

WOODLANDS MEED GOVERNOR STRATEGY MEETING
ON
Monday, 20th November 2023 at 4.00pm
VENUE: Woodlands Meed, Chanctonbury Road, Burgess Hill, RH15 9EY

Present: Peter Clinch (PC), Marion Wilcock (MGW), Miriam Owen (M)), Tom Brown (TB), Bill Hatton (BH), Justina Pughe Morgan (JPM)

Present on Teams: Sandra Boyd (SB), Matt Stuart (MS)

Clerk: Louisa Rydon (LC)

BUILDING UNIQUE FUTURES TOGETHER

MINUTES		
1. Welcome & Apologies	Apologies were received and accepted from Nola Bennett, Anna Hull, Adam Rowland and Simon Virgo.	
2. Declaration of Interests	SB: grand-daughter at WM	
3. Election of Chair/Vice Chair	PC was duly re-elected as chair. It was agreed to have a vice chair for the committee and BH was duly elected. BH to chair the Spring meeting.	BH 29/2/24
4. Approval of Minutes dated 26th June 2023	The minutes were approved and signed as a true record.	
5. Matters Arising	Nothing to add to the completed action grid.	
6. Ofsted feedback and impact on strategy	<p>PC thanked MGW for reporting on the Ofsted feedback governors had received. MGW/BH and MO had all attended the feedback session. The inspector had recognized WM as continuing to be a good school. However, she had made suggestions on how the governors should be challenging the school to become outstanding.</p> <p>MGW reported on the discussions on the curriculum for Early Years and Complex Needs. The committee were aware the strategy focus had concentrated on outcomes for student leavers. TB explained how the leadership team were focusing on Early Years and working on effective ways to develop their progress through the school and college. PC asked if this focus was now in the School Development plan. TB confirmed it was there and would become a main-strand. Heather Trott had it as part of her annual performance review.</p> <p>The committee discussed physical development and PE which TB confirmed was included in early years with strong teaching skills. They were looking at ways to build on the current skills so pupils could progress taking into account the wide range of abilities.</p> <p>On questioning, TB confirmed he was confident that phonics teaching and complex needs were included in development plans to ensure pupils were rigorously challenged according to their level.</p> <p>The committee approved adding the clause to the strategy as set out by MGW:</p> <p>1. Full Curriculum and Worklife skills</p> <p>1b. To ensure that the Early Years curriculum (including Complex Needs) provides the best possible basis for pupil development.</p> <p>Recommended for approval at FGB.</p>	PC 1/12/23 FGB 11/12/23
7. Review of current tracker	The committee looked at the status of the current tracker. There was some confusion on who was responsible for this document. There was a discussion on how the meeting should be conducted which was not resolved.	

	<p>The tracker was there to ensure the governor strategy was being met and to allow governors to hold staff to account. Currently, the leadership team were asked to update the tracker three weeks prior to the meeting. However, the changes to the tracker were not received in time. It was agreed staff must keep the governors abreast of any changes/progress made in the tracker with timely updates.</p> <p style="text-align: right;"><i>MGW left the meeting.</i></p> <p>There were also problems with ensuring the most up to date version was always available. LR would keep the document in sharepoint and give access to the leadership team.</p> <p>This information would then be discussed in meetings so any changes could be formally discussed and approved by governors. The tracker was a live document to report on progress against the strategic objectives. Governors were sorry they were unable to question Nola Bennett and Adam Rowland on their updates and noted the importance of them being present at the meetings.</p> <p>The committee went through the strategy and noted the progress laid out by the leadership team. Where there was no progress, they asked that reasons were added to the update column rather than just repeating the previous update. PC to update the strategy and to report back to FGB.</p> <p style="text-align: right;"><i>SB & MS left the meeting.</i></p>	
8.	<p>Fundraising report</p> <p>Governors noted the tremendous efforts of Anna Hull and her team and the huge impact the funding had. TB reported on how forward thinking she was and the value of the fundraising initiatives. Governors hoped AH would be able to attend the next meeting.</p>	
9.	<p>Impact on pupils</p> <p>Feedback from Ofsted used to develop strategy and challenge school to meet outstanding.</p> <p>Fundraising providing extra opportunities and experiences for all pupils.</p>	
10	<p>Dates of next meeting</p> <p>Thursday, 29th March 2024 at 4pm</p> <p>Thursday, 20th June 2024 at 4pm</p>	

SIGNED.....*Bill Hatton*..... DATE.....29th February 2024.....

ACTION GRID November 2023			
3	BH to chair the spring meeting.	BH	✓
6	Add clause 1b to strategy. Approval at FGB	PC FGB	✓
7	Leadership team to review tracker document at least three weeks in advance of strategy meetings and give full answers/reasons for progress/no progress. Ensure LT have access to master tracker with changes only made to that document.	LT/LR	Ongoing
8	Anna Hull to attend next meeting.	AH	29/3/23