

RECORD OF MEETING

South-East England and South London Headteacher Board

29th January 2015

Members of Board (and RSC) in attendance

Dominic Herrington (RSC, chair)

Ian Bauckham (HTB)

Rhona Barnfield (HTB)

Angela Barry (HTB)

Andrew Carter (HTB)

Mark Ducker (HTB)

Nikki King (HTB)

Denise Shepherd (HTB)

Apologies

None

Discussion

The board met and discussed:

- Academy Orders
- Sponsor Applications

Note of decisions made by RSC with advice from HTB:

Item for decision	Decision	Conflicts of interest
Academy Order Beddington Park Primary, Sutton	Approve	
Sponsor Applications Wallington County Grammar School, Surrey	Approve	

RECORD OF MEETING

South-East England and South London Headteacher Board

12th February 2015

Members of Board (and RSC) in attendance

Dominic Herrington (HTB, chair)

Ian Bauckham (HTB)

Rhona Barnfield (HTB)

Angela Barry (HTB)

Andrew Carter (HTB)

Mark Ducker (HTB)

Nikki King (HTB)

Denise Shepherd (HTB)

Apologies

None

Discussion

The board met and discussed:

- Open Academies
- Funding Agreement
- Academy Orders
- Sponsor Applications
- New Provision

Note of decisions made by RSC with advice from HTB:

Item for decision	Decision	Conflicts of interest
Funding Agreement Hawes Down Junior, Bromley	Approve	
Funding Agreement Rye Community Primary, East Sussex	Approve	
Funding Agreement Godington Primary, Kent	Approve	
Funding Agreement Lydd Primary, Kent	Approve	
Funding Agreement Castle Hill Primary, Kingston Upon Thames	Approve	
Funding Agreement Gosden House, Surrey	Approve	
Funding Agreement The Ridgeway, Surrey	Approve	
Funding Agreement Saint Cecilia's Secondary School, Wandsworth	Approve	
Academy Order Pound Hill Infant School, West Sussex	Approve	
Sponsor Application Diocese of Southwark	Defer	
Sponsor Application Parallel Learning Trust, Lambeth	Approve	
Sponsor Application Synaptic Trust, Croydon	Approve	
Sponsor Application William Willett Learning Trust, Bromley	Defer	
New Provision Finberry Primary, Kent	The Stour Academy Trust was agreed as	

Item for decision	Decision	Conflicts of interest
	sponsor	

RECORD OF MEETING

South East and South London Headteacher Board

26th February 2015

Members of Board (and RSC) in attendance

Dominic Herrington (RSC, chair)

Rhona Barnfield (HTB)

Ian Bauckham (HTB)

Sir Andrew Carter OBE (HTB)

Mark Ducker (HTB)

Nikki King OBE (HTB)

Denise Shepherd (HTB)

Apologies

Angela Barry

Discussion

The board met and discussed:

- Open Academies
- Free Schools
- Funding Agreements
- New Provision
- Academy Orders
- Sponsor Applications
- Sponsor Capacity Fund
- Models of Governance

Note of decisions made by RSC with advice from HTB:

Item for decision	Decision	Conflicts of interest
Funding Agreement Chilton Primary School, Kent	Approve	
New Provision – Funding Agreement Oasis Arena Academy, South Norwood, Croydon	Approve with conditions	
New Provision - Funding Agreement Bohunt School, Worthing, West Sussex	Approve with conditions	
Academy Order Bexley Primaries Cluster: <ul style="list-style-type: none"> • Old Bexley Church of England Primary, Bexley • St Paulinus Church of England Primary, Bexley • Holy Trinity Lamorbey Church of England Primary, Bexley 	Defer; more information required	
Academy Order Lewisham Leathersellers' Cluster: <ul style="list-style-type: none"> • Prendergast School, Lewisham • Prendergast Vale School, Lewisham • Prendergast Ladywell School, Lewisham 	Approve	
Sponsor Application William Willett Learning Trust, Bromley	Approve with conditions	
Sponsor Application Crofton Schools; Crofton Juniors and Crofton Infants, Bromley	Approve	
Sponsor Application Chattenden Primary School (Peninsula Gateway Academy Trust), Medway	Decline	

RECORD OF MEETING

South-East England and South London Headteacher Board

12th March 2015

Members of Board (and RSC) in attendance

Dominic Herrington (RSC, chair)

Angela Barry (HTB)

Rhona Barnfield (HTB)

Andrew Carter (HTB)

Mark Ducker (HTB)

Nikki King (HTB)

Denise Shepherd (HTB)

Apologies

Ian Bauckham (HTB)

Discussion

The board met and discussed:

- Open academy performance.
- Sponsor-matches.
- Significant change proposals.
- Academy Orders. (Rhona Barnfield was not present during this discussion.)
- Sponsor Capacity Fund.
- Funding Agreements. (Mark Ducker was not present during this discussion)
- Sponsor Applications.

