

Meeting of the University Academy of Engineering Local Governing Body

5.00 - 6.30 pm on Wednesday, 21 June 2017
in University Academy of Engineering - Trafalgar Street, London SE17 2TP

Agenda

<i>No.</i>	<i>Item</i>	<i>Pages</i>	<i>Presenter</i>
1.	Welcome and apologies		RB
2.	Declarations of interest		RB
3.	Minutes of previous meeting	3 - 6	RB
4.	Matters arising	7 - 8	RB
<i>Items to discuss</i>			
5.	Principal's report	9 - 26	GN
6.	Ofsted feedback	Verbal Report	GN
7.	Student recruitment for September 2017	27 - 30	GN
8.	Pupil premium	To Follow	GN
<i>Items to note</i>			
9.	May 2017 financial management report	31 - 34	DS
10.	Local risk register	35 - 38	DS
11.	Internet safety	Verbal Report	GN
12.	Discussions at subcommittees report	39 - 40	PS
13.	Governor visits	Verbal Report	RB
14.	Any other business		RB

Date of next meeting
4.00 pm on Tuesday, 18 July 2017

Members: Rao Bhamidimarri (Chair), Lesley Morrison, Michael Broadway, Natalie Ferer, Karen Fowler, Steve French and Gary Nelson

Apologies: Samantha Jury-Dada and Tony Roberts

In attendance: Dan Smith and Pervena Singh (Clerk)

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**Minutes of the meeting of the University Academy of Engineering Local
Governing Body
held at 4.30 pm on Wednesday, 22 February 2017
University Academy of Engineering - Trafalgar Street, London SE17 2TP**

Present

Rao Bhamidimarri (Chair)
Gary Nelson
Michael Broadway
Natalie Ferer
Steve French
Tony Roberts

Apologies

Farah Nur
Karen Fowler
Lesley Morrison
Samantha Jury-Dada

In attendance

Dan Smith
Pervena Singh (Clerk)

1. Welcome and apologies

The Chair welcomed governors to the meeting. The above apologies were noted.

The Local governing body received an informative presentation from the Leader of Learning for Science, Director of Engineering and the Leader of Learning for Mathematics, who each outlined their department's achievements and challenges.

Following discussion on equipment and resources, it was suggested that a proposal for improvement be made to the Principal and CEO, for consideration.

2. Declarations of interest

No governor declared an interest in any item on the agenda.

3. Minutes of previous meeting

The LGB approved the minutes of the meeting of Wednesday, 23 November 2016.

4. Matters arising

The LGB reviewed the matters arising from the previous meeting.

The principal confirmed that a report of all departmental reviews including plans on corrective action will be presented to the LGB once all departmental reviews had been completed.

The LGB noted the roll out of the TEEP programme. Improvements to learning will be discussed at the Learning and Teaching committee in May 2017.

5. **Principal report**

The LGB discussed the Principal's report, which included student progression, student profiles, in-term admissions, EAL, SEND, student performance, and actions and strategies for improvement, based around the four focus areas of Ofsted.

The committee discussed the data on pupil premium and noted that further data was being captured for year 7 students.

The committee noted that year 7 students are outperforming year 9 students, and that actions to correct this trend will be included with the action plans from departmental reviews. The committee requested further detail of the dip in performance, particularly in Spanish to gauge whether there are any underlying issues that may be causing difficulties in this area. The committee was reassured that greater focus will be targeted at year 9 students.

The committee discussed the measures of ability for students and requested that the data on the accelerated reader tests for the next meeting.

6. **Ofsted preparation**

The LGB were given a verbal update on Ofsted preparations ahead of any forthcoming school inspection, and were informed of the improvements made in learning and teaching following the individual department review. Actions and improvements around the four areas of Ofsted's focus were discussed and evaluated.

The LGB requested a brief overview in writing of the progress made at the school to be circulated to governors.

7. **Development Plan & Self Evaluation form**

The LGB noted the tabled development plan and self-evaluation form, which will be aligned with the South Bank Academies strategy. The strategy is currently in development.

The Principal confirmed the decrease of red ratings in the development plan, and it was suggested that commentary on how the reduction had been achieved is included within future reports.

The LGB briefly reviewed the self-evaluation form and was encouraged to provide feedback and comments on the documents to the Principal following the circulation of the report electronically.

8. **Performance management system**

The Principal presented the performance management report, which is closely linked to the school's development plan and South Bank Academies MAT strategic plan.

The LGB noted that the performance management process will be a supportive and developmental process designed to ensure the teachers have the skills and support they need to carry out their roles effectively. Each teacher at the school has been given training on SMART objectives and has access to online examples via their teacher portals.
9. **Full student data**

The LGB noted that full student data had been sufficiently covered in the Principal's report, and it was suggested that governors could gain greater insight of student progression as part of governors' visits.
10. **December 2016 Financial Management report**

The LGB discussed the December 2016 financial management report, which had been reviewed by the Finance and General Purposes committee.

The LGB noted that the financial management report forecast a surplus of £45k. It was reported that the current budget was funded on 445 students, and at the autumn count the number of students was 382 which means that this year's funding will incur a clawback of £448k.

The LGB discussed the key issues arising from the report which included the reduction of surplus money, due to the number of students, the number of senior level appointments not in proportion to student numbers, and a small 6th form, which requires cross-subsidy.
11. **Internet safety**

The LGB was presented with the internet safety report which confirmed that no breaches of the internet safety procedures had occurred since the previous meeting.

The LGB were informed that the report has been prepared in response to Bill Stoneham's external review, and will remain as a standard item for future LGB and SLT meetings.
12. **Discussions at subcommittees**

The LGB noted the discussions at subcommittee report and links to supporting papers on for the Learning and Teaching and the Finance and General Purposes committee meetings.
13. **Governor visits**

As set out in the Scheme of Delegation, governors of the LGB were encouraged to visit the school termly.
14. **Recruitment of Principal**

Gary Nelson left the meeting

The Chair of the LGB provided a verbal update on the recruitment process for the schools' permanent principal.

