



The Challenge Academy Trust

Quality and Standards Committee Meeting Minutes

Thursday 12th June 2025 at 5pm

Venue: TCAT Development Centre, Bridgewater High School

Chair: Sheila Yates

Clerk: Melissa St. Clair m.alexander@tcat.uk.com

Committee Members			End of Term
MG	Matthew Grant	Trustee	20/06/2028
JW	John Warren	Trustee	11.01.2028
PW	Peter Winter	Trustee	11.01.2028
SY	Sheila Yates	Chair of Committee , Trustee	01.04.2027
Also In Attendance			
KB	Karen Burns	Committee Member	
VB	Vicky Briggs	Director of Education, TCAT	
TH	Tracey Hatton	Committee Member	
JL	Jo Langstaff	Committee Member	
TL	Tim Long	School Improvement Lead, TCAT	
CR	Claire Roper	Committee Associate	
CW	Carolyn Williams	Committee Associate	

Documents shared prior to the meeting:

Items 7-12. Quality and Standards Education Updates Presentation
Item 13. Safeguarding Panel Meeting Minutes
Item 14. Teaching and Learning policy
Supplementary Document 1: Appleton Thorn Primary School Ofsted Report
Supplementary Document 2: TCAT Secondary Mock Data Analysis Report (Spring)
Supplementary Document 3: TCAT College Data Analysis Report (Spring)
Supplementary Document 4: Executive Summary of TCAT Peer Reviews
Supplementary Document 5: TCAT Exam Access Arrangement Summer 2025

Agenda Item					
1.	Welcome / Items for AOB / Items for Confidential Part Two				SY/ MS
	SY welcomed the Committee to the final meeting of the academic year. The Clerk confirmed that there is one item that would be discussed in Part Two of the meeting.				
2.	Absence / Apologies / Non-Attendance				MS
	Apologies: - Carolyn Williams shared apologies in advance - Karen Burns shared apologies in advance - Peter Winter shared apologies in advance Non-attendance: - Matthew Grant - Claire Roper				
3.	Register of Interests				MS
	There were no Register of Interests declared.				
4.	Declaration of pecuniary interests in relation to agenda items				MS
	There were no Declarations of Pecuniary interests in relation to agenda items declared.				
5.	Membership and Organisation				MS
	A brief discussion took place regarding the members for the committee moving into 2025-26. It was agreed that the Clerk would contact individuals to confirm their membership and attendance for next year’s meetings.				
6.	Minutes of the Quality and Standards Committee 13.02.25				SY
	a) Approval of the Minutes: Minutes from the previous meeting have been accepted. b) Matters arising: c) Action log: The actions were checked by SY. It was agreed that item 6 would be carried over to the first meeting of the next academic year. MA to amend a typo for item 13, ensuring this wording is corrected.				
	Action Log:				
	Minute Ref.	Action to be taken	By Whom	Completion date	
	6.	Terms of Reference: Page 12, Point 14. Clarification of what policies	MA/ AL	ASAP This will be brought to the next meeting.	

		the Committee are required to ratify. A generic statement is required linked to the remit of the group. Page 12. Monitoring of the LGB/ remove Point 17. A review of the Terms of Reference and update to ensure this reflects the work of the Committee.			
	8.	Scorecard demonstration to be added to the agenda for the next Quality and Standards Committee meeting.	VB	20/05/2025	
	13.	Item 13: TCAT Behaviour - change policy to principles Add academy Behaviour Policy DG ensure that the documents can be amended.	MA DG	ASAP	
	14.	Carolyn Williams to be added to the Quality and Standards Confidential Committee	MA	13/02/2025	
	<i>SY queried</i> if there were any updates relating to the Alternative Provision. <i>VB provided</i> an update on the alternative provision, highlighting its success over the past two years. VB shared that the Trust are in the process of exploring changing the location of the alternative provision remaining on site at The Halliwell Jones Stadium, to increase the size of the classrooms. The Trust are considering the possibility of running an SEMH alongside two EBSA cohorts. The goal is to ensure affordability and a staged approach to growth. VB confirmed that there have been developments and that alternative provision places for external schools across Warrington, Halton, St. Helens will be opened up for the next academic year. VB confirmed that TCAT are exploring the possibility of creating a Free School or an Independent School model and will follow guidance and consider costings as this develops.				
7.	Scorecard Presentation: (For Information)				VB: 5 minutes

VB shared a presentation with Committee and provided a verbal update regarding the development of TCAT Scorecards. VB explained that Laura Fletcher has further developed the scorecards adding that the scorecard links to trust priorities and academy KPIs.

