

Standards Committee

Held at Hurworth School

4.30pm, Thursday 20th June 2024

MINUTES

Present (Directors)	Zoe Beach, Iain Clyde, Michael Garmston, Professor Graham Wynn and Tim Fisher (Chief Executive Officer).
in attendance	John Armitage: Head Teacher, The Rydal Academy Laurence Job: Principal, Queen Elizabeth Sixth Form College Rachel Somerville: Head of School, Hurworth School Angela Sweeten: Head Teacher, Longfield Academy – <i>Joined the meeting remotely via Teams</i> Laura Hawksby: Governance & Policy Officer, Inicio Academies

Item	Description of discussion	Action by
1.	<p>Election of Chair</p> <p>The Governance & Policy Officer opened the meeting. Nominations were sought and received for the position of Chair for the remainder of the 2023/24 Academic Year.</p> <p>Directors RESOLVED that Director Zoe Beach be appointed Chair for the remainder of the 2023/24 Academic Year.</p> <p><i>(Note: Director Zoe Beach in the Chair for the remainder of the meeting.)</i></p>	Governance & Policy Officer
2.	<p>Election of Vice Chair</p> <p>Nominations were sought and received for the position of Vice Chair for the remainder of the 2023/24 Academic Year.</p> <p>Directors RESOLVED that Director Iain Clyde be appointed Vice Chair for the remainder of the 2023/24 Academic Year.</p>	Governance & Policy Officer

