

**Summary of discussions of the Local Academy Committee meeting
held on Monday 18 May at 5:30pm at Retford Oaks Academy**

Membership	Initials	Governor	Absence
Mr A Knight Chair	AK	Appointed	A
Mr D Cartwright Temp Chair	DC	Appointed	
Mrs P Bryn-Jones Vice Chair	PBJ	Appointed	
Mr A Silcock	AS	Appointed	
Dr Ann Harris	AH	Elected Parent	A
Mrs Sarah Miles	SM	Elected Parent	
Mrs L Clough-Watson	LCW	Staff Governor	A
Mrs J Wilson	JW	Appointed	
Miss S Babu	SB	Appointed	A

In Attendance	Initials	Position	Absence
Mrs H Widdup	HW	Executive Principal	
Mr L Dickinson	LD	Principal	A
Mrs R Chambers	RC	Governance Professional	
Quorum required	5		5

Outstanding Actions Log

C = Complete
 CF = Carried forward
 I = Incomplete (carried forward more than once)

Agenda item	Meeting Ref	Action Required	Responsible Person	Timeline	Update	Status
AC/27/2526	2526 - 3	DC to prepare a statement if standing for another TOO and send it to NB to be shared with papers for Summer 1 meeting	DC	05/05/2026	See agenda item AC/48/2526	C
AC/42/2526	2526 - 4	LD to put Jacqui in touch with the right person to keep up to speed with what events are going on at the academy and when governors would be welcome to attend.	LD	27/03/2026	HW to obtain dates of upcoming events that the governors can attend. RC to liaise with the academy on governors getting an oversight into communication with parents.	CF

AC/48/2526	2526 - 5	SEND and safeguarding link governor reports to be submitted to the LAC for the next meeting	DC / PBJ	06/07/2026		NEW
AC/48/2526	2526 - 5	RC to distribute list of link governor roles and committee to consider any they wish to cover	RC	26/06/2026		NEW
AC/49/2526	2526 - 5	To advise on the gender balance of the incoming Yr7 cohort	HW	06/07/2026		NEW
AC/49/2526	2526 - 5	To advise if the SEND newsletter has stopped	HW	06/07/2026		NEW
AC/49/2526	2526 - 5	To confirm upcoming academy events that the governors can attend	HW	22/05/2026		NEW

Bold blue text = academy committee governor check and challenge

Bold green text = academy committee governor decision-making / approval

Q = Question from Governors

A = Answer from senior leaders

Agenda item	Key points / Summary	Action Required	Responsible Person	Timeline
AC/45/2526	Apologies for absence - Apologies were received and accepted from AH and SB. - The committee were made aware of that AK (Chair) will be absent from the committee for medical reasons for the foreseeable future. It has been agreed that DC will act as Chair until the end of the summer term. - LD was also absent due to medical reasons.			
AC/46/2526	Declarations of Interest There were no changes to declarations of interest made at the start of the year and no declarations in relation to the agenda.			

AC/47/2526	Approve actions log dated 16 March The Actions log from 16 th March was reviewed and approved.			
AC/48/2526	Governance Report - DC re-elected to the committee for 4-year term of office with effect from 18.05.2026. - A governor walk around has been planned for the 18th of June at 1.45pm and is open to all that can make it. Future dates are to be scheduled with a plan for them to happen once a month / once a half term. - SEND & safeguarding link governor meetings booked in for 18th June. Reports to be submitted ahead of the next meeting. [Action DC / PBJ] - RC to send out the link governor roles ahead of the next meeting for re-confirmation of link roles. [Action RC]	Link governor reports to be submitted Link roles to be resent out	DC / PBJ RC	06.07.26 05.06.26
AC/49/2526	Principals report - Attendance is strong at the academy albeit slightly below national. It is showing an improvement on last year. PA is lower than this time last year as is SA. Governors advised that when a student leaves the academy, their attendance data remains which skews the data. Q: Is the academy still taking students off roll where applicable? A: Yes, as long as it is the right thing to do. The data will not be on roll from September as the attendance data is lagged. Q: Is this the same for all schools and is it reflected in the national figures? A: Yes, except some have higher mobility than others. Governors noted the extraordinary circumstances that have impacted attendance but praised the academy for not being far behind national average. HW added that normally attendance declines throughout the academic year which can be seen in national average figures. Retford Oaks are having a kick back up which is against the normal trend which is positive. - Y11 are in the swing of GCSEs. HW advised that students are working hard and have settled into exams well. There are a number of students			