VB explained that Education Scorecards are accessible via individual Teams academy folders which can only be viewed by the Headteacher and Senior Leaders assigned to the specific folder. VB provided a brief summary of the key documents that are developed for each individual academy, covering both business and education and the way in which key documents are used during key meetings throughout the academic year. Key scorecard developments are as follows:

- Scorecards include both trust-level and individual school-level data, providing a comprehensive overview of performance.
- The scorecards are linked to accountability and PPI measures, ensuring that performance is monitored and evaluated effectively.
- The scorecards provide an overview of key performance indicators, including attendance, outcomes, and other important metrics.
- Efforts have been made to ensure that data from Arbor and other systems are integrated into the scorecards, providing accurate and up-to-date information.

VB explained that Scorecards will replace Headteachers reports and explained that the implementation of scorecards have encouraged Headteachers and Principals to use the Scorecards on a regular basis. VB stated that this has also reduced workload to protect staff wellbeing and encouraged collaboration

VB explained that at a glance, the RAG ratings are linked to priorities and further details are included within the individual tabs.

A Trustee queried if an academy could be RAG rated red but be performing well.

VB confirmed that the scorecard is benchmarked on national statistics and explained that progress is what demonstrates the individual academy's progress and the significance of understanding and using the wider context of individual academies.

A Trustee queried if the Scorecards are live documents.

VB confirmed that the data included is linked to published data, and additional data is linked to Four Matrix. Attendance and exclusions are live data via Arbor. VB explained that trust attendance is included within each individual scorecard and that trends are monitored.

A Trustee queried if the Committee wished to spotlight a particular area from the scorecard if this be possible. VB confirmed that key elements of the scorecard can be explored to gain deeper understanding in specific areas. VB shared that spotlight agenda items will be implemented into next year's agendas.

A Trustee challenged the red RAG ratings contained within South Wirral High School's scorecard and questioned if this was something the Trust are monitoring. VB explained that attendance in the Wirral is historically very poor and that RAG ratings are being monitored, and areas for development are being supported through a range of strategies.

A Trustee questioned if the scorecard is bespoke made for TCAT academies. VB confirmed that the academy scorecards have been developed specifically for individual academies, developed through live data. VB added that the scorecard could be sold as a product to external clients.

VB added that the student and parent survey feedback is in the process of being assessed and will be added to each individual academy's scorecard in due course.

A Trustee queried if Scorecards are accessible to Ofsted should they request access. VB confirmed that the Scorecards are available, and parts could be shared with Ofsted, should they request access.

A Trustee acknowledged that there has been a huge amount of work that has gone into the development of the Scorecard and recommended that this version of the Scorecard should be implemented and remain in place, without further amendments for a couple of years to help with the assessment of effectiveness.

VB confirmed that the only amendments that may be required to the Scorecard going forward will be linked to Ofsted changes and recommendations. VB added that the only additional ways in which the scorecard will be further enhanced will be through the introduction of Power BI, which would only enhance the Scorecard.

A Trustee recommended that an assessment of what tabs are included is worthwhile. It was agreed that this is crucial to ensure the Scorecard document remains succinct.

