

Agenda for the OLT QES Committee Meeting on Tuesday 2nd July 2024

- **Part A:** SHPA (10.00 – 11.00)
- **Part B:** DPA (11.00 - 12.00)
Break – 1 hour
- **Part C:** TPA (13.00 - 14.00)
- **Part D:** 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. Jodie Croft (JC)	OLT CEO and Board Director – interim Chair SHPA & DPA Agendas	N/A (Ex-officio)
3. Dena Gill (DG)	Parent Governor at DPA	17/10/2025
4. Chris Lamming (CL)	Staff Governor at DPA	31/12/2024
5. Russ Massey (RM)	OLT Board Director – TPA & WPA Agendas – Chair	08/11/2025
6. Kirstie Maricourt (KM)	Staff Governor at TPA	12/10/2027
7. Duncan Millard (DM)	OLT Board Director & OLT Director of Education	13/05/2028
8. Hannah Robinson (HR)	Staff Governor at WPA	03/01/2027
9. Rupi Thiara (RT)	Parent Governor at TPA	12/10/2027
<i>2 x Vacancies: SHPA Parent Governor, SHPA Staff Governor</i>		
OLT Staff (Non-voting)		
Alison Ashcroft (AA)	Executive Principal at DPA & SHPA	
Leah Basilone (LB)	Principal at WPA	
Sarah Bellingham (SB)	OLT Governance & Communications Officer	
Kyla Butterworth (KB)	Executive Vice-Principal at DPA & SHPA	
Erin Moscardini (EM)	Principal at TPA	

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	Chair
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 23 rd April 2024 (TPA also to	Chair

	approve the minutes of 11 th January 2024)	
4. Receipt external safeguarding audit report (if available)	External Safeguarding Report	Chair
5. Receipt of verbal update on OLT Schools' Collaboration (to include Principals' Network and plans for the new Deputy CEO role) & time for questions	Verbal update on OLT Schools' Collaboration	LB
6. Receipt of Principal's Dashboard & Questions	School Context Dashboard	Principal
7. Analyse summer term progress and attainment data, all cohorts and evaluate impact of actions	Internal School Summer Term Data Dashboard	Principal
8. Staff and Parent Governor verbal update on agreed termly area of focus, questions	School Governor Report - <i>verbal report with optional written overview report/notes</i>	Principal
9. Review progress against SDP	School SDP	Chair
10. Curriculum Focus: PE, History, Geography	School subject impact reports	Principal
11. Pupil Voice Survey Outcomes and school response	Pupil Voice Survey Report to the QES Committee & verbal update per school on response	Principal
12. Review impact of sports premium for current academic year and review plans for next academic year (to be published by 31 st July)	Sports Premium Analysis Data	Principal
13. Investment returns update; staff lunches and CPD funding	Verbal update from CEO	CEO
14. 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>) (s1.45 ATH 2023)	Academy Trust Handbook 2023	Chair
15. Review proposed dates of 2024-2025 Committee meetings	2024-2025 meeting dates listed at base of Agenda	Chair
16. AOB/Confidential	n/a	Chair

Dates of Committee meetings in 2024-2025:

- Tuesday 15th October 2024
- Thursday 23rd January 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
- Director of Education (2023-2024) then Deputy CEO (from September 2024)
- 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.