

**HADRIAN LEARNING TRUST
MINUTES FOR MEETING OF BOARD OF TRUSTEES**

Date of Meeting	Thursday 26 May 2022 at 6pm, QEHS Conference Room 1
Present	David Hartland (DH, Chair), Sarah Kemp (SK, Vice Chair), Kate Chaplin (KCh), Veryan Johnston (VJ), Tony Brown (TB), Kim Cowie (KCo), Barbara Hignett (BH), Patrick Ferguson (PF), Graeme Atkins (GA, Executive Headteacher)
Also in attendance	Neil Seaton (NS, HoS QE), Liam Watters (LW, HoS HMS), Fiona Snook (FS, Clerk)

PART 1 (CLASSIFIED NON-CONFIDENTIAL)

		Action
1.	Apologies: Jonathan Holmes	
2.	Declaration of pecuniary, business or personal interests None	
3.	<p>Minutes of meetings The minutes of the following meeting were agreed as a true record:</p> <ul style="list-style-type: none"> • Hadrian Learning Trust Board – 7 April 2022 – Part 1 <p>Matters arising</p> <ul style="list-style-type: none"> • The school opening ceremony is confirmed to go ahead on the afternoon of 9 June. GA has written to the team stipulating that the visit is not to provide a platform for policy announcements and associated national media coverage. The focus will be to introduce the minister to the team behind the project and will include a brief tour, a modest opening ceremony, and the possibility of meeting refugee children and their families. PF asked if parents of any students involved would be informed and GA confirmed they would. Trustees are very welcome but there is no expectation that they should attend. SK and KCo registered concern that the visit would still be used for political purposes. • GA has sent a letter to David Laux requesting that the road safety audit be undertaken in a timely manner. A response has been received indicating that it will take place on completion of Phase 2 of the project works. • SK asked about the German exchange. NS explained it had been very successful. SK asked if the Morocco trip will take place next year and it was confirmed that this is the intention. 	
4.	<p>Trust Board Membership Kate Chaplin will step down at the end of this academic year. GA thanked Kate for her contributions, stating that he and the Board have very much appreciated her knowledge, experience, support and challenge. This now leaves a vacancy in the Trust Board. It was noted that KCh had a very strong background in strategic and operational leadership of a medium-to-large organisation, which the Board valued. SK raised that KCh is Chair of the Safeguarding Group. GA also noted KCh's role as SEND trustee and Chair of the HMS Monitoring Committee. He suggested that at the next Trust Board meeting, on the 7 July, the Board re-visits who sits on what committees and groups. Trustees agreed.</p> <p>DH and GA will begin the process of recruiting a replacement for KCh. VJ asked that the vacancy be publicised in some way to enable potentially interested parties to be aware.</p> <p>GA advised that Stuart Todd, one of the members, is stepping down. GA reminded trustees that Di Harris was recruited in March 2022 as a new member meaning that, despite Stuart's departure, there are five members in total, three of whom are independent of the Trust Board.</p>	DH/GA

<p>5.</p>	<p>School Updates</p> <p>QE NS advised that the external Y11 and Y13 exams are underway. The examinations inspector visited today and reported back positively. Sue Boath, the Data Manager, has stepped in to run the Exam season with help from Ruth Platts. New Exams Officers have now been appointed to take over this role full-time.</p> <p>The timetable is ready to roll-over after May half term.</p> <p>Easter revision classes took place using recovery funding. Subjects offering revision classes were Geography, PE, Economics, Art and MFL. English and Maths did not run sessions.</p> <p>Disadvantaged students who underperformed in the second set of Y11 mock exams are being mentored by members of the SLT. Breakfast vouchers have been provided to incentivise study.</p> <p>Recruitment update: A new Head of Year has been appointed. This is a member of staff who joins in September for an English teaching role but had expressed an interest at the time of interview in also having pastoral responsibility. The new pastoral structure means that there will also be three deputy Heads of Year. These have now been appointed – Alex Robson, Claire Dolan and Caroline Campbell. An Assistant Headteacher (Inclusion/SENDCo) has been appointed. She officially starts at the school on the 1 September but will join us for three weeks of handover in July.</p> <p>Also in the SLT, Ruth Platts will be the Assistant Headteacher overseeing Sixth Form, and Amanda Fletcher-Woods will be the Assistant Headteacher with responsibility for the Achievement and Progression of Years 9-11. Hattie Curry will be the Assistant Headteacher for Student Support and Standards (Y9-11) with Dave Todd becoming the Assistant Headteacher for Technology and Logistics.</p> <p>Currently QE have welcomed three Ukrainian students to the High School, all in Year 9, with others pending. Those currently with us are selecting their Y10 options choices. SK asked if the schools would receive funding for Ukrainian students. NS said that as yet there is none but hopes that there will be some in due course. SK asked how staff are managing with the introduction of Ukrainian students – NS said that they are managing well, with support from an EAL-qualified member of our support staff, but it remains an ongoing process of learning.</p> <p>Events in the High School include the Y9 Curriculum Evening for new Y9 parents (tonight), a Sixth Form Progression evening earlier in the term, the Sixth Form Leavers’ Assembly, the very successful German Exchange and the forthcoming A Level Art Exhibition on the 10 June. There has also been much sporting success recently, particularly in rowing.</p> <p>FS to share the dates of the Queen’s Hall Art Exhibition, the Performing Arts showcase, the HMS Music concert and other key dates.</p> <p>PF expressed concern over the workload for QE HoS. NS said that he is surrounded by a very supportive team of leaders within the school and that it has been a challenging two years for everybody in education.</p> <p>HMS LW advised that the HMS calendar has been very busy. There are many forthcoming ‘end of year’ events, including the return after a two-year gap of in-person leavers’ events and sports days etc. There will be a summer music concert in the QE main hall on Thursday 30</p>	<p>FS</p>
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June, organised by Ian Holdsworth. There has been much sporting success, particularly girls' rugby.