Note of decisions made by RSC with advice from HTB:

Item for decision	Decision	Conflicts of interest
Significant Change Parish Church of England School, Bromley – expand school site	Approve	
Significant Change Portswood Primary, Southampton – expand age range to include nursery provision	Approve	
Funding Agreement Chestnut Park Primary, Croydon	Approve	
Funding Agreement Heathfield Academy, Croydon	Approve	Mark Ducker was not present for this item
Funding Agreement Floreat Wandsworth Primary School, Wandsworth	Approve, subject to conditions	
Funding Agreement Oasis Fiveways Academy, Croydon	Approve	
Funding Agreement Holborough Lakes Primary, Kent	Approve, subject to conditions	
Funding Agreement Kings Hill Primary, Kent	Approve, subject to conditions	
Funding Agreement Leybourne Chase Primary, Kent	Approve, subject to conditions	
Funding Agreement Knight's Park Primary, Kent	Approve	
Funding Agreement Thistle Hill Primary, Kent	Approve, subject to conditions	
Funding Agreement Martello Grove Primary, Kent	Approve, subject to conditions	
Funding Agreement Newhaven Primary, East Sussex	Approve, subject to conditions	

Funding Agreement Hailsham Primary, East Sussex	Approve, subject to conditions	
Funding Agreement Lessness Heath Primary, Bexley	Approve	
Funding Agreement Hawes Down Infant, Bromley	Approve	
Funding Agreement Cudham Church of England Primary, Bromley	Approve	
Funding Agreement Holy Infants RC, Bromley	Approve	
Funding Agreement St Leonard's Church of England, East Sussex	Approve	
Funding Agreement West Kingsdown Church of England, Kent	Approve	
Funding Agreement Beaver Green Primary, Kent	Approve	
Funding Agreement Stamshaw Junior Primary, Portsmouth	Approve	
Funding Agreement City of Portsmouth Boys Secondary, Portsmouth	Approve	
Funding Agreement Green Wrythe Primary, Sutton	Approve	
Funding Agreement Beddington Park Primary, Sutton	Approve	
Funding Agreement Blackthorns Community Primary, West Sussex	Approve	
Funding Agreement Holmbush Primary, West Sussex	Approve	
Academy Orders Bexley Primaries Cluster <ul style="list-style-type: none"> • Old Bexley Church of England Primary • St Paulinus Church of England Primary 	Approve	

<ul style="list-style-type: none"> Holy Trinity Lamorbey Church of England Primary <p>All in Bexley</p>		
<p>Academy Order</p> <p>Barnham Primary, West Sussex</p>	Approve, subject to conditions	
<p>Academy Order</p> <p>Heathside School, Surrey</p>	Approve	
<p>Academy Order</p> <p>Oxted School, Surrey</p>	Approve, subject to conditions	Rhona Barnfield was not present for this item
<p>Academy Order</p> <p>St Mary's Catholic Primary School, Kent</p>	Approve, subject to conditions	
<p>Academy Order</p> <p>Chamberlayne College, Southampton</p>	Decline	
<p>Academy Orders</p> <p>Diocese of Chichester Primary Cluster</p> <ul style="list-style-type: none"> Northiam Church of England Primary School St Thomas' Church of England Aided Primary School <p>Both in East Sussex</p>	Approve, subject to conditions	
<p>Sponsor Application</p> <p>Diocese of Southwark, Southwark</p>	Approve, subject to conditions	

RECORD OF MEETING

South-East England and South London Headteacher Board

26th March 2015

Members of Board (and RSC) in attendance

Dominic Herrington (RSC, chair)

Rhona Barnfield (HTB)

Ian Bauckham (HTB)

Andrew Carter (HTB)

Nikki King (HTB)

Apologies

Angela Barry (HTB)

Mark Ducker (HTB)

Denise Shepherd (HTB)

Discussion

The board met and discussed:

- Open Academies.
- Significant Changes.
- Academy Presumptions.
- Academy Orders.
- Sponsor Applications.
- Funding Agreements.
- Sponsor Capacity Fund.

