Omnia LEARNING TRUST

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Agenda for the OLT QES Committee Meeting

Held remotely via Microsoft Teams* at the following times:

Order	School	Date	Time
1	Sires Hill Primary Academy (SHPA)	**Tues 7th July** 2026	09:45 – 11:00
2	Didcot Primary Academy (DPA)	**Tues 7th July** 2026	11.00 – 12:15
3	Twickenham Primary Academy (TPA)	**Thurs 9th July** 2026	09:45 – 11:00
4	Wantage Primary Academy (WPA)	**Thurs 9th July** 2026	11:00 – 12:15

Disclaimer – Meeting Transcript
This meeting will be held via Microsoft Teams and the automatic transcription function will be enabled for the purpose of assisting with accurate note-taking and the production of draft minutes. The transcript is not the formal record of the meeting; the approved minutes, once confirmed by the committee, it will remain the only official record. Transcripts will be stored securely and deleted once the minutes have been agreed. By joining this meeting, participants acknowledge and consent to the use of transcription for governance purposes.

Invitees	Role	Required Date & Time
Jodie Croft (JC)	OLT CEO and Board Director	1/2/3/4
Duncan Millard (DM)	OLT Board Director & OLT Consultant Leadership Coach **– Joint Chair (SHPA & DPA)**	1 & 2
Jenelle Ross-Mc Intyre (JRM)	OLT Board Director – **Joint Chair (TPA & WPA)**	3 & 4
Kyla Butterworth (KB) *(Currently on maternity leave)*	Staff Governor at SHPA (& Vice Principal of SHPA)	N/A
Emmy Taylor (EM) *(Maternity Cover)*	Covering as Staff Governor at SHPA	1
Lianne Vickers (LV)	Staff Governor at DPA	2
Kirstie Maricourt (KM)	Staff Governor at TPA	3
Aindri Palipane (AP)	Staff Governor at WPA	4
QES Parent Governors (Voting)		
Jameer Emamally (JE)	Parent Governor at SHPA	1
Shannon Fenlon Knights (SFK)	Parent Governor at DPA	2
Rupi Thiara (RT)	Parent Governor at TPA	3
Tara Passfield (TP)	Parent Governor at WPA	4
OLT Staff (Non-voting)		

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Alison Ashcroft (AA)	Executive Principal at DPA & SHPA	1 & 2
Erin Moscardini (EM)	Principal at TPA	3
Hannah Robinson (HR)	Principal at WPA	4
Leah Basilone (LB)	OLT Deputy CEO (DCEO)	1/2/3/4
Sarah Bellingham (SB)	OLT Head of Operations (HOO)	1/2/3/4
Hana Hamilton (HH)	OLT Governance & Communications Officer (GCO)	1/2/3/4
Optional Observer		
Nicola Poole (NP)	Board Director (Observer of QES)	Any

Agenda

📌 Standing Agenda

Item	Agenda	Paper	Lead
1.	📌 Approval of Teams transcript, welcome and apologies for absence	N/A	Chair
2.	📌 Identify items for AOB	N/A	Chair
3.	📌 Declaration of any conflicts of interest with agenda items, and declare any pecuniary or business interests or receipt of hospitality for Register of Business Interests	OLT Register of Business and Pecuniary Interests	Chair
4.	📌 Receive and approve previous QES Committee minutes and matters arising not on agenda	QES Committee Minutes of **April 2026**	Chair
5.	📌 Demographic Context and Safeguarding Report – DSL data dashboard – Safeguarding compliance, incidents, training	*Current demographics and SEND context *Safeguarding compliance Report *Internal **Summer Term** DSL data dashboard	Principal
6.	📌 Analyse term progress and attainment data key cohorts and evaluate progress towards targets	Internal **Summer term** data dashboard	Principal

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7.	Receipt of Sports Premium for the current academic year; (Reporting opened on DfE portal 26.06.206	Sports Premium Analysis data (located on dashboard)	Principal
8.	📌 Digital Safety Reports	1. RAG review of compliance with digital standards 2. Web filtering and monitoring system reports 3. Cyber Incident Report	CEO
9.	📌 Verbal update from DCEO* – Outcome of informal support and challenge visits – Actions arising and impact on standards	DCEO Summary **Summer** Report School Development Plan (SDP) Review	DCEO
10.	📌 Staff and Parent Governor feedback – Insights on safeguarding, curriculum, communication, and wellbeing	Governor Report to QES Committee – Staff Governor Report to QES Committee – Parent	Chair
11.	📌 Review feedback from termly Trust Survey Results	Pupil Survey Board Report (from OLT)	DCEO
12.	📌 Receipt of internal/external* annual safeguarding audit report (*to alternat annually) & review of actions taken	School Safeguarding audit report with action list *(Applicable schools only)*	Chair
13.	📌 AOB	N/A	Chair
14.	📌 Agree committee recommendation to trustees as to confidential status of the meeting's documents (*excluding the agenda, approved minutes, & approved final version policies, which are for publishing*) (Ref: 1.50-1.51 ATH 2025)	Academy Trust Handbook 2025	Chair

Propose Dates of next QES Committee meetings 2026/27:

Order	School	Date	Time
1	Sires Hill Primary Academy (SHPA)	**Tues 6th October 26**	09:45 – 11:00
2	Didcot Primary Academy (DPA)	**Tues 6th October 26**	11.00 – 12:15
3	Twickenham Primary Academy (TPA)	**Weds 7th October 26**	09:45 – 11:00
4	Wantage Primary Academy (WPA)	**Weds 7th October 26**	11:00 – 12:15

N:B – the remainder of the meeting dates for next academic year (January, April and July) will be made available and sent out by the end of term

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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 2025-2026]*

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.