



## Cheney School Academy Trust – Annual General Meeting

Confirmed Minutes of meeting on Monday 7<sup>th</sup> March 2016 at 4:00pm at Bayards Hill School

<b>In the Chair:</b>	Dr Durning (Member and Chair of Trustees)
<b>Present:</b>	Dr Childs (Member), Ms Douglas (Member), Dr Hindley (Trustee), Mrs Kirby (Trustee)
<b>Apologies</b>	Professor Brighouse, Mr Stamper, Mr Busby, Counsellor Price, Mr Wainwright, Professor Huggins
<b>In attendance:</b>	Ms Robinson (Deputy Head, Bayards Hill School), Mrs Hawken (Deputy Head, Cheney School), Mr Allison (Chair, Cheney School Governing Body), Mr East (Bayards Hill Governing Body), two parents of Cheney School students, Jake Piper (Oxfordshire Hospital School), Miss Flegg (clerking)

	Minutes	Action
	<b>Part 1 – Non Confidential Business</b>	
1.	<p><b>Welcome and Introductions</b></p> <p>The CEO opened and welcomed everyone to the CSAT Annual General Meeting 2016.</p> <p>Introductions were received from all present.</p>	
2.	<p><b>Apologies for absence and declaration of interest</b></p> <p>Apologies for absence were received from Counsellor Price, Mr Wainwright, Professor Huggins, Professor Brighouse, Mr Stamper and Mr Busby</p> <p>No declarations of interest were received for any items on the agenda</p>	
3.	<p><b>Academy Update</b></p> <p>The CEO presented the Academy Trust update and the following key points were raised:</p> <ul style="list-style-type: none"> <li>- The Academy Trust has expanded to include Bayards Hill School, which has seen a number of changes this year to its Governing Body and Leadership Team, including a new permanent Headteacher as well as improvements to the school site</li> <li>- Cheney School has also seen improvements to its school site with new Science Block, to be named the Brighouse Building after Trustee and Chair of Bayards Hill Governing Body Professor Brighouse, scheduled to open later in the school year</li> <li>- Cheney School secured a positive Ofsted report and a 'Good' rating, whilst external reviews of Bayards Hill have highlighted a number of positive developments</li> <li>- Careful management of resources has been a key concern this year, with staffing reviews being undertaken across the Trust, primarily affecting support staff. Ensuring value for money and best student outcomes has been at the centre of these decisions.</li> </ul> <p>The CEO outlined future opportunities for development and progression and the following key points were raised:</p>	

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	<p>- A key benefit of cross Trust work has been the opportunity for the professional development of staff, which the Trust is looking to further embed and develop.</p> <p>-CSAT may be further expanding and developing as a local Academy Trust, having been named as the preferred sponsor of the new Barton Park Primary School. CSAT has also submitted an Expression of Interest in sponsoring the new secondary school for Bicester</p> <p>- The recruitment and retention of staff is a key area of focus for the Trust going forward. One measure being undertaken is the implementation of a graduate scheme for Sixth Formers interested in primary school teaching as career, in which graduates would spend a period of time working at Bayards Hill School following completion of their teaching qualification</p>	
4.	<p><b>Questions to the Trustees</b></p> <p>A Member questioned how the Trust would continue to manage the evolving needs of teacher recruitment. The CEO outlined that the Trust was taking a proactive approach with small calculated risks and early advertisement for upcoming posts. The CEO also noted that good quality professional development and leadership training, monitoring staff satisfaction and upholding a strong reputation were other important facets of the Trust approach.</p> <p>A parent questioned whether there were limitations and drawbacks to the MAT structure from a staff perspective. The CEO outlined that joint planning exercises with staff from both schools, staff secondments across the Trust and the close geographical location of the two schools ensured that the working relationship between the two schools was very positive. The CEO also highlighted that staff time and capacity for cross Trust work was carefully planned to ensure minimal disruption to work and teaching schedules and that time to feedback and reflect on practice based on their experience was built into the programme.</p> <p>It was noted that the performance management process was the same in both schools, including quality control by each Headteacher and review of recommendations by the Trust Pay and Audit Committee. It was also highlighted that progress monitoring systems in both school were similar, with key performance indicators monitored by the Trust Board.</p> <p>The structure of MAT governance was discussed, and the CEO underlined the importance of communication between the Local Governing Body of each school and the Trust Board, noting that this was facilitated by Trustees being able to sit on Governing Body meetings.</p> <p>A Trustee questioned whether the Trust was working closely with the Music Centre, given its co-location on the Bayards Hill School site. It was noted that this relationship could be further explored to more fully integrate the provisions offered by the school and the centre.</p> <p>A parent questioned when the science block would be completed. It was highlighted that there had been a slight delay due to removal asbestos from the old building, but that this was scheduled for completion late May- early June.</p> <p>Meeting closed: 6:55pm</p>	

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