

## Omnia Learning Trust – Agenda for the QES Committee Meeting – Tuesday 16<sup>th</sup> January 2024

- **Part A:** General Business – 1 hour (10.00-11.00)
- **Part B:** TPA – 35 mins (11.05-11.40)
- **Part C:** DPA – 35 mins (11.40 - 12.15)
- **Part D:** SHPA – 25 mins (12.15-12.40)
- **Part E:** WPA – 35 mins (12.40-13.15)

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

| Invitees  | Role                                      | Term of Office Ends |
|---|---|---------------------|
| <b>QES Committee Members (Voting)</b>                           |   |                     |
| 1. Daniel Barry (DB)  | Parent Governor at WPA                    | 26/09/2025          |
| 2. Jodie Croft (JC)   | OLT CEO and Board Director                | 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 – <b>interim Chair</b> | 08/11/2025          |
| 6. Kirstie Maricourt (KM)                                       | Staff Governor at TPA                     | 12/10/2027          |
| 7. Hannah Robinson (HR)   | Staff Governor at WPA                     | 03/01/2027          |
| 8. Ada Simpson (AS)   | OLT Board Director                        | 29/03/2026          |
| 9. Rupi Thiara (RT)   | Parent Governor at TPA                    | 12/10/2027          |
| <i>2 x Vacancies: SHPA Parent Governor, SHPA Staff Governor</i> |   |                     |
| <b>OLT Staff (Non-voting)</b>                                   |   |                     |
| 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    |                     |
| tbc   | OLT Director of Education                 |                     |
| Erin Moscardini (EM)  | Principal at TPA                          |                     |

### A. General Business Agenda

| 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 17 <sup>th</sup> October 2023 | Chair |
| 4. Policies for review/approval  | OLT ECT Policy – for approval                          | Chair |
| 5. Collaboration between Trust schools   | Verbal update on Principal's network                   | LB    |
|  | Line management review                                 | JC    |

|  |  |            |
|--|--|------------|
|  | DoE update   | JC         |
|  | Deputy CEO role  | JC         |
| 6. Curriculum Focus: Science, Art, DT, & Computing   | DPA, SHPA, TPA, & WPA subject impact reports             | Principals |
| 7. Staff and Staff D&I Survey results  | OLT Staff and Staff D&I Survey Report to Staff 2023-2024 | Principals |
| 8. Review and approve WPA school residential trips – <i>rolled over for WPA only</i>   | Residential trips summary information sheet for WPA      | Chair      |
| 9. Agree committee recommendation to trustees as to confidential status of the meeting's documents ( <i>excluding the agenda, approved minutes, &amp; approved final version policies, which are for publishing</i> ) (s1.45 ATH 2023) | Academy Trust Handbook 2023                              | Chair      |
| 10. AOB/Confidential   | n/a  | Chair      |

### **B. TPA Agenda**

|   |   |         |
|---|---|---------|
| 1. Principals' Context Dashboard – summary presentations including SEND, safeguarding issues, safeguarding audit report and notable achievements. | TPA Context Dashboard                   | EM      |
| 2. Analyse autumn term progress and attainment data, all cohorts and evaluate impact of actions   | TPA Internal Autumn Term Data Dashboard | Chair   |
| 3. Staff and parent governor verbal update on agreed autumn term area of focus with opportunity for questions                                     | Verbal update                           | RT & KM |
| 4. Review progress against SDP  | TPA SDP                                 | EM      |
| 5. Agree spring term area of focus for TPA staff and parent governors   | OLT Governance Handbook                 | EM      |
| 6. AOB  |   | Chair   |

### **C. DPA Agenda**

|   |   |       |
|---|---|-------|
| 1. Principals' Context Dashboard – summary presentations including SEND, safeguarding issues, safeguarding audit report and notable achievements. | DPA Context Dashboard                   | AA    |
| 2. Analyse autumn term progress and attainment data, all cohorts and evaluate impact of actions   | DPA Internal Autumn Term Data Dashboard | Chair |
| 3. Staff and parent governor verbal update on agreed autumn term area of focus with opportunity for questions                                     | Verbal update                           | CL&DG |

|   |                         |       |
|---|-------------------------|-------|
| 4. Review progress against SDP  | DPA SDP                 | AA    |
| 5. Agree spring term area of focus for WPA staff and parent governors | OLT Governance Handbook | AA    |
| 6. AOB  |                         | Chair |

#### **D. SHPA Agenda**

|   |  |       |
|---|--|-------|
| 1. Principals' Context Dashboard – summary presentations including SEND, safeguarding issues, safeguarding audit report and notable achievements. | SHPA Context Dashboard                   | AA    |
| 2. Analyse autumn term progress and attainment data, all cohorts and evaluate impact of actions   | SHPA Internal Autumn Term Data Dashboard | Chair |
| 3. Staff and parent governor verbal update on agreed autumn term area of focus with opportunity for questions                                     | N/A                                      |       |
| 4. Review progress against SDP  | SHPA SDP                                 | AA    |
| 5. Agree spring term area of focus for DPA staff and parent governors   | OLT Governance Handbook                  | AA    |
| 6. AOB  |  | Chair |

#### **D. WPA Agenda**

|   |   |         |
|---|---|---------|
| 1. Principals' Context Dashboard – summary presentations including SEND, safeguarding issues, safeguarding audit report and notable achievements. | WPA Context Dashboard                   | LB      |
| 2. Analyse autumn term progress and attainment data, all cohorts and evaluate impact of actions   | WPA Internal Autumn Term Data Dashboard | Chair   |
| 3. Staff and parent governor verbal update on agreed autumn term area of focus with opportunity for questions                                     | Verbal update                           | DB & HR |
| 4. Review progress against SDP  | WPA SDP                                 | LB      |
| 5. Agree spring term area of focus for SHPA staff and parent governors  | OLT Governance Handbook                 | N/A     |
| 6. AOB  |   | Chair   |

#### **Dates of next meetings:**

- Tuesday 23<sup>rd</sup> April 2024 from 10am to 1.15pm
- Tuesday 2<sup>nd</sup> July 2024 from 10am to 1.15pm

### **Requested Attendance at QES Committee Meetings:**

- *Part A General Business Section:* All QES Committee members (Board directors including CEO, 4 x staff governors, and 4 x parent governors), and 4 x school Principals
- *Part B: TPA Only* - CEO, TPA headteacher, TPA staff governor, TPA parent governor, & Board directors
- *Part C: DPA Only* - CEO, DPA headteacher, DPA staff governor, DPA parent governor, & Board directors
- *Part D: SHPA Only* - CEO, SHPA headteacher, SHPA staff governor, SHPA parent governor, & Board directors
- *Part E: WPA Only* - CEO, WPA headteacher, WPA staff governor, WPA parent governor, & Board directors

### **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.