

Meeting of:	CHB Full Management Committee
Date/Time:	29 th January 2024, 16:30-18:00
Location:	Lynchet Close, Brighton
Distribution:	Full Management Committee and website once approved.
Quorum:	At least half the number of current members is required to be present for decisions to be binding. The meeting was quorate throughout.
Present:	<p>Members (voting)</p> <p>Carla Butler CB – Co-Chair Lydia Majic LMa – Co-Chair Rachel Carter RC - Interim Vice Chair Tim Self TS – Headteacher Amanda Meier AM Simon Boden SB Luke Lording LL Ruth Quill RQ</p> <p>Other</p> <p>Karen Prout KP – SBM Sammie Lea - Clerk</p>
Apologies:	<p>Diana Boyd DB Lorraine Myles LMY Jo Black JB Kate Barker KB</p>
Absent:	Jackie O’Quinn JO

MINUTES AND ACTIONS

1.	<p>Welcome, apologies and absence</p> <p>CB opened the meeting and thanked everyone for attending. LMa had shared she would be arriving late.</p>
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	Apologies were accepted from DB, LMy, JB and KB.
2.	<p>Approval of meeting minutes and matters arising</p> <p>The minutes of 25.09.2023 and 21.11.2023 were approved.</p> <p>Matters arising were discussed.</p> <ul style="list-style-type: none"> ➤ ACTION – CHB to provide in-person safeguarding training option to MC. <p>KP met with Gavin regarding apprenticeships.</p> <p>JO did not visit Connaught Road as Mayor.</p> <ul style="list-style-type: none"> ➤ ACTION – Members to send optional bio to clerk for website. <p>TS has been invited to be a member of the SEN and AP strategy board.</p>
3.	<p>Declarations of interest</p> <p>No declarations of interest were made in any agenda items.</p>
4.	<p>MC Membership / Recruitment</p> <p>TS is now a voting member of the MC as a single Headteacher. AM could join the MC as a Community Member.</p> <ul style="list-style-type: none"> ➤ ACTION – AM to contact Governor Support regarding this. <p>RC was unanimously voted in as Vice Chair.</p>
5.	<p>Discussion of Consultation from LA on Middle School provision</p> <p>Places have been confirmed to be funded at EHCP rate, not PRU place rate. Clarity is needed on staffing. Price per place is set, but costs around this can differ. Building works need costing.</p> <p>Concern was expressed for TS capacity to take on managing recruitment, set up and site refurbishments. It was highlighted that this increased demand could affect other sites.</p> <p>The MC discussed the need to make a decision due to this being time-sensitive, but also the risk of making decisions with unknown factors remaining. Some areas haven't moved forwards.</p>

	<p>The MC recommended to move forwards, but under conditions, and for KP and TS to work on a proposal to be discussed at the next FPP meeting.</p>
<p>6.</p>	<p>Health and Safety / Finance</p> <p>KP was thanked for a detailed SBM report.</p> <p>There was a major incident at TCH the previous week related to threatening behaviour for a student’s family on the school site. No one was physically harmed, but it highlighted issues in the site’s security. Union reps wrote to the MC. TS has contacted Health and Safety and Security departments at the council and Richard Barker has confirmed capital funding can be made available. TS – this has needed to change for years. The building was set up for an anxiety-based cohort. MC asked how staff were. TS – very shaken. TS has crime reference numbers. Pursuing trespass and harassment and currently awaiting police’s response. A HS3 was completed.</p> <p>Another major incident – TS was punched by a KS3 pupil. TS confirmed he is ok. The student had a 3-day exclusion, new risk assessment, and is now back in school. A HS2 was completed.</p> <p>The MC asked to be made aware of major incidents at the time.</p> <p>KP confirmed that spending will be stopped this week due to switching to Bromcom.</p> <p>The deficit is reducing. If the therapies budget is underspent it will be ring fenced to carry forward to the next financial year.</p> <ul style="list-style-type: none"> ➤ ACTION – RC and LL will scrutinise the SFVS with KP. <p>KP left the meeting.</p>
<p>7.</p>	<p>Head’s Report</p> <p>TS was thanked for a comprehensive and easy-to-read report.</p> <p>MC asked about the drug use concern. It has quickly and recently become an issue in KS3. There is a highly vulnerable group known to the AVR. Parents of other students are highly concerned. MC asked about RUOK? services. TS – these students don’t want to be referred. RUOK can, however, work with families and school staff.</p>

	<p>TS shared that many of these students haven't been in the classroom for a long time and a curriculum re-think needs to happen in order to re-engage and prevent them dysregulating one another.</p> <p>MC asked about EAS outreach. TS will pursue this.</p> <p>School Improvement meeting with Max on Thursday went well. It is hard to determine what grade the school will receive. This will likely depend on the focus. Attendance is a concern.</p> <p>MC asked if a more joined up approach with EAS is possible, if they are seeing students who are not attending.</p>
8.	<p>Safeguarding and Attendance updates</p> <p>This was felt to be covered in the Head's Report.</p>
9.	<p>Policy Review</p> <p>The MC Allowances Policy and Pay Policy for Centrally Employed Teachers were approved.</p>
10	<p>Training</p> <p>No feedback from training was shared.</p>
11	<p>Monitoring Visit Reports</p> <p>LMA was thanked for the Health and Safety report.</p> <p>RQ was thanked for the Inclusion/SEN Provision report.</p> <p>There were no questions.</p>
12	<p>AOB</p> <p>None raised.</p>
13	<p>Confidential items</p> <p>No items were deemed confidential.</p>

Summary of Actions:

- ACTION – CHB to provide in-person safeguarding training option to MC. (TS/Clerk)
- ACTION – Members to send optional bio to clerk for website. (All)
- ACTION – AM to contact Governor Support regarding membership. (AM)
- ACTION – RC and LL will scrutinise the SFVS with KP. (RC/LL/KP)