

INCLUSIVE | MULTI ACADEMY TRUST

NOTES for the ANNUAL GENERAL MEETING OF THE

INCLUSIVE MULTI ACADEMY TRUST

held on the 8th December 2022 at 6pm at Laurance Haines School

ATTENDEES	<u>Members</u> Natalie Dalvarez - remote Emma Flawn - remote Jonathan Hartley - remote Nick Martin
IN ATTENDANCE	<u>Trustees</u> Andrew Chappell Martin Goodman Emma Hill Elizabeth Leeman Sanjay Mazumder Elizabeth Redman James Roach <u>Central team</u> Lizzie Butler - SENCo Sharon Carlyon (COO) – Company secretary, COO, CFO Sarah Hamilton – Finance manager - remote Emma Lad – Clerk <u>BFS</u> Lesly Adams – Chair BFS Iram Ali – staff member James Brown – governor Kara Carvalho – staff member Emily Fuller – staff member Alison Hayward – staff member Gillian Jackson – HT BFS Tanya Mortlock – BFS Assistant HT <u>CTS</u> Emma Birdsall – staff member Victoria Carrick – governor Emma Hibberd – Assistant HT Debbie Massey – staff member Emma Penfold – governor/ staff member Mark Scoulding – Chair CTS Emily Sheppard - governor Cheska Tyler – HT CTS

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	<p>Chris Rogers – governor Katy Wolsencroft – staff member</p> <p><u>LHS</u> Miriam Alalousi – staff member Dawn Allen-Williamson - governor Jo Ball – Assistant HT Gemma Banks – staff member Michelle Connell – staff member Michael Dobner – Chair LHS Nicola Furey – staff member Seb Gray – HT LHS Olivia Gunner – governor/ staff member Gill Heath – governor Becky Makinson – staff member Safina Shah – governor/staff member Denise Shaw – Governor</p>
APOLOGIES	<p><u>Members</u></p> <p>Jill Steward</p> <p><u>Trustees</u></p> <p>Morgan Bone Claire Edwards Liz Jones Sally Newing</p> <p><u>Governors</u></p> <p>Sinead Parmer Jennifer Batanga Carmel Old</p>
DOCUMENTS CIRCULATED PRIOR TO THE MEETING	Audited accounts: DRAFT Accounts final,
PRESENTATIONS/ DOCUMENTS SHARED AT THE MEETING	CEO presentation
	Beechfield School – BFS Cherry Tree School – CTS Laurance Haines School – LHS

The meeting started at 6.09pm

No.	ITEM
1	<p>Welcome and Introductions</p> <p>The CEO of the Trust welcomed everyone to the meeting and thanked them for their</p>

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	attendance. Meeting etiquette was explained.
2	<p>Equity, Diversity and Inclusion Songs from the children at LHS</p> <p>The Team Beech children explained their unique community and story of the school which the children have turned into a song.</p> <p>The Team Willow children then presented their song from the inspirational words of Professor Paul Miller – ‘You see me, you hear me, I belong’,</p> <p>The CEO thanked the children for their moving presentation</p>
3	<p>Presentation from BFS and CTS children via video</p> <p>The BFS children’s video focused on Black history month and the person who inspired them most. They had chosen Harriet Tubman and her journey on the Underground railway. The children explained why she was inspirational for them.</p> <p>The CTS children’s video focused on Anti-bullying week. The children explained why it is important to support anti-bullying.</p> <p>The CEO thanked the staff and the children for their amazing work and the amazing work which the staff complete.</p> <p>The Members, Trustees and governors were thanked for their contribution to the Trust.</p> <p>The Chair of Trustees thanked the children and parents for coming tonight and for their support of the school.</p> <p><i>The parents and children left the meeting at 6.30pm.</i></p>
4	<p>Apologies for absence and acceptance of those absences</p> <p>Apologies were sent by:</p> <p><u>Members</u> Jill Steward</p> <p><u>Trustees</u> Morgan Bone Claire Edwards Liz Jones Sally Newing</p> <p><u>Governors</u> Jennifer Batanga Carmel Old Sinead Parmer</p>
5	The Chair of Trustees update and review of the year including the presentation and acceptance of the Annual Report and Financial Statements for the Year ending 31st

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August 2022

The Chair explained the accounts have been circulated ahead of the meeting and were reviewed with the Auditor at the Resources Committee meeting on the 21st November 2022.

The Audit Finding Document highlighted one minor point around brought forward fund balances which was considered not material by the auditors. The Trust was praised for the high quality of documentation, high standard of preparation and the strong financial control. There are very effective processes in place. The COO, FM and the team were thanked for their hard work.

The Chair explained that in 2022 total income had been reduced as the school was not in receipt of the any CIF grant funding which was present in the 2021-22 accounts. Pupil numbers continue to decline across Watford and Southwest Herts and therefore numbers are monitored closely as this impacts income. Whilst numbers have declined slightly, it is pleasing to see our first choice applications are improving. Post Covid, the Trust has received £85,000 of catchup funding over two years. Our reserves remain in a strong position. Trustees have therefore agreed to release some reserves for capital improvements and exceptional expenditure to improve our educational environment and to more closely align balances carried forward to our Reserves policy.

