

# Uttoxeter Learning Trust (ULT)

## Minutes of the Meeting of the Education Committee held in a virtual setting on Monday 14 March, 2022 at 5.30 p.m.

**Present:** Rev. Sherwin (Chair), Dr. Clark (CEO), Mr. Slater

**In attendance:** Mr. Davies (Clerk to the Trust Board)  
Mrs. Hanson (Headteacher – The Richard Clarke First School)  
Mr. Hindhaugh (Assistant Headteacher – The Richard Clarke First School)  
Mr. Hough (Chair of Governors – The Richard Clarke First School)

### 1 Welcome:

Trustees were welcomed to today's meeting by the Chair. **The meeting was not quorate with a number of Trustees not in attendance.** As a result, it was agreed that any decisions that needed to be taken would have to go forward to the Trust Board for formal ratification. Documentation had as per normal been circulated in advance of the meeting along with a clear and purposeful agenda. The main focus of today's meeting was a presentation from The Richard Clarke First School which Trustees found extremely useful and informative. As is normally the case, there was a healthy level of engagement throughout the meeting.

### 2 Apologies:

Apologies for absence were received from Mr. Sutcliffe and Ms. Livesey.

An apology for absence was not received from Mr. Oldham.

### 3 Confidentiality:

Trustees were reminded that all discussions that take place at this meeting should remain confidential to the meeting.

### 4 Declarations of Interest:

No declarations of interest were made by Trustees in respect of any items appearing on today's agenda.

### 5 Presentation – The Richard Clarke First School:

Mrs. Hanson, Mr. Hindhaugh and Mr. Hough were invited into the virtual forum at this point to deliver their presentation. Trustees welcomed all three individuals to the meeting.

It was confirmed that the presentation would focus on two key aspects – firstly, the impact of recovery curriculum on pupil progress and specifically in relation to pupils in Year 3 and secondly, the collaborative work that is being carried out with Talbot First School as part of the Trust's School Improvement Offer.

The presentation that was shared with Trustees was extremely detailed. The following key summary points were noted:

## **Recovery Curriculum – Year 3**

### **1.1**

The specific contextual characteristics of the Year 3 cohort were shared with Trustees. These characteristics included the gender split; the high levels of transiency within the cohort; the SEND profile of the year group; the baseline data on entry to the School which was significantly below national expectations in a number of areas and the significant emotional challenges that have manifested themselves within the cohort during their time at the School. Mrs. Hanson also outlined the staffing mobility that has impacted on this year group as well as the impact of the various lockdowns on their educational progress.

It was reported that whilst challenges are experienced in relation to all cohorts, the issues with this particular cohort (both at the point of entry and on-going needs) have been particularly marked.

### **1.2**

Trustees received an overview of the educational journey that the Year 3 cohort has been on during its time at the School – from the Early Years Foundation Stage (EYFS) through to the end of Key Stage 1 and into Key Stage 2. At each point, Mrs. Hanson outlined the various challenges that have been faced; the adverse impact of the pandemic on these pupils; what support and interventions have been put in place for the cohort in question and, finally, the use of Covid catch-up premium and the impact that this ring-fenced funding stream has delivered over time. There was also consideration given to the actions that have been taken to catch pupils up with their learning and the on-going monitoring of the flightpaths of each individual child to determine what parts of the support package are working well, what areas need to be tweaked and what extra can be done to support the pastoral needs of these pupils as well as their academic development.

If Trustees want further detail of any of these areas, they can request a copy of the PowerPoint presentation that was shared at today's meeting as well as speak to the leadership team direct. Mr. Hindhaugh also provided some useful commentary around performance in each of the core curriculum areas including the support that has been provided around Phonics, particularly as this is the gateway to unlocking further academic potential.

### **1.3**

There was a specific focus provided on the specific interventions that have been put in place so far this academic year for this particular cohort. Trustees were informed what data diagnostics the staff at The Richard Clarke First School are using to monitor the educational flightpaths of pupils and what needs to happen to ensure pupils can at least maintain a position where they are meeting, if not exceeding age related expectations. The Key Performance Indicator (KPI) Overviews will show Trustees the degree to which the leadership team is securing this objective as each data drop is completed and reported on each term. The Spring Term is when progress should really start to accelerate and Trustees should be able to see this momentum coming through in the KPI documentation.

