

**WOODLANDS MEED
LEARNING & WELLBEING COMMITTEE MEETING**
VENUE: Woodlands Meed College, Birchwood Grove Road, Burgess Hill RH15 ODP
Monday, 17th November 2025 at 4.00pm

COMMITTEE present: Adam Rowland (AFR), Deborah Scott (DS), Simon Virgo (SV), Sue Hawkes (SH), Melanie Hart-Murison (MHM), Miriam Owen (on Teams)
All governors invited to attend

Associate Members: Gillian Barton (GB), Nola Bennett (NB), Chris Carter (CC), Thomas Brown (TB) Heather Trott (HT), Martin Woods (MW), Mark Rogers (MR)
(note associate staff members do not have voting rights)
Clerk: Louisa Rydon (LR)

BUILDING UNIQUE FUTURES TOGETHER

MINUTES	
1.	<p>Welcome, Introductions and Apologies Apologies were received and accepted from Rose Griffiths</p>
2.	<p>Declaration of Interests None to declare.</p>
3.	<p>Election of Chair and Vice Chair Following agreement, Rose Griffiths was duly elected as chair and Deborah Scott as vice chair. DS chaired the meeting in RG's absence.</p>
4.	<p>Review terms of reference noting Resources recommendations The committee noted the recommendations made by the property and resources committee and asked LR to make the changes. For approval at FGB.</p>
	LR 3/12/25
5.	<p>Approval of last minutes dated 2nd June 2025 The minutes were signed and approved as a true record.</p>
6.	<p>Matters Arising/Action Grid</p> <p style="margin-left: 20px;">a) <u>Follow up on concern re TA recruitment raised at Resources. Are there any solutions/incentives we can offer?</u></p> <p>AFR confirmed there were currently 3 vacancies though the measures they had put into attract applicants did seem to be having an effect. The governors asked about recruitment and discussed finding the right balance of candidates. MHM felt it might be a role that would interest some of her students at Sussex University.</p>
7.	<p>Notice of AOB None.</p>
8.	<p>Reports for Summer term</p> <p style="margin-left: 20px;">a) <u>school and college – attendance, behaviour and skills achievements, overview of staff injuries</u></p> <p>CC reported attendance was 90%. As governors had asked, he had removed persistent school refusers from the statistics and attendance had risen to the target level of 92.5%. On questioning, CC reported on a cultural shift amongst young people and their parents with high levels of anxiety contributing to non-attendance. WSCC were under pressure to educate these pupils but governors agreed refusing school was not a special need and WM was not the right setting in most instances.</p> <p>GB reported on the positive impact on attendance as the new college opened and the measures being implemented to attract pupils in.</p>