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<p>3.</p> <p>4.</p> <p>5.</p> <p>6.</p> <p>7.</p>	<p>Welcome, introductions and confirmation quorum present.</p> <p>The Chair welcomed everyone to the meeting, which was the first meeting of the Standards Committee since the formation of Inico Academies on the 1st April 2024. It was confirmed that a quorum was present. Five (5) eligible Governors were present.</p> <p>Apologies for absence and their acceptance and welcome</p> <p>There were no apologies for absence.</p> <p>Notification of Items of Other Business</p> <p>There was 1 item of other business. Early Careers Policy (ECT) Longfield Academy. Minute 16 below refers.</p> <p>Declaration of personal and pecuniary interests</p> <p>a) Register of Interest</p> <p>Directors and those present were reminded that they should complete the Register of Interest annually to declare any relevant business or pecuniary interest and close family relationship between members and / or other Trustees and / or employees. Registers should be updated during the academic year should circumstances change.</p> <p>All Directors present had submitted a Register of Interest.</p> <p>b) To declare any personal or pecuniary interest in any matters arising from the agenda of the current meeting</p> <p>Directors and those present were reminded that they should declare any personal or pecuniary interest in any matters arising from the agenda of the current meeting.</p> <p>No declarations of interest were received.</p> <p>Approval of Minutes</p> <p>Draft Minutes of the Standards Committee held on the 13th March 2024 had been shared with Directors prior to this meeting, with a copy held on file. It was noted that all actions had been completed.</p> <p>Directors RESOLVED that the minutes of the meeting of the Standards Committee held on the 13th March 2024 were confirmed as an accurate record of the meeting and should be signed by Tim Fisher who had been a member of the Standards Committee prior to the formation of Inico Academies on the 1st April 2024.</p>	<p>Governance & Policy Officer/ CEO</p>
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<p>8.</p> <p>9.</p> <p>10.</p>	<p>Terms of Reference Standards Committee</p> <p>Directors considered the draft terms of reference for the Standards Committee.</p> <p>Directors RESOLVED that the terms of reference for the Standards Committee be approved.</p> <p>Membership Document</p> <p>The Governance & Policy Officer provided an update on the Membership Document. She advised that:</p> <ul style="list-style-type: none"> • The term of office of Michael Garmston was due to expire on the 27th September 2024 and Geoffrey Liddle's term of office was due to expire on the 1st November 2024. Both Directors had consented to their reappointment which was due to be considered at the Meeting of the Board on the 27th June 2024, where subject to the Directors approval a written resolution would be circulated to every eligible Member of the Company for their approval. • Director Emma Chawner had been elected as Chair and Geoff Liddle as Vice Chair of the Finance & Resources Committee at the meeting of that Committee held on the 17th June 2024. • Directors noted that Calvin Kipling had been appointed as Chair and Tracey Tyler as Vice-Chair of QE Local Governing Body as of the 13th June 2024 and that these positions would be ratified by the Board on the 27th June 2024. • Directors noted that all Local Governing Bodies had been consulted during the Summer term 2024 at their meetings on the removal of the representative from the Trust Executive Team from the Local Governing Body membership structure as this position was no longer required. All Local Governing Bodies agreed to this change in structure and it would now be referred to the Board of Directors meeting on the 27th June 2024. <p>Directors RESOLVED that the report be noted.</p> <p>Longfield Academy</p> <p>a.) Head Teacher's Report</p> <p>The Head Teacher of Longfield Academy provided a comprehensive report to the Standards Committee. Directors considered and noted the Head Teacher's reports from May 2024 and June 2024 copies of which are retained on file. She advised that her report evidenced that the school was hoping to convert towards being Ofsted ranked as 'good'. Directors noted Longfield Academy's 8 Ofsted</p>	<p>Governance & Policy Officer</p>
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<p>priorities have either been fully addressed or were in the process of being embedded further.</p> <p>Attendance was noted to be on a par with national figures. Directors questioned if the school used the new attendance panel from the Local Authority, and the Head Teacher confirmed they did.</p> <p>Directors noted suspensions and permanent exclusions figures as set out in the Head Teacher's report. The figures were set out on a term-by-term basis. In response to Directors questions she advised that all recidivists are working closely with the pastoral team and external agencies to support their needs.</p> <p>The Chair of the Trustees advised that he had recently visited Longfield Academy and met with the Head Teacher and DSL (Deputy Safeguarding Lead) to have an understanding of safeguarding within the school as the new Director link of safeguarding and welfare. He advised that he had found safeguarding to be strong within the school.</p> <p><u>School Improvement Partner</u></p> <p>Directors scrutinised the School Improvement Partner Report from the 14th May 2024, a copy of which is held on file. Directors noted the positive findings and actions to consider as set out in the report.</p> <p><u>Longfield Academy Risk Register</u></p> <p>Directors noted at the Longfield Local Governing Body meeting on the 17th June 2024 it was suggested that the 'Category Risk 1 – Strategic Risk' regarding serious weakness likelihood of occurring should be reduced to 3 as it was more reflective of the mitigation applied by the school, however the impact was still high and should remain at 5. After careful consideration Directors agreed that the Longfield Risk Register should be amended to this effect. Directors suggested that the process for Risk Register reviews should help the Head Teachers to review the Risk Registers before the Local Governing Body Committee Meetings.</p> <p>Directors RESOLVED that:</p> <ul style="list-style-type: none"> a) The Head Teacher's report be noted. b) The Longfield Risk Register be amended at 'Category Risk 1 – Strategic Risk' regarding serious weakness likelihood of occurring should be reduced to 3 as it was more reflective of the mitigation applied by the school, however the impact was still high and should remain at 5. 	<p>Governance & Policy Officer</p>