### **1.4**

**Trustee Challenge:** Trustees thanked Mrs. Hanson for the statistical and contextual information that had been shared with them at today's meeting. There was some concern expressed that despite the challenges of the pandemic (which have impacted all schools) the Year 3 data not only stands out within the School's own data set as an anomaly but does not compare favourably with other First Schools' performance data. Whilst Trustees will be interested to see the outcome of the Spring Term data drop (where it is anticipated an improved performance picture will be seen) there were some questions as to what other measures can be put in place at home/over the Summer Break to ensure those pupils have

the best springboard possible when moving on with their education at the Oldfields Hall Middle School.

Mr. Hindhaugh discussed what provision has already been put in place and what else might follow to support a smooth transition process. He did intimate that a careful balance does have to be struck to ensure buy-in from the parent community to any additional initiatives that are planned. The Chair of the Governing Board also had some concerns with comparing the performance of different schools from a face validity perspective – given the specific contextual characteristics that were shared during the presentation.

For now, Trustees felt they had all the additional information they needed. Should any further questions need to be shared with The Richard Clarke First School, this dialogue will continue outside of today's meeting.

### **Collaborative Work – Talbot First School**

The second part of the presentation was much briefer as Mrs. Hanson outlined the nature of the collaborative support that is being provided. Areas where the support will be most impactful include conversations around the development of the School Improvement Plan (SIP); initiatives around vocabulary enrichment; where the School can take its digital strategy; SEND provision; improving parental engagement and, finally, best practice for securing intent and impact in the curriculum. With Talbot First School securing an 'RI' judgement at the last Ofsted inspection, the collaborative support that Mrs. Hanson can provide will first and foremost offer a fresh pair of eyes on current practice with a view to securing some quick wins before fuller mid to long-term strategies then follow.

Trustees thanked Mrs. Hanson for all of the work she is carrying out in this area, particularly as supporting struggling schools in this way is one of the cornerstones of the ULT academy model.

Mrs. Hanson, Mr. Hindhaugh and Mr. Hough were thanked for their contributions to today's meeting. All three individuals gave their leave of absence from the meeting.

### **6 Minutes of the Previous Meeting:**

The Minutes of the Education Committee held on Tuesday 1 February, 2022 will need to be forwarded to the Trust Board for formal ratification.

The Clerk will progress this matter.

The Minutes, Agenda and all reports and other papers considered at the meeting will be made available for inspection if required.

Once the minutes have been ratified, the Clerk will sign and date the minutes on behalf of the Chair. This task is important to ensure the PA to the CEO can ensure there is an electronic copy of historical minutes, retained for future reference and audit purposes.

### **7 Matters Arising:**

The CEO was invited to provide a brief verbal update of any matters arising from the November minute record. The following summary points can be noted:

#### **1.1**

Trustees were informed that a new Headteacher (Mrs. Grattage) has been appointed at Ryecroft C.E. Middle School who will start with the ULT after Easter. The CEO confirmed what mitigation has been put in place to cover the vacant Deputy Headteacher post from

February half-term through to Easter and also the long-term structure of the leadership team for the rest of the academic year and beyond. The latter of these two matters will be discussed at the Trust Board when it next meets.

## **1.2**

The CEO confirmed that the need for Risk Register training across the ULT schools remains a priority area with the matter likely to be an agenda item that is raised at the next School Representation Board (SRB) meeting. Within this forum, a clear course of action will be determined to ensure Risk Registers are being completed accurately and consistently by all schools.

## **8 Risk Register:**

When it comes to the ULT's own Risk Register, the CEO confirmed she had made several updates to the Register, following the productive discussions that had taken place in the last cycle of meetings. Trustees were informed that significant progress has been made in terms of mitigating some of the risk areas with the detail provided in the document for Trustees to consider at their leisure. Trustees had no specific follow up questions in relation to this document at today's meeting.

## **9 Safeguarding:**

### **1.1 - Covid**

The CEO confirmed that the Trust is currently in dialogue with HR/SCC about staff not having to face Covid-related absence impacting on their Bradford score when restrictions around the pandemic come to an end on 1 April. An update on this matter will be provided at the Trust Board.

Overall, it was reported that there still remains challenges for schools around Covid which have impacted school communities throughout the Spring Term. Whilst leadership teams are aware of the benefits of people meeting once again in a face-to-face capacity, school environments continue to be monitored closely with Headteachers being given the jurisdiction to reimpose certain restrictions if local circumstances dictate. Risk assessments (albeit modified) are still being retained and mass gatherings of people are being avoided if at all possible.

