

**Standards Committee
Wednesday 10 June 2020**

Electronic communication due to Covid-19

MINUTES

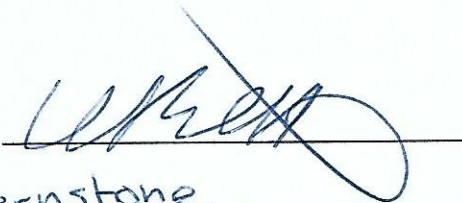
<u>Item</u>	<u>Description of Discussion</u>	<u>Action</u>
	<p>The meeting of Swift Academies Standards Committee planned to take place from 4:30pm on Wednesday 10 June 2020 took place via an e-mail communication, in order to follow Government guidance regarding social distancing and only essential face to face meetings permitted.</p> <p>In order to seek approval for key items contained on the circulated agenda, Directors had been contacted by e-mail seeking approvals as follows: (a copy of the original e-mail and responses received are retained on file).</p> <p>The e-mail communication with Directors stated the following in respect of Declarations of personal or pecuniary interests:</p>	
	<p>Declaration of personal or pecuniary interests</p> <p>Agenda Item 4 a): to confirm that the Register of Interest completed during the 2020-2021 academic year continues to be accurate / up to date Please confirm that your Register of Interest completed during the current academic year continues to be accurate. A pro-forma is attached. Please complete the pro-forma and return to tracey.curtis@avec-partnership.com where there are changes to your Register of Interest.</p> <p>Agenda item 4 b): to declare any personal or pecuniary interest in any matters arising from the agenda of the current meeting Please declare any personal or pecuniary interest in any matters arising from the attached agenda. Governors should declare for instance, any involvement with organisations that may trade with the trust, any personal interest in other educational institutions, for instance trustee or governor, and finally any close family relationship that exists between you, Members, Directors, other Local Governors or employees of the trust.</p> <p>E-mail responses were received from the following Directors who confirmed their Register of Interest was up to date and there were no declarations in respect of</p>	

Swift Academies
Registered office address:
Croft Road, Hurworth on Tees, Darlington, County Durham DL2 2JG
Company Registration Number 07533271



<p>the agenda and supporting information: Keith Bernstone Sam Hirst Tim Fisher</p> <p>Sam Hirst returned a completed Register of Interest: Sam had been appointed as a Director of Swift Academies with effect from Friday, 20 March 2020.</p> <p>The e-mail communication with Directors stated the following in respect of the minutes of the previous Standards Committee meeting held in February 2020:</p>	
<p>Approval of minutes / review of actions / matters arising</p> <p>Agenda item 5: Standards Committee of Swift Academies held on Wednesday 26 February 2020 The draft minutes of the Standards Committee meeting held on Wednesday, 26 February 2020 are attached. They have been checked by the Chief Executive Officer and Chair of the Standards Committee. Unless any changes are proposed, the minutes are approved with effect from Wednesday 10 June 2020.</p> <p>E-mail responses were received from the following Directors to confirm that the minutes of the Standards Committee meeting held on Wednesday 26 February 2020 were approved: Keith Bernstone Tim Fisher</p>	
<p>The e-mail communication with Directors stated the following in respect of business items to be considered:</p> <p>PART B: business items</p> <p>Agenda Item 6 / Agenda Item 7 / Agenda Item 8 Head Teacher and Head of School reports have been attached. Education Development Partner Reports are attached for The Rydal Academy and Hurworth School. Education Development Notes are included within the Head of School Report for Longfield Academy. Self-Evaluation Forms (SEF) and Action Plans are also attached for the three schools. All of these documents were shared with the respective Local Governing Bodies earlier this week.</p> <p>E-mail responses were received from the following Directors to confirm that the Head Teacher, Head of School Reports and Education Development Partner information was noted: Keith Bernstone Tim Fisher</p>	
<p>The e-mail communication with Directors stated the following in respect of the Chief Executive Officer's Report:</p> <p>Agenda Item 9: Chief Executive Officer's Report The Chief Executive Officer's Report, Scheme of Delegation and Trust Development Plan are all attached. Please note the contents of these reports.</p> <p>E-mail responses from the following Directors, confirmed that the content of the Chief Executive Officer's Report, Scheme of Delegation and Trust Development Plan were noted: Keith Bernstone Tim Fisher</p>	



	<p>The e-mail communication with Directors stated the following in respect of Policies for Review:</p> <p>Agenda Item 10: Policies for Review The following policies are attached for review: Anti-Harrassment & Bullying, Anti-Fraud & Corruption, Appraisal Teaching, Bring your own Device, Capability, Family Friendly, In Year Admissions, IT Acceptable Use, Leave of Absence, Sickness Management, Whistleblowing, Bereavement</p> <p>E-mail responses were received from the following Directors, confirming that the Policies listed above were noted: Keith Bernstone Tim Fisher</p>	
	<p>The e-mail communication with Directors stated the following in respect of Policies for Approval:</p> <p>Agenda Item 11: Policies for approval Bereavement Policy is attached.</p> <p>E-mail communication received from Tim Fisher made the following comment (responses are indicated in blue text): <i>I couldn't find reference to the death of a member of staff in the Bereavement Policy – should this be included, even if it is also dealt with elsewhere in another policy document? The Bereavement Policy has been updated.</i></p> <p>E-mail confirmation received from the following Directors confirmed that the Bereavement Policy was approved and adopted with effect from Thursday 11 June 2020: Keith Bernstone Tim Fisher</p>	
	<p>Concluding items Any urgent other business raised under item 5 No items of urgent other business had been notified.</p>	
	<p>Approval of documents for inspection Directors RESOLVED that the agenda, approved minutes and supporting documents be made available for public inspection with the exception of information concerning identifiable pupils and/or teachers.</p>	
	<p>The e-mail communication with Directors stated the following in respect of Dates, venue of future meetings</p> <p>Agenda Item 14: Dates, venue of future meetings A meeting schedule for 2020-2021 will be prepared and circulated by the end of Summer Term 2020.</p>	
	<p>These minutes were approved by the Standards Committee of Swift Academies as follows:</p> <p><u>14/10/20</u> (date)</p> <p>signature (Chair): </p> <p><u>Keith Bernstone</u></p>	

Swift Academies
Registered office address:
Croft Road, Hurworth on Tees, Darlington, County Durham DL2 2JG

Company Registration Number 07533271