

Beamont Collegiate Academy

Local Governing Body with BFP focus

Monday 23 June 2025 4.30-6.30pm

MINUTES – PART I



Present: E Blackburn, M Eccleston, G Harris (Principal), C Heesom (Clerk), H Jones, L Perks, G Porter, S Whatmore (Chairperson)

In attendance: C Rixham (VP), S Coley (AP), A Viar (Business Ops Manager), T Finch (ICT Manager), J Hackney (Finance Manager), S Charnock (AP).

1	WELCOME AND INTRODUCTIONS – CHAIR In the absence of the Chairperson (late arrival), all governors, staff and students were welcomed to the meeting.
2	EDT PROJECT STUDENT PRESENTATION – ‘STRONG GIRLS’ In collaboration with CrossFit Gym in Warrington, a group of female students from BCA have taken part in a structured fitness programme aimed at promoting safe, effective ways to achieve personal fitness goals. The initiative has introduced students to the principles of functional fitness through CrossFit’s proven methodology - dynamic, varied exercises delivered under the expert guidance of experienced coaches. Beyond physical fitness, the programme also placed a strong emphasis on teamwork, group support, and the importance of helping others. Students learned not only how to push their own limits but also how to encourage and support their peers in a shared fitness journey. To celebrate their progress, a group of students delivered a presentation to governors, showcasing their involvement, development, and achievements throughout the programme. Q&A session During a Q&A session following the student presentation, governors asked whether the collaboration with CrossFit Gym had inspired any of the students to continue their fitness journey beyond the programme? The students confirmed that it had, with many expressing a renewed enthusiasm for maintaining their physical wellbeing. It is now hoped that the programme can be extended across TCAT to benefit even more students. Governors also asked the group what advice they would give to young girls who may lack the confidence to join a gym. In response, the students said they would encourage others to “just get on with it,” and highlighted how the supportive and supervised coaching sessions had significantly boosted their own confidence and motivation and emphasised the value of a positive, environment which encouraged others to progress at their own pace. Governors’ thanks all students for their presentation.
3	APOLOGIES FOR ABSENCE – CLERK D Coyne offered her apologies for absence due to prior work commitments. Apologies were noted and accepted.
4	DECLARATION OF INTEREST – CLERK There were no declarations of interest in any of the agenda items. Noted.
5	MEMBERSHIP • Chairperson (SW) – Term of Office Expires: 15.09.2025. Mr Whatmore informed the governing body of his intention to step down as Chairperson, effective 31 December 2025. However, he will continue to serve as a Community Governor until the end of the next academic year in order to support the newly appointed Chairperson during the transition period. Noted. • G. Porter – Term of Office Expires: 15.09.2025. Due to personal commitments, G Porter informed the governing body of her decision not to continue as a Community Governor beyond the end of her current term of office. Noted.