In terms of whole school attendance, it was reported that as of 10.02.22 the DfE was reporting a national figure of 90.3%. The KPI Overviews indicate that schools are comparing favourably with the national benchmark which is commendable in the circumstances.

### **1.2 – Ukraine**

Whilst the events in Ukraine are extremely tragic in nature and leaders are mindful of the adverse impact on mental health/wellbeing, school communities have been amazing in their ability to come together, to carry out fund-raising activities and to source emergency aid that has been sent to vulnerable families in Poland. Articles have appeared in the Trust newsletter to reflect all of the hard work that is being applied in this area. Trustees thanked everybody who has been supporting this work within the ULT community.

## **10 Curriculum:**

Two aspects were reported in relation to the curriculum.

### **1.1 – Curriculum Intent**

The CEO outlined some of the initiatives that are currently ensuring curriculum intent across the ULT schools is more consistent. The best way of securing this objective is to get the decision-makers in schools in the same space to map out a common approach (in Phonics for

example) and with this in mind various network meetings/engagement sessions have already been earmarked for a curriculum focus. The plan is to agree a framework of principles that all schools can support when it comes to delivering curriculum intent with the use of local contextualisation as and when it is appropriate. The CEO anticipates that once engagement has taken place with Headteachers on this issue, a clear framework can be put in front of Trustees for their consideration/approval.

The CEO will progress this matter.

### **1.2 – Subject Leadership**

There was some discussion around sourcing some external training input around deep dives and how to prepare for this scrutiny from an Ofsted perspective. The CEO has some possible contacts she intends to follow up on as it was felt all schools would benefit from some additional training in this area.

**Trustee Challenge:** Trustees acknowledged the need to source some CPD in this area but did query whether expertise within the ULT could be tapped into to enhance this professional development. It was felt that the talent pool is strong across the ULT with lots of opportunities for colleagues to share their expertise with each other which would triangulate well with an external input.

The CEO thanked Trustees for their thoughts and will give this matter some further consideration, particularly as the quality of subject leadership will be an important contributor to any final Ofsted judgement concerning the overall effectiveness of a school.

The CEO will determine how to take this area forward.

### **11 Policy Reviews:**

With the meeting not being quorate, it was agreed all policies will go straight to the Trust Board for formal ratification.

The CEO will take account of this matter.

### **12 Any Other Business:**

There was only one item of additional business at this point in the meeting.

With Mr. Oldham not having attended a number of meetings, it was agreed Mr. Slater would follow up this matter with the Trustee in question to establish future intentions with regard to the role.

Mr. Slater will take account of this action.

### **13 Confidentiality:**

Trustees were asked to identify if there were any items/materials which needed to be excluded from any Agenda, Minutes, reports or other papers discussed at the meeting which would normally be made available for inspection following the meeting.

Trustees were also asked to identify any items included on the Agenda which require recording in a Confidential Appendix to the Minutes.

There were no items needing to be recorded in a Confidential Appendix to the Minutes.

There were no items/materials identified for exclusion.

**14 Dates and Times of Future Meetings:**

The date of the next meeting was confirmed as Wednesday 27 April, 2022 at 5.30 p.m. It will be confirmed nearer the time whether this meeting forum will take place in a virtual or face to face setting.

All that was left to do was for the Chair to thank all Trustees for their attendance and contributions to today's meeting,

The meeting was brought to a close.

Rev. Sherwin  
PP P. Davies - Clerk

27.04.22

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**Chair**

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**Date**

## Uttoxeter Learning Trust (ULT)

Minutes of the Meeting of the Education Committee held in a virtual setting  
on Monday 14 March, 2022 at 5.30 p.m.

### Next Steps Matrix

Minute	Owner	Areas Discussed At Meeting*	Action Update
6	Clerk	Forward February minutes to Trust Board for formal ratification.	
6	CEO	Make documents available for public inspection if required.	
10	CEO	Work on curriculum intent principles with Headteachers.	
10	CEO	Source external CPD input. Utilise talent across Trust to triangulate CPD offer.	
11	CEO	Forward policies to Trust Board for formal ratification.	
12	Mr. Slater	Follow up on attendance issue with Trustee.	

***\*-Due to the meeting not being quorate, the areas above are points that Trustees took away from the meeting. Any formal decision that was needed was forwarded to the Trust Board for due consideration.***

**Date of next meeting:** Wednesday 27 April, 2022 at 5.30 p.m.

Absent Trustees to be informed.