



To: Nigel Armsby (Principal), Alan Benton, Dave Brown, Claudine Crossley, Maria Eze, Ginette Hogan, Erik Mesel, Richard Palmer, Tracy Penfold, Andy Sikora

Copies to: Tom Capewell, Nick Hyde, Ange Osman (Deputy/Deputy Associate Principals)

Jacob Adeshina, (ABO)

To be advised (Clerk to the Trustees)

Also in Attendance: Tim Morris Company Secretary/Secretary to the Board

Trustee Full Board Meeting

This meeting will be held in N16 on Thursday 23rd March 2023 at 5pm when you will be invited to attend for the business set out below.

Documents to be considered are also available on the Trustees' online resource library.

If you are unable to attend the meeting or wish to include any other matter of business, please notify me at tmorris@highamsparkschool.co.uk Tim Morris Company Secretary/Secretary to the Board.

FULL BOARD - AGENDA

1. WELCOME AND APOLOGIES FOR ABSENCE

- 1.1 Apologies for absence accepted
- 1.2 Apologies for absence not accepted
- 1.3 To consider disqualification for non- attendance
- 1.4 Quorum

2. DECLARATION OF INTEREST

- 2.1 Trustees to declare any interests they have in any of the following agenda items
- 2.2 Standing declarations – those noted in the published document on the school website

3. TRUST BODY

- 3.1 To confirm Trust Board membership
- 3.2 Ensure details held about Trustees on GIAS and Companies House are up to date.

4. MINUTES OF THE FULL BOARD MEETING – 8th DECEMBER 2022 and 2nd February 2023

- 4.1 Trustees are asked to approve the previous minutes for content and accuracy.
- 4.2 MATTERS ARISING

5. ACTIONS FROM FULL BOARD MEETING 8th DECEMBER 2022 and 2nd February 2023

6. STRATEGIC SCHOOL ITEMS

6.1 Principal's Report

Trustees are asked to note the Principal's Report highlighting changes that have occurred during the Spring Term

6.2 School Development Plan 22/23

Trustees are asked to note progress on the Behaviour actions during the Spring Term



6.3 School Vision and Longer-Term School Strategy
Discussion on how we approach this piece of work

7. FEEDBACK FROM SUB COMMITTEE MEETINGS

7.1 Feedback from Resources Committee Meeting held 9TH March 2023
Trustees are asked to note feedback

7.2 January Monthly Finance Report
Trustees are asked to note January 23 finance position

7.3 Feedback from Audit and Risk Committee Meeting held 2nd March 2023

7.4 Internal Audit Report 22/23 nr 2
Trustees are asked to note the report and its findings.

8. TEACHING AND LEARNING SCHOOL ITEMS

8.1 Report on Subject Deep Dives

8.2 FFT Report on KS5

9. SAFEGUARDING

9.1 Safeguarding Link Visit - Tracy Penfold
Trustees note the report from the safeguarding link governor.

10. LINK TRUSTEE VISIT REPORTS

10.1 Trustees to note/discuss any Link Visits since last meeting

11. TRUSTEE TRAINING

11.1 Trustees are asked to provide the Ginette Hogan with any training courses attended so they can be logged on the training record

12. CHAIR'S ACTION

12.1 The Chair to report on any action(s) taken since the last meeting for trustees' consideration.

13. POLICIES FOR APPROVAL

Trustees are asked to approve the following policies

13.1 Charging and Remissions Policy

13.2 Whistleblowing Policy

13.3 Bullying and Harassment Policy

13.4 Relationship and Sex Education Policy

13.5 Disciplinary Rules for all Employees

13.6 Disciplinary Procedures Relating to Misconduct for all Employees

13.7 Early Career Teachers Policy

14. DATES AND TIMES OF NEXT MEETINGS

Academy Effectiveness – Thursday 27th April 2023 at 5.00pm

Audit Committee – Thursday 15th June 2023 at 8.00am

Resources Committee – Thursday 4th May 2023 at 5.00pm

Full Board meeting – Thursday 18th May 2023 at 5.00pm

15. ANY OTHER BUSINESS



Highams Park
Academy Trust

Notified to the Company Secretary up to 2 days before the meeting

16. CONFIDENTIAL ITEMS

1 Item