

**Willow Brook Primary School**

**Strategic Development and Pupils Committee  
Minutes of Meeting held at 6.00 pm on Wednesday 22 June 2016**

Ref	Item	Action
	<i>AW acted as clerk for the meeting.</i>	
1	<p><b>Members Present/Apologies &amp; declarations of Interest</b></p> <p>Mr. K Herrington (KHe) (Chair of Committee)  Mrs. L Toom (LT) (Head Teacher)  Mr N Rabbitts (NR) (Chair of Governors)  Dr D Condon (DC)  Mrs. L Ballard (LB)  Ms A Harrison (AH)  Mr A Williams (AW)  Ms C Withnall (CW)  Apologies received:  Mr S Harris (SH)  Ms J Baxter Codington (JB)</p> <p>No declarations of interest were recorded.</p>	
2	<p><b>Minutes of previous meeting held on 2nd March 2012</b></p> <p>The minutes of the meeting held on 2/3/16 were accepted as an accurate and true record of business.</p>	
3	<p><b>Matters Arising/Outstanding Action</b></p> <p>Instead of adding to the existing Equality document, LT has produced a new policy document (Medical Conditions Policy) dated June 2016, and available on the website.</p>	<b>LT</b>

4	<p><b>Items delegated or of interest from FGB Meeting 16th May 2012</b></p> <p><u>Governor questionnaire</u></p> <p>Full Governors had delegated the Committee to decide upon questions for the governor questionnaire-(Do you know your Governors?)- to accompany the updated end-of-year questionnaire.</p> <p>NR had written a letter to all parents outlining the role played by the Governing Body within the school. Following discussion it was agreed that the questionnaire should be distributed by hard copy in the Autumn Term.This should focus on Governor communication with parents. The types of questions would be for example;-</p> <p>Have you ever accessed the Governor section on the website? Do you know, and how, a Governor of the school? Do you regularly read the newsletter?</p> <p>It was further decided that CH (Link Governor for Parent participation) and the Chair (NR) would put together a form using tick boxes and free additional space for comment.</p>	CW/NR
5	<p><b>Standing Item Feedback from each link governor regarding work towards Self Evaluation Form (SEF)</b></p> <p>LT agreed to update the SEF with relevant Link Governor reports before the end of the Summer term. In terms of English this will be done following publication of the SATS results on the 5th July.</p>	
6	<p><b>Discussion: How are we going to ensure we are as informed as possible regarding schools options re academisation and LA funding.</b></p> <p>The Committee had the benefit of information provided by NR following discussions with LT. This addressed current Government thinking bearing in mind the recent White Paper on Academisation. This stated that all schools should look towards being an academy and/or joining a Multi Academy Trust (MAT) by 2022.</p> <p>The meeting discussed recent events designed to present the various different types of school management.</p>	

	<p>Local Authority presentation- attended by KH and AW and others- which was unchanged following the release of the White Paper. It was noted that the same slides had been used.</p> <p>There had been inputs from the Rushcliffe Learning Alliance which highlighted the work that had been done by individual schools and collectively in relation to achievements independent of the need for academy status.</p> <p>The Department of Education position had been showcased by the newly appointed East Midlands Regional Commissioner, Jenny Bexon-Smith. This was described as authoritative.</p> <p>LT informed the meeting of the current agenda to avoid being classed as a 'Coasting School'. Apparently schools must demonstrate that each pupil achieves two levels of progress in the key subject. The meeting agreed that this did not represent a realistic expectation and may in itself pose problems.</p> <p>The Committee agreed that Academy status in some form was inevitable by 2022 given current government policy. As a body we need to address this situation without delay. It was agreed that a small focus group should be formed to look into the various alternatives and report to a future Full Governors meeting with details of the school's options, and recommendations. This group should include the Head, the Deputy the Partnership link governor, and the Chair of Strategic Development Committee. This group should be actioned to report back to the next Full Governors meeting with a planned way forward.</p>	
7	<p><b>Any other business</b></p> <p>LT informed the meeting that there had been 17 applications for Autumn Term entrance. There was some reassurance that this did seem to be an isolated year but concern was expressed about reduced levels of pupil entrance in all local schools.</p>	
8	<p><b>Confidentiality of Business</b></p> <p>None</p>	
9	<p><b>Dates of forthcoming meetings</b></p> <p>Date of the next SDP committee meeting: 23rd November 2016.</p> <p>SH will be the minute taker. AH thanked committee members for their attendance and closed the meeting at 7.35 p.m.</p>	