	• M Eccleston – Term of Office Expires 20.11.25 Mr Eccleston informed the governing body that he would like more time to consider his future in the role of Community Governor. He will communicate his decision before the expiry of his current term of office.																								
6	GOVERNANCE MATTERS Election of Chairperson 2025–2026. It was agreed that all expressions of interest should be submitted via email to the Clerk before the end of the current academic year. Election of Vice Chairperson 2025–2026. It was agreed that all expressions of interest should be submitted via email to the Clerk before the end of the current academic year. Succession Planning. It was agreed that succession planning will be discussed further once the new Chairperson has been appointed and a succession timeline has been agreed between SW and the Principal.																								
7	MINUTES OF THE PREVIOUS AUTUMN TERM LGB MEETING – CHAIR The Chairperson proposed the Part I minutes of the previous Local Governing Body meeting on 28 April 2025 were a true and accurate account of the meeting and should be taken as read. GP seconded the proposal. Minutes were approved. MATTERS ARISING Refer to action log below <table><tr><th>Agenda Item</th><th></th><th>Lead</th><th>Action Taken</th></tr><tr><td>8</td><td>Behaviour impact report. C/F to 23/06</td><td>SCO</td><td>Clerk to add to agenda for 23/06. Actioned.</td></tr><tr><td>2</td><td>School Calendar – Key dates</td><td>Clerk</td><td>Share key dates with governors. Actioned.</td></tr><tr><td>4</td><td>Membership</td><td>Clerk</td><td>Clerk to contact S Walsh to confirm the current status of his expression of interest in becoming a governor at BCA</td></tr><tr><td>6</td><td> • Upgrading of ICT provision. TF to provide year 3 proposal. • Lettings income. AV to provide lettings income. </td><td>Clerk Clerk</td><td>Clerk to add to agenda 23/06/25. Actioned. Clerk to add to agenda 23/06/25. Actioned.</td></tr><tr><td>8iv</td><td>• SLT restructure</td><td>GH</td><td>Present at 23/06/25. Agenda item 17.</td></tr></table> Governor Skills Surveys All BCA Governor Skills Surveys have now been completed. M Alexander will identify a clear list of training needs to support the development of a CPD (Continuing Professional Development) plan. She has also contacted GovernorHub to explore any recommended approaches and intends to produce guidance once the training offer has been finalised. Additionally, MA will enrol all governors onto the MAT membership with the NGA (National Governance Association) to support their individual training needs. Once this is set up, she will provide instructions on how BCA governors can access and use the platform. She will also review available training opportunities via the National College. Planning is currently underway for next academic year’s governor seminars, which will include face-to-face sessions designed to support both networking and training.	Agenda Item		Lead	Action Taken	8	Behaviour impact report. C/F to 23/06	SCO	Clerk to add to agenda for 23/06. Actioned.	2	School Calendar – Key dates	Clerk	Share key dates with governors. Actioned.	4	Membership	Clerk	Clerk to contact S Walsh to confirm the current status of his expression of interest in becoming a governor at BCA	6	• Upgrading of ICT provision. TF to provide year 3 proposal. • Lettings income. AV to provide lettings income.	Clerk Clerk	Clerk to add to agenda 23/06/25. Actioned. Clerk to add to agenda 23/06/25. Actioned.	8iv	• SLT restructure	GH	Present at 23/06/25. Agenda item 17.
Agenda Item		Lead	Action Taken																						
8	Behaviour impact report. C/F to 23/06	SCO	Clerk to add to agenda for 23/06. Actioned.																						
2	School Calendar – Key dates	Clerk	Share key dates with governors. Actioned.																						
4	Membership	Clerk	Clerk to contact S Walsh to confirm the current status of his expression of interest in becoming a governor at BCA																						
6	• Upgrading of ICT provision. TF to provide year 3 proposal. • Lettings income. AV to provide lettings income.	Clerk Clerk	Clerk to add to agenda 23/06/25. Actioned. Clerk to add to agenda 23/06/25. Actioned.																						
8iv	• SLT restructure	GH	Present at 23/06/25. Agenda item 17.																						
8	ICT PROVISION - 3 YEAR SPEND UPDATE. T FINCH TF provided governors with a verbal summary of his Capital and ICT projects report. Updates include: <table><tr><th>Project</th><th>Amount</th><th>Details</th><th>Status</th></tr><tr><td>MUGA Resurfacing</td><td>£80k (BCA/SCA)</td><td>Resurfacing, line painting, lighting and sporting fixings and fittings</td><td>Obtaining quotes</td></tr></table>	Project	Amount	Details	Status	MUGA Resurfacing	£80k (BCA/SCA)	Resurfacing, line painting, lighting and sporting fixings and fittings	Obtaining quotes																
Project	Amount	Details	Status																						
MUGA Resurfacing	£80k (BCA/SCA)	Resurfacing, line painting, lighting and sporting fixings and fittings	Obtaining quotes																						

