Abbey Academy Council Meeting
Tuesday 25 November 2025 at 12:00
Abbey School

Those Present:	**Role**	**Initials**
Luci Windle	Executive Headteacher	LW
Wayne Askham	Head of School	WA
Rachael Kent	Parent Governor / Vice Chair	RK
Dawn Jeffery	Parent Governor	DJ
Louise Abbott	Support Staff Governor	LA
Janine Brullo	Parent Governor	JB
Niall Horstead	Staff Governor	NH
Nicola Morris	Governor	NM
Apologies:		
Joel Hardwick	Assistant CEO	JH
Ian Tankard	Chair	IT
No Apologies:		

1. APOLOGIES FOR ABSENCE	Actions
1.1. To receive apologies for absence Apologies were received from JH & IT.	
1.2. To accept apologies for absence Apologies were received from JH & IT.	
1.3. Confirmation of Vice Chair It was agreed RK continue as Vice Chair and Chair this meeting in absence of IT.	
2. ITEMS OF URGENT BUSINESS	
2.1 Chair to determine any items of urgent business to be considered. None.	
3. DECLARATION OF INTERESTS	
3.1. Individual Governors to declare any personal, business or other governance interests on any item on the agenda None.	
4. ABBEY SCHOOL ACADEMY COUNCIL MINUTES	
4.1. To approve the minutes of the following meeting: The minutes of the meeting held on 15th July 2025 were approved as a true record with no amendments.	
4.2. Review of Action Tracker The outstanding actions on the action tracker were reviewed and updated. 6.1 LW to provide clerking services with a new date for informal SIP/SEF meeting in the new school year for invites to be sent out. **Action: LW to provide clerking services with a new date for informal SIP/SEF meeting in the new school year for invites to be sent out. Deferred to new year pending Ofsted guidance.** 6.2 Register of Interests – Annual Review - Instructions on how to complete the Register of Interests on Governor Hub was circulated to members prior to the meeting. This should be completed as soon as possible. **Action – All members to complete Register of Interests on Governor Hub.**	**Action: LW/Clerking Services 17/03/26** **All Members 23/07/25 Clerking Services 26/11/25**
4.3. Matters arising from the Minutes None.	
5. ITEMS TO BE CONSIDERED	
5.1. Headteacher Report LW discussed the report.	

Pupil Numbers: • Planned: 107; Actual: 237 across three sites. • 131 referrals for next year; sector-wide overcapacity noted. Tribunals: • Increase in parental preference cases; mediation declining; process stressful and resource heavy. Leadership Support: • Head supporting Stubbing Wood School (special measures) until December. Staffing: • Long-term sickness due to serious health issues; increased agency use. • Nexus Bank supply introduced to reduce costs and streamline recruitment. Capital Works: • IT room upgraded; radio station relocated; lower school toilets refurbished; new carpets; 4G pitch re-laid. • Acknowledgement of Business Manager's efforts. Attendance: • New system to report in days, not percentages; automated letters to parents. Safeguarding: • Significant cases managed successfully; strong staff performance noted. <u>Quality of Education</u> Initiatives: • **Ninja TA Programme:** Enhancing TA classroom support. • **Structured Conversations:** Improving family engagement. • **Independent Writing Skills:** Linked to new government framework. • **Artsmark Gold Award:** Ongoing work.	

• **Child Development Awareness:** Staff training planned.
 	
Exam Outcomes:
 	
• Strong results in science and English; increased breadth of qualifications; successful BTEC delivery.
 	
<u>Behaviour and Attitudes</u>
 	
• Behaviour remains settled, no exclusions or suspensions.
• Transition arrangements effective.
 	
<u>Personal Development</u>
 	
• Focus on trauma, ASD, PDA understanding.
• Expansion of YST projects; successful continuation of Girls Happiness Group.
• Plans for care agency engagement to support leavers.
 	
<u>Community Engagement</u>
 	
• Events: Winter Wonderland, church visits and school shows.
• Emphasis on visibility and value of pupils in the community.
 	
5.1.1 Appendix 1 – Updated SIP
 	
This was circulated for information prior to the meeting.
 	
5.1.2 Appendix 2 – School SEF
 	
• Ofsted framework changes:
  • New judgments: Curriculum, Achievement, Teaching Development, Leadership & Governance, Personal Development & Well-being, Attendance, Behaviour & Attitudes, Inclusion.
  • Report card system replacing previous grading.
• SLT restructured; voluntary redundancy noted.
• SEF format under review; awaiting clarity on new standards. **Action: LW/WA to share Ofsted framework link with Governors.**
	Action: LW/WA 17/03/26

5.2. School Dashboard Summary A document was provided for information and a brief overview was given during the meeting.	
5.3. Budget Report The budget report was discussed and provided for information.	
5.4. Teaching staff appraisal outcome report Document was shared for information.	
6. TRUST MATTERS	

6.1 Trust Verbal Update of Key Issues In terms of a Trust update, we have obviously consulted with stakeholders on a proposal to merge with EBOR - the two Governing Boards, are now together considering next steps, so no formal update since consultation. The Willows School are in Day 1 of inspection under new framework having put themselves forward as part of the initial pilot/testing, so we will look forward to learning from that experience.	
7. ANY OTHER URGENT BUSINESS	
7.1. To consider any other urgent business agreed by the Chair None.	
8. CONFIDENTIALITY & RISK	
8.1. To consider the confidentiality of any items discussed during the meeting None.	
9. DATES OF NEXT MEETING	

Tuesday 17 March 2026	12:00 – 14:00	Abbey School
Tuesday 7 July 2026	12:00 – 14:00	Abbey School

Minutes approved

CHAIR	SIGNATURE	DATE