

Trust Board Minutes

9.30am 2nd February 2021, via Zoom

Attendees: Andrew Needham (Chair), William Bagnall (Trustee), Peter Eyre (Trustee), Simon Jarvis (CEO), Andrew Majury (Trustee), Jo Smithson (Trustee)

Present: Rebecca Davis (TS AQC Chair), Paul Edwards (Finance Director), Vince Scannella (Director of Education), Becky Young (HR Director) and Kate Thomlinson (Trust Administrative Assistant)

Meeting opened 9.30am

1. Standing Items

- Apologies: Maria Dawes (Trustee), Alan Poole (Director of Operations)
- No further interests declared.
- No safeguarding issues arising from items on the agenda.
- Minutes from 22nd January 2021 approved.
- Matters Arising – None

2. Safeguarding

PE updated the Board on the current safeguarding issues at SFCF and TS noting that both Academies have seen an increase in welfare issues. The counselling service at SFCF is coping well, with an average waiting time of two weeks. However, TS has a waiting list of around 48 pupils.

The Board emphasised its willingness to support any request for counselling services, as minuted at the January 2021 meeting. The DSLs need to scope what is needed.

Board Action: The Board noted the safeguarding issues at both Academies reiterating their willingness to support additional services.

Action: SJ to follow up on the conversations already held with Principals regarding scoping of counselling need. Item to be included in Trust Executive Board discussions

3. Curriculum Update

Summary of Ofqual/DfE Grade Consultation

Potentially there could be a large number of grade appeals, depending upon the process implemented nationally. Preparation for appeals process at both Academies will need to be put in place once the Consultation has finished (after Feb half term). Staff will also be under pressure after Easter due to time frames around assessments and marking. Once Consultation has concluded, both Academies will need to consider the extra support required.

SFCF Additional Catch-Up Funding

With regards to concerns over accountability in the programme, it was accepted that the catch-up funding programme has been put together at short notice utilising the goodwill of teachers. Effectiveness and possible improvements will be assessed over the summer with a view to introducing a refined programme from September.

Skills for Jobs White Paper

VC presented his summary of the Government White Paper. Potential implications for SFCF were noted.

SFCF GCSE Maths and English Resit Results

Results of the November resits were good, especially in English.

Board Action: *The Board noted the current developments at both Academies.*

4. Strategic Developments – Frimley CofE Junior School

The Diocese is now ready to approve the draft wording of the amended Articles of Association and Memorandum of Agreement. Surrey County Council are moving ahead with the TUPE consultation.

Board Action: *The Board noted the progress made on Frimley CofE Junior School joining TPT.*

Action: *SJ to organise an extraordinary meeting of Members for later this month to consider and approve the revised Articles of Association and accompanying Memorandum of Understanding between TPT and the Diocese (as agreed at AGM in January).*

5. Financial Management

5.1 December Management Accounts

The financial risk posed by catering provision in the pandemic was noted by the Board. A site survey will be carried out at Frimley later this month and a full report available in March.

Board Action: *The Board approved the December Management Accounts*

5.2 DfE School Resource Management Self-Assessment Checklist 2020

PEd presented the completed Self-Assessment Checklist noting that next year this item will be reviewed by Audit and Risk Committee.

Board Action: *The Board approved the DfE School Resource Management Self-Assessment Checklist for submission.*

6. Trust Governance

6.1 Trustee Skills Matrix

Possible gaps in Key Stage 2 knowledge as well as PR and marketing were noted. Links with the local community were discussed. It was agreed there is potential to refine the survey further for next year.

Board Action: The Board noted the Trustee Skills Matrix

6.2 AQC Membership

Board Action: The Board approved the appointment of Steve Birtles as Staff Member of SFCF AQC for a term of 4 years, starting 1st February 2021.

Board Action: The Board approved the appointment of Helen Manning as Chair of the SFCF AQC to take over from PE, 31st July 2021 for a term of 2 years.

Board Action: The Board approved the appointment of Rachel Holmes as Vice Chair of the SFCF AQC starting 31st July 2021, for a term of 2 years.

Action: SJ/KT to write to newly appointed AQC members confirming terms of appointment.

7. People and Operations – Trust Pay Negotiations

BY set out the proposals in the Trust Pay Negotiations paper.

Board Action: The Board approved the pay award for SFCF Teaching Staff and the Trust Executive as set out in the paper.

Action: BY to action.

8. Calendar

- Tuesday 23rd March
- Tuesday 4th May
- Tuesday 22nd June (Trust Advisory Forum)

The meeting closed at 11.22am

Signed: _____

Andrew Needham, Chair of the Board of Trustees