8.	Education Updates: (For Information) <u>SLT Seminar:</u> VB explained that the focus of this seminar was Educational Excellence, and that this seminar was well attended by Senior Leaders across the Trust. Engagement was impressive, and clear developments have been made with the adoption and implementation of Educational Excellence. <u>Peer Reviews:</u> VB confirmed that the majority of Peer Reviews have now taken place and that these reviews are planned in collaboration with Heads and Principals. <i>A Trustee highlighted one of the key recommendations made at Dallam Primary School which linked to community engagement and challenged that this is a very difficult target for the academy to achieve.</i> <i>It was agreed by the Committee that this is a challenging recommendation. VB shared that there is a huge amount of work taking place whereby the academy is working more closely with the community which is having a positive impact.</i> <u>ITT, ECT and NPQ Updates:</u> VB shared that historically, recruitment events have taken place in Liverpool and Manchester and explained that there is limited positive impact of attending these events. VB added that there will be a recruitment event taking place in the autumn term at TCAT PDC to engage with the community and ensure TCAT's Train to Teach offer is well promoted across Warrington. VB shared that Jill Moules and Laura Shawcross have been successful in securing 20 ITT trainees for 2025-26. VB added that there has been a high volume of applicants, and that ITT trainees that have been appointed carefully, ensuring that they are of a high calibre. VB emphasised that real care has gone into the interview process to ensure that committed trainee teachers are given places on the course. VB confirmed that there have been changes relating to NPQ courses due to the lack of funding and explained that TCAT continue to work in partnership with Generate Teaching Hub to host a number of NPQs as well as facilitate. <u>Education Connect:</u>	VB/ TL/ MA: 20 minutes
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VB provided a brief summary relating CPD and upcoming events and the range of training that has taken place.

A Committee Member commented that CPD training she has attended has been of high quality and that she has noticed an increased presence for Education Connect.

A Committee Member queried if Warrington Borough Council have spoken with TCAT to discuss the possibility of secondary CPD. A Committee Member added that TCAT's reputation is good and there is appetite for more training for secondary schools across Warrington.

VB confirmed that TCAT are scheduled to meet with Warrington Borough Council in the coming weeks and that this will be added to the agenda as a key item for discussion.

External School Improvement:

TL shared that TCAT's strategic desire is to be Department for Education's choice for external support provision. TL explained that TCAT made a bid to support the DfE with the RISE project at St. Mary's and confirmed that TCAT have been selected to support with this specific RISE project. TL shared that this project will bring £195,000 to the Trust and explained that the support will be in place across two years.

A Trustee questioned if TCAT can make a difference to St. Marys. TL confirmed that TCAT that TCAT can make a significant positive impact to St. Marys and explained that there is a strong leadership team in place who are committed to school improvement.

A Committee Member added that TCAT will make a positive impact on St. Marys.

A Trustee questioned if there are specific areas of support that TCAT will be providing, such as curriculum development. TL explained that the Executive Team have developed a detailed intervention plan based on the needs of the academy. Visits have taken place, and meetings between TCAT's Executive Team and St. Mary's Senior Leadership Team have been completed to support with the development of this plan.

TL explained that the DfE have introduced RISE teams to provide individual schools with long term support to ensure there is significant positive support. TL shared that explicit guidance has been provided to St. Mary's and that TCAT are working closely with the Senior Leadership Team to ensure their action plan is effectively implemented.

A Trustee questioned if a team have been identified to support St. Mary's.

	<i>TL confirmed that TCAT's Lead Practitioners have been identified, and that he is in the process of assigning Lead Practitioners. A meeting is scheduled to take place and deployments will be carefully planned.</i> <i>VB added that TCAT are committed to ensuring that this does not have a negative impact on TCAT academies and assured the Committee that there is capacity to lead this particular project.</i>	
9	Assessment and Outcomes: (For Information and Discussion) VB provided a succinct overview relating to assessment and outcomes. <i>A Trustee queried mock and actual 2024 data and queried if there is a 'step change' from the mock to the actual examination.</i> <i>VB explained that the Trust are improving the ways in which data is tracked against mocks at subject level.</i> <i>TL added that Four Matrix supports the Trust with understanding the data in more detail to identify trends. TL confirmed that everyone should improve from mocks to examination data and that Heads and Principals analyse this closely at academy level.</i> <i>VB added that data trends enable the trust to provide support where required.</i> <i>A Trustee questioned if moderation marking is compulsory.</i> <i>VB confirmed that Heads, Principals and Heads of Departments were all informed about the dates and training, and there was an explicit expectation that staff attended.</i> <i>A Trustee challenged if this needs to be mandatory.</i> <i>TL explained that if concerns grow, training will become mandatory.</i> <i>A Trustee challenged why some academies are using Edexcel and others are using AQA?</i> <i>A Committee Member explained that this comes down to academy preference.</i> <i>VB added that if an academy is performing well in their exam board there is no pressure to move to AQA. However, if there were any concerns with exam performance, this would be reviewed, and appropriate recommendations would be made.</i> <u>Access arrangements:</u> <i>A Trustee queried if there have been reductions in access arrangements.</i> <i>VB confirmed that access arrangements have continued to increase.</i>	VB: 10 minutes