There was some unbudgeted income mainly related to SEND funding which had been received late in the summer term which had increased our forecast carry forward but will be spent appropriately as soon as possible.

Further bids for Condition Improvement Funding (CIF) have been submitted for the 2023-24 academic year across the Trust Schools. If successful, these will improve the fabric of the buildings but will require a contribution from the Trust reserves – possible and because the reserves are in a good position.

The Trustees recognise the following years are likely to be financially challenging for the sector but our level of reserves give confidence that we are in a strong position to move forward. We await further details of the additional income promised by the Government during the recent Autumn statement and are hopeful of seeing further movement towards the national funding formula which would benefit the Trust Academies.

The accounts for 2022-23 were received and approved by the Members with no objections.

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CEO Reflections on academic year 2022/23

The CEO gave an update

- We reflected on our Beliefs and promises:
 - The children have been happy to learn whether online or in school and there was evidence from that from their wonderful performances
 - Staff have thrived in the Trust and supported children to learn.
 - 1 Trust – 3 schools, 193 staff and 1169 pupils. There is a slight drop in pupil numbers from last year as a result of the low birth rate but the schools are still first choice for a lot of parents.
- Successes include:

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- 1 Green Flag award
- 2 Ofsted inspections
 - BFS – it was a very positive experience and there was a real togetherness across the Trust with help and support received from staff members across the Trust schools, demonstrating the collaboration and benefits of being part of a Trust. Other members of staff helped – The school received a ‘good’ grading.
 - CTS – The benefit of the support which CTS and LHS had given BFS meant that CTS could leverage experience and everyone came to help again. The inspection was a very different experience from Beechfield. The school received a ‘good’ grading.
 - The reports commented positively on how well the governors and Trust coordinate together
 - The CTS doesn’t mention the Trust but it does mention the school dog!
 - Well done to both the schools for their hard work and all staff across the Trust who supported their colleagues through the inspections.
- This now means that all Trust Schools have received ‘Good’ Ofsted grades. LHS have taken the words ‘You see me, you hear me, I belong’ from Professor Paul Miller and have showcased the work they have undertaken to improve and embed inclusion. This has been shared across Hertfordshire and is also featured in a recent book. They are now also speaking at the National Greater Representation event. Well done to LHS and the team for their work.
- This is the third year of staff running the national marathon.
- Two schools went to camp together and hopefully all three will attend together in 2023. this year.
- Sporting competitions have continued to take place across the Trust
- Proms in the playground took place
- 15 mental health first aiders have been trained across the Trust
- There are 7 ECTs and 7 RQTs which is fantastic for the Trust
- Grants to support the schools have been won.
- There was a Governance review commissioned by the Trust. The CST review concluded that governance and governing systems were well constructed to ensure that the statutory duties of Members and Trustees are fulfilled. Trustees are kept informed of the standards across their Trust through transparent and honest communication, which is made possible by the professional relationships between Trustees and the Executive leaders. Financial and audit governance is particularly strong.
- Our Finance audits, both internal and external were particularly strong and both praise the high quality of documentation processed. Thank you to the COO, FM and the Trustees.
- ERASMUS – the EU project fully funded children and staff visiting other countries which is not an opportunity the children may have had otherwise.. The children couldn’t visit as many countries as planned due to the pandemic but did visit two countries and had a wonderful experience. This year the Trust will be accessing the Turin Project at no cost to the children
- The Trust is continuing to invest in the buildings which is clear when you visit the schools.
- Communication across the Trust is improving and continues to be a focus.
- There have been a number of external independent surveys
 - 95% of pupils said they feel safe in school
 - 95% said they were happy at their school.
 - The children said their favourite subjects were art, maths, PE, computing and English. It is great to see the mix of subjects they are enjoying through the broad curriculum offered.
 - During Ofsted around 120 parents in each school completed the parent survey

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- at both schools. There was an overwhelmingly positive response from parents.
- One of the key legacy pieces of work for everyone is improving Equity, Diversity and Inclusion at all levels. The Trust is working to ensure there are 'No outsiders, all different, all welcome' and at LHS they are leading the way with 'You see me, you hear me, I belong'
 - Sustainability – we believe the Trust is “ahead of the curve” since the government put the initiative in place.
 - Core standards – children need to have their core skills in preparation for secondary school and we continue to do a good job.

Member Question– Children feeling safe at school generally but 5% are not saying they are feeling safe, which is nearly 50 children. What was the criteria and how are we starting to help them?

CEO: We moved to an anonymous survey so we don't know who the children are but staff could probably name the children as they know them. Each school has a pastoral team and we are supporting those children who we think don't feel safe.

Thank you so much for attending today and for your support of the Trust - it is amazing.

The meeting ended 6.55pm