Note of decisions made by RSC with advice from HTB:

Item for decision	Decision	Conflicts of interest
Significant Change Rodborough School, Surrey – adding SEN provision	Approve	Rhona Barnfield was not present for this item
Significant Change Wilmington Academy, Kent – adding SEN provision	Approve	
Significant Change Wishmore Cross Academy, Surrey – adding SEN provision	Approve	
Significant Change Thomas Aveling School and Fort Pitt Grammar School Academy Trust – SAT joining a MAT	Approve	
Significant Change Sheldwich Primary School, Kent – adding nursery provision	Approve	
Significant Change Bohunt School, Hampshire – adding 6 th form	Approve	
New Provision Langley Park, Kent – Leigh Academies Trust approved as sponsor	Approve	
Academy Orders Pathway Academy MAT <ul style="list-style-type: none"> ○ Culverstone Green Primary School, Kent ○ Riverview Infant School, Kent 	Approve	
Academy Orders Zenith Education Trust <ul style="list-style-type: none"> ○ Burnt Ash Primary School, Bromley ○ Oaklands Primary School, Bromley 	Approve	
Academy Orders Tenterden MAT <ul style="list-style-type: none"> ○ Tenterden Infant School, Kent ○ Tenterden CE Junior School, Kent ○ St Michael's CoE Primary School, Kent ○ Homewood School and Sixth Form Centre, 	Approve, subject to conditions	

Kent		
Academy Order Orchards Community Middle School, West Sussex	Approve	
Academy Orders The Kite Academy Trust <ul style="list-style-type: none"> ○ Cross Farm Infant School, Surrey ○ The Grove Primary School, Surrey ○ Sandringham School, Surrey ○ Mytchett Primary School, Surrey 	Approve	
Academy Order Bishop David Brown School, Surrey	Approve	
Academy Order Hillsgrove Primary School, Bexley	Approve	
Academy Order The Crescent Primary School, Croydon	Approve	
Academy Orders Croydon Catholic Schools Umbrella Trust <ul style="list-style-type: none"> ○ St Mary's Catholic Junior, Croydon ○ St Mary's Catholic Infant, Croydon 	Approve	
Funding Agreement Finberry Park, Kent	Approve	
Sponsor Application Cheam Park Farm Junior School, Sutton	Approve	

RECORD OF MEETING

South-East England and South London Headteacher Board

21st May 2015

Members of Board (and RSC) in attendance

Dominic Herrington (RSC, chair)

Ian Bauckham (HTB)

Rhona Barnfield (HTB)

Denise Shepherd (HTB)

Nikki King (HTB)

Andrew Carter (HTB)

Apologies

Angela Barry (HTB)

Mark Ducker (HTB)

Discussion

The board met and discussed:

- The RSC activities during the pre-election period.
- South East and South London regional data.
- Open academies update.
- Free Schools due to open in September 2015.
- Worsley Bridge Primary, Bromley.
- Academy Orders.
- Sponsors in South East and South London.

Note of decisions made by RSC with advice from HTB:

Item for decision	Decision	Conflicts of interest
Academy Order Dymchurch Primary School, Kent	Approve	
Academy Orders Lightwater Village School and Hammond Junior School, Surrey	Approve	

RECORD OF MEETING

South-East England and South London Headteacher Board

4th June 2015

Members of Board (and RSC) in attendance

Dominic Herrington (RSC, chair)

Angela Barry (HTB)

Ian Bauckham (HTB)

Rhona Barnfield (HTB)

Mark Ducker (HTB)

Denise Shepherd (HTB)

Nikki King (HTB)

Andrew Carter (HTB)

Apologies

None

Discussion

The board met and discussed:

- The Education and Adoption Bill.
- Future Leaders MAT CEO Programme report.
- The Kent region.
- Open Academies update.
- Weston Academy.
- Chantry Community Academy.
- Wave 9 Free School applications.
- Wave 8 Free School progress (Ian Bauckham was not present during this discussion).
- July openers.
- Academy Orders.

Note of decisions made by RSC with advice from HTB:

Item for decision	Decision	Conflicts of interest
Academy Order Bandon Hill Primary School, Sutton	Approve	
Academy Order St George's Church of England Primary School, Kent	Defer – awaiting further information	

RECORD OF MEETING

South East and South London Headteacher Board

25th June 2015

Members of Board (and RSC) in attendance

Dominic Herrington (RSC, chair)

Rhona Barnfield (HTB)

Ian Bauckham (HTB)

Andrew Carter (HTB)

Mark Ducker (HTB)

Nikki King (HTB)

Denise Shepherd (HTB)

Apologies

Angela Barry (HTB)

Discussion

The board met and discussed:

- SESL Strategy for 2015/16.
- Education and Adoption Bill.
- Decision making process on sponsored academies.
- Open academies.
- Significant change proposals.
- Wave 9 Free School applications.
- New provision September 2015 openers.
- Academy orders.
- Sponsor applications.

