

## Alde Valley Academy Drive Team

### Minutes of Drive Team Meeting – 15<sup>th</sup> December 2016

<b>Date &amp; Time:</b>	Thursday 15 <sup>th</sup> December 2016 at 5-00pm
<b>Venue:</b>	Alde Valley Academy, Seaward Avenue, Leiston, Ipswich, IP16 4BG

	Drive Team Member		Role
<b>Present:</b>	Chris Betson	CB	Chair & Community Advisor
	Mike Wilson	MJW	Principal
	Jeremy Rowe	JBR	Executive Principal
	Cara Chinery	CC	Parent Advisor
	Jo DeBelgeonne	JD	Parent Advisor
	Nicky Wedekind	NW	Staff Representative
	Jack Minto	JSM	Clerk

#### 1. Introduction and Welcome

CB welcomed those present to this, the first Alde Valley Academy (AVA) Drive Team meeting.

CB outlined the new governance structure being introduced by Bright Tribe Trust (BTT) as comprising (i) Regional Accountability, Review, and Challenge (ARC) groups that provide practical support and rigorous challenge to each academy (and formally report to the BTT Board) and (ii) a Rapid Improvement Group (RIG) in each academy (which have the management function of achieving school improvement) and (iii) Drive Teams (for each academy) which are to act as a vehicle for supporting school improvement at academy level.



CB noted that a Drive Team consists of parent, community and staff advisors and will work on actions and priorities identified by the Principal through the AVA Rapid Improvement Group (RIG).

## 2. Drive Team Advisor Role and Remit

**CB asked MJW to address this topic.**

**MJW summarised the Terms of Reference of the AVA Drive Team and described:**

- i. How AVA is held to account by the Regional BTT ARC group
- ii. How the AVA Drive Team will:
  - a) Provide a close link with parents, the community and school staff
  - b) Be a resource to support and challenge the Principal (via the AVA RIG) in his function of improving (all aspects of) school performance

**MJW noted that he saw the AVA Drive Team as:**

- i. Sharing the task of improving the school and its performance
- ii. Being a valuable and practical resource that would be asked to address specific “problem tasks” from time to time.

## 3. Alde Valley Academy – School Priorities

**MJW noted the key priorities for school improvement at AVA as being:**

- Raise the Aspirations of and better engage with the disadvantaged community within AVA
- Improve Teaching and Learning to achieve at least “good” learning for all students
- Improve the quality of marking and feedback to facilitate progress and learner engagement
- Greater accuracy in assessment across all subject areas and year groups (particularly in KS3)
- Raise the attainment and progress of SEND students
- Raise the attainment of boys
- Enhance literacy and numeracy
- Achieve positive “P8” scores (i.e. per the new measurement regime) in core subjects
- Achieve outcomes (in Maths and English combined) of grade 4 (or more) for at least 72% of students and of grade 5 (or more) for at least 50% of students

**MJW:**

- i. Emphasised that the numerical targets are aspirational
- ii. Noted that all the above areas for academy improvement will be outlined to all staff at the January 2017 PD Day



- iii. Noted that progress towards achieving the above areas for academy improvement are reviewed by senior and middle leadership colleague's monthly

In response to a question by CC, MJW confirmed that the above areas for academy improvement are identified by the SLT at AVA (i.e. these had not been imposed from outside AVA).

## 4. Drive Team Tasks

MJW described how the AVA Drive Team would be a resource that would (from time to time) be asked (by the Principal) to address areas for development that had been specifically identified (via the AVA RIG).

After discussion, agreed that (i.e. as the initial AVA Drive Team task) the AVA Drive Team would liaise with the School Council to review that function (MJW to more fully specify this task).

MJW noted that additional tasks would be brought to the AVA Drive Team (from time to time) as these were identified.

## 5. Drive Team Member Induction

CB asked JSM to address this topic.

- After circulating the Drive Team Advisor Eligibility Self-Declaration form to all advisors, JSM (i) summarised the main points in the document and (ii) asked all to complete the form and return to him c/o the school office.
- JSM noted that all Drive Team Advisors (i) are subject to Enhanced Disclosure through the Disclosure and Barring Service (DBS) and (ii) will be contacted to (a) verify that their AVA DBS status is current or (b) complete the DBS check process.
- JSM noted that all Drive Team Advisors (i) must undertake the AVA Safeguarding training (or update such) and (ii) will be contacted by AVA to arrange this.
- After circulating the Drive Team Code of Conduct document to all advisors, JSM (i) summarised the main points in the document and (ii) asked all to complete the form and return to him c/o the school office.
- JSM summarised the requirements of the AVA/BTT policy on (i) acting impartiality and (ii) avoiding any conflict between (a) their business and personal interests and (b) those of AVA. JSM (i) noted that all Drive Team advisors would be required to complete a "Register of Interests" in this regard and (ii) the he would be writing to all Drive Team advisors individually with (a) guidance notes on this and (b) a Register of Interests form to be completed.

## 6. Any Other Business?

JBR noted that the appointment of an additional Community advisor would be appropriate. After discussion in respect of possible candidates, CB asked MJW to approach such individual(s).



After discussion, agreed that the next (termly) AVA Drive Team meeting would be on Thursday 30th March 2017 at 4.30pm.