	Upgrade of Food Room (£13k funded through Savoy Trust)	£16k	Enhancement of Food Room to adhere to accessibility and H&S standards.	Obtaining quotes. To commence work Summer 2025
	Sports Hall and Stems Roofing systems	TBC SCA-funded	Improve condition	Obtaining quotes.
	A discussion took place regarding the current reserves position. JH confirmed a forecast of £331k, with £19k already received. As a result, the DFC budget has not yet been allocated. It was noted that this unallocated amount may potentially be used to support Wi-Fi infrastructure costs. JH will investigate this further. Governors queried the origin of the reserves. JH explained that the reserves include a £57k budget surplus and potentially additional income from lettings. £70k has already been spent on sporting facilities. SW confirmed full approval for the proposed Wi-Fi expenditure. An additional £10k was also agreed in principle, pending further discussion, to support the development of a Trust-wide digital strategy.			
9	FINANCE – BUDGET APPROVAL 2025-2026. J HACKNEY Overview: From 2025–2026, Beamont Collegiate Academy (BCA) will operate under a single consolidated budget. In previous years, three separate budgets were prepared due to the inclusion of the STEM Projects and the School Sports Partnership. With the removal of these two projects from September 2025, a unified budget is now in place. Income: GAG Funding: The ESFA General Annual Grant (GAG) funding statement has been received, based on the Autumn 2024 pupil census, which recorded 901 pupils. AWPU Rates for 2025–2026: • KS3: £5,433.02 • KS4: £6,126.63 Total GAG Allocation: £6,919,093 Pupil Premium Funding: £417,100 (estimated) Additional Grants (DfE-calculated): • National Insurance (NI) Increase Grant: £90,909 • Teachers Pay Grant (SBSG): £23,150 These are intended to offset the increased staffing costs related to a 4% teacher pay rise (September 2025) and the employer NI rate increase. BCA- Staffing expenditure: Teaching staff pay has been increased by 4% from September 2025, as budgeted. All known staffing changes from September 2025 have been incorporated, including: • Removal of two posts associated with the BCA AP Wolves Unit. • Support staff pay reflects a 3.2% increase from April 2025 and a further 4% rise from April 2026. Although union proposals differ, a formal agreement has not yet been reached. • One support staff role (pupil-linked teaching assistant) has been removed due to the pupil completing Year 11. BCA- Non-staffing expenditure: Decreased across multiple areas (curriculum, admin, premises), focusing on non-allocated spend. Essential services such as licenses, subscriptions, and SLAs remain unaffected. Budget holders are advised to assess purchases carefully to ensure necessity. Cleaning contract uplifted by 5% in line with support staff pay. Offsite alternative provision included at £45,000 (covers three places at Kassia). Wolves AP Unit costs reduced - rental expenses eliminated post-relocation to BCA site. TCAT Charges: • Re-route 12 costs excluded. • TCAT central charge increased proportionally with BCA's income, calculated at 4.0%. Catering function: Income projections are based on 2024/25 data with updated pricing: • Meal deal price increased to £2.80.			

Staffing costs reflect current levels and forecasted pay increases. Food and consumables based on prior-year data. Focus required on reducing non-staffing expenditure and increasing sales. A projected surplus of £4,000 is expected if the budget is met.

Overall position:

25-26 Budget detailed in PPT to governors:

- Forecasted **c/f reserves of £0.3m** by August 25, further depleted by an in year 24/25 deficit.
- In the final budget other income has increased due to an additional grant for teaching staff pay plus an increase in TCAT consultancy income.
- Staff costs have been reduced by the removal of 2 teaching staff members and 1 support staff member
- Non staff costs have been scrutinized across all cost centres and curriculum spend has been reduced by 20%
- The budget includes the catering function income and costs with an expectation of a £5k surplus
- It is imperative BCA remain within budget in 25-26 and achieve the projected surplus of £53k

Governor challenge

Governors raised queries regarding the number of students awaiting Education, Health and Care Plans (EHCPs) and the expected timeline for approvals. JH referred to the PowerPoint budget presentation and confirmed that EHCP awards are expected during the next financial year. JH will provide a comparative analysis of high needs expenditure across previous years. This will support further understanding of trends and inform future budget planning.

Actions

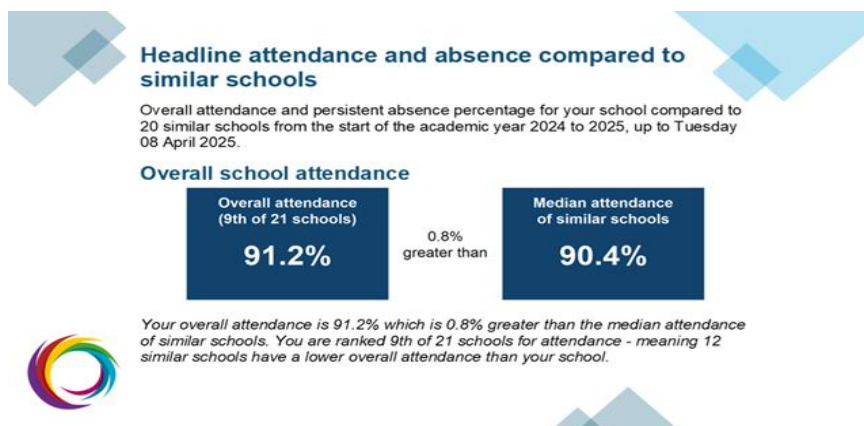
- **JH to provide a copy of the forecast for 24/25 including commentary by the end of the week.**
- **Governors to direct any comments to the clerk who will in turn forward on onto JH for actioning.**

