

**WOODLANDS MEED
LEARNING & WELLBEING COMMITTEE MEETING**
VENUE: Woodlands Meed College, Birchwood Grove Road, Burgess Hill RH15 ODP
Thursday, 2nd March 2023 at 4.00pm

COMMITTEE present: Sandra Boyd (SB), Adam Rowland (AFR), Marion Wilcock (MGW), Rose Griffiths (RG)
Also present: Deborah Scott (DS), Miriam Owen (MO)

Associate Members present: Gillian Barton (GB), Chris Carter (CC), Thomas Brown (TB) Heather Trott (HT),
Martin Woods (MW)
Clerk: Louisa Rydon (LR)

BUILDING UNIQUE FUTURES TOGETHER

As per Ofsted recommendation (2018) all reports submitted are concise and focused allowing detailed analysis from Committee

MINUTES		
1.	Welcome, Introductions and Apologies Apologies received and accepted from Nola Bennett. Miriam Owen attended the meeting; she felt it was a valuable committee for her to attend as one of the safeguarding governors. Deborah Scott attended in her capacity as a new governor before committing to committees at the FGB.	
2.	Declaration of Interests SB: grand-daughter at WM.	
3.	Approval of last minutes dated 14th November 2022 After a typing correction, the minutes were approved and signed as a true record.	
4.	Matters Arising/Action Grid a) <u>New governors</u> Staff and governors would continue to look out for potential parent governors. MGW had arranged for a possible new associate governor to attend the next FGB.	FGB 23/3/23
5.	Notice of AOB a) <u>Hawth performance</u> All governors were full of admiration for the incredible performance by pupils and the hard work and enthusiasm of staff. Governors were delighted to learn of the positive feedback on pupils from both the Hawth staff and Hurstpierpoint bus drivers. b) <u>SEND statement</u> The new statement had been published today. MGW gave the meeting a summary of the main points and the committee allocated them to committees: Work with mainstream – strategy Teacher training & apprenticeships – learning & wellbeing EYS – strategy New SENCO qualification – learning & wellbeing Increase number of internships – strategy.	
6.	Reports for Autumn term The committee thanked staff for the detailed and informative reports. a) <u>school and college – attendance, behaviour and skills achievements</u>	

	<p>MGW asked if there had been a rise in the number of parents who were supporting their children in not attending school. CC felt there had been post covid and reported on the ways they were working on engaging with parents. AFR commented on the rise in behaviour reports and why it seemed easier to report through Bromcom. CC commented that the school seemed very calm at the moment which did not represent the number of incidents reported. He offered a theory that as the larger, challenging incidents had dropped the smaller incidents were more readily reported. He also noted that staff training and a quick way to report through Bromcom was contributing to the rise. On the positive side, he highlighted the rise in positive behaviour reporting. The committee asked staff to keep monitoring the reporting to check if the changes were due to Bromcom.</p> <p>The committee were impressed how well the practice skills reward system had been embedded and how students were able to recognise and interpret how they were meeting the standards. AFR recommended staff looked at the Skills for Life section on the website.</p> <p>b) <u>college admission planning for New college</u></p> <p>GB had contacted local secondary schools highlighting the offer at the college for years 10 and 12. She was also planning a meeting with local SENDCO/INCOS. AFR reported on the possible class numbers at the new college and the need to consider the strategy on how to grow WM. The committee commented on the importance of attracting the right pupils to WM.</p> <p>c) <u>School and College – Curriculum, teaching and learning termly update.</u></p> <p>MW commented on the impact staff training had had on accurate target setting and how it was reflected in the autumn data.</p> <p>TB could not praise the strength of the subject leaders highly enough and the evidence their input had on students acquiring the skills to move onto the next levels.</p> <p>The committee noted the improvement in pupil premium attendance which had been down to the work of the wellbeing team.</p> <p>The committee discussed the value of subject leader governors and how they could be more involved. GB currently sent out the training dates to include governors. LR to send staff list of governor allocations, so they could be emailed directly with invites. SB was keen to follow up her role as the school council governor and TB would ensure she was invited to meetings. The committee had discussed inviting a student to an FGB and TB/GB would consider the best way to action this.</p> <p>d) <u>Update on progress against the Gatsby benchmark</u></p> <p>WM continued to have excellent outcomes and governors passed on their appreciation to the staff. Governors were aware it was an Ofsted target and were pleased that such progress had been made.</p> <p>e) <u>Update on KS 5 curriculum developments</u> (Nola Bennett)</p> <p>Agenda – 12/6/23</p>	<p>Agenda 12/6/23</p> <p>Govs 23/3/23</p> <p>LR 3/3/23</p> <p>SB/TB school council TB/GB 23/3/23</p> <p>Agenda 12/6/23</p>
7.	<p>Overview of the covid catch up spend demonstrating impact</p> <p>TB reported on the continuing value of targeted interventions. Play and music therapies, training on travel, opportunity for all KS5 students to attend the residential were provided with the funding. Andrew Stobbs was working on pupils with low attendance and governors were pleased to learn of the impact Kerry Luckhurst was having with reading groups and the enthusiasm being engendered.</p> <p>TB confirmed the updated pupil premium statement was on the website.</p>	

