had been directed to stay at home

Governors queried how staff who had come into contact with the pupil had been managed: it was reported that the staff concerned were told to remain socially distance with Risk Assessments reviewed and some staff tested as a result of being in contact with the pupil concerned.

Governors thanked the Head of School for the explanation of events since the positive Covid-19 test of a pupil. The arrangements helped Governors understand that each situation is managed differently and how it is decided what appropriate actions are required.

Governors commented positively on the structure of home learning and the explanation given by the Head of School in a letter to parents. The

Swift Academies

Registered office address:

Croft Road, Hurworth on Tees, Darlington, County Durham DL2 2JG

Company Registration Number 07533271

Page 11 of 15

denotes support and challenge provided by Governors

Head of School thanked Governors for their comments and reported he was pleased an improvement had been seen by parents and that this would continue as this evolved.

Governors also suggested that the structure of letters could be slightly clearer in terms of specific instruction; this was noted.

Rebecca Eldrington (Assistant Head Teacher, Challenge Support and Progress) thanked parent governors for their positive comments in respect of home learning. It was confirmed that staff wanted to keep improving and developing remote learning for pupils.

Governors asked that the Head of School share their thanks with staff for their commitment to the pupils of Longfield Academy: the work of staff during the partial closure of schools and lockdown was described as phenomenal. The Head of School would ensure the daily communication with staff recorded Governors thanks to staff.

Governors RESOLVED that the content of the Head of School Report, SEF / Action Plan and Education Development Partner Report were noted.

11 **Chief Executive Officer's Report (attached)**

- a) Scheme of Delegation
- b) Trust Development Plan

The Chief Executive Officer's Report, Scheme of Delegation and Trust Development Plan had been shared with Governors prior to the meeting. Copies would be retained on file.

The Chief Executive Officer reported that Risk Assessments had been prepared in July 2020 in readiness for return in September 2020.

MAT Development Sessions

The Summer Term MAT Development Session took place on Thursday 2 July 2020 and provided a focus on logistics and recovery / enhanced curriculum.

The Autumn Term 2020 MAT Development Session is planned to take place from 5pm on Wednesday 21 October 2020 and will be led by Gabrielle Reddington with a focus on what Governors and Directors can expect during an Ofsted visit.

Chairs / Vice Chairs of Local Governing Bodies

The Autumn Term 2020 meeting with Chairs and Vice Chairs of the respective Local Governing Bodies with the Chief Executive Officer, Chief Finance Officer, Trust ICT Manager and Trust Business Manager will take place from 1:30pm on Friday 9 October 2020. The Chief Executive Officer would contact the Chair (Robert Bell) to confirm his availability to participate in the meeting. The Chief Executive Officer would ensure that

Swift Academies

Registered office address:

Croft Road, Hurworth on Tees, Darlington, County Durham DL2 2JG

Company Registration Number 07533271

Page 12 of 15

denotes support and challenge provided by Governors

Microsoft Teams invitations were shared with the Chair and Vice Chair and where respective Chairs and Vice Chairs unable to attend that other Governors are given the opportunity to participate and represent their Local Governing Body.

Bev Clifton reported that she was unable to participate in the planned Chair and Vice Chair meeting planned to take place from 1:30pm on Friday 9 October 2020. Nicola Bales confirmed she was available to attend in the absence of Bev Clifton.

Scheme of Delegation

It was reported there were no changes to the circulated Scheme of Delegation.

Trust Development Plan

Governors were informed that the Trust Development Plan had been reviewed and updated by the Executive Leadership Team and would be considered by the Board of Directors for approval when they next meet in Autumn Term 2020 (Friday 13 November 2020).

Governors RESOLVED that the content of the circulated Chief Executive Officer's Report, Scheme of Delegation, Trust Development Plan and information reported was noted.

12 Trust ICT Manager Report / ICT Development Plan

The Trust ICT Manager Report and ICT Development Plan had been circulated to Governors prior to the meeting. Copies would be retained on file.

Governors RESOLVED that the content of the Trust ICT Manager Report and ICT Development Plan were noted.

13 Single Central Record: signature by the Head of School and Chair

The Trust Business Manager to arrange date for SCR to be reviewed and signed by the Head of School and Chair of the Local Governing Body.

14 Local Authority Pupil Numbers Projections

Projections for Secondary School population had been shared with Governors prior to the meeting. A copy would be retained on file.

Governors were informed that pupil number projections are shared by the Local Authority each year. Governors' attention was drawn to the circulated document and the trends which indicated secondary school intake would continue to rise, reaching a peak in Spring 2021 to Spring 2024. The peak number on roll is likely to be achieved in Spring 2024.