The LGB were notified of the published advertisement for the role, and the closing date of 6 March 2017. Shortlisted applicants would be invited for a two day selection programme, where they will be required to undertake a series of school related assessments. Final candidates would be invited for a panel interview with the Chair of South Bank Academies Board, the Chief Executive Officer of South Bank Academies, two local governors who are former Head Teachers, and a London South Bank University, Human Resources representative.

The LGB requested that the job description for the role be circulated to local governors via email.

15. **Any other business**

The Chair discussed the development awards which had been deferred for discussion from the Learning and Teaching committee.

It was reported that teachers and non-teaching staff at each school had been given the opportunity to develop a proposal/initiative to enhance learning. The CEO confirmed that no applications had been submitted and that the deadline would be extended to encourage proposals.

The LGB suggested a variation of teachers at the next learning leaders' presentation ahead of the next LGB, and specifically requested an update from the Leader of Learning in Spanish.

**Date of next meeting
4.30 pm, on Wednesday, 24 May 2017**

Confirmed as a true record

..... (Chair)

**UNIVERSITY ACADEMY OF ENGINEERING LOCAL GOVERNING BODY - WEDNESDAY, 22 FEBRUARY
2017
ACTION SHEET**

Agenda No	Agenda/Decision Item	Action	Officer	Action Status	Date of Completion
4.	Matters arising	A full report of all departmental reviews including plans on corrective action to be presented to the LGB when available.	Gary Nelson	In progress	
5.	Principal report	Detail into the dip in performance of from year 7 to 9 students particularly in Spanish, to be included in Principal report for next meeting.	Gary Nelson	To do	
		LGB requested data on accelerated reader test in relation to the measurement of ability of students, to be included at next meeting.	Gary Nelson	To do	
6.	Ofsted preparation	A summary report on the current progress made at the school, to be circulated to governors.	Gary Nelson	Completed	Completed
7.	Development Plan & Self Evaluation form	Further commentary on how red ratings are being reduced to be included in development plan.	Gary Nelson	To do	
		Self-Evaluation plan to be circulated to governors via email, for feedback.	Gary Nelson	To do	
14.	Recruitment of Principal	Academy's permanent Principal job description to be circulated to local governors, for information.	Rao Bhamidimarri	To do	

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Paper title:	Principal's Report
Board/Committee	University Academy of Engineering Local Governing Body
Date of meeting:	21 June 2017
Author:	G. Nelson & S. Theofanopoulou
Executive sponsor:	CEO
Recommendation:	The governors are requested to review and discuss the prepared Principal's report, which provides an overview of the progress in key areas of the Academy.

Executive Summary

The full Principal's report is a designed to demonstrate the Academy's progress since the last local governing body meeting, and should be read alongside the draft Ofsted report.

Governors are expected to ensure that all pupil groups are making equal and adequate progress and to consult as to whether the Academy is making adequate progress against its development targets.

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UAE South Bank Principal's Report

Section 1 Safeguarding, behaviour and attendance report

Safeguarding in the recently received Ofsted report was stated as effective. Safeguarding updates are provided for SLT as a standing item on the weekly agenda.

The weekly school report sharing key date also remains a weekly item focus in SLT meetings for analysis and intervention planning. The SIMS School Report is ongoing.

Pupil Numbers

	Year 7	Year 8	Year 9	Year 12	All Years
Pupils of this school	138	130	98	24	390
Male	77.54% 107	76.92% 100	69.39% 68	91.67% 22	76.15% 297
Female	22.46% 31	23.08% 30	30.61% 30	8.33% 2	23.85% 93
Single Reg	138	130	97	24	389
Male	107	100	67	22	296
Female	31	30	30	2	93
Dual Main			1		1
Male			1		1
Total Pupil Numbers	138	130	98	24	390
Male	107	100	68	22	297
Female	31	30	30	2	93

Key Pastoral Factors

	Year 7	Year 8	Year 9	Year 12	All Years
Free School Meals	36.23% 50	42.31% 55	41.84% 41		37.44% 146
English as Add'l Language	40.58% 56	43.08% 56	39.80% 39		38.72% 151
Pupil Premium	58.70% 81	60.77% 79	54.08% 53	16.67% 4	55.64% 217
Medical Condition	13.04% 18	12.31% 16	26.53% 26		15.38% 60
SEN Needs	25.36% 35	30.77% 40	31.63% 31	4.17% 1	27.44% 107
SEN Status	16.67% 23	16.92% 22	24.49% 24	4.17% 1	17.95% 70

Session Attendance Summary (05 Sep 2016 - 18 May 2017) for Attendance

	Year 7	Year 8	Year 9	Year 12	All Years
All	96.77%	95.62%	95.42%	96.82%	96.06%
Male	96.51%	95.53%	95.30%	96.86%	95.94%
Female	97.67%	95.93%	95.67%	96.42%	96.44%
FSM	95.74%	94.25%	94.91%	0%	94.96%
Not FSM	97.38%	96.61%	95.79%	96.82%	96.72%
CLA or FSM	95.74%	94.25%	94.91%	0%	94.96%
Not CLA or FSM	97.38%	96.61%	95.79%	96.82%	96.72%
Pupil Premium	96.24%	95.42%	95.06%	95.66%	95.65%
Not Pupil Premium	97.59%	95.96%	95.88%	97.04%	96.61%
EAL	97.69%	96.30%	97.35%	0%	97.10%
Not EAL	96.11%	95.11%	94.09%	96.82%	95.38%
SEN	94.22%	92.85%	93.56%	100%	93.65%
Not SEN	97.30%	96.19%	96.05%	96.68%	96.60%

