

**MEETING OF THE BOARD OF DIRECTORS**

**OF THE ACTIVE LEARNING TRUST**

***held on Thursday 13TH February 2020***

***at The Lansdowne Club, London***

**MINUTES**

Directors Present: Mr C. Bush Mr R. Dool

Mr G. Hely-Hutchinson Mr M. Kerr

Ms M. Lloyd

Officers Present: Mr S. Chamberlain Mrs K. Jarvis

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**CONFIDENTIAL MATTERS HAVE BEEN REDACTED FOR PUBLIC MINUTES**

**23.** **WELCOME & APOLOGIES FOR ABSENCE**

Apologies for absence had been received prior to the meeting from Mr Bateson, Mr Beswick, Dr Boddison, Mrs Capron & Mrs Cutchey.

No new interests were declared for items on the agenda.

**24.** **MINUTES AND MATTERS ARISING FROM THE MEETING HELD ON 12th DECEMBER 2019**

The Minutes of the meeting held on 12th December 2019 were accepted as a true record.

**Action Point 1**: Strategic Review process confirmed as an agenda item for meeting.

**Action Point 2**: Mr Chamberlain confirmed that he is working on a Pupil Charter with executive headteacher involvement. He explained the move towards a Trust ‘strap-line’, which is being considered to bring together the aims and values of the Trust.

**Action Point 3**: Mr Chamberlain confirmed that key SLT staff have been invited to visit the White Horse Federation in May 2020. This is a group of schools of similar size and it will be interesting to compare working practices. Similar visits to the David Ross Trust and the Academy Transformation Trust are being arranged. Mr Chamberlain is already working with CPET (Cambs Primary Education Trust) and secondary heads have visited an outstanding school in Colchester. The Board will be updated of the learning outcomes from these visits.

Mr Hely-Hutchinson asked what the output aim for such visits are. Mr Chamberlain replied that follow-up work will help refine the SIT module and therefore increase the impact of how SIT are deployed. It was agreed that it was beneficial for secondary heads to experience different ‘flavours’ for outstanding schools as one module is unlikely to fit for ALT.

Mr Chamberlain explained to Trustees that, under the new Framework, there is a greater emphasis on middle leaders and a challenge for schools will be how to prepare such staff for their role during Ofsted inspections. He added that he will be taking a lead on CPD for secondary heads and involving them in the NLE programme.

**Action Point 4**: Mr Chamberlain explained that work on producing an Excellence Register is continuing. SLT members involved have been asked to complete this work as a matter of urgency so that this can be used to co-ordinate support for schools across the Trust.

**Action Point 5**: CPD will be discussed under the main agenda item – Strategic Review. Key personnel have been asked to complete work on the current model over half-term.

**Action Point 6**: Mr Dool and Mr Chamberlain will be meeting with Chairs of Governors in March 2020 to re-establish the chairs network. An on-line CPD programme, covering all areas of governance, has been purchased as a pilot scheme to offer specific training courses to governors, and will be introduced to Chairs at the briefings.

**25.** **MINUTES OF COMMITTEES**

Trustees were asked to note the minutes from the Finance committee and the Audit committee meetings that were held on 12th December 2019.

It was also noted that the Finance committee and Audit committee had been emailed papers for consideration rather than meet on this occasion so that a meeting could take place on-line.

***Trustees noted the content of the minutes from the committee meetings held on 12th December 2019, and recognised that meetings for the Finance Committee and Audit Committee had taken place remotely.***

**26. CHAIR’S ACTIONS**

Mr Dool informed Trustees that there have been no Chair’s Action since the last meeting.

**27. ANY OTHER URGENT BUSINESS**

 **SAFEGUARDING:** No issues were raised regarding safeguarding.

Trustees were informed that Mrs Sian Pritchard has resigned from the post of Headteacher at Kingsfield Primary School and Earith Primary School, effective from Easter 2020. It is proposed that Mr Thomas Abbs (current Head of School) becomes Earith’s Headteacher and Ms Toni Jackson (current Acting Head at Chesterton Primary School) will move to Kingsfield as Acting Head until a new head can be appointed.

Mr Chamberlain and Mr Hilton have met with staff and parents to support the schools through the publication of the Ofsted report and Mrs Pritchard’s decision to resign.

1. Trustees were informed that Mrs Helen Davies has resigned from the post of Headteacher at the Isle of Ely Primary School. Subject to Board approval, Mrs Bryony Surtees has been offered the role from Easter 2020.
2. Mrs Jarvis informed Trustees that a recent bid to secure a special school at Easton, Norwich, has been unsuccessful. The refusal letter cited concerns around the Trust’s capacity and lack of clarity on the education plan to deliver as reasons why the bid was unsuccessful.
3. Mrs Jarvis informed Trustees that the central office of the Trust would be moving to the Littleport Campus during the Easter 2020 break.

***Trustees approved the following appointments from Easter 2020:***

***Mrs Bryony Surtees to the post of Headteacher of the Isle of Ely Primary School.***

***Mr Tom Abbs to the post of Headteacher of Earith Primary School.***

***Ms Toni Jackson to the post of temporary Acting Headteacher of Kingsfield Primary School.***

**28. DATE OF NEXT MEETING**

 The date of the next meeting was confirmed as 14th May 2020.