



TOVE LEARNING TRUST

Minutes

Meeting	TLT Trustees
Date	11 th September 2017

Attendance & Apologies	
Trustees	
Christopher Watt (Chair) (CW)	P
Jamie Clarke (JRC)	P
Jo Chitty (JC)	A
Tim Foster (TF)	P
Graham Rees (GR)	P
Neil Roberts (NR)	P

(key: P=Present, Ap=apologies received), A=absent)

In attendance: CW, JRC, TF, GR, NR, SW, IM, JB, CS

No.	Item	Action
1.	Apologies & Introductions JC – on holiday	
2.	Declaring Interests None	
3.	Minutes of Previous Meeting CW signed minutes as a true reflection of meeting	
4.	Review of Exam Results Principal EWS <ul style="list-style-type: none">• JB stated he was pleased with A Level results• 70 pupils (been significant shrinkage since 2016/17)• CW stated it was a good result• CW asked if JB could find a way to get into the local community to showcase results<ul style="list-style-type: none">○ JB stated this is a village school and not an external preference• JB stated Maths is a weakness, Coholt of 130 students<ul style="list-style-type: none">○ Significant challenge this year. New leader has been in the post for past year and good things are coming from that leadership○ JB advised that Testing and Assessment is getting in the way of learning.○ Still have a lot of work to do○ Advertised 3 times for Maths teachers including TLR's○ Recruited 1 teacher through an overseas agency○ Recruited 7 Ma teachers out of 10○ 3 on long term supply with looking at possible employment○ Working closely with Helen Gilligan (HG)○ JRC confirmed he had requested HG to devote her time in supporting EWS	

- CW asked JB if he had any ideas on how TLT can support EWS over the next 6 months
 - JB stated that PR work would assist
 - How the school is perceived
 - Outcomes
 - Structural decisions would help.
 - Restructured leadership team and is now working really well.
- Science is next focus and then humanities
- Further staff training
- Attendance improvement
- Appreciate difficult in last 12 months
- TLT are here to help
- Need trust and give leadership confidence by learning from us. Ie 6th Form EWS is better than Sponne
- CW states TLT needs to learn how to support schools and get the relevant feedback on the attributes and/or concerns
- Both campus's on level in regards to comparison
- 3 main priorities
 - Quality Teaching Learning
 - Develop middle leader and take ownership
 - Maths focus
- CW asked JB to keep JRC advised

Headteacher Sponne

- Attainment results slightly better by 2-3%
- Similar results as last year
- Ma 6+ and Eng 6+ - Maths department to do some analysis on putting in for higher level
- Maths – could have more 9's and has asked for more information from maths team
- Strength – consistently across curriculum overall
- 6th form results up in all measures. A little disappointed as difficult to keep the level from Y11 to Y12
- CW asked if there is anything Sponne can learn from EWS
 - IM advised they could learn how to monitor 6th form better
 - CW asked JRC to look into this.
 - Sponne to learn from EWS.
 - Share strengths between schools. Get staff monitoring at EWS to teach Sponne how to do it
- IM – looking at setting better targets
- GR advised to set aspirational but achievable targets
 - TF stated it is too hard to compare 2 different schools setting targets so differently. EWS set their targets in 2016 before being part of the Trust
- IM advised that there is no information on the report for Disadvantaged Students. All estimates and no actual progress data
- NR asked IM how they have recognised and rewarded success's
 - Celebrate on 1st day back
 - Celebrate with staff
 - Share data with staff
 - Speaking to media (Newspapers / Radio) on day of results
 - Marketing
 - Website
 - Open day for Year 6 Students
 - Leaflets with exam results
 - Assembly's - go through results
 - JB tells stories of students strong work ethics at open evenings
- Y6 Open Evenings

	<ul style="list-style-type: none"> ○ EWS – 27/28th September at 6pm & 6.45pm ○ Sponne – 12th October at 6.30pm ○ CS to email dates to Trustees to see if they are available to attend ○ JB has advised staff they are to engage with child and not just the parents ○ Tours and walk arounds ○ 6th form students to assist with walkarounds ○ Yr7 students to stand up and talk about their experiences ● JRC advised he was very grateful to both JB/IM for managing their budgets and coming in under the projected cost ● CW thanked both JB/IM for attending 	
5.	CEO Report <ul style="list-style-type: none"> ● GR – How to move it forward ● JRC to look into data and over testing ● JB is experienced with focus on teaching & priority ● JRC/TLT to fully support ● Monitor action plan and keep on agenda 	
6.	MAT Improvement Plan	
7.	Update regarding schools and the MAT	
8.	Trust Policies <ul style="list-style-type: none"> ● Pay Policy was emailed and handed out <ul style="list-style-type: none"> ○ JRC talked through salary changes ○ Policy Agreed ○ Is the need for a TLT Personnel Committee to be set up <ul style="list-style-type: none"> ○ JB/IM to attend meetings ○ Discuss appraisals ○ Committee requires 3 members (2 from TLT) ○ Agreed this would be NR (Chair), TF, JB, IM ○ Meeting agreed for 17th October 2017 @ 6.15pm ● TLT Policies <ul style="list-style-type: none"> ○ SW advised all policies have had a date change ○ Circulate by email to TLT's to agree ○ Finance policy has been amended slightly – these changes will be highlighted in the document ○ When sending out policies, put that if no response is received by xxxxxxxxxxxx This constitutes your agreement 	
9.	AOB TF enquired if there was access to EWS local governing body minutes JRC advised they should be accessed via the Tove Learning Website	

Meeting closed at: 20:15 Next Meeting: 4th December 2017

ACTIONS from this meeting		
ACTION	BY WHOM	BY DATE