

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

Date of Meeting	Thursday 7 July 2022 at 6pm, QEHS Conference Room 1
Present	David Hartland (DH, Chair), Sarah Kemp (SK, Vice Chair), Kate Chaplin (KCh), Barbara Hignett (BH), 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, Kim Cowie, Tony Brown, Patrick Ferguson, Veryan Johnston	
2.	Declaration of pecuniary, business or personal interests BH is now tutoring a SEND student in school whose tuition is paid by PP funding.	
3.	<p>Minutes of meetings The minutes of the following meeting were agreed as a true record with one change – SK did not ask about the Art trip to Paris but asked about Morocco trip. FS will amend minutes accordingly. GA explained that two groups are going to Morocco next July, in the penultimate and final week of term.</p> <ul style="list-style-type: none"> • Hadrian Learning Trust Board – 26 May 2022 – Part 1 <p>Matters arising</p> <ul style="list-style-type: none"> • GA confirmed that arrangements were in place both for the continuation of the QE rowing club and to recognise Pauline and Geoff Higgins’ service. • Trustee visits to the school – GA, NS and LW will suggest areas of focus with suggested times for visits. • BH asked if legal advice has been sought for the flooding issues and GA said not at present but this may be required in the future. 	FS GA/NS/LW
4.	<p>Trustee recruitment Kate Chaplin steps down as Trustee at the end of this academic year. GA thanked Kate for her work during her time as Trustee. GA advised that Jonathan Holmes is also stepping down at this point. He had hoped to attend this final meeting but could not due to work commitments. In his absence GA thanked Jonathan for his support and contribution.</p> <p>GA explained that he will write to parents and carers in September to seek interest. There are currently three Trustee vacancies and the board would like to fill at least two of these posts. The Inspiring Governance website would also be used, however Academy Ambassadors appears to have gone into abeyance.</p> <p>DH suggested conducting an updated skills audit for all Trustees in the new academic year to ensure all relevant areas are covered.</p>	GA
5.	<p>Committee membership GA provided an update on committee memberships for the next academic year:</p> <ul style="list-style-type: none"> • QE monitoring: KCo, SK and DH (Chair tbc in September) • HMS Monitoring: KCo, TB and BH (Chair tbc in September) • Finance & Audit: PF (Chair), TB and VJ • HR & PM: VJ (Chair), TB and SK • Safeguarding: DH/GA to liaise on replacement for KCh <p>BH becomes the link Trustee for SEND. BH queried any possible conflict of interest and it was agreed that none prevented her undertaking the role.</p>	DH/GA

6.	<p>Meeting dates 2022/23</p> <p>GA referred to the Governance Schedule which was distributed in advance of the meeting. Trust Board meetings will again take place on Thursdays, once per half term. Specific committee dates are to be confirmed. No comments on any of the dates.</p>	
7.	<p>School updates</p> <p><i>QE</i></p> <p>NS provided an update on exams, which had run smoothly.</p> <p>NS provided an update on pupil numbers with QE welcoming more Ukrainian students and five students from the waiting list. He advised that earlier in the year there was concern about Sixth Form retention but Ruth Platts, Assistant Headteacher for the Sixth Form, has looked at this in detail and the situation is better than it initially appeared and anecdotal evidence from other schools suggests a similar experience.</p> <p>NS explained that, following the departure of the Attendance Officer, reflections with the schools' school improvement partner and engagement with an exemplar school, there will be a change to the approach to addressing instances of poor student attendance next year. The school will work with an external provider to engage more actively with non/poor-attenders and their families in the community, using an approach that has proved effective elsewhere.</p> <p>NS advised that Assistant Headteacher Anne Lloyd had recently reported to senior leaders on the Quality of Education in both QE and HMS, following recent reviews, which will be considered by the monitoring committees in due course. He explained that QE is moving forward in terms of curriculum development, although there is still much work to be done in advance of the wider curriculum reforms, especially within MFL. Curriculum Leaders have had ring-fenced directed time to work on curriculum planning this term, initially for Key Stages 2 and 3 and then for Key Stage 4, and specific plans of action will be in place for them for the coming year.</p> <p>NS informed trustees that the Performing Arts Showcase on the 29 June had been very good, giving a very authentic demonstration of student work and creative writing talent. BH and SK had been in attendance and agreed.</p> <p>NS advised that the A Level Art exhibition at the Queen's Hall was excellent and particularly encouraging to see that there is no 'house style' – the differing talents of the students are clearly on display. DH said the art exhibition this year has been exceptional, and appreciated the annotations on the artwork to show where the students progressed after QEHS – it was powerful to see that their photography or art course had enabled them to progress to their destination. NS to feed back as a positive to the Art department. DH liked the public nature of the display in the Queen's Hall.</p> <p>NS also provided an update that the Youth Theatre workshop with over 40 interested students.</p> <p>NS provided the update that the Year 11 Celebration Evening will take place on Monday 18 July to celebrate academic success. GA advised that there will be an event on Tuesday 19 July for staff who are retiring or leaving at the end of this academic year. Trustees agreed that DH would write to Pauline and Geoff Higgins to thank them for their long-standing leadership of the QE rowing club, as well as to Gordon Whitfield, who retires after 35 years of service at the school.</p>	<p>NS</p> <p>DH</p>

