

**Uttoxeter Learning Trust
Education Committee**

Minutes of a meeting of the Education Committee held in Picknalls First School, on Tuesday, 3 July 2018 at 5.30pm.

Present:

Mr R Oldham (chair), Mr S Slater, Mr T Sutcliffe
Mrs A Tapp – Interim Chief Executive Officer
Mr R Sheldon – Clerk to the ULT

Apologies:

Apologies for absence were received from Mrs P Livesey and Rev M Sherwin.

59. Declarations of Interest:

There were no declarations of interest for agenda items to be discussed during the meeting.

60. Minutes:

Minutes of the Education Committee meeting held on 8 March 2018 had been previously circulated.

It was resolved –

That the minutes of the meeting be received and approved.

61. Matters Arising:

a) Safer Recruitment Policy (Minute 51(a) refers)

The interim chief executive officer reported that 24 representatives from schools in the ULT had attended the safer recruitment training course and had found it to be helpful and informative.

b) Education Welfare (Minute 51(b) refers)

The interim chief executive officer reported that arrangements had been made for all 7 schools in the ULT to receive welfare support from 'Attend' and that headteachers were very pleased with the support received. She further reported that although initial support was only for student attendance it was hoped to extend the level of service at a point in the future.

It was resolved –

That Trustees welcome the welfare support being given around student attendance and that the chief finance officer be requested to explore the implications of a possible extension of the current service level agreement.

c) External Funding (Minute 51(d) refers)

The interim chief executive officer clarified the external funding that was available to first schools and confirmed that all headteachers were currently making use of those funds as applicable for their schools.

It was resolved –

That the clarification be noted and that Trustees welcome the use being made by headteachers of the external funding available.

d) Teaching School Bid (Minute 53 refers)

Trustees were pleased to note that Thomas Alleyne's High School had recently been awarded teaching school status.

It was resolved –

That Trustees congratulate the school on being awarded teaching school status and welcome the benefits that this would bring to the ULT.

e) Strategic School Improvement Fund Bid (Minute 54 refers)

The interim chief executive officer reported that the outcome of this bid, with a particular focus on improving outcomes in MFL, was still awaited.

f) Safeguarding (Minute 55 refers)

The interim chief executive officer reported that all 7 schools had completed the NSPCC/TES safeguarding audit and that although no issues were identified for the ULT as a whole, all headteachers were to meet individually with the LA's safeguarding officer to discuss any issues relevant to their school.

The interim chief executive officer further reported that an external safeguarding review was to be undertaken at Thomas Alleyne's High School later in the week. Trustees would be informed of the outcomes of this review at their next meeting.

It was resolved –

That the safeguarding updates be noted and continually kept under review.

62. First School Performance 2018:

A summary of first school unvalidated data for 2018 had previously been circulated and the chief executive officer went through the detail of it. She was pleased to confirm that the results were very positive and that all schools were above last year's National data.

Discussion followed and Trustees, whilst pleased with the positive results, felt that there was a need for more detailed data. This could include aggregated data for all schools in the ULT to show how well the Trust as a whole was doing in comparison with other Trusts. Data could also include how results compared with robust targets that had previously been set for each of the schools. Examples of other data could also include how well disadvantaged pupils were doing against other pupils and if the more able pupils were being stretched.

Mr Sutcliffe reported that the Fisher Family Trust (FFT) could be used to provide a fully populated data report for each school and that a service level agreement could be entered into with the local authority to provide data analysis including FFT. The cost of this was currently £285 for first schools.

It was resolved –

- i) That the interim chief executive officer be requested to discuss this matter with the first school headteachers and to encourage them to buy into the local authority service level agreement to provide data analysis.
- ii) That approval be given for ULT central funds to be made available for the purchase of the local authority service level agreement.

63. School Performance – Flight Path:

Mr Sutcliffe reported that, having looked at various models to track the flight path between student outcomes at each of the key stages, he was of the view that FFT20 offered the best model. Discussion followed and an outline was given of how the FFT20 model could be used to track the flight path. Trustees agreed that if it was to prove successful then there would be a need for joint moderation of results between all schools, including other pyramid schools which are currently not members of the ULT. The interim chief executive officer reported that this shouldn't be a problem as schools were currently doing for Maths and this could be extended to include other subject areas.