Note of decisions made by RSC with advice from HTB:

Item for decision	Decision	Conflicts of interest
Significant Change Cheam High School, Sutton – Single Academy Trust to a Multi Academy Trust	Approve	
Significant Change Woodlands Primary School, Medway - enlargement of the physical capacity of a special academy including an increase in pupil numbers	Approve	
Academy Order Mottingham Primary School, Bromley - to join Education for the 21 st Century	Approve	
Sponsor Application Avenue Primary School, Sutton (Cirrus Primary Academy Trust)	Approve	

Decisions dealt with by correspondence between 5th June 2015 and this HTB meeting:

Item for decision	Decision	Conflicts of interest
Funding Agreement Burnt Oak Junior School, Bexley	Approve	
Funding Agreement Reculver Church of England Primary School, Kent	Approve	
Funding Agreement St Mary's Catholic Primary School, Kent	Approve	
Funding Agreement St John's Catholic Primary School, Gravesend	Approve	
Funding Agreement	Approve	

St Margaret's Church of England Voluntary Controlled Junior School, Rainham		
Funding Agreement All Saints Church of England Primary School, Kent	Approve	
Funding Agreement St John's Church of England Voluntary Controlled Infant School, Chatham	Approve	
Funding Agreement Salfords Primary School, Surrey	Approve	
Funding Agreement Barnham Primary School, West Sussex	Approve	

RECORD OF MEETING

South East and South London Headteacher Board

2nd July 2015

Members of Board (and RSC) in attendance

Dominic Herrington (RSC, chair)

Rhona Barnfield (HTB)

Mark Ducker (HTB)

Nikki King (HTB)

Apologies

Angela Barry (HTB)

Ian Bauckham (HTB)

Andrew Carter (HTB)

Denise Shepherd (HTB)

Discussion

The board met and discussed:

- Education and Adoption Bill.
- RSC and HTB roles.
- Significant change proposals.
- Academy orders.
- Sponsored academies.
- Sponsor applications.

Note of decisions made by RSC with advice from HTB:

Item for decision	Decision	Conflicts of interest
Significant Change Mascalls School, Kent – Single Academy Trust to a Multi Academy Trust	Approve	
Significant Change Milton Court Primary, Kent – changing age range	Approve	
Academy Order St George’s CofE Primary School	Approve (with conditions)	
Academy Order Chantry Community College, Kent – to be sponsored by Greenacre Academy Trust	Approve	Nikki King was not present for this item.
Sponsor Application The Howard Academy Trust, Medway	Approve (with conditions)	

RECORD OF MEETING

South East and South London Headteacher Board

16th July 2015

Members of Board (and RSC) in attendance

Rhona Barnfield (HTB)

Angela Barry (HTB)

Ian Bauckham (HTB)

Andrew Carter (HTB)

Mark Ducker (HTB)

Dominic Herrington (RSC, chair)

Denise Shepherd (HTB)

Apologies

Nikki King (HTB)

Discussion

The board met and discussed:

- SESL regional strategy.
- EBacc.
- Significant change proposals.
- Free school projects in pre-opening.
- Academy orders.
- Sponsor matches.
- Sponsor applications.
- Darrick Wood Junior, Bromley and Pratts Bottom, Bromley to form South Orpington Learning Alliance MAT.

Note of decisions made by RSC with advice from HTB:

Item for decision	Decision	Conflicts of interest
Sponsor Approval Rainham Mark Grammar School, Medway	Approve - with conditions)	Denise Shepherd was not present for this item.
Academy Order Twydall Primary, Medway, to join Rainham Mark Grammar School	Approve - with conditions	Denise Shepherd was not present for this item.
Sponsor Approval Farnborough Primary Trust	Approve - with conditions	
Academy Order Worsley Bridge Primary, Bromley to join Farnborough Primary Trust	Approve	
Sponsor Approval St Mary's Catholic Infant, Croydon	Approve - with conditions	
Academy Order St Mary's Junior, Croydon, to join St Mary's Catholic Infant School	Approve	
Pre-warning Notice Gray's Farm Primary (TKAT), Bromley	Approve	
Significant Change Fullbrook School, Surrey - SAT joining MAT	Approve - with conditions	
Significant Change Princes Plain, Bromley - gaining a Faith Designation	Approve	
Significant Change Homewood School, Kent - change in Capacity	Decline	
Significant Change Chichester High, West Sussex - merger	Approve	
Significant Change Elaine Primary, Medway - expansion	Approve - with conditions	
Significant Change Portsmouth Academy for Girls, Portsmouth - change of	Approve	Denise Shepherd and Angela Barry were not present for this item.

