

**Uttoxeter Learning Trust
Education Committee**

Minutes of a meeting of the Education Committee held in Picknalls First School, on Tuesday, 28 January 2020 at 5.30pm.

Present:

Rev M Sherwin (in the chair), Mr S Harper, Mr R Oldham, Mrs P Livesey, Mr S Slater, Mr T Sutcliffe.

Dr S Clark – Chief Executive Officer
Mr R Sheldon – Clerk to the ULT

Apology:

An apology for late arrival was given from Mr R Oldham.

159. Declarations of Interest:

There were no declarations of interest relevant to the agenda items.

160. Minutes:

Minutes of the Education Committee meeting held on 26 November 2019 had been previously circulated.

It was resolved –

That the minutes of the meeting be received and approved.

161. Matters Arising:

a) External Review of Trust Board (Minute 151(c) refers)

Mr Slater, chair of trustees, reported that the responses to the self-review were currently being summarised and once complete would be circulated to trustees. The responses would help identify the next steps to be taken.

b) Pre-Ofsted Review of Founder ULT Schools (Minute 151(d) refers)

The CEO reported that a pre-Ofsted review of Picknalls First School had been scheduled for this week but cancelled as an actual Ofsted inspection was now currently being undertaken. A pre-inspection review had therefore been arranged for Ryecroft Middle School later in the week. A copy of the report following the pre-Ofsted review undertaken at Windsor Park Middle School had been previously circulated.

Trustees were also reminded that an Ofsted inspection had recently been undertaken at Thomas Alleyne's High School and a copy of the published report, confirming that the school continued to be judged as good, had been previously circulated.

It was resolved –

- i) That the CEO be thanked for the update on pre-Ofsted reviews and that trustees note the positive report received following the recent review undertaken at Windsor Park Middle School.

- ii) That trustees note the Ofsted judgement for Thomas Alleyne's High School and congratulate all concerned at the school.

162. School Performance:

The CEO reported that she had discussed school performance with each of the headteachers and copies of school performance data had been previously circulated. At this stage in the school year the CEO reported that it was important to reflect on anticipated results from the previous school year to see how they compared with the predicted outcomes. Headteachers had also been asked to identify challenges that their schools were facing and strategies that had been put in place to address these. As the data had only recently been received from schools the CEO confirmed that she was currently analysing them in greater detail to identify strengths and weaknesses and further updates on school performance would be given at future meetings. In summary the data shows:

- First schools – data is historically strong and continues to be so.
- Middle schools – current focus on progress of Y6 pupils and expected outcomes at the end of the school year in comparison to where they are currently. The CEO is following up on issues as appropriate with headteachers with discussion on intervention strategies.
- High school – full data collection is still awaited and the CEO continues to discuss issues with the headteacher. There had been a huge amount of intervention throughout the school to bring about improvement as necessary. The data for Y12 and Y13 students following the mock exams is expected shortly and will show the impact of intervention strategies following the review of the 6th form. Trustees noted in particular the performance of the Maths department in comparison with other subject areas.

Discussion followed and trustees thanked the CEO for collecting the school performance data and for the template that was being used to help trustees identify issues to enable them to support and challenge as necessary. A number of suggestions were made to develop the data further.

It was resolved –

- i) That the school performance data be received and noted and that the CEO be requested to arrange for headteachers to provide data to also show outcomes in particular for SEND and disadvantaged students.
- ii) That the CEO also be requested to produce, for future meetings, summary reports to show the collective performance of all ULT schools.
- iii) That the CEO be requested to discuss the performance of the Maths department in the high school with the headteacher and to report back at a future meeting on actions that are being taken to bring about improvement.

163. Teaching School Update:

Trustees were circulated with a detailed report on the work of the Teaching School and noted that the headteacher had requested that such a report be made available on a termly basis rather than half-termly. Discussion followed and trustees felt that such an informative and comprehensive report should be produced annually and that a summary report only, to

include key priorities and to reflect on some national issues, would be necessary for other meetings.

It was resolved –

- i) That the informative and comprehensive report of the work of the Teaching School be received and noted, with thanks to Mrs Rudge, headteacher.
- ii) That trustees invite the headteacher to meet with them annually to discuss the teaching school in detail and that the CEO be requested to liaise with her regarding the appropriate timing for such a meeting.

164. New School:

Further to discussions at the recent meeting of the trust board, held on 22 January 2020, the chair of the trust board was pleased to confirm that funding levels agreed by trustees had been approved by the DfE. The time line for the new school had been agreed and a project board was in place to oversee progress, with the next meeting scheduled for 26 February. The chair further reported that it would be beneficial for the project board to be expanded to include other stakeholder groups.

It was resolved –

- i) That the development of the new school would continue to be discussed, as appropriate, at all future meetings of the trust board and its committees.
- ii) That consideration would be given to expanding the project group and would be discussed further at the next meeting of the school representation board.

165. Safeguarding:

(Mr Oldham, committee chair, joined the meeting at this stage).
Discussion took place regarding the need for an external SEND review for all ULT schools and the need to identify an appropriate external agency to undertake such a review.

It was resolved –

- i) That trustees confirm the need for an external SEND review for all ULT schools and that the names of possible external agencies to undertake this be submitted to the CEO.
- ii) That, as previously agreed, the first SEND review would be undertaken at Oldfields Hall Middle School before being rolled out to other schools.

166. ULT Development Plan:

The CEO reported that work continued on the ULT development plan and that it would continue to be progressed as she gained a greater understanding of the strengths and weakness of the ULT. The CEO asked trustees to provide any views that they may have on how it could be developed further. Updates would be given at future meetings.

It was resolved –

That the progress report on the ULT Development Plan be noted.

167. Policy Review:

a) School Improvement Policy

A copy of the School Improvement policy had been previously circulated and the CEO confirmed that it had been considered and approved at a previous meeting.

It was resolved –

That the School Improvement policy be approved as presented.

b) Complaints Policy

A copy of the Complaints policy had been previously circulated and the CEO confirmed that this policy had also been considered and approved at a previous meeting.

The CEO further reported that consideration should be given to developing a Home/School Communication policy to be used in conjunction with the Complaints policy. The benefits of such a policy would be discussed with headteachers at the next meeting of the headteacher professional board.

It was resolved –

- i) That the Complaints policy be approved as presented.
- ii) That trustees welcome the suggestion of a Home/School Communication policy and that the CEO be requested to draft an appropriate policy for consideration and approval at a future meeting.

168. Risk Register:

Trustees had been previously circulated with an updated risk register to reflect discussions from the last meeting of the Education committee.

It was resolved –

- i) That the updated risk register be received and noted.
- ii) That the risk register be further updated to include the management and development of the new school as a possible risk.

169. Other Business:

a) Expansion of ULT

The CEO reported that expansion of the ULT continued to remain under review and that a meeting was shortly to be held with the governing body of Richard Clarke First School with a view to the school joining as a permanent member of the ULT in the near future.

b) Committee Membership

Trustees noted that although Mr Harper had attended this meeting of the Education committee, he had been asked to join the Finance committee and would attend those meetings in future. Mr Harper confirmed that he would, however, continue to support and champion all STEM related activities across ULT schools.

170. Date of Next Meeting:

As previously agreed, the next meeting of the Education Committee was to be held on Tuesday, 17 March 2020 at 5.30pm. The venue for this meeting, and all future meetings of the Education committee, would be Oldfields Hall Middle School.

R. Oldham

Signed.....

28 April 2020

Date.....