

## HADRIAN LEARNING TRUST

### Minutes for Meeting of Board of Trustees

6:00pm, Wednesday 12 July 2017

**In attendance:** Simon Kitchman (SKi), Graeme Atkins (GA), Tony Brown (TB), Jonathan Holmes (JH), Barbara Hignett (BH), Sarah Kemp (SKe), Patrick Ferguson (PF)

**Also attending:** Charlotte Gaines (CG, Clerk to Governors), Andy Byers (AB, Head of School), James Andriot (JA, Deputy Headteacher), Sarah Sparke (SS, Business Manager)

#### Part 1 Classified Non-Confidential

##### 1) Apologies

Apologies for non-attendance were received from David Hartland.

##### 2) Declaration of Pecuniary, Business or Personal Interests

No declarations of pecuniary, business or personal interest were made in addition to those already recorded in the Register of Interests.

##### 3) Minutes of previous meeting Part 1

The Minutes of the following meeting, having been circulated to Trustees, were adopted as a true record:

- Hadrian Learning Trust Board – 14 June 2017 – Part 1

##### Matters arising

JH asked for an update regarding rabbits on the sports fields. GA advised that work is ongoing to try to address the issue.

GA advised that the approved amended complaints policy has placed on each school's website.

GA has passed on thanks to the Art Department.

Trustees are invited to attend lunch with staff, on Friday 21 July at HMS and on Monday 4 September at QEHS. CG will circulate precise times.

CG

##### 4) HMS SATs results

GA outlined the headline attainment data. Trustees expressed satisfaction at the improvement from the previous year and noted that progress data would follow in the Autumn. SKi advised the Board that the HMS Monitoring Group had met on 10 July for a detailed consideration of the data, including the attainment of groups. SKi asked that the thanks of the Trustees be passed on to the relevant staff.

GA

##### 5) SIP feedback

Trustees shared thoughts on the verbal report received from Toni Spoor (TS) on 10 July,

following her recent visits to both schools. The overall impression was positive and that senior leaders' take on things was in alignment with her own. Efforts to secure further improvement in Science at QE and the attendance of disadvantaged pupils at both schools remain ongoing. Trustees await TS's written reports.

Trustees noted with satisfaction that TS is able and willing to continue as SIP next year.

## **Committee / Monitoring Group Reports**

### **a) Audit and Finance Committee**

The audit review for the Spring Term was very positive, with very few recommendations for improvement. Trustees congratulated SS and thanked her for all her work.

### **b) QEHS Monitoring Committee**

Minutes of the last meeting have been circulated. SKi asked if Trustees had any questions. JH commented that attendance and science issues are being addressed.

JH asked GA what arrangements were in place to ensure suitable levels of SLT capacity next year. GA outlined the arrangements. At HMS, two temporary bursary appointments have been made, in Liam Watters and Paul Gaines, to accommodate the fact that PTE is moving fully back to QE. At QE, two similar appointments have been made, in Katie Innes and Gayle Scott, to address some gaps that currently exist or will arise as a result of AB's departure. Each of the bursary holders will retain their middle leader responsibilities. In addition, the intention is to bring in some additional bespoke capacity to the SLT at QE in relation to particular priorities.

SKe asked about training for the new post-holders. GA confirmed that this will be provided.

SKi asked for an update on the Northumberland Careers College. AB advised that three students have been offered places although it remains to be seen if they will be taken up.

SKe asked about use of the sixth form bursary funding. AB and JH gave brief updates. 25 laptops have been purchased and issued.

BH questioned the reference to a fall in students taking up music in Year 9. JH clarified that this was for peripatetic rather than curriculum lessons.

### **c) HMS Monitoring Committee**

The group has met twice since the last Trust Board. Notes will be circulated for future discussion.

## **6) Stakeholder Engagement**

SKi indicated his intention to write to those whom he and DH had met recently. It is also intended that GA and SS present an overview of QE's financial position to staff in due course, in response to a request made at that meeting.

SKe asked for an overview of the year's enrichment and extra-curricular programme. JH commented that this had previously been included in the annual report. GA advised that the

GA

2016-17 report would contain this information.

**7) Urgent business with agreement of Chair**

Trustees agreed that all consultation responses should be shared with all trustees.

**Close and confirm date of next meeting**

Part 1 of the meeting was concluded.

The next meeting will take place on Thursday 7 September 2017 at 6pm.

Trustees moved onto Part 2 of the agenda.