



RUTLAND AND DISTRICT  
SCHOOLS' FEDERATION

## MINUTES OF THE FEDERATION TRUST MEETING

Thursday 9 October 2025, 8.15am  
The Gallery

### PRESENT

Andrew Cross, Andrew Holt (Chair), Guy Magrath, Lindsey Madeley-Harland (via Teams), Alex Mould, Clive Norgaard Morton, Mark Tinkler (Vice Chair), Stuart Williams (Executive Principal).

### IN ATTENDANCE

Kelly Jackson (Head of Catmose Primary), Oliver Teasel (Head of Harington School), Chris Wilson (Chief Finance Officer), Sheryl Wilson (Governance Professional).

#### 1. ELECTION OF CHAIR AND VICE CHAIR

Trustees unanimously re-elected Andrew Holt as Chair and Mark Tinkler as Vice Chair for another year.

#### 2. WELCOME INTRODUCTIONS AND APOLOGIES FOR ABSENCE

Andrew Holt welcomed everyone to the meeting. Apologies for absence were received and accepted from Rob Guthrie.

#### 3. DECLARATIONS OF INTEREST

No new declarations of personal or pecuniary interest were made.

#### 4. APPROVAL OF MINUTES

Minutes from the joint Trust and Members meeting held on Thursday 3 July 2025 were approved and signed as a true and accurate record.

#### 5. MATTERS ARISING

No matters arising from the previous minutes.

#### 6. GOVERNANCE PROFESSIONAL

Trustees were thanked for completing the annual safeguarding and Prevent training. Summary of changes to the Academy Trust Handbook 2025 were shared.

Clive Morton was re-appointed as trustee for another 4-year term by the Catmose College Local Governing Body and also to the Resources Committee. The Companies House verification for each trustee is nearly complete in preparation for submission of the annual account.

## 7. PRINCIPAL'S UPDATE

Stuart Williams explained that the term had started well with Year 7 students also settling well.

### **Strengths of the College include:**

- Ofsted Outstanding
- Attendance
- Experienced, motivated staff and excellent teaching
- Accuracy of assessment and intervention
- Student progress (0.5 P8) and attainment (80% 4+ 60% 5+ English and maths)
- Breadth and strength of curriculum (GCSE and Applied)
- Trips and visits, DofE.
- Sport (varsity, county and national), music (concerts) and drama
- Student welfare and safeguarding support
- Behaviour is *usually* exemplary (81% <5 CPOMS)
- Careers (Gatsby benchmark 100%)
- Inclusion of our SEND students

### **Relative Weakness**

- Low level disruption and refusal from a small number
- Recent Year 11 punctuality/attendance/achievement

### **Opportunities**

- Pay award – mainly funded and settled
- Staff Wellbeing (Gym, Employee Assistance Programme)
- Sport hire

### **Threats**

- New Ofsted framework
- Finances – deficit last two years – but will improve.
- External SEND changes / finances

## 8. HEAD OF CATMOSE PRIMARY UPDATE

Kelly Jackson explained attendance is a strength at the primary, (98% at the end of 2024/2025). There are currently 208 pupils on roll with 30 children starting in the reception class.

The outcomes were shared at the last Trust and Members meeting, which were broadly in line with national figures.

The key areas of focus for this coming year are as follows:

- All outcomes in line with or above national: GLD, KS1 SATs, KS2 SATs, Phonics Screening Check, Multiplication Check.
- Recommendations from the Writing Framework will be embedded into current schemes of work and the teaching of Writing.
- Foundation subject assessment tracking is embedded and used to inform clear next steps for pupils.

- Attendance continues to be above national with over 80% pupils stating they feel safe in school. The Paul Dix behaviour support programme will be embedded into behaviour management.
- The new Personal, Health and Social Education (PHSE) curriculum is embedded with changes made to the Sex and Relationships Education (SRE) curriculum once updates have been made to the scheme of work ready for September 2026.
- Inclusion for all pupils ensures that children feel supported in their learning and for their mental health, through the work of the Nurture School project.

**Question: What is the main area of development or weakness?**

Writing is currently a focus area in line with the Department for Education framework.

## 9. HEAD OF HARINGTON SCHOOL UPDATE

Oliver Teasel reported that admissions are at a record high with 192 students joining in Year 12. Day-to-day behaviour is strong, and there is a strong curriculum with an engaged student body. There was also positive media coverage in The Telegraph. Attendance is around the 94% mark and a focus this year will be to increase this figure to 95%.

Over the last 3 years students have secured apprenticeships at some of the top employers in the UK e.g., Airbus, KPMG and the police. The School is looking to bolster apprenticeship support by working more closely with companies.

Following the A level results, there will be subject reviews in maths and PE, there will also be a series of A level specific CPD sessions on content delivery and revision.

A long-term project is to look at ways in which the size of the Harington building can be expanded.

## 10. MOBILE PHONE MAST UPDATE

- Proposed mast site on corner of land.
- Access request revised to specific area only.
- Legal fees incurred, but will be refunded.
- No construction plan or heads of terms received yet.
- Concerns about impact on Harington extension.
- Delegated authority given to Stuart Williams to continue negotiations.
- Heads of terms to be sent to DfE.

## 11. AUDIT AND SCRUTINY RISK ASSESSMENT COMMITTEE

Dates agreed with potential topics, although Trustees to review in line with risk register:

- 5 February 2026 – Sustainability
- 26 March 2026 – HR (TBC)
- 14 May 2026 – Financial Reporting (TBC)

## 12. POLICIES

The below policies were ratified by Trustees, details of changes were shared on the Trustees' portal.

- Federation Staff Privacy Notice
- Federation Staff Redundancy Policy
- Federation Staff Safer Care Code of Conduct – (training will be done with all governors through the local governing body meetings)
- Federation Stakeholder ICT Policy
- Federation Student Privacy Notice
- Federation Student Safeguarding Policy
- Federation Records Retention – trustees noted there is no mention to CCTV, this will be queried with solicitors and raised at the next meeting.

The below pay policies were also discussed in the Resources meeting and approved. The amends included; removal of the Academy Award scheme due to budget constraints, removal of the word BUPA to private healthcare private prescription costs are the cost of the employee.

- Federation Academy Pay Policy
- Federation Teachers' Pay Policy
- Federation Leadership Pay and Appraisal Pay Policy

## 13. TERM DATES 2027/2028

Approved for academic year 2027/2028.

## 14. ANY OTHER BUSINESS

None

## 15. DATE OF NEXT MEETING

Trust meeting	Thursday 11 December 2025, 8.15am
Christmas Concert	Wednesday 17 December 2025, 6.30pm All Saints' Church, Oakham