	A brief discussion took place regarding the pressures of increased access arrangements, including the need for additional rooms and staffing. <i>VB asked the Committee to confirm if Supplementary Document 5 includes the details required by the committee.</i> <i>The committee thanked VB for this document and confirmed that this document is insightful and useful and requested that this is included going forward.</i>	
10	Attendance: (For Information and Discussion) VB provided an executive strategic overview of Trust attendance and shared that Trust attendance in line or slightly above national average. VB proceeded to share that attendance will continue to be a key focus for the Trust going into the next academic year and that the goal is to be well above national average. The key attendance updates were as follows: • TCAT primary and secondary academies are performing at national or slightly above national average. VB added that groups of students are closely monitored within the Scorecards and that there are no major concerns regarding attendance. VB added that Duncan Morrison is in the process of developing further strategies to support and improve attendance processes across the trust. • VB referred to primary and secondary persistent absence and explained that the Trust data is in line, or better than national average. VB highlighted that persistent absence will continue to be closely monitored and that strategies will continue to be developed and implemented to support students and reduce persistent absence figures. <i>A Trustee queried if Education Welfare Officers are still assigned to support schools.</i> <i>VB confirmed Welfare Officers are still employed to support specific students and VB confirmed that the Trust have renewed their service and SLA with the council who conduct half termly visits. VB added that there are also Attendance Officers employed within a number of academies.</i> <i>VB confirmed that termly meetings will take place between the Trust and the Council moving forward to ensure clear updates are provided on a regular basis.</i>	VB: 10 minutes
11	Suspensions and Permanent Exclusions: (For Information and Discussion) <i>A Trustee asked for an explanation of what Power BI is.</i>	VB: 15 minutes

	<i>VB briefly explained that Power BI is a collection of software applications and connectors that work together to turn unrelated data into coherent, visually immersive insights which support with the development of reports.</i> VB highlighted that there has been a rise in primary suspensions and that Penketh High School suspensions have continued to decrease. VB made particular reference to exclusions at The Sutton Academy and explained that the Trust are supporting the academy to support with the reduction of suspensions. <u>Permanent Exclusions:</u> VB shared that the Permanent Exclusions Policy has had a significant positive impact and shared that all academies have adopted and implemented this policy. VB added that the training provided has also had a positive impact.	
12	Trust Strategic Action Plan (SAP): (For Information and Discussion) <u>TCAT Talks (Oracy strategy update)</u> VB explained that the TCAT Oracy Working Party is made up of representatives across the trust, including EYFS, primary, secondary and post 16 representatives. VB provided a brief update relating to the developments that have taken place across the academic year and the key areas of focus that the Working Group have been exploring and developing. <i>A Committee Member queried if the Trust will be working with Voice 21.</i> <i>VB confirmed Voice 21 recommendations and tools are being adopted and implemented.</i> <i>VB asked if there were any questions relating to TCAT Talks.</i> <i>There were no additional questions asked.</i> <u>TCAT iTeach (Digital strategy update)</u> TL referred to the developments in AI and the significance of TCAT moving forward to ensure that AI is positively implemented by teaching staff. TL emphasised the transition of the digitalisation within education and shared that academies are in the process of devising timelines of when they will work towards the implementation of 1-1 devices. TL explained that primary academies are at the forefront of the digital strategy and added that a number of primary academies are implementing a 1-1 device strategy at present. TL and Chris Hillidge are visiting academies to observe best practice, and TL added that the level of agency	VB: 10 minutes TL: 10 minutes