Session Attendance Summary (05 Sep 2016 - 18 May 2017) for Authorised Absence

	Year 7	Year 8	Year 9	Year 12	All Years
All	2.19%	2.38%	2.16%	0.70%	2.16%
Male	2.28%	2.36%	2.28%	0.77%	2.20%
Female	1.87%	2.45%	1.89%	0%	2.02%
FSM	2.94%	3.13%	2.25%	0%	2.82%
Not FSM	1.75%	1.85%	2.09%	0.70%	1.76%
CLA or FSM	2.94%	3.13%	2.25%	0%	2.82%
Not CLA or FSM	1.75%	1.85%	2.09%	0.70%	1.76%
Pupil Premium	2.73%	2.60%	2.19%	0.77%	2.52%
Not Pupil Premium	1.35%	2.03%	2.12%	0.69%	1.66%
EAL	1.64%	2.01%	1.19%	0%	1.66%
Not EAL	2.59%	2.66%	2.83%	0.70%	2.48%
SEN	3.68%	3.50%	2.82%	0%	3.28%
Not SEN	1.88%	2.15%	1.94%	0.73%	1.90%

Session Attendance Summary (05 Sep 2016 - 18 May 2017) for Unauthorised Absence

	Year 7	Year 8	Year 9	Year 12	All Years
All	1.04%	1.99%	2.37%	2.37%	1.77%
Male	1.21%	2.09%	2.35%	2.27%	1.84%
Female	0.46%	1.62%	2.40%	3.41%	1.53%
FSM	1.32%	2.61%	2.76%	0%	2.20%
Not FSM	0.87%	1.54%	2.08%	2.37%	1.50%
CLA or FSM	1.32%	2.61%	2.76%	0%	2.20%
Not CLA or FSM	0.87%	1.54%	2.08%	2.37%	1.50%

Pupil Premium	1.03%	1.98%	2.66%	3.57%	1.81%
Not Pupil Premium	1.06%	2.00%	1.99%	2.14%	1.70%
EAL	0.68%	1.68%	1.44%	0%	1.24%
Not EAL	1.30%	2.22%	3.01%	2.37%	2.11%
SEN	2.11%	3.63%	3.58%	0%	3.05%
Not SEN	0.82%	1.65%	1.96%	2.47%	1.48%

Session Attendance Summary (05 Sep 2016 - 18 May 2017) for Persistent Absence $\geq 10\%$

	Year 7	Year 8	Year 9	Year 12	All Years
All	11	14	16	0	41
Male	11	13	11	0	35
Female	0	1	5	0	6
FSM	5	11	10	0	26
Not FSM	6	3	6	0	15
CLA or FSM	5	11	10	0	26
Not CLA or FSM	6	3	6	0	15
Pupil Premium	8	10	11	0	29
Not Pupil Premium	3	4	5	0	12
EAL	2	3	2	0	7
Not EAL	9	11	14	0	34
SEN	3	4	7	0	14
Not SEN	8	10	9	0	27

Session Attendance Summary (05 Sep 2016 - 18 May 2017) for Lates

	Year 7	Year 8	Year 9	Year 12	All Years
All	0.52%	0.57%	0.69%	0.06%	0.55%
Male	0.55%	0.54%	0.59%	0.05%	0.52%
Female	0.44%	0.66%	0.89%	0.18%	0.65%
FSM	0.45%	0.73%	0.72%	0%	0.63%
Not FSM	0.56%	0.46%	0.66%	0.06%	0.50%
CLA or FSM	0.45%	0.73%	0.72%	0%	0.63%
Not CLA or FSM	0.56%	0.46%	0.66%	0.06%	0.50%
Pupil Premium	0.54%	0.69%	0.65%	0.10%	0.62%
Not Pupil Premium	0.49%	0.38%	0.73%	0.05%	0.46%
EAL	0.34%	0.38%	0.59%	0%	0.42%
Not EAL	0.65%	0.72%	0.75%	0.06%	0.64%
SEN	0.85%	0.84%	0.66%	0%	0.77%
Not SEN	0.45%	0.52%	0.70%	0.06%	0.50%

Conduct Summary (05 Sep 2016 - 19 May 2017)

	Year 7	Year 8	Year 9	Year 12	All Years
Behaviour Incidents	2982	3240	2172	0	8394
Achievements	13290	16541	8734	8	38573
Behaviour Points	2983	3318	2172	0	8473
Achievement Points	13299	16546	8738	8	38591

Exclusions (05 Sep 2016 - 19 May 2017)

	Year 7	Year 8	Year 9	Year 12	All Years
Number of Exclusions	1	2	1	0	4
Total Days	2	5	3	0	10
Maximum Duration	2	3	3	0	3
Number of Permanent Exclusions	0	0	0	0	0

Behaviour Details (05 Sep 2016 - 19 May 2017)

	Year 7	Year 8	Year 9	Year 12	All Years
Corridor Behaviour	67	86	109	0	262
Failure to complete work to high standard	149	130	150	0	429
Truancy	0	1	0	0	1
Lateness to Lesson	93	222	120	0	435
Lateness to school	420	520	311	0	1251
Parked	477	589	354	0	1420
Incorrect Uniform	160	175	152	0	487
(S3) Unauthorised absence	0	0	1	0	1
Rudeness to peers	198	123	71	0	392
Rudeness to staff	145	146	119	0	410
(PFLD) Community Time Only	63	65	62	0	190
Equipment	188	253	137	0	578
Chewing gum/eating/drinking	34	30	22	0	86
Persistent failure to follow instructions	690	532	392	0	1614

(S3) Disruption to learning	193	266	71	0	530
Out of Lesson	73	76	67	0	216
Visibility of mobile phone	32	26	34	0	92
Total Behaviour Incidents	2982	3240	2172	0	8394

Pastoral Summary

Attendance

Whole school attendance remains high and above national average – 96.06%. This is due to the improved monitoring systems in place and stronger partnership work with external agencies. The Academy purchases the services of WPA an Education Welfare Service (EWS) which provides legal and weekly operational support for the school. The EWS conducts home visits, meets families and writes letters to families not meeting our high standards.

The EWS has recently been instructed to target Pupil Premium (PP) students fallen within the Persistent Absence (PA) category (90% and below). They remain a concern as 71% of the 41 students currently PA are PP. Our overall PA figure (10%) is below national average.

