



Union Reps Group Meeting

Meeting Tuesday 7th May 2024 @2.15pm FHS Research Hub

Present

Chair - Fiona Hammans
 Andrew Walker (NEU)
 Dan Whitley (NASUWT)
 Debbie Brooks – taking notes

Apologies

Ben Harrison (NASUWT)
 Michaele Philbin (NEU)
 Tracey Miles (Unison)

Copies Heads, JT, ZB.

1	Welcome and apologies
	All were welcomed to the meeting and apologies accepted from Ben, Michaele and Tracey.
2	Minutes and matters arising from 21st March 2024
	All actions on the previous minutes were completed or on this agenda and the minutes were accepted with no changes.
3	People Plan and staff survey
	<ul style="list-style-type: none"> All the survey results have been returned and workload is going to be a priority moving forwards, across the Trust. The Union Reps Group is to hold the CEO to account with this. The detail from the surveys will be going into schools and they may have differing priorities.
4	Budget 24/25 onwards
	<ul style="list-style-type: none"> A letter is going out to all staff tomorrow morning with regards to the budget for 2024/25. (8th May) Rush Common has a balanced budget for 24/25. The secondary schools currently have a gap between income and planned expenditure. A variety of options are being looked at, but this does not include staff re-structuring at present. The letter is going out now as the CEO wants to be as transparent as possible. The Chair of the Local Academy Committees for FHS and JMS has written a letter to the local MP and various other people to ensure that the difficulty is known. <p>Action: <u>Reps to re-assure colleagues and answer questions or forward them to the CEO.</u></p>
5	Health and Safety
	<p>JMS: A discussion was held previously with regards to covering windows with a film to try to alleviate the heat within the school on hot days.</p> <p>FHS: Thermal research was carried out last year and the results have not been made known.</p>

	Action: CEO to find out the results of the research at FHS and look at the possibility of adding film to the windows at JMS.
6	Items from around the table
	<p>FHS: The Reprographics person was out for a few days during the past couple of weeks and as alternative support was not communicated, it was felt there was an assumption that teachers would do their own printing and photocopying. The printers ran out of paper and two emergency requests went to the Central Team for paper on two consecutive Friday afternoons which were picked up but this should not be assumed to be the case at such short notice.</p> <ul style="list-style-type: none"> • The Reprographics email address is an individual work email address. Possibility of there being a Reprographics@.. email address so that others can access when necessary. <p>Action: CEO to ask WS who has oversight of Reprographics and discuss a new email address.</p> <ul style="list-style-type: none"> • Register coding: when a student is in school but not in the lesson, there needs to be a way of coding this. An idea would be to use the comments box on Bromcom. DfE attendance coding is sometimes used inconsistently, and this can be added into any future attendance coding protocols. <p>Action: CEO will look at this across the Trust.</p> <p>JMS: Will staff get to see a more complete version of results from the survey?</p> <ul style="list-style-type: none"> • A consultant has been employed to analyse the results and identify priorities. She will discuss with focus groups/key individuals and put together a two year road map which will be shared with the Executive Team and Heads, hopefully before the end of the academic year. This will then be shared across the Trust in September directly and through discussions. • The CEO will be available in schools to meet with colleagues in September – voluntary. • Discussions will be held in schools about the pressures on staff and what opportunities can be created to help with the pressures. • PPA time needs to be marked as such on the teacher timetables.
7	Next meeting
	Tuesday 2nd July 2024 at 2.15pm via TEAMS.