	demonstrated within a number of the primary academies is very sophisticated. <i>A Committee Member questioned if devices will be purchased within each individual academy.</i> <i>TL explained that the Trust are in the process of researching different providers and exploring costings. TL added that the Trust are considering leasing devices as payments can be made over a four-year period, and devices can be given back. TL shared that TCAT Headteachers and Principals have been recommended that all teachers across TCAT should be provided with an iPad to use as part of their daily practice. TL explained that the implementation of a teacher iPad would be hugely advantageous and assist with improved pedagogical practice.</i> TL explained that as part of the 'explore phase' within the Trust's Strategic Action Plan, a number of colleagues have been identified as 'Ed Tech Innovators' and that these colleagues have formed part of the research process. TL added that the Trust currently has eight 'Ed Tech Innovators' who will be provided with an iPad. TL referred to 'ped-teach' and the way in which the implementation of using an iPad as the main teacher resource will enhance student experiences in the classroom. <i>A Trustee queried if students would have an assigned device to use throughout their school life.</i> <i>TL explained that this is in the process of being assessed and referred to the benefits of the leasing model which would lend itself well to this structure. TL confirmed that further considerations are being made to support with developments moving forward.</i> TL highlighted the key challenge is the cost of investing in iPads. TL shared that the consensus is positive and that the Trust are in the process of finalising costings in order to progress with investments for devices across the individual academies. TL explained that the lease model would work well, and over time, the charge to individual academies would not be unreasonable.	
13	Safeguarding Update: (For Information) Minutes from Safeguarding Panel meeting: SY provided a brief summary of the recent Safeguarding Panel meeting. SY confirmed that there were reports covering safeguarding reviews and that an in-depth conversation took place regarding knife crime.	SY: 10 minutes

	It was agreed by the Committee that considerations should be made to engage in training on knife crime. There were no further discussions or questions raised relating to the Safeguarding Panel meeting.	
14.	Policies: (For Approval) VB explained the Committee have been presented with one policy, the Teaching and Learning policy, due to final amendments being made to the Behaviour and Careers Policy. <i>A Committee Member queried if the Teaching and Learning Policy covers Priestley College.</i> <i>VB confirmed that a caveat will be added to ensure there is acknowledgement of Priestley College so that this specific policies can be implemented across all academies.</i> <i>A Trustee queried page 13 of the Teaching and Learning Policy and the words of goals and principles.</i> <i>VB took this point on board and agreed that consistency is required and that amendments would be made to enhance consistency.</i> <i>SY asked for approval for the Teaching and Learning Policy. This was unanimously approved by the Committee.</i> VB asked the committee for their consent in approving the three outstanding policies via email, once these are finalised and ready to be shared. to approve the remaining three policies once these have been finalised. <i>SY asked for the Committee consent to approval policies via email.</i> <i>The Committee gave their consent.</i> <i>VB confirmed that the following policies will be shared via email for formal approval and this was noted as an action for the clerk.</i>	VB: 15 minutes
15.	AOB JL shared that she will be joining a new school in September and intends to continue to attend committee meetings for 25/26. JL confirmed that she will share her new email address with VB and will confirm her position within the committee as soon as possible.	
16.	Date and time of next meeting It was agreed that the date of the next meeting would take place on Thursday 6th November 5-7pm at TCAT PDC	SY

	JL exited the meeting at 18:31 and the committee moved on to Part Two of the meeting.	
17.	Part Two – Confidential	
	Confidential items have been captured in a separate Part Two document.	

This meeting was closed by SY at 18:40.

Actions:

- MA to carry over agenda item 6 to next meeting.
- MA to reword Behaviour Principles to Behaviour Policy
- VB add a note Teaching and Learning to cover Priestley College caveat
- MA to share policies via email: Behaviour policy (TBC)/ Careers policy
- MA to share the next date of the meeting which will be rescheduled to Thursday 6th November
- MA to contact individuals to confirm their membership and attendance for next year's meetings
- MA: Policy Review - Send the assessment, behaviour, careers, and safeguarding policies via email for review and approval before September
- VB: Attendance Data: Arrange a termly meeting with Debbie at Warrington Borough Council to obtain a trust overview of attendance and referrals to the attendance team.
- TL: Digital Strategy - Finalise the decision on whether to lease or purchase iPads for teachers and implement the one-to-one device strategy.