	<p>CC highlighted the dramatic reduction in recorded behaviours at the school in the summer term. He could not pin point a reason but the committee felt it was worth investigating the data.</p> <p>Behaviour at the college was positive and the practice skills system were being well used. GB felt the reason for the reduction in ABC behaviour incidents was due to the increased space and surroundings for pupils.</p> <p>b) <u>School and College – Curriculum, teaching and learning</u></p> <p>MW reported on the significant percentage of students achieving a qualification with some excellent results. Some students had taken multiple GCSEs. MW thanked DS for the work she had done with the introduction of NCFE Essential English and they were now looking at NCFE Essential Maths as a good option for students who found understanding the wordy maths questions a barrier. MO asked if pupils were still offered support with reading during exams. MW confirmed they were able to apply for additional support in testing scenarios with readers and scribes.</p> <p>TB reported on the school results and the importance of having challenging targets. He felt teacher target setting had become more accurate and that assessment through Seesaw was helping. He confirmed they were working with Seesaw to see how data could be more useful.</p> <p>The blue and orange nurture groups were now working effectively and pupils were accessing the correct curriculum appropriate for them. Parents were able to understand the curriculum pupils were working to and the pathway open to them.</p> <p>c) <u>Complex Needs curriculum</u></p> <p>MR gave a verbal report. The new Grid system had been launched and was going well with positive feedback. MR confirmed that teachers now lead their one strand of the new curriculum with TA support. The APRs (annual performance review) focus had been set with the training they had undertaken.</p> <p>d) <u>Careers Compass Report + new Gatsby Benchmarks + Quality careers mark.</u></p> <p>NB gave a detailed report on the changes to the Gatsby Benchmarks and the Careers Compass Report + and the work taking place to meet the new requirements. The committee recognised that with the focus on developing the Supported Internship programme, WM would participate in a Careers and Enterprise Peer Impact Review and they would not renew the Quality in Careers Assessment. The committee discussed the amount of meaningful work experience activities students were expected to have achieved by the end of each keystage. WM continued to be ambitious for their pupils giving them plentiful opportunities whilst developing confidence.</p>	
9.	<p>Demonstration on how Seesaw works</p> <p>Rose Griffiths and Sue Hawkes to be given comprehensive demonstration which they would relay back to governors at the next meeting.</p>	RG/SH 25/2/25
10	<p>Developments on Post 19 provision</p> <p>AFR updated new governors on the aspiration for a post 19 provision and that WSCC were now positively working with WM.</p>	
11	<p>Report on progress of Life Skills programme</p> <p>Haverstocks had put together a design on a pr-bono basis which had been approved with amendments now underway. This had allowed Anna Hull to begin fundraising.</p>	
12	<p>Report on progress on governor monitoring</p> <p>To report at next meeting.</p>	RG 3/12/25
13	<p>How is student wellbeing?</p> <p>a) <u>Consider results of WSCC school health check for pupils with SEND</u></p>	

	NB directed the committee to her summative report which clearly laid out the findings and next steps. The committee noted the positive results with 90% of the students feeling happy and well. NB confirmed they had initiatives in place to meet the action points and they would repeat the survey in 2027.	
14	Report on current staff absence, wellbeing & training AFR informed the committee that Sandra Feltham was retiring and her replacement had been recruited. The committee received her report and AFR explained the changes to Team Teach training and costs.	
15	Request from policy committee: how is the implementation of monitoring pupils with medical conditions working? (policy attached) The policy committee had asked for evidence that the terms of the policy were being met. To the next meeting.	
16	Safeguarding The committee had received CC's report. They noted the higher Operation Encompass referrals (13) which would be kept under review. CC highlighted the preventative work carried out with families and the strong relationships in place.	
17	Confirmation to committee that the curriculum policies due for review in Autumn have been reviewed: Curriculum Statement – on hold while new curriculum is embedded. Collective Worship - approved	Agenda 25/2/26
18	Anything to add to the Risk Register No.	
19	Impact of governors' action/discussion for pupils Measures taken to support TA recruitment. Attendance at School and College good and being constantly monitored. Improving behaviours at both sites. Impact of new college having positive impact. Several pupils taking multiple GCSEs. Successful introduction to benefit pupils of NCFE English and looking for options for Maths and IT. The new nurture groups (Blue and Orange) were working well. Ongoing work to meet Gatsby new benchmarks and ambitious careers programme for pupils. Steps being taken on progression of post 19 provision with WSCC. Fund raising underway for Life Skills programme. Positive results from WSCC school health check for pupils with SEND.	
20	Date of Next Meeting Monday, 9 th March at 4pm, School Wednesday, 3 rd June at 4pm, College	

SIGNED.....*Deby Scott*.....DATE.....9th March 2026.....

ACTION GRID October 2025			
4	Amend terms of reference for approval at FGB	LR	✓
9	Report to committee on how Seesaw operates	RG/SH	✓
12	Update on governor curriculum monitoring to FGB	RG/SH	Ongoing
15	How is the implementation of the policy monitoring pupils with medical conditions working.	GB/CC	✓
17	Curriculum statement to be reviewed once new curriculum embedded	Agenda	Governance 24/6/26