

<b>Meeting of:</b>	<b>CHB Management Committee Discussion Meeting</b>
<b>Date/Time:</b>	4 <sup>th</sup> March 2024, 17:30-18:30
<b>Location:</b>	Connaught Road, Hove / Teams
<b>Distribution:</b>	Full Management Committee and website once approved.
<b>Quorum:</b>	At least half the number of current members is required to be present for decisions to be binding. The meeting was quorate throughout.
<b>Present:</b>	<p><b>Members (voting)</b>            Carla Butler <b>CB</b> – Co-Chair            Rachel Carter <b>RC</b> - Vice Chair            Tim Self <b>TS</b> – Headteacher            Amanda Meier <b>AM</b>            Simon Boden <b>SB</b>            Luke Lording <b>LL</b>            Jo Black <b>JB</b>            Kate Barker <b>KB</b></p> <p><b>Other</b>            Sammie Lea - Clerk</p>
<b>Apologies:</b>	Diana Boyd <b>DB</b> Lorraine Myles <b>LMy</b> Jackie O’Quinn <b>JO</b> Ruth Quill <b>RQ</b>
<b>Absent:</b>	Lydia Majic <b>LMa</b> – Co-Chair

### MINUTES AND ACTIONS

1.	<p><b>Welcome, apologies and absence</b></p> <p>CB opened the meeting and thanked everyone for attending.            Apologies were accepted from JO, RQ, DB, and LMy.</p>
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	Absence was recorded from LMa.
2.	<p><b>Declarations of Interest</b></p> <p>No declarations of interest were made in any agenda items.</p>
3.	<p><b>Approval of meeting minutes and matters arising</b></p> <p>The minutes of CSW 13.11.2023 were approved. There were no matters arising.</p>
4.	<p><b>Discussion of Structure of Organisation</b></p> <p>TS discussed that re-structuring needs to be discussed following the ending of the Co-Headship model. The issues are mainly related to workload. Three Heads of School have a 60% teaching timetable. Two are on the same site. There is an imbalance at TCH. There isn't parity of TA grading across sites. There is a need to think about the structure of the organisation moving forwards, from an SLT perspective and a SIP perspective.</p> <p>TS shared that there is a very different cohort than the school was set up for. This changed a great deal after Covid. Many cannot access classroom learning. There is a high number of EHCPs. And an increased amount of mental health issues. It was agreed it is important to outline what is needed – class-based learning for all, or bespoke for some? And this is challenging to do when SLT are teaching for the majority of the week. But to fund otherwise would result in a massive shortfall.</p> <p>There was a £137k deficit at the start of the year. There is a projected £70-80k deficit for next year. Therefore, debate is needed over options and the best ways to move forwards, prior to approaching the LA.</p> <p>There are currently 33 SEN places, and this is likely to be the same next year, or increased. There are referrals every week. TS is asking for £23,835 for any referral, in line with other provisions. This would result in £42k on 14 places agreed. This would solve financial issues.</p> <p>MC asked if that would make the school a Special School, not a PRU. Effectively, a tier 3 provision. There are 33 students with EHCPs across the whole provision. We have funding for 14 EHCP places at Primary, and 2 at TCH.</p> <p>JB left due to poor connection.</p>

	<p>MC asked how many students have successfully returned to a mainstream primary following a PRU place. TS – One or zero. In KS4, two in five years. In KS3 more like 9-10. But re-integrations often fail. It was more successful pre-Covid.</p> <p>MC asked why the re-integrations fail. TS – often we are seeing the students too late. It's usually after 1-2 managed moves and an alternative offer. Permanent exclusions are masked.</p> <p>MC asked if it was a conflict of interest for Staff MC members to be present as part of this discussion. KB excused themselves from this agenda item and left.</p> <p>Proposed structures were discussed. TS has spoken to Mark Storey and Maxine about it. Paul Elliot in HR hasn't seen it. The capacity for HR at the LA is stretched but the school could potentially have a School Partnership Advisor.</p> <p>MC asked how much funding was needed. A dream figure would be £100k. This is an estimate.</p> <p>MC asked if there are job descriptions for SLT roles. They are outdated. A SPA could help with this.</p> <p>The School Improvement Plan was discussed. 40% attendance remains a key concern. It is important that we can safeguard these pupils. MC felt it was important that LA know it's not a given that the school will get a Good rating.</p> <p>It was discussed that the TCH building is not fit for purpose. There has been a big change in the cohort. Usually at this point in the year three quarters of the students are on board. This year it's more like one quarter. There have been a lot of incidents.</p> <p>MC agreed these discussions are part of a wider discussion with the LA about an overall plan.</p> <p>KB was invited to return for the next agenda item.</p>
<p>5.</p>	<p><b>Set up a Task and Finish Group</b></p> <p>TS – Ofsted will arrive before June. Part of the discussion will be sharing a plan around transition and the direction we are taking.</p> <p>MC member – can staff visit mainstreams to share good practice and help with bridging? This was thought to be a good suggestion.</p>

	<p>MC are concern that the LA are asking for more places, at a time when things are so stretched.  MC member – It is up to us as an MC to push back and say what we are not able to do. We can't be the solution to every problem.</p> <p>MC member asked how KB was feeling.  KB – We regularly have staff in tears. I think we are going to lose good people. Wellbeing is low. It's a day-to-day struggle and the changes have been a challenge.</p> <p>MC member asked if it was appropriate to ask Georgina or Jo to meet with us.</p> <p>The LA need to hear what we need. We need to say why we need what we need. And be clear about what additional resource we need.</p> <p>MC agreed the greatest need was support for TS in SLT. SLT with less time teaching. A deputy head for KS3-4 to report into could solve this. And a really experienced SPA.</p> <p>LL and RC wished to be put forwards for the task and finish group.  AM declined due to conflict of interest.  CB volunteered her HR experience.  A team of four, with TS, was thought to be a good number.</p> <p>TS expressed concern that if the school is given a Good rating, it would not be supported in the way an RI judgement would be.</p> <ul style="list-style-type: none"> <li>➤ ACTION: CB and TS to write to LA regarding a need to increase the capacity of Leadership at CHB and support with a plan for re-structure.</li> </ul> <p>The meeting closed at 19:02.</p>
6.	<p><b>AOB</b></p> <p>None raised.</p>
7.	<p><b>Confidential items</b></p> <p>No items were deemed confidential.</p> <p>The meeting closed at 19:02.</p>

**Summary of Actions:**

- ACTION: CB and TS to write to LA regarding a need to increase the capacity of Leadership at CHB and support with a plan for re-structure.