gender composition		
Significant Change Newbridge Junior School, Portsmouth- expansion	Approve	Denise Shepherd and Angela Barry were not present for this item.
Significant Change Wallington and Nonsuch Academy Trusts- formation of MAT	Approve	
Significant Change Holmbush Primary, West Sussex- change in lower age range	Approve	
Academy Order Lakeside Primary School, Surrey	Approve	
Academy Order Kingsnorth CofE Primary School, Kent	Approve	
Academy Order Chelsfield Primary School, Bromley, The Highway Primary School, Bromley, Blenheim Primary School, Bromley, to join South Orpington Learning Alliance	Approve - with conditions	
Academy Order Byron Primary, Medway, to join Brompton Westbrook	Approve	
Academy Order South Norwood, Croydon, to join Synaptic Trust	Approve	
Academy Order Temple Mill, Medway, to join Howard School	Approve - with conditions	
Academy Order Cheam Common Junior, Sutton, to join Cheam Park Farm	Approve	
Sponsor Application Riddlesdown Collegiate, Croydon	Approve - with conditions	

RECORD OF MEETING

South East and South London Headteacher Board

17th September 2015

Members of Board (and RSC) in attendance

Dominic Herrington (RSC, chair)

Rhona Barnfield (HTB)

Angela Barry (HTB)

Ian Bauckham (HTB)

Sir Andrew Carter (HTB)

Mark Ducker (HTB)

Nikki King (HTB)

Denise Shepherd (HTB)

Apologies

None

Discussion

The board met and discussed:

- SESL plan for 2015/16.
- SESL Sub-regional fora.
- Open academies.
- Significant change proposals.
- Academy orders.
- Sponsor applications.
- Pre-warning notices.
- Warning notices.

Note of decisions made by RSC with advice from HTB:

Item for decision	Decision	Conflicts of interest
Academy Orders Manor Community Primary School, Kent	Approve	
Academy Orders Rivermead School, Medway	Approve	
Academy Orders Westover Primary School, Portsmouth	Approve	
Sponsor Application Manor Community Primary School	Approve	
Significant Change Danetree Junior School, Surrey – conversion to primary school status and expansion.	Approve	
Significant Change Broadmere Primary Academy, Kent – closure of Hearing Impairment Centre (HIC).	Approve	
Pre-warning Notice Spires Academy, Kent	Approve	
Pre-warning Notice Learning Schools Trust	Deferred	
Pre-warning Notice Spires Academy, Kent	Approve	
Warning Notice Astor College, Dover	Approve	

Decisions dealt with by correspondence between 16th July 2015 and this HTB meeting:

Item for decision	Decision	Conflicts of interest
<p>Significant Change Churchwood Primary, East Sussex – lowering age range and increasing number of places.</p>	Approve	
<p>Significant Change Hollington Primary, East Sussex – lowering age range and increasing number of places.</p>	Approve	
<p>Significant Change Kenyngton Manor, Surrey - change of age range</p>	Approve	Rhona Barnfield was not present for this item

RECORD OF MEETING

South East and South London Headteacher Board

8th October 2015

Members of Board, RSC, and guests in attendance

Dominic Herrington (RSC, chair)

Rhona Barnfield (HTB)

Angela Barry (HTB)

Ian Bauckham (HTB)

Sir Andrew Carter (HTB)

Mark Ducker (HTB)

Nikki King (HTB)

Denise Shepherd (HTB)

Apologies

None

Cross-cutting discussion points

The board discussed:

- **Draft DfE Strategic Priorities**

The board welcomed the opportunity to review the strategic priorities. They thought it was important that there was consistency throughout.

- **Hard federations**

The board discussed NAHT's proposals on hard federations and had a range of views.

- **16-19 Area Review**

The board asked about the process and outcomes of the reviews and noted that the remit was focussed on sixth forms/FE colleges.

- **HTB role on free schools**

The board felt it was important that demographic data were made more readily available to proposer groups to see where new schools are needed.