Mr Sutcliffe further stated that he would prepare a report to provide details of proposed actions and would circulate to Trustees for consideration and approval at the next meeting.

It was resolved –

- i) That Mr Sutcliffe be thanked for his thoughts on a possible flight path tracker and that Trustees look forward to receiving his report for approval at the next meeting.
- ii) That Trustees also make it clear that expectations around the flight path for student performance apply to all schools in the pyramid and not just those schools in the ULT.

64. Pyramid Development Plan 2018/19:

Discussion took place regarding the Pyramid Development Plan 2018/19 and the comparison with the ULT Development Plan 2017/20. Trustees agreed that both documents should compliment each other. The interim chief executive officer agreed to update the ULT Development Plan as necessary to reflect the discussions and would circulate to Trustees for consideration and approval at the next meeting.

The interim chief executive officer further reported that to ensure there was a greater consistency between schools in the pyramid and those in the ULT, consideration was being given to inviting schools to become associate members of the ULT and that a brochure was currently being prepared to show the benefits that such membership would offer. She was also pleased to report that schools were showing an interest in becoming associate members and that headteachers were arranging to meet with her to discuss this further. A brochure for full membership was also being prepared.

It was resolved –

That Trustees await the updated ULT Development Plan for approval at the next meeting and request to be kept updated on the ULT brochures for full and associate membership.

65. Safeguarding:

A discussion around safeguarding had taken place earlier in the meeting but there was a general discussion around the increasing number of threats being made against schools both locally and nationally, most of which were hoax. The interim chief executive officer confirmed that all schools had crisis teams in place to immediately respond to any threats that may be received.

The interim chief executive officer further reported that two Children Missing Education (CME) documents, with regard to policy and guidance, had recently been circulated to schools.

It was resolved –

That the interim chief executive officer be requested to discuss the two documents with headteachers to ensure that schools have put all measures in place to comply with CME policy and guidance.

66. Policy Review:

ULT School Improvement Policy and Education Committee Terms of Reference

Copies of both documents had been previously circulated and discussion took place around required changes to both. In particular, Trustees agreed that there was a need to ensure that both documents complimented each other but also made clear the differences between the roles of the Education committee and the Raising Achievement Board with regard to school performance. Trustees noted that the Education committee had responsibility for the ongoing monitoring and evaluation of school performance but that should it ever prove necessary, then a Raising Achievement Board would be established to perhaps focus on the performance of a particular school. Membership of this Board would be determined at such time.

Trustees agreed that both documents should also be revised to ensure monitoring of discriminatory incidents, attendance trends, pupil mental health issues and various other pupil related incidents. As part of this, Trustees also agreed that they needed to know that the local governing bodies were monitoring such matters and taking any appropriate action. The interim chief executive officer agreed to look at how best such matters could be monitored across schools and would report back at a future meeting. Trustees indicated that, if necessary, central funds could be used to support any agreed actions.

Further discussion took place regarding the individual school improvement plans and the interim chief executive officer confirmed that these would be presented at the next meeting of the Trust Board for approval. Consideration was given to arranging a 'Trustee away day' to focus on necessary actions to ensure that Trustees remained fully aware of everything happening in each of the ULT schools.

It was resolved –

- i) That the interim chief executive officer be requested to revise the ULT School Improvement policy and Education committee Terms of Reference to take account of the discussions and circulate for approval at the next meeting.
- ii) That the chair and interim chief executive officer would explore the possibility of arranging a 'Trustee away day'

67. Other Business:

Articles of Association

Discussion took place regarding national consideration of the academy regulations and procedures and any possible changes to the Articles of Association. Some of the suggested amendments, if approved, would have implications for the ULT. The chair of Trustees confirmed that discussions continued at a national level but that no changes had yet been agreed.

It was resolved –

That the national discussions around the Articles of Association for academy trusts be kept under review.

68. Date of Next Meeting:

As previously agreed, the next meeting of the Education Committee was to be held in St Mary's Church Hall, Uttoxeter, on Tuesday, 2 October 2018 at 5.30pm.

The meeting finished at 6.50pm.

Signed.....

Date.....