We intend to implement a more stringent system at Community Leader level which will target students 97% - 94%. This will ensure more early intervention work can take place prior to issues and bad habits will not become embedded. We have also conducted a survey of students due to arrive from Year 6 that currently already have poor attendance. These students will be invited to our Summer school to be held in August to help to improve their confidence with school.

Behaviour

Our students regularly display excellent attitudes to learning and this has ensured they make a positive impact on their progress.

The Academy continues to fully embed the new behaviour policy introduced in June 2017. This policy was reviewed at the same time as the Anti-bullying policy, Online Safety and Safeguarding policy. This ensured a clear joined up approach to behaviour was established and clear.

Student conduct is measured by the number of S3s awarded in class, the no. of Isolations issued and the no. of Fixed exclusions reported. On average the school experiences 10 S3s being issued per week. This average has slowly reduced since October. (Oct – 18, Nov – 18, Dec -14, Jan – 15, Feb 13, Mar – 13, April – 11, May – 10).

Students issued with Isolation has also seen a reduction since October with us now only having an average of only 2 students a day in Isolation. Fixed term exclusions remain low compared to national average (currently 4) with no permanent exclusions. All of these statistics are due to a combination of a consistent approach to our policy and a powerful rewards system. This rewards system has encouraged and created a culture of 'wanting to succeed'.

We have recently introduced a Platinum award and Principals award to address the increase in rewards achievement. In relation to behaviour data, our most concerning group are Year 8 boys with SEN. The SENDCO is starting to address this by reviewing their provision and needs again and relocating support.

Safeguarding

Through recent Student surveys over 84% of students felt safe with families mirroring this figure, when they were surveyed. This is due to our joined up approach to behaviour, safeguarding and bullying. All policies and procedures were reviewed and altered at the same time (Oct 2017). The newly appointed Safeguarding Lead (Jan 2017) has formed a confident and well-trained team of three. They now meet weekly to discuss all children on the Safeguarding list and discuss internal referrals made by staff.

All referrals made by staff are now put in a comprehensive online log which Southwark council commented on as being 'excellent practice'. All staff are informed of local issues and are trained and updated on regularly. The emerging issues in our local area include; gang violence, Female Genital Mutilation, domestic violence and housing concerns.

We have 0 children on a Child Protection plan (Level 4), 4 that are Child In Need (Level 3), 8 that we monitor as Early Help (Level 2) and 14 at Universal Services (Level 1). We have made 4 Safeguarding referrals to the local authority this Module.

We continue to work in partnership with our EWS, local police officer, School nurse to maintain a high level of safety for our students. Our website now has a dedicated 'Safeguarding' tab which has been given positive feedback by two recent inspections. From September we are planning to widen the Safeguarding team from three to six and produce a Modular Safeguarding newsletter for families.

Section 2 Progress Data and Performance Summary

Performance by Cohort

- 76% of students are on target to make expected or better than expected progress
- Pupil premium students' progress continues to be in line with academy progress
- MAPs and LAPs do well in year 7 and 8 and are improving their performance in year 9
- Girls continue to do well but there is a slight downward trend in year 8
- Year student progress is catching up with years 7 and 8
- HAPS and year 9 boys are still underperforming in comparison to other key groups but the gap is closing in core subjects.
- Progress in Science continues its improvement module by module
- Progress in Maths is remains strong and consistent
- Progress in English is still an area for development particularly in years 7 and 8
- SEND performance is in decline and on a downward trend
- Year 9 performance has improved significantly
- Overall progress is down for non-core subjects due to corrections to assessment procedures in Computer Science

Performance by Subject

- Overall trend of significant and rapid improvement in average student subject grades across the academy (with the exception of Computer Science)
- Creative and Performing Arts continue to improve at a rapid rate
- Humanities and Spanish continue to make better than expected progress

Performance by Cohort								
Year 7 NOR: 138								
Expected or better %	Overall	H	M	L	PP	SEND	Boys (107)	Girls (31)
Eng	56	38↑↑	55↓↓	89↑↑	46↓	44	52	61↓↓
Ma	92	79	94	100	89	92↑	89	100
Sci	93↑	77	97	94	89	92	90	100
All	81↓	64↓	82↓	91	79↓	81	80↓	87↓↓

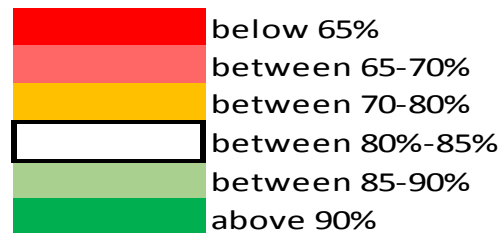
Year 8 NOR: 133								
Expected or better %	Overall	H	M	L	PP	SEND	Boys (102)	Girls (31)
Eng	60	35	67	92	56↓	59↓↓	59	66↓↓
Ma	89↑	83↑	83	100	84↑	76↓	89↑	86↓
Sci	86	73↓	90	93	81↓	64↓↓	86	87↓
All	74↓	61↓	77↓	84↓↓	72↓	64↓↓	73↓	78↓

Year 9 NOR: 94								
Expected or better %	Overall	H	M	L	PP	SEND	Boys (64)	Girls (30)
Eng	72	52	76	89	73	85↑↑	63	90
Ma	71	68	74	40↓↓	67	55	67	79
Sci	77↑	77↑↑	78↑	75	73↑↑	60↑	70↑↑	93
All	71↓	58↓↓	72↓	78↓	71	68↓	65↓	84↓

comparison with previous module

- ↑ increase of 5-10%
- ↑↑ increase of 10+%
- ↓ decrease of 5-10%
- ↓↓ decrease of 10+%