- **Open Academies Update**

The board discussed academies of significant concern and were updated on the measures being put in place to stimulate improvement.

- **Open Free School Performance** (Mark Ducker and Nikki King were not present for this item)

The board discussed Free Schools of significant concern and were updated on the measures being put in place to stimulate improvement.

- **Brokerage and Sponsor Capacity**

The board discussed the process to agree sponsor capacity and principles for brokerage in the South East and South London.

- **The Kemnal Academy Trust** (Denise Shepherd and Angela Barry were not present for part of this discussion)

The board discussed TKAT's overall approach to school improvement.

- **GLF Schools** (Rhona Barnfield and Andrew Carter were not present for this item)

The board discussed GLF's potential for further growth.

- **Leigh Academies Trust** (Angela Barry and Denise Shepherd were not present for this item)

The board discussed Leigh's potential for further growth.

- **Kent Catholic Schools Partnership**

The board discussed KSCP's potential for further growth.

- **Business Academy Bexley**

The board and RSC discussed education and financial leadership and whether there was sufficient external challenge and support. The RSC agreed to write a formal letter of concern to the school.

Discussion of projects, including decisions made by RSC with advice from HTB:

All decisions are made in reference to relevant legislation and the published criteria. The table below sets out some key discussion points only.

Pre-Warning Notices

Project	Decision	Key Points	Conflicts of interest
Future Schools Trust	Approve	<ul style="list-style-type: none"> • performance • other sources of capacity and support and challenge 	
Action required: Pre-Warning Notice to be sent.			
Marshlands Academy, East Sussex	Approve	<ul style="list-style-type: none"> • performance • Education Adviser visit. 	
Action required: Pre-Warning Notice to be sent.			

Warning Notices

Project	Decision	Key Points	Conflicts of interest
Woodard Academy Trust	Approve	<ul style="list-style-type: none"> • support from independent schools • timing of the letter. 	
Action required: Warning Notice to be sent for Littlehampton Academy			

Removal of Pre-Warning Notice

Project	Decision	Key Points	Conflicts of interest
Broadfield East Junior, West Sussex	Approve	<ul style="list-style-type: none"> • RSC meetings with the Trust • governance and leadership 	
Action required: Send letter to the Trust.			

Sponsor for Targeted Basic Need Project

Project	Decision	Key Points	Conflicts of interest
Fiveways Academy, Croydon – Harris to sponsor	Approve	<ul style="list-style-type: none"> • performance • finance 	Mark Ducker and Nikki King were not present for this item.
Action required: Send letter to Harris to inform them of decision.			

Sponsor for Academy Presumption Project

Project	Decision	Key Discussion Points	Conflicts of interest
Castle Hill, Kent – to be sponsored by Leigh Academies Trust	Approve	<ul style="list-style-type: none"> • LA recommendation • school Improvement 	Angela Barry and Denise Shepherd were not present for this item.
Action required: Send letter to Leigh Academies Trust to inform them of decision.			

Funding Agreement

Project	Decision	Key Points	Conflicts of interest
St Francis Catholic Primary School, Maidstone – to join Kent Catholic Schools Partnership.	Approve	<ul style="list-style-type: none"> • governance • performance 	
Action required: Project lead to send Funding Agreement.			
St Ethelbert's Catholic Primary School, Maidstone – to join Kent Catholic Schools Partnership.	Approve	<ul style="list-style-type: none"> • governance • performance 	
Action required: Project lead to send Funding Agreement.			
St Edward's Catholic Primary School, Sheppey – to be sponsored by Kent Catholic Schools Partnership.	Approve	<ul style="list-style-type: none"> • governance • performance 	
Action required: Project lead to send Funding Agreement.			
St Edmund's Catholic Secondary School, Dover – to be sponsored by Kent Catholic Schools Partnership.	Approve - with FA conditions	<ul style="list-style-type: none"> • governance • performance 	
Action required: Request school improvement plan.			

Decisions made between 17th September 2015 and this HTB meeting

Project	Decision	Key Points	Conflicts of interest
IEB Redwood Park School, Portsmouth, establish interim executive board.	Approve		

RECORD OF MEETING

South East and South London Headteacher Board

12th November 2015

Members of Board, RSC, and guests in attendance

Dominic Herrington (RSC, Chair)

Rhona Barnfield (HTB)

Angela Barry (HTB)

Ian Bauckham (HTB)

Mark Ducker (HTB)

Denise Shepherd (HTB)

Paul Griffiths (Guest, CEO of University of Brighton Trust)

Apologies

Nikki King (HTB)

Sir Andrew Carter (HTB)

Cross-cutting discussion points

The board discussed:

- **University of Brighton Trust (UBT)**

Paul Griffiths introduced UBT and the local context.

