

	Sustain/Improve School	Repair School	Stabilise School
School Improvement/Effectiveness			
Standards Review: results analysis & action points against national benchmarks, SEF/SIP	Autumn Term	Autumn Term	Autumn Term
Peer Review/ Trust-led QA	Annual	Twice a year	Termly—on-going process related to Ofsted key issues
School Improvement Visits (Challenge & Support) Focus determined by academy effectiveness and identified proprieties but to include: quality of teaching, behaviour / personal development, effectiveness of leadership, SEF review & validation	As required by either CEO, HT or LGB	As required by either CEO, HT or LGB	As required by either CEO, HT or LGB
Termly assessment information including moderation and validation	Termly	Termly	Termly
CEO Meetings			
Chair of Governors meetings	Twice-yearly	Twice-yearly	Twice-yearly
Headteacher meetings	Monthly	Monthly	Monthly



Pupil Premium Review	As required		
Safeguarding Review	At least bi-annually		
Governance Review	As required		
Website compliance check	Annual		
SEF Review	As required		
Financial Information	Monitor	Collaborate	Control
Management Accounts	Monthly	Monthly	Monthly
External Auditor Visits	Autumn Term	Autumn Term	Autumn Term
Internal Audit / Scrutiny	Termly	Termly	Termly
Annual School Budget	Annually - June	Annually - June	Annually - June
Latest Forecast	Termly	Termly	Termly
Individual School Information to Trustees	Six monthly	Six monthly	Six monthly
School Budget Performance / monitoring	Termly	Two monthly	Monthly



Health & Safety

Compliance checks	Monthly	Monthly	Monthly
Annual Fire Review	Spring Term	Spring Term	Spring Term
Fire Drills	Termly	Termly	Termly
Asbestos Audit	Autumn Term	Autumn Term	Autumn Term
Legionella Audit	Summer Term	Summer Term	Summer Term
First Aid / accident incidents	Monthly	Monthly	Monthly
First Aid Needs Assessment (Schools)	Half yearly	Half yearly	Half yearly
Other staff Training e.g. MAPA	On-going	On-going	On-going
H & S Statutory Duties	Termly	Termly	Termly

Buildings and Site

Condition Survey	On joining MAT & then every 3 years
Security	On joining MAT & then annually



APPENDIX 1 Peer Review Triads and Reviewers 2020 - 2021	1st Triad	2nd Triad	3rd Triad
	Selston High School	Heritage High School	Wilsthorpe School
	Friesland School	Ashfield School	Swanwick Hall School
	Frederick Gent School	Manor Academy	Springwell Community College

School	Headteacher	SLT Member	Middle Leader
Ashfield School	John Maher	Nicky Hillyard	Matt Watson
Frederick Gent School	Chris Woollard	Mike Bradshaw	Emma Chapman
Friesland School	Craig Patterson	Kate Palmer	Jaime Birch
Heritage High School	Richard Marlow	Nigel Roberson	Hayley Key
Manor Academy	Kat Kerry	Rob Gladwin	Garry Richardson
Selston High School	Paul Halcro	Catherine Gordon	Ross Mckinley
Springwell Community College	Ian Wingfield	John Naylor	Claire Fisher
Swanwick Hall School	Jonathan Fawcett	Shane Worrall	Jamie Brierly
Wilsthorpe School	Derek Hobbs	Andrew Rose	Carl Savage



APPENDIX 2 - Specialist MAT staff

	Director of School Improvement	Specialist Area	School
	Marie Sly	Leadership / School Improvement	Two Counties Trust
	Director of Subject	Specialist Area	School
	Dan Goodall	English	Friesland School/Two Counties Trust
	Gemma Heald	Mathematics	Ashfield/Two Counties Trust
	Helen Scott	SEND	Wilsthorpe / Two Counties Trust
	Daniel Raynor	Humanities	Ashfield / Two Counties Trust
	Kathryn Brewster	Science	Wilsthorpe / Two Counties Trust