comparison against benchmarks



Performance by Subject																											
Year 7																											
	Eng		Maths		Sci		DTE		ComSc		Spanish		Humanities		Art		Music		Drama		Dance		PE				
Baseline	2.72		2.71		2.70		2.70		2.71		0.73		2.72		n/a		n/a		n/a								
Module 2	2.52	●	2.85	●	2.94	●	2.93	●	2.92	●	1.21	●	2.79	●	n/a		n/a		n/a								
Module 3	2.55	●	2.89	●	2.96	●	2.90	●	2.96	●	1.37	●	2.88	●	2.71		2.71		1.97								
Module 4	2.71	●	3.00	●	3.07	●	3.04	●	2.60	●	1.66	●	3.00	●	2.86	●	2.76	●	2.03	●							
Year 8																											
KS2	2.92		3.01		2.89		2.89		3.01		0.81		2.91		2.92		2.90		2.92								
Module 1	3.57	●	3.63	●	3.53	●	3.88	●	3.85	●	2.55	●	3.61	●	n/a		n/a		n/a								
Module 2	3.66	●	3.79	●	4.01	●	3.98	●	3.94	●	2.49	●	3.75	●	n/a		n/a		n/a								
Module 3	3.59	●	3.87	●	3.93	●	3.82	●	4.01	●	2.58	●	3.86	●	3.52	●	3.48	●	2.86	●							
Module 4	3.72	●	4.01	●	4.00	●	3.88	●	3.97	●	2.63	●	3.95	●	3.62	●	3.68	●	3.12	●							
Year 9																											
							Engineer	Prd Dsgn				Spanish	Mand		Geog	History											
KS2	2.78		2.86		2.76		2.76	2.76		2.86		1.19	0.00		2.78	2.78		2.78		2.76		2.78		2.76		2.76	
Module 1	3.92	●	4.05	●	3.98	●	4.09	4.19	●	4.45	●	3.47	1.20	●	4.45	4.49	●	3.53	●	3.81	●	3.73	●	3.28	●	3.45	●
Module 2	4.12	●	4.29	●	4.03	●	4.33	4.32	●	4.53	●	3.28	1.40	●	4.57	4.59	●	3.73	●	4.14	●	4.12	●	3.48	●	3.56	●
Module 3	4.27	●	4.31	●	4.30	●	4.31	4.61	●	4.51	●	3.50	1.33	●	4.63	4.58	●	3.88	●	4.25	●	4.61	●	3.83	●	3.64	●
Module 4	4.48	●	4.40	●	4.52	●	4.35	4.51	●	4.04	●	3.57	2.56	●	4.61	4.66	●	4.06	●	4.49	●	4.85	●	3.95	●	3.67	●

Comparison with module 3

rapid improvement
 significant improvement
 moderate improvement

no significant change

rapid decline
 significant decline
 moderate decline

Overall progress

above flight path target
 broadly in line with flight path average target
 below flight path average target

Student Progress at Post 16

Subject	Numbers of Students	% of students performing expected or better (module 3)	% of students performing expected or better (module 4)
Maths	12	67	67
Physics	6	67	50
Chemistry	2	100	100
Biology	2	100	50
Engineering	16	94	88
Product Design	18	78	83
Computer Science	3	66	100

Improved	
No change	
Dropped	

Commentary

- The progress data is based upon target grades generated via the ALPS system
- The ALPS system is a national reporting system, recognised by OFSTED, that bases the target grades on the top 25% of performers across the country
- Maths and Chemistry headline % have remained steady although in maths one of the students achieving higher than expected has improved further and the students achieving below expected have moved closer to their target grades.
- In Physics, 1 more student has dropped slightly below their target grade and is having intensive one to one tuition
- In Engineering, the students have updated their portfolios: 1 has improved and 2 students need to improve their most recent assignment so the % has dropped slightly but is likely to be temporary
- In Biology, one student has shown a dip in the quality of their work. This is linked to wider issues concerning the student and he is currently being mentored by L Fibere sema

Intervention strategies

- Maths and Product Design have upcoming AS exams so there is a structured exam preparation timetable in place for those students which includes: Coursework surgeries in PD, days blocked off timetable close to the exams for intensive revision, after school sessions and revision breakfasts on the morning of the exams
- One to one catch up/booster sessions targeting underachieving students
- Early involvement of parents either via phone calls, parents evening or meetings with Senior staff

- Structured, personalised CEIAG programme (including relevant work experience and talks from HE providers) has provided focus and helped to raise aspirations amongst students
- Year 12 mock exam week begins on 8th May for 5 days
- 3 new students have joined year 12 from Walworth Academy due to the fact they have scrapped level 3 Engineering
- 2 students have secured extremely good apprenticeships with very successful engineering companies and will be leaving us at the end of the year. Both these apprenticeships were offered as a result of exceptional performances during their work experience programmes

Section 3 Staffing

In addition to the Interim Principal leaving and being replaced by John Taylor currently Deputy Head at The London Nautical School, the following is a summary of incoming staff following an extensive and intensive period of recruitment.

Name	Subject
Michelle Edwards	English
Leila Dewar-Douglas	TiQ English
Nasrin Ali	TiQ English
Saima Ahmed	DT&E
Giles Smith	LoL PE
Adeyinka Olufodun	Computer Science
Peter Young	Business & Econ
Renford Sommerville	DT&E with graphics
Jayleigh Mathyi	Science
Nathan Cyrus	Maths
Gabor Szabo	Maths
Caragh Campbell	Music
Tom Plevcoats	Humanities

Roles yet to filled	1.0 FTE Science due to sate resignation.	Temp Agency solution
	0.6 FTE Maths due to late resignation.	Temp Agency solution
	TIQ Business (Laura Perez)	Needs to be completed.
	English (C.Bucknell - conversion from Agency to permanent)	Applications received, interviews pending
	Humanties (C.Sadler - conversion from Agency to permanent)	Applications received, interviews pending

Staff Leaving	Monica Gonzalez Perez (Spanish) Sam Rogers (Science and Maths) Negar Khodadadi (Maths) Adriano Lima (agency Music) Gary Forbes (agency Computer Science)
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Section 4 Buildings Update and Operational Review

Premises Report from Finance and General Purposes Committee 10th May 2017

Fire Safety

Overall review about fire and safety:

- Extended Fire Warden training still in process.
- Personal Emergency Evacuation Plans for each disabled occupant are now more clearly written and assigned to key individuals.
- Premises are being inspected by ADT to ensure full safety.
- Fire Extinguishers are all in place, fully charged and inspected regularly in line with regulations.
- Gas Safe inspections are up to date and Science classrooms are being checked regularly by the Site team.
- Contractors and visitors' policies have now been updated.