Y6 SATS took place and went very well. The inspector visited and the arrangements were highly praised. The pupils were fantastic. Results will be released on the 5 July. The writing assessment is ongoing but HMS is not being externally moderated for writing this year.

Friday 8 July is the deadline for the updated curriculum planning across KS2 and KS3. There is a busy assessment schedule and written reports coming up. Standardised Y7 and Y8 end of year assessments have now been introduced and pupils will sit these in the next half term.

The partnership work across Hexham is going very well across first, middle and high schools, with a good level of energy and enthusiasm. History and Geography collaboration is particularly strong and there is a good buy-in from the partnership. The current agreed focus is in reading and languages, looking at these in KS1 and KS2 and how they build into KS3. The middle-high liaison work also continues.

LW explained that GA chairs the Community Cohesion side of the Hexham Partnership and as part of this is organising an event on the 24 June, focusing on litter in the schools and wider community. This will be a fairly large event with members of the town and county council attending, along with a lead speaker from Northumberland County Council's climate change team to discuss recycling and litter provision. Press have been invited.

SK asked if the middle schools will be studying Spanish in Y7 in the next academic year. LW confirmed that this is the case – it has gone well and they have committed to continuing this in the next academic year.

LW advised that he has spoken to both Hexham First and Beaufront about their recent inspections, and obtained very useful feedback.

Residential visits have taken place or are planned. Y6 are away at present and Y5 will go after half term. Rugby and football tours takes place in June.

LW explained that there are ongoing support requirements for pupils owing to increased social, emotional and behavioural needs after the pandemic. The Pupil Support worker has been excellent but leaves for another school at half term following a promotion. There is a temporary solution in place until the summer with the hope to recruit a permanent post-holder for September.

LW provided a staffing update: Mark Stephenson will replace Hattie Curry from September as the new Assistant Headteacher for Student Support and Inclusion. He will also be the Designated Safeguarding Lead. Becky Liddle, an external appointment, comes as Head of KS2. Lizzie Kingett will be the Reading Coordinator and Chris Armstrong the Languages Lead. There remain some posts left to fill. A new staff induction has been planned and LW and Anne Lloyd are planning a middle leader development programme.

LW explained that the SLT in HMS in September will include LW, MST and Paul Freeman-Myers. Anne Lloyd will work across the Trust. The leadership maternity cover for Nikkee Roff (Assistant Headteacher for Achievement and Progression) is vacant but they are reviewing internal solutions for this.

LW provided an Admissions update. A lot of work has gone into this and they expect circa 140 pupils into 5, along with 12 new admissions into Y7 and some into Y6. Y7 will increase to a five-form entry.

