

Bradfields Academy

Brief synopsis of business conducted by the Full Governing Body meeting on 16 September 2019

- A number of procedural matters were progressed e.g. election of Chair and Vice Chair, appointment of governors to specific roles and Declarations of Business Interest forms.
- Review and approval of the Terms of Reference and Code of Conduct.
- The Academy Development Plan for 2017-2020 was discussed.
- There was an update on and approval of the budget.
- There was an update on Trust Developments.
- Governors received an update on Forward2Employment.
- The Skills Audit, Governance Evaluation and governor training were discussed.
- The Task and Finish plan was agreed.
- Meeting dates were approved for the academic year.

Brief synopsis of business conducted by the Full Governing Body at the meeting on 18 November 2019.

- Membership and the parent governor vacancy was discussed.
- Trustees received a report on the Academy Self Evaluation Document.
- The Academy Improvement Partner's report was discussed.
- There was an update on Trust development.
- Performance management and the performance related pay process were discussed and pay decisions were ratified.
- There was a report from the Data Protection Officer.
- The Trustee Development plan was discussed and approved.
- The Task and Finish plan for the year was set out.
- The Board received an update on the work of the committees.
- Policy development was carried out.

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Brief synopsis of business conducted by the Full Board of Trustees at the virtual meeting on 7 July 2020.

- Trustees received a verbal report on the operation of the Academy during Covid 19, including updates on: the risk assessment, the staged plan for continued provision and widening of provision, parental engagement, a staffing update, Free School Meals provision, attendance of children for increased provision and numbers of keyworker children in school, how the Academy continued to provide care for children not attending, monitoring the wellbeing and welfare of students, behaviour, remote learning and delivery of student reports.
- Trustees received an update on the transition arrangements made.
- Trustees were updated on and scrutinised Covid-recovery planning and academy improvement planning.
- There was an update on staffing, including wellbeing, continuing professional development and virtual courses and arrangements for 2020/21.
- The Board approved the risk assessment and there was an update on health and safety in the Academy.
- Trustees received an update on safeguarding.
- Finance was discussed and there was an update on bids, capital funding and outreach. Budget monitoring took place and the three-year Budget Forecast Return was approved.
- There was an update on Forward2Employment.
- Several policies were ratified and approved by the Board.