- **SESL Plan**

The board were updated on the RSC office's progress towards key milestones.

- **Free Schools Applications**

Paul Griffiths and Angela Barry were not present for this discussion. Dominic Herrington was not present for the discussion of Harris. The board were updated on Wave 10 Free School applications and were informed of cases where applications did not progress to interview.

- **University Technical Colleges in the South East and South London**

The board discussed the issues facing University Technical Colleges generally.

- **Sponsor growth and capacity**

The board discussed the recent growth survey which all sponsors have completed.

- **Academy conversion in the South East and South London**

The board discussed how to handle parties interested in becoming academies.

- **The English Baccalaureate (EBacc)**

The board discussed the issues around the DfE consultation on the Ebacc.

- **Medway Performance**

The board discussed educational performance in Medway and identified some of the barriers to improvement.

- **Open Academy performance**

The board reviewed analysis of KS4 provisional data from across the South East and South London. They also reviewed the RSC's intervention measures in underperforming academies.

- **Williamson Trust**

Denise Shepherd was not present for this discussion. The RSC agreed to write a formal letter of concern to the Trust in relation to Elaine Primary, Medway.

- **REAch2**

The RSC agreed to write a formal letter of concern to the Trust in relation to Castle Hill Academy and Broadmead Academy in Croydon.

- **Griffin Schools Trust**

Denise Shepherd was not present for this discussion. RSC agreed to write a formal letter of concern to the Trust in relation to Saxon Way Primary School and Wayfield Primary School in Medway.

Discussion of projects, including decisions made by RSC with advice from HTB:

All decisions are made in reference to relevant legislation and the published criteria. The table below sets out some key discussion points only

Pre-Warning Notices

Project	Decision	Key Discussion Points	Conflicts of interest
Fort Pitt Grammar School, Medway	Defer pending meeting with Trust	<ul style="list-style-type: none"> Education Adviser visits new leadership teams timing of letters 	Denise Shepherd left the room for this item and did not receive the papers for it
Action required: RSC to meet with the Trust CEO, and then to discuss Fort Pitt Pre-Warning Notice.			

Academy Orders

Project	Decision	Key Discussion Points	Conflicts of interest
Sir Henry Fermor, East Sussex – to be sponsored by the Tenax Schools Trust	Approve with conditions	<ul style="list-style-type: none"> composition of the Trust and the schools which will be joining it school budget position 	Ian Bauckham left the room for this item and did not receive the papers for it
Action required: Academy Order to be sent.			
Dysart School, Kingston-upon-Thames	Approve	<ul style="list-style-type: none"> performance finance 	
Action required: Academy Order to be sent.			

Significant Changes

Project	Decision	Key Discussion Points	Conflicts of interest
Front Lawn Primary, Hampshire – lower age range	Approve	<ul style="list-style-type: none"> finance governance 	
Action required: RSC office to inform the Trust.			
Delce Academy, Medway – lower age range	Approve	<ul style="list-style-type: none"> number of forms of entry the consultation process at the school 	
Action required: RSC office to inform the Trust.			

Decisions made between 8th October 2015 and this HTB meeting

Project	Decision	Key Discussion Points	Conflicts of interest
Academy Order South Downs Community Special School, East Sussex	Approve	<ul style="list-style-type: none"> • performance • governance 	
Action required: Academy Order to be sent.			
Academy Order The Lindfield School, East Sussex	Approve	<ul style="list-style-type: none"> • performance • governance 	
Action required: Academy Order to be sent.			
Academy Order Eastcote Primary School, Bexley	Approve	<ul style="list-style-type: none"> • performance • governance 	
Action required: Academy Order to be sent.			
Academy Order Westgate, Kent - to be sponsored by Manor Community Primary School	Approve	<ul style="list-style-type: none"> • performance • governance 	
Action required: Academy Order to be sent.			
Significant Change Midfield Primary, Kent – expansion	Approve	<ul style="list-style-type: none"> • finance • governance 	
Action required: RSC office to inform the Trust.			
Pre-Warning Notice Gravesend Grammar School, Kent	Approve	<ul style="list-style-type: none"> • performance • governance 	
Action required: Pre-Warning Notice to be issued.			

