

Minutes of a meeting of the Trust Board for Queen Elizabeth Grammar School, Penrith,
Held on Wednesday 20th September 2023

Present:

Trustees: M Robson, N Ruddick, S McGrath, D Sargent, M Pannone

Staff: D Marchant, O Price-Jones, R Dawson, R Rourke, J Grindrod (Clerk)

- 1) Apologies for absence
C Pyle
- 2) Declaration of Interest in Agenda Items
All present staff item 9a
OPJ in items 14 & 15
DM confirmed nothing that any staff may need to leave the room
- 3) Any changes to declaration of Business Interests
None
- 4) Minutes from Meeting on 12th July 2023
All agreed
- 5) Matters Arising
DM: MAT update the DD is ongoing and will be a never ending process
- 6) Safeguarding
DM nothing specific to report
- 7) Safeguarding Policy
DM: copies of updated policy were distributed. Policy updated by CM. In summary only thing different is more emphasis on our obligations regarding filtering and monitoring. Also to ensure that if any concerns raised against lettings/hirers that we have to act on them.
DM requested that the policy be ratified.
MP: we must have designated safeguarding lead at L3 trained.
DM: CM was appointed deputy from 1st September and CM is senior teacher and is part of senior team. And all safeguarding leads are level 2 and 3 trained.
MR: policy must be ratified as soon as possible. MR gave MP and DM authority to approve and check document. All trustees agreed.
DM will forward document from The Key to MP with what has been updated and changed.
- 8) Health & Safety
Issues arising are with recent heavy rain the roofs have been leaking. Survey for ROC done recently and none found visually or during drill check.
DM: site drains are not designed for modern use
CB site - 3Cube project managers have been back to go through snagging list. Some things will be on warranty/defect list. Some due to poor design. LMM checked in waste water draining appropriately. Minor things accepted and monitor ongoing issues.
RR: damp proof. BC signed it off. It is on the defect list.
DM: any liability would lie with CLLT going forward and they are happy with this.
MR: drainage is it likely to happen again? DM: structural issue so it will. Whistling sound not resolved.
- 9) MAT update
 - a) DM:TUPE consultation meeting last week. Our solicitors presented the meeting. Union representatives were also present. DM recapped the meeting and Trustees appreciated that it was a difficult situation and discussed the concerns that had been raised by staff. DM assured Trustees that the Senior Team had the support of Stoneking (our solicitors) and also trade union representatives. Trustees offered their full support to the senior team.

b) Safeguarding Lead vacancy was raised by staff as and trustees discussed the letter received by staff and the concerns about recruitment at this time. Trustees understand staff concerns and offered support to senior team to ensure communication stays open. Trustees felt the need that the Pastoral Role was an essential part of the team and should continue to be advertised.

Trustees acknowledged the letter from staff, and wish to pass on to staff that they have read and understood their concerns. MR will respond to staff on behalf of the Trustees. It is important that staff know that their concerns have been listened to and trustees understand the strength of feeling at this time of uncertainty and to reassure staff that any problems are actively being discussed.

10) Finance Update

RR talked the trustees through the financial updates. Including works that took place in school over the summer holidays including the sports hall acoustics and new DT food room.

Budget issues are still energy costs, and support staff pay award not yet agreed nationally.

Lettings charge increase: need to increase due to continued high energy costs. Trustees ratified these new charges.

11) Headteacher's Update

Changes to school day feedback good anecdotally – to be reviewed more formally later in the year.

Laptops enable staff to move between classrooms.

12) School Development Plan

No significant changes or updates.

13) Public Exam Results

RD talked through summer exam results and reported a significant number of remarks had been requested. The school is currently recruiting for an Exams Officer, as no one in post at present.

14) Teaching Staff National Pay Award September 2023

Annual appraisal process is underway

15) Teaching Staff Progressions September 2023

as above point 14

16) Date of next meeting

18th October – to be held at QEGS

22nd November – in person starting at 1pm

17) AOB

Appeals panel gave feedback for the SFC entry appeals held in August 2023.