

22nd October 2025

Dear parents/carers

Re: Trust update, autumn term 2025

I am writing to share some Trust-wide developments and information for the first half of the autumn term and I would like to take this opportunity to welcome new families to our Trust-wide community.

- **Oak Farm Primary School**

I am delighted to share that the Department for Education has approved and awarded the Academy Order for Oak Farm Primary School to join Vanguard Learning Trust (the school community was informed a couple of weeks ago). The next stage of the process is the statutory public consultation with stakeholders next half term which the school will be leading on with the support of the Trust in terms of attending meetings with staff and parents/carers. Once this process has concluded, the school's governing body and our Trust's board of trustees will make final approval decisions, which we anticipate will be before the end of the autumn term.

- **Policy updates**

The Trust has introduced a new school food policy and made minor updates to two existing policies concerning complaints and the support of students with medical conditions:

- **Complaints policy:** A number of updates have been made to the complaints policy; these include clarification about how to deal with complaints received from students, additions to the appendix outlining matters excluded from the scope of the policy, and a new paragraph on the process for when a complainant fails to attend a hearing.
- **Supporting students with medical conditions:** There has been an adjustment to the Trust's 'Supporting students with medical conditions' policy to clarify how adrenaline auto-injectors (AAIs), commonly referred to as EpiPens, are managed in school. In line with guidance from the local authority, schools cannot keep spare EpiPens for general use but may hold up to two additional AAIs (for children who have a prescription and with the written agreement of parents/carers).
- **Food protocol:** The Trust's new school food protocol seeks to ensure that all its schools provide meals that meet the government's statutory school food standards. Approved by the Trust's trustees and overseen by each local governing body, the policy supports students' health and wellbeing through the provision of nutritious and balanced meals. The Trust values the support of parents and carers in helping children make healthy choices, both at school and in the food they bring from home.

These will be available on the schools' websites by the beginning of next half term.

- **Stakeholder feedback calendar**

The Trust is inviting parents and carers to take part in its termly stakeholder feedback survey, which schools will routinely share with parents/carers. This term's survey is on personal development and seeks parents'/carers' views on students' experiences, learning and opportunities at school. Parents who state that their child is new to the school will also be asked to share their thoughts on the transition process. The information collected will help schools, and the wider Trust, identify key themes and continue to support the growth, wellbeing and development of every child. Parents and carers, who haven't already completed it via the school's communication, are encouraged to share their views by completing the survey by 4pm on Friday 31st October 2025 ([click here](#) for personal development survey).

- **Publications**

In the July letter, I shared the student activities booklet for this academic year ([click here](#)). Three activities have happened this term so far, the student-voice inclusion project, the Thorpe Park STEAM (science, technology, engineering, arts and mathematics) event, and the maths challenge. Information about these and next half term's ones - the poetry project, the sixth form careers and universities fair, and the Christmas concert - will be shared with the Trust-wide community in the autumn term edition of the newsletter; this will include VLT cup school standings for those where points are awarded.

I trust this information is helpful in relation to the work of the Trust-wide community and I encourage completion of the aforementioned surveys to support us with our engagement with parents and carers.

Yours sincerely



Dr Martina Lecky
Chief Executive Officer