10 ATTENDANCE ANALYSIS & IMPACT REPORT UPDATE - C RIXHAM

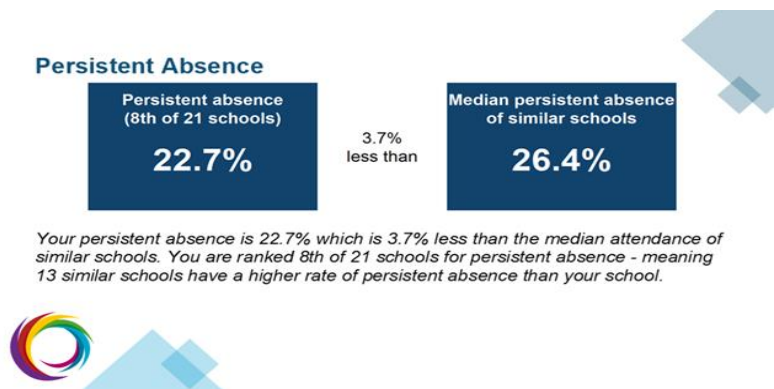
CR referred to the contents of her Impact report for Attendance. CR confirmed BCA's attendance figures are broadly in line with the national average however, a push is needed to maintain and exceed this across all year groups and cohorts.

CR explained the rationale behind the school's strategy for attendance and gave a verbal summary of the additions within the report since the previous report. These include;

- Successful implementation of 'Working Together' Strategy to improve attendance including reviews of Attendance improvement plan
- Website updated to reflect current practice to ensure that Parents / Carers have a clearer understanding of the importance of good attendance and know where to find support
- Weekly Staff briefings maintain the whole school focus on attendance
- Attendance strategy – shared at Governor's meeting
- Following the publication of the DfE similar schools report the focus for next half term remains Year 10 and students with an EHCP



CR also shared BCA's PA figure with governors which remains less than in similar schools.



Governor challenge

SW queried the school's internal attendance targets and whether these were currently being met. CR informed governors that the school remains committed to achieving an attendance rate above 93%. However, this target continues to be a challenge due to recent changes to DfE guidance, particularly regarding the 9:00am cut-off time for lateness, which now significantly affects how absences are recorded and reported. This change has had a negative impact on the school's overall attendance figures. It was noted that students who walk to school are often repeat offenders in terms of lateness, frequently demonstrating poor time management and organisation when getting to school on time. CR also highlighted that unauthorised absences resulting from different school holidays taken by siblings attending other schools are further contributing to the dip in attendance and are also having an effect on student behaviour. Governors were assured that there is a whole-school approach in place, with all staff working collaboratively to improve attendance.

ME asked whether the use of fines for cases of persistent absence (PA) was having any measurable impact? CR responded that the current system for issuing fines in Warrington is relatively weak and has limited effectiveness. Instead, the school is focusing on working proactively with parents to promote a more positive and supportive approach to improving attendance.

11 STUDENTS LEAVING SCHOOL ROLL – C RIXHAM

CR provided governors with a breakdown of students who have left the school roll, including contextual notes outlining the reasons for their departure and their onward destinations (refer to breakdown). CR also shared details of in-year admissions, with accompanying notes explaining the rationale for accepting each student. Governors noted that BCA is currently the second most oversubscribed school in Warrington. BCA numbers remain stable moving forward.

	Year 7	Year 8	Year 9	Year 10	Year 11	Number on Roll
2024/25	182	184	180	172	177	895
2025/26	182	182	184	180	172	900

Governors were informed that there is no identifiable pattern in Year 11 students leaving the school roll. Only two Year 11 students have been removed from roll: one transferred to UTC, and the other moved to Woolston Brook following a change in EHCP placement.

12 SAFEGUARDING UPDATES AND IMPACT REPORT – C RIXHAM

CR referred to the contents of her Impact report for Safeguarding providing governors with a summary of the most recent TCAT Peer Review which took place on 29/04/25.

Strengths

1. Strategic response to respond to changes of leadership of safeguarding ensuring that practice has remained robust
2. Strong systems in place to ensure vulnerable pupils are monitored and cases managed effectively
3. Students feel that they have a voice and speak highly of the school's support of them
4. Staff who are well trained and understand their role in Safeguarding
5. Strong alignment between Safeguarding, attendance and pastoral teams allowing for the holistic picture of the child to be understood
6. Strong practise seen by the designated teacher for LAC/PLAC

7. Knowledgeable leader for filtering and monitoring
8. Strategic succession planning and adapting practise for example through adopting the new TCAT Supervision model and in plans to increase the DSL role at a senior leadership level.