8.	<p>Are there any barriers to a broad and balanced curriculum?(constant agenda item)</p> <p>The committee were pleased the college build was going to plan. TB said he was looking forward to having more outside space for the pupils to enjoy. AFR hoped that they would have access to at least half of the MUGA in September. There had been some success with the teaching assistant recruitment but it remained a challenge.</p>	
9.	<p>Report on current staff absence, wellbeing & training</p> <p>The committee thanked SF for her report. AFR stressed the value of the SAS wellbeing provision and urged the leadership team to get staff to access it. MGW/SB discussed the importance of evidencing staff wellbeing. They understood Sandra Feltham gave exceptional support to staff when needed and was able to signpost them in the right direction. AFR believed the staff survey was the major evidence on staff wellbeing and explained how it had led to a change in the staff training offer. He also commented on the strength of the line management structure and staff felt the low turn over in staff was a key indicator of staff wellbeing.</p> <p><i>The committee wished Martin Woods happy birthday and he left the meeting.</i></p>	
10	<p>Safeguarding</p> <p>a) <u>Number of Mash referrals</u></p> <p>CC/GB reported on the increased number of pupils on child protection plans and the sheer amount of work involved. The committee appreciated that staff were making up for a shortfall in outside services and supporting families outside their remit. RG suggested staff spread their requests for assistance to governors and they passed on their thanks.</p> <p>GB reported on the work done by a member of staff for one family and governors agreed to send a special thank you. GB to send summary of work done and MGW to send letter on governors' behalf.</p> <p>b) <u>LADO referrals new and ongoing</u></p> <p>No new cases to report.</p>	<p>GB/MGW 23/3/23</p>
11	<p>Confirmation due curriculum policies reviewed.</p> <p>The majority had been reviewed, though due to the pressures of time with the Hawth performance, TB had extended the time limit to a few staff. TB to inform LR when all policies had been reviewed.</p> <p><u>School</u> Humanities <u>College</u> Citizenship Humanities & RE <u>School & College</u> Art Computing Curriculum statement DT English Gardening Homework Maths PE PSHE Performing Arts Science Science health & safety</p>	

12	Anything to add to the Risk Register The committee would review the burden on staff for child protection plans at the next meeting.	12/6/23
13	Impact of governors' action/discussion for pupils Taken account of newly published government SEND statement and allocated areas to committees. Ongoing work to engage with parents to maximize attendance. Monitoring impact of Bromcom reporting. Success of skills rewards system. Contacting local secondary schools and meetings explaining provision offer. Staff training led to accurate target setting. Strength of subject leaders. Improvement of pupil premium attendance. Strengthening governor involvement with subjects. Success in meeting Gatsby Benchmarks. Impact of covid catch up funding proven.	
14	Date of Next Meeting Monday 12 th June at 4pm, College	

SIGNED.....*Sandra Boyd*.....DATE...12th June 2023.....

	ACTION GRID March 2023		
4	Attract new parent governor and associate governors.	All	Constant
6a	Monitor impact of Bromcom in reporting incidents	LST	✓
6a	Read skills for life section on website	All	✓
6c	Send current subject governor allocations so they can be contact directly.	LR	✓
6c	SB to be invited to School Council meetings.	TB/SB	Ongoing
6c	Invite pupil to an FGB.	TB/GB	✓
6d	Update on keystage 5 curriculum developments	NB/Agenda	✓
10	Thankyou note to staff member	GB/MGW	✓
11	Confirmation of final curriculum policies review	TB	✓
12	Review burden on staff for child protection plans.	Agenda	✓