

## HADRIAN LEARNING TRUST

### Minutes for Meeting of Board of Trustees

6pm, Wednesday 13 February 2019

**In attendance:** Simon Kitchman (SKi), David Hartland (DH), Graeme Atkins (GA), Tony Brown (TB), Sarah Kemp (SKe).

**Also attending:** Charlotte Gaines (CG, Clerk to Trust Board), James Andriot (JA, Head of School)

#### Part 1 Classified Non-Confidential

##### 1) Apologies

Apologies for non-attendance were received from Kate Chaplin (KC), Veryan Johnston (VJ), Jonathan Holmes (JH), Barbara Hignett (BH) and Sarah Sparke (SS, Chief Financial Officer).

##### 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 - approval and matters arising

The Minutes of the following meetings, having been circulated to Trustees, were discussed:

- Hadrian Learning Trust Board – 16 January 2019

It was noted that SKe also attended the youth theatre production. Trustees agreed that the Minutes should be adopted as a true record subject to this addition.

JA confirmed Trustees' thanks have been conveyed to relevant staff.

##### 4) Determination of admissions arrangements

Trustees discussed the previously circulated paper. GA highlighted the need for Trustees to determine admissions arrangements for Years 5, 9 and 12 for September 2020. Trustees agreed that arrangements for entry in September 2020 should remain as per existing arrangements, including an admissions number of 15 for external applicants to Year 12. CG to communicate this determination to the Local Authority by the 15 March deadline.

Trustees agreed with the recommendation that admissions arrangements for September 2021 entry should be consulted upon between 1 October 2019 and 31 January 2020.

Trustees went onto discuss indicative numbers for September 2019 entry, which appear lower than those forecast. NCC had previously indicated it had changed its approach to contacting parents and a number had still to apply. A more definitive picture was expected on 1 March 2019 when parents and schools are informed of allocations.

Trustees agreed that senior leaders should publicise that places for September exist, should that be the case on 1 March.

GA

##### 5) Stakeholder engagement

SKi advised that he had attended the Year 9 options evening, which he thought was very

positive.

VJ and possibly TB will be meeting with panels of staff at QE and HMS respectively on Friday afternoon, as part of a new initiative to engage with staff in a more structured way. They will report findings to the HR&PM Committee in the first instance, the minutes of which will be circulated to Trustees.

SKe asked if SKI and VJ still intended to undertake Trustee reviews. SKI confirmed this remained the intention and he would be liaising with VJ to make arrangements.

DH advised that he had attended student panel sessions as part of a wider ICT survey. He had been impressed with the maturity and astuteness of those involved.

SKi/VJ

TB advised that he and BH had attended a humanities monitoring session as part of HMS Monitoring Committee triangulation. It was useful to see the process and what is looked for in books, particularly seeing positive links with the high school. The high school lead for Geography had been in attendance, quality assuring the work of colleagues at the middle school.

GA advised that VJ had been liaising with Katie Innes regarding alumni contacts to assist with careers guidance.

Trustees attended a session with teaching staff on formative assessment.

DH advised that the Forum Cinema is hosting a short film night showcasing work of Y13 QE students on 31st March

The spring concert will take place on Monday 1 April 2019.

SKi asked about the curriculum leaders' planning meetings that had been taking place recently. GA explained that for each subject CLs from the three main middle schools and QE had been given a day off timetable to come together to undertake KS3 planning. While such activity has been going on to various degrees over recent years, it has been given much more impetus following the outcome of age range consultation. Judith Minto has been leading things, ensuring that those involved are well versed in what good curriculum planning looks like. Although there is work still to do, most subject teams have worked well and made good progress. JMi will work closely with the few that have struggled. Future monitoring committee triangulation meetings with CLs can explore the extent to which each can confidently articulate the curriculum intentions for their subject.

SKe asked for an update on the languages strategy. GA and JA to report back at the next Trust Board meeting. SKI reminded the Board that this initial work on languages was a critical foundation to future discussion regarding the English Bacalaureate.

GA/JA

## **6) Urgent business with agreement of the Chair**

DH advised Trustees that he had attended a recent information event regarding the Northumberland Core Plan. At the event, no mention had been made about future intentions for the HMS site.

TB asked for an update on the Gatehouse. GA read out an email from Mike Turner, Head of Capital and Property Programming, giving confirmation that works were being undertaken to make the building safe.

**Close and confirm date of next meeting**

Part 1 of the meeting was concluded.

The next Part 1 meeting will take place on Wednesday 20 March 2019.

Trustees moved onto Part 2 of the agenda.