Facilities

A brief update on our facilities tasks:

The tasks stated below have no issues for concern:

Fire Extinguishers, Sprinkler system, Dry Risers, pumps and flow switch, Pat Test, Gas, Lift, Omnicare (refugee points and call system) and Kitchen alarm, Cleaners, Pest Control, Kitchen/Catering, Water supply safety.

The tasks below have some related issues but are being resolved as part of a structured site team schedule.

CCTV, Alarm ADT (intruder), Access Control Doors and BMS not working properly and along with the Financial Department we will sort them out

Bad weather conditions: UAE South Bank is fully stocked with enough resources of salt for snow and ice for school grounds safety.

Fire and Bomb Evacuation Plan and SEN evacuation plan: have been renewed in more detailed and an increased number of fire wardens have now been introduced.

Online extension courses for designated Fire Wardens to complete are now in place and new improved instructions for evacuation plans have been supplied to all staff. All staff members have been taught how to use the onsite evac chairs.

Health and Safety online courses: New members of staff need to complete them.

First Aid: The first aid room has been relocated for better access for all first aiders to improve student safety.

Trips and Enrichment activities - Health and Safety policy: The previously used in house procedures have now been replaced by the more robust Judicium based policy.

An update of various other tasks:

Telephone: We have a new telephone answering system with voice message recording and caller ident options.

SIMs: The system has been improved in order to have a better cashless system and a better and more reliable connection with our parent pay software.

Entry system: A more secure system to control and monitor visitors and staff has been introduced which will be expanded for the entry control of students.

Social Media and website: we are constantly updating our website and trying to improve it. Future developments will be in the use of Instagram and other more currently popular media. Security procedures for our social media and website remain constantly monitored for safeguarding issues and to avoid user abuse. This also and importantly applies to the increasing YouTube use by children and staff in our school.

Lettings: We continue to let safely and effectively and seek out new sources of income from this area.

	CONFIDENTIAL
Paper title:	Student Recruitment for September 2017
Board/Committee	University Academy of Engineering Local Governing Body
Date of meeting:	21 June 2017
Author:	Gary Nelson
Purpose:	To inform governors on the current predicted intake for students.
Recommendation:	The governors are asked to review the information within the paper.

Executive Summary

At the last meeting of the Learning and Teaching Committee, the governors requested an update on student recruitment to be presented at the next local governing body meeting.

This report provides information on pupil admissions for 2017/2018 for year 7 and year 12. The Principal will provide commentary to the report at the local governing body meeting.

Year 7 intake numbers

Please note the current Academy budget is based upon an intake of 150 students.

Week ending	Applications received this week	No of Boys	No of Girls	Cumulative applications received
Allocated by LEA		93	37	130
24/02/2017	0	0	0	130
03/03/2017	0	0	0	130
10/03/2017	0	0	0	130
17/03/2017	0	0	0	130
24/03/2017	16	11	5	146
31/03/2017	0	0	0	146
07/04/2017	0	0	0	146
14/04/2017	0	0	0	146
21/04/2017	0	0	0	146
28/04/2017	0	0	0	146
05/05/2017	1	0	1	147
12/05/2017	2	2	0	149
19/05/2017	5	4	1	154
26/05/2017	0	0	0	154
09/06/2017	7	7	0	161

Summary:	
Cumulative applicants	161
Cumulative target	150

M	F
117	44
72.7%	27.3%

Year 12 intake numbers

UAE Southbank Year 12 recruitment tracker

	Total	M	F
Y12	28	4	24
Y13	4	4	0
Total	32	8	24
Gender balance		25.0%	75.0%

Week ending	Expressions of interest	Year 12 applications						
		Applications received this week	Cumulative applications received	Cumulative Interviews held	Cumulative Offers made	Acceptances received	Declines received	Acceptance proportion
27/01/2017	49	9	9	8	8			
03/02/2017	52	5	14	8	8			
10/02/2017	56	3	17	13	13			
17/02/2017	56	8	25	13	13			
24/02/2017	56	0	25	13	13			
03/03/2017	61	2	27	20	20			
10/03/2017	62	1	28	20	20	3	0	
17/03/2017	64	0	28	20	20	4	0	
24/03/2017	64	0	28	20	20	4	0	
31/03/2017	64	0	28	22	21	6	0	
07/04/2017	68	6	34	31	30	15	0	
14/04/2017	Holiday							
21/04/2017	68	1	35	31	30	15	0	
28/04/2017	68	0	35	31	30	15	0	
05/05/2017	68	0	35	35	34	20	0	
12/05/2017	69	1	36	35	34	20	0	
19/05/2017	69	1	37	36	35	21	0	
26/05/2017	70	1	38	38	37	24	0	
02/06/2017	70	1	38	38	37	24	0	
09/06/2017	71	1	39	39	38	32	0	

There are currently 27 students in Year 12 with two students leaving us following successful applications onto apprenticeships.

There are currently 32 applications for places in Year 12 and with 4 students joining us in Year 13 to continue their BTEC Engineering studies from Walworth Academy that brings the Year 13 student number to 29.

Total number of Post 16 learners is $32 + 29 = 61$

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	CONFIDENTIAL
Paper title:	May 2017 Finance Management Report
Board/Committee:	University Academy of Engineering South Bank Local Governing Body
Date of meeting:	21 June 2017
Sponsor:	CEO
Author:	Dan Smith
Purpose:	Information
Recommendation:	To provide information and prompt questioning from the committee

Executive Summary

The purpose of this report is to provide information to the University Academy of Engineering South Bank Finance and General Purposes committee regarding the Academy's financial position.

Information on the following is provided;

- Current forecast
- Analysis of forecast income and expenditure
- Catering and Contracts information
- Cash balance

The information should provide assurance of the Academy's financial position and future plans and also provide enough data for questioning.