SLE Name	Subject	School	SLE Name	Subject	School
John Maher	Leadership	Ashfield School	Rob Gladwin	Teaching & Learning	Manor Academy
Matthew Watson	Middle Leadership	Ashfield School	Carolyn Stone	CPD	Selston High School
Brendan Parker	Middle Leadership	Wilsthorpe School	Chris Hudson	SEND/Inclusion	Manor Academy
Claire Nulty	Middle Leadership	Swanwick Hall School	Claire Nulty	PSHE	Swanwick Hall School
Phil Taylor	Data	Ashfield School	Sam Lindley	PSHE	Ashfield School
Rob Gladwin	Quality Assurance	Manor Academy			
Garry Richardson	English	Manor Academy	Carolyn Stone	History	Selston High School
Matthew Cartwright	English	Ashfield School	Paula Shanahan	Geography	Swanwick Academy
Alison Bolton	English	Frederick Gent School	Chris Foulk	Geography	Ashfield School
Dan Goodall	English	Friesland School	Kim Sutcliffe	German	Ashfield School
Kate Palmer	English	Friesland School	Jason Flaxman	ICT / Computing	Ashfield School
Brendan Parker	English	Wilsthorpe School	Kate McKinley	Art	Selston High School
Gemma Heald	Maths	Ashfield School	Jess Hinett-Barker	Art	Ashfield School
Phil Taylor	Maths	Ashfield School	Brian Sluman	Drama	Ashfield School
Emma Chapman	Maths	Frederick Gent School	Llyr Roberts	PE	Manor Academy
Andrew Morgan	Maths	Friesland School	Eileen Dunn	Business / T & L	Manor Academy



APPENDIX 3 - Two Counties Trust Sharing Good Practice Groups

Subjects and Subject Director (if applicable)	Ashfield School	Frederick Gent School	Friesland School	Heritage High School	Manor Academy	Selston High School	Swanwick Hall School	Springwell Community College	Wilsthorpe School
English Dan Goodall	Debbie Price	Alison Bolton	Dan Goodall Jaime Birch	Jim Smith	Anna Mason	Amie Smith	Ashleigh Bell	Leanne Holmes	Kayleigh Meller
Maths Gemma Heald	Kay Oakey	Emma Chapman	Fiona Driver	Katie Cooper	Steve Lyndon	Shonnaid Fox	Michael Roberts	Sheena Patel	Carl Savage
Science Kathryn Brewster	Zoe Hutchinson	Charlene Gordon	Richard Best	Andy Birch	Liz Brennan	Sarah Keal	David Godwin	Sarah Hopkinson	Kathryn Brewster
History Dan Raynor	Daniel Raynor	Peter Bradley	Kirsty Daniels	Angus Heath	Nick Wadsworth	Hannah Millward	Kate Simpson	Matt Johnson	Matthew Roper
Geography Dan Raynor	Chris Foulk	Peter Bradley	Kirsty Daniels	Hazel Hill	Rachel Darbyshire	Marc Bellingal	Rebecca Porritt	Jess Halliday	Matthew Roper
Languages	Kim Sutcliffe	Andrea Bateman	Jason Parker	Sophie Rhodes-Orwin	Anne Hyvoz Kemish	Olga Haywood	Simon Fox	Louise Greaves	Shinobu Motokawa
ICT / Computing	Jason Flaxman	John Bell	Carl Bradbury	Steve Newton	Alistair Mullan	Ross McKinlay	Merigen Martin	Shaun Warrington	Andrew Brown
RE Dan Raynor	Sam Lindley	Peter Bradley	Alexis Howes	Rebecca Hughes	Jenna Foster	Mark Bellingal	Claire Nulty	Matthew Johnson	Matthew Roper
Design Technology	Jo Hayes	Phil Holmes	Gareth Lowe	Joe Barnston	Helen Austin	Frazer Stewart	Jamie Brierly Warren	Shaun Warrington	John Peill
Business Studies	Laura Cook		Catherine Burton		Eileen Dunn		Rebecca Porritt	Jonathan Nadin	
Art	James Burgoyne	Phil Holmes	Jude Nash	Angela DeVall	Bonita Ferguson Harris	Kate McKinley	Matt Snowden	Hayley Fischer	Jordan Fowler
Dance	Ami Brooks	Alex Scruton	Louise Swindell	Louise Hockley	Steph Parmenter			Caroline Hoyle	
Music	Tom Atkins	Craig Sutcliffe	Rachel Beckett	Anna Davey Caines	Alice Moss	Eleanor Turvey	Natalie Reeve	Katie Petit	Katie Young
Drama	Bryan Sluman	Alison Bolton	Katy Maclaughlin	Julie Warne	Sophie Crosby	Alex Pickering	Martin Picker	Cuan Jacques	David Page
PE	Matt Watson	Alex Scruton	Craig Lilley	Peter Steed	Llyr Roberts	Layla Green	Adam Barker	Paul Dean	Shellie Kerton