Recommendations:

1. With increased numbers of DSL's consider identifying them as a specific team within the Pastoral Team. Summer 25
2. Review who is using CPOMs and for what purpose to ensure consistency Autumn 25-26. Ensure students through PSHE are familiar with key terms and where the curriculum meets statutory requirements 25-26
3. Update the web site with the Online Safety Policy for secondary Summer 25
4. Quantify the use of 'TELL US' at BCA Autumn 25-26
5. Add the findings form SENSO to the Safeguarding Impact Report Autumn 25-26
6. Consider increasing the number of current PSA's to ensure one per Year group 25-26

Governors confirmed that the report reads well, and they expressed their thanks and congratulations to all staff involved in the review.

The Principal concluded by stating that the report is a testament to the robust systems in place and recognised CR for her leadership in taking on the responsibilities of safeguarding and attendance in her new role, with valuable support from SC and other key staff members.

13 BEHAVIOUR ANALYSIS & IMPACT REPORT UPDATE – S COLEY

SC provided governors with a verbal summary of her impact report and outlined key updates related to behaviour since the previous report.

Internal truancy: A significant area of focus has been reducing internal truancy. SC and the pastoral team have worked closely with students who are persistently truanting lessons. SC has reinforced expectations with staff regarding the correct process for logging truancy incidents, with clear guidance on when and how to record to avoid duplication and incorrect entries. A targeted cohort of students has been identified, and a KS3 Support Centre has now been designated as a 'Behaviour Reset Room' to help reduce lesson truancy and provide structured intervention. As a result of these measures, the number of recorded truancy incidents has decreased significantly. In Half Term 4, 307 incidents were recorded, compared to 144 in Half Term 5.

Suspensions analysis 23-24 and 24-25: SC provided a verbal summary of the number of suspensions recorded this academic year to date, compared with figures from the previous year. It was noted that a number of repeat offenders continue to be suspended regularly.

Date	Number of suspensions	Number of students
Sept 22 – June 23	102	52
Sept 23 – June 24	62	32
Sept 24 – June 25	87	42

All students who receive a suspension are supported through a clear, structured Behaviour for Learning plan, along with regular monitoring and review by their Progress Leader. Progress Leaders report back to SC on a regular basis regarding student progress and engagement with the support in place. There have been several notable successes in reducing repeat suspensions through the implementation of a graduated response model and tailored support plans. Where appropriate, alternative provision has also been arranged to prevent further suspensions or, eventually, permanent exclusion. This approach has had a positive impact on most students; however, a small number have not fully engaged with the support provided and have continued to receive suspensions.

Despite all interventions, two permanent exclusions have been issued this academic year:

- **Male student, Year 9** – Permanently excluded on **4 December**. The Principal recommended the governing body consider permanent exclusion due to persistent disruption, including incidents of violent behaviour. This decision was upheld by the panel. The student was placed on roll at Great Sankey High School via the FAP process.
- **Male student, Year 9** – Permanently excluded on **14 February**. The Principal recommended the governing body consider permanent exclusion due to persistent breaches of the school's behaviour policy, including **two assaults on other students**. The panel