The table below shows the current financial position for the financial and academic year 2016/17.

Current Forecast for Academic Year 2016/17 (As at 31st May 2017)					75%	Percentage of Year completed
Income	Current	Forecast	Budget	Variance	Current/Forecast %	Comment
GAG Income	2,586,089	3,431,050	3,431,050	-	75%	On Target
Start Up Grants	182,292	182,500	182,500	-	100%	Start Up Grants front ended
Other Government Income	133,554	190,200	190,200	-	70%	Awaiting EFA Rates reclaim
Other Income	91,607	146,474	115,500	30,974	63%	Catering Income decreased/Additional High Needs
Prospective Clawback	(336,000)	(448,000)	-	(448,000)	75%	Clawback shown as monthly deduction
Capital Grant	-	-	-	-		
Income Total	2,657,543	3,502,224	3,919,250	(417,026)		
Expenditure	Current	Forecast	Budget	Variance	Current/Forecast %	Comment
Teaching Salaries	1,150,472	1,560,411	1,832,125	271,714	74%	On Target
Other Salaries	481,061	673,854	790,130	116,276	71%	On Target
Other Staff Costs	76,635	101,000	118,757	17,757	76%	Recruitment costs not yet spent
Building Maintenance & Occupancy Costs	218,917	341,532	314,400	(27,132)	64%	Waiting on Utility Bills
Curriculum Budgets	79,096	90,000	77,875	(12,125)	88%	Resources are usually front ended
Consultancy/Professional Services	108,413	142,500	95,294	(47,206)	76%	On Target
Catering Costs	130,234	172,891	220,000	47,109	75%	Catering Costs adjusted
Exams	6,739	10,000	10,000	0	67%	On Target
IT Costs	27,729	106,079	117,330	11,251	26%	On Target (RM Costs not yet invoiced)
Capital Costs	-	10,000	10,000	0	0%	On Target
Central Services	147,512	147,512	147,512	0	100%	On Target
Other Costs	56,458	74,216	68,350	(5,866)	76%	On Target
Expenditure Total	2,483,266	3,429,995	3,801,773	371,778		
Surplus/(Deficit)	174,276	72,230	117,477	(45,247)		

Notes: Variance Column: A positive number indicates a positive variance; this shows a better forecasted financial result against the original budget.

A negative (bracketed) number indicates an adverse variance; this shows a poorer forecasted financial result against the original budget

Introduction

Please find above the finance report for May 2017 for the University Academy of Engineering South Bank. Within this report you will find analysis relating to the forecast and additional information.

Surplus

The current forecasted surplus is £72k, this has increased from £34k since the last submitted forecast. Certain budget codes forecast expenditure have been reduced such as recruitment costs, there is now more certainty in the final outturn, i.e. the majority of the staff recruitment has been completed therefore we know that there will only be a small amount left to pay and the forecast expenditure for recruitment can be reduced. Similar assumptions have been made for other cost codes and could continue to be made until the end of the year.

Forecast Analysis

Income

General Annual Grant (GAG) income is currently in line with the budgeted amounts. Start-up grants are 100% received as they are 'front ended' towards the start of the year. Information has been sent to the EFA for the Rates reclaim and there are still payments to be received relating to Top Up Funding and Pupil Premium which will bring the Other Government Income up to the forecasted amount.

Catering income has been updated. The budget was compiled before the catering supplier could supply the annual budget so income and expenditure on the budget was estimated.

The estimated GAG Clawback relating to 2016/17 of £448k is being deducted monthly in line with the respective income.

Expenditure

The majority of expenditure is in line with the budget. Positive variances on staffing are in line with expectation as certain roles were included in the budget to accommodate higher student numbers such as Post 16 or STEM Co-ordinators, these roles were never filled.

We are still awaiting some utility bills and the Managed IT cost from RM Education but all other expenditure is currently as expected.

As per above statement regarding catering income the expenditure has also been restated.

As we are entering the last term of 2016/17 I would expect that the majority of resources have already been procured and there should be minimal spending in the Curriculum Budgets and Other Costs lines which may increase the surplus further.

Catering and Contracts

There will be a change in catering supplier for 2017/18. The Academy will be using JPL Catering Ltd who currently provides catering for the South Bank Engineering UTC. This decision was based on a comparison of the quality of the food at the two schools and feedback from parents and staff. This has been agreed on a one year contract whilst a long term, 3 or 5 year tender document is put in place for 2018/19. The long term tender document will be shared with the F&GP committee and LGB for review before release.

In addition to the catering contract other contracts such as cleaning and IT support will be reviewed on expiration. As the Academy is part of the South Bank Academies Multi Academy Trust it may be cost effective to look at contracts that cover more than one school to take advantage of economies of scale.

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	CONFIDENTIAL
Paper title:	School's Risk Register
Board/Committee:	University Academy of Engineering Local Governing Body
Date of meeting:	21 June 2017
Author:	Jamie Waller, Projects Administrator
Sponsor:	CEO
Purpose:	To review and comment
Recommendation:	This paper has been prepared for the governors to make them aware of the current risks facing the Academy.

Executive Summary

The School's Risk Register 2016-17 aligns closely with the key risks for South Bank Academies. Risks are recorded under six key categories;

- Compliance
- Finance
- Staffing
- Pupil Levels
- Infrastructure
- Reputation

The register calculates the risk level associated to each risk by combining the probability of the risk and the impact of the risk. Also listed are the actions that have been taken to mitigate each risk. Each risk will have an 'Owner' to take responsibility for the risk and ensure the mitigating actions are undertaken and deployed. The Register is an ongoing document and will be reviewed each year, all current risks will be re-assessed and emergent risks will be added. Each school within the Trust will have its own Risk Register that is aligned to the schools' operations.

Changes:

- Staffing –UAE recruitment of permanent principal complete and recruitment targets met for 2017/18 has reduced the risk level from high to low.

Significant / High Risk:

- Safeguarding – Incident within the UAE School.
- Finance – The new Fair Funding formula will mean changes to school funding. The full impact will not be known until we receive our 2017/18 funding statements.
- Pupils – Potential for loss of student led income if insufficient applications received.