RECORD OF MEETING

South East and South London Headteacher Board

12th December 2015

Members of Board, RSC, and guests in attendance

Dominic Herrington (RSC, chair)

Rhona Barnfield (HTB)

Angela Barry (HTB)

Sir Andrew Carter (HTB)

Mark Ducker (HTB)

Nikki King (HTB)

Denise Shepherd (HTB)

Julie Knock-Bravery (Guest, South East Representative for Teaching Schools Council)

Apologies

Ian Bauckham (HTB)

Cross-cutting discussion points

The board discussed:

- **Policy**

The board discussed the Education and Adoption Bill and Education Select Committee Report on RSCs.

- **The work of the Teaching Schools Council**

Julie Knock-Bravery provided an update on the work of the Teaching Schools Council.

- **Catholic Dioceses in SESL**

The board discussed moves towards geographical MATs which were welcomed.

- **Open Academies Update**

The Board discussed academies of significant concern and were updated on the measures being put in place to drive improvement.

Discussion of projects, including decisions made by RSC with advice from HTB:

All decisions are made in reference to relevant legislation and the published criteria. The table below sets out some key discussion points only

Warning Notices

Project	Decision	Key Points	Conflicts of interest
Winton Community Academy (AET), Hampshire	Approve	<ul style="list-style-type: none"> • latest Ofsted report • performance 	
Action required: Warning Notice to be sent.			

Sponsor Application

Project	Decision	Key Discussion Points	Conflicts of interest
Cheam High School, Sutton	Approve	<ul style="list-style-type: none"> • finance • performance 	
Action required: Send sponsor approval letter.			
Surrey Heath, Surrey	Defer	<ul style="list-style-type: none"> • finance • performance 	Rhona Barnfield left the room for this item and did not receive papers for it
Action required: Feedback to be given to the Trust.			
Grey Court School, Richmond	Approve	<ul style="list-style-type: none"> • governance • performance 	
Action required: Send sponsor approval letter.			
Castle Hill Primary School, Kingston	Approve with conditions	<ul style="list-style-type: none"> • governance • performance 	
Action required: Send sponsor approval letter.			
The Inspire Learning Federation, Southampton	Approve	<ul style="list-style-type: none"> • governance • performance 	
Action required: Send sponsor approval letter.			
Joydens Wood, Kent	Defer	<ul style="list-style-type: none"> • finance • governance 	
Action required: Feedback to be given to the Trust.			

Ravenscote Junior, Surrey	Approve with conditions	<ul style="list-style-type: none"> • finance • governance 	
Action required: Send sponsor approval letter.			
Grevestede, West Sussex	Decline	<ul style="list-style-type: none"> • finance • governance 	
Action required: Project lead to encourage Grevestede to reapply following next summer's results.			

Academy Orders

Project	Decision	Key Points	Conflicts of interest
Bedelsford School, Kingston upon Thames – to join Orchard Hill College	Approve	<ul style="list-style-type: none"> • finance • governance 	
Action required: Academy Order to be sent			
St Philip's School, Kingston upon Thames – to join Orchard Hill College	Approve	<ul style="list-style-type: none"> • finance • governance 	
Action required: Academy Order to be sent.			
Brenchley and Matfield, Kent – to join the Tenax Schools Trust	Approve	<ul style="list-style-type: none"> • performance • finances 	
Action required: Academy Order to be sent.			

Funding Agreements

Project	Decision	Key Points	Conflicts of interest
South Norwood Primary School, Croydon	Approve	<ul style="list-style-type: none"> • proposed opening date 	
Action required: Funding Agreement to be sent.			
Worsley Bridge Primary School, Bromley	Approve	<ul style="list-style-type: none"> • proposed opening date 	
Action required: Funding Agreement to be sent.			
Byron Primary School, Medway	Approve	<ul style="list-style-type: none"> • review of sponsor match • proposed opening date 	
Action required: Funding Agreement to be sent.			

Rivermead School, Medway	Approve	<ul style="list-style-type: none"> • proposed opening date 	
Action required: Funding Agreement to be sent.			

Decisions made between 12th November 2015 and this HTB meeting

Project	Decision	Key Points	Conflicts of interest
St Aidan's Catholic Primary School, Croydon – to join the Croydon Catholic Umbrella Trust	Approve	<ul style="list-style-type: none"> • governance • performance 	
Good Shepherd Catholic Primary School, Croydon – to join the Croydon Catholic Umbrella Trust	Approve	<ul style="list-style-type: none"> • governance • performance 	