

Minutes – Evergreen Primary Academy

Meeting Date: 17 June 2026
Location: Teams
Time: 5.00pm

Present:	Tim Morris (TM) Julie Vincent (JV) Shirley McCogg (SM) Emma West (EW) <i>Vacancy</i> <i>Vacancy</i> <i>Vacancy</i>	Sponsor Councillor – Chair Support Staff Councillor Parent Councillor Teacher Councillor Sponsor Councillor Sponsor Councillor Parent Councillor
In Attendance:	Kerry Coote (KC) Toni Dorse (TD) Chris Barrett (CB) Sue Burns (SB)	Principal Vice Principal Associate Executive Principal Clerk
Apologies:	Nas Iqbal (NA)	Sponsor Councillor
Absent:	Mahir Shihab (MS)	Sponsor Councillor

Item	Description	Action
1	Welcome, Introductions and Apologies	
1.1	TM welcomed everyone to the meeting and introductions were made.	
1.2	Absent with apologies: Nas Iqbal.	
1.3	Absent without apologies: Mahir Shihab	
1.4	The quorum is 3 – only one of whom can be a Staff Councillor. If there is less than 3 in the meeting then the meeting cannot make any decisions or approve any policies, or minutes of the last meeting.	
1.5	The meeting was quorate.	
	Declarations of Interest	
1.6	None declared.	
2	Minutes of Previous Meeting and Actions	
2.1	The minutes of the meeting were agreed to be a true and accurate record.	
3	Chairs Update	
3.1	There was a discussion at the COAC meeting about changing Academy Council meetings to follow the OFSTED Inspection Framework, but nothing was agreed upon.	
3.2	EPA performed very well at the latest Scrutiny meeting, and they acknowledged that the Academy Council had been working with low membership.	
4	Academy Council Membership	

4.1	There are two Sponsor AC vacancies and a Parent AC vacancy.	
4.2	TM will be the Safeguarding Link Councillor, and the SEND Link Role will be appointed pending the appointment of new Councillors.	
4.3	CLF Central team has requested that only the following positions are Link Roles: Safeguarding, SEND and Disadvantaged.	
4.4	Link role training will be provided in July by CLF Central Team.	
5	Academy Council Report - KC	
5.1	Last term was very busy with SATs and the children managed them well with only one child feeling frustrated because the first reasoning paper was challenging.	
5.2	If all the children pass, then we will achieve 91%.	
5.3	The Multiplication Check results will be released on Monday 22 June 2026.	
5.4	The Phonics pass rate has not been released, but if it is 32, then 82% of our children will pass which is the highest result we've had.	
5.5	One teacher is relocating geographically, and we have recruited a SCITT trainee who knows the school really well which we are pleased about. We've also recruited another SCITT student to cover the EYFS maternity vacancy who also knows the school well. We recruited four LSAs last week, but we have an HLTA resignation so we will try to recruit before the end of term if possible.	
5.6	The first Reception transition took place today, meeting adults and seeing their classroom which was very positive.	
5.7	[REDACTED]	
5.8	We are going to visit Lansdown Park tomorrow as part of our PD.	
5.9	Who does the one-to-ones with teachers? We share it across the SLT. Next year we are going to upskill our experienced teachers to mentor our ECTs.	
5.10	Last year the staff survey took place and there was a request for PD. Do you feel that you've delivered that? Our teaching team are very proactive, but we need to consider how to further develop our LSAs and offer regular PD.	
5.11	Does the SLT get regular PD? KC: I get half a day with other Principals every other week and my line manager has been very supportive. I'm visiting LPA tomorrow and another school in London this term. TD: The VPs and APs meet once a term, but this is now online which is less impactful than in person. I am completing my MPQH which is very impactful.	
5.12	[REDACTED]	
5.13	Has the computing curriculum embedded? We've not yet completed a full cycle of it, but all the teachers have adopted the computing curriculum. We are collecting staff voice about the curriculum over the next few weeks and will determine if anyone needs upskilling.	
5.14	We are looking at what we need to evidence (and what we don't) to capture learning.	
5.15	When is the Voice 21 peer review?	