	<p>Currently there is one Ukrainian student in school and this has been a hugely positive experience. Two more are joining after half term. The current student – in Y8 – has an amended timetable and an iPad to use at home in school. He can access homework via the iPad.</p> <p>LW would like to acknowledge the enormous amount the PTA does for the school. This includes, but is not limited to, their large investment into Forest School and the Summer Jubilee Fair, which will take place on Saturday 11 June, 12-3.</p> <p>PF expressed concern about the workload for LW. PF also noted that The Guardian reported that open referrals for young people have increased by 54%, and that education in general will be facing serious challenges around the number of children who need support. PF explained that, according to The Guardian, CAMHS are overwhelmed and 95% of GPs regard CAMHS as not effective – either wholly inadequate or very poor. He advised that there is an 18 month/2 year waiting list to be assessed for autism or ADHD and this indicates a real upcoming challenge, which will be felt first and hardest in HMS. LW explained that the 18 month/2 year wait also applies for SEN assessment and inclusion.</p> <p>GA agreed with the concerns expressed and said there has been a change in profile of the HMS cohort, but that HMS are adapting to these challenges with the recruitment of the Pupil Support Worker and with a change in role for LSAs. LW identified year 7 in particular as presenting more issues, which appears to relate to the disrupted nature of their education in recent years. From conversations with other schools, it seems concern around year 7 is an issue across Northumberland. BH noted that the schools will need to give careful thought to the transition of this cohort to the high school.</p> <p>GA suggested that a future meeting could include Andy Hedley and Paul Freeman-Myers, the respective senior mental health leads, and other relevant senior leaders who could talk about their work to support young people in school, which Trustees welcomed. DH asked if there should be a separate QE and HMS meeting for these rather than at one full board meeting. KCo suggested it would be better to reflect on the issue as a whole across the Trust.</p> <p>BH left at 7pm for another commitment.</p>	
6.	<p>Trust updates</p> <p>GA informed the Board that the CEOs of Pele, Three Rivers and Tyne Community Learning Trust had responded positively to the notion of closer working arrangements among our local MATs. A meeting has been arranged for 23 June to discuss next steps.</p> <p>GA updated the board on the DfE’s intentions around implementing school system changes, following a paper published this week.</p> <p>GA updated on senior leader changes and amendments to the structure being put in place for 2022-23, as well as providing a general recruitment update. In relation to an unfilled English role at HMS, KCo suggested contacting the PGCE and SCITT tutors at universities. GA also talked through intended changes of approach to address concerns raised by curriculum leaders working across the trust, relating to the scheduling of meetings and activities, and the coordination of communication.</p> <p>GA gave a new build update. Progress continues to be made, albeit slowly. The current expectation is that all remaining works will be undertaken over the remaining weeks of term and during the school holidays, with the contractors fully off site by September. The bus</p>	

	<p>park may be handed over at the end of June although we anticipate that it will not come into use until September.</p> <p>GA explained that on the 14 July, the schools will host an opportunity for local residents to tour the facilities.</p> <p>In relation to the circulated report from the Lead Local Flood Authority, DH expressed concern that the report acknowledges a problem but does not suggest any new action to address it. He expressed concern that the schools' facilities would be adversely affected in the future. The responsibility should lie with the relevant authorities. In time, the Trust may seek independent expertise and should consider seeking legal advice.</p> <p>PF left the meeting due to another commitment.</p>	GA
7.	<p>Ofsted Framework</p> <p>GA gave a presentation on the key points of the Ofsted framework, referring to his circulated paper on the Section 8 handbook. Awareness of the handbook and the grading criteria will enable Trustees to maintain sharply focused governance through the monitoring committees and Trustee visits to the schools.</p> <p>Discussion took place around the handbook's expectations regarding workload. GA talked through the efforts going into this area, including via meetings with the schools' union representatives and through the staff survey, which would be considered at the next meeting of the HR&PM committee.</p> <p>GA concluded the presentation by proposing next steps for trustees, including scheduling focused trustee visits for the 2022-23 academic year and the structuring of monitoring committee meetings around key aspects from the inspection handbook. Trustees agreed.</p> <p>KCo left at 8pm due to another commitment.</p>	GA/All
8.	<p>Stakeholder engagement</p> <ul style="list-style-type: none"> • The Hexham Partnership Community Anti-Litter event takes place on 24 June. • There has been ongoing communication with the Neighbourhood Group. • QEHS Rowing club: Pauline and Geoff Higgins will be stepping down after many years of service. A meeting has been arranged on the 14 June for parents who wish to actively support the club. SK suggested that the Trust Board should write to Pauline and Geoff to thank them for their work, which Trustees agreed. Paul Gaines is arranging for the students to mark their departure and GA will arrange something from the school, although noted that the Higgins had indicated a desire to avoid undue attention. DH noted that QEHS Rowing is nationally recognised for their achievements. VJ suggested that an article acknowledging their service to the school could be placed in the Courant. 	GA
9.	<p>Urgent business with agreement of Chair</p> <p>None</p>	

Close and confirm date of next meeting: The date of the next meeting is Thursday 7 July 2022. Part 1 begins at 6pm.

_____ **Chair**

_____ **Date**