

Agenda for the OLT QES Committee Meeting on Thursday 23rd January 2025

Section A

- **Part 1: SHPA (10.00 – 11.00)**
- **Part 2: DPA (11.00 - 12.00)**

Break (1 hour)

Section B

- **Part 1: TPA (13.00 - 14.00)**
- **Part 2: WPA (14.00 – 15.00)**

Please see the notes at base of agenda for requested attendance at each part of the meeting

Invitees	Role	Term of Office Ends
QES Committee Members (Voting)		
1. Daniel Barry (DB)	Parent Governor at WPA	26/09/2025
2. Kyla Butterworth (KB)	Staff Governor at SHPA and SHPA Vice Principal	30/06/2028
3. Jodie Croft (JC)	OLT CEO and Board Director – Interim Joint Chair - TPA/WPA Agendas	N/A (Ex-officio)
4. Jameer Emamally (JE)	Parent Governor at SHPA	30/09/2028
5. Dena Gill (DG)	Parent Governor at DPA	17/10/2025
6. Kirstie Maricourt (KM)	Staff Governor at TPA	12/10/2027
7. Duncan Millard (DM)	OLT Board Director & Consultant Leadership Coach – DPA & SHPA Agendas – Joint Chair	13/05/2028
8. Aindri (Meg) Palipane (AP)	Staff Governor at WPA	14/10/2028
9. Jenelle Ross-Mc Intyre (JRM)	OLT Board Director – TPA & WPA Agendas – Prospective Joint Chair	11/11/2028
10. Rupi Thiara (RT)	Parent Governor at TPA	12/10/2027
11. Lianne Vickers (LV)	Staff Governor at DPA	31/12/2028
OLT Staff (Non-voting)		
Alison Ashcroft (AA)	Executive Principal at DPA & SHPA	
Leah Basilone (LB)	Deputy CEO	
Sarah Bellingham (SB)	OLT Governance & Compliance Officer	
Erin Moscardini (EM)	Principal at TPA	
Hannah Robinson (HR)	Principal at WPA	

Agenda for each school's part of the meeting: SHPA, DPA, TPA, & WPA

Item	Related Paper	Lead
1. Welcome and Identify any AOB/Confidential Items	n/a	CEO/DCEO

2. Declare any conflicts of interest with agenda items or interests to update in the business interests register, & declare receipt of hospitality	OLT Register of Business and Pecuniary Interests	Chair
3. Receive and approve previous QES Committee minutes and matters arising not on agenda	QES Committee Minutes of 15 th October 2024	Chair
4. Review demographic context and Safeguarding Report	Internal Autumn term data dashboard	Principal
5. Analyse Autumn term progress and attainment data, key cohorts and evaluate progress towards targets	Internal Autumn term data dashboard	Principal
6. Verbal update from DCEO (including outcome of informal and support & challenge visits, review of progress against SDP, and discuss impact of Trust's use of FFT target-tracking software on meeting pupil progress expectations)	*DCEO Summary Autumn Report *SDP 2024-2025 *With reference to minute 12.12 of the minutes of the OLT Board meeting of 26.11.2024	DCEO
7. Staff and Parent Governor verbal feedback on Autumn term focus area and questions	Governor focus area feedback sheets (if supplied)	Staff/Parent Governor
8. Review feedback from Trust on Diversity and Inclusion and Staff Survey Results	D&I and Staff Survey Results (Trust-wide)	CEO
9. Agree committee recommendation to trustees as to confidential status of the meeting's documents (<i>excluding the agenda, approved minutes, & approved final version policies, which are for publishing</i>) (Ref: 1.50-1.51 ATH 2024)	Academy Trust Handbook 2024	Chair
10. AOB/Confidential	n/a	Chair

Effective Governance:

Effective Governance comes from high-levels of engagement and attendance in meetings and beyond. Directors and Governors are expected to pre-read all materials and form questions in advance of meetings. Based on an understanding of the data/information, Directors and Governors can better support and challenge their school and the Trust. [*OLT Governance Handbook 2024-2025 at page 18*]

Dates of Committee meetings in 2024-2025:

- Tuesday 29th April 2025
- Tuesday 8th July 2025

Requested Attendance at QES Committee Meetings:

The following individuals are requested to attend at each part of the meeting. Those attending one part of the meeting are welcome to join or stay for additional parts.

- CEO
- Deputy CEO
- School Principal
- School Staff Governor
- School Parent Governor
- One 'schools link' Board Director

Voting and Quorum (taken from OLT Governance Handbook)

- Every resolution to be passed at a full Board meeting, or any item requiring approval at a meeting of the Operations Committee or of the Quality of Education and Safeguarding Committee, must be determined by a majority of votes of the voting members of the Board or of the committee, who are present (or represented by proxy) at the meeting. This is also the case if only a quorum is present.
- The 'quorum' means the minimum number of voting Board or voting Committee members required to be present at the meeting, which in all cases is three. At the Quality of Education and Safeguarding Committee, and in relation to items requiring approval which are specific to a school, the quorum cannot comprise voting governors who are allocated to a different school. At the AGM, the quorum is a majority of Members present in person or by proxy and entitled to vote upon the business to be transacted.
- If there is an equal number of votes, the chair (or the person acting as chair) - provided that he or she holds voting rights - has a second (or casting) vote.