Swift Academies

Registered office address:

Croft Road, Hurworth on Tees, Darlington, County Durham DL2 2JG

Company Registration Number 07533271

Page 13 of 15

denotes support and challenge provided by Governors

Governors RESOLVED that the content of the Secondary Pupil Projections and information reported was noted.

15 Policies for approval / review / information

- a) For information – For information – Swift approved policies: Capability policy; Charging and remissions policy; Anti-fraud, corruption and bribery policy; Leave of absence policy; Family friendly policy; Stress management policy; Whistle-blowing policy; IT acceptable user policy for staff, pupils and visitors; Anti-harassment and bullying policy; In year admissions policy; Employee’s working remotely and bring your own device to work (BYOD) policy; Bereavement policy; Central services and appeals policy;
- b) For information – Public Examinations, Assessment, Recording and Reporting, Setting, Tracking and Monitoring, Most Able and Numeracy
- c) For approval – none

16 Special Interest Governor update:

- a) Premises / Health & Safety: Bob Bell
- b) Safeguarding & Community & LAC (including anti-bullying and physical intervention) Governor – Stuart Rawle
- c) Special Educational Needs (SEN), including SEMH: Bev Clifton
- d) Finance: Nick Rees
- e) Values, Community & Equality: Mandy Payne
- f) E-safety, Careers & Transition: Vacant
- g) Standards (Teaching, Learning, Curriculum & Progress), Early Careers Framework - Sarah Glover
- h) Further allocation of special interest governors for achievement, attendance and punctuality, reward and sanction and extra-curricular activity

Governors provided an updated where they had been able to liaise with respective members of staff across Longfield Academy.

Governors RESOLVED that Nicola Bales was appointed as the lead Governor for reward and sanction, attendance and punctuality. Laura Snowdon was appointed as lead Governor for achievement, extracurricular, e-safety, careers and transition.

Swift Academies

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Company Registration Number 07533271

Page 14 of 15

denotes support and challenge provided by Governors

Standing Items

17 Feedback from MAT Development Session held on Thursday 2 July 2019, via Microsoft Teams

Refer to agenda item 11 – Chief Executive Officer’s Report for information.

18 Concluding items

Any urgent other business raised under item 5

No items of urgent other business had been notified.

19 Approval of documents for inspection

Governors RESOLVED that the agenda, approved minutes and supporting documents be made available for public inspection with the exception of information concerning identifiable pupils and/or teachers.

20 Date and time of future meetings

Local Governing Body

(all from 4:30pm)

- Monday 1 March 2021, Monday 14 June 2021

MAT Development Sessions

(all from 5pm)

- Wednesday 21 October 2020, Thursday 11 February 2021, Thursday 8 July 2021

Chairs / Vice Chairs of LGB and Executive Leadership Team

(all from 1:30pm)

- Friday 9 October 2020, Friday 12 March 2021, Friday 25 June 2021

These minutes were approved by the Local Governing Body of Longfield Academy, as follows:

on: Mar 16, 2021 date

signed by: (Chair)



Beverley Clifton (Mar 16, 2021 11:26 GMT)

printed name: Beverley Clifton

Swift Academies

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Croft Road, Hurworth on Tees, Darlington, County Durham DL2 2JG

Company Registration Number 07533271

Page 15 of 15

denotes support and challenge provided by Governors


Minutes of Longfield Academy LGB 5 October 2020

Final Audit Report

2021-03-16

Created:	2021-03-01
By:	Sophie Bainbridge (sophie.bainbridge@avec-partnership.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAA2R8LRB6CWb4laorGZBoMZe-EVXkCWZX-


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 Document created by Sophie Bainbridge (sophie.bainbridge@avec-partnership.com)


2021-03-01 - 22:55:00 GMT - IP address: 80.2.187.53

 Document emailed to Beverley Clifton (bclifton@longfield.swiftacademies.org.uk) for signature

2021-03-01 - 22:55:34 GMT

 Email viewed by Beverley Clifton (bclifton@longfield.swiftacademies.org.uk)

2021-03-16 - 11:25:00 GMT - IP address: 79.69.143.30

 Document e-signed by Beverley Clifton (bclifton@longfield.swiftacademies.org.uk)

Signature Date: 2021-03-16 - 11:26:15 GMT - Time Source: server- IP address: 79.69.143.30

 Agreement completed.

2021-03-16 - 11:26:15 GMT