

HADRIAN LEARNING TRUST

Minutes for Meeting of Board of Trustees

6pm, Thursday 16 December 2021

QEHS Conference Room

In attendance: David Hartland (DH, Chair), Veryan Johnston (VJ), Barbara Hignett (BH), Tony Brown (TB), Patrick Ferguson (PF), Graeme Atkins (GA, Executive Headteacher),

Also attending: Neil Seaton (NS, HoS QE), Liam Watters (LW, HoS HMS), Sarah Sparke (CFO), Charlotte Gaines (Clerk)

Part 1 Classified Non-Confidential

1) Apologies

Apologies for non-attendance were received from Jonathon Holmes, Sarah Kemp and Kate Chaplin.

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 meetings

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

- a) Hadrian Learning Trust Board – 18 November 2021 – Part 1

Matters arising

CG agreed to contact those trustees who have not completed the safeguarding training.

CG

4) Annual report and accounts

SS advised that the annual report and accounts are in the same format as previously. Trustees were advised that they have been reviewed in detail by the FAC. The auditors noted no issues in their formal audit opinions.

SS highlighted note 19 which shows the individual school reserves as previously reported in the management accounts, and advised that the cash position is similarly favourable.

DH advised that timing of receipt of the accounts was an issue. GA expressed his disappointment in the fact that the reports were received so late and advised that the audit partner from Clive Owen LLP will attend the AGM on Friday. He reminded trustees that accounts were normally provided in a timely manner. He noted the FAC had looked at the detail but the amendments were only received yesterday.

PF confirmed that FAC are content with the accounts.

5) Audit Findings Report and Internal Scrutiny Annual Summary Report

SS advised that the Audit Findings report is in a similar format to previous years. She highlighted some typos in the previously circulated report which have now been corrected.

SS gave a summary of the reports and noted there were no adjusted items, but three non-material unadjusted items. Only one of these would impact on the results for the year and was due to the pension fund and actuary using different figures, which is currently being investigated. She highlighted one control issue for reporting to the ESFA in that one Trustee had not declared all of their business interests. This has now been addressed.

PF noted that the Auditors advised that the accounts are again one of the cleanest sets of accounts they have reviewed this year, out of 46 academy trusts audited.

There were two recommendations in the internal assurance report, the need to promote the donations bank account and to move to an online PO system. Donations are now minimal and the PO system will be implemented in due course.

6) Head of School updates

a) HMS

LW advised that the half term had gone well although some outdoor space is still not available. Lots of events took place last term including various PTA events for the pupils, sporting fixtures, celebration assemblies and parents' evenings.

Assessments have taken place which are giving us further insight into impact of the pandemic, which supports what is coming through nationally. Teachers are adjusting the curriculum and a comprehensive programme of interventions is in place, which LW outlined.

There has been an increase in admissions of pupils with more complex social and emotional needs. Additional pastoral and LSA support is being recruited.

Partnership work is taking place between middle and high schools around curriculum planning, and plans are in place to work with the first schools around reading, geography and languages.

School is generally settled and calm. Quality of education reviews have been taking place across both schools.

A breakfast club is being investigated and policies written. VJ asked if this was being externally funded. LW advised that it will be parent funded.

Covid cases are relatively low with five positive cases and one member of staff. Plans are in place should there be a spike in the new year. PF asked about pastoral support for those isolating. LW outlined main details including calls home, home visits and weekly check-ins.

b) QEHS

NS advised that it has been a successful term. Behaviour is typically settled and calm. A small number of students with additional needs are being worked with to improve their behaviour at social times. Emerging attendance patterns are being looked at and will be reported to the monitoring committee in due course.

Anne Lloyd, Assistant Head for teaching and learning, has led on the recent Quality of Education review. Strengths and areas for development have been identified and a clear plan of action established, with senior leaders working closely with curriculum leaders on its implementation.

Various assessments have been undertaken, including mock examinations for year 11s. Examinations in the summer are still expected but planning is taking into account the possibility of

teacher assessment being required.

Sixth form 'students of concern' are being supported through one-to-one meetings and additional supervision. Given recent changes in assessment and no formal exams having previously been sat by students in years 11-13, support is being given on study skills and exam preparation.

English and maths support has been increased for struggling students in years 9 and 10. Students in year 11 are also getting additional support, with intervention tutor groups going well.

There has been a decline in the number of Covid cases with only 5 cases in comparison to 35 before half term. Contingency measures are ready to be implemented next term should they be required.

Extracurricular activity is going well. Provision looks strong and participation is being actively promoted, with numbers monitored. Various fundraising initiatives have been undertaken.

BH asked about recruitment, including regarding seclusion. GA advised that some cleaning and catering vacancies were still being carried. Regarding seclusion, NS advised that an interim arrangement would be in place in the new year pending recruitment. He also advised that a solution had been found to address staffing issues in economics.

KC/GA

7) Report back following SEND meeting

GA advised that KC, in her capacity as SEND Trustee, had met with GA, Richard Zabrocki (SENDCo, HLT/QE) and Karl Barry (SENDCo, HMS) for an update on provision and to reflect on KC's attendance at a SEND governor training event. The group will meet again later in the year with a report to come to the board in October.

8) New build update

GA provided an update and outlined the process involved. Progress continues to be made, albeit slowly. A programme for snagging completion had finally been received, with such works due for completion by the end of February. Tarmacking works are due next week, with further works intended in the new year. The HMS MUGA has yet to be handed over, with this now looking as though it will be the end of February at the earliest.

We are being told that Phase 2 works are on track for completion by 29 April, but assurances are being caveated in relation to potential delays associated with demolition of the lower school.

BH asked about cycle access. GA explained that there is access for bicycles although no designated path.

GA

Trustees discussed a possible guest of honour for a celebration event to coincide with completion of all works and full site handover, and agreed that GA could signal interest.

9) Stakeholder engagement

GA advised that the previously circulated letter regarding traffic and pedestrians is ready to be sent.

Former colleagues have been in school for tours of the new facilities.

NS advised that QE featured in the Sunday Times' Parent Power rankings of top schools.

DH advised that he, LW, GA and SK had attended the lights switch on at Sele Park, where HMS singers and musicians were performing. The sports awards, usually held at the Wentworth, had

been held this year at QEHS. Geoff and Pauline Higgins were presented with a lifetime achievement award for services to rowing through the QE Rowing Club.

10) Urgent business with agreement of Chair

None.

Close and confirm date of next meeting

Part 1 of the meeting was concluded.

The date of the next Part 1 meeting is 27 January 2022.

Trustees moved onto Part 2 of the agenda.