Y8 transfer day is on Tuesday 12 July and parent/carer information evening for new Y9 parents is on 13 July. Charities Day is on the last day of term. Y7 pupils from HMS, Corbridge Middle and St Joseph's have visited QE for tours.

HMS

LW advised that HMS has been particularly busy in this half term as activities return to normal. The summer fair, run by the PTA and combined with the Jubilee celebrations, was very successful and raised £4600.

At the end of June, HMS hosted a summer music concert in which 99 pupils took part, showcasing a variety of talents. There have been many author visits. Each year group has had a residential visit. There has been national sporting success with both the boys' and girls' rugby teams in national finals. Pupils have attended a STEMfest day. Today was a personal development skills builder day, which was a very successful off-timetable day with form groups. Paul Freeman-Myers had planned this event very well. All staff have been working very hard.

LW advised that SATS results were released this week, gave a broad outline and explained that the headline figures would be shared by email. LW explained that there have been some marking reviews owing to some controversy related to the marking. LW has checked several papers and identified some that could be appealed. Some papers appear to have gone missing, which is also being reported as an issue nationally. LW will lead a fuller analysis for trustees at the HMS Monitoring Committee meeting.

LW explained that he has re-written the school reading strategy and advised that reading is now a huge focus, in particular how to teach this and how to support the weakest 20%. He explained that many of these strategies were already in place but he is ensuring these are consistent. A particular focus is on a tiered and structured approach to support. A new Reading Coordinator, Lizzie Kingett, has been appointed, and she will lead the whole school drive. HMS have also done much work in phonics. Each teacher will also visit first schools across the partnership before Christmas to see the Early Years teaching of reading.

LW gave a staffing update. Recruitment at the middle school has been very busy. A new staff induction day took place this week – this had great enthusiasm and energy and LW is pleased with the team joining HMS. There will be new Heads of both KS2 and KS3. The Pastoral team will be led by Mark Stephenson. Rachael Wade, an internal candidate, will become the English Subject Leader. She will move from part-time to full-time. However, she is on maternity leave from October so there is a temporary solution in place for KS2 and there will be a temporary placement for KS3. The English team has much change owing to the departure of Hattie Curry to QE, Nikkee Roff on maternity leave, Rachael Wade changing role and Mark Stephenson becoming Assistant Headteacher but LW is confident in the temporary and permanent solutions being put in place. Chris Armstrong becomes the Languages Lead. A colleague from QE is coming to lead KS3 Maths. Two ECTs are joining as KS2 teachers. The Pupil Support Worker appointed earlier in the year set up the RESTORE facility but has now moved on with promotion to another school. As such, Laura Dodds, LSA, is currently covering this and will take on this role permanently in September on a job-share basis with a former behaviour worker from QE.

LW explained that both he and Mark Stephenson have worked very hard on transition and admissions. MST has visited all partnership first schools. Y3 taster days have taken place and have been very successful. Y4 have visited for a rounders afternoon and next week will attend for Transfer Days – new Y6/7/8 pupils on Monday 11 July and new Y5 pupils on Tuesday 12 July. Owing to the increasing numbers, classes in each year group will change. Years 5, 6 and 7 will all be five-form entry for the first time. LW explained that some of the increase is owing to students now coming from Shotley Bridge owing to the direct bus that