South Bank Academies Risk Register - Academy

Area	Risk	Impact description	Probability assessment	Impact assessment	Combined risk level	Mitigating actions	Owner	Last reviewed	Date for next review	Status
Compliance	Inadequate level of expertise and challenge on Local Governing Body leading to ineffective local governance.	Failure to achieve mission and objectives of the School/Trust. Poor decision making and information flow.	1	3	3	Appropriate recruitment process for governors. Representation of the Trust on local governing bodies. Annual review of local governing bodies including skills audit.	Trust Board/Chair of LGB	Jun-17	Jul-17	Open
Compliance	Serious breach of health & safety regulation or disability legislation occurs	Risk of litigation and Reputational risk.	1	3	3	Policies and procedures consistent with relevant legislation. Independent audit on Health and Safety and Policies. Regular reports to the board. Adequate insurance cover.	Principal	Jun-17	Jul-17	Open
Safeguarding	Safeguarding incident at one of the schools.	Risk to reputation locally and nationally, DfE and HSE intervention depending on scale of the event.	2	3	6	Experienced full time SENDCO as member of staff. All staff and governors are given safeguarding and prevent training on induction. All students and staff complete e-safety training and firew alls are in place to secure all ICT networks.	Principal	Jun-17	Jul-17	Open
Finance	Changes to Funding via Government policy	Proposed changes could cause a loss in income.	2	3	6	Monitoring of Government policy, Long term forecasts monitored by LGB, Financial expertise at Operational and Trustee level.	Trust Business Manager/Principal	Jun-17	Jul-17	Open
Staffing	Failure to recruit key teaching and support staff posts. Inadequate competency of staff within the School.	Staff not able to carry out their duties, poor management and decision making, poor quality of teaching and learning leading to poor student outcomes. Inadequate Ofsted grading leading to reputational risk.	1	3	3	Thorough recruitment programme with all relevant staff trained, comprehensive professional development, Strong Appraisal system. Recruitment of specialist staff for key positions.	Principal	Jun-17	Jul-17	Open
Staffing	Inadequate number of teaching and support staff within the Academy.	Inadequate teaching and learning and student support leading to poor student outcomes. Unsatisfactory Ofsted grading leading to reputational risk.	1	3	3	Monthly monitoring of staffing, independent exit interviews carried out by Trust for all staff, timely recruitment processes.	Principal	Jun-17	Jul-17	Open

Pupils	Failure to recruit sufficient number of pupils in to Year 7.	Reduction in pupil led income which could lead to cash flow or long term financial problems. Potential damage to the Academys reputation.	1	3	3	Trust and Academy Marketing capacity and effective admissions processes. Monthly monitoring of pupil numbers. Work with local primary schools to ensure the Academy remains a first choice.	Principal	Jun-17	Jul-17	Open
Pupils	Failure to recruit sufficient number of pupils in to Year 12.	Reduction in pupil led income which could lead to cash flow or long term financial problems. Potential damage to the Academys reputation.	2	3	6	Trust and Academy Marketing capacity and effective admissions processes. Monthly monitoring of student numbers. Work with secondary schools with no post 16 offer.	Principal	Jun-17	Jul-17	Open
Pupils	Poor students outcomes.	Poor examination results could cause a reputational and financial risk. Detrimental to student futures/careers. Academy's reputation at risk.	1	3	3	Teaching and Learning constantly monitored and reported. Termly attainment reporting sent to management and pupils. Incoming students assessed for suitable attainment levels. Principal reports to local governing body.	Principal	Jun-17	Jul-17	Open
Infrastructure	Land and Buildings are fit for purpose.	Damage to property due to poor maintenance could cause disruption to business continuity and cause damage to pupils learning and Trust reputation	1	3	3	Maintenance programme in place assessed and monitored by Principal and forwarded to Trust. Adequate budgets for building maintenance are provided. Regular site checks by facilities team and external audits.	Principal/Trust Business Manager	Apr-17	Jul-17	Open
Infrastructure	Failure to safeguard school or academy assets to theft or damage by third party	Inadequate provision for security or prevention systems or inadequate insurance causing financial risk or risk to student safety	1	2	2	Academy has adequate security systems and budgetary allowance for upkeep and maintenance. Asset registers at each establishment are monitored and auditted regularly. Adequate insurance is provided.	Principal	Apr-17	Jul-17	Open
Reputation	High profile event in one school affects Trust overall	Risk to reputation nationally and locally to the school and the trust, depending on scale of the event.	1	3	3	Academy has a Critical Incident plan w hich is reguarly assessed listing a delegation of duties in the event of an emergency situation.	Principal/CEO	Apr-17	Jul-17	Open

Risk Calculation	Probability		
	1 low	2 medium	3 high
1 low	1	2	3
2 medium	2	4	6
3 high	3	6	9
Key - Areas			
Compliance			
Safeguarding			
Finance			
Staffing			
Pupil Levels			
Infrastructure			
Reputation			

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	CONFIDENTIAL
Paper title:	Report on Committees
Board/Committee	Local Governing Body
Date of meeting:	21 June 2017
Author:	Pervena Singh, Clerk
Purpose:	To update the Local Governing Body on committee discussions.
Recommendation:	To note

Executive Summary

A summary of committee discussions is provided for information. Minutes and papers are available on request.

The Local Governing Body is requested to note the report.

Summary of committee discussions

Learning and Teaching Committee – [10 May 2017](#)

The committee discussed the following:

- Amendments to the previous meeting minutes.
- Student streaming to address lower attainment pupils and requested the topic be discussed a greater length at its next meeting.
- Staff performance and the improvement of English.
- Recruitment of students, to be discussed at the next local governing body meeting.
- 6th form leadership.

Finance & General Purposes Committee – [10 May 2017](#)

The committee discussed the following:

- The March 2017 financial management report and income for next year.

The Finance and General Purposes committee meeting was adjourned at 5.42pm to allow governors to attend the final OfSTED feedback session.

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