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<p>13.</p>	<p>The Head Teacher advised that pupil numbers were positive, with more pupils admitted than had left the school in that period. He advised that mobility remained high in the current Reception cohort.</p> <p>Attendance continued to be closely monitored and the school continued to work to reduce the percentage of persistent absentees and to improve attendance.</p> <p>Directors scrutinised the attainment figures as set out in the Head Teacher’s report. Growth remained better than national (for all year groups) and at least double the national rate in most.</p> <p>The Head Teacher provided an update to Directors with regards to collaboration between The Rydal Academy and other schools. He also advised of the recent positive safeguarding audit by Darlington Borough Council which had been completed.</p> <p>Directors noted the staff questionnaire response rates were sometimes lower and it was noted regular reminders were put in place to help encourage staff responses. Directors suggested that potentially staff and parents’ views could in the future be undertaken at Trust level and be something that could be explored further.</p> <p><u>Self-Evaluation Form /Action Plan</u></p> <p>Directors considered and noted the Rydal SEF (Self Evaluation Form) and Action Plan.</p> <p><u>Rydal School Risk Register</u></p> <p>Directors considered and noted the Rydal School Risk Register.</p> <p>Directors RESOLVED that the Head Teacher’s report be noted.</p> <p>QE Sixth Form College</p> <p>The Principal of Queen Elizabeth Sixth Form College provided comprehensive reports to the Standards Committee, which are held on file.</p> <p>The Principal reported upon the Whole College Improvement Plan 2023-24 which indicates how the College priorities are aligned with and support the Strategic Aims and the Education Inspection Framework. Attendance and recruitment of students remained a key priority for the College with key supporting strategies being implemented to provide a positive impact on these areas.</p> <p>Directors asked how attendance would remain a key priority at the College in the next academic year. The Principal stated that an attendance action plan had been produced and actions within it had been completed as part of the Whole College Quality Improvement Plan. Course retention was noted to be consistently above the last academic years’ figures.</p>	<p>TET</p>
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<p>14.</p> <p>15.</p>	<p>Directors scrutinised the assessed and projected grades collected following mock exams and internal assessments at the end of February 2024.</p> <p>The Principal reported that positive responses had been received from students through their completion of online curriculum and tutorial themed surveys in the Spring 2023/24 term.</p> <p>Student destinations for 2023 leavers were noted by Directors. Directors asked about changes to student' choices on leaving the College. The Principal stated that many students go on to University, however an increasing number of students were also choosing alternatives to Higher Education.</p> <p><u>QE Sixth Form College Risk Register</u></p> <p>Directors considered and noted the QE Sixth Form College School Risk Register.</p> <p>Directors RESOLVED that the QE Sixth Form College School Risk Register.</p> <p>Chief Executive Officer's report</p> <p>a.) Scheme of Delegation</p> <p>Consideration was given by the Directors to the current Scheme of Delegation.</p> <p>Directors RESOLVED that the report be noted.</p> <p>b.) Strategic Plan</p> <p>The CEO reported that the Strategic Plan would be brought to the Full Board of Directors on the 27th June 2024.</p> <p>Directors RESOLVED that the report be noted.</p> <p>Policies for Approval/Review/Information</p> <p>a.) Policies for information</p> <p>The following policies were noted and approved for information by Directors: In-Year Admission Policy (Schools), Capability Policy (Schools), IT Acceptable User Policy (Schools), Remote Education Policy (Schools), Sickness Management Policy (Schools), Probationary Policy (Schools) and Anti-Harassment and Bullying Policy (Schools).</p> <p>It was noted that the Anti Bullying Policy (Schools) would be deferred to the Board of Directors meeting on the 3rd October 2024.</p>	<p>Governance & Policy Officer</p>
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	<p>b.) Policies for Approval</p> <p>The following policy was approved by Directors: Whistleblowing Policy (Trust). The Schools HR Manager advised that this had been updated to a Trust level policy rather than individual schools/college policies.</p>	<p>Governance & Policy Officer</p>
<p>16.</p>	<p>Item of Other Business -</p> <p>Directors considered the Early Careers Teacher's Policy (ECT) for Longfield Academy for which approval was sought, as there were some small updates. It was noted that the Policy would also be taken to Longfield Local Governing Body on the 7th October 2024 for ratification.</p> <p>Directors RESOLVED that the ECT Policy be approved.</p>	<p>Governance & Policy Officer</p>
<p>17.</p>	<p>Approval of Documents for Inspection</p> <p>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>Governance & Policy Officer</p>
<p>18.</p>	<p>Date and time of future meetings:</p> <ul style="list-style-type: none"> • Full Board of Directors –Thursday 27th June 2024 at 5.00 pm (QE) • Next Standards Committee – To be confirmed following approval at the next Board of Directors meeting at the 27th June 2024. 	<p>Governance & Policy Officer</p>
<p>The meeting concluded at 6.45 pm</p>		
<p>These minutes were approved by the Standards Committee, as follows:</p>		
<p>Signed by: (Chair) <u>Z Beaul</u></p>		
<p>On: (date) <u>20. 11. 2024</u></p>		
<p>Printed name: <u>ZOE BEACH</u></p>		

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