	who are not sitting any exams due to advice from Health Relation Education Team and CAMHS. The academy is working with these students and support will be given. Q: How will this impact the Attainment8 score? A: For those students who do not sit the exams, they get a 0 for Attainment8 so therefore it will hit the average quite quickly. Q: How does the number of students not taking any exams compare against other academies? A: There are students in each academy in the trust that cannot sit their exams. - The new Head of Post 16 is being proactive in terms of promoting the offer including visiting schools where there is no sixth form. Q: With the AIP review, have we set the bar too high? A: Possibly Q: What are the reasons behind this? A: We will always strive to be the best we can be. The academy is not fully through the plan so will may come to fruition by the end of the year. The importance is that we know where we are and where improvements need to be made. Q: What are the main concerns? A: Exam outcomes will always remain a concern due to exam boundaries changing as well as mark boundaries. It cannot be underestimated the difficult year of which the students have had. The viability of the sixth form is also always a concern due to the financial implications. Q: Is this the last cohort from COVID? A: Yes, it is and this cohort of students have no KS2 data or progress score as did not take their Yr6 SATs. Q: What is the behaviour like in the academy and are there any issues? A: Yr7 are proving a strange cohort in terms of lack of regulation in the way of how they speak to people and that violence is the only way to solve anything. It is unusual for the academy and so work is being undertaken to ensure the students are ready for Yr8.			
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	Q: Is this as a result of a specific feeder school? A: No Q: Is it a pattern you have seen in other academies? A: Not that I have seen. Q: What is being done to get the students ready for Yr8? A: The academy is working on the basics of how to speak to each other and why violence is not the answer. Dermot Gascoyne, ex-boxer and school mentor, is working with some of the boys to aid with this. Governors noted that there are significantly more girls than boys in Yr7 which is unusual. HW added that it is a core group of boys which are causing most issues. Q: Is Mr Chesman (Head of Yr7) organising activities like Mr Noble has previously done? A: Mr Chesman has been very supportive of the cohort joining the academy and now needs to be harder on what the expectations are. Governors commented on the healthy intake of numbers predicted for the Yr7 cohort. HW added that the numbers have increased since the information was shared with the LAC. Q: Do we know the gender balance of the incoming Yr7 cohort? A: This information can be shared [Action: HW] with the committee. The academy does now get the attendance pattern from their primary schools so Louise Upton, Attendance Lead, has been booking meetings in with parents with students that have very low attendance to speak to them before they arrive at Retford Oaks. The discussions are based on the barriers to attendance, what can Retford Oaks do differently and highlight the expectations of attendance. - There has been a minor change to the uniform policy in line with changes at trust level. From September, students are able to choose whether they wear a blazer or school jumper but must be branded. Students can wear both if they wish. The policy acknowledges that dress has moved on particularly post COVID in terms of what is deemed acceptable. Shorts will be optional for the summer term, but they must be black and formal. Q: Do the shorts need to be branded?	Provide gender balance of incoming Yr7	HW	06.07.26
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	A: No - From May half term, students are not required to wear a blazer or jumper, and they can be worn at students' own comfort. There is no longer a need to wait for communication from the academy. Governors noted that the jumper is more flexible option especially from a cost perspective and that it adds more flexibility for parents. HW added that this is what the academy are trying to achieve with the changes and following the hot summer term 2 last year, the shorts conversation came to the forefront of the academies mind then. Q: Are the changes gender neutral? A: Yes, girls can wear shorts as long as they are tailored. Q: Is this across the trust or just Retford Oaks? A: Many of the secondaries in the trust have made amendments to their uniform policy including the addition of shorts. Q: Will there be pushback of an additional uniform item (shorts)? A: The use of shorts is optional for students, and they do not need to be branded. Q: Is there a second-hand provision in school A: Yes, there is Parent governors added that a request had been sent to Yr11 parents to see if they would be willing to donate any uniform once their child has finished at the academy. Governors agreed the changes to the policy. - The number of accidents has increased on the same period last year. - There has been a substantial increase on mental health first aid requests Q: Are the number of requests noted just students, or does it include staff too? A: The figures reported are just from students. HW noted that there will have been an increase following a death of a teacher and student. Q: Has the SEND newsletter stopped? A: [Action: HW] to check	To check if this has stopped	HW	06.07.26
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	Q: What events are there that we can attend? A: [Action: HW] to speak to Claire Rank, Business Manager, and share with RC. Q: Should a newsletter be issued to parents? A: This has been done previously so would be good to. Governors discussed the frequency of the newsletters and that they will be written. HW suggested that it may be welcomed to send some communication to staff too.	To get a list of dates to share with governors	HW	22.05.26
AC/50/2526	Safeguarding - The checklist was shared in advance of the meeting. Q: In the society of deep fakes and AI, what is being taught to the students around this? A: It is being taught to the students in both tutor time and through the IT curriculum. Governors discussed the positives and negatives of AI within the academy and education. It was confirmed that Pete Richardson, IT lead for the trust, is looking into the trust policy and the use of AI.			
AC/51/2526	Complete report to trustees and receive comments from trustees from last report - DC has been appointed as temporary chair and has also been re-elected for another 4-year term of office. - How well the Yr11 students have settled into their GCSE's and how hard they have been working - The uniform policy has been approved and agreed			
AC/52/2526	Determine Confidentiality Governors considered whether anything discussed during the meeting should be deemed as confidential. It was resolved: - Any confidential items discussed have been recorded separately and names removed. - There had been no Equality Act implications.			

AC/53/2526	Next meeting Monday 6 th July 2026 at 5:30pm at Retford Oaks Academy Meeting closed at 6.46pm			

Signed by Chair : <i>D.Cartwright</i>	Date: 06.07.26
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