	upheld the decision. The student was placed on roll at Padgate High School via the FAP process. Governor challenge: LP queried how individual support plans for students are monitored. SC provided an overview of a typical support plan, which may include: • A hybrid timetable, including allocated time within the Support Centre • Pastoral support during key transition periods • SALT (Speech and Language Therapy) and ELSA (Emotional Literacy Support) interventions • A graduated response tailored to individual needs • Consideration of SEMH (Social, Emotional and Mental Health) needs across TCAT • Weekly Pupil Referral Meetings (PRMs) to discuss student behaviour, needs, expectations, and outcomes Action: SC to invite LP to review the current strategies in more detail. PEX across Warrington 2023-24 and 24 to date: 14 – 2023/24 18 – 24 to date Students currently attending AP: SO provided governors with a breakdown of students currently accessing their education through Alternative Provision. These students are being supported off-site at the provision based at Warrington Wolves Stadium.
14	HR MATTERS AND IMPACT REPORT UPDATE – A VIAR V provided governors with a verbal summary of her Impact Report, including updates on staff attendance, recruitment, and safeguarding compliance. Staff Attendance: AV reported that staff attendance for the academic year to date stands at 94.56%, which is slightly below the previous year's figure of 95.70%. The decrease is largely due to long-term sickness absences, primarily linked to mental health and anxiety-related issues. AV explained the rationale behind the school's attendance 'trigger' process for staff, used to monitor and manage attendance concerns. A breakdown of absence and punctuality, as well as disciplinary and grievance data, is included within the full written report. DBS/SCR Compliance: AV confirmed that all DBS and Single Central Record (SCR) checks are up to date and fully compliant. Recruitment and Budget Pressures: Recruitment figures were shared with governors, alongside a discussion on projected supply staffing costs. To date, £120,000 has been spent on supply staffing. For the next academic year, the forecasted figure is £65,000, with the expectation that surplus staffing capacity will help reduce reliance on external supply and ensure spending remains within budget. Governor Challenge ME queried the long-term sickness figures and asked whether any systems were in place to recoup associated costs? AV confirmed that TCAT's absence insurance policy covers a proportion of long-term, stress-related absences, but only after the first 30 days of absence. ME also asked whether the recruitment of a cover supervisor had been considered as a strategy to reduce supply costs? GH responded that while this had been considered, it would not have had a significant impact given the nature of staff absences experienced this year. A cover supervisor model is only effective where the role is used to provide ongoing cover for a specific, long-term absence.
15	H&S MATTERS AND IMPACT REPORT UPDATE – A VIAR AV provided governors with a verbal summary of the report and outlined accidents stats confirming stats for the summer term have decreased by 65% compared to the same period in the previous year. Currently there is 1 reported near-miss incidents and 6 wellness checks reported. BCA are operating in line with The TCAT policy on use of disclosure and barring service and the employment of ex-offenders. BCA currently has 34 members fully trained to use the school's minibus. 14 staff members are on school's official first aid rota, one of which has been designated as First Aid

	Coordinator to act as the main contact during emergency situations alongside the H&S Lead and provide assistance in the investigation of accidents. Newly onboarded staff have undergone all H&S-related training courses - Health and Safety in Schools, Risk Assessment, Manual Handling, Working at Height, COSHH, Legionella. Additionally, all relevant staff members have completed Manual Handling training; ongoing course on Fire Warden.
16	LETTINGS INCOME REPORT – A VIAR AV provided a verbal summary of the report advising governors that as part of BCA's commitment to maximising the use of its facilities and generating additional income to support the academy's educational provision, BCA continue to operate a lettings programme alongside other income-generating activities. BCA lettings programme enables local community groups, sports clubs, and organisations to access high-quality facilities outside of core school hours, helping to strengthen community engagement while providing a valuable revenue stream. Letting Income: Lettings operations demonstrated significant growth during 2024/25, with net income increasing substantially across key months. Through improved marketing, enhanced operational management by Progressive Lettings, and strong community engagement, the academy achieved peak income levels of over £5,000 per month during January and February 2025. This positive trend reflects both increased utilisation of academy facilities and the financial contribution lettings are making towards the academy's sustainability. Governor challenge: SW asked whether the academy had considered alternative uses for the MUGA, such as converting it into a Paddle court. GH responded that the academy is currently exploring potential uses for the space, within the limits of what is financially viable. A timeline for future use will be discussed at a later date, once further options have been considered.
17	STAFFING AND RECRUITMENT UPDATE – G HARRIS GH provided governors with a verbal update of current staffing and recruitment: - Faculty leader for Performing Arts appointed (internal appointment) with effect from Sept 25. - Data Manager retirement. Succession planning to be advertised internally for Sept start.
18	PRINCIPAL RECRUITMENT UPDATE – G HARRIS Governors were informed that Paul Greenhalgh has been successfully appointed as the new Principal. His official start date will align with the exit date of the outgoing Principal, Mr Harris – date to be confirmed. On behalf of all governors, SW formally congratulated Mr Harris on his new appointment and wished him every success in his next role. Governors acknowledged and expressed their appreciation for the school's many achievements during Mr Harris's tenure as Principal and extended their sincere thanks for his leadership and service to the academy.
19	PROPOSED DATES FOR FGB MEETINGS 2025-26 Governors considered and approved the proposed FGB dates for 2025-26. Action: Clerk to confirm dates with TCAT.
20	POLICIES Home School Communication Policy. A VIAR explained the rationale behind the policy to governors. The contents of the policy were reviewed and approved. Parent & Visitor Code of Conduct Policy. A VIAR outlined the rationale for the policy. Governors reviewed and approved the contents of the policy.
21	AoB No items.