	We visited a partner school by Birmingham, and they are going to visit us on Tuesday 23 rd June 2026. We've arranged for them to see oracy across the provision.	
5.16	How is attendance? There has been no further drop between T4 and T5, but it is down vs the same time last year. There has been a lot of illness and some extended holidays. We are meeting tomorrow to discuss how we can address that and if there is anything else we can put in place to support attendance. We have several parent meetings planned before the end of term to re-iterate our attendance expectations for next year.	
5.17	Do you have any attendance concerns for specific families next year? We have some complex cases that we are supporting on an individual basis. We are addressing language barriers and helping families to understand why attendance is important. When new families start at the school JV introduces herself and her role and then meets with them over the first few weeks. We are also considering JV possibly starting earlier so that she can make wake up calls for children who are consistently late.	
5.18	If you had unlimited resources, what would you do to address attendance? I would have a minibus and go out and collect the children.	
5.19	How many children are on part-time timetables? Four. One will be back to full-time by the end of the year.	
5.20		
5.21		
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5.23	Are all the safeguarding incidents from one child? No, they are individual incidents by different children.	
5.24		
5.25	Have online incidents reduced over the last few terms? Yes. We start every computing session about online safety, and we've offered a parent coffee morning that focused on online safety which was well received. We have also helped put parental controls on devices and shown them how to do the same with their router.	
5.26	How do you evidence the school's response to online safety? Within our safeguarding tracker we record what response we have given to any incidents that have arisen. We also use pupil voice which is informative.	
5.27	Chris, is the CLF seeing an overall reduction in online safety incidents? All of our Secondary Schools have focused on ensuring that phones are not being accessed in school and there was a national announcement recently that social media will be banned for under sixteens. Online safety and avoiding online harm is a theme in all Secondary Schools.	
5.28	At EPA we only have two children with mobile phones because they walk home alone. They both hand in their phones on arrival.	

5.29	Chris, your school has recently been inspected by OFSTED, did you experience anything unexpected? No. The new Inspection Framework was shared with all schools on release and those schools who are in the OFSTED window have networked and shared best practice. The framework is a secure fit model which means we have to provide evidence for all areas of the toolkit. EPA recently had an Academy Review Meeting which was used to support them to prepare for the inspection.	
5.30	Are you confident about the SATs results? They are released on Tuesday 7th July 2026.	
5.31	The PP cohort has increased? Yes. There have also been changes to the free school meal criteria, so we are anticipating more children being able to access free school meals next year.	
5.32	29% of the EPA cohort has SEND, is that above national? Yes.	
5.33	There's an achievement gap between girls and boys? We have significantly more boys than girls. We have seen a trend in some of our new to English children where the girls progress faster than the boys. We also have more boys with SEND than girls. We have 15 boys and 5 girls joining Reception next year.	
5.34	Will you have any male teachers next year? No. The full team will be women, but we recruited the strongest teachers. We have two male LSAs and our caretaker is male. We have the Bristol Robins team who are positive male role models and visit twice a week and we asked a male teacher to deliver the sex education lesson.	
5.35	Has the building works for the Nursery started? No. We were turned down for the grant.	
5.36	How do you record the impact of cultural events? They feed into our citizen curriculum map. We had our first Eid event organized by parents last week which was really well attended by not just families but also the wider community.	
5.37	Are there any challenges within EDI? We need to support our parents with our PSHE curriculum, particularly those who are new to the country. We are careful to ensure that we use role models from history and literature that represents all our communities.	
5.38	Do you anticipate any push back about areas of the curriculum that covers LGBTQ? We have a very diverse community, and we need to respect their religious beliefs as well as educating the children about acceptance and tolerance of others so that they are prepared for life in Britain.	
5.39	Has the fire alarm been repaired? We have had new signs installed. We've had two unannounced fire drills which went well. We are confident that all the children know how to evacuate the building if there's a fire and I have a bell in the office that I can use.	
5.40	What are the pupil numbers for Reception? We definitely have 20 joining with possible another 4. But we have 29 children leaving Y6 which means overall we will have a reduction.	
5.41	Have you made the SENCO increase in hours permanent? Yes, she works four days a week as SENCO and one day a week in the classroom and a similar arrangement will be in place next year.	
5.42	Do you feel like EPA is ending the year well? Yes. We have made good progress this year and we are already preparing for next year.	
5.43	How do you feel about the potential SATs results vs the same time last year? We are more confident than last year, we are excited about our team for next year because they are very proactive, and behaviour is really good throughout the school.	

6	Policies	
6.1	None	
7	Matters for the Board/COAC	
7.1	None	
8	AOB	
8.1	KC thanked TM and SM for their ongoing support on the Academy Council and wished everyone a good summer break.	