

Ad Meliora Academy Trust

Academy Committee Newsletter

Autumn term 2024



Who we are and what we do

Each academy within our Trust (Blenheim Park, Greenpark, Reffley and Reffley Astra Base/SRB) has a local Academy Committee. The Academy Committees are sub-committees of the Board of Directors.

Each Academy Committee is responsible for:

- The effectiveness of Safeguarding arrangements
- Academic standards
- The effectiveness of the curriculum
- The systems in place to support pupils' well-being
- The management of staff workload
- Community engagement



Our role is to provide an additional check, support and challenge to academy leaders.

Academy Committees for Blenheim Park, Greenpark and Reffley have 10 positions. Our committees consist of a range of people: -

- 1 Trust leader
- 1 academy headteacher
- 1 staff member
- 2 parent/carer members
- 5 community members

Our committees meet every half term. Our meetings are focussed on the responsibilities that have been delegated to us by the Trust Board of Directors.

Monitoring

In addition to our half termly meetings, we undertake monitoring activities. This term we have been monitoring the following things:



/ˈmɒnɪtə/

verb

gerund or present participle: **monitoring**

observe and check the progress or quality of (something) over a period of time; keep under systematic review.

1. Safeguarding

- We undertake a check of the Academy's Single Central Record (SCR). The SCR is a mandatory document that every school in the UK must have and keep up to date. It is a record of all the pre-employment checks carried out on all staff and volunteers who work in school to ensure that they are suitable to work with children. Our role is to check that this document is fully completed and kept up to date.
- Alongside the headteacher, we undertake a full safeguarding audit. A safeguarding audit enables us to see how effective and robust our safeguarding policies and procedures are. Our role is to check that each academy is compliant with statutory safeguarding standards, that there are systems in place to prevent harm to children, and respond to harm which may have already happened.



2. Sports Premium – We check that funding given for sports by the Government is used effectively. We review the impact of spending from the previous year and look at how academy leaders plan to spend the funding for the current academic year.

3. Cyber security – we meet with academy leaders and our IT teams to review the systems we have in place to protect our academies from a Cyber-attack. We look at what training staff have, how we keep our digital assets and personal information secure and how we identify and respond to potential cyber threats.



4. Pupil surveys – we plan and undertake a survey. The pupil surveys provide us with an insight into what pupils think about their learning and the help they get when they find things hard. We ask pupils about friends and how safe they feel. We also ask them about how well the staff support them with their emotional and physical well-being.

5. Academy improvement – each term we review one of the academy improvement priorities. To help us to see whether the actions leaders have planned are taking place, we spend time in the academies, talking to leaders, teachers, support staff and pupils. We also undertake some lesson visits and look at pupils' work. We spend time at the end of the visit discussing what is working well and what the next steps are.



Stakeholder engagement

Stakeholder engagement is important to us. It helps us to know whether what we are doing is working. It also helps us when we are making decisions.

Our stakeholders are pupils, staff, parents and carers. All our stakeholders have a vested interest in what we are doing.

We gather stakeholder views in two ways: -



1. We have informal conversations with pupils, staff, parents and carers when we visit the academies
2. We carry out 3 surveys each year: -
 - Autumn term – pupils
 - Spring term – staff
 - Summer term – parents and carers

We discuss what we have heard and seen on our visits and what is being said in the returned surveys. We use the information to identify what we are doing well and what we could be doing better.

Training

As Academy Committee members, we are required to undertake regular training to help us to do our role well.

This term, we have been focusing on safeguarding training. Alongside the leaders and staff, we have a responsibility to provide a safe environment so that children can learn and ensure the academies comply with the Trust's safeguarding policies.



Our training has focussed on policies, procedures, principles and practice in all types of school. This has helped us to contribute to the annual safeguarding audit.

Academy Committee vacancies.

We have some vacancies on our Academy Committees:

Being an Academy Committee member is a rewarding experience. You get the chance to give back and make a difference to the pupils in the academy. It is a big responsibility, but you will know that you are having an impact on the next generation, supporting pupils in their educational journey.



2 community member vacancies



2 community member vacancies



No vacancies



No vacancies

If you are interested in joining one of our committees, please could you get in touch with the academy Headteacher for more information.

Our Trust and Academy websites

- <https://www.admelioratrust.org.uk/>
- <https://www.blenheimpark.norfolk.sch.uk/>
- <https://www.greenpark.norfolk.sch.uk/>
- <https://www.refffley.norfolk.sch.uk/>