	<p>brings QE students, but there has also been a steady flow from elsewhere. BH asked if there was sufficient classroom space and GA confirmed that the building was built to accommodate five-form entry in the middle school.</p> <p>LW said that at present, HMS have welcomed four Ukrainian students, who have settled in well and very much enjoy their time in school. There is a variation in the level of English between the students so support is in place for this.</p> <p>LW provided a partnership work update – this work is ongoing and is working very well across the first, middle and high schools. There has been much work in history and geography – the curriculum has been planned from Reception to Year 9 and it is very pleasing to have two completed subjects.</p> <p>LW said that more work is required for staff in working with pupils with social and emotional needs. Both Mark Stephenson and Paul Freeman-Myers are trained in emotion coaching and how staff handle emotive situations, and how to build resilience in young people.</p> <p>LW advised that there has been a significant focus with much work in long and medium term planning. The deadline is the 8 July for KS2/3 planning and Curriculum Leaders will each have meetings with QE and HMS senior leaders before the summer holidays to review this work.</p> <p>LW said that he and Anne Lloyd have created a Middle Leader Development Programme for incoming new leaders. This sets out expectations for the new year.</p> <p>LW hopes to launch a Breakfast Club in September. There has been much parental interest in this, including from parents of the incoming Y5 pupils.</p>	
<p>8.</p>	<p>Trust updates</p> <p>GA explained that he had recently met the Chief Executives of local MATS: Three Rivers, Tyne Community Learning Trust and Pele Trust. The purpose of this was to commence thinking as to how our local MATS can work more closely together. All were committed to a peer review process: each school will have visit from the others – a team of eight will visit for two days to look at what is happening and to share key thoughts. Tomorrow, Ruth Platts, Assistant Headteacher for Sixth Form, is visiting King Edward and Ponteland to look at Sixth Form provision. Kieran McGrane, Headteacher at Ponteland, who is a qualified and practising Ofsted inspector, will provide training across the four trusts for the Curriculum Leaders. This is intended to be practical Ofsted-related training and will hopefully take place in the autumn term.</p> <p>Other intended links include in science for our incoming new curriculum leader and in MFL. We are also looking at how Business Managers and CFOs could work together, reviewing data such as staffing ratios, staffing costs, etc.</p> <p>GA provided a building update: on Monday there will be a review walk-around with the Clerk of Works and Galliford Try to look at the remaining snagging. At the weekly meeting today GA was led to believe this work will be finished by the end of the summer holidays.</p> <p>DH asked about the arrangements for the new coach park. GA said that there is an intended trial run during the summer holidays in order for bus companies to become accustomed to the movement so that it is ready for September when the pupils return. The rugby pitch should be seeded over the summer. It was discussed that rabbits have caused a problem with new vegetation.</p>	

	<p>GA provided an update on the self-evaluation process and development planning. The development plans will be more school-specific than last year given the distinct natures of each school.</p> <p>A fundamental focus across both schools will be the curriculum design – overall and for individual subjects – and the quality of its implementation. The development plans will highlight the intentions for all pupils, but in particular those facing disadvantage, whether this is through poverty, SEND or other reasons, with an increased focus on each individual. The outcomes nationally are poor for these pupils but we want to increase our efforts and effectiveness to shift the dial.</p> <p>GA, NS and LW will update further on this at the September board meeting, with ongoing monitoring via the committees.</p>	<p>GA, NS, LW</p>
<p>9.</p>	<p>Stakeholder engagement</p> <ul style="list-style-type: none"> • GA explained that the visit from the Secretary of State for Education had been a success. • The SIP has done some work recently with leads in Personal Development, Maths and Reading. • The Community Cohesion Anti-litter Day took place on the 24 June and was well attended by partnership schools and local councillors. This was a very good event that was then featured in the Hexham Courant and on Hexham TV. • GA advised that the findings of the staff survey were reviewed at the HR & PM meeting. GA/FS will send feedback along with minutes of the meeting before next TB. • The schools are hosting an open event for the community on Thursday 14 July. So far 208 tours have been booked. • Representatives from the Rotarians will be visiting GA, Andy Hedley and Paul Freeman-Myers to discuss support they may be able to offer. • Representatives from James Calvert Spence Community School are due to visit the school – they have a new building pending and are keen for information. <p>SK raised that pre-pandemic, Trustees would attend school for a lunch at the start of term. FS to send date and time for this on the 5 or 6 September.</p>	<p>GA/FS</p> <p>FS</p>
<p>10.</p>	<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 22 September 2022. Part 1 begins at 6pm.

_____ **Chair**

_____ **Date**