Whole School	Ashfield	FGS	Friesland	Heritage	Manor	Selston	Swanwick	Springwell	Wilsthorpe
T&L/CPD/NQT Marie Sly	Nicky Hillyard	Rachael Skelton Sue Gascoigne	Kate Palmer	Nigel Roberson	Helen Corsie Garry Richardson Eileen Dunn	Carolyn Stone Diane Scott	Karen Whitehead Paula Shanahan	John Naylor	Brendan Parker Matt Gray
Safeguarding Kat Kerry	Del Nicholls	Rachael Skelton	Jo Lacey	Steve Richardson	Kat Kerry	Catherine Gordon	Shane Worrall	Helen Staton	Carolyn Parks
SEND & Inclusion Helen Scott	Sharon McCara	Dawn Steel	Kim Coates Jenny Monk	Steve Richardson	Chris Hudson	Jessica Warren	Shane Worrall Louise Gregory	Mary Thompson	Helen Scott
Curriculum & Data Phil Taylor	Alan Smith	Mike Bradshaw	Tom Mckay Andrew Morgan	Emma Kingham	Rob Gladwin	Catherine Gordon Carolyn Stone	Becky Green	Stuart Birks	Andrew Rose
Literacy	Sam Henstock	John Fairless	Jaime Birch	Charlie Johnson	Nic Faye	Charlotte Bond	Paula Shanahan	Leanne Holmes	Kayleigh Meller
Sixth Form	Linda Maguire		Matt Puddy		Bruce Starkey		Deb Haslam		Matt Gray
Attendance	Del Nicholls	Zoe Chambers	Ben Middleton	Dave Steed	Graham Crow	Lee Greasley	Shane Worrall	Helen Staton	Helen Scott
Librarians	Alex Sankowski	Paula Jackson	Lesley Morgan	Frances Newton	Emily Pulsford		Marie Gonsai	Helen Cheetham	Sue Briggs Helena Trickey Helena Trickey
Pupil Premium	Gemma Heald	Chris Woollard	Craig Patterson	Nigel Roberson	Martin Cooper	Catherine Gordon	Paula Shanahan	Martin Edwards	Matt Gray
Data Phil Taylor	Phil Taylor	Mike Bradshaw	Tom McKay	Nigel Roberson	Rob Gladwin	Catherine Gordon	Gabby Shields	Martin Edwards	Andrew Rose
Chairs of Governors	Ruth Wheelhouse	Sally Bridges	Martin Garrett	Peter Dalby	Neil Melton	Gill Haslam	Chris Hallam	Steve Twelves	Brian Parker
Clerk to Governors	Kerry Barnes	Jemma Turner	Sarah Hand	Sarah Hand	Nichola Barsby	Julia Jewsbury	Louise Nichols	Sarah Hand	Kathryn Wiles
Health & Safety	Tanya Hall	Mike Bradshaw	Liz Hails	Angela Lindley	Nichola Barsby	Julia Jewsbury	Pat Smith	Sue Liddle	Andrew Rose
Procurement	John Maher	Hannah Ryder	Liz Hails	Angela Lindley	Hazel Robinson	Paul Halcro	Pat Smith	Sue Liddle	Andrew Rose

